

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, January 5, 2026. The meeting was called to order at 7:00 P.M. by Mayor O'Keefe. Council Members present: Aguilera, Andera, Baird, Heagel and Ryan. Motion by Andera to approve the agenda, seconded by Baird 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 December 15, 2025, claims paid from December 16, 2025 through January 5, 2026, per Resolution 2012-07, claims to be paid from December 16, 2025 through January 5, 2026. Motion by Heagel to approve the Consent Agenda, seconded by Aguilera and approved unanimously.

CLAIMS LIST

AFLAC	AFLAC- PRE-TAX	\$410.60
AGSOURCE	WATER TESTING	\$110.50
ALLIANT ENERGY	GAS & ELECTRIC	\$233.44
CARQUEST	SHOP SUPPLIES	\$102.29
DELTA DENTAL	DENTAL INSURANCE	\$478.24
EFTPS	FED/FICA TAX	\$6,785.49
EUROFINS	SEWER TESTING	\$157.00
FSB HRA	FLEX-MEDICAL	\$60.00
HEATHER WARBURTON	CITY HALL CLEANING	\$70.00
HRA	2026 EMPLOYEE FSA	\$12,299.94
IA ONE CALL	EMAIL LOCATES	\$43.20
IA WORKFORCE	2025 4 QTR UNEMPLOYMENT	\$19.08
IPERS	PROTECTIVE IPER	\$5,452.60
MANLY SERVICES	ROOF REPLACEMENT ON SHELTER	\$11,813.73
MARCO	PRINTER AGREEMENT	\$171.24
MC GLASS	CABOOSE WINDOWS	\$462.50
NEXT GENERATION TECH	MONTHLY SUPPORT JAN.'26	\$388.80
PRINCIPAL FINANCIAL GROUP	LIFE INSURANCE	\$81.12
STATE WH	STATE TAX	\$651.31
SUMMERS ENTERPRISE INC.	CONTRACT 2 / APP #1	\$79,255.80
THE NORTHWAY CORPORATION	WELL #2 REPAIRS	\$43,706.03
VISA	UNIFORMS	\$828.32
WAGEWORKS	HRA	\$93.99
WELLMARK	EMPLOYEE HEALTH INS	\$9,363.71
WORTH COUNTY AUDITOR	2025 ELECTION	\$1,772.09
WORTH COUNTY ENGINEER	FUEL	<u>\$132.80</u>
	CLAIMS TOTAL	\$174,943.82

EXPENDITURES BY FUND

GENERAL FUND	\$21,272.69
ROAD USE TAX FUND	\$2,251.09
EMPLOYEE BENEFITS FUND	\$9,727.21
WATER FUND	\$49,607.64
SEWER FUND	\$5,962.91
CAP SANITARY SWR IMPROVE FUND	\$79,255.80
GARBAGE FUND	\$3,912.55
EMPLOYEE FLEX/CAFETERIA FUND	\$2,953.93

OLD BUSINESS

- Discussed was invoice for abatement at 327 E. Elmore St., Manly, IA. After some discussion, motion by Andera to proceed with collection of invoice, seconded by Heagel. Ayes: Aguilera, Ryan, Andera and Heagel. Nays: Baird

NEW BUSINESS

1. PUBLIC HEARING / WASTEWATER CITY IMPROVEMENT PROJECT

At 7:15 P.M. Mayor O'Keefe announced this was the time and place for the Public Hearing. Motion by Ryan, seconded by Andera to open the Public Hearing regarding the Wastewater City Improvement Project. Chris Diggins from NIACOG presented the following information:

ACCOMPLISHMENTS TO DATE:

Approximately 80% of Contract 1 which includes Sanitary sewer rehabilitation including cleaning and televising, CIPP lining; 60 LF of pipe replacement; vertical lining of manholes, grouting of manholes, installation of one (1) new manhole, new manhole castings at various locations, new manhole boxouts and castings at additional locations, manhole adjustments at various locations, installation of concrete fillets at 17 locations, street removal and replacement. Since Draw #6, this contract is nearly complete, except for some restoration and concrete work in the Spring of 2026.

Contract 2 had not started as of Draw #6. Since Draw #6, contract 2 has completed the road crossing on Hwy 9 as well as assembled sewer main to be installed with directional drilling. Contract 2 has more of the open excavation, directional drilling of sewer main and lift station improvements and pump installation as well as restoration in the Spring of 2026.

Approximately 40% complete as of Draw #6. Subsequent draws will put the project at approximately 60-70%

SUMMARY OF ALL EXPENDITURE TO DATE: (As of Draw #6)

	<u>Original Estimate</u>	<u>Expended To Date</u>	<u>Funds Remaining</u>
CDBG Money	\$ 475,000	\$ 186,781	\$ 288,219
ADMIN	\$ 25,000	\$ 18,713	\$ 6,287
Local	<u>\$ 1,156,400</u>	<u>\$ 455,081</u>	<u>\$ 701,319</u>
	\$ 1,656,400	\$ 660,575	\$ 995,825

GENERAL DESCRIPTION OF REMAINING WORK:

Wrap up the remaining Contract 1 items such as service grouting and restoration as necessary. Complete the remaining Contract 2 activities (listed in Project Scope discussion soon to be discussed) in the Spring of 2026.

DESCRIPTIONS OF BUDGET CHANGES:

Contract II: Fill Material Approximately 100 Tons at \$24.20 per ton (\$2,420) Final amount not known until completion.

PERFORMANCE TARGETS:

On Schedule

ACTIVITY SCHEDULES

Complete remaining work listed above, by starting as weather permits in Spring of 2026. Project construction should be complete by the end of May 2026, with full project completion later in the Summer of 2026

PROJECT SCOPE:

The proposed project consists of two (2) separate contracts as follows for the first contract mainly for lining and grouting: Sanitary sewer rehabilitation including cleaning and televising, approximately 6,454 LF of CIPP lining; 60 LF of pipe replacement; service grouting; approximately 400 vertical feet of vertical lining of manholes, grouting of 23 manholes, installation of one (1) new manhole, 20 new manhole castings at various locations, 55 new manhole boxouts and castings at additional locations, 12 manhole adjustments at various locations, installation of concrete fillets at 17 locations, street removal and replacement.

In addition, the second contract involves more excavation and is as follows: removal of existing and installation of approximately 810 LF of new gravity sewer, service reconnections using wyes; approximately 2,150 LF of installation of sanitary sewer force main piping using trenchless methods; installation of approximately 200 LF of sanitary sewer force main with steel casing pipe using trenchless methods; approximately 1,185 LF of sanitary sewer abandonment using plug and fill methods; lift station improvements; installation of a sewage air release valve pit, manhole drop connection, and connection to existing manholes. This also includes miscellaneous items, restoration of grassy areas, pavement, and granular surfacing, legal and administrative.

LOCATION:

The proposed activities will be conducted throughout the community in previously disturbed City owned or other public rights-of-way.

OBJECTIVES/BENEFICIARIES:

LMI persons and all other residents of Manly.

Motion by Heagel to close the public hearing at 7:25 P.M., seconded by Andera.

2. PAY CERTIFICATE NO. 5 – CONTRACT 1

Application for payment was submitted by Municipal Pipe Tool CO., LLC for the final 10" CIPP lining that was competed. Motion by Heagel to approve Pay Certificate No. 5 – Contract 1 in the amount of \$61,803.00, seconded by Aguilera and approved unanimously.

3. SEH, INC. / MAIN STREET SIDEWALK IMPROVEMENT PROJECT

Rustin Lingbeek, SEH, Inc., reviewed with the council the final plans and specifications, DNR construction permit and dates for bidding for the project.

- Resolution 2026-01 setting bid opening, hearing dates and ordering clerk to publish notice for the Main Street Sidewalk Improvement Project. Motion by Heagel to approve Resolution 2026-01, seconded by Baird. Roll vote: all ayes

4. MANLY VOLUNTEER FIRE DEPARTMENT

Fire Chief AJ Stone was in attendance to discuss submitting a WCDA Spring grant application for the purchase of a new fire truck. The grant application will be submitted to the council at the next meeting.

5. COMMITTEE APPOINTMENTS

Mayor O'Keefe made the following committee appointments: Mayor Pro-tem – Andera, Finance – Heagel & Andera, Parks/Aquatic Center – Ryan & Aguilera, Conformity to Law – Aguilera & Andera, Fire Department – Baird & Ryan, Library – Heagel & Andera, Landfill – Baird & Aguilera, 911 Board – Heagel & Ryan, Abatements / Public Grounds – all council members, Winn-Worth Betco – Andera & Heagel

6. EMPLOYEE FLEXIBLE SPENDING ACCOUNTS (FSA)

Motion by Baird to set the maximum amount of employee FSA accounts at \$1,500.00, seconded by Heagel and approved unanimously.

7. RESOLUTION 2026-02

Resolution 2026-02 to apply delinquent charges to property taxes at 129 Circle Terrace, Manly, IA. Motion by Heagel to approve Resolution 2026-02, seconded by Ryan. Roll vote: all ayes

8. RESOLUTION 2026-03

Resolution 2026-03 to apply delinquent charges to property taxes at 323 E. Elmore St., Manly, IA. Motion by Andera to approve Resolution 2026-03, seconded by Heagel. Roll vote: all ayes

9. RESOLUTION 2026-04

Resolution 2026-04 to apply delinquent charges to property taxes at 404 N. Iowa St, Manly, IA. Motion by Baird to approve Resolution 2026-04, seconded by Aguilera. Roll vote: all ayes

10. RESOLUTION 2026-05

Resolution 2026-05 to apply delinquent charges to property taxes at 334 W. Harris St., Manly, IA. Motion by Heagel to approve Resolution 2026-05, seconded by Ryan. Roll vote: all ayes

11. RESOLUTION 2026-06

Resolution 2026-06 to apply delinquent charges to property taxes at 215 E. Walnut St., Manly, IA. Motion by Ryan to approve Resolution 2026-06, seconded by Aguilera. Roll vote: all ayes

12. RESOLUTION 2026-07

Resolution 2026-07 to apply delinquent charges to property taxes at 335 E. North St., Manly, IA. Motion by Heagel to approve Resolution 2026-07, seconded by Aguilera. Roll vote: all ayes

13. UPDATES

- Councilman Baird updated the council regarding a \$2,500.00 tree grant the city was awarded from the DNR over a two year period.

Councilman Baird left the meeting at 8:52 P.M.

The meeting was adjourned at 8:54 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, January 19, 2026. The meeting was called to order at 7:00 P.M. by Mayor O'Keefe. Council Members present: Andera, Heagel and Ryan. Baird arrived at 7:03 P.M. Absent: Aguilera. 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 January 5, 2026, claims paid from January 6, 2026 through January 19, 2026, per Resolution 2012-07, claims to be paid from January 6, 2026 through January 19, 2026, Treasurer/Budget reports for December, 2025. Motion by Ryan to approve the Consent Agenda, seconded by Heagel and approved unanimously.

CLAIMS LIST

ACCO UNLIMITED CORP	LIQUID CHLORINE	\$1,148.55
ACE PROFESSIONAL	WINDOW CLEANING	\$125.00
AGSOURCE COOP SERVICES	WATER TESTING	\$113.40
ALLIANT ENERGY	GAS & ELECTRIC	\$5,168.08
AMAZON	BOOKS	\$360.28
CLEAR LAKE SANITARY DISTRICT	LAB TESTING	\$46.50
CULLIGAN WATER	WATER TANK RENTAL	\$55.00
D&L EQUIPMENT	HYDRO HOSE FIX/EXHAUST FLUID	\$289.26
EFTPS	FED/FICA TAX	\$3,375.91
ERIC FLEMING	WEB MAINTENANCE JAN '26	\$30.00
IA ASSOC MUNICIPAL UTILITIES	SAFETY TRAINING JAN-MARCH '26	\$1,629.81
IA DEPT REVENUE	WET/DEC. '25	\$1,133.16
IPERS	OUTSTANDING BALANCE ADJUSTMENT	\$17.87
JJ'S HARDWARE	PARTS/SHOVELS	\$143.94
JOE'S COLLISION	TRUCK TIRE REPAIR	\$29.53
KRUGER ELECTRIC	HANG CHRISTMAS LIGHTS	\$285.00
LANDFILL OF NORTH IOWA	LANDFILL TONAGE	\$915.42
MED COMPASS	PHYSICALS	\$3,780.00
NORTHWOOD ANCHOR	PUBLICATION	\$261.93
SENSAPHONE	SUBSCRIPTION RENEWAL	\$299.40
SHORT ELLIOTT HENDRICKSON	STORM WATER FEAS STUDY	\$1,489.67
SHORT ELLIOTT HENDRICKSON	WW PHASE 1 BIDDING	\$6,649.20
SIMMERING-CORY	CODE BOOK TABS	\$30.00
US CELLULAR	CITY CELL PHONE	\$80.12
USA BLUE BOOK	WATER TESTING / CLOTHING	\$506.98
VISA	MISC. SUPPLIES	\$863.71
VISA	GO DADDY	\$19.97
VISA	BOOKS/CORD	\$285.04
WCTA	PHONE/INTERNET	\$745.62
WORTH COUNTY ENGINEER	FUEL FOR DEC. '25	\$1,135.00
	CLAIMS TOTAL	\$31,013.35

EXPENDITURES BY FUND

GENERAL FUND	\$9,120.36
ROAD USE TAX FUND	\$4,444.76
WATER FUND	\$5,438.93
SEWER FUND	\$10,049.70
GARBAGE FUND	\$1,959.60

OLD BUSINESS

- WCDA Spring Grant Application for the Main Street Sidewalk Improvement Project was discussed. Motion by Andera to submit the application with the city matching funds of \$75,000.00 from Casino Revenues, seconded by Heagel. Ayes: Baird, Heagel and Andera Naves: Ryan
- WCDA Spring Grant Application for the Manly Volunteer Fire Department for a new fire truck was discussed. Motion by Heagel to approve the Fire Department submit their grant application, seconded by Baird and approved unanimously.
- Discussed was the Home Base Iowa Program open house dedication date. Motion by Andera to set the date for February 5, 2026 at 7:00 P.M., seconded by Heagel. City Clerk will check with Melissa at Winn-Worth Betco and see if that date is available for her.

NEW BUSINESS

1. STORMWATER STORM SEWER FEASIBILITY STUDY

• Rustin Lingbeek, SEH, Inc. was in attendance to discuss with the council the cost estimates related to the feasibility study. An EDA Grant is available in our county to apply for with an 80/20 split. Motion by Heagel to accept Option #1 that is being proposed and apply for the grant, seconded by Baird and approved unanimously.

• Motion by Heagel to approve Mayor O'Keefe to sign the EDA Grant application, seconded by Ryan and approved unanimously.

- Trail / sidewalk meeting has been scheduled for January 28, 2026 @ 6:00 P.M.

2. RESOLUTION 2026-08 / FIRE DEPARTMENT ROSTER

A Resolution approving the 2026 Fire Department Roster. Motion by Ryan to approve Resolution 2026-08, seconded by Andera. Roll vote: all ayes

3. EMS DISTRICT TRUSTEE

Discussed was the reappointment of Linda Halfman as an EMS Trustee for a term of 3 years. Motion by Heagel to reappoint Linda Halfman, seconded by Andera and approved unanimously.

4. RESOLUTION 2026-09

Resolution 2026-09 to apply delinquent charges to property taxes at 317 W. Harris Street. Motion by Heagel to approve Resolution 2026-09, seconded by Baird. Roll vote: all ayes

5. RESOLUTION 2026-10

Resolution 2026-10 to apply delinquent charges to property taxes at 116 E. Elmore Street. Motion by Heagel to approve Resolution 2026-10, seconded by Ryan. Roll vote: all ayes

6. RESOLUTION 2026-11

Resolution 2026-11 to remove a special assessment on property at 225 E. Walnut Street. Motion by Andera to approve Resolution 2026-11, seconded by Heagel. Roll vote: all ayes

7. UPDATES

- Scheduled budget meeting with the finance committee for January 22, 2026 at 5:30 P.M.
- Councilman Ryan completed his Open Meetings/Public Records training
- Councilman Aguilera had asked Councilman Baird to mention to the council his concern regarding the flowers in the park
- Manly Lions Club has donated a bench to the City of Manly, decision will be made at a later date where to install it at
- Councilman Andera spoke about the Homes for Iowa program. He will reach out and schedule a time when a representative can come and talk to the council.

The meeting was adjourned at 7:43 P.M.

Tim O'Keefe
Mayor

LuAnn Whitehurst
City Clerk