

MINUTES
REGULAR MEETING OF THE CITY COUNCIL

The City Council of the City of Manly, Iowa met in regular session in City Hall Council Chambers on Monday, August 15, 2024. The meeting was called to order at 6:56 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Andera, Baird, Heagel and Tabbert. Motion by Heagel to approve the agenda, seconded by Andera and approved unanimously.

At this time the Public Forum was opened. No one spoke. Public Forum was closed.

Mayor O'Keefe asked for approval of the Consent Agenda: Minutes of the regular meeting held July 15, 2024, claims paid from July 16, 2024 through August 5, 2024, per Resolution 2012-07, claims to be paid from July 16, 2024 through August 5, 2024, Outstanding Debt Report and liquor license for Moni Jo's LLC (DBA Lucky Wife Wine Slushies). Motion by Baird to approve the Consent Agenda, seconded by Tabbert and approved unanimously.

CLAIMS REPORT

AFLAC	AFLAC AFTER-TAX	\$184.74
AGSOURCE	WATER TESTING	\$93.50
CHRISTINE LUSCAVICH	CLEANING CITY HALL/COMM CENTER	\$81.25
CORE & MAIN	GLOVES	\$63.64
DAKOTA SUPPLY GROUP	CURB BOX	\$62.95
DELTA DENTAL	DENTAL INSURANCE	\$432.02
EFTPS	FED/FICA TAX	\$8,460.88
EMERGENCY APPARATUS MAINT	PUMP TEST	\$2,371.35
ERIC FLEMING	WEB/MAINTENANCE/AUGUST	\$30.00
FSB HRA	FLEX-MEDICAL	\$40.00
GWORKS	BUDGET CONSULTING	\$577.50
IA ASSOCIATION MUNICIPAL	SAFETY TRAINING/JULY-SEPT.'24	\$1,528.55
IA ONE CALL	EMAIL LOCATES	\$17.20
IPERS	PROTECTIVE IPER	\$5,540.13
JOHANN'S TREE SERVICE & MO	TREE REMOVAL	\$21,200.00
LANDFILL OF NO IA	TONAGE FOR JULY '24	\$799.20
LEAH O'CONNELL	UNIFORM REIMBURSEMENT	\$25.86
MARCO	PRINTER AGREEMENT	\$172.01
MUNICIPAL SUPPLY	WATER METERS	\$1,920.00
NEXT GENERATION TECH	MONTHLY SUPPORT AUG '24	\$388.80
NIACOG	ENVIRO ASSESS PRES	\$4,743.44
OVERHEAD DOOR CO. OF MASO	DOOR OPENERS	\$149.40
POOL TECH	POOL SUPPLIES	\$4,662.08
PRINCIPAL FINANCIAL GROUP	LIFE INSURANCE	\$81.12
STATE WH	STATE TAX	\$1,095.72
TRACTOR SUPPLY	SUPPLIES	\$9.99
US CELLULAR	CITY CELL PHONE	\$72.72
USA BLUE BOOK	FLAGS & SUPPLIES	\$1,328.88
VISA	TRAINING, SUPPLIES	\$1,655.53
WCTA	PHONE/INTERNET	\$657.09
WELLMARK	EMPLOYEE HEALTH INS	\$8,054.56
	CLAIMS TOTAL	\$66,500.11

OLD BUSINESS

- No old business to discuss

NEW BUSINESS

1. NIACOG / CHRIS DIGGINS

- Chris Diggins presented a contract from NIACOG to perform all professional services associated with the administration of the Community Development Block Grant (CDBG) program grant funds. The City has been awarded a CDBG in the amount of \$500,000 towards the wastewater project. Motion by Heagel to approve the contract, seconded by Andera and approved unanimously.
- Motion by Heagel to approve the policies, forms and letters reviewed by Chris Diggins requiring Mayor O'Keefe's signature, seconded by Tabbert and approved unanimously.
- Rustin Lingbeek, SEH Engineering Firm was in attendance and updated the council on tentative start dates for the project.

2. DOWNTOWN HOUSING PROJECT

- Merlin Bartz updated the council regarding the progress on the Downtown Housing Project and expenses. All invoices from 2022, 2023 & 2024 that were post grant award were presented along with progress meeting reports and prime contract change orders from Henkel Construction.
- Teresa Nicholson spoke regarding the Agreement for Covenant and Restrictions document that is required to be signed and recorded. Teresa is working on getting a Procurement Policy filed also. The first reimbursement draw request may be processed due to 60% of the \$300,000 grant having been expended. There is also a required 25% developer match that must be met also. Motion by Heagel to authorize for the release of state funds, seconded by Baird and approved unanimously. Motion by Heagel to release \$180,000.00 to Merlin & Lisa Bartz for the project, seconded by Andera and approved unanimously.

3. ASH TREES

The budget for tree removal for Fiscal Year '25 has been expended. The removal of the trees had initially been planned to be a three-year project. Mayor O'Keefe advised the council to decide how they want to handle the remainder of the ash trees that need to be taken down and it will be discussed further at the next city council meeting.

4. CENTRAL SPRINGS YOUTH SPORTS, INC. FACILITIES USAGE AGREEMENT

Councilman Aguilera discussed the agreement the City of Manly has with the Central Springs Youth Sports, Inc. Currently there is no agreement between the two. Councilman Aguilera feels the CS Youth Sports should be paying the city for the utility usage at the facility. Mayor O'Keefe stated the facility is city owned property and it is the city giving back to the community. Councilman Heagel will talk to Christian Schiff, President of the CS Youth Sports and bring information back to the council.

5. TREE REPLACEMENT

Councilman Baird presented information regarding tree replacement. He provided a price list from Schumacher's Nursery. Baird has proposed that we start planting the trees along Linden Street by the pool. Mayor O'Keefe stated we need to hire a landscaper to design and plant the trees. More information will be gathered and presented at another council meeting.

6. STREET CLOSURE REQUESTS FOR RR AG DAYS

Mayor O'Keefe approved and signed requests from the Manly Fire Department and Manly Development Group for closure of some streets regarding RR Ag Days activities on August 24, 2024.

7. UPDATES

Councilman Heagel stated the work on the gazebo should begin next week. The electrical update at the gazebo has been installed. Councilman Aguilera inquired about when the street on E. Harris would be repaired. Mayor O'Keefe informed the council a candidate for a second police officer has been chosen, a special meeting will be called for council approval.

The meeting was adjourned at 7:51 P.M.

Tim O'Keefe
Mayor

LuAnn Whitehurst
City Clerk

City Hall Council Chambers
Manly, Iowa

Thursday, August 8, 2024
7:30 P.M.

MINUTES
SPECIAL MEETING OF THE CITY COUNCIL

The City Council of the City of Manly, Iowa met in special session in the City Hall Council Chambers on Thursday, August 8, 2024. The special meeting was called to order at 7:30 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Baird, Heagel and Tabbert. Absent: Andera

Mayor O'Keefe asked for approval of the agenda. Motion by Baird to approve the agenda, seconded by Aguilera and approved unanimously.

NEW BUSINESS

1. MANLY POLICE DEPARTMENT

Mayor O'Keefe updated the City Council regarding hiring a second police officer. A candidate has been chosen and has gone through the interview process and background checks. With Council approval, the candidate has been offered a starting salary of \$62,000.00 with a tentative start date of September 1, 2024. Upon completion of the Police Academy, the salary will increase to \$65,000.00. The candidate will be under a five (5) year release contract. Therefore, if he leaves his position within the five (5) year period, the cost of the academy will be amortized out and the remaining cost must be paid back to the City. Motion by Heagel to go forward with the offer to the candidate the position proposed by the police committee, upon meeting the testing requirements at a starting salary of \$62,000.00 with a salary increase to \$65,000.00 after completing the Police Academy, seconded by Aguilera and approved unanimously.

The meeting was adjourned at 8:15 P.M.

Tim O'Keefe
Mayor

LuAnn Whitehurst
City Clerk

MINUTES
REGULAR MEETING OF THE CITY COUNCIL

The City Council of the City of Manly, Iowa met in regular session in City Hall Council Chambers on Monday, August 19, 2024. The meeting was called to order at 7:00 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Andera, Baird, and Tabbert. Absent: Heagel Motion by Andera to approve the agenda, seconded by Tabbert and approved unanimously.

At this time the Public Forum was opened. No one spoke. Public Forum was closed.

Mayor O'Keefe asked for approval of the Consent Agenda: Minutes of the regular meetings held August 5, 2024, special meeting held August 8, 2024, claims paid from August 6, 2024 through August 19, 2024, per Resolution 2012-07, claims to be paid from August 6, 2024 through August 19, 2024 and Treasurer/Budget reports for July 2024. Motion by Tabbert to approve the Consent Agenda, seconded by Baird and approved unanimously.

CLAIMS REPORT

ALLIANT ENERGY	GAS & ELECTRIC	\$7,836.09
AMAZON	BOOKS/ CLEANING	\$201.90
BAKER & TAYLOR-DEL	BOOKS	\$128.81
BMC AGGREGATES	ROADSTONE	\$265.12
BOUND TREE	EMS SUPPLIES	\$135.16
BRETT'S DRAIN CLEANING	NEW SHOWER AT POOL	\$347.75
CEMSTONE	CONCRETE FOR SIDEWALKS	\$1,893.33
CLEAR LAKE SANITARY DIST	LAB TESTING	\$44.00
CULLIGAN WATER	WATER TANK	\$55.00
D&L EQUIPMENT	ANTI FREEZE	\$70.95
DAKOTA SUPPLY GROUP	FITTINGS	\$532.08
EFTPS	FED/FICA TAX	\$4,305.57
FIRST SECURITY	SAFE DEPOSIT BOX ANNUAL RENT	\$70.00
FLOYD & LEONDARD	MOWING SUPPLIES	\$239.34
FSB HRA	FLEX-MEDICAL	\$20.00
HAWKINS INC	CHEMICALS	\$612.75
HEARTLAND ASPH	COLD MIX	\$1,055.60
IA NORTHERN RAILWAY COMP	RR CROSSING PERMIT	\$750.00
KELLY HARDWARE	SIDEWALK REPAIR	\$94.05
LARSON PLUMBING	WCDA GRANT	\$30,773.00
MARC	SHOP SUPPLIES	\$498.00
MENARDS	SUPPLIES	\$104.65
MIDWEST ACUTECH	SERVICE CALL/UPDATE FIRMWARE	\$190.00
NORTHWOOD ANCHOR	PUBLICATIONS	\$360.00
NORTHWOOD ELECTRIC	ELECTRICAL @ CITY HALL	\$1,166.69
POOL TECH	CHEMICALS	\$5,107.22
URSIDAE MECHANICAL	POOL HEATER	\$303.59
VISA	COMPUTERS, 365, PAPER	\$2,813.44
WASTE MGMT	RECYCLING CHARGES	\$3,237.36
WCTA	PHONE/INTERNET/CABLE	\$81.21
WORTH COUNTY ENGINEER	FUEL FOR JULY '24	\$1,101.02
WORTH LUMBER CO., LLC	CONCRETE FORMS SIDEWALK REPAIR	\$90.17
	CLAIMS TOTAL	\$64,483.85

OLD BUSINESS

- Councilman Baird brought back to the council a proposal for planting trees and shrubs along South Linden St. on the pool grounds. The Mayor and Council would like to see a design layout of the proposed plan by a professional and estimates for the cost for the project.

NEW BUSINESS

1. MANLY JUNCTION RAILROAD MUSEUM

Dan and Brad Sabin spoke regarding the new railroad museum they are planning to build. Groundbreaking is scheduled to begin mid-September and they are asking for a letter of support from the City of Manly. More information will be gathered, and a letter of support will be written.

2. CITY ATTORNEY

Mayor O'Keefe reached out to Attorney Tom Meyer, the city's previous legal counsel, and proposed for him to return to work for the city. Motion by Baird to terminate our relationship with Cameron Sprecher and employ Tom Meyer as our new city attorney at the same rate of pay as Cameron Sprecher, seconded by Aguilera. Ayes: Aguilera, Baird and Tabbert Nays: Andera

3. EMS ELECTION

EMS Special Ambulance Election will be September 10, 2024. Mayor O'Keefe spoke regarding the expense of the election along with the cost of the mailing of postcards to residents. The cost will be split per capita between the cities of Manly, Grafton, Hanlontown, Fertile and Joice, and the townships of Danville, Lincoln and Union. Motion by Andera for the city of pay for the special election voting expense, seconded by Tabbert and approved unanimously.

4. MANLY PUBLIC LIBRARY

There has been a request from the library for the city to pay for the cement for their storage shed. Motion by Baird to transfer from Lost Buildings and Grounds in the amount of \$414.00, seconded by Tabbert and approved unanimously.

5. RESOLUTION 2024-19

Motion by Tabbert to approve Resolution 2024-19 to transfer from Lost Buildings and Grounds for the electrical work at City Hall, seconded by Aguilera. Roll vote: Ayes: Aguilera, Andera and Tabbert Nays: Baird

6. RESOLUTIONS

Resolution 2024-20, 2024-21 and 2024-22 to apply delinquent utility charges to property taxes.

Motion by Andera to approve Resolution 2024-20, 2024-21 and 2024-22, seconded by Baird. Roll vote: all ayes

7. FALL JUNK DAYS

Motion by Andera to set Fall Junk Days from October 21, 2024 through October 28, 2024, seconded by Tabbert and approved unanimously. Dumpsters will be located at the city shed.

8. UPDATES

- Abatements were discussed. Mayor O'Keefe requested that every abatement be delivered by Office Pals. Mayor O'Keefe also asked to be kept notified when an abatement gets delivered. Deputy Clerk will provide the council a spreadsheet at every council meeting with an updated report on the progress of the abatements.
- Mayor O'Keefe and Councilman Aguilera attended a meeting with the American Legion. The legion representatives are filing charges against the perpetrators for the incidents that have happened at the legion under the city code.

The meeting was adjourned at 8:21P.M.

Tim O'Keefe
Mayor

LuAnn Whitehurst
City Clerk