

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

GOVERNMENTAL BODY: Carroll City Council

DATE OF MEETING: April 8, 2019

TIME OF MEETING: 5:15 P.M.

LOCATION OF MEETING: Carroll High School Media Center – 2809 N Grant Rd

www.cityofcarroll.com

AGENDA

- I. Pledge of Allegiance
- II. Roll Call
- III. Consent Agenda
 - A. Approval of Minutes of the March 25 Meeting
 - B. Approval of Bills and Claims
 - C. Licenses and Permits:
 - None
- IV. Oral Requests and Communications from the Audience
- V. Fire Department Bunker Gear Update
- VI. Proclamation – Arbor Day
- VII. Ordinances
 - None
- VIII. Resolutions
 - None
- IX. Reports
 - A. Carroll Public Library/Carroll City Hall – Change Order No. 3
- X. Committee Reports
- XI. Comments from the Mayor

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YEARS

- XII. Comments from the City Council
- XIII. Comments from the City Manager
- XIV. Adjourn

April/May Meetings:

~~Planning and Zoning Commission – April 10, 2019 – Region XII – 1009 E Anthony St~~

Library Board of Trustees – April 15, 2019 – Region XII - 1009 E Anthony St

City Council – April 22, 2019 – Adams Elementary School - 1026 N Adams St

Board of Adjustment – May 6, 2019 – Region XII - 1009 E Anthony St

Planning and Zoning Commission – May 8, 2019 – Region XII - 1009 E Anthony St

City Council – May 13, 2019 – Adams Elementary School - 1026 N Adams St

Library Board of Trustees – May 20, 2019 – Region XII - 1009 E Anthony St

Parks, Recreation and Cultural Advisory Board – May 20, 2019 – Carroll Recreation Center - 716 N Grant Rd

City Council – Tuesday, May 28, 2019 – Adams Elementary School - 1026 N Adams St

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The City of Carroll will make every attempt to accommodate the needs of persons with disabilities, please notify us at least three business days in advance when possible at 712-792-1000, should special accommodations be required.

COUNCIL MEETING

MARCH 25, 2019

(Please note these are draft minutes and may be amended by Council before final approval.)

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Carroll Community School District Board Room, 1026 N Adams Street (Adams Elementary). Members present: Misty Boes, LaVern Dirx, Jerry Fleshner (arrived at 5:30 p.m.), Clay Haley, Mike Kots and Carolyn Siemann. Absent: None. Mayor Eric Jensen presided and City Attorney Dave Bruner was in attendance.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

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It was moved by Kots, seconded by Dirx, to approve the following items on the consent agenda: a) minutes of the March 11, 2019 Council meeting, as written; b) bills and claims in the amount of \$374,138.43; c) the following licenses and permits: Renewal of Class “C” Liquor License with Sunday Sales – *Carroll Moose Lodge #273*, Renewal of Class “C” Liquor License with Brew Pub and Sunday Sales – *Carroll Brewing Co.*, and Renewal of Class “C” Native Wine with Outdoor Service – *Santa Maria Vineyard and Winery*; d) the appointment of Randy Krauel as a Representative to the Region XII Regional Planning Affiliation (RPA) Technical Advisory Committee (TAC) and Carey Promes as an Alternate; and e) the purchase of the Watch Guard in car and body camera system with the additional no fault warranty at the quoted amount of \$55,371 to be paid in full after July 1, 2019. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

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There were no oral requests or communications from the audience.

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It was moved by Haley, seconded by Boes, to approve Resolution No. 19-23, Collective Bargaining Agreement with Teamster Local Union 238 (Public Works) effective July 1, 2019 to June 30, 2023. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

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It was moved by Kots, seconded by Haley, to approve Resolution No. 19-24, Revised Policy 400 – Personnel Policies and Policy 901 – Safety Policy and Deleting Policy 401 – Salary Administration. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

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It was moved by Dirkx, seconded by Haley, to accept the report of proposal opening and approve Resolution No. 19-25, Making Award of Construction Contract for the Street Resurfacing – 2019 Project to Ten Point Construction Co., Inc. at their bid price of \$928,994.54. On roll call, all present voted aye. Absent: Fleshner. Motion carried.

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Council Member Fleshner arrived at 5:30 p.m.

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It was moved by Kots, seconded by Haley, to accept the report of proposal opening and approve Resolution No 19-26, Making Award of Construction Contract for the Wastewater Treatment Plant Disinfection Improvements Project to Woodruff Construction, LLC at their bid price of \$967,530.00. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Siemann, to approve city match funds in the amount of \$2,000 per project for the 2019 Community Development Block Grant (CDBG) Owner Occupied Housing Rehabilitation Grant. Karla Janning, Region XII Housing Programs Coordinator, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Haley, seconded by Dirkx, to approve the purchase of one (1) 2020 Ford Police Utility Hybrid vehicle at the bid amount of \$36,962 from Champion Ford as specified with a delivery date after July 1, 2019. Jeff Cayler, Carroll resident, addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Fleshner, seconded by Haley, to adjourn at 6:09 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Eric P. Jensen, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

A C C O U N T S P A Y A B L E
 O P E N I T E M R E P O R T
 S U M M A R Y

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019
PARTIALLY ITEMS DATES :	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019
UNPAID ITEMS DATES :		3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-001704	ACCO	POOL/SPA CHEMICALS	867.20	0.00	000000	0/00/00	867.20
		** TOTALS **	867.20	0.00			867.20
01-001621	ACE HARDWARE	SUPPLIES	5.99	0.00	000000	0/00/00	5.99
01-001621	ACE HARDWARE	SUPPLIES	31.96	0.00	000000	0/00/00	31.96
01-001621	ACE HARDWARE	SUPPLIES	1.10	0.00	000000	0/00/00	1.10
01-001621	ACE HARDWARE	BRINE SPRAY BAR REPAIRS #23	9.83	0.00	000000	0/00/00	9.83
01-001621	ACE HARDWARE	REPAIR SUPPLIES	28.03	0.00	000000	0/00/00	28.03
01-001621	ACE HARDWARE	20" FLOOR FAN	59.99	0.00	000000	0/00/00	59.99
01-001621	ACE HARDWARE	SUPPLIES	4.99	0.00	000000	0/00/00	4.99
01-001621	ACE HARDWARE	SCRUB PADS	5.98	0.00	000000	0/00/00	5.98
01-001621	ACE HARDWARE	REPAIR PARTS	30.97	0.00	000000	0/00/00	30.97
01-001621	ACE HARDWARE	MARKING PAINT	27.96	0.00	000000	0/00/00	27.96
		** TOTALS **	206.80	0.00			206.80
01-001910	AHLERS & COONEY P.C.	URBAN REVITALIZATION	141.00	0.00	000000	0/00/00	141.00
		** TOTALS **	141.00	0.00			141.00
01-002370	ARNOLD MOTOR SUPPLY	SPARK PLUGS	2.44	0.00	000000	0/00/00	2.44
		** TOTALS **	2.44	0.00			2.44
01-002805	BADDING CONSTRUCTION CO.	LIBRARY/CITY HALL #6	319,735.53	0.00	000000	0/00/00	319,735.53
		** TOTALS **	319,735.53	0.00			319,735.53
01-003370	BLACKBURN MANUFACTURING C	MARKING FLAGS	119.69	0.00	000000	0/00/00	119.69
		** TOTALS **	119.69	0.00			119.69
01-003515	BOMGAARS	SUMP PUMP FITTING	3.69	0.00	000000	0/00/00	3.69
01-003515	BOMGAARS	TURF CHEMICALS	149.93	0.00	000000	0/00/00	149.93
		** TOTALS **	153.62	0.00			153.62
01-001522	BRIAN'S DOORS	DOOR REPAIRS	630.00	0.00	000000	0/00/00	630.00
		** TOTALS **	630.00	0.00			630.00
01-003670	BRIGGS INC OF OMAHA	RESTROOM REPAIR KITS	70.15	70.15-	114183	3/29/19	0.00
		** TOTALS **	70.15	70.15-			0.00
01-003693	BRUNER & BRUNER	GENERAL WORK	634.50	0.00	000000	0/00/00	634.50
01-003693	BRUNER & BRUNER	POLICE/MAGISTRATE	675.00	0.00	000000	0/00/00	675.00
01-003693	BRUNER & BRUNER	PARKS AND RECREATION	27.00	0.00	000000	0/00/00	27.00
01-003693	BRUNER & BRUNER	PUBLIC WORKS/ENGINEER	27.00	0.00	000000	0/00/00	27.00
		** TOTALS **	1,363.50	0.00			1,363.50
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	164.00	0.00	000000	0/00/00	164.00

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	164.00	0.00			164.00
01-000747	CARROLL AUTO SUPPLY	OIL FILTER UNIT #52	35.26	0.00	000000	0/00/00	35.26
		** TOTALS **	35.26	0.00			35.26
01-004160	CARROLL COUNTY AUDITOR	3RD QTR COMM CENTER	59,328.85	0.00	000000	0/00/00	59,328.85
		** TOTALS **	59,328.85	0.00			59,328.85
01-004196	CARROLL HYDRAULICS	HOSE #29	126.24	0.00	000000	0/00/00	126.24
01-004196	CARROLL HYDRAULICS	#27 - HOSE	13.86	0.00	000000	0/00/00	13.86
		** TOTALS **	140.10	0.00			140.10
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	11,940.55	11,940.55-	000448	3/28/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	13,667.36	13,667.36-	000448	3/28/19	0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	4,139.88	4,139.88-	000448	3/28/19	0.00
		** TOTALS **	29,747.79	29,747.79-			0.00
01-003145	CORE AND MAIN LP	WATER MAIN	1,800.82	0.00	000000	0/00/00	1,800.82
01-003145	CORE AND MAIN LP	WATER MAIN	1,982.05	0.00	000000	0/00/00	1,982.05
01-003145	CORE AND MAIN LP	WATER MAIN	6,918.64	0.00	000000	0/00/00	6,918.64
01-003145	CORE AND MAIN LP	WATER MAIN	5,291.61	0.00	000000	0/00/00	5,291.61
01-003145	CORE AND MAIN LP	METERS	947.00	0.00	000000	0/00/00	947.00
		** TOTALS **	16,940.12	0.00			16,940.12
01-000854	DEARBORN NATIONAL	APRIL LIFE INSURANCE PREMIUMS	311.52	311.52-	114180	3/29/19	0.00
		** TOTALS **	311.52	311.52-			0.00
01-003413	DIANE BAUMHOVER	LEISURE PROGRAM REFUND	125.00	0.00	000000	0/00/00	125.00
		** TOTALS **	125.00	0.00			125.00
01-003409	DONNA LENZ	REFUND GOLF ACH MEMBERSHIP	114.51	0.00	000000	0/00/00	114.51
		** TOTALS **	114.51	0.00			114.51
01-006275	DREES OIL CO. INC.	UNLEADED GASOLINE	1,239.13	0.00	000000	0/00/00	1,239.13
01-006275	DREES OIL CO. INC.	DIESEL FUEL	466.47	0.00	000000	0/00/00	466.47
		** TOTALS **	1,705.60	0.00			1,705.60
01-012590	ECHO ELECTRIC SUPPLY	OUTSIDE BUILDING LIGHTS	1,427.82	0.00	000000	0/00/00	1,427.82
01-012590	ECHO ELECTRIC SUPPLY	2 NIGHT LIGHTS	27.20	0.00	000000	0/00/00	27.20
01-012590	ECHO ELECTRIC SUPPLY	LIGHT BULBS	47.33	0.00	000000	0/00/00	47.33
01-012590	ECHO ELECTRIC SUPPLY	AWNING PIPE	17.34	0.00	000000	0/00/00	17.34
		** TOTALS **	1,519.69	0.00			1,519.69
01-006810	ECOWATER SYSTEMS	SOFTNER SALT	78.00	0.00	000000	0/00/00	78.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
		** TOTALS **	78.00	0.00			78.00
01-003412	ESI	REPAIR KIT - PROCESS PUMP	336.24	0.00	000000	0/00/00	336.24
		** TOTALS **	336.24	0.00			336.24
01-007860	EXECUTIVE TECHNOLOGIES	COPIER CONTRACT	115.50	0.00	000000	0/00/00	115.50
		** TOTALS **	115.50	0.00			115.50
01-008035	FARNER-BOCKEN CO.	SPRING SOCCER CONCESSIONS	790.29	0.00	000000	0/00/00	790.29
		** TOTALS **	790.29	0.00			790.29
01-008050	FASTENAL COMPANY	#33 CUTTING EDGE BOLTS	4.02	0.00	000000	0/00/00	4.02
		** TOTALS **	4.02	0.00			4.02
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHERS INSPECTED	395.00	0.00	000000	0/00/00	395.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHERS INSPECTED	105.00	0.00	000000	0/00/00	105.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHERS INSPECTED	122.95	0.00	000000	0/00/00	122.95
01-006860	FELD FIRE EQUIPMENT CO.	LED LIGHTS AND GLOVES	360.00	0.00	000000	0/00/00	360.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHERS INSPECTED	226.00	0.00	000000	0/00/00	226.00
01-006860	FELD FIRE EQUIPMENT CO.	EXTINGUISHER RECHARGED	35.00	0.00	000000	0/00/00	35.00
01-006860	FELD FIRE EQUIPMENT CO.	CLASS "A" FOAM 35 GAL.	377.50	0.00	000000	0/00/00	377.50
		** TOTALS **	1,621.45	0.00			1,621.45
01-000013	FIRE/POLICE RETIREMENT SY	MFPSRI CONTRIBUTIONS	11,703.36	11,703.36-	000449	3/28/19	0.00
		** TOTALS **	11,703.36	11,703.36-			0.00
01-009315	GALL'S INC.	UNIFORM PANTS	101.50	0.00	000000	0/00/00	101.50
01-009315	GALL'S INC.	VESTS - PUDENZ & FIFERLICK	1,449.30	0.00	000000	0/00/00	1,449.30
		** TOTALS **	1,550.80	0.00			1,550.80
01-009500	GEHLING WELDING & REPAIR	IRON DRAIN GATES	38.20	0.00	000000	0/00/00	38.20
		** TOTALS **	38.20	0.00			38.20
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	600.50	0.00	000000	0/00/00	600.50
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	602.75	0.00	000000	0/00/00	602.75
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	999.50	0.00	000000	0/00/00	999.50
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	836.50	0.00	000000	0/00/00	836.50
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	882.75	0.00	000000	0/00/00	882.75
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	18.25	0.00	000000	0/00/00	18.25
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	57.00	0.00	000000	0/00/00	57.00
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	30.50	0.00	000000	0/00/00	30.50
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	9.50	0.00	000000	0/00/00	9.50
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	52.25	0.00	000000	0/00/00	52.25
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	14.25	0.00	000000	0/00/00	14.25

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	4.75	0.00	000000	0/00/00	4.75
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	4.75	0.00	000000	0/00/00	4.75
01-010156	GRAPHIC EDGE, THE	SPRING SOCCER SHIRTS	4.75	0.00	000000	0/00/00	4.75
		** TOTALS **	4,118.00	0.00			4,118.00
01-003408	GREAT AMERICA FINANCIAL S	COPIER CONTRACT	83.00	83.00-	114182	3/29/19	0.00
		** TOTALS **	83.00	83.00-			0.00
01-010617	HALLETT MATERIALS	COLD PATCH	3,798.30	0.00	000000	0/00/00	3,798.30
01-010617	HALLETT MATERIALS	POTHOLE PATCH	1,421.20	0.00	000000	0/00/00	1,421.20
		** TOTALS **	5,219.50	0.00			5,219.50
01-012615	IDALS	2 FUEL METER TAGS	9.00	9.00-	114184	3/29/19	0.00
		** TOTALS **	9.00	9.00-			0.00
01-012552	INDUSTRIAL BEARING SUPP.	V-BELTS	208.66	0.00	000000	0/00/00	208.66
		** TOTALS **	208.66	0.00			208.66
01-012587	INTERSTATE BATTERY SYSTEM	SUPPLIES	99.80	0.00	000000	0/00/00	99.80
		** TOTALS **	99.80	0.00			99.80
01-012635	IOWA DEPARTMENT OF TRANSP	SQUAD PAPER	168.48	0.00	000000	0/00/00	168.48
		** TOTALS **	168.48	0.00			168.48
01-005825	IOWA DIVISION OF LABOR SE	BOILER INSPECTIONS	160.00	0.00	000000	0/00/00	160.00
		** TOTALS **	160.00	0.00			160.00
01-012685	IOWA SMALL ENGINE CENTER	FILTER	5.99	0.00	000000	0/00/00	5.99
		** TOTALS **	5.99	0.00			5.99
01-012706	IPERS	IPERS CONTRIBUTIONS	17,114.16	17,114.16-	000450	3/28/19	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	129.28	129.28-	000450	3/28/19	0.00
01-012706	IPERS	IPERS CONTRIBUTIONS	35.99	35.99-	000450	3/28/19	0.00
		** TOTALS **	17,279.43	17,279.43-			0.00
01-000786	JACK WARDELL	IPRA SPRING CONFERENCE	114.84	114.84-	114190	4/02/19	0.00
		** TOTALS **	114.84	114.84-			0.00
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	960.00	0.00	000000	0/00/00	960.00
		** TOTALS **	960.00	0.00			960.00
01-013917	JEO CONSULTING GROUP INC.	WATER MAIN REPLACEMENT	2,765.00	0.00	000000	0/00/00	2,765.00
01-013917	JEO CONSULTING GROUP INC.	STORAGE TOWER REHAB	4,475.00	0.00	000000	0/00/00	4,475.00
		** TOTALS **	7,240.00	0.00			7,240.00

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VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-003411	KOLBE RUTHERFORD	LIFEGUARD CLASS REFUND	165.00	0.00	000000	0/00/00	165.00
		** TOTALS **	165.00	0.00			165.00
01-000560	LAURA SCHAEFER	WCICA MEETING	31.32	31.32-	114179	3/29/19	0.00
		** TOTALS **	31.32	31.32-			0.00
01-003410	MARK POLAND	REFUND GOLF ACH MEMBERSHIP	127.26	0.00	000000	0/00/00	127.26
		** TOTALS **	127.26	0.00			127.26
01-001567	MIKE MERTES	STEEL TOED WORK BOOTS	150.00	150.00-	114181	3/29/19	0.00
		** TOTALS **	150.00	150.00-			0.00
01-002951	MIKE POGGE-WEAVER	IMMI CONFERENCE MILEAGE	221.56	0.00	000000	0/00/00	221.56
		** TOTALS **	221.56	0.00			221.56
01-018408	NAPA AUTO PARTS	GRINDING WHEEL	14.99	0.00	000000	0/00/00	14.99
01-018408	NAPA AUTO PARTS	9 PR. PROTECTIVE GLOVES	269.82	0.00	000000	0/00/00	269.82
01-018408	NAPA AUTO PARTS	#26 - AIR FITTINGS	19.00	0.00	000000	0/00/00	19.00
		** TOTALS **	303.81	0.00			303.81
01-020208	O'HALLORAN INTERNATIONAL	FILTERS #24	55.00	0.00	000000	0/00/00	55.00
01-020208	O'HALLORAN INTERNATIONAL	#24 - FILTERS	43.34	0.00	000000	0/00/00	43.34
01-020208	O'HALLORAN INTERNATIONAL	FILTERS #26 & #28	245.79	0.00	000000	0/00/00	245.79
01-020208	O'HALLORAN INTERNATIONAL	TEST COOLANT ON GENERATOR	19.62	0.00	000000	0/00/00	19.62
		** TOTALS **	363.75	0.00			363.75
01-021220	PEPSI BEVERAGES COMPANY	SOCCER CONCESSIONS	453.91	0.00	000000	0/00/00	453.91
		** TOTALS **	453.91	0.00			453.91
01-001949	PERFORMANCE TIRE & SERVIC	TIRE ROTATION TRUCK #4	42.40	0.00	000000	0/00/00	42.40
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #16	25.70	0.00	000000	0/00/00	25.70
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #19	25.70	0.00	000000	0/00/00	25.70
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE AND TIRES #20	186.69	0.00	000000	0/00/00	186.69
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #15	25.70	0.00	000000	0/00/00	25.70
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #18	25.70	0.00	000000	0/00/00	25.70
01-001949	PERFORMANCE TIRE & SERVIC	OIL CHANGE #17	25.70	0.00	000000	0/00/00	25.70
		** TOTALS **	357.59	0.00			357.59
01-001540	PETTY CASH	GOLF COURSE CASH DRAWER	400.00	400.00-	114191	4/02/19	0.00
		** TOTALS **	400.00	400.00-			0.00
01-021735	POSTMASTER	POSTAGE TO MAIL WATER BILLS	1,537.26	1,537.26-	114123	3/25/19	0.00
		** TOTALS **	1,537.26	1,537.26-			0.00

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019
PARTIALLY ITEMS DATES:	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019
UNPAID ITEMS DATES :		3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019

VENDOR	VENDOR NAME	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	BALANCE
01-000625	PRODUCTIVITY PLUS ACCOUNT	#33 OIL	304.20	304.20-	114189	4/02/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	#33 WIPERS	49.00	49.00-	114189	4/02/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	#33 OIL	152.10	152.10-	114189	4/02/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	EQUIPMENT REPAIRS	77.10	77.10-	114189	4/02/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	FILTERS AND OIL #33	139.50	139.50-	114189	4/02/19	0.00
01-000625	PRODUCTIVITY PLUS ACCOUNT	CUTTING EDGE #33	1,357.70	1,357.70-	114189	4/02/19	0.00
		** TOTALS **	2,079.60	2,079.60-			0.00
01-023630	RANDY'S REFRIGERATION & E	ICE MACHINE REPAIRS	374.53	0.00	000000	0/00/00	374.53
		** TOTALS **	374.53	0.00			374.53
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	63.97	0.00	000000	0/00/00	63.97
01-024630	RUTTEN'S VACUUM CENTER	VACUUM	849.00	0.00	000000	0/00/00	849.00
		** TOTALS **	912.97	0.00			912.97
01-002173	SERVICEMASTER BY RICE	CLEAN UP	974.58	0.00	000000	0/00/00	974.58
		** TOTALS **	974.58	0.00			974.58
01-028180	STATE HYGIENIC LABORATORY	WATER SAMPLE ANALYSIS	82.00	0.00	000000	0/00/00	82.00
		** TOTALS **	82.00	0.00			82.00
01-025880	STONE PRINTING CO.	DESK CALENDARS	9.98	0.00	000000	0/00/00	9.98
01-025880	STONE PRINTING CO.	SUPPLIES	8.99	0.00	000000	0/00/00	8.99
01-025880	STONE PRINTING CO.	LAMINATING	2.00	0.00	000000	0/00/00	2.00
01-025880	STONE PRINTING CO.	SUPPLIES	45.00	0.00	000000	0/00/00	45.00
		** TOTALS **	65.97	0.00			65.97
01-001705	TITAN MACHINERY	#33 REPAIRS	2,115.27	0.00	000000	0/00/00	2,115.27
		** TOTALS **	2,115.27	0.00			2,115.27
01-026940	TOYNE INC.	BATTERY CONDITIONER E-2	588.31	0.00	000000	0/00/00	588.31
		** TOTALS **	588.31	0.00			588.31
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 3/16/2019	74.11	74.11-	114185	3/29/19	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 3/23/2018	40.01	40.01-	114186	3/29/19	0.00
		** TOTALS **	114.12	114.12-			0.00
01-028174	UNITED STATES CELLULAR	CELL PHONES	271.39	271.39-	114187	3/29/19	0.00
		** TOTALS **	271.39	271.39-			0.00
01-028275	UPTOWN SPORTING GOODS	SOCCER BALLS	390.00	0.00	000000	0/00/00	390.00
		** TOTALS **	390.00	0.00			390.00

A C C O U N T S P A Y A B L E
 O P E N I T E M R E P O R T
 S U M M A R Y

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019
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UNPAID ITEMS DATES :		3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019

VENDOR	---- VENDOR NAME ----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE---
01-028814	VAN METER COMPANY, THE	LIGHTS	23.64	0.00	000000	0/00/00	23.64
		** TOTALS **	23.64	0.00			23.64
01-029010	VEENSTRA & KIMM INC.	WWTP DISINFECTION IMP.	1,423.91	0.00	000000	0/00/00	1,423.91
		** TOTALS **	1,423.91	0.00			1,423.91
01-029009	VESSCO INC.	EQUIPMENT REPAIRS	2,625.60	0.00	000000	0/00/00	2,625.60
		** TOTALS **	2,625.60	0.00			2,625.60
01-030300	WEST CENTRAL IA CLERKS	WCICA DUES	10.00	0.00	000000	0/00/00	10.00
		** TOTALS **	10.00	0.00			10.00
01-001535	WILLCO INC.	SEAL REPAIR KITS	350.00	0.00	000000	0/00/00	350.00
01-001535	WILLCO INC.	TRANSDUCER	480.00	0.00	000000	0/00/00	480.00
		** TOTALS **	830.00	0.00			830.00
01-003414	WITTROCK SOLUTIONS	EQUIPMENT REPAIRS	1,035.56	0.00	000000	0/00/00	1,035.56
		** TOTALS **	1,035.56	0.00			1,035.56
01-000386	ZIMCO SUPPLY CO	GOLF SUPPLIES	838.57	0.00	000000	0/00/00	838.57
		** TOTALS **	838.57	0.00			838.57

* Payroll Expense 149,332.93

04-04-2019 01:45 PM
 VENDOR SET: 01 City of Carroll
 REPORTING: PAID, UNPAID, PARTIAL

ACCOUNTS PAYABLE
 OPEN ITEM REPORT
 SUMMARY

PAGE: 8
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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019
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UNPAID ITEMS DATES :		3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	213,235.71	213,235.71CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	440,291.63	0.00	440,291.63
VOID ITEMS	0.00	0.00	0.00
** TOTALS **	653,527.34	213,235.71CR	440,291.63

U N P A I D R E C A P

UNPAID INVOICE TOTALS	440,291.63
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	0.00
** UNPAID TOTALS **	440,291.63

04-04-2019 01:45 PM
VENDOR SET: 01 City of Carroll
REPORTING: PAID, UNPAID, PARTIAL

A C C O U N T S P A Y A B L E
O P E N I T E M R E P O R T
S U M M A R Y

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	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
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UNPAID ITEMS DATES :		3/22/2019 THRU 4/04/2019	3/22/2019 THRU 4/04/2019

FUND TOTALS

001	GENERAL FUND	121,282.07
010	HOTEL/MOTEL TAX	27.49
110	ROAD USE TAX FUND	16,640.59
167	REC CENTER TRUST FUND	1,244.20
315	LIBRARY/CITY HALL REMODEL	320,710.11
600	WATER UTILITY FUND	26,433.64
602	WATER UTILITY CAP. IMP.	7,240.00
610	SEWER UTILITY FUND	8,880.88
612	SEWER UTILITY CAP. IMP.	1,423.91
850	MEDICAL INSURANCE FUND	311.52
	* PAYROLL EXPENSE	149,332.93
GRAND TOTAL		653,527.34

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MJP-w*

FROM: Jack Wardell, Director of Parks and Recreation *JW*

DATE: April 1, 2019

SUBJECT: Tree City USA Award – 29th Year

➤ Arbor Day Proclamation

Carroll has been named a Tree City USA community by The National Arbor Day Foundation to honor its commitment to community forestry. This is the 29th year Carroll has received this recognition.

The Tree City USA program is sponsored by the National Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service.

Carroll has met the four standards to become a Tree City USA community: a tree board or department, a tree care ordinance, a comprehensive community forestry program, and an Arbor Day observance.

Attached to this memorandum is the proclamation observing April 26, 2019 as Arbor Day in Carroll, IA.

2019 ARBOR DAY PROCLAMATION

WHEREAS, Iowa's trees were a significant attraction to early settlers because of their multiple benefits and the beautiful environment they provided; and

WHEREAS, Trees are an increasingly vital resource in Iowa, enriching our lives by purifying our air and water, helping to conserve our soil and energy, creating jobs through our forest products industries, serving us with shade for our recreation, providing our wildlife with food and shelter, and making our communities a more pleasant place to live and work, and

WHEREAS, With the cooperation of all Iowans, the benefits of trees can be passed on to future generations through tree planting and conservation of this renewable resource, and

WHEREAS, Each year, on Arbor Day - the people of Iowa pay special attention to the benefits of our trees and dedicate themselves to the planting and management of Iowa's forest resources.

NOW, THEREFORE, I, ERIC P. JENSEN, MAYOR OF CARROLL, IOWA, DO HEREBY PROCLAIM APRIL 26, 2019 AS

ARBOR DAY

IN CARROLL, IOWA, AND URGE CITIZENS TO PARTICIPATE IN TREE PLANTING PROGRAMS THAT WILL ENSURE A GREENER CARROLL AND A GREENER IOWA AND TO NURTURE, PROTECT, AND WISELY USE IOWA'S NATURAL WONDER OF TREES.

Eric P. Jensen, Mayor

City of Carroll

112 E. 5th Street

Carroll, Iowa 51401-2799

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager *MPW*

DATE: April 2, 2019

SUBJECT: Carroll Public Library/Carroll City Hall
Change Order No. 3

During construction at the Library site and the future City Hall site, there were a number of unexpected items that were discovered that needed to be addressed. The items are detailed in the attached, proposed Change Order No. 3 and summarized as follows:

Vestibule 103 Changes at City Hall	\$1,819.00
Vault Slab and Floor Fill at City Hall	\$4,384.00
Mothers Room and Family Restroom at Library	\$32,054.00
Networking, Sump Pump, & Hardware at City Hall	\$19,383.00
Credit for Tax Charged in Approved Change Orders Library	(\$130.00)
Credit for Tax Charged in Approved Change Orders City Hall	(579.00)
Electrical Modifications at City Hall	\$1,960.00
Framing Modifications at Library	\$407.00
Keyway Change at Library	\$580.00
Keyway Change at City Hall	\$737.00
Sign Demo, Relocate Flagpole at City Hall	\$4,463.00
Water Main Modifications at Library	\$21,528.00
 Total Change Order No. 3	 \$ 86,606.00

The proposed Change Order No. 3 also adds 21 days to the contract for completion of the City Hall portion of the project and 25 days for the Library portion of the project. The new completion date of City Hall is September 20, 2019 and the Library completion date is December 17, 2019 at this time.



The effect of the proposed Change Order No. 3 on the Contract is as follows:

	<u>Cost</u>	<u>City Hall Completion Date</u>	<u>Library Completion Date</u>
Original Contract	\$ 4,526,100.00	August 2, 2019	October 25, 2019
Change Order No. 1 (Approved)	\$ 29,087.00	9 days	0 days
Contract with Change Order #1	\$ 4,555,187.00	August 11, 2019	October 25, 2019
Change Order No. 2 (Approved)	\$ 56,451.00	8 days	11 days
Contract with Change Order #2	\$ 4,611,638.00	August 21, 2019	November 11, 2019
Change Order No. 3 (Proposed)	\$ 86,606.00	21 days	25 days
Contract with Change Order #3	\$ 4,698,244.00	September 20, 2019	December 17, 2019

The budget for the Carroll Public Library/Carroll City Hall included a planned construction contingency of \$362,088.00. After approval of the second change order, \$276,550 of the planned construction contingency remains. If the third change order is approved, \$189,944 of the construction contingency will remain for the project.

RECOMMENDATION: Mayor and City Council consideration and approval of Change Order No. 3 to the Carroll Public Library/Carroll City Hall project in the amount of \$86,606.



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Change Order

PROJECT (Name and address):Carroll City Hall
627 North Adams
Carroll, IA 51401**CHANGE ORDER NUMBER:** 003**DATE:** March 29th, 2019**OWNER:** **ARCHITECT:** **CONTRACTOR:** **TO CONTRACTOR (Name and address):**Badding Construction .
814 W 9th Street
Carroll, IA 51401**ARCHITECT'S PROJECT NUMBER:** 17843000**CONTRACT DATE:** Jan 12, 2018**CONTRACT FOR:** General Construction**FIELD:** **OTHER:** **THE CONTRACT IS CHANGED AS FOLLOWS:***(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

CR#02 (Vestibule 103 - RFI 6) - CH	Add \$1,819.00
CR#23 (Vault Slab and Floor Fill - RFI 16) - CH	Add \$4,384.00
CR#24 (Mothers Room and Family Restroom - ITC 5) - PL	Add \$32,054.00
CR#31 (Networking, Sump Pump, & Hardware - ITC 5) - CH	Add \$19,383.00
CR #33.0 (Credit for Tax Charged in Approved Change Orders) PL	Deduct (\$130.00)
CR #33.1 (Credit for Tax Charged in Approved Change Orders) CH	Deduct (\$579.00)
CR #35 (Electrical Modifications - ITC 6) - CH	Add \$1,960.00
CR #36 (Framing Modifications - ITC 7) - PL	Add \$407.00
CR #40.0 (Keyway Change) - PL	Add \$580.00
CR #40.1 (Keyway Change) - CH	Add \$737.00
CR #43 (Sign Demo, Relocate Flagpole - ITC 8) - CH	Add \$4,463.00
CR #47 (Water Main Modifications - ITC 12) - PL	Add \$21,528.00

The original Contract Sum was	\$	<u>4,526,100.00</u>
The net change by previously authorized Change Orders	\$	<u>85,538.00</u>
The Contract Sum prior to this Change Order was	\$	<u>4,611,638.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>86,606.00</u>
The new Contract Sum including this Change Order will be	\$	<u>4,698,244.00</u>

The Contract Time will be increased by *see below* (*) days.

The date of Substantial Completion as of the date of this Change Order therefore is *see below*

***Carroll City Hall**

Original Completion Date: August 2, 2019

Change Order 1 - Increase nine (9) days to August 11, 2019 (Executed and Approved)

Change Order 2 - Increase eight (8) days to August 21, 2019 (Executed and Approved)

Change Order 3 - Increase twenty-one (21) days to September 20, 2019

***Carroll Public Library**

Original Completion Date: October 25, 2019

Change Order 2 - Increase eleven (11) days to November 11, 2019

Change Order 3 - Increase twenty-five (25) working days to December 17, 2019

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

OPN Architects, Inc.

Badding Construction .

City of Carroll, Iowa

ARCHITECT (Firm name)

CONTRACTOR (Firm name)

OWNER (Firm name)

100 Court Avenue, Suite 100
Des Moines, IA 50309

814 West 9th Street
Carroll, IA 51401

112 E. 12th Street
Carroll, IA 51401

ADDRESS

ADDRESS

ADDRESS

BY (Signature)

BY (Signature)

BY (Signature)

Joe Feldmann

Tony Badding

(Typed name)

(Typed name)

(Typed name)

(Typed name)

4-2-2019

4-3-19

DATE

DATE

DATE

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 *MSPW*

DATE: April 3, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) – **April 1, 2019**
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) –
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) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

1869 *Carroll* 2019
150
YEARS

BOARD OF ADJUSTMENT
MINUTES OF APRIL 1, 2019

The Board of Adjustment met in regular session on this date at 5:15 PM in the Meeting Room, Region XII. Members present: Aaron Juergens, Ruth Nellesen, Mark O'Leary, Donna Pudenz and John Wessling. Absent: Marion Burns and Nick Topf. Also present: David Bruner, City Attorney, Mike Pogge-Weaver, City Manager and Greg Schreck, Building/Fire Safety Official.

* * * * *

MOTION by Juergens, second by Wessling, to approve the minutes of the January 7, 2019 meeting as mailed. All present voted aye. Absent: Burns and Topf. Motion carried.

* * * * *

Case 04-19-01, a request for a special use permit, home occupation, from Christopher B. Nelsen and Ashley L. Noland, 1315 Salinger Avenue, legally described as Lot 7, Block 2, Neu Addition to Carroll, Carroll County, Iowa, was presented for consideration by the Board. Mr. Nelsen proposes to operate a part time business of doing massage therapy and one on one personal training sessions out of his home. All adjacent property owners were provided written notice via USPS. Christopher Nelsen appeared to support the request. No other persons appeared to support or oppose the request. MOTION by Juergens, second by Pudenz, to approve the request as presented for a special use permit, home occupation until April 1, 2020 at which time Mr. Nelsen may request a renewal of the permit allowing the Board to review the business again for conformance with City Code. All present voted aye. Absent: Burns and Topf. Motion carried.

* * * * *

MOTION by Nellesen, second by Pudenz, to adjourn at 5:22 PM. All present voted aye. Absent: Burns and Topf. Motion carried.

Mark O'Leary, Chairperson

Michel Pogge-Weaver, City Manager