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: September 24, 2020

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **September 21, 2020**
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 14, 2020**
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) – **September 15, 2020**
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

September 21, 2020

The Carroll Board of trustees met via tele-conference. Trustees present: Lisa Auen, Brenda Hogue, Thomas Parrish, Summer Parrott, Paul Reicks, Dale Schmidt, Carol Shields, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustees absent: none.

Reicks called the meeting to order at 5:15. It was moved by Ulveling and seconded by Schmidt to approve the amended agenda. All voted aye. It was moved by Auen and seconded by Hogue to approve the minutes of the August meeting. All voted aye.

New Business: Discussion item: Social Stairs request. After discussion it was moved by Parrott and seconded by Shields for Van Erdewyk to develop an events policy for the possible use of library areas beyond normal meeting room usage. All voted aye. A decision on the Social Stairs request was tabled until the policy is presented and adopted. Discussion item: DVD checkout limit. Discussion was held, and the request was tabled until Van Erdewyk could retrieve more information for the board. Discussion item: FY 21-22 Budget priorities. Van Erdewyk updated the board on items to be included in the upcoming budget proposal.

After discussion of the financials, it was moved by Ulveling and seconded by von Qualen to approve the bills. All voted aye.

Director's Report: Van Erdewyk shared some of the programing stats. Summer Reading shows—3,805. Summer Storytime movie—77. Diane's Read Aloud on Facebook Live—5,941. Science Tellers—17. Summer Storytime—151. Meeting and Study rooms are now available. Total program attendance—10,077. Monthly door count—2,347. Total resources utilized—24,250.

Board Education: None.

Old Business: None.

It was moved by Schmidt and seconded by Auen to adjourn. All voted aye. Meeting adjourned at 6:11. Next regular meeting will be October 19, 2020.

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 14, 2020, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent and Dick Fulton. Also attending were Don Mensen, airport manager and Carol Schoeppner, recording secretary. Kevin Wittrock did not attend. Chairman Hutcheson conducted the 5:30 P.M. meeting.

MINUTES
The minutes of the previous meeting and the minutes of the special meeting of July 2, 2020, were reviewed by the Commission and a motion by Comm. Siemann and seconded by Comm. Vincent was made to approve both minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent and Fulton.

3/21 RE/HAB PROJECT
Don reported that Fahrner Asphalt Sealers delivered some of the equipment and would be starting the project the next day.

TOPICS DISCUSSED:
The airport sign is completed and Comm. Vincent had the final statement. It is a quality sign and should last for years.

Don checked with Nutrien Ag solutions and they suggested sparying the clover at the end of September.

It was decided to do extended maintenance on the Kubota mower rather than replacing it.

The next project after the 3/21 re-hab project is the replacing of the runway lights with LED lights. There is a need for a corporate hanger but for what ever reason the FAA does not want to deviate from the last five year CIP Plan submitted. Funding options were discussed.

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

Carroll Aviation	contract	$ 6,800.00
Wittrock Motor	August car rental	349.00
Mid Iowa Insurance	hail insurance/farm	681.00
Rueter's	Kubota repair	70.34
Rueter's	mower repair	1,380.73
Kitt Plumbing	restroom repair	97.50
Triple A Seeds	grass seed	191.25
Wittrock Electric	electric repair	178.36
Drees Oil	propane	94.76
Nutrien Ag Solutions	fertilizer	960.00
Ace Hardware	fertilizer/supplies	143.91
Ecowater	cooler rent/water	139.61
Carroll Refuse	August garbage	72.00
Echo Group	street light repair	126.63
Blueglobes	windsock/runway lights repair	1,655.57
Raccoon Valley Electric	Aug electric service	1,105.55
Raccoon Valley Electric	(AM) Aug Electric	284.85
I Saw the Sign	airport sign	3,423.25
McClure Engineering	3/21 Re-Hab project	4,970.14
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Vincent 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 and Fulton.

There being no further business, a motion by Comm. Siemann and seconded by Comm. Vincent was made to adjourn at 6:19 P.M..

The next regular meeting of the Carroll Airport Commission will be October 12, 2020, at the Arthur Neu Airport.

ATTEST:

Chairman/Vice-Chairman

CARROLL AIRPORT COMMISSION

September 14, 2020

$ 23,074.45

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CARROLL AIRPORT COMMISSION

Regular Meeting

October 12, 2020

Arthur Neu Airport

5:30 P.M.

AGENDA

Approve minutes from previous meeting

3/21 Re-Hab Project

Farm Report

New Business

Approve monthly bills

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

September 15, 2020

1. The meeting was called to order at 4:30 p.m. by Chairman Jeff Anthofer at the Carroll County Recycling Center. Others in attendance were Dr. Eric Jensen, City of Carroll; Harvey Dales, City of Manning; and Mary Wittry, Director.
2. Dales moved and Dr. Jensen seconded to approve the agenda as presented. Motion carried, all voting aye.
3. Dr. Jensen moved and Dales seconded to approve the minutes of the August 11, 2020. Motion carried, all voting aye.
4. Dales reviewed the Bills Payable-see attached. Wittry discussed the following bills: Foth Infrastructure and Environments, $43,353.67- general consulting, plan development, leachate lagoon, facility strategic plan, lifecycle, DNR correspondence, and fall sampling. Motion carried, all voting aye.
5. Wittry presented the financial report. A Certificate of Deposit for $139,692.02 was put in the expansion account for July waste deliveries. Dr. Jensen moved and Dales seconded to approve the financial report as presented. Motion carried, all voting aye. The auditing firm will be here on Thursday, September 24, 2020 for field work with a draft audit presentation at the October 13th Board meeting.
6. Foth Infrastructure and Environment LLC. Virtually presented the results of the Facility Strategic Plan that demonstrates 3 potential expansion areas within the Commission's property line. The plan will be used by future boards and staff members.
7. The 973D track loader has 7,891 hours and is used at the landfill. The track links, bushings, and the front idler are over 90% worn. Ziegler quoted $32,750 with the exact amount not known as there maybe more repairs once the tracks have been removed. Dales moved and Dr. Jensen seconded to approve the quote to replace the worn-out parts on the 973D. Motion carried, all voting aye.
8. Environmental Management Systems (EMS) have access to grant funds with submittals due November 1, 2020. Considerations include wind block, tile line and education activities. An EMS presentation will be given at the October meeting.
9. The Commission's proposal for acceptance of Cass County waste was accepted for a start date in late 2021.
10. The office remains closed due to COVID and all businesses is handled by a speaker system and a deposit box next to the scale.
11. Staff will be meeting with the City of Carroll on the leachate conditioning system to continue to pursue options to work together in treating the Commission's leachate.
12. Market prices for Corrugated cardboard continue to hover around $55 per ton. Newsprint is $100 per ton with mixed paper from $40 to 80 per ton depending on mill capacity. Plastics and steel remain very low.
13. Wittry reviewed upcoming meetings and events.
14. Dales moved and Dr. Jensen seconded to adjourn the meeting at 6:30 p.m.

Respectfully submitted:

Mary Wittry