City of Carroll

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MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MTPW

DATE: May 9, 2018

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) – **May 7, 2018**
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) – **May 8, 2018**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

BOARD OF ADJUSTMENT

MINUTES OF MAY 7, 2018

The Board of Adjustment met in regular session on this date at 5:16 PM in the Farner Government Building, City Council Chambers. Members present: Ruth Nellesen, Mark O'Leary, Nick Topf and John Wessling. Absent: Marion Burns, Aaron Juergens and Donna Pudenz. Also present: David Bruner, City Attorney, Mike Pogge-Weaver, City Manager, Greg Schreck, Building/Fire Safety Official and Perry Johnson, Building Department.

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MOTION by Nellesen, second by Wessling, to approve the minutes of the April 2, 2018 meeting as mailed. All present voted aye. Absent: Burns, Juergens and Pudenz. Motion carried.

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Case 05-18-01, a request for a variance from Howard J. Drees, registered agent for MADD Rentals, L.L.C, was presented for consideration by the Board. Howard proposes to expand the garage from a single car to a 1 ½ car garage for property located at 2009 W 20th Street. All adjacent property owners were provided written notice via USPS. Howard appeared and presented his plan in support of the request. No persons appeared to oppose the request. MOTION by Topf, second by Wessling, to approve the variance request as presented. All present voted aye. Absent: Burns, Juergens and Pudenz. Motion carried.

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Case 05-18-02, a request for a variance from Mike Wendl, representing Matthew J. Wendl, registered agent for Carroll County Redemption, LLC d/b/a/ Wendl Subdivision, was presented for consideration by the Board. Mike Wendl is proposing to construct a new building which will be located at 810 E Highway 30. The new building will be 6,996 square feet and requires 23 parking stalls. Mike Wendl proposes to have 14 parking stalls and is requesting a parking exception of 9 parking stalls. All adjacent property owners were provided written notice via USPS. Mike Wendl appeared and presented his plan in support of his request. No persons appeared to oppose the request. MOTION by O'Leary, second by Wessling, to table the request for a parking exception. All present voted aye. Absent: Burns, Juergens and Pudenz. Motion carried.

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DRAFT

MOTION by Wessling, second by Nellesen, to adjourn at 5:33 PM. All present voted aye. Absent: Burns, Juergens and Pudenz. Motion carried.

Mark O'Leary, Chairperson

Michel J. Pogge-Weaver, City Manager

DRAFT

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

May 8, 2018

1. The meeting was called to order at 8:00 a.m. by Vice Chairman Dr. Eric Jensen, in the boardroom of the Carroll County Recycling Center. Others in attendance were Jeff Anthofer, City of Coon Rapids; Harvey Dales, City of Manning; and Mike Schwabe, City of Breda. Also attending were Mary Wittry, Director and Dan Halbur, Office Manager.

2. Agenda: Dales made the motion and Anthofer seconded to approve the agenda as presented. Motion carried, all voting aye.

3. Schwabe made the motion and Dales seconded to approve the minutes of the Executive Board meeting on April 10, 2018. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Foth--$41840.42—consulting, EMS, aerial survey, permit renewal and work on maintenance building; Greteman Agency--$14740.00—auto and equipment insurance; Kolbeck--$3017.25—tree/pallet grinding; Mastercard--$1133.30—Spring Conference and conference call; Stone Printing--$1189.52—scale tickets and recycling flyers; Team Services--$2330.00—soil boring; Welding Innovations--$5600.00—recycling trailer. Dales made the motion and Schwabe 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. Discussion/decision general contractor for maintenance building: Wittry reported that two bids were received for the maintenance building: Rotert Construction at $868,500 and Jensen Builders at $917,660. Dales made the motion to accept Rotert Construction's bid and to move forward on the project and Anthofer seconded the motion. Motion carried, all voting aye.

7. Discussion/decision electronic sign: Wittry stated further information is needed. Schwabe made the motion to table until June and Dales seconded. Motion carried, all voting aye.

8. Discussion/decision wages and benefits: Wittry presented the proposed wages and benefits package. Schwabe made the motion and Anthofer seconded to approve the wages and benefits as presented. Motion carried, all voting aye.

9. Wittry presented Foth's scope of services for the next cell construction. Dales made the motion to approve Foth for engineering services on the next cell construction and Schwabe seconded. Motion carried, all voting aye.

10. Wittry discussed Geologic's pricing options for GPS services. Anthofer made the motion and Dales seconded to approve the 3 year extension for GPS service at $7920. Motion carried, all voting aye.

11. Discussion/decision education coordinator position: Wittry informed the board that West Central members and Buena Vista are interested in an education coordinator position, but budgets have been approved for next fiscal year. Schwabe made the motion and Dr. Jensen seconded to hire a summer intern for Carroll County. Motion carried, all voting aye.

12. Environmental Management System (EMS) update:
    a) Wittry brought forward information on wind energy as a renewable energy option for the new maintenance building. No action taken.
    b) The internal audit has been completed and the external audit will be May 23, 2018.
    c) The grant for solar has been submitted.

13. Landfill update: Wittry informed the board of the current conditions and that the landfill inspection is on May 10, 2018.

14. Recycling update: Halbur informed the board that prices have decreased from last month, but all products continue to move.

15. Other: None

16. Schwabe made the motion and Dales seconded to adjourn the meeting at 8:53 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur