City of Carroll

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MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager

DATE: August 24, 2017

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **August 21, 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) – **August 14, 2017**
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) –
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

August 21, 2017

The Carroll Board of Trustees met in the Mayor's Conference Room of City Hall. Trustees present were: Tom Louis, Summer Parrott (5:20), Sondra Rierson, Carol Shields, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent were: Janet Auge, Jacob Fiscus, and Paul Reicks. Also in attendance were city manager Mike Pogge-Weaver and Lavern Dirkx.

Rierson called the meeting to order at 5:15. It was moved by Ulveling and seconded by Louis to approve the agenda. All voted aye. Correction to the July 17 minutes regarding a motion made by Louis will state "computer time limit is 3 sessions per day of 1 hour maximum if someone is waiting for a computer, with additional time of 15 minute increments if no one is waiting for a computer." It was moved by Shields and seconded by Louis to approve the amended minutes of the July meeting. All voted aye. Due to a credit for the EBSCO bill, the correct amount for the July bills needed to be reapproved. It was moved by Louis and seconded by Ulveling to approve the corrected bills from July. All voted aye. It was then moved by von Qualen and seconded by Shields to approve the August bills. All voted aye.

Director's Report: The library has been busy with regular children programming as well as the summer reading program. Laughing Matters and Dan Wardell garnered attendances of 510 and 482 to these programs held at Holy Spirit gym. A makerspace demo had 22 in attendance and 3 referendum open houses with Van Erdewyk and city manager Pogge-Weaver had attendances totaling 47. Total program attendance for July was 2,099 and monthly door count was 10,664. Upcoming events include another makerspace demo, Band Day parade, and a story walk at Swan Lake.

Old Business: none.

New Business: Discussion was held on having a Banning Procedure and Policy due to a patron incident. Decision tabled until further information is gathered. Van Erdewyk asked for approval to close the library for staff training. It was moved by Ulveling and seconded by Parrott to close the library on October 9th for staff in-service. All voted aye. Discussion was held on the Library/City Hall referendum passage.

It was moved by Louis and seconded by Ulveling to adjourn. All voted aye. Meeting adjourned at 5:55. Next regular meeting will be September18, 2017.

Sondra Rierson—Vice President

Judy Behm—Recording Secretary

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, August 14, 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 manger 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. Siemann and seconded by Comm. Vincent was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

ENTRANCE DRIVE LIGHTING PROJECT

Mr. Crawford informed the Commission there would be no State money for the lighting project. Mr. Crawford brought specifications and designs for the decorative poles and lights similar to the City of Carroll lights or commercial poles and lights. After much discussion and due to the high cost of the decorative lights a motion by Comm. Wittrock and seconded by Comm. Fulton was made for a resolution authorizing bids for the commerical ones. Motion carried by Commissioners Hutcheson, Wittrock and Fulton. Comm. Vincent opposed the motion and Comm. Siemann did not vote. The Commission will accept bids up until 4:00 P.M. and will be opened on September 11, 2017, at the Arthur Neu Airport. The bids will be publicly opened and the contract will be awarded at the September 11, 2017 meeting.

TOPICS DISCUSSED:

The Master Plan was not discussed with the FAA.

Matt Bauer informed the Commission he was building a 35ft grain bin near Templeton. This will not hinder air traffic at the Carroll Airport.

Don reported the credit card fuel delivery system will be updated.

The contractor for the entrance drive project will proceed as scheduled. There was conversation that maybe he should wait until after the Flight Breakfast.

The Lodge is ready for the Flight Breakfast. The City will bring out the tables.

The Commission discussed putting the airport sign on a mound.

BILLS

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 legal fees	9,645.75
Carroll Hydraulics	mower repair	298.54
Carroll Glass	service/wind break	131.00
McClure Engineering	entrance lighting	3,139.75
Westmor Fluid Solutions	fuel delivery repairs	80.96
Wittrock Motor	July car rental	375.00
Raccoon Valley Elec	July electric service	984.23
Carroll Refuse	July garbage	57.00
Ecowater	cooler rent/water	123.37
Ace Hardware	misc'l supplies	38.94
McClue Engineering	entrance drive project	4,770.44
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 carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

There being no further business, a motion by Comm. Fulton and seconded by Comm. Wittrock was made to adjourn at 6:57 P.M..

The next regular meeting of the Carroll Airport Commission will be September 11, 2017, at the Arthur Neu Airport.

ATTEST: _____

Chairman/Vice-Chairman

_____

CARROLL AIRPORT COMMISSION

SEPTEMBER 11, 2017

ARTHUR NEU AIRPORT

4:00 P.M. Bid Opening
Drive Entrance Lighting

Public Reading

REGULAR MEETING

Monday, September 11, 2017

5:30 P.M.

Arthur Neu Airport

AGENDA

Approve minutes from previous meeting

Award Contract Entrance Drive Lighting

Entrance Drive Project

Flight Breakfast Report

FAA Conference Report

Tall Structure Report

New Business

Approve monthly bills