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: August 7, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **July 15, 2019**
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) – **July 24, 2019**
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) – **July 16, 2019**
7. Carroll Historic Preservation Commission (no regular meeting dates) – **July 18, 2019**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Carroll Public Library Board Minutes

July 15, 2019

The Carroll Library Board of Trustees met in the Region XII Training Room. Trustees present were: Jacob Fiscus, Summer Parrott, Paul Reicks, Sondra Rierson, Laurie Schenkelberg, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent were: Thomas Parrish and Carol Shields. Also present was City Manager Mike Pogge-Weaver.

Rierson called the meeting to order at 5:15. It was moved by Ulveling and seconded by Fiscus to approve the agenda. All voted aye. Absent: Parrish and Shields. It was moved by Parrott and seconded by Reicks to approve the minutes of the regular June 17th and special June 25th meetings. All voted aye. Absent: Parrish and Shields. It was moved by Fiscus and seconded by von Qualen to approve the bills. All voted aye. Absent: Parrish and Shields.

Director's Report: Summer reading is in full swing. Children's programming at the Rec Center included: Richard Renner, Tim Cosgrove, and Tim Stolba. Storytime, Outreach, and Read Aloud kept Children's librarian, Diane Tracy, busy. The ISU Insect Zoo reached over 100 participants. Regular programming included Tech help Fridays, Book clubs, Poetry Club, and Crafty Library Ladies. Dr. Whoot was part of Relay for Life and read to 30 children. Van Erdewyk provided test proctoring to one individual. Total program attendance was 1,902. Monthly door count was 9,407. Total resources utilized 28,694.

Board Education: Van Erdewyk, who is taking a cataloging class, explained to the board what a library cataloger does and how important one is to a library.

Old Business: Library/City Hall update.

New Business: After discussion for new officers, it was moved by Fiscus and seconded by von Qualen to nominate as a whole: Paul Reicks—President, Summer Parrott—Vice President, Carol Shields—Secretary. All voted aye. Absent: Parrish and Shields. Reicks took charge of the meeting.

It was moved by Ulveling and seconded by Rierson to adjourn. All voted aye. Absent: Parrish and Shields. Meeting adjourned at 6:00. Next regular meeting is August 19,2019.

Paul Reicks—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Special Meeting

A special meeting of the Carroll Airport Commission was held on Wednesday, July 24, 2019, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending was Carol Schoeppner, recording secretary. Chairman Hutcheson conducted the 5:30 P.M. meeting.

IOWA DOT GRANT

After the last meeting the Commission was informed of a business inquiring about hanger space for a jet airplane. Earlier there was also a spray company inquiring about hanger space. All the T-hangers are full at this time. Much discussion was about the need for a corporate hanger and the cost. With the $150,000.00 DOT grant money there would be an additional $450,000.00 of City money. After deliberation a motion by Comm. Siemann and seconded by Comm. Wittrock was made to withdraw the Iowa Hanger grant application. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

TOPICS DISCUSSED:

Carroll Airport Hanger rules and proposed T-hanger sublease There will be a public hearing on this issue before the regular meeting on August 12, 2019 at 5:30 P.M..

Septic system for Air Methods.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Vincent was made to adjourn at 6:42 P.M..

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Chairman/Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Public Hearing

Monday, August 12, 2019

5;30 P.M.

Arthur Neu Airport

Hanger Rules & T-Hanger Sub-Lease

Other Issues

Persons wishing to speak will be allowed 10 minutes.

Regular Meeting

Approve minutes from previous meeting

Approve Hanger Rules & T-Hanger Sub-lease

Air Methods

Septic System

Airport Sign

New Business

Approve monthly bills

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

July 16, 2019

1. The meeting was called to order at 7:00 a.m. by Chairman Jeff Anthofer, in the office at the Carroll County Recycling Center. Others in attendance were Harvey Dales, City of Manning; Dr. Eric Jensen, City of Carroll; and Rich Ruggles, Carroll County Supervisor. Also attending were Mary Wittry, Director, and Dan Halbur, Office Manager.

2. Agenda: Wittry added to "other" discussion of fiscal year end tons of recyclables and garbage and Polking Law Office. With the addition, Dales made the motion to approve the agenda and Dr. Jensen seconded. Motion carried, all voting aye.

3. Dales made the motion and Dr. Jensen seconded to approve the minutes of the Executive Board meeting on June 10, 2019. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Rotert Construction--$97907—commingle line renovation; and J.B. Holland--$164909—cell construction. Wittry updated the board on the commingle line renovation, cell construction, and a change order for tiling at the Recycling Center south expansion pad. Beckstrom Repair--$871—hook lift truck repair; Bomgaars--$739—paint and supplies; Carroll Lumber--$4169—fence; Drees Co.--$1186—window hoods to balers; Elkhorn Fence--$21427—fence for south pad; Erlbacher Bros., Inc.--$1908—freight; Foth--$49630— cell construction, commingle line renovation, general, and groundwater; Harmony Enterprises--$8673—conveyor belts; and Midwest Wholesale--$1498—lumber/supplies for glass crusher platform. Dales made the motion and Ruggles seconded to approve the bills as presented. Motion carried, all voting aye. Dr. Jensen made the motion and Ruggles seconded to approve J.B. Holland's quote of $8200 for tiling. Motion carried, all voting aye.

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

6. Discuss/approve Education Coordinator: Wittry informed the board that Karen Monical was hired as the Education Coordinator. Dr. Jensen made the motion and Ruggles seconded to approve the hiring and compensation package. Motion carried, all voting aye.

7. Discuss/approve computer: Wittry discussed the need for a computer for the Education Coordinator. Dr. Jensen made the motion to purchase a computer and Dales seconded. Motion carried, all voting aye.

8. Wittry reported that DNR members were on site to observe cell construction and an inspection will be conducted in August.

9. Wittry discussed post closure on the closed eastern area.

10. Wittry discussed the waste water leachate treatment agreement.

11. Wittry discussed contamination in the recycling trailers.

12. Recycling update: Halbur reported on low commodity prices.

13. Wittry reported on landfill operations.

14. Solar Project update: Wittry reported the solar panels are on site and are being installed.

15. EMS update: Wittry reported that the external audit report was positive and working on objectives and targets for 2020.

16. Other: Wittry reported that 79030 tons of garbage and 4642 tons of recyclables were received in fiscal year 18/19 and Commission Attorney, Chris Polking, has sold his practice.

17. Next meeting date: Tuesday, August 13, 2019 at 7:00 a.m.

18. Dales made the motion and Dr. Jensen seconded to adjourn the meeting at 8:05 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Dan Halbur

Carroll Historic Preservation Commission
City of Carroll
Meeting Minutes
Thursday, July 18, 2019

Venue: City Hall Conference Room
Members of the City of Carroll Historic Commission met in Carroll City Hall on Thursday, July 18, 2019 at 1:00 pm. Members present were: Chairperson Barbara Hackfort, Vicki Gach, Jacob Fiscus, Mary Baumhover and Joni Rutten. Absent: Carolyn Siemann. The meeting was called to order by Chairperson Barbara Hackfort.

The agenda was approved by consensus. The minutes of the April 25, 2019 meeting were approved on motion by Vicki Gach, seconded by Jacob Fiscus.

The first agenda item was an update of the actions of the city taken in regard to the City Hotel presented by City Manager Mike Pogge-Weaver. Mr. Pogge-Weaver noted that the City of Carroll's purchase agreement re the City Hotel from Tom Daniels gave a closing date of July 31st, 2019. However, because of environmental concerns of the DNR, particularly since asbestos has been found in the building, the city has gained an extension until September 25, 2019. The purpose of the agreement is to purchase and demolish the building. The City plans to go through the Iowa Historical Preservation Office to secure grants. The city manager explained the various conditions such as building code requirements, fire department concerns and the state of the building, that make demolition the only option.

The city manager stated that he wanted the Preservation Commission to be aware of the city's actions re the City Hotel and asked the members of the Commission if they desired the city to retain the building. Members stated that due to the costs of restoring the building and the fire department concerns, the Commission doesn't have a concern with the direction the city is going with the City Hotel building.

The second agenda item was a report of the Preserve Iowa Summit. Chairperson Barbara stated that she and Vice-Chairperson Vicki Gach had represented the Commission at the conference.

In a report of the Cemetery Museum, Vicki Gach noted that the two Knights of Columbus chairs recently received have been put into the museum and suggested that the two stained glass windows received from Susie Duncan would fit over the windows. Members set a schedule to take turns by week to check the cemetery museum for cleaning needed.

The meeting was adjourned on motion by Joni Rutten seconded by Jacob Fiscus. The next meeting date will be announced.

Respectfully submitted,
Mary Baumhover, Secretary

Note: These minutes will be officially approved at the next meeting.