

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, October 6, 2025. The meeting was called to order at 7:00 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Andera, Baird, Heagel and Tabbert. Motion by Andera to approve the agenda, seconded by Heagel and approved unanimously.

At this time the Public Forum was opened. Jason Woodbury spoke regarding starting a Neighborhood Watch Program. Jason was advised to speak to Officer Pals. Public Forum was closed.

Mayor O'Keefe asked for approval of the Consent Agenda: Minutes of the regular meeting held September 15, 2025, claims paid from September 16, 2025 through October 6, 2025, per Resolution 2012-07, claims to be paid from September 16, 2025 through October 6, 2025. Motion by Tabbert to approve the Consent Agenda, seconded by Baird and approved unanimously.

CLAIMS LIST

AFLAC	AFLAC- PRE-TAX	\$205.30
AGSOURCE	WATER TESTING	\$110.50
ASMUS FARM SUPPLY, INC.	SPRAYER BOOM	\$324.75
BRETT'S DRAIN CLEANING	HEATING ELEMENT @ WATER PLANT	\$159.78
DAKOTA SUPPLY GROUP	SIGN & SIGNPOST	\$498.13
DELTA DENTAL	DENTAL INSURANCE	\$449.42
EFTPS	FED/FICA TAX	\$3,294.19
ERIC FLEMING	WEB/MAINTENANCE OCT'25	\$30.00
EUROFINS	SEWER TESTING	\$189.00
FLOYD & LEONDARD	SUPPLIES	\$101.37
FSB HRA	FLEX-MEDICAL	\$30.00
HEARTLAND ASPH	PAVEMENT/SEEDING & FERTILIZING	\$11,496.00
HEATHER WARBURTON	CLEANING CITY HALL	\$52.50
IA CODIFICATION	CODE UPDATE PROJECT	\$1,000.00
IA ONE CALL	EMAIL LOCATES	\$20.80
IOWA DNR	ANNUAL WATER USE FEE '26	\$115.00
IPERS	PROTECTIVE IPER	\$5,246.43
JJ'S HARDWARE	OIL	\$50.31
JOHANN'S TREE SERVICE & MO	ABATEMENT CLEAN UPS	\$5,725.00
KATZ TOW AND TRANSPORT	ABATEMENT TOWS	\$1,000.00
KNUDTSON AUTOMTIVE	LAWN & BACKHOE TIRE REPAIRS	\$176.46
MARCO	PRINTER AGREEMENT	\$175.20
NORTHWOOD ANCHOR	PUBLICATIONS	\$290.23
NORTHWOOD ELECTRIC	POOL INVERTER	\$4,815.00
POOL TECH	POOL CLOSING	\$1,492.05
PRINCIPAL FINANCIAL GROUP	LIFE INSURANCE	\$81.12
QUALITY FLOW SYSTEMS, INC	SEWER LIFT STATION REPAIR	\$2,911.20
SHORT ELLIOTT HENDRICKSON	WW PHASE 1/FEASIBILITY STUDY E	\$18,763.62
STATE WH	STATE TAXES	\$624.37
TRACTOR SUPPLY	SPRAYER BOOM	\$58.54
USA BLUE BOOK	WATER TESTING SUPPLIES	\$572.15
VISA	MISCELLANEOUS SUPPLIES	\$870.90

WAGEWORKS	HRA	\$121.61
WELLMARK	EMPLOYEE HEALTH INS	\$8,314.29
	CLAIMS TOTAL	\$69,365.22

EXPENDITURES BY FUND

GENERAL FUND	\$12,818.04
ROAD USE TAX FUND	\$19,651.74
EMPLOYEE BENEFITS FUND	\$3,949.87
WATER FUND	\$4,544.16
SEWER FUND	\$25,575.07
GARBAGE FUND	\$2,674.73
EMPLOYEE FLEX/CAFETERIA FUND	\$151.61

OLD BUSINESS

- Updated list of abatements was addressed

NEW BUSINESS

1. PAY CERTIFICATE NO. 3 – CONTRACT 1

Application for payment was submitted by Municipal Pipe Tool Co., LLC for the work and materials used for the sanitary sewer project. Motion by Andera to approve Pay Certificate No. 3 in the amount of \$108,120.70, seconded by Heagel and approved unanimously.

2. SEH, INC. / RUSTIN LINGBEEK

- An Agreement for Professional Services was presented for the Main Street Sidewalk Improvement Project. Motion by Andera to move forward with SEH, Inc., to provide the design plans and start the process for the project, seconded by Baird and approved unanimously with the engineering fees paid by Casino funds.
- Discussed was a Grant St. plan design from the New Bethel Baptist Church to Woodrow St. This will be addressed at a future meeting with Nexus Cooperative.
- Discussed was forming a committee to develop a plan for trail/walking paths.
- Rustin informed the council there is a Wastewater and Drinking Water Treatment Financial Assistance Program (WTFAP) grant application the city can apply for.

3. RESOLUTION 2025-43

A Resolution directing the clerk to publish notice of hearing on the adoption of the proposed “Code of Ordinances of the City of Manly, Iowa”. Motion by Tabbert to approve Resolution 2025-43 with a Public Hearing date of October 29, 2025, seconded by Heagel.

4. RESOLUTION 2025-44

A Resolution approving to remove a special assessment on property located at 834 N. Grant St., Manly, IA. Motion by Heagel to approve Resolution 2025-44, seconded by Aguilera. Roll vote: all ayes

5. DECALS FOR POLICE TRUCK

No quotes were available at the time of the council meeting. This item will be placed on the October 20, 2025 agenda.

6. REPAIR 2019 SILVERADO TRUCK

A quote to repair the truck was presented. Motion by Andera to accept the quote presented, seconded by Aguilera and approved unanimously.

7. CEMETERY

Councilman Baird discussed replacing the pillars at the entrance of the cemetery, the fence along the west side and the sidewalk. A bid for the pillars was presented. More bids will be gathered and presented at a future council meeting.

8. MANLY JUNCTION RAILROAD MUSEUM

The City of Manly, IA had committed to funding financial assistance to the Manly Junction Railroad Museum project by approving Resolution 2025-06 on January 6, 2025 in the amount of \$50,000.00. Motion by Baird to approve the disbursement of funds to be paid from the Casino fund, seconded by Aguilera and approved unanimously.

9. HALLOWEEN

Motion by Heagel to approve Trick or Treating hours on October 31, 2025 from 6:00pm – 8:00pm, seconded by Baird and approved by unanimously.

10. CITY DUMP SITE

Councilman Aguilera addressed Ordinance 02-2024. There have been items dumped that are not in accordance with the ordinance. Cameras are being looked into being installed at the dump site.

11. COMMUNITY THANKSGIVING MEAL / DAN KAINZ & KASSIE ALDEN

Dan Kainz was in attendance asking the city for a donation in support of the Thanksgiving Community Meal. Our city attorney will be consulted regarding giving a donation. No action was taken at this time.

12. JASON WOODBURY

Jason spoke during the public forum.

13. UPDATES

- Manly Development Group will be having Trunk or Treat on October 25, 2025 from 4:00pm – 7:00pm with food trucks
- Update regarding the 2025 pool season, attendance was good with several pool parties.

The meeting was adjourned at 8:44 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, October 20, 2025. The meeting was called to order at 7:00 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Andera, Baird, Heagel and Tabbert. Motion by Andera to approve the agenda, seconded by Heagel 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 October 6, 2025, claims paid from October 7, 2025 through October 20, 2025, per Resolution 2012-07, claims to be paid from October 7, 2025 through October 20, 2025, Annual Financial Report for Fiscal Year 2025 and Treasurer/Budget reports for September, 2025. Motion by Baird to approve the Consent Agenda, seconded by Aguilera and approved unanimously.

CLAIMS LIST

ACCO	LIQUID CHLOR	\$706.40
AFLAC	AFLAC- PRE-TAX	\$205.30
AGSOURCE	WATER TESTING	\$263.00
ALLIANT ENERGY	GAS & ELECTRIC	\$5,555.66
AMAZON	BOOKS	\$120.35
BAKER & TAYLOR-DEL	BOOKS	\$71.26
BOUND TREE	EMS SUPPLIES	\$59.97
CENTRAL LOCK	WELL DOOR	\$265.00
CLEAR LAKE SANITARY DIST	LAB TESTING	\$46.50
CORE & MAIN	WELL #2 REPAIR	\$1,399.00
CULLIGAN WATER	TANK RENTAL	\$55.00
D&L EQUIPMENT	SUPPLIES	\$75.00
DAKOTA SUPPLY GROUP	TIRE CHAINS	\$485.57
DELTA DENTAL	DENTAL INSURANCE	\$449.42
EFTPS	FED/FICA TAX	\$3,368.88
ELECTRONIC ENGINE	TOWER SERVICE	\$142.80
FLOYD & LEONDARD	MISC SUPPLIES	\$314.88
FSB HRA	FLEX-MEDICAL	\$30.00
IA ASSOCIATION MUNICIPAL	SAFETY TRAINING OCT.-DEC. '25	\$1,629.81
IA DEPT REVENUE	WET/SEPT.'25	\$1,270.75
IA WORKFORCE	2025 3RD QTR UNEMPLOYMENT	\$94.36
JOE'S COLLISION	LAWN MOWER TIRE	\$155.40
KATHERINE L YOUNG	LIBRARY REIMBURSEMENT	\$26.58
LANDFILL OF NO IA	TONAGE FOR SEPT.'25	\$924.92
MANLY JUNCTION RAILROAD	FINANCIAL ASSISTANCE REQUEST	\$50,000.00
MENARDS	LIB WATER DRAINAGE SUPPLIES	\$120.80
MOSQUITO	MOSQUITO SPRAYING '25	\$4,500.00
MUNICIPAL PIPE	PRO#2025-18/APP#2 SEW REHAB	\$288,367.53
MUNICIPAL SUPPLY	DIRECT WIRE RADIO HEAD	\$726.71
NEXT GENERATION TECH	MONTHLY SUPPORT OCT. '25	\$388.80
NIACC	LONNIE/TODD WATER CONFERENCE	\$150.00
NORTHWOOD ANCHOR	PUBLICATIONS	\$304.02
NORTHWOOD ELECTRIC	LIGHTING DAMAGE @ POOL	\$8,968.70
PRITCHARD GMC OF MC	REPAIR 2019 SILVERADO	\$6,824.18

SHORT ELLIOTT HENDRICKSON	WW PHASE 1 BIDDING & CA	\$5,513.74
US CELLULAR	CITY CELL PHONE	\$73.06
US POST OFFICE	UTILITY POSTAGE/20 ROLLS	\$1,220.00
VISA	OFFICE CHAIRS/INK	\$1,733.89
WASTE MGMT	RECYCLING CHARGES	\$3,333.24
WCTA	PHONE/INTERNET	\$737.10
WORTH COUNTY ENGINEER	FUEL FOR SEPT. '25	\$867.73
ZIEGLER INC	TRACTOR REPAIR	\$1,016.54
	CLAIMS TOTAL	\$392,561.85

EXPENDITURES BY FUND

GENERAL FUND	\$69,148.18
ROAD USE TAX FUND	\$5,891.87
EMPLOYEE BENEFITS FUND	\$248.17
WATER FUND	\$9,851.88
SEWER FUND	\$11,282.70
CAP SANITARY SWR IMPROVE FUND	\$288,367.53
GARBAGE FUND	\$7,741.52
EMPLOYEE FLEX/CAFETERIA FUND	\$30.00

OLD BUSINESS

- No bids were available at the time of the meeting for decals on the police truck. This item will be placed on the November 3, 2025 agenda.
- Bids for tuckpointing the pillars at the cemetery will be acquired and presented at the November 3, 2025 meeting.
- Donation request for the Community Thanksgiving Meal was discussed. Due to lack of a motion by the council, donation request was denied.
- Updated list of abatements were discussed.

Mayor O'Keefe left the meeting at 7:20 P.M. Mayor Pro-Tem Andera presided over the meeting.

NEW BUSINESS

1. LOREN BITKER

Loren was not in attendance to address his water main and quality of water at 303 N. Broadway St. This item was tabled until more information is acquired.

2. TIM HARTWIG

Tim was not in attendance to address abatement he received at 129 Circle Terrace.

3. UPDATES

- Councilman Baird informed the council regarding a grant application for trees he has submitted in the amount of \$25,000.00. He should hear soon if it is approved. A grant was also submitted to Alliant Energy.
- Public Works Director Lonnie Hillman informed the council he was contacted by T-Mobile regarding placing a tower north of town by the city dump site. He also stated that Well #2 has been repaired. Manhole rehabilitation has begun.
- Councilman Aguilera addressed the damage that has been done to the caboose & engine again. He also discussed some mailboxes on Circle Terrace that the mailman is unable to approach since repairing the street. Council directed public works to lay some gravel down by these mailboxes.

The meeting was adjourned at 7:41 P.M.

Tim O'Keefe / Pete Andera
Mayor Mayor Pro-Tem

LuAnn Whitehurst
City Clerk

City Hall Council Chambers
Manly, Iowa

October 29, 2025
7:00 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 Wednesday, October 29, 2025. The special meeting was called to order at 7:00 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Andera, Baird, Heagel and Tabbert.

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

NEW BUSINESS

1. NOTICE OF PUBLIC HEARING

• **CODE OF ORDINANCES OF THE CITY OF MANLY, IOWA**

At 7:01 P.M. Mayor O'Keefe announced this was the time and place for the Public Hearing for the Code of Ordinances of the City of Manly, Iowa. There had been no written or oral objections received. Motion by Baird, seconded by Heagel to close the public hearing. Mayor O'Keefe closed the public hearing at 7:11 P.M.

- Motion by Heagel to waive the first and second reading of Ordinance 04-2025, seconded by Tabbert. Roll vote: all ayes. Motion by Heagel to pass Ordinance 04-2025 to adopt the proposed Code of Ordinances of the City of Manly, Iowa on the third reading, seconded by Tabbert. Roll vote: all ayes

The meeting was adjourned at 7:15 P.M.

Tim O'Keefe
Mayor

LuAnn Whitehurst
City Clerk

**AN ORDINANCE ADOPTING THE “CODE OF ORDINANCES
OF THE CITY OF MANLY, IOWA”**

BE IT ORDAINED by the City Council of the City of Manly, Iowa, that:

SECTION 1. Pursuant to published notice and following public hearing on the 29th day of October, 2025, so required by Sections 362.3 and 380.8, Code of Iowa, there is hereby adopted by the City of Manly, Iowa, the “CODE OF ORDINANCES OF THE CITY OF MANLY, IOWA.”

SECTION 2. All of the provisions of the “CODE OF ORDINANCES OF THE CITY OF MANLY, IOWA,” shall be in force and effect on and after the effective date of this ordinance.

SECTION 3. All ordinances or parts thereof in force on the effective date of this ordinance are hereby repealed from and after the effective date of this ordinance, except as hereinafter provided.

SECTION 4. The repeal provided for in the preceding section of this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance; nor shall such repeal affect any ordinance or resolution promising or guaranteeing the payment of money by the City or authorizing the issuance of any bonds of said City or any evidence of said City's indebtedness or any contract or obligation assumed by said City; nor shall said repeal affect the administrative ordinances or resolutions of the Council not in conflict or inconsistent with the provisions of “THE CODE OF ORDINANCES OF THE CITY OF MANLY, IOWA”; nor shall it affect the following ordinances specifically saved from repeal:

URBAN RENEWAL

ORDINANCE NO.	ADOPTED	NAME OF AREA
2002-02	June 3, 2002	Manly Urban Renewal Area
2006-01	February 15, 2006	Manly Urban Renewal Area Amendment
2006-02	February 15, 2006	Sterling Acres I Urban Renewal Area
2006-03	February 15, 2006	School Meadows Urban Renewal Area
2006-06	May 17, 2006	Sterling Acres I Urban Renewal Project Area
2006-10	October 2, 2006	Sterling Acres II Urban Renewal Project Area
2006-11	October 2, 2006	Sterling Acres III Urban Renewal Project Area
2006-12	October 2, 2006	Sterling Acres IV Urban Renewal Project Area
04-2019	November 4, 2019	Amendment No. 2 Manly Urban Renewal Area
04-2019A	January 2, 2020	Amendment No. 2 Manly Urban Renewal Area

ZONING

ORDINANCE	ADOPTED	ORDINANCE	ADOPTED
2004-01 PZ	October 1, 2004	2006-04 PZ	Not Adopted
2004-11	October 18, 2004	2009-08 PZ	September 1, 2009
2005-01 PZ	Not adopted	12-01PZ	May 15, 2012
2005-02 PZ	November 15, 2005	12-02PZ	May 15, 2012
2006-01 PZ	February 15, 2006	2012-03PZ	August 1, 2012
2006-02 PZ	February 15, 2006	12-04PZ	November 1, 2012
2006-03 PZ	November 1, 2006	24-01PZ	July 1, 2024

nor shall it affect any other right or franchise conferred by any ordinance or resolution of the Council or any other person or corporation; nor shall it affect any ordinance naming, establishing, relocating or vacating any street or public way, whether temporary or permanent; nor shall it affect any ordinance amending the official zoning map, establishing building lines, establishing and changing grades, or dedicating property for public use; nor shall it affect any prosecution, suit or other proceeding pending or any judgment rendered on or prior to the effective date of this ordinance.

SECTION 5. The following ordinances, passed subsequent to the preparation of this code but prior to adoption of this code, are hereby adopted and made a part of this code. These are ordinances: none. Said ordinances shall be codified and incorporated in published copies of this code as supplements thereto following adoption of this ordinance.

SECTION 6. An official copy of the “CODE OF ORDINANCES OF THE CITY OF MANLY, IOWA,” adopted by this ordinance, including a certificate of the City Clerk as to its adoption and the effective date, is on file in the office of the City Clerk, and shall be kept available for public inspection.

SECTION 7. The City Clerk shall furnish a copy of the “CODE OF ORDINANCES OF THE CITY OF MANLY, IOWA,” to the Judicial Magistrates serving the City of Manly.

SECTION 8. This ordinance shall be in full force and effect from and after the publication of this ordinance, as required by law.

Passed by the City Council of the City of Manly, Iowa, the 29th day of October, 2025.

Tim O’Keefe, Mayor

ATTEST:

LuAnn Whitehurst, City Clerk

First Reading: waived, October 29, 2025

Second Reading: waived, October 29, 2025

Third Reading: passed, October 29, 2025

CLERK’S CERTIFICATE

I hereby certify that the foregoing Ordinance No. 04-2025 was published as required by law on the 13th day of November, 2025.

LuAnn Whitehurst, City Clerk