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: November 21, 2019

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **November 18, 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) –
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) – **November 19, 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

November 18, 2019

The Carroll Board of Trustees met for a tour of the library at the 118 E 5th Street site at 5:15. Trustees present: Jacob Fiscus, Thomas Parrish, Summer Parrott, Paul Reicks, Sondra Rierson, Carol Shields, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustee absent: Laurie Schenkelberg. Also, present: City Manager Mike Pogge-Weaver and Foundation members Frank Comito and Marilyn Setzler. After the tour, the trustees then met in the City Hall Conference Room.

Reicks called the meeting to order at 6:00 p.m. It was moved by Ulveling and seconded by Shields to approve the agenda. All voted aye. Absent: Schenkelberg. It was moved by von Qualen and seconded by Parrott to approve the minutes of the October meeting. All voted aye. Absent: Schenkelberg. It was moved by Rierson and seconded by von Qualen to approve the bills. All voted aye. Absent: Schenkelberg.

Director's report: Regular programming included Tech Help Fridays, Poetry Group, Book Clubs, Crafty Library Ladies, Diane's Read Aloud, Rookie Story Times, and Outreach. In celebration of Halloween, Chris Nielson was invited to talk about his paranormal research and investigation. Total program attendance was 1,177. Monthly door count was 5,404. Total resources utilized was 22,547.

Board Education: None.

Old Business: Library/City Hall project update. Review names on Dedication plague.

New Business: With the lease up for the library's current copier, discussion was held on whether to lease or purchase two copier/printers for the remodeled library site. Bids were received from Counsel, Infomax, and Access Systems. After discussion, and with Van Erdewyk's recommendation, it was moved by Rierson and seconded by Shields to purchase the Sharp MX-3051 through Access Systems at their bid price of $6,223.00 for two units and enter into a maintenance contract at a rate of $0.0068 per black and white copy and $0.0420 per color copy. All voted aye. Absent: Schenkelberg. Parrish left the meeting at 6:19.

It was moved by Ulveling and seconded by von Qualen to adjourn. All voted aye. Absent: Parrish and Schenkelberg. Meeting adjourned at 6:23. Next regular meeting will be December 16, 2019.

Paul Reicks—President

Judy Behm—Recording Secretary

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

November 19, 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 Nathan Minkel, Commission CPA; Mary Wittry, Director; Dan Halbur, Office Manager; and Karen Monical, Education Coordinator.

2. Agenda: Ruggles made the motion to approve the agenda and Dales seconded. Motion carried, all voting aye.

3. Dales made the motion and Dr. Jensen seconded to approve the minutes of the Executive Board meeting on October 8, 2019. Motion carried, all voting aye.

4. Dales reviewed the Bills Payable--see attached. Wittry went over the following: Foth--$18181—cell construction, general, and groundwater; Group O--$5638—recycling bags; Iowa Pump Works--$6413—check valve, service call, and pump; J.B. Holland Construction--$9903—cell construction pay app.# 7; Lovegreen--$139318—conveyors; Premier--$8228—Xerox copier and copies; Recovery Systems--$5505—preventive maintenance on baler; Test America--$9896—fall sampling; Visa--$2792—fall conference, Machinery Trader, Wastecon conference. 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. Dales made the motion and Dr. Jensen seconded to approve the financial report as presented. Motion carried, all voting aye.

6. Nathan Minkel provided an overview of the preliminary draft June 30, 2019 audit.

7. Discussion/decision New Hope Village restructuring process: Wittry discussed a notification from New Hope Village regarding changes to contracted services with New Hope Village processing materials and discussed options to proceed. Dales made the motion and Dr. Jensen seconded to accept New Hope Village's termination of the processing contract as of December 31, 2019. Dr. Jensen made the motion and Ruggles seconded to approve the hiring of one new employee to process recyclables. Motion carried, all voting aye.

8. Discussion/decision recyclable materials processing: Wittry reported that Greene County recyclables are being delivered to Carroll on a temporary basis. Dales made the motion and Dr. Jensen seconded to charge $30 per ton for November and $90 per ton starting in December.

9. Discussion/decision policy manual update: Halbur provided an overview of proposed updates to the policy manual. Dr. Jensen made the motion and Ruggles seconded to approve the policy manual updates. Motion carried, all voting aye.

10. Dales made the motion and Ruggles seconded to approve the sale of the 2005 963C Track Loader for $65,000. Motion carried, all voting aye.

11. Dan Halbur has submitted his resignation. Ruggles approved the resignation and Dales seconded. Motion carried, all voting aye.

12. Wittry updated the board on the recycling modification, seeding, solar, and conveyor replacement projects.

13. Recycling update: Wittry reported on low prices and that all products continue to move.

14. Landfill update: Wittry reported that garbage is now being unloaded in the new cell area.

15. Next meeting date: Tuesday, December 17, 2019 at 7:00 a.m.

16. Other: None

17. Ruggles made the motion and Dales seconded to adjourn the meeting at 8:22 a.m. Motion carried, all voting aye.

Respectfully submitted by:

Dan Halbur