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: September 19, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **September 16, 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) – **September 9, 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) – **September 10, 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

September 16, 2019

The Carroll Library Board of Trustees met in the City Hall Conference Room. Trustees present: Jacob Fiscus, Thomas Parrish, Summer Parrott, Paul Reicks, Sondra Rierson (5:19), Laurie Schenkelberg (5:25), Carol Shields, Kyle Ulveling (5:19), Ralph von Qualen, and Director Rachel Van Erdewyk. Also present was City Manager Mike-Pogge Weaver.

Reicks called the meeting to order at 5:17. It was moved by Fiscus and seconded by von Qualen to approve the amended agenda. All voted aye. Absent: Rierson, Ulveling, and Schenkelberg. Rierson and Ulveling arrived at 5:19. Van Erdewyk introduced new library employee David Snyder. It was moved by Rierson and seconded by Parrott to approve the minutes of the August meeting. All voted aye. Absent: Schenkelberg. Schenkelberg arrived at 5:25. It was moved by Parrish and seconded by Fiscus to approve the bills. All voted aye.

Director's Report: Children's programming included Rookie Story Times, Pet Readers, Romp & Read, Read Aloud, and Outreach. Regular programming included Tech Help Fridays, Crafty Library Ladies, and Poetry Group. The end of August concluded the Summer Reading Program. During this time 1,289 people participated in the program, 1,573 people attended the shows, 20,778 people visited the library, and 34,831 items were checked out. A total of 24 people were drawn for prizes donated by various sponsors. Total program attendance for the month was 794. Total resources utilized was 20,567. Monthly door count was 6,136.

Board Education: Discussion was held on responsibilities of director vs. responsibilities of trustees. Parrott left the meeting at 5:46.

Old Business: Library Project update.

New Business: After discussion, it was moved by Rierson and seconded by Shields to approve the proposed changes to the Job Description for the Library Assistant position. All voted aye. Absent: Parrott.

It was moved by Ulveling and seconded by von Qualen to adjourn. All voted aye. Absent: Parrott. Meeting adjourned at 6:05. Next regular meeting is October 21, 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, September 9, 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, Carol Schoeppner, recording secretary and Mr. Jim DeBower. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES

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

AIR METHODS

Comm. Vincent reported Air Methods has a Land Lease Agreement and Hanger Sublease Agreement for the Commission to approve. After discussion a motion by Comm. Siemann and seconded by Comm. Fulton was made to approve the Land Lease between the Carroll Airport Commission and Air Methods and to have Chairman Hutcheson sign said agreement. Motion carried by Commissions Hutcheson, Siemann, Vincent, Wittrock and Fulton. A motion by Comm. Siemann and seconded by Comm. Vincent was made to approve the Sublease between Carroll Aviation and Air Methods. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. Comm. Vincent reported the down spouts and tiling has been completed. The septic system will be going in soon. The shop hanger rest room will be connected to the new septic system. The Air Methods construction engineer will be on the field next week. The housing will be a modular or a mobile home and will need FAA approval.

TOPICS DISCUSSED:

The Masons served 856. There were few planes in because of weather.

Discussed a CAD drawing of the under ground lines. Mr.

Crawford will check into this.

Mr. DeBower presented the Commission with a FAA Hanger Policy Statement. Two hangers have become available for rent since the last meeting.

Rick Pudenz requested permission to install a ceiling fan in his hanger. The Commission tabled this until next meeting.

Mr. Crawford will check into a program, from the FAA by which the Commission can select an engineering firm for a 5yr period for FAA sponsored projects.

BILLS

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

Carroll Aviation	contract	$ 6,700.00
True Value Hardware	bulbs/paint	79.88
Schroeder's	gutter/down spouts	2,335.00
Carpet One	blind repair	25.00
Wittrock Motor	August car rental	349.00
Carroll Cleaning	rest room supplies	18.00
Iowa Small Engine	equipment repair	48.22
Vosberg Enterprises	tiling/sewer pipe	9,402.59
Blueglobes	runway lights repair	61.06
Raccoon Valley Elec	Aug electric servicee	1,036.79
Ecowater	cooler rent/water	121.26
Bomgaars	misc'l supplies	78.30
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 Airport Commission. 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 October 14, 2019, at the Arthur Neu Airport.

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Chairman/Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, October 14, 2019

5:30 P.M.

Arthur Neu Airport

AGENDA

Approve minutes from previous meeting

Air Methods

Airport Sign

Ceiling Fan in Hanger

New Business

Approve monthly bills

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

September 10, 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 windmill blades and a compost workshop. With the addition, Dales made the motion to approve the agenda and Dr. Jensen seconded. Motion carried, all voting aye.

3. Ruggles made the motion and Dales seconded to approve the minutes of the Executive Board meeting on August 13, 2019. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Al's Corner Oil Co.--$9200—propane tanks and cylinders; Computer Concepts--$1465—computer, printer and installation; Drees Co.--$503—regulator; Foth--$50870—cell construction, general, survey, and groundwater; Iowa Pump Works--$1496—work on lift station and pumps; Lovegreen--$59708—down payment for conveyor ; MasterCard--$4634—compost workshop supplies; Recovery Systems--$89910—commingle line renovation; Rick's Computer--$1832—computer; Rotert Construction--$9947—final payment commingle line renovation; Rupiper Grinding--$1280—compost grinding; Templeton Hardware--$1223—heating system repair; Terracon--$11900—monitoring wells; J.B. Holland Construction--$88136—cell construction pay app. 5. Dales made the motion and Dr. Jensen seconded to approve the bills as presented. Motion carried, all voting aye.

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

6. Discuss/approve Resolution 01-9-2019: The credit card company requires a copy of a resolution authorizing the Director to apply for credit on behalf of the business. On roll call to approve the Director to apply for credit: Anthofer, yes; Ruggles, yes; Dr. Jensen, yes; and Dales, yes.

7. Recycling Center Modification: Wittry reported that Rotert Construction is done and the automatic door has been installed.

8. Wittry informed the board of storm damaged equipment at both the recycling center and landfill and that insurance has been contacted.

9. Cell construction update: Wittry discussed the remaining items to be completed and that the construction report was approved.

10. EMS update: Wittry reported that the solar panels are operational at the landfill, and the annual report has been submitted to DNR. Wittry also discussed the compost workshop that will be held on September 26, 2019 at the landfill maintenance building.

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

12. Wittry discussed options for management of yard waste. Additional information will be brought forward at a future board meeting.

13. Next meeting date: Tuesday, October 8, 2019 at 7:00 a.m.

14. Other: Wittry discussed disposal of windmill blades.

15. Dales made the motion and Dr. Jensen seconded to adjourn the meeting at 8:04 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Dan Halbur