

The City Council of the City of Manly, Iowa met in regular session in the Community Center on Monday May 4, 2020. The meeting was called to order at 7:00 P.M. by Mayor Banks. Council Members present were: Heagel, Durner, Durgin, Andera and Baird.

Mayor Banks asked for approval of the agenda. Motion by Durner to approve the agenda, second by Baird and approved unanimously. Mayor Bank asked for approval of the Consent Agenda, including routine items, minutes of the regular meeting of April 1, 2020 and special meeting of April 20, 2020, claims paid from April 1, 2020 through April 30, 2020, per Resolution 2012-07, and claims to be paid from April 1, 2020 through April 30, 2020. Motion by Durner to approve the Consent Agenda, second by Andera and approved unanimously.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
AARON PALS	APRIL CELL PHONE	\$30.00
ABC LOCK INC	COMMUNITY CENTER LOCK REPAIR	\$132.55
AFLAC	AFLAC- PRE-TAX	\$68.04
AGSOURCE LABORATORIES	WATER TESTING	\$86.00
ALLIANT ENERGY	CITY GAS & ELECTRIC	\$4,998.30
AMAZON CREDIT PLAN	TOLIET PAPER/PAPER TOWELS	\$194.88
BAKER & TAYLOR	BOOKS	\$97.44
REGAN BANKS	APRIL CELL PHONE REIMBUR	\$30.00
BMC AGGREGATES	ROADSTONE	\$256.18
BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$208.97
BROWN SUPPLY CO. INC	6' 2-WAY FIRE HYDRANT	\$1,950.00
CENTURYLINK INC	PHONE/INTERNET	\$584.62
CHARLSON EXCAVATING	SALE LOT 5	\$3,000.00
COMPUTER ASSISTANTS	EMAIL/PASSWORD ASSISTANCE	\$200.00
D&L EQUIPMENT	TOOLCAT OIL & FILTER	\$45.14
DEE DUNBAR	COVID-19 PHONE BILL	\$85.69
DELTA DENTAL	DENTAL INSURANCE	\$343.20
DEMCO	LABEL PROTECTORS	\$111.21
DIAMOND VOGEL PAINTS	PAINT SAMPLE BACK OFFICE	\$14.11
EFTPS	FED/FICA TAX	\$5,635.35
ERIC FLEMING	MAY WEBSITE	\$60.00
EUROFINS	WASTEWATER TESTING	\$597.50
FLOYD & LEONARD AUTO ELECTRIC	OIL, FILTER	\$45.78
FREIN AUDIO & TECH	NEW CAMERA SYSTEM	\$900.16
FIRST SECURITY BANK- HRA	FLEX-MEDICAL	\$100.00
HILLMAN LONNIE	WATER OPERATOR CONRACT	\$430.00
TREASURER, STATE OF IOWA	1QTRLY WET RETURN	\$914.00
IOWA FIRE CHIEFS ASSN.	MEMEBERSHIP DUE	\$50.00
IA FIREFIGHTERS ASSOCIATN	16 MEMBERS DUES	\$208.00

IA INSURANCE DIVISION	FILING FEES CENETARY	\$5.00
IPERS	IPERS	\$4,011.98
JOE'S COLLISION & PERFORMANCE	2009 SQUAD CAR REPAIRS	\$134.62
LANDFILL OF NORTH IOWA	GB TONAGE	\$805.70
MAGUIRE IRON, INC.	WATER TOWER REPAIR	\$82,100.00
MANLY JUNCTION SIGNAL	MARCH PUBLICATIONS	\$343.64
MARCO	PRINTER AGREEMENT	\$174.92
MARTIN MARIETTA AGGREGATES	ROAD ROCK	\$128.46
MEDIACOM	INTERNET/CABLE FIRE	\$69.62
MERCYONE OCCUPATIONAL	OFFICER SMITH PHYSICAL TEST	\$263.00
NAGEL SIGNS INC	REPLACED RADIO-SIGN	\$1,238.00
PETROBLEND	OIL, FILTERS	\$601.81
PLIC-SBD GRAND ISLAND	INSURANCE	\$57.90
ROUTER 12 NETWORKS LLC	INTERNET & PHONE	\$135.00
SCP	PAGER BATTERIES	\$66.85
CONNOR SMITH	APRIL CELL REIMBUR	\$60.00
STANARD & ASSOCIATES, INC.	PD NEW HIRE TESTING	\$53.00
STAPLES CREDIT PLAN	OFFICE/CLEANING SUPPLIES	\$242.66
TREASURER, STATE OF IOWA	STATE TAXES	\$951.00
STREICHER'S	OFFICER SMITH CLOTHING	\$299.96
OLSON INSURANCE	P&R FIRE INSURANCT	\$300.00
US CELLULAR	PW CELL PHONE	\$122.13
US POST OFFICE	3 ROLL STAMPS	\$165.00
VISA	SHOP SUPPLIES	\$1,097.03
VISU-SEWER	MAINT CLEANING/INSPECTION	\$7,698.70
WASTE MANAGEMENT OF NORTH IA	RECYCLING CHARGES	\$2,631.60
WCTA	PW PHONE	\$79.10
WELLMARK	EMPLOYEE HEALTH INS	\$3,408.39
WILLIAM HILLSON	LIBRARY SUPPLIES	\$39.00
WORTH COUNTY ENGINEER	OCT 2019 FUEL	\$627.40
WORTH COUNTY SHERIFF	MARCH 2020 CALLS	\$530.00
WTSI	LONG DISTANCE CALLS	\$24.25
Accounts Payable Total		\$129,842.84

Scott Sweet was the only person that identified himself on the call-in-number.

## **NEW BUSINESS**

### **1. WHKS – Scott Sweet**

Discussed was engineering work to begin the project described as 2020 Waste Stabilization Pond Repairs, and would be included in the TIF Funds Project. This undertaking includes updates at the lagoon as well as improvements for safety. Motion by Heigel to approve the engineering not to exceed \$24,800.00, second by Baird and approved unanimously. Also discussed was removing the Y intersection at Hwy. 65 and W. Harris Street. There have been complaints from citizens regarding the safety of this intersections with confusion turning on to or off from Hwy. 65 to Harris Street.

Information was gathered from Scott Sweet concerning costs and possible grants that might be available. Additional information will be available within the month. No action taken at this time. Current DNR report was discussed regarding the potential problem with the ammonia nitrogen compliant. Additional information will be available concerning timelines for a plan. Mayor Banks asked Council Member Durner to call our affidavit operator for the city. Also TIF funds and other projects were discussed.

**2. Resolution 2020-13**

A Resolution approving the budgeted three percent (3%) employee pay increase for FY '21. Motion by Durner to approve Resolution 2020-13, second by Durner. Roll vote: Baird – Aye, Andera – Aye, Durgin – Aye, Durner – Aye, Heagel – Abstain.

**3. Annual Junk Day Pickup**

Motion by Durgin to postpone the annual junk day pick up until early fall, second by Andera and approved unanimously.

**4. Covid 19 update and plan for potential department openings**

Discussed was possibly opening City Hall June 1, 2020. The situation will be assessed and a final decision to open will be made at the end of May. Opening the pool was talked about. With Covid-19 still on the rise in Iowa and repairs required for the pool, motion by Baird to not open the pool for the summer, second by Durner and approved unanimously.

**5. Finalize updates to City Hall & City Shed**

Discussed was the final estimates for the city hall updates and council chambers. It was discussed to move forward with City Hall renovations and at this time not to include the updates to the Council Chambers. Motion by Durner to approve City Hall updates including continuing with renovations to the backroom to utilize that space as a second office, and plexiglass covering the front counter, second by Heagel and approved unanimously. Council Member Heagel updated everyone regarding the WCDA grant for solar panels for the city shed. The solar panels will be required to be on the ground and not the roof as originally planned. The solar panels were a grant and the required change from roof to ground installation will cost around \$4,700.00. Motion by Durner to approve the ground installation and cost, second by Andera and approved unanimously.

**6. Employee Handbook**

Talked about was updates to the employee handbook. Prior authorization for training was discussed and Council Member Heagel asked for a resolution for the next meeting to include this. Also Council Member Durner asked that one form be completed for expenses. Council member Andera also talked about job requirements and pay ranges for City of Manly employees.

**7. Clerk Update**

City Clerk Dee Dunbar updated the council on the initial reductions of some revenues received and the possibility of revenue reductions to continue.

**8. Discuss and plan for resolution of open items**

Council Member Durner recapped items discussed at previous meetings that will still require to be addressed. This includes a five-year plan for the City, performance reviews for employees, out of date Zoning Plan and Emergency Operation Plan.

The meeting was adjourned at 8:54 P.M.

The next regular meeting of the City Council is scheduled for Monday, June 1, 2020 at 7:00 P.M. in the Community Center.

Regan Banks  
Mayor

Dee Dunbar  
City Clerk

