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: June 21, 2018

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **June 18, 2018**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) – **June 13, 2018**
4. Carroll Airport Commission (meets 2nd Monday of month) – **June 11, 2018**
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) – **June 12, 2018**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

June 18, 2018

The Carroll Board of Trustees met in the Mayor's Conference Room of City Hall. Trustees present were: Janet Auge (phone-in), Jacob Fiscus, Tom Louis, Summer Parrott, Carol Shields, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent were: Paul Reicks and Sondra Rierson. Also present were Glenn Babb (Friends of the Library) and Cecelia Comito (Library Foundation).

Fiscus called the meeting to order at 5:16. It was moved by Louis and seconded by Parrott to approve amending the agenda and moving old business up for discussion. All voted aye. Absent: Reicks and Rierson.

Old Business: Discussion on Library/City Hall project. Auge left discussion at 6:03.

It was then moved by Ulveling and seconded by von Qualen to approve the minutes of the May meeting. All voted aye. Absent: Reicks, Rierson, and Auge. It was moved by Ulveling and seconded by Louis to approve the bills. All voted aye. Absent: Reicks, Rierson, and Auge.

Director's Report: Children's librarian, Diane Tracy, was busy with regular story time and outreach programming, along with her commercials for the upcoming Summer Reading program. Dr. Whoot visited Kuemper preschool and optional kindergarten classes, answering questions about owls and sharing favorite books. Adult and teen programming included Tech help Fridays, Crafty Library Ladies, Book Clubs, Poetry Club, and TAG. Everybody on the Same Page concluded with Officer Shelby McCreedy's program on bullying. A program on Highclere Castle, the real Downton Abbey, was presented by Kathy Wilson. Summer Reading began May 29th and is off to a great start. Programs will include: Henry Doorly Zoo, Will Stuck, Loretta Ellsworth, and Chad Elliot. Total program attendance was 1,860. Total resources utilized was 17,462. Monthly door count was 6,422.

New Business: Nomination for new officers. After discussion, it moved by Louis and seconded by Ulveling to nominate a slate of officers including Rierson for president, Auge for vice president, and Shields for secretary. All voted aye. Absent: Reicks, Rierson, and Auge. Discussion was held on the webinar viewed by the trustees through the State Library of Iowa.

It was moved by Louis and seconded by Shields to adjourn. All voted aye. Absent: Reicks, Rierson, and Auge. Meeting adjourned at 6:35. Next regular meeting will be July 16, 2018.

Jacob Fiscus—President

Judy Behm—Recording Secretary

PLANNING AND ZONING COMMISSION

MINUTES OF JUNE 13, 2018

The Carroll Planning and Zoning Commission met in regular session on June 13, 2018, 5:15 PM, in the Farner Government Building, City Council Chambers. Present: John Horbach, Ron Juergens, Jean Ludwig, Katie McQueen, Jayne Pietig and Pat Venteicher. Absent: Pat Macke and Dan Messerich. Also present: Mike Pogge-Weaver, Jessica Morton, City Attorney representative and Greg Schreck, Building/Fire Safety Official. Commissioner Katie McQueen presided.

* * * * * * *

MOTION by Juergens, second by Venteicher, to approve the minutes of the May 30, 2018 meeting as mailed. All present voted aye. Absent: Macke and Messerich. Motion carried.

* * * * * * *

A preliminary and final plat for Re-Subdivision of Lot B of Lot 3 & Lot 4 Eastview First Subdivision, City of Carroll, Carroll County, Iowa was submitted for review of the Commission. Danny Sturm with JEO was present to support the request. No one present opposed the request. MOTION by Juergens, second by Horbach to recommend to City Council approval of the preliminary and final plat with conditions as presented in the staff report. All present voted aye. Absent: Macke and Messerich. Motion carried.

* * * * * * *

MOTION by Juergens, second by Venteicher, to adjourn at 5:24 PM. All present voted Aye. Absent: Macke and Messerich. Motion carried.

Katie McQueen, Chairperson

Michel J. Pogge-Weaver, City Manager

DRAFT

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, June 11, 2018, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent and Kevin Wittrock. Dick Fulton was not present. Also attending were 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 and Wittrock.

DANNER GRAIN LEG LITIGATION
The Commission discussed the pending Danner litigation concerning various levels of appeals. Some of the court rulings could not be decided until late summer. The Commission could encounter more legal fees.

TOPICS DISCUSSED:
Don reported the bathroom remodel upstairs has been completed.

Wicks Construction repaired the cracks and bubble on the colored sidewalk. They also did the seeding. Don has concern with the seeding around the sidewalk because of rocks in the soil.

No report on the airport sign.

Comm. Vincent reported the first cutting of hay produced 21 bales and sold at $90.00 per bale.

Comm. Wittrock reported that Mid America will be replacing the blades on the wind turbines that will be 19 feet long.

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

Carroll Aviation	contract	$ 6,450.00
Neu, Minnich, Comito Halbur, Neu & Badding	Danner grain leg fees	1,855.52
Chad Steinkamp	farm seed & chemicals	6,143.36
Agri Associates	farm chemicals	837.63
New Cooperative	farm chemicals	22.45
Feld Fire	terminal security system	31.00
Wittrock Motor	May car rental	375.00
Rueter's	tractor repair	1,321.30
Kitt Plumbing	bathroom remodel	4,041.50
Dentlinger Construction	bathroom remodel	3,271.96
Carpet One	bathroom remodel	423.98
Community Oil	equipment fuel	1,267.46
Ecowater	cooler rent/water	94.05
Earl May	flowers	21.97
Carroll Refuse	May garbage	57.00
Raccoon Valley Electric	May electric service	1,012.53
McClure Engineering	Entrance Drive Project	658.55
Neu, Minich, Comito, Halbur,Neu & Badding	Danner grain leg fees	525.00
Carol Schoeppner	secretary contract	350.00

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

There being no further business, a motion by Comm. Siemann and seconded by Comm. Wittrock was made to adjourn at 6:37 P.M..

The next regular meeting of the Carroll Airport Commission will be July 9, 2018 at the Arthur Neu Airport.

_____

Chairman/Vice-Chairman

ATTEST:

_____

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, July 9, 2018

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Danner Grain Leg Litigation

Airport Sign & Lighting

2017/2018 Budget Report

2018/2019 Budget

New Business

Approve monthly bills

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

June 12, 2018

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

2. Agenda: Wittry added to "other" update on Raccoon Valley agreement. Schwabe made the motion and Anthofer seconded to approve the agenda as presented, along with the addition. Motion carried, all voting aye.

3. Dr. Jensen made the motion and Schwabe seconded to approve the minutes of the Executive Board meeting on May 8, 2018. Motion carried, all voting aye.

4. Danzer reviewed the Bills Payable--see attached. Wittry went over the following: Foth--$53292.29—EMS, aerial survey, spring sampling, cell design, and work on maintenance building; Geologic--$7920.00—3 year service agreement; IMWCA--$11678.00—annual work comp insurance premium; MasterCard--$1463.90—software update and meeting expense; Metal Culverts--$6578.00—culverts; Metta Technologies--$26021.00—wind screens; Raccoon Valley Electric Cooperative--$9440.00—electricity to new maintenance building; Stone Printing--$1368.99—recycling flyers, chairs, and ink cartridge; TestAmerica--$7360.75—spring sampling lab fees; Tiefenthaler Ag-Lime--$6274.72—rock and freight. Anthofer made the motion and Dr. Jensen seconded to approve the bills as presented. Motion carried, all voting aye.

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

6. Discussion/decision electronic sign: Wittry reported 3 bids were received. Anthofer made the motion to accept the Omaha Neon Sign bid of $23,617 and Dales seconded. Motion carried, all voting aye.

7. Discussion/decision EMS grant solar energy: Wittry informed the board that the Commission was awarded $68,000 for the solar project. Schwabe made the motion and Dr. Jensen seconded to accept the grant and move forward on the project. Motion carried, all voting aye.

8. Discussion/decision credit card reader: Halbur discussed options and the need for accepting credit cards. Anthofer made the motion to approve the PayGOV.US credit card reader and Dr. Jensen seconded. Motion carried, all voting aye.

9. Discussion on intercom system: Halbur stated further information is needed. No action taken.

10. Discussion education coordinator position: Wittry stated that one application was received and a meeting is scheduled for Wednesday.

11. Environmental Management System (EMS) update: Wittry stated that the internal and external audits have been conducted and results will be presented at the next board meeting.

12. Landfill update: Wittry informed the board that the leachate line was jetted and dirt work for the maintenance building has begun.

13. Recycling update: Wittry reported on market conditions for recyclable materials.

14. Other: Wittry updated the board on a facility tour, ISOSWO meeting, and an electrical agreement with Raccoon Valley.

15. Schwabe made the motion and Dr. Jensen seconded to adjourn the meeting at 8:48 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur