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: April 20, 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) – **April 12, 2017**
4. Carroll Airport Commission (meets 2nd Monday of month) – **April 10, 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) – **April 11, 2017**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

PLANNING AND ZONING COMMISSION

MINUTES OF APRIL 12, 2017

The Carroll Planning and Zoning Commission met in regular session on April 12, 2017, 5:15 PM, in the Farner Government Building, City Council Chambers. Present: John Horbach, Ron Juergens, Lisa Lampe (arrived at 5:16), Thomas Loeck, Jean Ludwig, Pat Macke and Pat Venteicher. Absent: Katie McQueen. Also present: David Bruner, City Attorney, Randy Krauel, Public Works Director/City Engineer and Greg Schreck, Building/Fire Safety Official. Commissioner Thomas Loeck presided.

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MOTION by Juergens, second by Horbach, to approve the minutes of the March 8, 2017 as mailed. All present voted aye. Absent: McQueen. Motion carried.

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A preliminary plat for The Danzer Subdivision was submitted for review of the Commission. Marty and Lisa Danzer were present to represent the request but did not speak. No one present opposed the request. MOTION by Juergens, second by Venteicher to recommend to City Council approval of the preliminary plat as presented. All present voted aye. Absent: McQueen. Motion carried.

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A preliminary plat for Northridge Fourth Subdivision Phase Three was submitted for review of the Commission. Marty Steffes was present to represent the request but did not speak. No one present opposed the request. MOTION by Juergens, second by Macke, to recommend to the City Council approval of the final plat as presented. All present voted aye. Absent: McQueen. Motion carried.

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MOTION by Juergens, second by Lampe, to adjourn at 5:21 PM. All present voted Aye. Absent: McQueen. Motion carried.

Thomas Loeck, Chairperson

Michel Pogge-Weaver, City Manager

DRAFT

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, April 10, 2017, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were Mr. Pete Crawford, engineer, 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. Vincent and seconded by Comm. Siemann was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

GRAIN LEG ISSUE
The Attorney for the Commission has until May 1st to submit the briefs from the trial. The Judge will then have 60 days to render a judgment.

DRIVE RECONSTRUCTION PROJECT
Chairman Hutcheson received a response from the FAA finding the plans acceptable and the Commission may advertise the drive reconstruction project. A motion by Comm. Wittrock and seconded by Comm. Fulton was made to have Chairman Hutcheson sign the resolution authorizing bids. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. Bids will be accepted up until 4:00 P.M. on May, 8, 2017, at the Arthur Neu Airport at which time the bids will be opened and publicly read with action to be taken on said bids at the Airport Commission meeting at 5:30 P.M. on May 8, 2017. A public hearing will be held on May 8, 2017, at 5:30 P.M..

ENTRANCE DRIVE LIGHTING PROJECT
Mr. Crawford had the Iowa DOT airport State funding application with a detailed cost estimate of $50,000.00. This is a 75/25 project cost. A motion by Comm. Siemann

and seconded by Comm. Vincent was made to approve the State funding application and have Chairman Hutcheson sign the resolution approving the application. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. This will be for FY 2018.

TOPICS DISCUSSED:
There was lengthy discussion concerning a private spray operation on the airport with a loading area and spill basin. A motion by Comm. Siemann and seconded by Comm. Wittrock was made to table the spray operation discussion until the Commission knew more about what other airports were doing. Motion carried by Commissioners Hutcheson, Siemann, Wittrock and Fulton. Comm. Vincent had a negative vote.

Chairman Hutcheson and Don Mensen will be going the Iowa Public Airports Association meeting on April 11th. Chairman Hutcheson said that was his last meeting and hoped Don Mensen would be appointed in has place representing western Iowa.

There will be two new towers in Carroll County. One DOT tower in Templeton and the other a cell tower in Glidden. The FAA will have to sign off on both towers.

There was a bill from Neu, Minnich, Comito, Halbur, Neu & Badding for attorney fees on the Danner grain leg issue for $16,716.95. A motion by Comm. Vincent and seconded by Comm. Fulton was made to pay $10,000.00 and pay the remainder in the next fiscal year. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

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

Carroll Aviation	contract	$ 6,450.00
McClure Engineering	Danner grain leg	1,125.00
Neu, Minnich, Comito, Halbur, Neu & Badding		10,000.00
True Value hardware	refrigerator	1,114.95
Wittrock Motor	March car rental	375.00
Carroll Aviation	1/2 of internet	299.70

Iowa Dept of Agriculture	2 meter licenses	9.00
Kitt Plumbing	plumbing repairs	172.80
Carroll Glass	screen repair	20.00
Midwest Wholesale	posts	20.08
Raccoon Valley Elc	March electric service	1,438.88
EcoWater	cooler rent/water	123.37
Ace Hardware	misc'l supplies	18.92
Triple A Seeds	lawn seed	52.50
Bomgaars	misc'l supplies	31.11
Carroll Refuse	monthly garbage	57.00
McClue Engineering	entrance drive project	9,968.20
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Siemann and seconded by Comm. Fulton 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. Vincent and seconded by Comm. Wittrock was made to adjourn at 7:25 P.M..

The next regular meeting of the Carroll Airport Commission will May 8, 2017, at the Arthur Neu Airport.

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Chairman/Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

ARTHUR NEU AIRPORT

MONDAY 8, 2017

ACCEPT BIDS UNTIL 4:00 P.M. FOR THE DRIVE ENTRANCE PROJECT

4:00 P.M. OPEN BIDS AND PUBLICLY READ BIDS

MONDAY 8, 2017

5:30 P.M. PUBLIC HEARING ON BIDS

FOLLOWED BY THE REGULAR MEETING

Agenda

Approve minutes from previous meeting

Award contract for Drive Entrance Project

Tall Structure Issue

DOT Lighting Project

IPPA meeting report

Spray Operation on the airport

New Business

Approve monthly bills

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION
EXECUTIVE BOARD MEETING--UNOFFICIAL MINUTES

April 11, 2017

1. The meeting was called to order at 8:00 a.m. by Chairman Marty Danzer, in the offices of the solid waste commission. Others in attendance were Harvey Dales, City of Manning and Jeff Anthofer, City of Coon Rapids. Also attending were Mary Wittry, Director and Dan Halbur, Office Manager.

2. Agenda: In "Other," Wittry requested the addition of discussion on Solid Waste Association of North America (SWANA) and the Iowa Society of Solid Waste Operations (ISOSWO) Spring Conference. Dales made the motion to approve the agenda with the addition and Anthofer seconded. Motion carried, all voting aye.

3. Anthofer made the motion and Dales seconded to approve the minutes of the Executive Board meeting on March 14 and March 23, 2017. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Arcadia Limestone--$1873.22—rock; Foth--$5256.50—Leachate project, general water sampling and consulting; Midwest Automatic Sprinkler--$3960.00—approved additional sprinkler heads; Ray's Refuse--$3157.35—recycling dumpsters; TestAmerica Laboratories--$572.00— storm water and soil samples; Tiefenthaler Ag-Lime--$5954.25—rock and freight. Dales made the motion and Anthofer seconded to approve the bills as presented. Motion carried, all voting aye.

5. Halbur presented the financial report --see attached. Anthofer made the motion and Dales seconded to approve the financial report as presented. Motion carried, all voting aye.

6. Discuss/approve dust control: Wittry reported that Jerico provided a quote of $0.99 per gallon for two applications of dust control. Dales made the motion and Anthofer seconded to approve Jerico for dust control. Motion carried, all voting aye.

7. Hook lift truck, compactor, and roll-offs update: Wittry updated the board that all have been ordered, but none have arrived.

8. Landfill update
    a. Waste sort: SCS Engineering will be conducting a 4 day waste sort at the landfill this summer.
    b. Operations: The sewer line between the Recycling Center and curb has been fixed and Duane Klocke worked at the landfill last Thursday and Friday while two Landfill Operators attended the Spring Conference.

9. EMS update
    a. Internal audit will be May 10, 2017.
    b. External audit will be May 26, 2017.
    c. Grant application: A $25000 grant will be submitted for the hook lift truck and recycling dumpster and also for a food reduction pilot project with local businesses.

10. Recycling /market update: Products continue to move and paper prices are holding steady.

11. Next meeting date: May 9, 2017 at 8:00 a.m.

12. Other: Wittry thanked Danzer for attending the Spring Conference and welcoming the attendees. Wittry also informed the board that she has been approved for the International Board Director position on the ISOSWO board. The International Board Director represents their chapter (ISOSWO) at the National level (SWANA). Expenses to attend the midyear meeting and fall meeting are paid for by ISOSWO. Information will be brought back to the chapter and to the Commission.

13. Anthofer made the motion and Dales seconded to adjourn the meeting at 8:30 a.m. Motion carried, all voting aye.

Dan Halbur