



City Manager's Monthly Activity Report Mike Pogge-Weaver, City Manager

February 2018

City of *Carroll*

This is a report of the various departments and divisions of the City of Carroll.

Finance Department

As reported by Laura Schaefer, City Clerk/Finance Director

Routine Activities for the month:

- Dealt with water issues/collections
- Worked with Region 12 for housing grant
- IMWCA Regional training – Carroll Fire Station – February 7
- Budget work sessions – February 1 & 5
- Prepared state FY 19 budget forms
- Prepared information for annual debt disclosure
- Continued to promote wellness initiatives (Carroll County Wellness Coalition and City wellness program)
 - Wellness Coalition Meeting – February 15
 - Wellness Meeting with Benefit Source – February 15 & 23

Activities planned for next month and other comments:

- Continue to work on delinquent water accounts/water issues
- Draft financial policies
- Union Negotiations – March 1
- File FY 2019 budget with county auditor and State of Iowa
- Prepare information for FY 19 property/liability insurance renewal
- Continue to promote wellness program with employees
 - Kuemper Fit Knight Days (Wellness Coalition) – March 7 & 8
 - Employee Blood Profiles – March 14
 - Wellness Coalition Meeting – March 15
 - Live Healthy Iowa 5K – April 14

Accomplishments of particular note:

- 298 utility bills and statements were emailed in February 2018.

Fire Department

As reported by Greg Schreck, Fire Chief

Routine Activities for the month:

The Department responded to five calls for service and held three training sessions in February.

Firefighters continued training in vehicle collision extrication procedures. Fire hose testing also continued in February with hopes of having all hose testing complete in March. The Department conducted a tour and pre-fire planning for the Daily Times Herald Office. Tours of this type help firefighters familiarize themselves with building construction and layout, in addition to hydrant locations, for fire suppression should fire break out in this area.

Firefighter Jake Hannasch began duties with the Department in February.

Run Report for February:

Alarm Date	Alarm Location	Incident Type
02/05/2018	Highway 30 & Market St	Two vehicle collision
02/17/2018	240 th & Granite Ave	Single vehicle roll-over
02/19/2018	1812 Lois Ave	Oven fire
02/23/2018	218 W 6 th St	Natural gas line rupture
02/23/2018	240 th & Olympic Ave	Two vehicle collision

Police Department

As reported by Brad Burke, Police Chief

Routine Activities for the month:

Officers Jason Kirsch, Ethan Kathol, and Tony Amdor attended Field Training Officer (FTO) School at the Iowa Law Enforcement Academy (ILEA) February 5th through the 9th. These officers complete training of new hire officers who have just completed training at ILEA. The training better prepares the officers to complete the task of giving the best training to the new officer.

On the 12th, officers completed Hazmat Operations training at the Carroll Fire Department. This training is a mandated training from ILEA and required to keep current law enforcement certification. Hazmat Operations trains the officers on recognizing and responding to a hazardous material call.

Officer Patrick McCarty attended salvage vehicle examination training in Nevada on the 16th. The Carroll Police Department completes salvage vehicle examinations to identify safety issues with salvage vehicles as well as locating stolen vehicles and reducing the use of stolen vehicle parts to repair salvage vehicles.

Officer Kenny Bensley assisted ILEA with pepper spray training on the 26th. Officer Bensley is a certified OC instructor and was asked to assist the basic academy complete their training.

Sergeant Gary Bellinghausen and Officer Alex Klever attended the Iowa Police Officer Association Conference on the 27th and 28th. This training focused on investigations and information gathering from social media.

Offense Summary

CARROLL POLICE DEPARTMENT OFFENSE SUMMARY

Offenses	Incidents		
	February 2018	February 2017	February 2016
Forcible Rape			
Forcible Fondling	1		
Porno/Obscene Material			1
Robbery			
Aggravated Assault			1
Domestic Violence			1
Simple Assault	2	6	3
Domestic Abuse	1	1	5
Burglary/B&E			3
Shoplifting	1	5	7
Theft from Vehicle	2	1	1
Theft Vehicle Part		1	
Theft of Bike			
Theft from Building	3	2	2
Other Larceny	2		
Motor Vehicle Theft		1	
Arson			
Counterfeit/Forgery	1	1	1
Credit/ATM Fraud	1		
Identify Theft			
Bad Checks	1	1	1
Stolen Property			
Vandalism			
Vandalism: Business	1	3	
Vandalism: Residence	2	1	2
Vandalism: Vehicle	4	5	2
Vandalism: School			
Vandalism: Other		1	
Weapon Law Violation			
Drug/Narc Violations	5	2	8
Drug Equipment Viol			
Drive Under Influence	5	9	1
OWI 2 nd		1	1
OWI 3 rd		1	
Liquor Law Violation			2
Drunkenness		1	
Disorderly Conduct			1
Harassment		1	2
All Other Offenses	6	1	3
False Information			2
Trespassing	2	1	1
Runaway			
Missing Person			

Cruelty to Animal			
Found Person			
Found Animal			
Found Property	2		
Firearms Accident			
Unattended Death		1	
Suicide			
Mental Case			
Animal Bite		1	
Dispose of Animal			1
Warrant Outside	6	8	12
Restraining Order	1		4
1050F Traffic Accident			
10-50 PI Personal Injury			1
10-50 PI MV Pedestrian		1	
10-50 PI Car & Bike	1		
10-50 PD Prop.	17	15	11
10-50 Car & Deer			
1050 PD: Hit and Run	2	3	4
1050 PD: City Vehicle			
1050 PD: Police Vehicle			
10-50 PD Under 1500	1	5	3
Assist Other Agency	1	1	1
Moving Violations			
Op After Revocation	1	6	1
Operate After Suspen	7	14	11
Miscellaneous Public	5	3	5
Total	84	104	105

02/01/2018 thru 02/28/2018

Citations	
Animal	
Dark Windows	
License Violation	12
Other	5
Violation (Parking)	33
Registration	21
Seatbelt	27
Tobacco	5
Traffic	61
Warning Notices	192
Loud Stereo	
TOTAL	356

02/01/2018 thru 02/28/2018

Salvage Vehicle Inspections: 11

Building Department

As reported by Perry Johnson, Building Official

Permits - By Class - By Type - February 2018

Class	Permit Type	Date Issued	Valuation	Permit #	Fee
<i>Agricultural</i>					
	Building				\$0.00
Agricultural Building Valuation Total:			\$0.00	Agricultural Building Fee Total: \$0.00	
Agricultural Valuation Total:			\$0.00	Agricultural Fee Total: \$0.00	
<i>Commercial</i>					
	Building				
		02/19/2018	\$10,000.00		\$84.50
Commercial Building Valuation Total:			\$10,000.00	Commercial Building Fee Total: \$84.50	
	Electrical				
		NONE			\$0.00
					Commercial Electrical Fee Total: \$0.00
	Mechanical				
		NONE			\$0.00
					Commercial Mechanical Fee Total: \$0.00
	Plumbing				
		NONE			\$0.00
					Commercial Plumbing Fee Total: \$0.00
	Right of Way				
		NONE			\$0.00
					Commercial Right of Way Fee Total: \$0.00
	Sign				
		NONE			\$0.00
					Commercial Sign Fee Total: \$0.00
Commercial Valuation Total:			\$10,000.00	Commercial Fee Total: \$84.50	

<i>Residential</i>					
Building					
	02/19/2018	\$4,500.00		180013	\$47.00
	02/19/2018	\$40,000.00		180014	\$239.50
	02/20/2018	\$50,000.00		180017	\$287.63
Residential Building Valuation Total:		\$94,500.00	Residential Building Fee Total:		\$574.13
Electrical					
	02/19/2018			180010	\$35.95
				Residential Electrical Fee Total:	\$35.95
Mechanical					
	02/19/2018			180012	\$32.88
				Residential Mechanical Fee Total:	\$32.88
Plumbing					
	02/19/2018			180009	\$43.50
	02/19/2018			180011	\$47.00
				Residential Plumbing Fee Total:	\$90.50
Right of Way					
	NONE				\$0.00
				Residential Right of Way Fee Total:	\$0.00
Sign					
	NONE				\$0.00
				Residential Sign Fee Total:	\$0.00
Residential Valuation Total:		\$94,500.00	Residential Fee Total:		\$733.46
Valuation Grand Total:		\$104,500.00	Fee Grand Total:		\$817.96

Permits - YTD - through February 2018

Class	Permit Type	Valuation		Fee
<i>Agricultural</i>				
	Building	\$0.00		\$0.00
	Agricultural Valuation Total:	\$0.00	Agricultural Fee Total:	\$0.00
<i>Commercial</i>				
	Building	\$41,600.00		\$288.00
	Electrical			\$0.00
	Mechanical			\$0.00
	Plumbing			\$64.50
	Right of Way			\$0.00
	Sign			\$45.00
	Commercial Valuation Total:	\$41,600.00	Commercial Fee Total:	\$397.50
<i>Residential</i>				
	Building	\$94,500.00		\$609.13
	Electrical			\$146.95
	Mechanical			\$32.88
	Plumbing			\$90.50
	Right of Way			\$0.00
	Sign			
	Residential Valuation Total:	\$94,500.00	Residential Fee Total:	\$879.46
Valuation Grand Total:		\$136,100.00	Fee Grand Total: \$1,276.96	

Public Works

As reported by Randy Krauel, Public Works Director/City Engineer

Routine Activities for the month:

Division: Streets; Tom Weber, Street Superintendent

- Excavated three graves for Cemetery.
- Patched potholes.
- Cut trees out of drainage ditches.
- Plowed and sanded for several ice and snow events.
- Repaired needed items on the street sweeper from inspection results.
- Maintained signs and signals.
- Hauled 2" rock to gravel road soft areas.
- Installed new street name signs.
- Division Safety Meeting: "Hand Tool Safety"; February 28.

Division: Water; Terry Kluver, Water Superintendent

- Water production:
 - Monthly Total: 30.049 million gallons
 - Daily Average: 1.073 million gallons
 - Daily Maximum: 1.301 million gallons
- Completed 21 Iowa One Call locate requests.
- Meter Department
 - 64 service orders.
 - 4 delinquents.
 - 5 rereads.
 - 0 stuck meters.
- Division Safety Meeting: "Safety Trainer on Working Safely with Silica", February 22.

Division: Sean Kleespies, Wastewater Superintendent

- Wastewater treatment:
 - Monthly Total: 33.506 million gallons
 - Daily Average: 1.197 million gallons
 - Daily Maximum: 1.581 million gallons
- Performed laboratory analysis.
- Completed DNR Monthly Operating Report.
- Daily plant sampling and operations.
- Division Safety Meeting: "Slips, Trips and Falls", February 7.

Special Activities/Accomplishments of particular note:

Division: Streets; Tom Weber, Street Superintendent

- Assisted the Water Division with a watermain repair on February 4.
- Repaired traffic signal loop wire on Hwy. 30 on February 14.

Division: Water; Terry Kluver, Water Superintendent

- Repaired watermain break at 858 E. Hwy. 30.
- Submitted permit-required samples for Combined Radium and Gross Alpha.
- Contractor investigating breakers tripping in control panel at Wells #18 and #19.
- Installed shelving in enclosed trailer for additional Speed Shoring for watermain repairs.

Division: Sean Kleespies, Wastewater Superintendent

- CCTV inspection of sanitary sewer.
- Stripped and waxed all the floors in the Administration Building.
- Replaced breakroom flooring.
- Plowed snow at the WWTP.
- Worked on Wastewater training manuals.
- Replaced tile in the main entrance of the Administration Building.

Activities planned for next month and other comments:

Division: Streets; Tom Weber, Street Superintendent

- Plow and sand, as needed.
- Sweep streets.
- Pour concrete, if weather permits, on sidewalks in CBD.
- Patch potholes.
- Blade gravel roads.
- Install new street name signs

Division: Water; Terry Kluver, Water Superintendent

- Jared Hays and Garold Sorensen to attend a Work Zone Safety Workshop in Ames on March 5.
- Terry Kluver and Devin Pudenz will attend a Work Zone Safety Workshop in Storm Lake on March 20.
- Obtain Lead and Copper samples weekly for Wastewater Study.
- Remove and clean three (3) Cla-val stems from process pumps at WTP.
- Obtain Nitrite and Ammonia samples from nine (9) wells.

Division: Sean Kleespies, Wastewater Superintendent

- Laboratory Analysis.
- DNR Monthly Operating Report.
- Perform preventative maintenance on equipment.
- Continue CCTV inspections of the sanitary sewer.
- Work on Wastewater training manuals for operator certification grade testing.
- Travis Boell, Paul Kersey and Sean Kleespies will attend a Work Zone Safety Workshop in Storm Lake on March 20.
- Continuing Education classes for Jerry Dentlinger, Matt Riedell, Paul Kersey and Travis Boell.

CAPITAL PROJECT STATUS SUMMARY – 03-13-18

PROJECT				ANTICIPATED		CONTRACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Trails	2015 On-going	FY 17	FY16									
Rec Center Locker Rooms	2015 On-going	FY 17										
Streambed Stabilization		FY 17	FY16	\$385,000	2018							
Street Resurfacing 2013	2015 On-going		FY16			JEO Consulting Group, Inc.	\$60,800.00 +	09-24-12	\$143,848.36		11-15-13	Plus Hourly Construction Services
						Godbersen-Smith Construction Co.	\$555,808.75		\$563,827.37	95%	11-15-13	
Street Maintenance Building	2016 On-going	FY 16	FY14	\$4,308,500	2019	FEH Design	\$22,500.00	01-25-16	\$22,500.00		05-01-16	Space Needs/ Prelim. Design
US 30 – Grant Road Intersection	2016 On-going	FY 14	FY14	\$1,466,150	2017	Snyder & Associates, Inc.	\$4,900.00	07-22-13	\$4,900.00	100%	08-15-13	TSIP Application
						Snyder & Associates, Inc.	\$199,600.00	04-14-14	\$221,600.00			Design
						Dixon Const. Co.	\$1,449,835.78	04-02-18			115 Working Days	
Downtown Streetscape Phase 8	2016 On-going	FY 15	FY15	\$998,500	2017	Confluence Confluence	\$101,940.00 \$25,196.000	11-10-14 06-12-17	\$146,321.91		05-15-17 11-15-17	Design Const. Services
						Badding Construction Company	\$1,294,844.41	06-12-17	\$1,231,457.11	95%	11-15-17	

PROJECT				ANTICIPATED		CONTACT DATA						
Project Name	Action Plan	CIP	Budget	Estimated Cost	Projected Completion	Contractor	Contract Cost	Start Date	Expenditure	% Complete	Completion Date	Notes
Corridor Entry Features	2016 On-going	FY 17	FY17	\$440,000	2018	Confluence	\$19,550.00	01-23-17	\$18,861.96			
Third Street HMA Resurfacing	2016 On-going	FY 17	FY17	\$1,036,000	2018	JEO Consulting Group, Inc.	\$71,193.00 \$80,078.00	09-26-16	\$136,535.45			Design Construction Services
						Tri-State Paving	\$788,870.73	Late Start Date 08-14-17	\$752,499.13	95%	40 Working Days	
Well and Transmission Main Transmission Main – Group A	2014	FY 16	FY16			JEO Consulting Group, Inc.	\$324,000.00	07-28-14	\$327,680.61			Contract Completion 11-30-15
	2014		FY16			Drake Construction, L.C.	\$790,134.07	03-23-14	\$751,752.95	95%		
Watermain Replacement		FY 16	FY16	\$500,000	2018							
Leachate Forcemain & Gravity Sewer						King Construction	\$661,257.50 Total \$335,962.50 City	07-18-16	CCSWMC \$325,605.01		08-31-16	CCSWMC Contract
Water System Hydraulic Model						JEO Consulting Group, Inc.	\$49,600.00	08-14-17	\$39,050.00		12-29-17	
Downtown Streetscape Phase 9	2016 On-going	FY18	FY18	\$985,500	2018	Confluence	\$85,500.00	10-23-17	\$55,655.45		05-18	
Street Resurfacing 2018	2017 On-going	FY18	FY18	\$700,000	2018	JEO Consulting Group, Inc.	\$84,100.00	02-13-18			11-15-18	

Parks and Recreation

As reported by Jack Wardell, Parks and Recreation Director

Routine Activities for the month:

Parks: Scott Parcher, Parks Superintendent

- Equipment maintenance
- Clean snow and ice from sidewalks
- Trim trees
- Check for winter damage
- Help with funerals

Golf: Scott Haakenson, Golf Superintendent

- Continued to clean, tear down reels and put in new bearings and seals, grind reels and bedknives.

Cemetery: John Snyder, Cemetery Sexton

- Took care of five interments, three full burials and two cremations. One of the full burials was on a Saturday
- Removed snow at Rec Center and Clark Street sidewalks north and south sides. In addition, 1st St sidewalks and Pleasant Valley sidewalks as well as the cemetery as needed. Removed snow at water department parking lot one time.
- Took care of all cemetery paperwork, grave sales, supply purchases and burial records
- Helped numerous people with grave locations
- Cleaned up numerous truckloads of sticks that had fallen due to ice build up
- Backfilled numerous graves that had sunken in due to snow melt

Recreation Center: McKenzie Kiger, Recreation Center Superintendent

Rec Center Numbers per sales information report:

Daily Admission	773 (555 regular admission, 182 reduced rate, 36 free infant/child)
Membership Swipes	9,565
Total Usage	10,338

- Fitness: Kelly Glass began teaching 6 am and 9 am water fitness classes for me Feb 5. I began teaching more noon fitness classes to prepare for Sarah's maternity leave to cover while she is on leave.
- Lifeguarding: every Tuesday 11-1:30 due to no other staff availability, also guarded an additional 7 shifts (5 in 1 week) for guards during poor weather conditions
- Continued Pam's tasks (maternity leave): purchase birthday supplies/senior day items, EFTs with insufficient funds, verifying EFT payments of upcoming amounts and recently sold, membership cancel/changes, monthly billing and payments, corporate membership payments, office assistance, preparing attendance records for corporate accounts at year-end
- Started covering Sarah's duties (maternity leave 1 month early) on February 20: lifeguard schedules and subbing arrangements, fitness membership/payments/attendance, teaching noon fitness classes, swim lesson organization, hired/trained 2 new lifeguards from Sarah's Feb LG class

- Hired part-time person to assist in office while Pam & Sarah on maternity leave and Mike transfers to Parks, also has background in aquatics/lg
- Phone meetings about opportunities to join Les Mills and Silver Sneakers and contract requirements
- Ordered fitness equipment for weight/cardio room (treadmills, ellipticals, bumpers and bars)
- Weekly: city clerk calls for REC monies, software on ongoing reports/issues, daily tasks/fixes/issues
- Marketing: school flyers, radio, facebook (working to get account back from Facebook ending it as a “personal” account)
- Grant approved for \$1,000 from ICAP to use towards American Red Cross Aquatic Examiner program for risk management in aquatics

Recreation Center: Sarah Haberl, Aquatics & Fitness Specialist

- Maternity leave

Recreation Center: Mike Mertes, Program Specialist

- Monitor Production Slideshow update
- Updating website & social media

Recreation Center: Pam Hanlin, Secretary

- Maternity leave

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Changed light bulbs on city property
- Back washed filters for pools and spa at Rec Center
- General housekeeping
- Time sheets for staff
- Ordered supplies
- Vacuum Pool
- Night cleaning crew at Rec Center
- Power scrub gym and pool at Rec Center
- Bills

Special Activities/Accomplishments of particular note:

Parks: Scott Parcher, Parks Superintendent

- Plan summer schedules
- Clean up downtown

Cemetery: John Snyder, Cemetery Sexton

- Finished cleaning up stone chapel building

Recreation Center: McKenzie Kiger, Recreation Center Superintendent

- Winter Sisters Mermaid Party – Carroll Hosted 3 characters from Little Princess parties and served over 50 kids swim, CAST hosted 1 youth swim meet ending by 1:00 pm on Saturday, February 17
- Partnered with Library to host 2nd “Romp and Read” cooperative program at REC on Feb 26.
- 64 kids in winter (Feb-March) swim lessons preschool-level 4
- Taught Parent Child swim lessons, 4 classes ages 6 mo-3 years to 7 families.
- Sarah taught a Feb LG class, should be 4 new Carroll staff from this course.

Recreation Center: Sarah Haberl, Aquatics & Fitness Specialist

- Maternity leave

Recreation Center: Mike Mertes, Program Specialist

- Spring Soccer Registration (745 Registrations)
- Business Sponsorship program
- Daily Rec Center money reports
- Adult Coed Volleyball

Recreation Center: Pam Hanlin, Secretary

- Maternity leave

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- Fixed bathrooms at city buildings
- Worked on vacuums at City Hall and Rec Center
- Fixed exercise equipment
- Sinks and drains at Rec Center and City Hall
- Downtown lights
- Working on specs, bids, quotes
- Locker locks at Rec Center
- Budget items
- Theater rentals
- Floor drains at Rec Center
- Finishing budget items
- Next year’s budget items
- Heating system at city buildings
- Web Server for Rec
- Quotes for small auto scrubber at Rec Center
- Golf Course carpet quotes
- Quotes on door locks and cameras at Rec Center
- Water line replacement at Rec Center
- Backed up sewer at Rec Center twice
- Generator service at City buildings
- Valve replacement on Rec sinks

Activities planned for next month and other comments:

Parks: Scott Parcher, Parks Superintendent

- Courts ready for tennis
- Ballfield work
- Clean up all park areas
- Equipment ready for season
- Spring order of chemicals and seed
- Soccer fields ready for April 2nd

Golf: Scott Haakenson, Golf Superintendent

- Paint tee markers, trashcans and ballwashers
- Put reels back on mowers and adjust
- Service mowers that need it
- Have cleanup day at golf course
- Open course when weather allows
- Send Jeremy to chemical spraying class

Cemetery: John Snyder, Cemetery Sexton

- Start spring cleanup and hopefully interview and hire three full - part time employees for the summer

Recreation Center: McKenzie Kiger, Recreation Center Superintendent

- March Babysitting Clinic on no school day – added a 2nd due to hitting max registration in 1 day, added April 2 date
- Lifeguard Instructor course (21 hours) offered at REC on 2 Sundays

Recreation Center: Sarah Haberl, Aquatics & Fitness Specialist

- Maternity leave

Recreation Center: Mike Mertes, Program Specialist

- Soccer Prep
- Soccer scheduling
- Soccer Coaches Meeting
- Summer / Fall Program planning
- T-ball and Baseball / Softball Registration

Recreation Center: Pam Hanlin, Secretary

- Maternity leave

Building Maintenance: Andy Snyder, Building Maintenance Specialist

- AHU #2 and #4 Bids

Safety Topic:

- Feb. 14- Lifeguard inservice – focus on backboarding skills and work expectations
- Ice



Director's Report February 2018

As reported by Rachel Van Erdewyk, Library Director

Tech Help Friday	36	Total Print Circulation:	7,079
Children's Library Programs	211	BRIDGES Circulation:	650
Children's Program Outreach	385	Consumer Reports:	56
Fairview Literacy Day	336	Public Computer Use:	518
Diane's Read Aloud	57	Wi-Fi Use:	218
Romp & Read	37	Website Visits	2,898
Book Clubs	12	Gale Databases:	92
Crafty Library Ladies	47	Global Road Warrior Page Views:	111
Poetry Group	8	Learning Express Resources:	54
Teen Advisory Group	12	Freemal Music Downloads:	902
Lessons of the Holocaust	81	Transparent Language:	5
Valentine's for Seniors	430	Chilton Auto Manual	2
Day of Devices	11	ABC Mouse Sessions:	97
		Zinio Digital Magazine Circulation:	30
		Daily Times Herald Page Views:	7,744
Total Program Attendance	1,682	Total Resources Utilized	20,456
Monthly Door Count	5,136		

Special activities/accomplishments of particular note:

- 1) **Children's Programs:** Children's programming continued this month with the regular monthly schedule of Rookie Readers, Diane's Read-Aloud, Pet Readers, Romp & Read, and outreach with book visits. Diane attended Fairview's Literacy Day for preschoolers where she was at a station doing a read-aloud of stories. Due to weather and no participants attending, some of the Read Aloud programs were canceled.

2) **Adult & Teen Programs:** Adult and Teen programs continued this month with the regular monthly schedule of Tech Help Fridays, Crafty Library Ladies, Book Club, Teen Advisory Group (TAG), and the Poetry Group. The Lessons of the Holocaust program given by Brad Wilkening was well attended with 81 participants learning about how the lessons of the Holocaust still relate today. 430 Valentines were delivered to seniors in the community living at assisted living facilities, nursing homes, and through the Meals on Wheels program. Patrons were encouraged to come into the library to make Valentines or make them at home. We had a tremendous turnout from the community supporting this project. Another additional program this month was a marbling glassware program for teens. 19 teens learned to mix different colored nail polishes to create a marbled design to then dip their glassware in. We received great feedback from the teens that this was a cool program and were excited to leave with the finished products.

3) **Upcoming Events:**

View upcoming events on the library's Google calendar at www.carroll-library.org by clicking on the Calendar of Events link on the home page.