

Minutes of the Regular Meeting of the City Council of the City of Manchester
Tuesday, May 28, 2024

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

Roll call of members present: Linda Schmitt, Bill Scherbring, Mary Ann Poynor, Joe Dittrick, Bryan Gray.
Absent: None.

Motion by Schmitt, seconded by Gray to approve the agenda as presented. On call of roll: Ayes: Schmitt, Gray, Scherbring, Poynor, Dittrick. Nays: None. Motion carried.

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the May 13, 2024 Regular City Council meeting

3.2 R-060-2024 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: April 2024 Wastewater IDNR Reports; minutes of the April 11, 2024 Library Board meeting; April 2024 Revenue & Expense Reports

3.4 Liquor License Applications: Renewal Application for On Premise Class C Retail Alcohol License for Lightning Lanes Family Center at 1110 East Main Street; Renewal Application for Off Premise Class E Retail Alcohol License for Casey's General Store #3854 at 1305 West Commercial Street

3.5 Approval of the following Downtown Incentive Grant Application: Interior Grant in the amount of \$7,500.00 for Dulcie Mangold/Dolce Vita for the property at 100 East Main Street

3.6 R-061-2024 Resolution Amending Salary Resolution

3.7 Ordinance 010-2024 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Chapter 129 Adult Entertainment, second consideration and adoption

3.8 R-062-2024 Resolution Awarding Service Weapon to Retiring Police Chief Jim Hauschild in Acknowledgement of his Years of Service to the City of Manchester, Iowa

3.9 Approve the request of the Manchester Area Chamber of Commerce to close South Franklin Street from Main Street to the West Marion Street bridge from 2:00pm - midnight on June 8, 2024 for River Days

3.10 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the Council. Motion by Dittrick, seconded by Scherbring to approve the Consent Agenda. On call of roll: Ayes: Dittrick, Scherbring, Gray, Schmitt, Poynor. Nays: None. Motion carried.

Bills approved for payment

Vendor	Description	Amount
ACCENT LASER	PD TONER	784.55
ACCESS SYSTEMS LEASING	COPIER/NETWORK MAINT AGREEMENT	2,577.57
ALL SECURE	ALARM FEES	75.00
ALLIANT ENERGY	ELECTRICITY	17,425.70
AMAZON BUSINESS	SUPPLIES	2,622.77
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	1,013.74
BARD MATERIALS	STREET REPAIRS/PATCHING	1,555.29
BLANK PARK ZOO	LIBRARY PROGRAM	200.00
BREHME DRUG	FIRST AID SUPPLIES	15.29
BURRINGTON GROUP	ENGINEERING	4,549.34
CARRICO AQUATIC RESOURCE	POOL SUPPLIES	327.91
CHEMSEARCH	SUPPLIES	708.39

DAKOTA SUPPLY GROUP	PROJECT SUPPLIES	1,383.00
DEL CO TREASURER	108 GAY STREET PROPERTY TAXES	1,253.00
DON & WALT	BUILDING MAINTENANCE	61.50
EDGEWOOD OIL	SUPPLIES	2,645.60
FAREWAY STORES	CONCESSION SUPPLIES	4,437.84
FASTENAL	MARKING PAINT	128.07
FEHR GRAHAM	ENGINEERING	16,185.50
FELD FIRE	EXHAUST FANS	7,896.00
FREEDOM HYDRAULICS	JET VAC REPAIR	257.13
GEORGEN AUTO	VEHICLE MAINTENANCE	62.89
HERITAGE PRINTING	NOTARY STAMP, PAPER	240.14
IA DEPT OF INSPECTIONS & APPEALS	BOILER INSPECTIONS	675.00
IA LEAGUE OF CITIES	DUES: MAYOR ASSOCIATION	30.00
INFRASTRUCTURE TECHNOLOGY	NETWORK SECURITY	3,878.20
JOHN KEPPLER	TREE REMOVALS	3,300.00
JONATHAN MAY	LIBRARY: MAGIC SHOW	280.00
KIEFER SWIM PRODUCTS	UNIFORMS	1,030.74
KLUESNER CONSTRUCTION	GRANT STREET REPAIR	1,035.00
KLUESNER FLOORING	LIBRARY MEETING ROOM	5,285.80
L2 BRANDS	UNIFORM SUPPLIES	458.13
LAHR REPAIR	TRUCK REPAIR	1,315.55
LIBRARY IDEAS	LIBRARY MATERIALS	534.56
LINDA SLOBODNIK	FLOWER WATERING	20.00
MANCHESTER CARQUEST	VEHICLE PARTS	23.39
MANCHESTER SIGNS	SIGNS	213.75
MAQUOKETA VALLEY ELECTRIC	STREET LIGHTING	153.06
MASTERPIECE CLEANING	CLEANING	800.00
MELISSA LINDSAY	TESTING	200.00
MES FIRE MUNICIPAL EMERGENCY SERVICES	FIREFIGHTING FOAM	1,100.00
MIDWEST OVERHEAD CRANE	WIRE CABLE	51.50
MUNICIPAL SUPPLY	WELL 7 SUPPLIES	2,427.41
MYERS COX CO	CONCESSION SUPPLIES	4,207.78
NATIONAL MISSISSIPPI RIVER MUSEUM	LIBRARY PROGRAM	279.00
NAT'L REC & PARK ASSOCIATION	MEMBERSHIP DUES	180.00
OPENING SPECIALISTS	DOOR REPAIR	230.13
OVERDRIVE	LIBRARY MATERIALS	407.91
PALMER HARDWARE	SUPPLIES	387.29
PEPSI COLA BOTTLING	CONCESSION SUPPLIES	1,977.32
PETERS & LONGMUIR	LEGAL FEES	1,135.00
PIRC TOBIN CONSTRUCTION	PAY #1 GRAND AVENUE EXTENSION	92,086.82
PITNEY BOWES	POSTAGE METER SUPPLIES	239.58
SCHOLASTIC	LIBRARY MATERIALS	629.54
SMALL ANIMAL CLINIC	CANINE CARE	80.00
SUPREME GREEN	LIBRARY MOWING	222.56
TOP GRADE EXCAVATING	PAY #2 EAST MAIN PROJECT	181,845.21
US CELLULAR	MONTH DATA/CELL	88.96
WALMART	SUPPLIES	159.91
WELTER STORAGE EQUIPMENT	COUNCIL TABLES & CHAIRS	7,244.40
WINDSTREAM	PHONE/INTERNET	806.56
	TOTAL	381,426.28

	Fund Summary	
	Fund	Amount
	001 - GENERAL	57,973.73
	003 - HOTEL/MOTEL TAX	149.00
	110 - ROAD USE TAX	3,497.82
	161 - ACQUISITION/DEMOLITION	1,253.00
	171 - LIBRARY GIFT & TRUST	8,373.66
	180 - POLICE CANINE	80.00
	309 - STREET IMPROVEMENT	1,256.67
	324 - STREET PROJECTS	296,274.87
	600 - WATER	5,344.61
	610 - SEWER	7,222.92
	Grand Total	381,426.28

Monthly Revenues

Fund	March 2024	April 2024
001 - GENERAL	133,682.66	774,571.42
002 - FRANCHISE FEES	18,376.88	8,810.27
021 - STREET EQUIPMENT RESERVE	56,555.00	-
110 - ROAD USE TAX	49,162.07	57,941.26
112 - EMPLOYEE BENEFITS	40,792.45	291,252.66
118 - POLICE SPECIAL USES	50.00	1,033.00
119 - EMERGENCY LEVY	2,154.66	20,542.96
121 - LOCAL OPTION SALES TAX	56,571.88	53,574.15
125 - TAX INCREMENT FINANCING	36,398.31	251,750.11
146 - PARK IMPROVEMENT	1,259.04	-
160 - ECONOMIC DEV REVOLVING LOAN	629.52	5,300.00
168 - PARK GIFT & TRUST	1,429.52	130.00
171 - LIBRARY GIFT & TRUST	3,542.47	1,868.78
180 - POLICE CANINE	125.90	-
200 - DEBT SERVICE	27,952.40	256,985.36
302 - DOWNTOWN/COMMERCIAL INCENTIVE	333.34	333.34
307 - WHITEWATER/RIVERFRONT PROJECTS	-	15,504.00
308 - BIKEWAY/WALKWAY PROJECTS	1,259.04	-
309 - STREET IMPROVEMENT	1,613.04	326.00
310 - STORM WATER/WQI PROJECTS	-	18,431.88
324 - STREET PROJECTS	32,351.00	3,713.00
600 - WATER	68,054.83	62,346.29
601 - UTILITY DEPOSIT TRUST	779.52	25.00
605 - WATER DEBT SERVICE	1,888.56	-
610 - SEWER	88,543.46	91,258.00
611 - SEWER REPLACEMENT	629.52	-
615 - SEWER DEBT SERVICE	8,813.30	-
TOTAL REVENUES	632,948.37	1,915,697.48

Public Hearing on the Proposed Budget Amendment for the Fiscal Year ending June 30, 2024

Mayor Behnken opened the Public Hearing at 5:05pm. City Clerk Learn reviewed the proposed amendment with the 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 Poynor, seconded by Schmitt to adopt R-063-2024 Resolution Amending the Current Budget for the fiscal year ending June 30, 2024. On call of roll: Ayes: Poynor, Schmitt, Gray, Scherbring, Dittrick. Nays: None. Motion carried.

Ordinance 009-2024 An Ordinance Amending the Official Zoning Map

Motion by Poynor, seconded by Schmitt to waive the second consideration and proceed to the third consideration and final adoption of Ordinance 009-2024 An Ordinance Amending the Official Zoning Map. On call of roll: Ayes: Poynor, Schmitt, Gray, Scherbring, Poynor, Dittrick. Nays: None. Motion carried.

Motion by Scherbring, seconded by Dittrick to proceed with the third consideration and final adoption of Ordinance 009-2024 An Ordinance Amending the Official Zoning Map. On call of roll: Ayes: Scherbring, Dittrick, Gray, Schmitt, Poynor. Nays: None. Motion carried.

R-064-2024 Resolution Amending Employee Handbook

Motion by Scherbring, seconded by Poynor to adopt R-064-2024 Resolution Amending Employee Handbook. On call of roll: Ayes: Scherbring, Poynor, Gray, Schmitt, Dittrick. Nays: None. Motion carried.

R-065-2024 Resolution for Disposal of Office Furniture

Motion by Dittrick, seconded by Schmitt to adopt R-065-2024 Resolution for Disposal of Office Furniture. On call of roll: Ayes: Dittrick, Schmitt, Gray, Scherbring, Poynor. Nays: None. Motion carried.

Construction Project Updates

Jason Wenger, Burrington Group, updated the Council on construction projects.

Reports

City Council and staff reports were given.

Motion by Poynor, seconded by Schmitt that the meeting adjourn at 5:18pm. On call of roll: Ayes: Poynor, Schmitt, Gray, Scherbring, Dittrick. Nays: None. Motion carried.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk