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 MPW

DATE: August 21, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **August 19, 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) – **August 12, 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) – **August 13, 2019**
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Carroll Public Library Board Minutes

August 19, 2019

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

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

Director's Report: Children's programming included Rookie Storytimes (156), and Outreach (416). Summer Reading programming at the Rec Center included Lisa Laird (300) and Martika (316). Regular programming included Crafty Library Ladies, Poetry Group, Diane's Read Aloud, Tech Help Fridays, and test proctoring. Duffy Hudson performed "The Relativity of Albert Einstein" to 34 patrons. Total program attendance was 1,498. Total resources utilized was 28,502. Monthly door count was 7,735. A program on the history of Hershey's Chocolate Company will be September 13, 2019.

Board Education: None.

Old Business: Library/City Hall Project update.

New business: Trustees discussed a patron dissatisfaction. No action taken. After discussion on the Librarian Cataloger Job Description, it was moved by Fiscus and seconded by von Qualen to approve the revised job description. All voted aye. Absent: Rierson. After discussion on the Library Personnel Policy, it was moved by Fiscus and seconded by Ulveling to approve the revised library personnel policy. All voted aye. Absent: Rierson.

It was moved by Parrott and seconded by Parrish to adjourn. All voted aye. Absent: Rierson. Meeting adjourned at 6:24. Next regular meeting is September 16, 2019.

Paul Reicks—President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, August 12, 2019, 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 and Mr. Jay Pudenz, engineers, Mr. Don Mensen, airport manager and Carol Schoeppner, recording secretary. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES

The previous minutes of the regular meeting and the special meeting were reviewed by the Commission. A motion by Comm. Vincent and seconded by Comm. Siemann was made to approve the regular meeting and the special meeting minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

PUBLIC HEARING

Persons attending the public hearing were:

Loren Danner
Martin Danner
Brian Carver
Denny Paup
Martin J. Halbur
Brad Christie
Tim VaBak
Jim DeBower
Cody Irlbeck

The public hearing opened with Martin J. Halbur presenting an addendum to construction agreement concerning the grain leg in protected airspace on the Lorene Danner site. The grain leg will be lowered to 65 feet above ground level by March 20, 2020.

The Commission discussed the pending T-hanger rules. The hangers are full and there are people with aircraft from Carroll wanting space. Part of the T-hanger rules which was discussed was the aeronautical activity #9. If an aircraft has not had an FAA annual inspection and has not been flown the past 12 months the Commission shall terminate any lease used to store aircraft and contents.

Mr. DeBower presented the Commission with information from the EAA concerning experimental aircraft. Mr. DeBower has not flown his aircraft for 1 1/2 years and could not say he would fly it within a year. Mr. DeBower said the solution would be to build more T-hangers. He was informed that was not an option at this time.

After the public hearing was finished the Commission again discussed the T-hanger/Sub-leasee rules. A motion by Comm. Siemann and seconded by Comm. Vincent was made to approve the new T-Hanger and Sub-lease rules with an option to add an amendment. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

AIR METHODS
Comm. Vincent contacted Air Methods and has gotten no response from them.

SEPTIC SYSTEM
Mr. Crawford reviewed the septic plans. A motion by Comm. Fulton and seconded by Comm. Wittrock was made to go forward with the tiling plans and installing an 8" tile. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. Even if Air Methods does not come in, the septic system from the shop hanger needed to be fixed. The project will cost under $6,000.00.

TOPICS DISCUSSED:
The FAA Conference in Kansas City will be August 26th thru the 28th. Mr. Crawford plans to attend.

Golf carts for the Flight Breakfast was discussed.

Waiting for FAA approval for the airport sign.

Boone National Guard might bring a helicopter for the Flight Breakfast.

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

Carroll Aviation	contract	$ 6,700.00

Great American Ins	crop insurance	636.00
Nutrien Ag Solutions	farm chemicals	1,649.89
Kitt Plumbing	hand shower kitt	84.75
Westmor Fluid Solutions	fuel dilivery system repairs	1,531.54
Wittrock Motor	July car rental	349.00
Unified Contracting	fuel system repairs	1,971.14
Raccoon Valley Elec	July electic service	1,085.32
Carroll Refuse	July garbage	57.00
Bomgaars	sprayer/spray/misc'l	38.96
Gute Tree Service	spraying trees/spray	900.00
R&R Septic Servoce	septic repair	274.38
Ecowater Systems	cooler rent/water	93.57
Carol Schoeppner	secretary contract	350.00

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

There being no further business, a motion by Comm. Siemann and seconded by Comm. Fulton was made to adjourn at 7:13 P.M..

The next regular meeting of the Carroll Airport Commission will be September 9, 2019 at the Arthur Neu Airport.

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Chairman/Vice Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, September 9, 2019

5:30 P.M.

Arthur Neu Airport

AGENDA

Approve minutes from previous meeting

Flight Breakfast Report

Air Methods

Septic System

Airport Sign

New Business

Approve monthly bills

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

August 13, 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; Dan Halbur, Office Manager, and Karen Monical, Education Coordinator.

2. Agenda: Wittry added to "other" discussion of windmill blades. With the addition, Dales made the motion to approve the agenda and Dr. Jensen seconded. Motion carried, all voting aye.

3. Dr. Jensen made the motion and Dales seconded to approve the minutes of the Executive Board meeting on July 16, 2019. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Central States Wire Products--$6033—baling wire; Computer Concepts--$318—printer and installation; Feld Fire--$674—monitoring and fire extinguishers; Foth--$55854—resident services, construction quality administration, cell construction, general, and groundwater; Geologic Computer Systems--$1206—gps repair; J.B. Holland Construction--$371068—cell construction; Lifetime Solar--$108594—solar array installation; Rotert Construction--$27540—commingle line renovation and concrete. Schwabe made the motion and Ruggles seconded to approve the bills as presented. Motion carried, all voting aye.

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

6. Update on education projects: Monical discussed the multiple projects currently being worked on.

7. Discuss/approve bid for propane: 3 bids were received. Schwabe made the motion to approve the Drees Oil bid of $0.859 per gallon and Ruggles seconded. Motion carried, all voting aye.

8. Recycling Center Modification: Wittry reported on the modification project and discussed a quote for an automatic swing door and 2 conveyors. Dales made the motion and Dr. Jensen seconded to approve Carroll Glass Company's quote of $2900 for purchase/installation of an automatic swing door. Motion carried, all voting aye. Dales made the motion and Dr. Jensen seconded to approve Lovegreen's quote of $199027 for 2 incline conveyors. Motion carried, all voting aye.

9. Cell construction update: Wittry informed the board that DNR will be on site on Wednesday for an inspection. Wittry also discussed a fence for the east side of the new landfill cell. Schwabe made the motion to approve the fence if the rate is the same price as the fence approved in the cell construction bid. Ruggles seconded. Motion carried, all voting aye.

10. Landfill update: Wittry reported on landfill operations and will bring a proposal for a facility strategic plan to the September meeting. Wittry also discussed the windmill blades.

11. Solar project update: The solar panels are installed and will be operational in September.

12. Recycling update: Halbur reported on low commodity prices, but all products continue to move.

13. Next meeting date: Tuesday, September 10, 2019 at 7:00 a.m.

14. Other: Karen Monical was introduced to the board.

15. Schwabe made the motion and Ruggles seconded to adjourn the meeting at 8:27 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Dan Halbur