

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, January 10, 2022

Mayor Behnken called the meeting to order at 5:02pm.

Roll call of members present: Dean Sherman, Mary Ann Poynor, Bill Scherbring, Linda Schmitt, Tania Bradley. Absent: None.

Motion by Sherman, seconded by Schmitt to approve the agenda as presented. Motion carried, all ayes.

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the December 27, 2021 City Council meeting and the January 5, 2022 Goal Setting Work Session

3.2 R-001-2022 Resolution Approving Bills

3.3 Liquor License Applications: Renewal Application for On Premise Class B Beer Permit with Sunday Sales for Tran Restaurant, Inc dba Chuong Garden Restaurant at 118 East Main Street; Renewal Application for Off Premise Class E Liquor License with Sunday Sales for H & S Stores LLC dba Liquor Tobacco & Vape at 316 East Main Street

3.4 Approve Pay Estimate #15 in the amount of \$6,000.00 to Kirkham Michael for the Airport Land Acquisition & Easements Project

3.5 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the Council. Following discussion, motion by Poynor, seconded by Scherbring to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment

VENDOR	DESCRIPTION	AMOUNT
ACCESS SYSTEMS LEASING	IT/COPIER SERVICES	409.38
ALLIANT ENERGY	ELECTRICITY	21,019.09
AMAZON CAPITAL SERVICES	SUPPLIES	80.45
ANDERSON WELDING	REPAIR/MAINTENANCE	102.22
AWARD COMPANY OF AMERICA	WALNUT PLAQUES	292.93
AXON ENTERPRISE	TASER SUPPLIES	375.00
BARRON MOTOR	PARTS/SUPPLIES	224.79
BASE	INSURANCE	108.00
CITY LAUNDERING	FIRST AID SKUPPLIES	239.07
COLOFF DIGITAL	WEBSITE MAINTENANCE	169.00
CONRAD CONSTRUCTION	CLEANING SERVICES	450.00
DES MOINES STAMP MFG	BLDG STAMP	74.00
DJ REPAIR	REPAIR/MAINTENANCE	172.00
DOLAN INS AGENCY	INSURANCE	32.00
EASTERN IA EXCAVATING	PAY #2 (FINAL): TIRRILL PARK	5,842.02
ENVISIONWARE	LIBRARY SUPPLIES	0.19
FAREWAY STORES	SUPPLIES	43.64
GEORGEN AUTO	VEHICLE MAINT/REPAIR	113.72
GWORKS GIS WORKSHOP	DATA PULL	8,400.00

HENDERSON PRODUCTS	VEHICLE SUPPLIES	377.79
IA PUBLIC AIRPORTS ASSOC	MEMBERSHIP	100.00
IOWA ONE CALL	LOCATES	100.30
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	531.07
KILBURG EQUIPMENT	MAINTENANCE/REPAIR	411.98
KMCH	RADIO ANNOUNCEMENTS	343.20
MACQUEEN TRANS IOWA EQUIP	EQUIP PARTS/SERVICE	81.83
MANCHESTER FIRE ASSOCIATION	IFA MEMBERSHIP 2022	676.58
MANCHESTER MOTOR SUPPLY	AUTO PARTS	162.72
MASTERPIECE CLEANING	CITY HALL/PD/AIRPORT CLEANING	640.00
NORTHERN IOWA TREE SERVICE	TREE/STUMP REMOVAL	400.00
NORTHLAND PRODUCTS COMPANY	MOTOR OILS & LUBRICANTS	152.95
PALMER HARDWARE	PARTS/SUPPLIES	48.85
PAYROLL CHECKS	PAYROLL CHECKS	84,043.30
PETERS & LONGMUIR	LEGAL FEES	988.00
PITNEY BOWES	LEASE PAYMENT	152.34
RIVER CITY STONE	ROCK/STONE	34.29
S & R CONSTRUCTION	OAKVIEW ESTATES DEVELOPMENT	891,469.83
SCHERBRING, BILL	REIMBURSEMENTS	45.92
SOLUTIONS MANAGEMENT GROUP	PRINTER 8300 CONTRACT	154.70
STERICYCLE	SHREDDING	50.71
STEVE MEYER CONSULTING	GRANT WRITING SERVICES	1,350.00
SUE'S FLOWER & GARDEN CENTER	LANDSCAPE PLANTS/MATERIALS	400.70
SUNSHINE BOY	WINDOW MAINTENANCE	100.00
TRUE NORTH COMPANIES	FIRE DEPT AD&D INSURANCE	402.80
UTILITY DEPOSIT TRUST	UTILITY DEPOSIT REFUNDS	302.17
WINDSTREAM	PHONE/INTERNET	1,159.28
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	1,114.25
ZIMMER & FRANCESCON	PARTS/SUPPLIES	165.20
TOTAL		1,024,108.26
FUND TOTALS		
	GENERAL	83,107.96
	HOTEL MOTEL TAX	507.75
	HOLIDAY DECORATIONS	112.00
	ROAD USE TAX	14,167.61
	EMPLOYEE BENEFIT	108.00
	PARK IMPROVEMENT	5,842.02
	SUBDIVISION PROJECTS	891,469.83
	STREET PROJECTS	78.02
	WATER FUND	10,957.01
	UTILITY DEPOSIT TRUST	302.17
	SEWER FUND	17,455.89
TOTAL		1,024,108.26

2022 East Main Street Improvement Project

Mayor Behnken opened the Public Hearing on the proposed Resolution of Necessity for the 2022 East Main Street Improvement Project at 5:06pm.

City Manager Vick reviewed the project scope and the location of the proposed improvements with the Council.

Mayor Behnken asked if any comments had been received. City Clerk Erin Learn responded that she had spoken with Kathy Rhines, 1100 East Main Street, who had concerns with the assessment amount for her property. City Clerk Learn reported that no written correspondence had been received.

Bob Krantz, 1101 East Main Street, addressed the Council with questions on the sidewalk installation, driveway access, sewer issues, and storm water drainage. The Council asked Fehr Graham to meet with Mr. Krantz to address his questions.

There being no further comments to be heard and no written comments on file, Mayor Behnken closed the Public Hearing at 5:18pm.

Motion by Bradley, seconded by Poynor to adopt R-002-2022 Resolution of Necessity. Motion carried, all ayes.

Motion by Scherbring, seconded by Poynor to adopt R-003-2022 Resolution Ratifying the Preparation of Detailed Plans, Specifications, Notice of Hearing, Notice to Bidders and Form of Contract. Motion carried, all ayes.

Voluntary Early Retirement Program

Mayor Behnken informed the Council that Rick Carnicle, Police Captain, and Jim Wessels, Police Lieutenant, had submitted applications for the City's voluntary early retirement program.

Motion by Scherbring, seconded by Schmitt to adopt R-004-2022 Resolution Approving Voluntary Early Retirement Program Applications. Motion carried, all ayes.

Motion by Bradley, seconded by Sherman to adopt R-005-2022 Resolution Awarding Service Weapon to Rick Carnicle and James Wessels in Acknowledgement of their Years of Service to the City of Manchester, Iowa. Motion carried, all ayes.

Fire Department Pumper Replacement

Fire Chief Mike Ryan reviewed the final cost estimate of \$394,853.00 from Reliant Fire Apparatus for a new pumper truck with the Council. Chief Ryan discussed the plan to pay for the truck and noted that it will take 16-18 months to get the truck from the date the order is placed.

Motion by Scherbring, seconded by Poynor to approve proceeding with the purchase of the pumper truck from Reliant Fire Apparatus at cost of \$394,853.00. Motion carried, all ayes.

Construction Project Updates

Ryan Wicks and Sam Ertl, Fehr Graham, and Jason Wenger, Burrington Group, updated the Council on construction projects in the City.

Reports

City Council and Staff reports were given.

Motion by Poynor, seconded by Schmitt that the meeting adjourn at 5:35pm.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk