

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa
Monday, February 23, 2026

Video recordings of City Council meetings are 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

Council Members Present: Bryan Gray, Diane Hammell, Mary Ann Poynor, Bill Scherbring. Absent: Joe Dittrick.

APPROVAL OF THE AGENDA

Motion by Hammell, seconded by Scherbring to approve the agenda as presented. On call of roll: Ayes: Hammell, Scherbring, Gray, Poynor. Nays: None. Motion carried.

PUBLIC INPUT

None.

CONSENT AGENDA

3.1 Approval of the following City Council minutes: the February 9, 2026 Regular City Council Meeting; the February 11, 2026 Special City Council Meeting; the February 16, 2026 Budget Work Session

3.2 R-021-2026 Resolution Approving Payment of Bills

3.3 Acknowledge receipt of the following City Reports & Minutes: minutes of the January 8, 2026 Library Board meeting; minutes of the February 19, 2026 Airport Committee meeting; minutes of the February 19, 2026 Planning & Zoning Commission meeting

3.4 Approval of the following Liquor License Applications: Renewal Application for On Premise Class C Retail Alcohol License for Blue Collar Sports Bar at 120 East Main Street; Renewal Application for Off Premise Class E Retail Alcohol License for Wal-Mart Store #1506 at 1220 West Main Street

3.5 Approval of the appointment of Julie Smith to the Library Board of Trustees

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

Bills approved for payment:

Vendor Name	Description	Amount
Accent Laser	Toner	309.85
Access Systems Leasing	Copier lease/IT services	579.07
All Secure	Alarm monitoring	200.00
Alliant Energy	Electricity	20,715.94
Amazon Business	Supplies	2,572.96
Armor Equipment	Street sweeper parts	1,125.06
Arnold Motor Supply LLP	Vehicle repair supplies	227.66
BASE	HRA/benefits administration	134.00
Black Hills Energy	Natural gas	6,645.66
Chad Wright	Uniform reimbursement	20.00
City Laundering	Rug service	227.23
Comelec Services	Internet	153.00
Connections EAP	Employee assistance program	164.67
Cover One	Library equipment	1,609.20
Curtis Blue Line	Police uniforms/equipment	3,120.00

Dakota Supply Group	Snow removal equipment repair	1,570.00
Del Co Rec Center	Police membership dues	2,000.00
Del Co Solid Waste Commission	Landfill charges	1,043.60
Don & Walt	Building/equipment repair	1,170.23
Doug Foley	Mileage reimb	72.50
Fareway Stores	Program/event supplies	40.71
Galls	Police equipment/uniforms	947.30
Gateway Appliance	Appliance repair	250.00
Georgen Auto	Police vehicle maintenance	952.76
Hausers Water Systems	Water supplies	20.00
Hawkins	Water chemicals	977.48
Heartland Mechanical	Fire station sprinkler inspection	200.00
Heims Awards	Name plates	40.00
Hotsy Cleaning Systems	Cleaning supplies	616.80
Hy-Vee	Police academy meals	8,437.00
IA Assoc of Building Officials	Membership dues	75.00
IA Dept of Administrative Services	Benefit refund	50.00
IA Dept of Inspections Appeals	Boiler inspection	405.00
IA One Call	Locates	80.30
IAMU	Conference registration	250.00
Ingram Library Services	Library materials	428.68
Int'l Code Council	Membership dues	285.00
Iowa Law Enforcement Academy	Police academy training	10,050.00
Iowa Park & Rec Association	Conference registration	275.00
J & R Supply	Supplies	1,174.25
Jasmine White	Airport maintenance	160.00
John Deere Financial	Equipment/operating supplies	757.76
Kluesner Sanitation	Garbage/recycling contract	28,744.18
KMCH/Del Co Broadcasting	Radio announcements	618.00
Lynch Dallas PC	Legal services	4,406.00
Mainstay Systems	Police IT software	2,662.00
Manchester Area Chamber	Library program prizes	25.00
Maquoketa Valley Electric Coop	Street lighting electricity	150.17
Mark Fink	Snow removal/nuisance abatement	550.00
Masterpiece Cleaning	Custodial services	1,600.00
Mediacom	Phone/internet services	254.90
Melissa Lindsay	CPR training	1,100.00
Microbac Laboratories	Water/sewer testing	573.50
Midwest Overhead Crane	Hoist inspection	1,349.70
Midwest Tape/Hoopla	Library materials	54.02
Morton Salt	Road salt	23,662.74
NEI3A	Library educational program	100.00
Northland Products Company	Shop cleaning supplies	271.95
One Step Print Solutions	Utility billing envelopes	1,750.00
Palmer Hardware	Building/maintenance supplies	655.96
Pitney Bowes	Postage/mailing supplies	1,408.45
Posy Place Floral & Gifts	Event supplies	70.00
Price Electric	Sewer maintenance repair	315.00
Radio Communications	Fire radio/pager equipment	368.80

Ray O'Herron	Police equipment repair	412.50
Rite Environmental Oil	Oil filter disposal	75.00
Roof Gerdes Erlbacher	Audit services	11,092.50
Sarah Taylor Marketing	Tourism/marketing	759.00
Simmons Perrine Moyer Bergman	Legal services	249.68
Star Equipment	Snow plow parts	308.81
State Chemical Solutions	Lift station maintenance	346.80
Storey Kenworthy	Office supplies	99.70
T-Mobile	Police mobile data	409.08
Three Rivers FS	Vehicle fuel	4,163.79
US Cellular	Cellular service	44.78
USA Blue Book	Wastewater testing equipment	1,310.87
WIN	Phone/internet services	336.70
Windstream	Phone/internet services	578.15
Woodward Communications	Legal publication notices	402.68
Zero9 Holsters	Police vest equipment	1,623.45
	Total	163,037.53
	Fund Totals	
	001 - General	97,416.39
	003 - Hotel/Motel Tax	759.00
	047 - Holiday Decorations	13.78
	110 - Road Use Tax	35,999.40
	112 - Employee Benefits	348.67
	171 - Library Gift & Trust	1,282.20
	180 - Police Canine	287.72
	600 - Water	9,681.52
	610 - Sewer	17,248.85
	Total	163,037.53

PUBLIC HEARING ON PROPOSAL TO ENTER INTO A GENERAL OBLIGATION CORPORATE PURPOSE LOAN AGREEMENT

Mayor Behnken opened the Public Hearing at 5:03pm. City Clerk Learn reviewed the proposed loan agreement with the City Council. There being no written or oral comments, Mayor Behnken closed the Public Hearing at 5:04pm.

Motion by Poynor, seconded by Scherbring to approve Resolution R-022-2026 Resolution taking additional action on proposal to enter into a General Obligation Corporate Purpose Loan Agreement, setting date for the sale of General Obligation Corporate Purpose Bonds, Series 2026 and authorizing the use of a preliminary Official Statement in connection therewith. On call of roll: Ayes: Poynor, Scherbring, Gray, Hammell. Nays: None. Motion carried.

PUBLIC HEARING ON THE REQUEST OF WES SCHULTE TO REZONE 401 LINCOLN STREET FROM R1-80 SINGLE FAMILY LOW DENSITY DISTRICT TO R-4 MULTI-FAMILY RESIDENTIAL MEDIUM DENSITY DISTRICT

Mayor Behnken opened the Public Hearing at 5:05pm. City Staff reviewed the proposed rezoning with the City Council. There being no written or oral comments, Mayor Behnken closed the Public Hearing at 5:06pm.

Motion by Hammell, seconded by Gray to approve the first consideration & adoption of Ordinance 001-2026 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa (401 Lincoln Street). On call of roll: Ayes: Hammell, Gray, Scherbring, Poynor. Nays: None. Motion carried.

SITE PLAN FOR 401 LINCOLN STREET

Wes Schulte reviewed and discussed the site plan for the proposed development at 401 Lincoln Street with the City Council. Motion by Gray, seconded by Hammell to approve the site plan for 401 Lincoln Street. On call of roll: Ayes: Gray, Hammell, Poynor, Scherbring. Nays: None. Motion carried.

LINCOLN SCHOOL REDEVELOPMENT PROPOSAL

Wes Schulte presented a redevelopment proposal for the former Lincoln School site at 401 Lincoln Street, outlining a \$2 million project to construct 16 apartment units. He discussed the property purchase, costs incurred to date, and previous conversations regarding a potential Tax Increment Financing (TIF) rebate and demolition assistance.

The City Council discussed potential development agreement terms, including maintaining the City's typical practice of an 85% TIF rebate for 10 years, as well as considerations related to City finances and consistency with past projects. Council requested that Mr. Schulte review the project financials to determine feasibility under those terms.

Motion by Gray, seconded by Poynor to table the Lincoln School redevelopment proposal. On call of roll: Ayes: Gray, Poynor, Scherbring, Hammell. Motion carried.

NICE NEIGHBOR AWARD

Mayor Behnken presented the Nice Neighbor Award to Clarence Slife and his dog Roxie in appreciation for the work they do picking up trash in the parks and around the community.

OAKVIEW ESTATES SUBDIVISION OF LOT 4 & 5

Motion by Scherbring, seconded by Poynor to approve Resolution R-023-2026 Approving Preliminary & Final Plat for Oakview Estates Subdivision of Lot 4 & 5. On call of roll: Ayes: Scherbring, Poynor, Hammell, Gray. Nays: None. Motion carried.

SHOVER'S HIGHWAY #20 SUBDIVISION

Motion by Hammell, seconded by Scherbring to approve Resolution R-024-2026 Approving Final Plat for Shover's Highway #20 Subdivision. On call of roll: Ayes: Hammell, Scherbring, Poynor, Gray. Nays: None. Motion carried.

DISCUSSION/POTENTIAL ACTION ON NON-RESPONSIVE UTILITIES IN THE ANDERSON STREET PROJECT AREA

Sam Ertl, Fehr Graham, that the majority of utility work in the Anderson Street Project area has been completed and no action is required from the City Council at this time.

2027 ANDERSON STREET IMPROVEMENT PROJECT (PHASE 2)

Motion by Scherbring, seconded by Gray to approve Resolution R-025-2026 Approving Engineering Agreement with Fehr Graham for the 2027 Anderson Street Improvement Project (Phase 2). On call of roll: Ayes: Scherbring, Gray, Hammell, Poynor. Nays: None. Motion carried.

SETTING THE PUBLIC HEARING ON THE PROPOSED PROPERTY TAX LEVY FOR FISCAL YEAR 2027

Motion by Scherbring, seconded by Poynor to approve setting the Public Hearing on the Proposed Property Tax Levy for Fiscal Year July 1, 2026 - June 30, 2027 for Monday, March 23, 2026 at 5:00pm. On call of roll: Ayes: Scherbring, Poynor, Hammell Gray. Nays: None. Motion carried.

ENGINEER UPDATES

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

REPORTS

City Staff and City Council reports were given.

Motion by Scherbring, seconded by Poynor that the meeting adjourn at 6:01pm. Motion carried, all ayes.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk