

Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, July 22, 2024

Video recording of the City Council meeting available at:

<https://www.youtube.com/@cityofmanchesteriowa9648>

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.

Mayor Behnken proclaimed July 2024 as Communication Professionals Appreciation Month as part of the Year of Kindness.

City Manager Vick asked the Consent Agenda Item 3.6 "R-078-2024 Resolution Amending City of Manchester Fee Schedule" be removed from the agenda as there were some questions regarding the fee changes. Motion by Schmitt, seconded by Dittrick to approve the agenda as amended by removing Consent Agenda Item 3.6. On call of roll: Ayes: Schmitt, Dittrick, Poynor, Gray, Scherbring. Nays: None. Motion carried.

#### Public Input

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Jay Schmitt, 750 Ridgewood, addressed the Council regarding accusations made against him and his family and asked the Council to remove a member of the airport committee.

Donna Boss, Delaware County Economic Development Director, expressed support for the submittal of the capital improvement plan update to the FAA for the airport runway resurfacing project.

#### Consent Agenda

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3.1 Approval of the minutes of the July 8, 2024 Regular City Council meeting and the July 10, 2024 City Council Work Session

3.2 R-077-2024 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the June 13, 2024 Library Board meeting; minutes of the July 15, 2024 Parks & Recreation Commission meeting; Wastewater IDNR Reports for June 2024

3.4 Acknowledge receipt of unpaid nuisance mowing and nuisance abatement fees and approve the certification to the Delaware County Treasurer for collection on property taxes

3.5 Approval of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Aliyar, Inc dba Liquor, Tobacco & Vape at 316 East Main Street

3.7 Approval of Downtown Incentive Facade Grant Application in the amount of \$362.93 for Bill Corcoran/Corcoran's Barber Service at 108 East Fayette Street as recommended by the Design Committee

3.8 Approve payment of claims totaling \$32,366.00 to Fehr Graham for engineering services

3.9 Approve payment of claims totaling \$31,308.25 to Burrington Group for engineering services

3.10 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the Council. Motion by Poynor, seconded by Dittrick to approve the Consent Agenda items with Item 3.6 removed. On call of roll: Ayes: Poynor, Dittrick, Scherbring, Schmitt, Gray. Nays: None. Motion carried.

Bills approved for payment:

Vendor	Description	Amount
ACCENT LASER	TONER	104.95
AFLAC	PAYROLL WITHHOLDINGS	708.73
ALL SECURE	ALARM FEES	225.00
ALLIANT ENERGY	ELECTRICITY	20,792.76
AMAZON BUSINESS	SUPPLIES	2,399.62
AMERICAN BANKERS INSURANCE	FLOOD INSURANCE	7,216.00
ANDERSON WELDING	WELDING	59.20
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	60.09
BARD MATERIALS	GRAVEL	1,041.61
BOOK PAGE	LIBRARY MATERIALS	414.00
BOUBIN TIRE & AUTOMOTIVE	TIRE REPAIRS	984.80
CARRICO AQUATIC RESOURCE	STONE, MATERIALS	3,600.00
CITY LAUNDERING	MAINTENANCE, SUPPLIES	137.02
CITY OF MANCHESTER CHRISTMAS CLUB	PAYROLL WITHHOLDINGS	290.00
CITY OF MANCHESTER FLEX PLAN	PAYROLL WITHHOLDINGS	1,040.87
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	173.53
DEMCO	LIBRARY MATERIALS	149.50
DON & WALT	AC REPAIR	122.50
EFTPS - FED, FICA, MEDICARE	PAYROLL WITHHOLDINGS	25,393.62
ERIN LEARN, PETTY CASH	REIMB PETTY CASH	77.19
FAREWAY STORES	SUPPLIES	559.75
GALLS	POLICE SUPPLIES	243.01
GATEWAY APPLIANCE	PD EQUIPMENT	1,619.00
GEORGEN AUTO	VEHICLE MAINTENANCE	189.15
GIENAPP CONSTRUCTION	DOOR REPAIR	148.00
GLENDA JOHNSON	REIMB RENTAL FEE	30.00
HAUSERS WATER SYSTEMS	WATER TREATMENT SUPPLIES	20.00
HAWKINS	CHEMICALS	1,710.12
HERITAGE PRINTING	DOG LICENSE BOOKS	49.24
IA DEPT OF INSPECTIONS & APPEALS	ELEVATOR INSPECTION	175.00
IA DEPT OF REVENUE	SALES/PAYROLL TAXES	3,175.80
IA ONE CALL	LOCATES	102.90
IOWA STATE UNIVERSITY	CONFERENCE REGISTRATION	300.00
IPERS	PAYROLL WITHHOLDINGS	13,160.38
J & R SUPPLY	SUPPLIES	2,752.61
JACOB CARPENTER	MUSIC ON THE MAQUOKETA	600.00
KIESLER'S POLICE SUPPLY	AMMUNITION	101.08
KLUESNER SANITATION	GARBAGE TAGS	1,500.00
LANDSCAPES BY CHILDS PLAY	LANDSCAPING MATERIALS/PRODUCTS	526.00
LAW ENFORCEMENT SYSTEMS	DOOR HANGARS	267.00
MAQUOKETA VALLEY RURAL ELECTRIC COOP	STREETLIGHTING	154.88
MASTERPIECE CLEANING	CLEANING	800.00
MEDIACOM	PHONE/INTERNET	254.90
MISSIONSQUARE	PAYROLL WITHHOLDINGS	969.08
MUNICIPAL SUPPLY	METER PURCHASE	27,667.00
MYERS COX	CONCESSIONS	1,460.34

NORTHERN BALANCE & SCALE	CALIBRATION	201.00
NORTHWAY WELL & PUMP	LIFT STATION REPAIRS	16,758.97
OASIS PUMP SERVICE	REPAIRS	1,936.67
OPENING SPECIALISTS	PARK DOOR REPAIR	573.85
OVERDRIVE	LIBRARY SUBSCRIPTION	1,515.60
PETERS & LONGMUIR	LEGAL FEES	889.50
PETTLON CONCRETE CONSTRUCTION	SIDEWALK	10,980.00
PIRC TOBIN CONSTRUCTION	PAY #3 GRAND AVENUE	323,629.24
PITNEY BOWES	POSTAGE	1,009.75
PRICE ELECTRIC	DIGESTER REPAIR	1,890.00
REGIONAL MEDICAL CENTER	LABS, EXAMS	455.00
RIVER CITY STONE	SHOP SUPPLIES	357.70
SCHMITZ JANITORIAL	RESTROOM SUPPLIES	350.95
SCHUMACHER ELEVATOR	ELEVATOR MAINTENANCE	190.88
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES	137.50
STERICYCLE/SHRED-IT	SHREDDING	64.11
SUPREME GREEN	LIBRARY MOWING	446.44
T & W GRINDING	GRINDING	1,300.00
THE FISH SHACK	LIBRARY TANK MAINTENANCE	75.00
TOP GRADE EXCAVATING	PAY #4 EAST MAIN	289,963.84
US CELLULAR	MOBILE DATA	44.48
VOYA	PAYROLL WITHHOLDINGS	2,782.00
WALMART	SUPPLIES	848.68
WELLMARK	HEALTH/DENTAL INSURANCE	2,551.58
WINDSTREAM	PHONE/INTERNET	668.27
	TOTAL	783,147.24
	Fund Summary	
	Fund	Amount
	001 - GENERAL	84,044.00
	003 - HOTEL/MOTEL TAX	600.00
	110 - ROAD USE TAX	7,690.51
	171 - LIBRARY GIFT & TRUST	85.98
	324 - STREET PROJECTS	614,016.31
	600 - WATER	26,069.79
	610 - SEWER	50,640.65
	Grand Total	783,147.24

Approval of Federal Aviation Administration Capital Improvement Plan Update for the Manchester Municipal Airport

Motion by Dittrick, seconded by Scherbring to authorize the City Manager to proceed with submitting the Capital Improvement Plan update to the Federal Aviation Administration for the Airport's Runway Rehabilitation Project. On call of roll: Ayes: Dittrick, Scherbring, Gray, Schmitt, Poynor. Nays: None. Motion carried.

Ordinance 011-2024 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by adding a New Provision regarding Parental Responsibility

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Motion by Schmitt, seconded by Gray to table Ordinance 011-2024 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by adding a New Provision regarding Parental Responsibility until get additional information from the Police Chief. On call of roll: Ayes: Schmitt, Gray, Dittrick, Poynor. Nays: Scherbring. Motion carried.

Request for Special Exception to Livestock Restrictions from Wayne & Niki Miranda for the property at 245 Park Drive

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Motion by Dittrick, seconded by Poynor to approve the request for Special Exception to Livestock Restrictions from Wayne and Niki Miranda for the property at 245 Park Drive. On call of roll: Ayes: Dittrick, Poynor, Schmitt, Gray, Scherbring. Nays: None. Motion carried.

Request for Special Exception to Livestock Restrictions from Eric Vaske for the property at 1328 North 4th Street

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Motion by Dittrick, seconded by Scherbring to approve the request for Special Exception to Livestock restrictions from Eric Vaske for the property at 1328 North 4<sup>th</sup> Street, authorizing 6 chickens, no roosters, and giving 14 days to remove the chickens in excess of the 6 permitted. On call of roll: Ayes: Dittrick, Scherbring, Schmitt, Gray, Poynor. Nays: None. Motion carried.

#### Engineering Updates

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

#### Reports

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City Council and staff reports were given.

Motion by Scherbring, seconded by Dittrick that the meeting adjourn at 5:39pm. On call of roll: Ayes: Scherbring, Dittrick, Schmitt, Gray, Poynor. Nays: None. Motion carried.

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Connie Behnken, Mayor

Attest:

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Erin Learn, City Clerk