City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MSPW

DATE: August 19, 2021

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) – **August 2, 2021**
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) – **August 9, 2021**
5. Parks, Recreation & Cultural Advisory Board (meets 1st Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) – **August 10, 2021**
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

BOARD OF ADJUSTMENT

MINUTES OF AUGUST 2, 2021

The Board of Adjustment met in regular session on this date at 5:15 PM in the Council Chambers, City Hall, 627 N Adams Street. Members present: Jonathan Campbell, Aaron Juergens, Ruth Nellesen, Mark O'Leary and Donna Pudenz. Absent: John Wessling. One Board Member position vacant. Also present: Mike Pogge-Weaver, City Manager, Dave Bruner, City Attorney, Greg Schreck, Building/Fire Safety Official.

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MOTION by Juergens, second by Pudenz, to approve the minutes of the September 8, 2020 and March 1, 2021 meetings as mailed. All present voted aye. Absent: Wessling. Motion carried.

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Case 08-21-01, a request for a special use permit from Rowland Real Estate LLC, 224 N Main St, legally described as Lot 9 and the South 11 feet of the West 68 feet of Lot 10, Block 37, Second Addition to the City of Carroll, Carroll County Iowa, was presented for consideration by the Board. Rowland Construction is proposing to construct a two-story four-plex townhouse on the former City Hotel site, which was demolished in the summer of 2020. The proposed use for a two-story four-plex townhouse is listed as a permitted special use within the I-1, Light Industrial District. All adjacent property owners were provided written notice via USPS. Andy Rowland appeared to support the request. Rick Smith, 215 N Court, appeared and asked questions regarding the proposed four-plex townhouse. MOTION by Pudenz, second by Juergens, to approve the request as presented for a special use permit to allow the property to be used as multi-family dwellings. All present voted aye. Absent: Wessling. Motion carried.

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MOTION by Juergens, second by Campbell, to adjourn at 5:25 PM. All present voted aye. Absent: Wessling. Motion carried.

DRAFT

Mark O'Leary, Chairperson

Michel J. Pogge-Weaver, City Manger

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, August 9, 2021, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. 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. Fulton and seconded by Comm. Wittrock was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

RUNWAY REPAIR
The Commission received two bids for the repair of runway 13/31. Pharmer Construction from Polver Wisconsin for $21,800.00 and Ten Point Construction from Denison, Iowa for $6,933.27. A motion by Comm. Siemann and seconded by Comm. Fulton was made to have Chairman Hutcheson sign the application for immediate safety enhancements form from the IOWA DOT. State funds will be $4,853.29 and local funds will be $2,079.98. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

SHOP HANGER REPAIR
Schroeder Construction had to redo a portion of the roof repair. Don inspected the roof so the balance due of $10,625.00 should be paid.

TOPICS DISCUSSED:
Comm. Fulton reported the snowplow building would work for the Flight Breakfast if needed.

CAPA will provide golf carts for the Flight Breakfast.

Raccoon Valley Electric requested a written notice to remove the Air Methods electric meter.

A company owning a Huey helicopter will be giving rides at the airport. It is policy any company conducting business at the airport will provide a certificate of insurance. Comm. Siemann will contact the company.

Comm. Vincent said Air Methods cannot find anyone to remove the mobile home.

BILLLS

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

Carroll Aviation	contract	$ 6,800.00
Midwest Wholesale	hanger door repair	173.35
Schroeder Const	hanger roof repair	10,625.00
Wittrock Motor	July car rental	349.00
Kitt Plumbing	air conditioner repair	296.00
True Value Hardware	light bulbs	20.99
Raccoon Valley Elec	July electric service	927.61
Raccoon Valley Elec	(AM) electric service	48.05
Carroll REfuse	July garbage	72.00
Ecowater	cooler rent/water	130.24
Carol Schoeppner	secretary contract	350.00

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

There being no further business, a motion by Comm. Siemann and seconded by Comm. Wittrock was made to adjourn at 6:47 P.M.

The next regular meeting of the Carroll Airport Commission will be September 13, 2021 at the Arthur Neu Airport.

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Chairman/Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, September 13, 2021

5:30 P.M.

Arthur Neu Airport

Agenda

Approve previous meeting minutes

Runway Repair

Flight Breakfast

New Business

Approve monthly Bills

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

August 10, 2021

1. The meeting was called to order at 6:30 a.m. by Chair Jeff Anthofer, Mayor of Coon Rapids at the Carroll County Recycling Center. Others in attendance were: Scott Johnson, Carroll County Board of Supervisor; Dan Snyder, City of Breda, Dr. Eric Jensen, Mayor of Carroll, Harvey Dales, City of Manning; Mary Wittry, Director and Cathy Toms, Office Manager.
2. Dr. Jensen moved and Johnson seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Johnson moved and Snyder seconded to approve the minutes of the July 13, 2021 meeting as presented. Motion carried, all voting aye.
4. Harvey Dales reviewed the bills payable -see attached. Wittry discussed the following bills: Foth Infrastructure and Environment, $11,480.39 – general engineering, spring 2021 sampling, and IDNR correspondence and Southwestern Sales, $8724.25 – two new tarps with cables and chains. Dales moved and Dr. Jensen seconded the bills as presented. Motion carried, all voting aye.
5. Wittry presented the financial report, review of set aside accounts and market prices. Snyder moved and Dales seconded to approve the financial report, review of set aside accounts and market prices as presented. Motion carried, all voting aye.
6. Three bids for propane for the landfill and recycling center were received. Dales moved and Dr. Jensen to approve the low bid from Bruning Oil as presented. Motion carried, all voting aye.
7. A quote for maintenance for four balers used to bale containers was received from Harmony Enterprises for $9,028.01. Dales moved and Snyder seconded to approve the quote to complete the maintenance. Motion carried, all voting aye.
8. Audits were recently completed by Iowa Municipalities Workers Compensation Association and the Iowa Communities Assurance Pool. No recommended changes from either audit.
9. Operations at the landfill continue with 7,600 tons buried in July. The Commission continues to work with the City of Carroll to manage and treat leachate from the landfill. Cass County Environmental Control Agency will not be delivering waste to the landfill. The 973K track loader ordered in May with a delivery estimate of October has been delayed until December or later.
10. Wittry reviewed current staffing and succession planning.
11. The next meeting will be held on Tuesday, September 14, 2021 at 6:30 a.m. at the Recycling Center.
12. Dr. Jensen moved and Johnson seconded to adjourn the meeting at 7:17 a.m. Motion carried, all voting aye.

Respectfully submitted,

Mary Wittry