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: February 20, 2020

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **February 17, 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) – **February 10, 2020**
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **February 18, 2020**
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Carroll Public Library Board Minutes

February 17, 2020

The Carroll Board of Trustees met in the City Hall Conference Room. Trustees present: Lisa Auen, Brenda Hogue, Thomas Parrish, Summer Parrott, Paul Reicks, Dale Schmidt, Carol Shields, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk.

Before the meeting Van Erdewyk introduced new trustee Brenda Hogue. Reicks called the meeting to order at 5:15. It was moved by Schmidt and seconded by Auen to approve the agenda. All voted aye. It was moved by Ulveling and seconded by Shields to approve the minutes of the January meeting. All voted aye. It was moved by Parrott and seconded by von Qualen to approve the bills. All voted aye.

Director's Report: Children's programming continued with Diane's Read Aloud, Pet Readers, Toddler Story Times, and Outreach. Adult programming continued with Crafty Library Ladies, Poetry Club, Book Clubs, and Tech Help Fridays. Total program attendance was 1,052. Total resources utilized was 25,595. Monthly door count was 4,793.

Old Business: Library project update. Discussion on tentative closing and re-opening dates and events planned for the remodeled library Grand Opening.

New Business: Discussion was held on the proposed security cameras policy for the remodeled library. It was moved by Ulveling and seconded by Parrott to approve the Library Security Cameras Policy. All voted aye. Discussion was held on the new cleaning contract. It was moved by Parrish and seconded by Schmidt to approve entering into a cleaning services contract with Bewitched Cleaning in amount of $2,000.00 per month. All voted aye.

It was moved by Ulveling and seconded by Auen to adjourn. All voted aye. Meeting adjourned at 5:54. Next regular meeting will be March 16, 2020.

Paul Reicks—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, February 10, 2020, at the Arthur Neu Airport. Commission members in attendance were Greg Siemann, Gene Vincent and Dick Fulton. Norman Hutcheson attended via the internet. Kevin Wittrock was absent. Also attending were Mr. Pete Crawford and Mr. Jay Pudenz, engineers, Mr. Don Mensen, airport manager and Carol Schoeppner, recording secretary. Vice-Chairman Siemann conducted the 5:30 P.M. meeting.

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

AIR METHODS
A pole light was erected on the northwest corner of the ramp. The Commission determined that Air Methods should pay for this. Due to the quality of the water at the airport a filtering system was installed. The employees of Air Methods reported that the sulfur smell was gone after the installation.

3/21 RUNWAY RE/HAB
Mr. Crawford and Mr. Pudenz had the photos from the drone and they also drove the runway and taxiway for the rehab project. They will determine the amount of work to done for the bid process. There are 6 to 8 slabs to be replaced along with the sealing of cracks. The Commission will set the bid date at the March meeting. McClure Engineering completed the Iowa Airport Inventory Survey. The Commission discussed of including runway markings into the project bid process.

TOPICS DISCUSSED:
Don reported the IPAA meeting will be in Waterloo, April 21st thru the 23rd.

The airport sign will be completed this spring.

Don discussed the airport hanger leases and two hangers will be put on a monthly lease if not in compliance.

A letter drafted by Comm. Siemann to Carl Wilburn RE: Loren Danner building permit dated 12-1-2019 was discussed and a motion by Comm. Hutcheson and seconded by Comm. Siemann was made to have this letter be part of the Commission minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, and Fulton.

State application grant due April 30th.

BILLS

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

Carroll Aviation	contract	$ 6,700.00
ECHO Group	electrical repair	117.37
Kitt Plumbing	HVAC repair/supplies	69.25
Wittrock Electric	electric pole/ramp	688.00
Drees Oil	propane	243.59
Ecowater	water filter system	2,395.00
Rueter's	Kubota repair	5.55
Wittrock Motor	January car rental	349.00
Ecowater	cooler rent/water	113.42
Raccoon Valley Elec	Jan electric service	1,945.33
Raccoon Valley Elec	(AM) Jan electric service	422.95
Carroll Refuse	January garbage	57.00
Bomgaars	misc'l repairs	29.39
Seidl Electric	(AM) electric to helipad	2,192.18
McClure Engineerisng	3/21 Re-Hab Project	1,585.80
Carol Schoeppner	secretary contract	350.00

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

There being no further business, a motion by Comm. Fulton and seconded by Comm. Vincent was made adjourn at 6:47 P.M..

The next regular meeting of the Carroll Airport Commission will be March 9, 2020 at the Arthur Neu Airport.

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Chairman/Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, March 9, 2020

5:30 P.M.

Arthur Neu Airport

AGENDA

Approve minutes from previous meeting

3/21 Runway Re-Hab Project

Air Methods

New Business

Approve Monthly Bills

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISION
EXECUTIVE BOARD MEETING—UNOFFICIAL MINUTES

February 18, 2020

1. The meeting was called to order at &:00 a.m. by Chairman Jeff Anthofer, in the office at the Carroll County Recycling Center. Others in attendance were Dr. Eric Jensen, City of Carroll; Rich Ruggles, County Supervisor; Harvey Dales; City of Manning, Dan Snyder: Mayor of Breda. Also attending were Mary Wittry; Director, Cathy Toms; Office Manager, and Karen Monical; Education Coordinator.

2. Agenda: Harvey Dales made a motion to approve the agenda and Dan Snyder seconded. Motion carried, all voting aye.

3. Rich Ruggles made a motion and Harvey Dales seconded, to approve the minutes of the Excecutive Board meeting on January 8, 2020. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable—see attached. Wittry went over the following: Carroll Hydraulics--$740.56 parts; Central States Wire Product--$3,978.00 baling wire; Drees Heating & Plumbing--$590.25 repairs; Forklifts--$1,304.03 parts/repairs; Foth Infrastructure & Environment--$35,029.07 consulting/groundwater/strategic planning; Haley Implement Co--$4,056.23 parts & repairs; Visa--$1,880.24 SWANA/supplies/recycling bags. Dales made the motion and Snyder seconded to approve the bills as presented. Motion carried, all voting aye.

5. Wittry presented the financial report –see attached. Dales made the motion and Ruggles seconded to approve the financial report as presented. Motion carried, all voting aye.

6. Recycling update: The inmates are working out very well.

7. Update on closure/post closure meeting: The DNR certified the closing of our old site in 2007 but it must be maintained for 30 years. Staff is looking into our options to decrease monitoring and reporting costs.

8. Update on leachate treatment agreement: The Commission is currently over the permitted limit for biological oxygen demand (BOD) with the Waste Water Treatment Plant. Options for treatment and disposal of the leachate are being explored.

9. Landfill update: No new news at this time.

10. Market Update: Market prices for processed recyclables continue to be low and regionalization was discussed.

11. Next meeting date: March 10, 2020 at 7 a.m.

12. Other: None

13. Rich Ruggles made the motion and Dan Snyder seconded to adjourn the meeting at 7:45 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Cathy Toms