

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, July 11, 2022

Mayor Behnken called the meeting to order at 4:00pm.

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

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

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the June 27, 2022 City Council meeting and the July 7, 2022 Committee of the Whole meeting

3.2 R-086-2022 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: June 2022 Wastewater IDNR Reports; minutes of the June 7, 2022 Delaware County Tourism Board meeting; minutes of the July 7, 2022 Planning & Zoning Commission meeting

3.4 Liquor License Applications: Renewal Application for On Premise Class C Liquor License with Outdoor Service and Sunday Sales for Riverbend Pub at 121 South Franklin Street

3.5 Downtown Incentive Grant Applications: Acquisition Assistance in the amount of \$1,100.00 and Interior Grant in the amount of \$2,833.33 for Kurt Heims for the property at 121 East Main Street; Design Assistance in the amount of \$2,000.00 for Jackie Mormann for the property at 101 South Franklin Street

3.6 Commercial Incentive Grant Disbursement Request: Facade Grant in the amount of \$3,336.25 to Boubin Tire & Automotive for the property at 905 East Main Street

3.7 R-087-2022 Resolution Approving Change Order #5 for the East Main Street Improvement Project

3.8 Approve Pay Estimate #4 in the amount of \$185,436.74 to Pirc-Tobin Construction, Inc for the East Main Street Improvement Project

3.9 R-088-2022 Resolution Approving Contract A - Grading, Contract B - Wetland Planting & Maintenance, and Performance/Payment Bonds for the Storm Water Wetlands Project

3.10 R-089-2022 Resolution Approving Final Plat (Good Neighbor Home Subdivision Plat 3)

3.11 R-090-2022 Resolution Approving Preliminary & Final Plat (Deer Field Fifth Addition)

3.12 R-091-2022 Resolution Approving Preliminary & Final Plat (Deer Valley Second Subdivision)

3.13 Approve Pay Estimate #17 in the amount of \$7,130.00 to Kirkham Michael for the Airport Land Acquisition & Easements Project

3.14 Approve Pay Estimate #18 in the amount of \$7,130.00 to Kirkham Michael for the Airport Land Acquisition & Easements Project

3.15 Approve Pay Estimate #3 in the amount of \$157,206.00 to Top Grade Excavating for the Grayson Court & Oakview Estates Lift Station Project

3.16 Approval of the Consent Agenda

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

Bills approved for payment

VENDOR	DESCRIPTION	AMOUNT
5K SPORTS & MORE	UNIFORM SUPPLIES	545.18
ACCENT LASER	TONER CARTRIDGE(S)	154.90

ACCESS SYSTEMS LEASING	IT/COPIER SERVICES	2,101.31
ALLIANT ENERGY	ELECTRICITY	4,200.76
AMAZON CAPITAL SERVICES	PROGRAMS/SUPPLIES	262.95
B & B CONSTRUCTION	LIBRARY GUTTER/DOWNSPOUT REPL	4,750.00
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	549.51
BARRON MOTOR	PARTS/SUPPLIES	123.46
BASE	BASE SELF INSURANCE	108.00
BECKER ELECTRIC	REPAIR/MAINT	175.68
BOOK PAGE	ANNUAL BOOK PAGE SUBSCRIPTION	390.00
BOUBIN TIRE & AUTOMOTIVE	COMMERCIAL INCENTIVE GRANT	1,127.08
CEDAR + SALT MARKETING	MARKETING/COMMUNICATIONS	2,500.00
CITY LAUNDERING	BUILDING MAINT SUPPLIES	464.05
CITY OF MANCHESTER	WATER SPORTS COMPLEX	212.48
DEL CO ECONOMIC DEVELOPMENT	DCED CONTRIBUTION	15,000.00
DEMCO	OFFICE SUPPLIES	70.47
DJ REPAIR	REPAIR/MAINTENANCE	112.77
DOLAN INS AGENCY	AIRPORT INSURANCE	3,693.00
DON'S APPLIANCE	DISHWASHER	500.00
EASTERN IA EXCAVATING	ADA RAMPS/WALKWAY EXTENSIONS	53,537.30
ECIA	ANNUAL MEMBERSHIP DUES	3,646.80
FAREWAY STORES	CONCESSION SUPPLIES	208.67
GEORGEN AUTO	VEHICLE MAINT/REPAIR	130.34
HAUSERS WATER SYSTEMS	CHEMICALS/SUPPLIES	20.00
HAWKINS	CHEMICALS	495.93
HERITAGE PRINTING	PRINTING/SUPPLIES	146.00
HITECH COMMUNICATIONS	ALARM INSPECTION	540.00
IA DEPT OF NATURAL RESOURCES	ANNUAL WATER SUPPLY FEE	557.88
IA LEAGUE OF CITIES	ANNUAL MEMBERSHIP DUES	2,832.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	68.44
IOWA ONE CALL	LOCATES	98.60
J & R SUPPLY	WTR/SWR SUPPLIES	4,258.50
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	453.73
KMCH	RADIO ANNOUNCEMENTS	1,111.20
LANDSCAPES BY CHILDS PLAY	LANDSCAPE MATERIALS	790.02
LINKEDIN	LIBRARY ANNUAL SUBSCRIPTION	2,500.00
LINN CO PUBLIC HEALTH	INSPECTIONS	595.00
LYNCH DALLAS PC	LEGAL FEES	528.00
MACQUEEN EQUIPMENT	SWEEPER REPAIRS	1,851.68
MANCHESTER AREA CHAMBER	SUMMER READING PRIZES	75.00
MANCHESTER FIRE ASSOCIATION	REIMBURSE SUPPLIES	321.25
MANCHESTER PUBLIC LIBRARY	ENDOWMENT FUND: 10% H. SCHMIDT	3,458.45
MANCHESTER SIGNS	STREET PROJECT SIGNS	69.50
MANCHESTER TRUCK CENTER	MAINTENANCE/REPAIR	136.52
MARK ZALAZNIK MUSIC	MUSIC ON THE MAQUOKETA	200.00
MASTERPIECE CLEANING	CITY HALL/PD/AIRPORT CLEANING	880.00
MEARDON SUEPPEL & DOWNER	LEGAL FEES	550.00
MEDIACOM	PHONE/INTERNET	174.90
MIDWEST PATCH HI-VIZ SAFETY	SIGNAGE	295.00
MIDWEST TAPE HOOPLA	LIBRARY MATERIALS	631.46

MUNICIPAL SUPPLY	WTR/SWR SUPPLIES	4,667.90
NAT'L REC & PARK ASSOC	MEMBERSHIP DUES	175.00
NORTHLAND PRODUCTS COMPANY	MOTOR OILS & LUBRICANTS	169.95
NORTHWAY CORPORATION	SLIDE PUMP REPAIR	525.50
PALMER HARDWARE	PARTS/SUPPLIES	1,725.64
PAYROLL	PAYROLL	102,290.70
PETERS & LONGMUIR	LEGAL FEES	1,161.00
PITNEY BOWES	POSTAGE/LEASE/SUPPLIES	148.29
POSTMASTER	POSTAGE	926.21
RELIANCE STANDARD LIFE INS	INSURANCE	522.80
RIVER CITY STONE	ROCK/STONE	1,998.29
S & R CONSTRUCTION	OAKVIEW SUB DEVELOPMENT AGMT	123,190.75
SCHWAN'S HOME SERVICE	CONCESSIONS/RTE10504	476.63
SOLUTIONS MANAGEMENT GROUP	PRINTER 8300 CONTRACT	159.32
ST LUKE'S METHODIST HOSPITAL	FIRE DEPT PHYSICALS	1,107.00
STERICYCLE	SHREDDING	57.91
STOREY KENWORTHY	OFFICE SUPPLIES	557.63
STRATEGIC INSIGHTS	CIP SOFTWARE	575.00
SUE'S FLOWER & GARDEN CENTER	LANDSCAPE PLANTS/MATERIALS	10.00
SUNSHINE BOY WINDOW CLEANING	WINDOW MAINTENANCE	100.00
SUPREME GREEN	LAWN & LANDSCAPE MAINTENANCE	4,758.60
T & W GRINDING	COMPOST CONTRACT	12,103.00
THE FISH SHACK	LIBRARY: AQUARIUM MAINT	75.00
THE STUMP GUY	STUMP REMOVAL	275.00
USA BLUE BOOK	PARTS/SUPPLIES	1,866.34
VERIZON WIRELESS	PHONE RECORDS	50.00
VISION SERVICE PLAN	INSURANCE	621.40
WEINER'S STUMP REMOVAL	TREE/STUMP REMOVAL	85.00
WELLMARK	INSURANCE	27,955.22
WHITE CAP, LP	SHOP SUPPLIES	30.00
WIN	PHONE/INTERNET	275.00
WINDSTREAM	PHONE/INTERNET	992.01
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	1,165.97
TOTAL		409,001.83
FUND TOTALS		
GENERAL		150,658.12
HOTEL MOTEL TAX		3,228.20
ROAD USE TAX		14,514.54
EMPLOYEE BENEFIT		26,013.90
PARK GIFT & TRUST		146.00
LIBRARY GIFT & TRUST		3,571.09
DOWNTOWN INCENTIVE		1,127.08
BIKEWAY/WALKWAY PROJECTS		11,337.00
SUBDIVISION PROJECTS		123,190.75
STREET PROJECTS		42,654.99
WATER FUND		18,880.65
SEWER FUND		13,679.51
TOTAL		409,001.83

Dog Park

Council Member Bradley updated the Council on the Dog Park Committee meeting that was held on Saturday, noting those present agreed the former compost site would be a good location. Motion by Sherman, seconded by Schmitt to approve the former compost site along South Brewer Street as a potential location for a dog park. Motion carried, all ayes.

Shelly Park Redevelopment Project

Motion by Scherbring, seconded by Poynor to adopt R-092-2022 Resolution Approving Agreement for Professional Services with Align Architecture & Planning for the Shelly Park Redevelopment Project. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Council and staff reports were given.

Closed Session

Motion by Poynor, seconded by Bradley to enter into closed session at 4:17pm pursuant to Iowa Code Section 21.5(1c) to discuss litigation. Motion carried, all ayes.

The Council returned to open session at 4:47pm.

Motion by Scherbring, seconded by Bradley that the meeting adjourn at 4:47pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk