City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager

DATE: January 6, 2021

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **December 21, 2020**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **December 14, 2020**
5. Parks, Recreation & Cultural Advisory Board (meets 1st Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) –
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

December 21, 2020

The Carroll Board of Trustees met via tele-conference. Trustees present: Lisa Auen, Brenda Hogue, Thomas Parrish, Summer Parrott, Julie Perkins, Carol Shields, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent: Dale Schmidt and Kyle Ulveling. Also present was Madeline Parrott.

Parrott called the meeting to order at 5:20. It was moved by von Qualen and seconded by Hogue to approve the agenda. All voted aye. Absent: Schmidt and Ulveling. New employee, Kristy Dewey, was introduced to the trustees. It was moved by Shields and seconded by Hogue to approve the minutes of the October 19th meeting. All voted aye. Absent: Schmidt and Ulveling. It was moved by Parrish and seconded by Auen to approve the bills for November and December. All voted aye. Absent: Schmidt and Ulveling.

Director's report: Children's programming continues with Facebook Live Story Time. The Virtual Rookies at Home Grab and Go crafts continue to be popular. The Crafty Library Ladies and Book Clubs have been utilizing the Community Meeting Room to maintain social distancing. The Study Rooms are being utilized by students, by tutors, and by some professors; they are proving to be a necessary staple in this time of COVID-19. Curbside pick-up is still being utilized. Website and data-base use is strong. For October, total program attendance was 3,801. Monthly door count was 2,357. Total resources utilized was 26,888. For November, total program attendance was 2,705. Monthly door count was 2,137. Total resources utilized was 25,234.

Board Education: None.

Old Business: None.

New Business: Due to the city budget meeting on January 18, 2021, it was moved by Perkins and seconded by von Qualen to move the library board meeting to January 19, 2021. All voted aye. Absent: Schmidt and Ulveling. After discussion, it was moved by Shields and seconded by Parrish to approve FY 2021-2022 Budget to be presented to the City Council. All voted aye. Absent: Schmidt and Ulveling. After discussion, it was moved by Hogue and seconded by Shields to table the Holiday Closings for 2021 until Van Erdewyk gets more information from city clerk, Laura Schaefer. All voted aye. Absent: Schmidt and Ulveling.

It was moved by Hogue and seconded by von Qualen to adjourn. All voted aye. Absent: Schmidt and Ulveling. Meeting adjourned at 5:50. Next regular meeting will be January 19, 2021.

Summer Parrott—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, December 14, 2020, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES
The minutes of the previous meeting were reviewed by the Commission. A motion by Comm. Fulton and seconded by Comm. Wittrock was made t approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

2021/2022 BUDGET
The 2021/2022 budget was discussed. A motion by Comm. Siemann and seconded by Comm. Vincent was made to approve the budget of $226,000.00. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

5 YEAR CIP PLAN
Mr. Crawford prepared the resolution approving the 5-Year Improvement Program. This CIP Plan would begin in fiscal year 2023. A motion by Comm. Vincent and seconded by Comm. Wittrock was made to adopt said resolution. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

TOPICS DISCUSSED:
Solar panels constructed south of the airport should not interfere with airport traffic. Mr. Wilburn will be informed of this.

Wittrock Electric installed new LED lights in the big hanger.

Don reported on the fuel delivery system.

BILLS
The following bills were presented to the Carroll Airport Commission for approval:

Carroll Aviation	contract	$ 6,800.00
Drees Oil	propane	125.77
Wittrock Motor	November car rental	349.00
Feld Fire	extinguisher inspections	115.00
Systech	fuel delivery repair	550.00
Carpet One	repair blinds	30.00
IA Dept Natural Res	2 tank tags	130.00
Carol Schoeppner	postage	55.00
Ecowater	cooler rent/water	140.52
Raccoon Valley Elec	Nov electric service	1,416.63
Raccoon Valley Elec	(AM) Nov electric service	298.56
Carroll Refuse	Nov garbage	72.00
Petroleum Marketers Management Ins	underground tank insurance	2,661.00
McClure Engineering	3/21 Re-Hab Project	3,754.32
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Fulton and seconded by Comm. Siemann was made to approve the bills as presented to the Carroll Airport Commission. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

There being no further business, a motion by Comm. Siemann and seconded by Comm. Vincent was made to adjourn at 6:08 P.M.

The next regular meeting of the Carroll Airport Commission will be January 11, 2021, at the Arthur Neu Airport.

_____
Chairman/Vice-Chairman

ATTEST:

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Carroll Airport Commission

December 14, 2020

$ 16,847.80

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CARROLL AIRPORT COMMISSION

Regular Meeting

January 11, 2021

Arthur Neu Airport

Monday, January 11, 2021

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Fuel Delivery System

Equipment Report

New Business

Approve monthly bills