

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, February 27, 2023

Mayor Behnken called the meeting to order at 5:00pm. The meeting began with the Pledge of Allegiance.

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 February 13, 2023 City Council meeting

3.2 R-014-2023 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: Water Department 2022 Annual Report; Fire Department 2022 Annual Report; minutes of the January 12, 2023 Library Board meeting; minutes of the February 9, 2023 Planning & Zoning Commission meeting; December 2022 & January 2023 Revenue & Expense Reports

3.4 Liquor License Applications: Renewal Application for On Premise Class C Retail Alcohol License for Blue Collar Sports Bar at 120 East Main Street; Renewal Application for Off Premise Class E Retail Alcohol License for Wal-Mart Store #1506 at 1220 West Main Street

3.5 R-015-2023 Resolution Amending Salary Resolution

3.6 Downtown Incentive Grant Program Payments: Interior Grant in the amount of \$2,385.35 to Mark Roeder, Roeder Law Office, for the property at 119 East Main Street

3.7 Approval of temporary street, park and parking lot closings as requested by the Manchester Area Chamber of Commerce

- Farmer's Market: Saturday Mornings from May 27, 2023 to October 7, 2023. Located on the path behind Bushel & A Peck. 7:30am to 11:00am. Also on Fridays on June 2, 2023; July 7, 2023, & August 4, 2023 from 5:00pm to 9:00pm for the Friday Night Markets.
- Manchester River Days: Saturday, June 3, 2023. Using the Whitewater Park Shelter and parking lot at the Whitewater Park for Vendors, Food Trucks, & Kids Activities. All day until 8:00pm.
- Manchester River Days: Saturday, June 3, 2023. Blocking off the 100 block of South Franklin beginning at 5:00pm until midnight for a Bags Tournament and KMCH Dance party.
- Ridiculous Days: Thursday, July 6. Blocking off the 100 Block of South Franklin from 11am to 5pm for a Ping Pong Ball drop, street vendors, and Kids/Family Activities.

3.8 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
AFLAC	PAYROLL WITHHOLDINGS	656.71
ALIGN ARCHITECTURE & PLANNING	SHELLY PARK DESIGN	7,263.00
ALLIANT ENERGY	ELECTRICITY	19,575.05
AMAZON BUSINESS	SUPPLIES	1,521.08

AMERICAN RED CROSS	LTS FACILITY FEE	300.00
AMERICAN TEST CENTER	L474 TRUCK INSPECTION	590.00
ANDERSON WELDING & MACHINE SHOP	SEIBERT HALL CHAIR RACKS	202.00
AXON ENTERPRISE	TASER TRAINING SUIT	769.72
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	1,082.42
BLACK HILLS ENERGY	HEATING FUEL	13,404.57
BOOK FARM	LIBRARY MATERIALS	741.07
BREHME DRUG	FIRE FIRST AID SUPPLIES	45.08
BROWN SUPPLY CO	CURB GUARD FOR PLOWS	1,119.02
BSN SPORTS	KIDS LEAGUE EQUIPMENT	672.52
CEDAR & SALT MARKETING CO	MARKETING/WEBSITE	2,500.00
CENGAGE LEARNING	LIBRARY MATERIALS	461.75
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	948.75
COLLECTION SERVICE CENTER	CHILD SUPPORT	173.53
CONWAY SHIELD	SCBA FLOW TEST	1,520.00
DEL CO PLUMBING	BOILER REPLACEMENT	9,365.33
DEL CO RECORDER	RECORDING FEES	257.60
DEL CO SOLID WASTE COMMISSION	LANDFILL CHARGES	1,017.40
DEMCO	LIBRARY SUPPLIES	57.62
DJ REPAIR	#25 FREIGHTLINER HOSE	79.46
DYERSVILLE EQUIPMENT COMPANY	JD PLOW X738 BLADE	700.00
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	21,130.59
FAREWAY STORES	SUPPLIES	37.84
FARONICS TECH USA	LIBRARY SUBSCRIPTION	222.00
FEHR GRAHAM	ENGINEERING	9,958.25
GEORGEN AUTO	VEHICLE MAINTENANCE	978.16
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	410.00
HAWKINS	CHLORINE	581.68
HERITAGE PRINTING	DISPATCH NOTARY STAMP	25.00
IA DEPT OF ADMINISTRATIVE SVCS	RIC ANNUAL FEE	50.00
IA DEPT OF REVENUE	SALES/PAYROLL TAXES	3,089.34
IPERS	PAYROLL WITHHOLDINGS	13,633.81
J & R SUPPLY	FD O2 SENSOR	144.74
JAMES W HILL	AIRPORT LAND ACQUISITION	35,942.40
KIESLER'S POLICE SUPPLY	PD AMMUNITION	508.96
KLUESNER SANITATION LLC	GARBAGE/LANDFILL	25,603.60
LANGE TECH	WATER CONTROL REPAIR	1,509.35
LAWSON PRODUCTS	SHOP SUPPLIES	148.35
LIBRARY IDEAS LLC	LIBRARY MATERIALS	540.84
LUCKY LUKE	LIBRARY MATERIALS	136.32
MANCHESTER FIRE ASSOCIATION	REIMBURSE EXPENSES	862.39
MAQUOKETA VALLEY ELECTRIC COOP	ELECTRICITY	159.72
MARK FINK	NUISANCE SNOW REMOVAL	50.00
MASTERPIECE CLEANING	CLEANING	1,320.00
MISSIONSQUARE	PAYROLL WITHHOLDINGS	932.04
MUNICIPAL SUPPLY	WELL 7 METER PARTS	184.16
NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	33.89
POSTMASTER	UTILITY BILLING POSTAGE	953.45

QUILL CORPORATION	PD PRINTER INK	46.78
SCHMITZ JANITORIAL SUPPLY	PARK SUPPLIES	261.85
SIMMERING-CORY.IOWA CODIFICATION	ONLINE CODE HOSTING FEE	475.00
SIONICS WEAPON SYSTEMS	RIFLE SCOPES	2,789.65
SMOKE EATER PUBLICATIONS	ANNUAL SUBSCRIPTION	25.00
STATE HYGIENIC LABORATORY	TESTING	342.00
STERICYCLE /SHRED-IT	SHREDDING	667.70
TECHNICOM	PD PHONE TECH SERVICE	1,716.83
TELEGRAPH HERALD	LIBRARY SUBSCRIPTION	362.72
UEMSI/HTV	JET VAC SCREENS	365.82
VERIZON WIRELESS	PD MOBILE DATA	280.17
VOYA	PAYROLL WITHHOLDINGS	2,007.00
WALMART	SUPPLIES	262.40
WELLMARK	PAYROLL WITHHOLDINGS	2,879.68
WIN TECHNOLOGY	PHONE/INTERNET	275.00
WINDSTREAM	PHONE/INTERNET	812.76
TOTAL		197,740.92
FUND SUMMARY		
FUND		AMOUNT
001 - GENERAL		139,160.40
002 - FRANCHISE FEES		2,500.00
110 - ROAD USE TAX		8,755.75
112 - EMPLOYEE BENEFITS		50.00
118 - POLICE SPECIAL USES		3,559.37
169 - LORA STEWART TRUST		162.44
171 - LIBRARY GIFT & TRUST		750.60
307 - WHITEWATER/RIVERFRONT PARK		7,263.00
324 - STREET PROJECTS		9,731.75
600 - WATER		8,820.08
610 - SEWER		16,987.53
TOTAL		197,740.92

Public Hearing on Proposed Maximum Property Tax Dollars for Certain Levies for Budget Year July 1, 2023 through June 30, 2024

Mayor Behnken opened the Public Hearing at 5:05pm.

City Manager Vick and City Clerk Learn reviewed the proposed maximum levy with the City Council.

There being no comments to be heard and no written comments on file, Mayor Behnken closed the public hearing at 5:09pm.

Motion by Scherbring, seconded by Poynor to adopt R-016-2023 Resolution Approving the Maximum Property Tax Dollars for Budget Year July 1, 2023 through June 30, 2024. Motion carried, all ayes.

Comelec Fiber Project

Representatives from Comelec Internet Services were present to discuss with the Council their plan to bring fiber service to the City.

Shelly Park Redevelopment Project

City Manager Vick updated the Council on the Shelly Park Redevelopment Project. City Manager Vick informed the Council that ECIA (the grant administrator) has expressed some concerns with the bid packet for the project, primarily related to required federal language and shelter construction that were not included. ECIA has recommended re-bidding the project but City Staff have concerns due to the tight timeline for the project. City Manager Vick discussed with the Council options to consider for the project, the grant requirements for completion of the project, the contractor requirements, and the scope of the project. City Manager Vick will continue to investigate alternatives and update the Council at the next meeting.

Ordinance 002-2023 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa (Rezone South Third Street)

Motion by Poynor, seconded by Bradley to waive the second consideration and adoption of Ordinance 002-2023 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa (Rezone South Third Street) and proceed to the final consideration and adoption. Motion carried, all ayes.

Motion by Scherbring, seconded by Schmitt to approve the third consideration and final adoption of Ordinance 002-2023 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa (Rezone South Third Street). Motion carried, all ayes.

Construction Project Updates

Nick La Rosa, 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 Sherman, seconded by Schmitt that the meeting adjourn at 5:44pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk