City of Carroll

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MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MJP-W

DATE: March 9, 2017

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) – **March 8, 2017**
4. Carroll Airport Commission (meets 2nd Monday of month) – **February 21 and March 2, 2017**
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) –
7. Historical Preservation Commission (no regular meeting dates) – **February 23, 2017**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

PLANNING AND ZONING COMMISSION

MINUTES OF MARCH 8, 2017

The Carroll Planning and Zoning Commission met in regular session on March 8, 2017, 5:17 PM, in the Farner Government Building, Mayor's Office. Present: Ron Juergens, Thomas Loeck, Pat Mack, Katie McQueen, and Jayne Pietig. Absent: John Horbach, Lisa Lampe, Jean Ludwig and Pat Venteicher. Also present: Mike Pogge-Weaver, City Manager, David Bruner, City Attorney and Greg Schreck, Building/Fire Safety Official. Commissioner Thomas Loeck presided.

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MOTION by Juergens, second by Macke, to elect Thomas Loeck as chairperson. All present voted aye. Absent: Horbach, Lampe, Ludwig and Venteicher. Motion carried.

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MOTION by Juergens, second by Macke, to elect Katie McQueen as vice-chairperson. All present voted aye. Absent: Horbach, Lampe, Ludwig and Venteicher. Motion carried.

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MOTION by Juergens, second by McQueen, to approve the minutes of the October 12, 2016 as mailed. All present voted aye. Absent: Horbach, Lampe, Ludwig and Venteicher. Motion carried.

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Michael J. Pogge-Weaver, City Manager, reviewed the zoning text amendments to the A-2 and A-P Zoning Districts within current City of Carroll Zoning Ordinance. A public hearing was opened at 5:21PM by Chairperson Loeck to review the zoning text amendments as presented. Kenny Snyder, representing Journey Senior Services, spoke in support of the amendments. Neil Bock, representing Carroll County Board of Supervisors, spoke in support of the amendments. No one appeared to oppose the zoning text amendments. Notice of public hearing was published in the Daily Times Herald. The public hearing was closed at 5:26PM. MOTION by Juergens, second by Macke, to recommend to the City Council approval of the zoning text amendments to the A-2 and A-P Zoning Districts as presented. All present voted aye. Absent: Horbach, Lampe, Ludwig and Venteicher. Motion carried.

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MOTION by Juergens, second by McQueen, to adjourn at 5:27 PM. All present voted Aye. Absent: Horbach, Lampe, Ludwig and Venteicher. Motion carried.

Thomas Loeck, Chairperson

Michael J. Pogge-Weaver, City Manager

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CARROLL AIRPORT COMMISSION

Special Meeting

A special meeting of the Carroll Airport Commission was held on Tuesday, February 21, 2017, at Vice-Chairman Siemann's office. Members in attendance were Greg Siemann, Kevin Wittrock and Dick Fulton. Commission member Gene Vincent attended via telephone. Also attending were Mr. Jeff Minnich, Attorney and Carol Schoeppner, recording secretary. Vice-Chairman Siemann conducted the 5:00 P.M. meeting..

The Commission discussed the Airport Zoning Laws and the Carroll County Zoning Laws. It was discussed that Comm. Greg Siemann will present the Commission's case for denying a request for a variance on the height of Loren Danner's grain leg, which penetrates 61 feet into controlled air space. A motion by Comm. Wittrock and seconded by Comm. Fulton was made to have Jeff Minich, Attorney represent the Carroll Airport Commission at the Public Hearing with the Board of Adjustments on March 2nd. Motion carried by Commissioners Siemann, Wittrock, Fulton and Vincent via phone. A motion by Comm. Fulton and seconded by Comm. Wittrock was made to have a meeting at 6:45 P.M. before the Public Hearing at the Court House on March 2nd. Motion carried by Commissioners Siemann, Wittrock, Fulton and Vincent via phone.

There being no further business, a motion by Comm. Fulton and seconded by Comm. Wittrock was made to adjourn at 5:46 P.M..

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Chairman, Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Special Meeting

A Special Meeting of the Carroll Airport Commission acting as the Carroll Airport Zoning Commission was held on March 2, 2017 at the Court House. Members of the Carroll Airport Zoning Commission were Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were Mr. Jeff Minnich Attorney, Don Mensen, airport manager and Carol Schoeppner, recording secretary. Vice-Chairman Siemann conducted the 6:45 P.M. meeting.

The Board of Adjustments called the meeting to order at 7:35 P.M.. Mr. Loren Danner presented his request for a variance to the Carroll Airport Zoning regulation 171.05. This variance would allow Mr. Danner to keep the grain leg as it stands. Vice-Chairman Siemann presented a brief history of the Carroll Airport and the investment the FAA has on the field. He also stressed the violation of several zoning laws. Mr. Carl Wilbur incorrectly granted a permit to Mr. Loren Danner for the construction of the grain leg in question. Commissioner Kevin Wittrock and Don Mensen, airport manger spoke on the safety issues on the height of the grain leg. Mr. Jeff Minnich also commented on the issues. After all parties were heard and questions answered for the Board of Adjustments, the Board went into a closed meeting. The Board of Adjustments did not come to a decision and would meet again at another time.

There being no further business, a motion by Comm. Vincent and seconded by Comm. Fulton was made to adjourn at 9:30 P.M..

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Chairman/Vice-Chairman

ATTEST:

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Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, February 23, 2017

Venue: City Hall, Mayor's room
The meeting opened at 10:30 am. The meeting was called to order by Chairperson, Barbara Hackfort. Members in attendance: Barbara Hackfort, Vicki Gach, Joni Rutten, Carolyn Siemann and Mary Baumhover; absent: John DeBolt.

The agenda was approved by consensus. The minutes of the January 19, 2017, meeting were unanimously approved as emailed with the correction in the name "Penneys" on motion by Vicki Gach, seconded by Joni Rutten.

Agenda:

1. **Approval of Minutes from January 19, 2017 Meeting**
2. **Review of HPC Postcard Book**
3. **Report on Plaque Project**
4. **Related Business Accounts**
5. **Adjournment. Next Meeting: TBA**

President Barbara reported that Vicki Gach has the pages for the planned HPC Postcard Book ready and the proofing nearly complete for printing and can be taken to the printers – Options Ink within the next two weeks, so final decisions affecting printing are ready to be made. A decision about the cover of the book between a spiral cover or a perfect bond cover was made in favor of the perfect bond. Cost estimates show that the printing will cost approximately $15 a book, with an approximate total of $7400 for 500 books. Vicki will ask the printer for a June first due date to have the book ready for sale in the summer. The cost, cover and number to be printed decisions were approved unanimously by acclamation.

Barbara presented the Post Card book project proposal to city council members at a recent meeting for approval and was told to submit the costs for the city budget.

On the City Plaques project, Barbara is in the process of getting approval of owner/managers of the buildings on Fifth Street between Adams and Main Streets, so that the plaques can be erected as soon as printed.

Motion to adjourn was made by Joni Rutten, seconded by Carolyn Siemann and unanimously approved.

Respectfully submitted,

Mary Baumhover, Secretary

Note: These minutes have not been officially approved