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: June 21, 2017

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **June 19, 2017**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **June 12, 2017**
5. Parks, Recreation & Cultural Advisory Board (meets 3rd Monday of January, March, May, July, September and November) – **May 24, 2017**
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) –

Library Board Minutes--DRAFT

June 19, 2017

The Carroll Board of Trustees met in the Mayor's Conference Room of City Hall. Trustees present were: Jacob Fiscus, Paul Reicks, Sondra Rierson, Carol Shields, Ralph von Qualen, and Director Rachel Van Erdewyck. Trustees absent were: Janet Auge, Tom Louis, Summer Parrott, and Kyle Ulveling. Also in attendance was city manager Mike Pogge-Weaver.

Fiscus called the meeting to order at 5:17. It was moved by Rierson and seconded by Reicks to approve the agenda. All voted aye. It was moved by Shields and seconded by Rierson to approve the minutes of the May meeting. All voted aye. It was moved by Rierson and seconded by Reicks to approve the bills. All voted aye.

Director's Report: Children's librarian Diane Tracy was busy with her regular story time, Read-aloud, and outreach, plus additional commercials for the upcoming Summer Reading Program. Registration started May 30th and will continue to July 21st. To date, registration for all groups stands at over 1,400. The first program was David Fisher, the Rope Warrior. It was held at Holy Spirit gym and had an attendance of 449. An adult program was held on May 25th; James Stordahl spoke about coping with Bipolar Disorder. The program had an attendance of 36. Future children's events will be held at Holy Spirit gym on June 20th, June 27th, July 11th, and July 25th. A makerspace demo will be held at the library on July 27th. A STEM Camp was held June 13th and 14th, and additional camps will be held in August. Total monthly door count was 7,002. Total print checkouts were 8,718. Total resources utilized were 18,389. Total program attendance was 1,386.

Old Business: OPN Library Project and update on Library Steering Committee and the upcoming vote.

New Business: Nomination of Officers. After discussion a motion to nominate Fiscus for President, Rierson for Vice-President, and Auge for Secretary was made by Shields and seconded by Rierson. All voted aye.

It was moved by Rierson and seconded by Shields to adjourn. All voted aye. Meeting adjourned at 5:40. Next regular meeting will be July 17, 2017.

Jacob Fiscus—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, June 12, 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 change in the wording from Mr. Pete Crawford regarding landings of heavy aircraft is from a letter of March 16, 2017, to have Don Mensen authorize up to 12 takeoffs and landings per year at weights up to 42,000 pounds. A motion by Comm. Vincent and second by Comm. Fulton was made to approve the minutes after the change was made. Motion carried by Commissioners Hutcheson, Siemann, Vincent Wittrock and Fulton.

DRIVE ENTRANCE PROJECT

Mr. Crawford received a notice from the FAA that the grant of $300,000.00 was approved and there might be an additional $33,843.00 funds to apply to the project. Chairman Hutcheson signed the engineering contract approved at the May meeting. A motion by Comm. Fulton and seconded by Comm. Siemann was made to approve the resolution approving contract and bond from Wicks Construction and to have Chairman Hutcheson sign said contract. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. A motion by Comm. Siemann and seconded by Comm. Vincent was made to have Chairman Hutcheson sign the contract, performance bond and payment bond with Wicks Construction. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. Work will begin when Congress releases the funds and the project should take 30 working days to complete. Mr. Crawford will schedule a pre-construction meeting with Wicks Construction.

FARM REPORT
Comm. Vincent reported there will be 56 acres of corn, 68 acres of beans and 11 acres of hay. Comm. Vincent will apply for a government payment which will be given to the Carroll Community School for student educational field trips.

TOPICS DISCUSSED:
Fagen Fighters will be on the field for the Flight Breakfast and will be sponsored by Carroll Aviation, New Way Ford and the Carroll Pilots Association. The Masonic Lodge will coordinate the advertising for the Flight Breakfast to include the Fagen Fighters.

Mr. Crawford said representatives from McClue Engineering will be at the July meeting to discuss updating the airport layout plan.

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

Carroll Aviation	contract	$ 6,450.00
Seidl Electric	hanger LED lights	4,559.58
Community Oil	equipment fuel	826.95
Wittrock Motor	May car rental	375.00
Ecowater	cooler rent/water	100.55
Raccoon Valley Elec	May electric service	1,016.57
Earl May	flowers/weed spray	96.92
Options Ink	hanger signs	133.20
Carroll Cleaning	cleaning supplies	8.00
Carroll Aviation	speed bumps	839.96
Carroll Refuse	May garbage	57.00
Bomgaars	weed spray/misc'l	58.81
McClure Engineering	drive project	1,661.20
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Fulton and seconded by Comm. Wittrock 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. Wittrock and seconded by Comm. Fulton was made to adjourn at 6:30 PM.

Chairman/Vice-Chairman

ATTEST:

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, July 10, 2017

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Entrance Drive Project

Tall Structure Issue Ruling

McClure Engineering Layout Plan

Airport Manager contract renewal

New Business

Approve monthly bills

PARKS, RECREATION AND CULTURAL BOARD MEETING MINUTES
May 24, 2017 @ 4:00 P.M.
Farner Government Building – Council Chambers

The Parks, Recreation and Cultural Board meet on this date at 4:00 p.m. at the Farner Government Building – Council Chambers. Members Present: Summer Boes, Cara Greteman, Matt Hodges, Brook Mikkelsen, and Clay Netusil. Absent: Jeff Aden, Jen Munson, Ryan Milligan, and Lois Neu. Staff Present: Jack Wardell, Director of Parks and Recreation, McKenzie Kiger, Recreation Superintendent, Sarah Johnson, Aquatics & Fitness Specialist and Mike Pogge-Weaver, City Manager.

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The meeting was called to order at 4:03 P.M.

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It was moved by Greteman and seconded by Boes to approve the May 24, 2017 agenda as presented. All present voted Aye.

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It was moved by Mikkelsen and seconded by Greteman to approve the minutes of the December 27, 2016 meeting. All present voted Aye.

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Wardell reviewed the Graham Park District and Carroll Trails – Segment A & B. No action taken.

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Wardell reviewed the indoor Pool Study and the Carroll Recreation Center Locker Room Remodel Project. No action taken.

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It was moved by Boes and seconded by Netusil to adjourn at 5:08 PM. All present voted Aye.