City of Carroll

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MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MJPW

DATE: September 20, 2018

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
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 11, 2018**
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 18, 2018**
7. Historical Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

CARROLL AIRPORT CPOMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Tuesday, September 11, 2018, 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 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. Siemann was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

AIRPORT SIGN

Mr. Crawford had the paper work for the grant from the State for the airport sign. This is a 50/50 grant in the amount of $10,000.00. A motion by Comm. Vincent and seconded by Comm. Siemann was made to a approve the resolution approving the IDOT Grant Agreement and a resolution to execute the grant agreement. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. After the execution of the agreement there are twelve months to complete the project. Much discussion was about the material and dimensions of the sign. Comm. Vincent has been working with two local companies. Mr. Crawford will advise on the plans. Venteicher Electric will be contacted for the electrical to the sign.

BILLION DOLLAR FUND APPLICATION

Mr. Crawford presented a probable project cost for the runway and taxiway lighting rehabilitation. This would replace the lights with LED lighting for both runways, taxiway lights and approach lights. Included is replacing the underground wiring for the main runway. The estimated cost is $782,850.00. A motion by Comm. Wittrock and seconded by Comm. Fulton was made to submit this project for funding. Motion carried by Commissioners Hutcheson,

Siemann, Vincent, Wittrock and Fulton. If approved there would be no local funds required.

ENTRANCE DRIVE PROJECT
Wicks Construction requested payment #3 for the entrance drive project in the amount of $12,733.80. A motion by Comm. Vincent and seconded by Comm. Wittrock was made to pay the request. There is still the seeding and the 5% retainage to be paid to complete the project.

CAR RENTAL
A motion by Comm. Vincent and seconded by Comm. Fulton was made to renew the car rental agreement for the airport with Wittrock Motors for three years. Motion carried by Commissioners Hutcheson, Siemann, Vincent and Fulton. Comm. Wittrock abstained from voting.

TOPICS DISCUSSED:
The Flight Breakfast was a success with the Lodge serving 1095. It was perfect weather with about 25 planes flying in. Chairman Hutcheson commented on the efficiency of Don,s family with the parking and crowd control.

Comm. Vincent will work with Mr. Crawford to update the crop land map.

Comm. Vincent will check into chemicals for the fall weed spraying that Don will do.

Don reported the lift pump went out on the septic system.

Mr. Crawford reported on the FAA meeting in Kansas City.

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

Carroll Aviation	contract	$ 6,600.00
Wittrock Motor	August car rental	375.00
IA Small Engine	equipment supplies	14.95
Mid Iowa Insurance	crop insurance	707.00
Echo Group Inc	electric repair	33.36
Ecowater	cooler rent/water	129.92
Carroll Cleaning	misc'l cleaning supplies	119.50
Van Maamen Elec	runway lights repair	375.00

Raccoon Valley Elec	Aug electric service	1,020.62
Carroll Refuse	August garbage	57.00
Blueglobes Inc	runway lights repair	506.41
Mike Schultes Const	sealing sidewalk	1,149.12
Wicks Construction	entrance drive pgt	12,733.80
McClue Engineering	entrance drive pgt	493.91
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 for approval. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

There being no further business, a motion by Comm. Wittrock and seconded by Comm. Fulton was made to adjourn at 7:08 P.M..

The next regular meeting of the Carroll Airport Commission will be October 8, 2018, at the Arthur Neu Airport.

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Chairman/Vice-Chairman

ATTEST:

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CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, October 8, 2018

5:30 P.M.

Arthur Neu Airport

Agenda

Approve minutes from previous meeting

Tall Structure Litigation

Airport Sign

Entrance Drive Project

New Business

Approve monthly bills

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

September 18, 2018

1. The meeting was called to order at 8:00 a.m. by Chairman Marty Danzer, in the boardroom of the Carroll County Recycling Center. Others in attendance were Harvey Dales, City of Manning; and Jeff Anthofer, City of Coon Rapids. Also attending were Mary Wittry, Director and Dan Halbur, Office Manager.

2. Agenda: Wittry added to "other" discussion of an employee award. Anthofer made the motion and Dales seconded to approve the agenda as presented, along with the addition. Motion carried, all voting aye.

3. Dales made the motion and Anthofer seconded to approve the minutes of the Executive Board meeting on August 14, 2018. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Central States Wire Products--$4230.00—baling wire; Foth--$40232.52—consulting, groundwater, closed landfill assessment, cell design, maintenance building; Group O--$5793.00—recycling bags; Recovery Systems--$6223.63—baler repair; Rotert Construction--$65692.50—maintenance building; Southwestern Sales Company--$4147.77—landfill tarp. Anthofer made the motion and Dales 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 Anthofer seconded to approve the financial report as presented. Motion carried, all voting aye.

6. Discuss/approve maintenance building change order: Wittry informed the board of the need to widen the pad in front of the maintenance building. Dales made the motion and Danzer seconded to approve the change order. Motion carried, all voting aye.

7. Discuss/approve solar project contractor: Wittry tabled until next month. No action taken.

8. Discuss/approve new skid loader: Haley provided a quote of $31623.20. Anthofer made the motion and Dales seconded to approve the purchase of a skid loader. Motion carried, all voting aye.

9. Landfill update: Wittry reported on wet conditions, cell construction, and other projects.

10. Wittry updated the board on the maintenance building construction.

11. Recycling update: Halbur reported on market prices and Wittry reported on the commingle line/air filtration system.

12. Other: Wittry informed the board that a Commission staff member will be receiving an award at the Fall Conference in October.

13. **Next meeting date: Wednesday, October 17, 2018 at 8:00 a.m.**

14. Anthofer made the motion and Danzer seconded to adjourn the meeting at 8:36 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Daniel J Halbur