



City Council Meeting

Monday, January 24, 2022 at 5:15 pm

LOCATION OF MEETING:

City Hall Council Chambers, 627 N. Adams Street, Carroll, Iowa 51401

NOTICE

The meeting will be made available telephonically for those individuals who wish to attend remotely. The public will be able to hear and participate in the Council meeting by calling:

United States: 1 (312) 626-6799

Then when prompted, enter the following **Access Code:** 959 8347 1673#

Individuals may start calling in at 5:00 PM for the meeting.

Individuals may also join the meeting from your computer, tablet or smartphone by using the following link:

<https://zoom.us/j/95983471673>

Similar to a regular City Council meeting, participants will be invited to provide feedback at various points during the meeting. Participants are requested to keep their mics muted until invited by the Mayor or Council to provide feedback. Participants calling in can unmute and mute their phone by dialing *6. Participants using a computer, tablet or smartphone can unmute and mute themselves by clicking on the mute/unmute button in the bottom left corner of the zoom program. Participants who unmute themselves outside of feedback periods may be muted by the City and/or removed from the meeting.

The public can watch the meeting live from the City's YouTube channel by going to: <https://tinyurl.com/t64juzk> and on CAAT6. To ensure you can access the meeting when we go live we suggest that you subscribe to the City's YouTube channel. The YouTube meeting is a view only option and you will not be able to participate in the meeting via YouTube.

AGENDA

1. Pledge of Allegiance

2. Roll Call

3. Consent Agenda

a. Approval of Minutes of the January 10, 17 and 19 2022 Meetings

b. Approval of Bills and Claims

c. Licenses and Permits

d. Appointments to Committees, Commissions and Boards

Appointment by Council

Ron Meiners - Planning and Zoning Commission (unexpired term to expire 12-31-24)

e. US 30 E Sanitary Sewer Extension - 2022

- Construction Permit Applications

4. Oral Requests and Communications from the Audience

Members of the public wishing to address the Council for items not on the agenda are asked to approach the podium and wait to be recognized. After recognition, the person shall state their name and address for the record. Statement or questions are limited to five (5) minutes.

5. Ordinances

6. Resolutions

a. Graham Park Creek Improvements - 2022 - Amendment to Agreement

Also see item VI.D - [February 24, 2020](#) - Professional Services Agreement - Graham Park Creek Improvements - 2020.

Also see item VI.C - [January 25, 2021](#) - Professional Services Agreement - Graham Park Creek Improvements - 2020-2021 - Amendment to Agreement.

Also see item VI.B - [August 23, 2021](#) - Professional Services Agreement - Graham Park Creek Improvements - 2020-2021 - Amendment No. 2 to Agreement.

Also see item VI.C - [September 13, 2021](#) - Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost

7. Reports

a. Street Maintenance Facility

- Change Order No. 2

Also see item VII.A - [August 24, 2020](#) - Street Maintenance Facility - Public Hearing

on Plans, Specifications, Form of Contract and Estimated Cost and Consideration of Adoption of Plans, Specifications, Form of Contract and Estimated Cost.

Also see item VI.C - [September 28, 2020](#)- Street Maintenance Facility - Report of Bid Opening and Consideration of Award of Bid.

Also see item VII.A - [February 8, 2021](#) - Street Maintenance Facility - Bridge Crane.

Also see item VIII.B - [February 22, 2021](#) - Change Order No. 1.

8. Committee Reports (Informational Only)

9. Comments from the Mayor

10. Comments from the City Council

11. Comments from the City Manager

12. FY 2022-2023 Budget Work Session

13. Adjourn

January/February Meetings:

- * City Council Budget Workshop - January 31, 2022 - City Hall - 627 N Adams St
- * City Council Budget Workshop - February 2, 2022 - City Hall - 627 N Adams St
- * Board of Adjustment - February 7, 2022 - City Hall - 627 N Adams St
- * Planning and Zoning Commission - February 9, 2022 - City Hall - 627 N Adams St
- * City Council - February 14, 2022 - City Hall - 627 N Adams St
- * Airport Commission - February 14, 2022 - Airport Terminal Building - 21177 Quail Ave
- * Library Board of Trustees - February 21, 2022 - Carroll Public Library - 118 E 5th St
- * City Council - February 28, 2022 - City Hall - 627 N Adams St

www.cityofcarroll.com

The City of Carroll will make every attempt to accommodate the needs of persons with disabilities, please notify us at least three business days in advance when possible at 712-792-1000, should special accommodations be required.

COUNCIL MEETING

JANUARY 10, 2022

(Please note these are draft minutes and may be amended by Council before final approval.)

The meeting was held in-person, telephonically or via Zoom web conferencing for those individuals who wished to attend remotely. The public was able to hear and participate in the Council meeting by calling into a publicly posted phone number.

The Carroll City Council met in regular session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Council Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirkx, JJ Schreck, and Carolyn Siemann. Absent: None. Mayor Mark Beardmore presided and City Attorney Dave Bruner was in attendance.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

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It was moved by Boes, seconded by Siemann, to approve the following items on the consent agenda: a) minutes of the December 20, 2021 and January 3, 2022 Council meetings, as written; b) bills and claims in the amount of \$755,782.90; and c) appointment of Nick Badding to the Building Code Board of Appeals for a 5-year term to expire December 31, 2026. On roll call, all present voted aye. Absent: None. Motion carried.

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There were no oral requests or communication from the audience.

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It was moved by Boes, seconded by Bordenaro, to postpone to a later date the discussion on a policy implementing OSHA Emergency Temporary Standard (ETS) on COVID vaccine or testing. Mike Galloway, Ahlers & Cooney attorney, and Police Captain Ethan Kathol addressed Council on this issue. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Dirkx, seconded by Bordenaro, to approve the 2021-2022 Annual Planning Session – Work Plan, as presented. On roll call, all present voted aye. Absent: None. Motion carried.

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It was moved by Boes, seconded by Schreck, to adjourn at 6:09 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
JANUARY 17, 2022

(Please note these are draft minutes and may be amended by Council before final approval.)

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirks, JJ Schreck and Carolyn Siemann. Absent: None. Mayor Mark Beardmore presided.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

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Council began discussions on the FY 2022/2023 budget proposal. City Manager Mike Pogge-Weaver and City Clerk/Finance Director Laura Schaefer gave an overview of the budget proposal. Council recessed at 6:43 p.m. and reconvened at 7:02 p.m. to continue budget discussions. Police Chief Brad Burke presented the Police Department budget request. Library Director Rachel Van Erdewyk and Library Board of Trustee Vice President Thomas Parrish presented the Library budget request. No Council action taken.

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It was moved by Boes, seconded by Bordenaro, to adjourn at 8:27 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

COUNCIL MEETING
JANUARY 19, 2022

(Please note these are draft minutes and may be amended by Council before final approval.)

The Carroll City Council met in special session on this date at 5:15 p.m. in the Council Chambers, City Hall, 627 N Adams Street. Members present: Kyle Bauer, Misty Boes, Tom Bordenaro, LaVern Dirkx, JJ Schreck and Carolyn Siemann. Absent: None. Mayor Mark Beardmore presided. City Attorney Dave Bruner was in attendance.

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The Pledge of Allegiance was led by the City Council. No Council action taken.

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Council continued discussions on the FY 2022/2023 budget proposal. Stacy Venteicher, RSVP/Foster Grandparent Program, Rick Hunsaker, Housing Trust Fund and Taxi Program through Region XII, Greg Siemann and Norm Hutcheson, Airport Commission, and Adam Schweers, Hwy 30 Coalition, presented their respective FY 2023 funding requests. Council recessed at 6:25 p.m. and reconvened at 6:47 p.m. to continue budget discussions. City Engineer/Public Works Director Randy Krauel presented the Public Work's budget requests. No Council action taken.

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It was moved by Dirkx, seconded by Schreck, to adjourn at 8:30 p.m. On roll call, all present voted aye. Absent: None. Motion carried.

Mark E. Beardmore, Mayor

ATTEST:

Laura A. Schaefer, City Clerk

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====	
PAID ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
PARTIALLY ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
UNPAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT ----BALANCE----
01-001720	ACCESS SYSTEMS	COPIER CONTRACT	169.03	0.00	000000 0/00/00 169.03
		** TOTALS **	169.03	0.00	169.03
01-001698	ADVANCED LASER TECHNOLOGI	PRINTER TONER	104.95	0.00	000000 0/00/00 104.95
01-001698	ADVANCED LASER TECHNOLOGI	PRINTER CARTRIDGE P.W. SECY	99.95	0.00	000000 0/00/00 99.95
		** TOTALS **	204.90	0.00	204.90
01-012650	ALLIANT ENERGY-IES UTILIT	GAS BILLS	11,121.25	11,121.25-	123117 1/12/22 0.00
		** TOTALS **	11,121.25	11,121.25-	0.00
01-002080	AMAZON/SYNCHRONY BANK	BOOKS AND VIDEOS	353.16	353.16-	123132 1/20/22 0.00
		** TOTALS **	353.16	353.16-	0.00
01-002916	AMERICAN RED CROSS	LIFEGUARD TRAINING	480.00	0.00	000000 0/00/00 480.00
		** TOTALS **	480.00	0.00	480.00
01-002370	ARNOLD MOTOR SUPPLY	FILTER RETURNED	136.67-	0.00	000000 0/00/00 136.67-
01-002370	ARNOLD MOTOR SUPPLY	#33 HYDRAULIC FILTER	136.67	0.00	000000 0/00/00 136.67
01-002370	ARNOLD MOTOR SUPPLY	AIR HOSE CONNECTOR	19.78	0.00	000000 0/00/00 19.78
		** TOTALS **	19.78	0.00	19.78
01-002258	ASCAP	LICENSE FEE - MUSIC	390.00	0.00	000000 0/00/00 390.00
		** TOTALS **	390.00	0.00	390.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	300.82	300.82-	123134 1/20/22 0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	1,381.14	1,381.14-	123134 1/20/22 0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	703.11	703.11-	123134 1/20/22 0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	1,087.72	1,087.72-	123134 1/20/22 0.00
01-002818	BAKER AND TAYLOR INC.	BOOKS	264.15	264.15-	123134 1/20/22 0.00
		** TOTALS **	3,736.94	3,736.94-	0.00
01-003515	BOMGAARS	TAPE AND MARKING FLAGS	38.48	0.00	000000 0/00/00 38.48
01-003515	BOMGAARS	STRAW BALES	8.99	0.00	000000 0/00/00 8.99
01-003515	BOMGAARS	SUPPLIES	14.99	14.99-	123109 1/12/22 0.00
01-003515	BOMGAARS	SNOW SHOVELS	129.97	129.97-	123109 1/12/22 0.00
01-003515	BOMGAARS	SUPPLIES	246.21	0.00	000000 0/00/00 246.21
01-003515	BOMGAARS	SHOP SUPPLIES	11.98	0.00	000000 0/00/00 11.98
01-003515	BOMGAARS	PAINT	72.09	0.00	000000 0/00/00 72.09
01-003515	BOMGAARS	SUPPLIES	4.36	0.00	000000 0/00/00 4.36
01-003515	BOMGAARS	SINK DRAIN REPAIR PARTS	35.47	0.00	000000 0/00/00 35.47
01-003515	BOMGAARS	PAINT AND DRILL BITS	45.59	0.00	000000 0/00/00 45.59
01-003515	BOMGAARS	#31 BALL HITCH	24.99	0.00	000000 0/00/00 24.99
01-003515	BOMGAARS	SUPPLIES	13.97	0.00	000000 0/00/00 13.97
01-003515	BOMGAARS	FLASHLIGHT	49.99	0.00	000000 0/00/00 49.99

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====	
PAID ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	
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UNPAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT ----BALANCE----

		** TOTALS **	697.08	144.96-	552.12
01-003670	BRIGGS INC OF OMAHA	TOOL BOX TOTE	129.73	129.73-	122984 1/07/22 0.00
01-003670	BRIGGS INC OF OMAHA	SINK DRAIN REPAIRS	34.55	0.00	000000 0/00/00 34.55
01-003670	BRIGGS INC OF OMAHA	SUPPLIES	95.68	0.00	000000 0/00/00 95.68
		** TOTALS **	259.96	129.73-	130.23
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	45.90	45.90-	123139 1/20/22 0.00
01-004138	CAPITAL SANITARY SUPPLY	FLOOR CLEANER	61.64	0.00	000000 0/00/00 61.64
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	78.88	0.00	000000 0/00/00 78.88
01-004138	CAPITAL SANITARY SUPPLY	SUPPLIES	47.47	0.00	000000 0/00/00 47.47
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	299.82	0.00	000000 0/00/00 299.82
01-004138	CAPITAL SANITARY SUPPLY	CLEANING SUPPLIES	115.27	0.00	000000 0/00/00 115.27
		** TOTALS **	648.98	45.90-	603.08
01-025028	CAROL SCHOEPPNER	STAMPS	58.00	58.00-	123120 1/12/22 0.00
01-025028	CAROL SCHOEPPNER	SECRETARY CONTRACT	350.00	350.00-	123120 1/12/22 0.00
		** TOTALS **	408.00	408.00-	0.00
01-004123	CARROLL AREA DEVELOPMENT	1/2 FY 22 FUNDING REQUEST	38,625.00	0.00	000000 0/00/00 38,625.00
		** TOTALS **	38,625.00	0.00	38,625.00
01-000747	CARROLL AUTO SUPPLY	ANTI-FREEZE	16.23	0.00	000000 0/00/00 16.23
		** TOTALS **	16.23	0.00	16.23
01-004132	CARROLL AVIATION INC.	CONTRACT	6,800.00	6,800.00-	123112 1/12/22 0.00
		** TOTALS **	6,800.00	6,800.00-	0.00
01-004133	CARROLL BROADCASTING CO.	PUBLICITY	67.00	67.00-	123138 1/20/22 0.00
01-004133	CARROLL BROADCASTING CO.	PUBLICITY	67.00	67.00-	123138 1/20/22 0.00
01-004133	CARROLL BROADCASTING CO.	PUBLICITY	66.00	66.00-	123138 1/20/22 0.00
		** TOTALS **	200.00	200.00-	0.00
01-004160	CARROLL COUNTY AUDITOR	FY 22 2ND QTR COMM CENTER	64,516.41	0.00	000000 0/00/00 64,516.41
		** TOTALS **	64,516.41	0.00	64,516.41
01-004170	CARROLL COUNTY RECORDER	URBAN REVIT PLAN RECORDING	647.00	0.00	000000 0/00/00 647.00
		** TOTALS **	647.00	0.00	647.00
01-024005	CARROLL EYE CARE ASSOC.	STEINKAMP EYE EXAM	26.00	0.00	000000 0/00/00 26.00
		** TOTALS **	26.00	0.00	26.00
01-004196	CARROLL HYDRAULICS	#24 PLOW REPAIRS	57.00	0.00	000000 0/00/00 57.00
		** TOTALS **	57.00	0.00	57.00

		=====PAYMENT DATES=====	=====ITEM DATES=====			=====POSTING DATES=====		
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PARTIALLY ITEMS DATES:		1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022			1/07/2022 THRU 1/20/2022		
UNPAID ITEMS DATES :			1/07/2022 THRU 1/20/2022			1/07/2022 THRU 1/20/2022		
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE----

01-004200	CARROLL LUMBER	CABINET REPAIRS	30.40	0.00	000000	0/00/00		30.40
		** TOTALS **	30.40	0.00				30.40
01-003865	CARROLL MERCHANTS BASEBAL	MERCHANTS MINK LEAGUE FEE	10,000.00	0.00	000000	0/00/00		10,000.00
		** TOTALS **	10,000.00	0.00				10,000.00
01-002977	CARROLL REFUSE SERVICE	DECEMBER GARBAGE	57.00	57.00-	123107	1/12/22		0.00
01-002977	CARROLL REFUSE SERVICE	DEC. TRASH COLLECTIONS	13,153.29	13,153.29-	122981	1/07/22		0.00
		** TOTALS **	13,210.29	13,210.29-				0.00
01-003866	CHAD TIEMEYER	NRPA MEMBERSHIP	110.00	110.00-	123110	1/12/22		0.00
		** TOTALS **	110.00	110.00-				0.00
01-004525	CITY OF CARROLL	DOWNTOWN RESTROOM - WATER	50.00	50.00-	123124	1/19/22		0.00
		** TOTALS **	50.00	50.00-				0.00
01-003633	CLEANING SOLUTIONS INC	DEC CITY HALL CLEANING LIBRARY	3,120.00	3,120.00-	123135	1/20/22		0.00
		** TOTALS **	3,120.00	3,120.00-				0.00
01-004835	COMMERCIAL SAVINGS BANK	JAN. WATER ACH PROCESSING FEES	123.96	123.96-	000000	1/14/22		0.00
01-004835	COMMERCIAL SAVINGS BANK	FEDERAL WITHHOLDINGS	15,666.06	15,666.06-	001219	1/13/22		0.00
01-004835	COMMERCIAL SAVINGS BANK	FICA WITHHOLDING	16,025.54	16,025.54-	001219	1/13/22		0.00
01-004835	COMMERCIAL SAVINGS BANK	MEDICARE WITHHOLDING	5,163.38	5,163.38-	001219	1/13/22		0.00
		** TOTALS **	36,978.94	36,978.94-				0.00
01-004836	COMMUNITY OIL CO. INC.	EQUIPMENT FUEL	752.25	752.25-	123113	1/12/22		0.00
		** TOTALS **	752.25	752.25-				0.00
01-004862	CONTINENTAL RESEARCH CORP	CHEMICALS	990.85	0.00	000000	0/00/00		990.85
		** TOTALS **	990.85	0.00				990.85
01-005615	DEMCO EDUCATIONAL CORP.	OPERATING SUPPLIES	253.49	253.49-	123141	1/20/22		0.00
		** TOTALS **	253.49	253.49-				0.00
01-001965	DIANE TRACY	OUTREACH MILEAGE	47.43	47.43-	123131	1/20/22		0.00
		** TOTALS **	47.43	47.43-				0.00
01-006275	DREES OIL CO. INC.	PROPANE	381.65	0.00	000000	0/00/00		381.65
01-006275	DREES OIL CO. INC.	PROPANE	274.09	274.09-	123114	1/12/22		0.00
01-006275	DREES OIL CO. INC.	PROPANE	149.51	0.00	000000	0/00/00		149.51
		** TOTALS **	805.25	274.09-				531.16
01-012590	ECHO ELECTRIC SUPPLY	BULBS	50.65	50.65-	123116	1/12/22		0.00

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====	
PAID ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	
PARTIALLY ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	
UNPAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT ----BALANCE----
01-012590	ECHO ELECTRIC SUPPLY	FUSES AND BULBS	330.75	330.75-	122985 1/07/22 0.00
01-012590	ECHO ELECTRIC SUPPLY	LIGHT BULBS	31.68	0.00	000000 0/00/00 31.68
01-012590	ECHO ELECTRIC SUPPLY	WATER COOLER REPAIRS	45.92	0.00	000000 0/00/00 45.92
01-012590	ECHO ELECTRIC SUPPLY	SUPPLIES	50.80	0.00	000000 0/00/00 50.80
	** TOTALS **		509.80	381.40-	128.40
01-006810	ECOWATER SYSTEMS	COOLER RENT/WATER	130.96	130.96-	123115 1/12/22 0.00
	** TOTALS **		130.96	130.96-	0.00
01-008027	FAREWAY STORES	BUDGET WORK SESSION	29.51	0.00	000000 0/00/00 29.51
01-008027	FAREWAY STORES	BUDGET WORK SESSION	7.98	0.00	000000 0/00/00 7.98
	** TOTALS **		37.49	0.00	37.49
01-008032	FARM & HOME PUBLISHERS	PLAT BOOK	65.25	65.25-	123142 1/20/22 0.00
	** TOTALS **		65.25	65.25-	0.00
01-008050	FASTENAL COMPANY	SAFETY GLASSES	36.78	0.00	000000 0/00/00 36.78
	** TOTALS **		36.78	0.00	36.78
01-006860	FELD FIRE EQUIPMENT CO.	HOSE REEL REPAIRS TRUCK 3	557.65	0.00	000000 0/00/00 557.65
01-006860	FELD FIRE EQUIPMENT CO.	FIRE EXTINGUISHERS	42.00	0.00	000000 0/00/00 42.00
	** TOTALS **		599.65	0.00	599.65
01-000633	FILTER CARE	FILTER CLEANING	154.47	0.00	000000 0/00/00 154.47
	** TOTALS **		154.47	0.00	154.47
01-001946	FIRE SERVICE TRAINING BUR	HAZ MAT TESTS LAHR/BRINKMAN	100.00	0.00	000000 0/00/00 100.00
	** TOTALS **		100.00	0.00	100.00
01-003848	FIRST IMPRESSION	JAN. MALL RESTROOM CLEANING	300.00	0.00	000000 0/00/00 300.00
	** TOTALS **		300.00	0.00	300.00
01-002806	FOUNDATION ANALYTICAL LAB	LAB TESTING	133.30	0.00	000000 0/00/00 133.30
	** TOTALS **		133.30	0.00	133.30
01-003534	FUSEBOX MARKETING	WEB HOSTING FEE	539.00	0.00	000000 0/00/00 539.00
	** TOTALS **		539.00	0.00	539.00
01-009535	GENERAL RENTAL	CHAINSAW SHARPENING	8.00	0.00	000000 0/00/00 8.00
	** TOTALS **		8.00	0.00	8.00
01-003037	GMB FOODS INC	BUDGET WORK SESSION	85.46	0.00	000000 0/00/00 85.46
	** TOTALS **		85.46	0.00	85.46

=====PAYMENT DATES=====		=====ITEM DATES=====		=====POSTING DATES=====	
PAID ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
PARTIALLY ITEMS DATES	: 1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
UNPAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK# CHECK DT ----BALANCE----
01-010660	HAWKEYE TRUCK EQUIPMENT	#53 - OPERATING SUPPLIES	96.93	0.00	000000 0/00/00 96.93
		** TOTALS **	96.93	0.00	96.93
01-010680	HAWKINS WATER TREATMENT	WATER TREATMENT SUPPLIES	503.75	0.00	000000 0/00/00 503.75
		** TOTALS **	503.75	0.00	503.75
01-005410	HERALD PUBLISHING COMPANY	PUBLICITY	379.25	379.25-	123140 1/20/22 0.00
01-005410	HERALD PUBLISHING COMPANY	PARKS & REC GUIDE WEB AD	190.00	0.00	000000 0/00/00 190.00
01-005410	HERALD PUBLISHING COMPANY	LEGAL PUBLICATIONS	869.17	0.00	000000 0/00/00 869.17
		** TOTALS **	1,438.42	379.25-	1,059.17
01-000130	HGM ASSOCIATES INC	2021 BRIDGE INSPECTION	1,900.00	0.00	000000 0/00/00 1,900.00
		** TOTALS **	1,900.00	0.00	1,900.00
01-011800	HYDRAFLO INC.	OPERATING SUPPLIES	958.99	0.00	000000 0/00/00 958.99
		** TOTALS **	958.99	0.00	958.99
01-003649	ICE TECHNOLOGIES INC	IT MAINTENANCE	563.43	563.43-	123136 1/20/22 0.00
01-003649	ICE TECHNOLOGIES INC	IT MAINTENANCE	18.50	18.50-	123136 1/20/22 0.00
		** TOTALS **	581.93	581.93-	0.00
01-012552	INDUSTRIAL BEARING SUPP.	AHU #4 BELTS	25.48	0.00	000000 0/00/00 25.48
		** TOTALS **	25.48	0.00	25.48
01-000214	IOWA D.A.R.E. ASSOCIATION	DARE MEMBERSHIP DUES	100.00	0.00	000000 0/00/00 100.00
		** TOTALS **	100.00	0.00	100.00
01-012625	IOWA DEPT OF NATURAL RESO	US 30 E SANITARY SEWER EXT 21	100.00	0.00	000000 0/00/00 100.00
		** TOTALS **	100.00	0.00	100.00
01-012660	IOWA LIBRARY ASSOCIATION	MEMBERSHIP DUES	360.00	360.00-	123143 1/20/22 0.00
		** TOTALS **	360.00	360.00-	0.00
01-012670	IOWA PARK & RECREATION	MEMBERSHIP FEES	510.00	0.00	000000 0/00/00 510.00
		** TOTALS **	510.00	0.00	510.00
01-012679	IOWA PUBLIC AIRPORTS	MEMBERSHIP DUES	175.00	175.00-	123118 1/12/22 0.00
		** TOTALS **	175.00	175.00-	0.00
01-002631	IOWA WORKFORCE DEVELOPMEN	UNEMPLOYMENT CHARGES	181.39	0.00	000000 0/00/00 181.39
		** TOTALS **	181.39	0.00	181.39
01-002291	JASON KIRSCH	DARE SCHOOL EXPENSES	108.34	108.34-	122980 1/07/22 0.00
		** TOTALS **	108.34	108.34-	0.00

		=====PAYMENT DATES=====	=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
PARTIALLY ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
UNPAID ITEMS DATES	:		1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022				
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE----
01-002453	JASON MATTHEW LAMBERTZ	PRODUCTION COSTS	1,140.00	0.00	000000	0/00/00		1,140.00
		** TOTALS **	1,140.00	0.00				1,140.00
01-013917	JEO CONSULTING GROUP INC.	US 30 E SANITARY SEWER EXT 21	2,733.75	0.00	000000	0/00/00		2,733.75
01-013917	JEO CONSULTING GROUP INC.	2022 STREET RESTORATION	18,500.00	0.00	000000	0/00/00		18,500.00
		** TOTALS **	21,233.75	0.00				21,233.75
01-003246	JESSICA KLOCKE	LIFEGUARD APPRECIATION	124.98	124.98-	122982	1/07/22		0.00
		** TOTALS **	124.98	124.98-				0.00
01-002788	JIMMY JOHNS #2622	EMPLOYEE RECOGNITION	31.01	0.00	000000	0/00/00		31.01
		** TOTALS **	31.01	0.00				31.01
01-025020	JOHN DEERE FINANCIAL	HY-GARD OIL	192.12	192.12-	123129	1/19/22		0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	2.24	2.24-	123129	1/19/22		0.00
01-025020	JOHN DEERE FINANCIAL	SUPPLIES	2.13	2.13-	123129	1/19/22		0.00
01-025020	JOHN DEERE FINANCIAL	PARTS	771.62	771.62-	123129	1/19/22		0.00
		** TOTALS **	968.11	968.11-				0.00
01-002367	JUNIOR LIBRARY GUILD	BOOK MEMBERSHIP RENEWAL	1,201.20	1,201.20-	123133	1/20/22		0.00
		** TOTALS **	1,201.20	1,201.20-				0.00
01-001345	KELTEK INCORPORATED	#17 WEAPONS MOUNTING BRACKET	425.00	0.00	000000	0/00/00		425.00
		** TOTALS **	425.00	0.00				425.00
01-014815	KEYSTONE LABORATORIES	BACTERIA SAMPLES	250.00	0.00	000000	0/00/00		250.00
		** TOTALS **	250.00	0.00				250.00
01-014940	KITT PLBG. AND HTG. INC.	REPAIR PARTS	14.75	0.00	000000	0/00/00		14.75
		** TOTALS **	14.75	0.00				14.75
01-003867	LYNN MC GUIRE	ROOM RENT REFUND	30.00	30.00-	123111	1/12/22		0.00
		** TOTALS **	30.00	30.00-				0.00
01-017133	MASTERCARD	SUPPLIES	287.11	287.11-	123126	1/19/22		0.00
01-017133	MASTERCARD	ZOOM AND MAIL CHIMP	24.98	24.98-	123127	1/19/22		0.00
01-017133	MASTERCARD	ADOBE SOFTWARE/CONFERENCE EXP	464.99	464.99-	123128	1/19/22		0.00
		** TOTALS **	777.08	777.08-				0.00
01-003495	MATTHEW KENNEBECK	K9 CERTIFICATION GAS FOR CAR	62.02	62.02-	122983	1/07/22		0.00
		** TOTALS **	62.02	62.02-				0.00
01-003461	MERCHANT SERVICES	DEC ONLINE CC PROCESSING FEES	724.26	724.26-	000000	1/14/22		0.00

		=====PAYMENT DATES=====	=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
PARTIALLY ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
UNPAID ITEMS DATES	:		1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE----
01-003461	MERCHANT SERVICES	DEC. IN-OFFICE CC PROCESSING	287.28	287.28-	000000	1/14/22		0.00
01-003461	MERCHANT SERVICES	CC PROCESSING	582.95	582.95-	000000	1/19/22		0.00
		** TOTALS **	1,594.49	1,594.49-				0.00
01-012680	MID AMERICAN ENERGY	ELECTRIC BILLS	41,456.15	41,456.15-	123119	1/12/22		0.00
		** TOTALS **	41,456.15	41,456.15-				0.00
01-017572	MID STATES ORGANIZED	MOCIC DUES	150.00	0.00	000000	0/00/00		150.00
		** TOTALS **	150.00	0.00				150.00
01-018408	NAPA AUTO PARTS	LED HEADLIGHTS TRUCKS 1 & 2	172.00	0.00	000000	0/00/00		172.00
		** TOTALS **	172.00	0.00				172.00
01-003263	NETBANX	DEC. EFT PROCESSING FEES	100.38	100.38-	000000	1/19/22		0.00
		** TOTALS **	100.38	100.38-				0.00
01-003298	NUTRIEN AG SOLUTIONS INC	FARM CHEMICALS	3,169.54	3,169.54-	123108	1/12/22		0.00
		** TOTALS **	3,169.54	3,169.54-				0.00
01-020208	O'HALLORAN INTERNATIONAL	#23 FILTERS	90.87	0.00	000000	0/00/00		90.87
		** TOTALS **	90.87	0.00				90.87
01-020330	O'REILLY AUTO PARTS	SUPPLIES	11.99	0.00	000000	0/00/00		11.99
		** TOTALS **	11.99	0.00				11.99
01-020203	OFFICE STOP	OFFICE SUPPLIES	16.67	0.00	000000	0/00/00		16.67
01-020203	OFFICE STOP	COPY PAPER	126.00	0.00	000000	0/00/00		126.00
01-020203	OFFICE STOP	SUPPLIES	111.67	0.00	000000	0/00/00		111.67
		** TOTALS **	254.34	0.00				254.34
01-020326	OPTIONS INK	FREIGHT - SAMPLE ANALYSIS	44.01	0.00	000000	0/00/00		44.01
		** TOTALS **	44.01	0.00				44.01
01-021050	P & H WHOLESALE INC.	HUMIDIFIER REPAIRS	892.50	892.50-	123144	1/20/22		0.00
01-021050	P & H WHOLESALE INC.	SINK & FAUCET REPLACEMENT	571.00	0.00	000000	0/00/00		571.00
01-021050	P & H WHOLESALE INC.	SUPPLIES	6.81	0.00	000000	0/00/00		6.81
		** TOTALS **	1,470.31	892.50-				577.81
01-000169	PERRY JOHNSON	INSPECTIONS - MILEAGE	22.96	0.00	000000	0/00/00		22.96
		** TOTALS **	22.96	0.00				22.96
01-021860	PRESTO-X-COMPANY	PEST CONTROL@ 627 N ADAMS	85.00	0.00	000000	0/00/00		85.00
		** TOTALS **	85.00	0.00				85.00

		=====PAYMENT DATES=====	=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
PARTIALLY ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
UNPAID ITEMS DATES	:		1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022		1/07/2022 THRU 1/20/2022		
VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----	BALANCE----
01-009870	RACCOON VALLEY ELECTRIC C	DECEMBER ELECTRIC SERVICE	1,514.38	1,514.38-	123125	1/19/22		0.00
		** TOTALS **	1,514.38	1,514.38-				0.00
01-023640	RAY'S REFUSE SERVICE	DEC. TRASH COLLECTIONS	36,171.95	36,171.95-	122986	1/07/22		0.00
01-023640	RAY'S REFUSE SERVICE	DEC. GARBAGE PICKUP	1,013.64	0.00	000000	0/00/00		1,013.64
		** TOTALS **	37,185.59	36,171.95-				1,013.64
01-023815	REGION XII COG	DEC. TAXI PROGRAM DONATIONS	1,440.00	1,440.00-	122987	1/07/22		0.00
		** TOTALS **	1,440.00	1,440.00-				0.00
01-003785	RICK PEUGH	DEC. MILEAGE INSPECTIONS	20.16	0.00	000000	0/00/00		20.16
01-003785	RICK PEUGH	IRC CONFERENCE EXPENSES	44.91	44.91-	123137	1/20/22		0.00
		** TOTALS **	65.07	44.91-				20.16
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	39.99	39.99-	123145	1/20/22		0.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	93.96	93.96-	123145	1/20/22		0.00
01-024630	RUTTEN'S VACUUM CENTER	VACUUM REPAIRS	85.96	0.00	000000	0/00/00		85.96
		** TOTALS **	219.91	133.95-				85.96
01-004178	SOLID WASTE MANAGEMENT CO	DISPOSAL FEE - WOOD	16.50	0.00	000000	0/00/00		16.50
01-004178	SOLID WASTE MANAGEMENT CO	DISPOSAL FEE - WOOD	14.75	0.00	000000	0/00/00		14.75
		** TOTALS **	31.25	0.00				31.25
01-025880	STONE PRINTING CO.	SUPPLIES	3.44	3.44-	123146	1/20/22		0.00
01-025880	STONE PRINTING CO.	SUPPLIES	9.98	9.98-	123146	1/20/22		0.00
01-025880	STONE PRINTING CO.	PAY REQUEST FORMS	127.43	127.43-	123121	1/12/22		0.00
01-025880	STONE PRINTING CO.	SUPPLIES	177.00	177.00-	123146	1/20/22		0.00
01-025880	STONE PRINTING CO.	TONER CARTRIDGES	823.96	0.00	000000	0/00/00		823.96
01-025880	STONE PRINTING CO.	OFFICE SUPPLIES	91.98	0.00	000000	0/00/00		91.98
01-025880	STONE PRINTING CO.	SUPPLIES	5.48	0.00	000000	0/00/00		5.48
01-025880	STONE PRINTING CO.	LABELS AND APPT. BOOK	39.98	0.00	000000	0/00/00		39.98
		** TOTALS **	1,279.25	317.85-				961.40
01-002682	STOREY KENWORTHY/MATT PAR	1095, 1099, W2 TAX FORMS	410.02	0.00	000000	0/00/00		410.02
		** TOTALS **	410.02	0.00				410.02
01-027060	TREASURER OF IOWA	DEC. SALES TAX PREPD	591.00	591.00-	000000	1/10/22		0.00
01-027060	TREASURER OF IOWA	DEC. SALES TAX	15.05	15.05-	000000	1/14/22		0.00
01-027060	TREASURER OF IOWA	DEC. SALES TAX	167.44	167.44-	000000	1/14/22		0.00
01-027060	TREASURER OF IOWA	DEC. SALES TAX	2,605.38	2,605.38-	000000	1/14/22		0.00
01-027060	TREASURER OF IOWA	SALES TAX	8,393.46	8,393.46-	000000	1/18/22		0.00
		** TOTALS **	11,772.33	11,772.33-				0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 1/1/2022	42.96	42.96-	122988	1/07/22		0.00

=====PAYMENT DATES=====			=====ITEM DATES=====			=====POSTING DATES=====		
PAID ITEMS DATES	:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU	1/20/2022	1/07/2022 THRU	1/20/2022		
PARTIALLY ITEMS DATES:		1/07/2022 THRU 1/20/2022	1/07/2022 THRU	1/20/2022	1/07/2022 THRU	1/20/2022		
UNPAID ITEMS DATES	:		1/07/2022 THRU	1/20/2022	1/07/2022 THRU	1/20/2022		

VENDOR	---- VENDOR NAME -----	DESCRIPTION	GROSS AMT	PAYMENTS	CHECK#	CHECK DT	----BALANCE----

01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 1/8/2022	72.17	72.17-	123130	1/19/22	0.00
01-028168	UNITED PARCEL SERVICE	FREIGHT W/E 12/25/2021	26.55	26.55-	122989	1/07/22	0.00
		** TOTALS **	141.68	141.68-			0.00
01-028814	VAN METER COMPANY, THE	WALL HEATER REPAIRS	28.02	0.00	000000	0/00/00	28.02
		** TOTALS **	28.02	0.00			28.02
01-029013	VERIZON WIRELESS	AIR CARDS	320.08	320.08-	122990	1/07/22	0.00
01-029013	VERIZON WIRELESS	CELL PHONES	414.20	414.20-	122990	1/07/22	0.00
		** TOTALS **	734.28	734.28-			0.00
01-003377	WELLMARK BLUE CROSS/BLUE	FEB. HEALTH INSURANCE PREMIUMS	42,888.48	42,888.48-	123123	1/19/22	0.00
		** TOTALS **	42,888.48	42,888.48-			0.00
01-002590	WENDL'S WEAPONS LLC	RANGE MEMBERSHIP	1,600.00	0.00	000000	0/00/00	1,600.00
		** TOTALS **	1,600.00	0.00			1,600.00
01-002381	WESTMOR FLUID SOLUTIONS L	FUEL DELIVERY REPAIR	267.06	267.06-	123106	1/12/22	0.00
		** TOTALS **	267.06	267.06-			0.00
01-030355	WITTROCK MOTOR CO.	DECEMBER CAR RENTAL	349.00	349.00-	123122	1/12/22	0.00
01-030355	WITTROCK MOTOR CO.	VEHICLE REPAIRS	4,002.37	0.00	000000	0/00/00	4,002.37
		** TOTALS **	4,351.37	349.00-			4,002.37
01-003722	ISOLVED BENEFIT SERVICES	DEC. HRA CHECKS	13,940.12	13,940.12-	000000	1/14/22	0.00
		** TOTALS **	13,940.12	13,940.12-			0.00
* Payroll Expense			186,689.94				

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
PARTIALLY ITEMS DATES:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
UNPAID ITEMS DATES :		1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022

R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	426,700.94	426,700.94CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	158,203.76	0.00	158,203.76
VOID ITEMS	0.00	0.00	0.00
 ** TOTALS **	 584,904.70	 426,700.94CR	 158,203.76

U N P A I D R E C A P

UNPAID INVOICE TOTALS	158,340.43
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	136.67CR
 ** UNPAID TOTALS **	 158,203.76

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
PARTIALLY ITEMS DATES:	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022
UNPAID ITEMS DATES :		1/07/2022 THRU 1/20/2022	1/07/2022 THRU 1/20/2022

FUND TOTALS

001	GENERAL FUND	263,191.31
010	HOTEL/MOTEL TAX	10,643.82
110	ROAD USE TAX FUND	6,106.77
121	LOCAL OPTION SALES TAX	350.00
178	CRIME PREV/SPEC PROJECTS	420.08
304	C.P. STREETS	18,500.00
600	WATER UTILITY FUND	19,822.51
610	SEWER UTILITY FUND	18,947.93
612	SEWER UTILITY CAP. IMP.	2,833.75
620	STORM WATER UTILITY	569.99
850	MEDICAL INSURANCE FUND	56,828.60
	* PAYROLL EXPENSE	186,689.94

GRAND TOTAL	584,904.70
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City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *msfw*

FROM: Randall M. Krauel, Director of Public Works *RMK*

DATE: January 19, 2022

SUBJECT: US 30 E. Sanitary Sewer Extension – 2022
Construction Permit Applications

Preliminary plans for the US 30 E. Sanitary Sewer Extension – 2022 project have been completed by JEO Consulting Group Inc. Both the Iowa Department of Natural Resources (DNR) and Iowa Department of Transportation (DOT) require Permits for the construction of the sanitary sewer. The following Permit Applications are attached.

Iowa Department of Natural Resources

- Wastewater Construction Permit Application

Iowa Department of Transportation

- Application and Agreement for use of Highway Right-of-Way for Utilities Accommodation
- Application and Agreement to Perform Work Within State Highway Right-of-Way

Each Permit Application contains detailed requirements within the Application or as referenced. In summary, the DNR Permit Application Certification includes that the project is approved by the owner. The DOT Applicant Signature includes that "... undersigned also agrees to save harmless the State of Iowa and the Iowa Department of Transportation from any damage or losses that may be sustained by any person or persons on account of the conditions and requirements ...".

The City Action on each of the DOT Applications is completed pursuant to Resolution No. 1645.

RECOMMENDATION: Mayor and City Council consideration and approval to submit the Iowa Department of Natural Resources and Iowa Department of Transportation Permit Applications for the US 30 E. Sanitary Sewer Extension – 2022 project.

RMK:ds

attachments (3)



IOWA DEPARTMENT OF NATURAL RESOURCES
Wastewater Disposal System Construction Permit
Application Fee Form

CASHIER'S USE ONLY
0945-542-NPDE-CP-0570
32-3202
Owner

Owner Name: City of Carroll, IA	+
Address: 627 N Adams Street	+
City, State, Zip: Carroll, IA 51401	+
Project Identification: US30 Sanitary Sewer Extension - 2022	+
<input checked="" type="checkbox"/> \$100 Fee enclosed	

Please sign and return this form with a check or money order payable to "Iowa Department of Natural Resources". Place it and the check or money order on top of other Construction Permit Application documents.

Effective beginning July 1, 2006, Applications for Construction Permits for wastewater disposal systems required by Iowa Code 455B.173 and rules in Iowa Administrative Code 567 IAC 64, must be accompanied by the fee required by Iowa Code 455B.197 and Iowa Administrative Code 567 IAC 64.16(3)"c".

The fee is \$100 for each application, regardless of project size and project type including sanitary sewers, pump stations, treatment units or a combination thereof. The fee shall be submitted with the certified engineering documents necessary to apply for a construction permit (plans, specifications and related application schedules A, F, and G as well as the appropriate schedules identified on page 2 of Schedule A). The construction permitting process is initiated as planning for construction begins. Planning coordination and submittal of preliminary engineering reports or facility plans precedes submittal of technical documents necessary to constitute a construction permit application. The application fee is not necessary when submitting a planning document but must accompany construction permit application documents. A fee should accompany each permit application received on or after July 1, 2006.

Failure to submit a fee with the application may delay the processing of a construction permit. If you have any questions regarding the application fee, please contact Donna Gomm at 515-725-8427 or Donna.Gomm@dnr.iowa.gov

Signature of Owner or Representative: _____

Printed Name: Mark E. Beardmore, Mayor _____

Telephone or email contact: 712-792-1000 _____

Mail to:
Iowa Department of Natural Resources
Wastewater Engineering Section
502 East 9th Street
Des Moines, IA 50319-0034



Iowa Department of Natural Resources
Wastewater Section
Construction Permit Application
SCHEDULE A, Construction Permit Application
Exhibit 11A

APPLICANT	ENGINEER
Owner: <u>City of Carroll</u>	Firm: <u>JEO Consulting Group, Inc.</u>
Address: <u>627 N Adams St Carroll, IA 51401</u>	Address: <u>724 Simon Ave Carroll, IA 51401</u>
Representative: <u>Mark E. Beardmore</u>	Project Officer: <u>Blake Birkel</u>
Phone Number: <u>712-792-1000</u>	Phone Number: <u>402-392-9930</u>
Email: <u>mbeardmore@cityofcarroll.com</u>	Email: <u>bbirkel@jeo.com</u>
Project Identification: <u>US30 Sanitary Sewer Extension - 2022</u>	
Estimated Start Date*: <u>2/24/2022</u> Estimated Completion Date: <u>6/24/2022</u>	

PLEASE RESPOND TO ALL QUESTIONS		Yes	No
1. Has an engineering report, facilities plan or other information previously been submitted for this project?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes: Project Identity: _____ Date Submitted: _____			
2. Does the project and construction permit application, as submitted, follow the recommendations, design loadings, construction schedule, permit limits, and conclusions of the approved engineering report or facilities plan?		<input type="checkbox"/>	<input type="checkbox"/>
If No: Provide the design basis and technical information justifying all changes.			
3. Are there three complete sets of plans and specifications accompanying this application?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
For a minor gravity sewer extension within the meaning of 455B.183.3 Code of Iowa and Design Standard 11.1, two complete sets will be adequate for expeditious approval. For more complex projects, three sets of plans and specifications may be requested.			
4. Are approved standard specifications a part of this application?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes: Approved Standard Specifications of _____ (municipality or firm): <u>2022 SUDAS</u> Date Approved: _____			
5. Does each set of plans and specifications or engineering report accompanying this application contain a "professional engineering seal" executed in conformance with 542B.16, Code of Iowa?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If No: Processing will be delayed pending receipt of applicable design schedules and certified plans, specifications or engineering report.			
6. Is this a joint wastewater and water supply project?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes: A construction permit application for the water supply project should be submitted separately to the Water Supply Section. A Water Supply permit fee may be required.			
7. Is the applicant to provide treatment of effluent resulting from this construction?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If No: A Sewage Treatment Agreement executed by the authority providing treatment must accompany this form.			
8. Is a new or amended operation permit necessary to use the facilities described in this application?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes: A new or amended permit to operate may be requested prior to the receipt of a construction permit.			
9. Is any waterline located within 10 feet; or any private or public well, lake, or public recreation area located within 400 feet of the proposed construction?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes: Identify and locate the facility(ies) relative to the proposed construction.			
10. Will construction inspection be conducted by a licensed engineer employed by the applicant?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
If No: Name of Engineering Firm Conducting Inspection: <u>JEO Consulting Group, Inc.</u>			
11. Will this project utilize CWSRF loan funds?		<input type="checkbox"/>	<input checked="" type="checkbox"/>

APPLICANT	ENGINEER
I certify that I am the authorized representative of the owner and state that the project identified above is approved by the owner.	I certify that all aspects of the design included in this application conform to applicable standards contained in Chapter 567 IAC 64, or that an explanation and justification for any proposed variations from such standards is attached. I am familiar with the information contained in this application and, to the best of my knowledge, such information is complete and accurate.
Signature _____ Date _____	Signature <u>Blake Birkel</u> Date <u>1/17/2022</u>

*Estimated Construction Start Date: Complete applications must be submitted at least 120 days in advance of the date for starting construction in accordance with Rules 567 IAC 60.4 and 64.2

Please complete the Schedule Checklist on the following page of this form.

DOCUMENT CHECKLIST

Identify all categories included in this project. Also, identify schedules attached to this application.

Schedule	Title	Attached	Included in Project	Submittal Date
B	Collection System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
C	Lateral Sewer Extension	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
D	Trunk & Interceptor Sewer	<input type="checkbox"/>	<input type="checkbox"/>	_____
E	Wastewater Pump Station	<input type="checkbox"/>	<input type="checkbox"/>	_____
F	Treatment Project Site Selection	<input type="checkbox"/>	<input type="checkbox"/>	_____
G	Treatment Project Design Data	<input type="checkbox"/>	<input type="checkbox"/>	_____
H1	Schematic Flow Diagram	<input type="checkbox"/>	<input type="checkbox"/>	_____
H2	Treatment Process Loading and Removal Efficiency	<input type="checkbox"/>	<input type="checkbox"/>	_____
H3	Mechanical Plant Reliability	<input type="checkbox"/>	<input type="checkbox"/>	_____
I	Screening, Grit Removal and Flow Measurement	<input type="checkbox"/>	<input type="checkbox"/>	_____
J	Septic Tank System	<input type="checkbox"/>	<input type="checkbox"/>	_____
K1	Controlled Discharge Pond	<input type="checkbox"/>	<input type="checkbox"/>	_____
K2	Aerated Pond	<input type="checkbox"/>	<input type="checkbox"/>	_____
K3	Anaerobic Lagoon	<input type="checkbox"/>	<input type="checkbox"/>	_____
L	Setting Tanks	<input type="checkbox"/>	<input type="checkbox"/>	_____
M	Fixed Film Reactor-Stationary Media	<input type="checkbox"/>	<input type="checkbox"/>	_____
N	Rotating Biological Contactor	<input type="checkbox"/>	<input type="checkbox"/>	_____
O	Aeration Tanks or Basins	<input type="checkbox"/>	<input type="checkbox"/>	_____
P	Gas Chlorination	<input type="checkbox"/>	<input type="checkbox"/>	_____
Q	Sludge Digestion and Holding	<input type="checkbox"/>	<input type="checkbox"/>	_____
R1	Sludge Dewatering and Disposal	<input type="checkbox"/>	<input type="checkbox"/>	_____
R2 (A&B)	Low Rate Land Application of Sludge	<input type="checkbox"/>	<input type="checkbox"/>	_____
R3	Land Application of Sewage Sludge (To be developed)	<input type="checkbox"/>	<input type="checkbox"/>	_____
S	Land Application of Wastewater (To be developed)	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Sewage Treatment Agreement	<input type="checkbox"/>	<input type="checkbox"/>	_____

Identify any categories included in this project which are not provided in the above list of schedules.



Iowa Department of Natural Resources
Wastewater Section
Construction Permit Application
SCHEDULE B, Collection System

DNR USE ONLY

Project No.

Permit No.

Date Prepared

12/23/2022

Date Revised

Project Identity

US30 Sanitary Sewer Extension - 2022

1. Identify proposed construction which is subject to flooding and explain what is proposed to prevent water from entering the system. If no portion is subject to flooding, state none.

Segment

Flooding Protection

None.

*2. Indicate hydraulic capacity of: 1) the nearest downstream main or interceptor; 2) the nearest downstream lift station; and 3) all downstream segments where flow restriction may occur. Indicate the source and accuracy of numerical data.

	Segment	Segment	Segment
Location	Downstream		
Design Capacity, MGD	0.841		
Peak Hourly Dry weather Flow MGD (actual)	Unknown		
Peak Hourly Wet weather Flow MGD (actual)	Unknown		

*3. Identify treatment facility, the design loadings and present raw waste loadings. Indicate source and accuracy of numerical data.

Facility Name and Number Carroll, City of STP

	MGD	#BOD ₅ /day
Design	1.6	4735
Average Wet Weather (actual)	2.71	3966
Peak Hourly Wet Weather (actual)	unknown	Unknown

Provide projected design loading increase, which will be added to this facility as a result of this project.

Design Loading	Initial		Design Year	(22)
Residential Service Area	0	Acres	0	Acres
Population	0	Persons	0	Persons
Flow (100 GPCD)	0	GPD	0	GPD
BOD ₅ (0.17/#/d/cap)	0	#/day	0	#/day
Industrial Service Area	0	Acres	0	Acres
Rated Flow	0	GPD	0	GPD
BOD ₅	0	#/day	0	#/day
Other <u>Commercial</u>	14	Acres	14	Acres
Rated Flow	70,000	GPD	70,000	GPD
BOD ₅	205	#/day	205	#/day
Total BOD ₅	205	#/day	205	#/day
Total Flow	70,000	GPD	70,000	GPD
Peak Hourly Flow	119,000	GPD	119,000	GPD

*Include a written explanation of items 2 and 3 if the sewer system and/or treatment facility are overloaded.



Iowa Department of Natural Resources
Wastewater Section
Construction Permit Application
SCHEDULE C, Lateral Sewer Extension

DNR USE ONLY

Project No. _____

Permit No. _____

Date Prepared

12/23/2022

Date Revised _____

Project Identity

US30 Sanitary Sewer Extension - 2022

1. Design Basis

	Initial		Design Year	(22)
Residential Service Area	0	Acres	0	Acres
Population	0	Persons	0	Persons
Flow (100 GPCD)	0	GPD	0	GPD
BOD ₅ (0.17/#/d/cap)	0	#/day	0	#/day
Industrial Service Area	0	Acres	0	Acres
Rated Flow	0	GPD	0	GPD
BOD ₅	0	#/day	0	#/day
Other Commercial	14	Acres	14	Acres
Rated Flow	70,000	GPD	70,000	GPD
BOD ₅	205	#/day	205	#/day
Total BOD ₅	205	#/day	205	#/day
Total Flow	70,000	GPD	70,000	GPD
Peak Hourly Flow	119,000	GPD	119,000	GPD

2. Pipe	Diameter	8 Inch	10 Inch	12 Inch
	Material	-	PVC	PVC
	Joint	-	Gasketed	Gasketed
	Minimum Slope	- %	1.05 %	0.22 %
	Maximum Manhole Space	- ft.	400 ft.	400 ft.
	Total Sewer Length	- ft.	1479 ft.	923 ft.
	Maximum Cover	- ft.	11 ft.	12 ft.
	Minimum Cover	- ft.	6 ft.	5 ft.

3. Construction specifications (indicate ASTM Number or other standard included in the specifications). A brief description is required in each part.

A. Bedding class SUDAS 2022

B. Pipe laying SUDAS 2022

C. Compaction SUDAS 2022

D. Manhole SUDAS 2022

E. Specified maximum infiltration/exfiltration rate SUDAS 2022 GPDPMP1

F. Infiltration/exfiltration test procedures SUDAS 2022

G. Alignment & grade test procedures

(1) During construction Stake & batterboard SUDAS 2022 Laser SUDAS 2022

(2) After construction Lamping SUDAS 2022 Other SUDAS 2022

H. Deflection test procedures SUDAS 2022

4. Are detailed manhole drawings included: ☐ Yes ☒ No Typical frame and cover assembly _____

Are manhole covers nonvented: ☒ Yes ☐ No Manhole diameter 48 in.

Manhole opening diameter 24 In Material Precast Concrete

5. Minimum sewer & water main separation: Horizontal >10 ft. Vertical >18 in.

Are specifications included Yes, SUDAS 2022

6. Stream, road, or railroad crossing protection None

Are specifications included _____

APPLICATION AND AGREEMENT FOR USE OF HIGHWAY RIGHT-OF-WAY FOR UTILITIES ACCOMMODATION

FOR DEPARTMENT USE ONLY

Permit Number	Highway Number US 30	County Carroll
DOT Project Number		Expiration/Completion Date 12/31/2022

APPLICANT (INDIVIDUAL OR COMPANY)

First Name Mark	Middle Initial E.	Last Name Beardmore	Phone Number 712-792-1000	Ext.
Company Name City of Carroll, IA			Phone Number 712-792-1000	Ext.
Street Address 627 North Adams St.		City/Town Carroll	State IA	ZIP Code 51401
e-Mail Address mbeardmore@cityofcarroll.com		Secondary e-Mail Address		

INSTALLATION TO BE ACCOMMODATED

Approval is hereby requested to enter within the state highway right-of-way for the accommodation of a utility installation as detailed on the attachments and further described as follows.

The installation shall consist of:
 Sanitary sewer main, manholes, and appurtenances installed parallel to the curbed urban section of US Highway 30 on the south side of the road in the eastern portion of Carroll, Iowa, located between Griffith Road and Golfers Lane. It is intended to shut down the right-hand east bound lane to allow for construction of the proposed improvements. The sanitary main is to be located 15'-0" south of the back of curb at depths between 7' and 13' deep. The sanitary main is to be installed by trenchless methods, except at approach crossings and storm sewer crossings. The sanitary main at those locations is to be installed by trenchless, cased methods. One storm sewer (STA 8+58) will be crossed by trenchless methods with a concrete support installed below the storm sewer to prevent any settlement. Traffic control is to be provided in accordance with IADOT standard road plans.

and shall be located as shown on the detailed plan attached hereto. (See current Iowa Department of Transportation Utility Accommodation Policy for submittal of detailed plan requirements. See Section 115.8 (3).) <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>

WORK SITE LOCATION

The proposed work as described above is located in Section 29, Twp. 84 North, Range 34 West on Highway No. 30 generally located 2 (miles) east (direction) from Highway 71 (city, county line, or other landmark). Work proposed is more specifically located as being from Milepost 83 (Milepost #) and Griffith Road (Highway Station) to Milepost 84 (Milepost #) and Golfers Lane (Highway Station) on the South side of highway.

Disclosure Statement: The information furnished on this form will be used by the Department of Transportation to determine approval or denial of the application. Failure to provide all pertinent information will result in denial of the application. Information furnished is public information and copies may be provided to the public upon request.

The utility company, corporation, applicant, permit holder or licensee, (hereinafter referred to as the Permit applicant) agrees with the Iowa Department of Transportation (hereafter referred to as the Department) that the following stipulations and those special requirements as listed on this document shall govern under this permit after it is approved by the Department.

A. General

1. The installation shall meet the requirements of local municipal, county, state, and federal franchise rules and regulations, regulations and directives of the Iowa State Commerce Commission; the Iowa Department of Natural Resources, all rules and regulations of the Department and any other laws or regulations applicable.
2. The Permit Holder shall be fully responsible for any future adjustments of the facilities within the established highway right-of-way caused by highway construction or maintenance operations.
3. As per Section 115.8(8) of the Utility Accommodation Policy, As-Built plans are due within 90 days after completion of construction, the utility owner shall submit to the district representative an as-built plan.
4. The work described in this permit shall be completed as proposed in compliance with the stipulations and special requirements within one year from the date Department approval is received for said request. Failure on the part of the Permit Holder to abide by the stipulations or in constructing the work described as stipulated and within the time frame stated shall render this agreement and request null and void. The Permit Holder also agrees to save the State of Iowa and the Department harmless of any damages or losses that may be sustained by any person, or persons, on account of the conditions and requirements of this agreement.
5. Non-compliance with any of the terms of the Department's policy, permit, or agreement, may be considered cause for shut-down of construction operations, revocation of the permit, or withholding of relocation reimbursement and/or withholding of future application approvals until compliance is confirmed. The cost of any work deemed necessary to be performed by the State in removal of non-complying construction will be assessed against the Permit Holder.

B. Construction and Maintenance

1. The location, construction and maintenance of the utility installation covered by this application shall be in accordance with the current Department's Utility Accommodation Policy. <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>
2. Before beginning any work in the highway right-of-way, it is the responsibility of the Permit Holder to obtain an easement from the drainage district if necessary. The Department assumes no responsibility for advising the Permit Holder of each location of a drainage district crossing. It is the Permit Holder's responsibility to locate these crossings and obtain any necessary easements or permission from the drainage district. See Code of Iowa, Chapter 468 for additional information.
3. A copy of the approved permit shall be available on the job site at all times for examination by Department personnel.
4. Operations in the construction and maintenance of this utility installation shall be carried on in such a manner as to cause minimum interference to or distraction of traffic on said highway.
5. Traffic protection shall minimally be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The applicant shall be responsible for correctly using traffic control devices including signs, warning lights, and channelizing devices as needed while work is in progress or the clear zone is impacted. Flagging operations are the responsibility of the applicant. The Department's TC XXX Series Standards are the preferred traffic control specification plans. http://www.iowadot.gov/design/stdplne_tc.htm
6. The applicant shall seed and mulch all disturbed areas within the highway right-of-way and shall be responsible for the vegetative cover until it becomes well established. Any surfaced areas such as driveways or shoulders and sodded waterways and plantings which are disturbed shall be restored to their original condition. Any damage to any other underground facilities during installation shall be repaired at the permit holder's expense.
7. All personnel in the highway right-of-way shall wear ANSI 107 Class 2 apparel at all times when exposed to traffic or construction equipment.
8. As per Policy Section 115.4(9) parking or storage in the clear zone is prohibited. When not in actual use, vehicles, equipment and materials shall not be parked or stored within the clear zone or median.
9. Unless specifically noted in Special Requirements section, all work performed within the right-of-way shall be restricted to 30 minutes after sunrise to 30 minutes before sunset.
10. Pedestals shall be placed within 12 inches of the right-of-way line.
11. All above and below ground appurtenances (pedestals, hydrants, drains, accesses, etc.) shall be marked with high visibility posts and signs. The minimum height requirement for the signs shall be 5 foot. Urban Roadway Sections may be exempted with department approval.

C. Liability

1. To the extent allowable by law, the Permit Holder agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of the Permit Holder's facilities. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
2. The Permit Holder shall indemnify and save harmless the State of Iowa, its agencies and employees, from any and all causes of action, suits at law or in equity, for losses, damages, claims or demands, and from any and all liability and expense of whatsoever nature, arising out of or in connection with the Permit Holder's use or occupancy of the public highway.
3. The State of Iowa and the Department assume no responsibility for damages to the Permit Holder's property occasioned by any construction or maintenance operations on said highway if the facilities are not located in accordance with this permit.
4. The State of Iowa, its agencies or employees, will be liable for expense incurred by the Permit Holder in its use and occupancy of the highway right-of-way only when negligence of the State, its agencies or employees, is the sole proximate cause of such expense. Whether in contract, tort or otherwise, the liability of the State, its agencies and employees, is limited to the reasonable, direct expense to repair damaged utilities, and in no event will such liability extend to loss of profits or business, indirect, special, consequential or incidental damages.

D. Notification

1. The Permit Holder is responsible for contacting **Iowa One-Call (1-800-292-8989)** and request the location of all underground utilities forty-eight (48) hours before excavation. Before beginning work in the highway right-of-way, the Permit Holder shall also contact any other known utility located in the area of the proposed work.
 2. The Permit Holder agrees to give the Department forty-eight (48) hour notice of its intention to start construction or to perform routine maintenance on the highway right-of-way. Said notice shall be made to the local DOT contact person whose name is shown on Page 3.
 3. **511 Notification**-In accordance with Iowa Code section 321.348, cities and utilities **may not obstruct or close** primary highways or primary highway extensions (State highways within city limits) **without prior consent of the Iowa DOT**, except in emergency situations. Before setting up a lane closure or a vertical/horizontal restriction of any kind on a primary highway, call your local Iowa DOT Maintenance garage and call the Traffic Management Center per attached documents. Except in emergency situations, a 10 day advance notice is required.
- <http://www.iowadot.gov/traffic/utility/pdfs/511UtilityNotification.pdf>

E. Buy America

Buy America applies to relocations of utility facilities that must move due to highway projects under certain specific conditions that include reimbursable locations and relocations due to interstate projects. Please contact the Department's District Engineering Operation Technician (EOT) for more information on Buy America requirements or visit the following link: <http://www.iowadot.gov/traffic/utility/utility.html>

Permit Number: _____

FOR DEPARTMENT USE ONLY

Special Requirements - In addition to the stipulations above, the following special requirements shall apply to this permit:

Applicant Signature and Agreement

The undersigned have read the stipulations of this permit agreement as stated, as well as attachments which may be included, and by signing this application agree to abide by all stipulations and to complete the work as proposed in compliance with the stipulations and attachments within one year from the date Department approval is granted for said request. Failure on the part of the applicant to abide by the stipulations or to construct the work desired as stipulated and within the time frame stated shall render this agreement and request null and void. The undersigned also agrees to save harmless the State of Iowa and the Iowa Department of Transportation from any damage or losses that may be sustained by any person or persons on account of the conditions and requirements of this agreement.

Name of Agent (Print or Type) Mark E. Beardmore	Agent/Owner (Signature)	Title Mayor
Name of Owner (Print or Type) City of Carroll	Date 01-24-2022	
e-Mail Address mbeardmore@cityofcarroll.com		

CITY ACTION (IF PROPOSED WORK IS WITHIN AN INCORPORATED CITY, CITY ACTION IS REQUIRED)

"The undersigned city joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned city and recommends action on said permit application as noted below by the delegated city official".

☒ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Handwritten Signature	Title Public Works Director	Date 01-24-2022
Type or Print Name Randall M. Krauel	Authorized Official for the City of Carroll	
e-Mail Address mkrauel@cityofcarroll.com		

COUNTY ACTION (IF PROPOSED WORK CROSSES COUNTY RIGHT-OF-WAY, COUNTY ACTION IS REQUIRED)

"The undersigned county joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned county and recommends action on said permit application as noted below by the delegated county official".

☐ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Handwritten Signature	Title	Date
Type or Print Name	Authorized Official for the County of	
e-Mail Address		

FEDERAL HIGHWAY ADMINISTRATION ACTION (WHEN REQUIRED)

☐ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Authorized FHWA Representative Signature	Date
--	------

DEPARTMENT OF TRANSPORTATION FINAL ACTION

☐ Application Approved ☐ Application Denied Permit Number:

Authorized Highway District Representative	Signature	Date
e-Mail Address		

Notice of intention to commence activities on the highway rights-of-way shall be submitted by the applicant a minimum of 48 hours prior to actually commencing the activities as herein granted by this approved application. Notice is to be given to the following Iowa Department of Transportation representative. Except in emergencies a 10 day advance notice is required for lane restrictions of any kind:

Local DOT Contact Person (Type or Print Name)		Phone Number	
Street Address	City/Town	State IA	ZIP Code
e-Mail Address			

Site Plan & Attachments Checklist for IDOT Utilities Accommodation Permit

- ☒ Plans showing IADOT Highway Centerline, Highway Number, DOT Stationing and Milepost are required.
- ☒ Visible orientation (North Arrow) and identifying landmarks are required.
- ☒ Clearly identify Right Of Way (ROW) line with horizontal distance from highway centerline shown, including all breakpoints and changes in the ROW distances.
- ☒ Provide Iowa One Call design request information. (Minimally, the list of utilities)
- ☒ List all of the existing utilities in the installation area. Describe how your installation will address existing utilities that are in conflict, and show all observable existing features, such as power poles, pedestals, markers, handholes, trees, etc.
- ☒ Show all Construction Features/Bore Pits with the running line and horizontal distance from roadway edge or centerline. (showing Clear Zone compliance) <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>
- ☒ Show the start/stop stationing and depths or elevations for all bores, longitudinal and transverse.
- ☒ Show the start/stop stationing and depths or elevations for all plowing locations.
- ☒ Show casing start/stop locations, lengths, diameter, and material if casings are used.
- ☒ Show all facilities that are to be installed on the site plan.
This includes pedestals, wire, conduit, poles, guy anchors, junction boxes, handholes and manholes.
ALL MUST BE REFERENCED BY DOT Stationing and distance from centerline.
- ☒ Show where installation starts and stops, leaves ROW, stops at existing pedestal, pole, etc.
Use IADOT stationing and distance from centerline of the start and stops.
- ☒ Identify any physical focal points, posts, pedestals, shutoffs, overflow valves, hydrants, etc.
- ☒ Describe any other work to accomplish installation before, during and/or after installation, including: removal of brush/trces, removal of underbuild, construction of access, fence removal, fence replacement, etc.
- ☒ Identify unusual issues to be pointed out on the site plan.
CLARITY IS THE KEY, we can't assume you will do it if it is not shown in the plan.

Attachments

- ☒ Proper Traffic Control Standards (IADOT TCxxx Series Standard plans preferred)
Available at - http://www.iowadot.gov/design/stdplnc_to.htm
- ☒ Required Height / Depth Typical (Supplied by the Department)
- ☒ Tile Repair Guide (Rural Locations) (Supplied by the Department)
- ☒ Special Seeding Requirements and Erosion Control (Supplied by the Department)
- ☒ 511 Lane Restriction Requirements (If lane restriction is anticipated) (Supplied by the Department)
- ☒ If paper applications are submitted, at least 2 sets of site plans (11 x 17 preferred) and 1 original of the permit application with all original signatures (Scanned and emailed copies are accepted)

ALL ITEMS MUST BE LEGIBLE FOR REVIEW AND FOR RESCANNING PURPOSES



APPLICATION AND AGREEMENT TO PERFORM WORK
WITHIN STATE HIGHWAY RIGHT-OF-WAY

FOR DEPARTMENT USE ONLY

Permit Number	Highway Number US 30	County Carroll
DOT Project Number		Expiration/Completion Date 12/31/2022

APPLICANT (INDIVIDUAL OR COMPANY) (ASSISTANCE FROM DEPARTMENT AVAILABLE UPON REQUEST)

First Name Mark	Middle E.	Last Name Beardmore	Phone Number 712-792-1000	Ext.
Company Name City of Carroll, IA			Phone Number 712-792-1000	Ext.
Street Address 627 North Adams St.		City/Town Carroll	State IA	ZIP Code 51401
e-Mail Address mbeardmore@cityofcarroll.com				

WORK TO BE ACCOMPLISHED

Approval is hereby requested to enter within the state right-of-way and to complete the proposed work as detailed on the attachments and further described as follows:

Sanitary sewer main, manholes, and appurtenances installed parallel to the curbed urban section of US Highway 30 on the south side of the road in the eastern portion of Carroll, Iowa, located between Griffith Road and Golfers Lane. It is intended to shut down the right-hand east bound lane to allow for construction of the proposed improvements. The sanitary main is to be located 15'-0" south of the back of curb at depths between 7' and 13' deep. The sanitary main is to be installed by trenched methods, except at approach crossings and storm sewer crossings. The sanitary main at those locations is to be installed by trenchless, cased methods. One storm sewer (STA 8+58) will be crossed by trenched methods with a concrete support installed below the storm sewer to prevent any settlement. Traffic control is to be provided in accordance with IADOT standard road plans.

and shall be located as shown on the detailed plan attached hereto. (See current Iowa Department of Transportation Utility Accommodation Policy for submittal of detailed plan requirements.) <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>

WORK SITE LOCATION

The proposed work as described above is located in Section 29, Twp. 84 North, Range 34 West on Highway No. 30 generally located 2 (miles) east (direction) from Highway 71 (city, county line, or other land line). Work proposed is more specifically located as being from Milepost 83 (Milepost #) and Griffith Road (Highway Station) to Milepost 84 (Milepost #) and Golfers Lane (Highway Station) on the South side of highway.

All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Iowa Department of Transportation for any materials removed from the highway right-of-way described as follows:

The following special requirements shall apply to this permit:

Disclosure Statement: The information furnished on this form will be used by the Department of Transportation to determine approval or denial of the application. Failure to provide all information will result in denial of the application. Information furnished is public information and copies may be provided to the public upon request.

The utility company, corporation, applicant, permit holder or licensee, (hereinafter referred to as the Permit applicant) agrees with the Iowa Department of Transportation (hereafter referred to as the Department) that the following stipulations and those special requirements as listed on this document shall govern under this permit after it is approved by the Department.

A. General

1. The installation shall meet the requirements of local municipal, county, state, and federal franchise rules and regulations, regulations and directives of the Iowa State Commerce Commission; the Iowa Department of Natural Resources, all rules and regulations of the Department and any other laws or regulations applicable.
2. The Permit Holder shall be fully responsible for any future adjustments of the facilities within the established highway right-of-way caused by highway construction or maintenance operations.
3. As per Section 115.8(8) of the Utility Accommodation Policy, As-Built plans are due within 90 days after completion of construction, the utility owner shall submit to the district representative an as-built plan.
4. The work described in this permit shall be completed as proposed in compliance with the stipulations and special requirements within one year from the date Department approval is received for said request. Failure on the part of the Permit Holder to abide by the stipulations or in constructing the work described as stipulated and within the time frame stated shall render this agreement and request null and void. The Permit Holder also agrees to save the State of Iowa and the Department harmless of any damages or losses that may be sustained by any person, or persons, on account of the conditions and requirements of this agreement.
5. Non-compliance with any of the terms of the Department's policy, permit, or agreement, may be considered cause for shut-down of construction operations, revocation of the permit, or withholding of relocation reimbursement and/or withholding of future application approvals until compliance is confirmed. The cost of any work deemed necessary to be performed by the State in removal of non-complying construction will be assessed against the Permit Holder.

B. Construction and Maintenance

1. The location, construction and maintenance of the utility installation covered by this application shall be in accordance with the current Department's Utility Accommodation Policy, <http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf>
2. Before beginning any work in the highway right-of-way, it is the responsibility of the Permit Holder to obtain an easement from the drainage district if necessary. The Department assumes no responsibility for advising the Permit Holder of each location of a drainage district crossing, it is the Permit Holder's responsibility to locate these crossings and obtain any necessary easements or permission from the drainage district. See Code of Iowa, Chapter 468 for additional information.
3. A copy of the approved permit shall be available on the job site at all times for examination by Department personnel.
4. Operations in the construction and maintenance of this utility installation shall be carried on in such a manner as to cause minimum interference to or distraction of traffic on said highway.
5. Traffic protection shall minimally be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The applicant shall be responsible for correctly using traffic control devices including signs, warning lights, and channelizing devices as needed while work is in progress or the clear zone is impacted. Flagging operations are the responsibility of the applicant. The Department's TC XXX Series Standards are the preferred traffic control specification plans. http://www.iowadot.gov/design/stdplne_tc.htm
6. The applicant shall seed and mulch all disturbed areas within the highway right-of-way and shall be responsible for the vegetative cover until it becomes well established. Any surfaced areas such as driveways or shoulders and sodded waterways and plantings which are disturbed shall be restored to their original condition. Any damage to any other underground facilities during installation shall be repaired at the permit holder's expense.
7. All personnel in the highway right-of-way shall wear ANSI 107 Class 2 apparel at all times when exposed to traffic or construction equipment.
8. As per Policy Section 115.4(9) parking or storage in the clear zone is prohibited. When not in actual use, vehicles, equipment and materials shall not be parked or stored within the clear zone or median.
9. Unless specifically noted in Special Requirements section, all work performed within the right-of-way shall be restricted to 30 minutes after sunrise to 30 minutes before sunset.
10. Pedestals shall be placed within 12 inches of the right-of-way line.
11. All above and below ground appurtenances (pedestals, hydrants, drains, accesses, etc.) shall be marked with high visibility posts and signs. The minimum height requirement for the signs shall be 5 foot. Urban Roadway Sections may be exempted with department approval.

C. Liability

1. To the extent allowable by law, the Permit Holder agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of the Permit Holder's facilities. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
2. The Permit Holder shall indemnify and save harmless the State of Iowa, its agencies and employees, from any and all causes of action, suits at law or in equity, for losses, damages, claims or demands, and from any and all liability and expense of whatsoever nature, arising out of or in connection with the Permit Holder's use or occupancy of the public highway.
3. The State of Iowa and the Department assume no responsibility for damages to the Permit Holder's property occasioned by any construction or maintenance operations on said highway if the facilities are not located in accordance with this permit.
4. The State of Iowa, its agencies or employees, will be liable for expense incurred by the Permit Holder in its use and occupancy of the highway right-of-way only when negligence of the State, its agencies or employees, is the sole proximate cause of such expense. Whether in contract, tort or otherwise, the liability of the State, its agencies and employees, is limited to the reasonable, direct expense to repair damaged utilities, and in no event will such liability extend to loss of profits or business, indirect, special, consequential or incidental damages.

D. Notification

1. The Permit Holder is responsible for contacting **Iowa One-Call (1-800-292-8989)** and request the location of all underground utilities forty-eight (48) hours before excavation. Before beginning work in the highway right-of-way, the Permit Holder shall also contact any other known utility located in the area of the proposed work.
2. The Permit Holder agrees to give the Department forty-eight (48) hour notice of its intention to start construction or to perform routine maintenance on the highway right-of-way. Said notice shall be made to the local DOT contact person whose name is shown on Page 3.
3. **511 Notification**-In accordance with Iowa Code section 321.348, cities and utilities **may not obstruct or close** primary highways or primary highway extensions (State highways within city limits) **without prior consent of the Iowa DOT**, except in emergency situations. Before setting up a lane closure or a vertical/horizontal restriction of any kind on a primary highway, call your local Iowa DOT Maintenance garage and call the Traffic Management Center per attached documents. Except in emergency situations, a 10 day advance notice is required. <http://www.iowadot.gov/traffic/utility/pdfs/511UtilityNotification.pdf>

E. Buy America

Buy America applies to relocations of utility facilities that must move due to highway projects under certain specific conditions that include reimbursable locations and relocations due to Interstate projects. Please contact the Department's District Engineering Operation Technician (EOT) for more information on Buy America requirements or visit the following link: <http://www.iowadot.gov/traffic/utility/utility.html>

Applicant Signature and Agreement

The undersigned have read the stipulations of this permit agreement as stated as well as attachments which may be included and by signing this application agree to abide by all stipulations and to complete the work as proposed in compliance with the stipulations and attachments within one year from the date Department approval is received for said request. Failure on the part of the applicant to abide by the stipulations or to construct the work desired as stipulated and within the time frame stated shall render this agreement and request null and void. The undersigned also agrees to save harmless the State of Iowa and the Iowa Department of Transportation from any damage or losses that may be sustained by any person or persons on account of the conditions and requirements of this agreement.

Applicant Name (First, M.I., Last - Print or Type) Mark E. Beardmore	Applicant Signature (Handwritten)	Date 01-24-2022
e-Mail Address mbeardmore@cityofcarroll.com		

CITY ACTION (IF PROPOSED WORK IS WITHIN AN INCORPORATED CITY, CITY ACTION IS REQUIRED)

"The undersigned city joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned city and recommends action on said permit application as noted below by the delegated city official".

☒ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Handwritten Signature	Title Public Works Director	Date 01-24-2022
Type or Print Name Randall M. Krauel	Authorized Official for the City of Carroll	
e-Mail Address rkrauel@cityofcarroll.com		

COUNTY ACTION (IF PROPOSED WORK CROSSES COUNTY RIGHT-OF-WAY, COUNTY ACTION IS REQUIRED)

"The undersigned county joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned county and recommends action on said permit application as noted below by the delegated county official".

☐ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Handwritten Signature	Title	Date
Type or Print Name	Authorized Official for the County of	
e-Mail Address		

FEDERAL HIGHWAY ADMINISTRATION ACTION

(DEPARTMENT REPRESENTATIVE WILL REVIEW THE REQUEST AND OBTAIN FHWA ACTION, WHEN NECESSARY)

☐ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Authorized FHWA Representative Signature	Date
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DEPARTMENT OF TRANSPORTATION FINAL ACTION

☐ Application Approved ☐ Application Denied Permit Number:

Authorized Highway District Representative	Signature	Date
e-Mail Address		

Notice of intention to commence activities on the highway rights-of-way shall be submitted by the applicant a minimum of 48 hours prior to actually commencing the activities as herein granted by this approved application. Notice is to be given to the following Iowa Department of Transportation representative:

Local DOT Contact Person (Type or Print Name)		Phone Number	
Street Address	City/Town	State IA	ZIP Code
e-Mail Address			

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MPW*
FROM: Chad Tiemeyer, Director of Parks and Recreation *GT*
DATE: January 17, 2022
SUBJECT: Graham Park Creek Improvements- 2022- Amendment to Agreement

In June of 2019, City Council Members approved a REAP Grant application to go towards Project #2 of the Graham Park Master Plan- Creek Improvements. This phase includes reinforced concrete walls, riprap, rebuilding outfalls and footings, excavation, and utility adjustments. The REAP Grant was awarded to the City of Carroll on January 6, 2020 in the amount of \$125,000 for Project #2- Creek Improvements.

The project went out to public bid on August 26, 2021. After two pre bid meetings and no attendance by contractors, the bid due date was pushed back two weeks to allow for more interest and awareness. No bids were received by the City on October 4, 2021. By the guidance of our engineers at Shive-Hattery, the timing of the bidding process and scope of work proved to be difficult for several of the contractors, but allowing a slower time of season to approach before bidding would be very beneficial for the overall amount of interest.

An Amendment to Agreement from Shive Hattery was provided to the City of Carroll per the city's request. This agreement will aid in putting Project #2- Creek Improvements out to bid for the second time and will:

Provide bid phase services including providing plans and notices to Master Builders of Iowa, distributing bid documents to prospective bidders, attend one pre-bid meeting, answer a reasonable amount of Contractor questions and assist City with addenda and clarifications as requested.

Fixed Fee: \$2,300

Project Financials

Total estimated expenses of project:

Creek Revitalization (Estimate)	\$171,593.00 (with 10% contingency 5/27/21)
Master Plan	\$ 27,000.00
Engineering	\$ 42,800.00
<u>This amendment</u>	<u>\$ 2,300.00</u>
Total Expenses:	\$243,693.00

Total Revenues of Project:

LOST FY 18	\$ 75,000.00
LOST FY 21	\$150,000.00
REAP Grant	\$125,000.00
<u>Interests</u>	<u>\$ 2,800.00</u>
Total Revenues:	\$352,800.00

RECOMMENDATION: Mayor and City Council consideration and approval of the Resolution approving the Amendment to Agreement with Shive-Hattery, Inc. to assist with the re-bidding of Project # 2 of the Graham Park Master Plan- Creek Improvements in the amount of \$2,300.00.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN AMENDMENT TO AGREEMENT BETWEEN THE CITY
OF CARROLL AND SHIVE-HATTERY, INC.**

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be reduced to writing and approved by the City Council by resolution; and

WHEREAS, the Amendment to Agreement Between the City of Carroll and Shive-Hattery, Inc. is attached hereto as Exhibit "A"; and

WHEREAS, it is determined that the approval of the attached Amendment to Agreement is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that the Amendment to Agreement Between the City of Carroll and Shive-Hattery, Inc., attached as Exhibit "A", be authorized and approved, and that the Mayor and City Clerk are authorized to execute the contract on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 24th day of January, 2022.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY: _____
Mark E. Beardmore, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

AMENDMENT TO AGREEMENT
Between SHIVE-HATTERY, INC. AND THE CLIENT

ATTN: Chad Tiemeyer
CLIENT: City of Carroll, IA
627 N. Adams St
Carroll, IA 51401

PROJECT: City of Carroll - Graham Park Creek Improvements

PROJECT LOCATION: Carroll, IA

ORIGINAL AGREEMENT DATE: February 13, 2020

AMENDMENT NO.: 3

AMENDMENT DATE: January 10, 2022

City of Carroll, IA and Shive-Hattery, Inc. (S-H) agree to amend the Original Agreement as follows:

PROJECT DESCRIPTION

The project description is revised as follows:

Additional work needed for Shive-Hattery effort to assist the City with re-bid services for the Graham Park Stream improvements project.

SCOPE OF SERVICES

These services will be added to the original contract and consist of the following tasks:

1. Bid Phase Services:
 1. Shive-Hattery will coordinate with the City of Carroll and develop a proposed bid schedule and prepare modified contract documents for re-bidding the project.
 2. Shive-Hattery will provide plans and notices to Master Builders of Iowa.
 1. The City is responsible for posting the project to the Iowa League of Cities Website
 3. Documents will be distributed electronically by Shive-Hattery to prospective bidders.
 4. Shive-Hattery will maintain the plan holders list.
 5. Schedule and attend one (1) pre-bid meeting. Provide City with record of meeting minutes.
 6. Answer a reasonable amount of Contractor questions and assist the City in preparation of addenda and clarifications as requested. Addenda will be distributed by the City.
 7. The City will receive and tabulate bids. The Engineer will be available via phone during the bid opening time.



CLIENT RESPONSIBILITIES

It will be your responsibility to provide the following:

1. Identify a Project Representative with full authority to act on behalf of the Client with respect to this project. The Client Project Representative shall render decisions in a timely manner in order to avoid delays of Shive-Hattery's services.
2. Legal, accounting, and insurance counseling services or other consultants, including geotechnical, or vendors that may be necessary. The Client shall coordinate these services with those services provided by Shive-Hattery.
3. Provide to Shive-Hattery any available drawings, survey plats, testing data and reports related to the project, either hard copy or electronic media. Electronic media is preferred.
4. Unless specifically included in the Scope of Services to be provided by Shive-Hattery, the Client shall furnish tests, inspections, permits and reports required by law, regulation or code including but not limited to hazardous materials, structural, mechanical, chemical, air pollution and water pollution tests.
5. Provide Shive-Hattery personnel unlimited access to the site as required.
6. Post the project to Iowa League of Cities for advertising
7. Receive and tabulate bids.

SCHEDULE

We will begin our services upon receipt of this Agreement executed by you which will serve as a notice to proceed.

- We will meet with you to develop a mutually agreed-upon schedule for the Scope of Services.

COMPENSATION

Description	Fee Type	Fee	Estimated Expenses	Total
Bid Letting Services	Fixed Fee	\$2,300	Included	\$2,300
TOTAL		\$2,300	Included	\$2,300

Fee Types:

- Fixed Fee - We will provide the Scope of Services for the fee amounts listed above.

Expenses:

- Included - For Fixed Fee Type, expenses have been included in the Fee amount. For Hourly Fee Types, expenses will be reimbursed in accordance with our Reimbursable Expense Fee Schedule in effect at the time that the expense is incurred.

The terms of this proposal are valid for 30 days from the date of this proposal.

ADDITIONAL SERVICES

Unless specifically stated in the Scope of Services, any resilient design related services including areas of resistance, reliability and redundancy (i.e. flood protection, storm/tornado shelter, emergency generators, utility backup, etc.) are not included in this proposal.

The following are additional services you may require for your project. We can provide these services,

OTHER TERMS

STANDARD TERMS AND CONDITIONS

Copyright © Shive-Hattery June 2020

PARTIES

"S-H" or "Shive-Hattery" shall mean Shive-Hattery, Inc. or Shive-Hattery A/E Services, P.C. or Studio951 a Division of Shive-Hattery or EPOCH a Division of Shive-Hattery or Shive-Hattery New Jersey, Inc. and "CLIENT" shall mean the person or entity executing this Agreement with "S-H."

LIMITATION OF LIABILITY AND WAIVER OF CERTAIN DAMAGES

The CLIENT agrees, to the fullest extent of the law, to limit the liability of S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, to the CLIENT and any person or entity claiming by or through the CLIENT, for any and all claims, damages, liabilities, losses, costs, and expenses including reasonable attorneys' fees, experts' fees, or any other legal costs, in any way related to the Project or Agreement from any cause(s) to an amount that shall not exceed the compensation received by S-H under the agreement or fifty thousand dollars (\$50,000), whichever is greater. The parties intend that this limitation of liability apply to any and all liability or cause of action, claim, theory of recovery, or remedy however alleged or arising, including but not limited to negligence, errors or omissions, strict liability, breach of contract or warranty, express, implied or equitable indemnity and all other claims, which except for the limitation of liability above, the CLIENT waives.

CLIENT hereby releases S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, and none shall be liable to the CLIENT for consequential, special, exemplary, punitive, indirect or incidental losses or damages, including but not limited to loss of use, loss of product, cost of capital, loss of goodwill, lost revenues or loss of profit, interruption of business, down time costs, loss of data, cost of cover, or governmental penalties or fines.

INDEMNIFICATION

Subject to the limitation of liability in this Agreement, S-H agrees to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors, shareholders, employees, contractors, subcontractors and consultants against all claims, damages, liabilities, losses or costs, including reasonable attorneys' fees, experts' fees, or other legal costs to the extent caused by S-H's negligent performance of service under this Agreement and that of its officers, directors, shareholders, and employees.

The CLIENT agrees to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants, and affiliated companies against all damages, liabilities, losses, costs, and expenses including, reasonable attorneys' fees, expert's fees, and any other legal costs to the extent caused by the acts or omissions of the CLIENT, its employees, agents, contractors, subcontractors, consultants or anyone for whom the CLIENT is legally liable.

HAZARDOUS MATERIALS - INDEMNIFICATION

To the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold S-H, its officers, directors, shareholders, employees, agents, consultants and affiliated companies, and any of them harmless from and against any and all claims, liabilities, losses, costs, or expenses including reasonable attorney's fees, experts' fees and any other legal costs (including without limitation damages to property, injuries or death to persons, fines, or penalties), arising out of, or resulting from the discharge, escape, release, or saturation from smoke, vapors, soot, fumes, acids, alkalies, toxic chemicals, liquids, gases, polychlorinated biphenyl, petroleum contaminants spores, biological toxins, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

STANDARD OF CARE

Services provided by S-H under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances on projects of similar size, complexity, and geographic location as that of the Project. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.

BETTERMENT

The CLIENT recognizes and expects that certain change orders may be required to be issued as the result in whole or part of imprecision, incompleteness, omissions, ambiguities, or inconsistencies in S-H's drawings, specifications, and other design, bidding or construction documentation furnished by S-H or in other professional services performed or furnished by S-H under this Agreement (herein after in this Betterment section referred to as S-H Documentation). If a required item or component of the Project is omitted from S-H's Documentation, the CLIENT is responsible for paying all costs required to add such item or component to the extent that such item or component would have been required and included in the original S-H Documentation. In no event will S-H be responsible for costs or expense that provides betterment or upgrades or enhances the value of the Project.

RIGHT OF ENTRY

The CLIENT shall provide for entry for the employees, agents and subcontractors of S-H and for all necessary equipment. While S-H shall take reasonable precautions to minimize any damage to property, it is understood by the CLIENT that in the normal course of the project some damages may occur, the cost of correction of which is not a part of this Agreement.

PAYMENT

Unless otherwise provided herein, invoices will be prepared in accordance with S-H's standard invoicing practices then in effect and will be submitted to CLIENT each month and at the completion of the work on the project. Invoices are due and payable upon receipt by the CLIENT. If the CLIENT does not make payment within thirty (30) days after the date the invoice was mailed to the CLIENT, then the amount(s) due S-H shall bear interest due from the date of mailing at the lesser interest rate of 1.5% per month compounded or the maximum interest rate allowed by law. In the event that S-H files or takes any action, or incurs any costs, for the collection of amounts due it from the client, S-H shall be entitled to recover its entire cost for attorney fees and other collection expenses related to the collection of amounts due it under this Agreement. Any failure to comply with this term shall be grounds for a default termination.

TERMINATION

Either party may terminate this Agreement for convenience or for default by providing written notice to the other party. If the termination is for default, the non-terminating party may cure the default before the effective date of the termination and the termination for default will not be effective. The termination for convenience and for default, if the default is not cured, shall be effective seven (7) days after receipt of written notice by the non-terminating party. In the event that this Agreement is terminated for the convenience of either party or terminated by S-H for the default of the CLIENT, then S-H shall be paid for services performed to the termination effective date, including reimbursable expenses due, and termination expenses attributable to the termination. In the event the CLIENT terminates the Agreement for the default of S-H and S-H does not cure the default, then S-H shall be paid for services performed to the termination notice date, including reimbursable expenses due, but shall not be paid for services performed after the termination notice date and shall not be paid termination expenses. Termination expenses shall include expenses reasonably incurred by S-H in connection with the termination of the Agreement or services, including, but not limited to, closing out Project records, termination of subconsultants and other persons or entities whose services were retained for the Project, and all other expenses directly resulting from the termination.

INFORMATION PROVIDED BY OTHERS

S-H shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to S-H such information, including electronic media, as is available to the CLIENT and the CLIENT's consultants and contractors, and S-H shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is difficult for S-H to assure the accuracy, completeness and sufficiency of such client-furnished information, either because it is provided by others or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them, from and against any and all claims, liabilities, losses, costs, expenses (including reasonable attorneys' fees, experts' fees, and any other legal costs) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT.

UNDERGROUND UTILITIES

Information for location of underground utilities may come from the CLIENT, third parties, and/or research performed by S-H or its subcontractors. S-H will use the standard of care defined in this Agreement in providing this service. The information that S-H must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees agents, subconsultants, affiliated companies, and any of them for all claims, losses, costs and damages arising out of the location of underground utilities provided or any information related to underground utilities by S-H under this Agreement.

CONTRACTOR MATTERS

CLIENT agrees that S-H shall not be responsible for the acts or omissions of the CLIENT's contractor, or subcontractors, their employees, agents, consultants, suppliers or arising from contractor's or subcontractors' work, their employees, agents, consultants, suppliers or other entities that are responsible for performing work that is not in conformance with the construction Contract Documents, if any, prepared by S-H under this Agreement. S-H shall not have responsibility for means, methods, techniques, sequences, and progress of construction of the contractor, subcontractors, agents, employees, agents, consultants, or other entities. In addition, CLIENT agrees that S-H is not responsible for safety at the project site and that safety during construction is for the CLIENT to address in the contract between the CLIENT and contractor.

SHOP DRAWING REVIEW

If, as part of this Agreement S-H reviews and approves Contractor submittals, such as shop drawings, product data, samples and other data, as required by S-H, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. S-H's review shall be conducted with reasonable promptness while allowing sufficient time in S-H's judgment to permit adequate review. Review of a specific item shall not indicate that S-H has reviewed the entire assembly of which the item is a component. S-H shall not be responsible for any deviations from the contract documents not brought to the attention of S-H in writing by the Contractor. S-H shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

OPINIONS OF PROBABLE COST

If, as part of this Agreement S-H is providing opinions of probable construction cost, the CLIENT understands that S-H has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing, and that S-H's opinions of probable construction costs are to be made on the basis of S-H's qualifications and experience. S-H makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

CONSTRUCTION OBSERVATION

If, as part of this Agreement S-H is providing construction observation services, S-H shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Contract Documents. Unless otherwise specified in the Agreement, the CLIENT has not retained S-H to make detailed inspections or to provide exhaustive or continuous project review and observation services. S-H does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, its subcontractors, employees, agents, consultants, suppliers or any other entities furnishing materials or performing any work on the project.

S-H shall advise the CLIENT if S-H observes that the contractor is not performing in general conformance of Contract Documents. CLIENT shall determine if work of contractor should be stopped to resolve any problems.

OTHER SERVICES

The CLIENT may direct S-H to provide other services including, but not limited to, any additional services identified in S-H's proposal. If S-H agrees to provide these services, then the schedule shall be reasonably adjusted to allow S-H to provide these services. Compensation for such services shall be at S-H's Standard Hourly Fee Schedule in effect at the time the work is performed unless there is a written Amendment to Agreement that contains an alternative compensation provision.

OWNERSHIP & REUSE OF INSTRUMENTS OF SERVICE

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by S-H as instruments of service shall remain the property of S-H. The CLIENT shall not reuse or make any modifications to the plans and specifications without the prior written authorization of S-H. The CLIENT agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless S-H its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them from any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to any unauthorized reuse or modifications of the construction documents by the CLIENT or any person or entity that acquires or obtains the plans and specifications from or through the CLIENT without the written authorization of S-H.

DISPUTE RESOLUTION

If a dispute arises between S-H and CLIENT, the executives of the parties having authority to resolve the dispute shall meet within thirty (30) days of the notification of the dispute to resolve the dispute. If the dispute is not resolved within such thirty (30) day time period, CLIENT and S-H agree to submit to non-binding mediation prior to commencement of any litigation and that non-binding mediation is a precondition to any litigation. Any costs incurred directly for a mediator, shall be shared equally between the parties involved in the mediation.

EXCUSABLE EVENTS

S-H shall not be responsible or liable to CLIENT or CLIENT's contractors, consultants, or other agents for any of the following events or circumstances, or the resulting delay in S-H's services, additional costs and expenses in S-H's performance of its services, or other effects in S-H's services, stemming in whole or part from such events and circumstances (collectively, "Excusable Events" or, singularly, an "Excusable Event"): a change in law, building code or applicable standards; actions or inactions by a governmental authority; the presence or encounter of hazardous or toxic materials on the Project; war (declared or undeclared) or other armed conflict; terrorism; sabotage; vandalism; riot or other civil disturbance; blockade or embargos; explosion; abnormal weather; unanticipated or unknown site conditions; epidemic or pandemic (including but not limited to COVID-19), delays or other effects arising from government-mandated or government-recommended quarantines, closure of business, access, or travel; strike or labor dispute, lockout, work slowdown or stoppage; accident; act of God; failure of any governmental or other regulatory authority to act in a timely manner; acts or omissions by CLIENT or by any CLIENT's contractors, consultants or agents of any level on the project (including, without limitation, failure of the CLIENT to furnish timely information or approve or disapprove of S-H's services or work product promptly, delays in the work caused by CLIENT, CLIENT's suspension, breach or default of this Agreement, or delays caused by faulty performance by the CLIENT or by CLIENT's contractors, consultants, or agents of any level); or any delays or events outside the reasonable control of S-H. When an Excusable Event occurs, the CLIENT agrees S-H is not responsible for any actual or claimed damages incurred by CLIENT or CLIENT's contractors, consultants, or agents, S-H shall not be deemed to be in default of this Agreement, and S-H shall be entitled to a change order to equitably increase and extend S-H's time for performance of its services, as well as equitably increase the contract sum to compensate S-H for its increased labor, expenses, and other costs to perform its services, due to the Excusable Event.

ASSIGNMENT

Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

SEVERABILITY, SURVIVAL AND WAIVER

Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the CLIENT and S-H shall survive the completion of the services hereunder and the termination of this Agreement. The failure of a party to insist upon strict compliance of any term hereof shall not constitute a waiver by that party of its rights to insist upon strict compliance at a subsequent date.

GOVERNING LAW

This Agreement shall be governed pursuant to the laws in the state of the locale of the S-H office address written in this Agreement.

EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of S-H to provide equal employment opportunities for all. S-H enforces the following acts and amendments as presented by Federal government or State governments: Title VII of the Civil Rights Act of 1965, Age Discrimination in Employment Act (ADEA), Americans With Disabilities Act (ADA), Iowa Civil Rights Act of 1965, and Illinois Human Rights Act [775ILCS 5]. S-H will not discriminate against any employee or applicant because of race, creed, color, religion, sex, national origin, gender identity, sexual orientation, marital status, ancestry, veteran status, or physical or mental handicap, unless related to performance of the job with or without accommodation.

COMPLETE AGREEMENT

This Agreement constitutes the entire and integrated agreement between the CLIENT and S-H and supersedes all prior negotiations, representations and agreements, whether oral or written. In the event the CLIENT issues a Purchase Order of which this Agreement becomes a part, or the CLIENT and S-H otherwise execute or enter into a contract into which this Agreement is incorporated, the parties expressly agree that, to the extent the terms of this Agreement conflict with or are otherwise inconsistent with such Purchase Order, or any other contract, this Agreement shall supersede and override the terms of the aforementioned documents, and this Agreement shall solely govern in those regards.

ACCEPTANCE

Wet signatures, digital signatures, electronic signatures or acceptance communicated by mail or e-mail from one party to another, are deemed acceptable for binding the parties to the Agreement. The CLIENT representative accepting this Agreement warrants that he or she is authorized to enter into this Agreement on behalf of the CLIENT.

AGREEMENT

This proposal shall become the Agreement for Services when accepted by both parties. Wet signatures, digital signatures, electronic signatures or acceptance communicated by mail or e-mail from one party to another, are deemed acceptable for binding the parties to the Agreement. The Client representative signing this Agreement warrants that he or she is authorized to enter into this Agreement on behalf of the Client.

Thank you for considering this proposal. We look forward to working with you. If you have any questions concerning this proposal, please contact us.



Sincerely,
SHIVE-HATTERY, INC.

Dan Jensen, Civil Engineer
djensen@shive-hattery.com

AGREEMENT ACCEPTED AND SERVICES AUTHORIZED TO PROCEED

CLIENT: City of Carroll, IA

BY: _____ **TITLE:** _____
(signature)

PRINTED NAME: _____ **DATE ACCEPTED:** _____

City of Carroll

627 N. Adams Street

Carroll, Iowa 51401

(712) 792-1000

FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager *MS P-w*

FROM: Randall M. Krauel, Director of Public Works *RMK*

DATE: January 19, 2022

SUBJECT: Street Maintenance Facility
Change Order No. 2

During construction of the Street Maintenance Facility, some items of work were encountered that required changes to the Contract so that construction work could continue. The items of work have been included in an attached, proposed Change Order No. 2. The items are detailed in the Change Order and summarized as follows:

1. Eyewash waterline, filter, motor change, thermostats	\$1,061.00
2. Steel angle addition	\$1,371.00
3. Toilet accessories deletion	(\$981.00)
4. Flag pole change	\$1,273.00
5. Millwork credit	(\$412.00)
6. Metal siding addition to Front Entry area	\$3,406.00
7. Door 132.1 lockset change	\$281.00
8. Precast accent panel credit	(\$10,561.00)
9. Janitor closet wall board deletion	(\$538.00)
10. Appliance allowance credit	(\$8,000.00)
Total	(\$13,100.00)

The effect of proposed Change Order No. 2 on the construction Contract is as follows:

Original Contract Price	\$4,489,300.00
Change Order No. 1	\$48,200.00
Proposed Change Order No. 2	(\$13,100.00)
Contract Price w/Change Orders	\$4,524,400.00

No change in Contract time is included in proposed Change Order No. 2.

RECOMMENDATION: Mayor and City Council consideration of approval of Change Order No. 2 to the Street Maintenance Facility Contract in the amount of a \$13,100.00 deduction.

RMK:ds

attachment

AIA® Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Street Maintenance Facility - City of Carroll, Iowa 423 East 3rd St. Carroll, Iowa 51401	CONTRACT INFORMATION: Contract For: General Construction Date: September 28, 2020	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: December 14, 2021
OWNER: <i>(Name and address)</i> City of Carroll 627 North Adams Street Carroll IA. 51401	ARCHITECT: <i>(Name and address)</i> FEH DESIGN 604 East Grand Avenue Des Moines IA. 50309	CONTRACTOR: <i>(Name and address)</i> Badding Construction 814 W. 9th Street Carroll, IA. 51401

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- CR No. 01: EDA's Field Directive No. 01; Water line size increase to the Emergency Eyewash station to provide required flow. Addition of separate filter for unit F1. Motor type for ERV changed to EC type motor, for ventilation requirements. Credit for duplicate thermostats provided by the equipment manufacturer. Add \$1,061.00.
 - CR No. 02: Addition of steel angle at Grid Line 3 to carry precast wall panel section on east elevation upper roof area. Add \$1,371.00.
 - CR No. 03: Toilet accessories, deletion of items not required. Deduct (\$981.00).
 - CR No. 04: Flag Poles, change the gauge of flag poles for additional wind loading capacity. Add \$1,273.00.
 - CR No. 05: Millwork Credit. Deduct (\$412.00).
 - CR No. 06: Metal Siding addition to Front Entry area recess. Add \$3,406.00.
 - CR No. 07: Change of Lockset at Door 132.1 to Best Cylinder compatible. Add \$281.00.
 - CR No. 09: Precast Accent Panels. Credit for fabrication of panels with accent heights at incorrect height locations. Deduct (\$10,561.00).
 - CR No. 011: Credit for FRP Board in Janitors Closet. Deduct (\$538.00).
 - CR No. 013: Credit for Appliance Allowance. Deduct (\$8,000.00).
- Total Cost: Deduct (\$13,100.00).

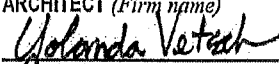
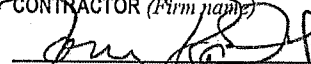
The original Contract Sum was	\$ 4,489,300.00
The net change by previously authorized Change Orders	\$ 48,200.00
The Contract Sum prior to this Change Order was	\$ 4,537,500.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 13,100.00
The new Contract Sum including this Change Order will be	\$ 4,524,400.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be November 15, 2021

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

FEH DESIGN	Badding Construction	City of Carroll
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
		
SIGNATURE	SIGNATURE	SIGNATURE
Yolanda Vetsch, Project Manager	TONY BADDING	Mark E. Beardmore, Mayor
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
12-14-2021	12-14-21	01-24-22
DATE	DATE	DATE

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User Notes: (3B9ADA48)

Minutes of Special Airport Commission Meeting 12-6-2021

A special meeting of the Carroll Airport Commission was held at the Carroll Airport, Carroll, Iowa at 3:00 PM on Monday, December 6th 2021 pursuant to public notice publicly posted in the Carroll City Hall since Friday, December 3rd 2021 at 1:15 PM.

All Commission members were present in person, namely Chairman Norm Hutcheson, Gene Vincent, Greg Siemann, Kevin Wittrock and Dick Fulton. At 3:00 PM the meeting was called to order by Commission Chairman Hutcheson. Airport Manager and Carroll Aviation President Don Mensen was also present as well as Airport Engineer Peter Crawford.

The purpose of the meeting was to orient current City Council members, the incoming Mayor and incoming City Council Members on the operation of the Carroll Airport

Present from the current City Council were LaVern Dirx and Carolyn Siemann. Incoming Mayor Mark Beardmore and incoming City Council members Kyle Bauer and JJ Schreck were also present along with City Manager Mike Pogge Weaver and City Clerk Laura Schaeffer.

A detailed explanation of function of the Airport Commission was explained along with the necessity at the present and in the future of at least two of the Airport Commissioners being very familiar with The National Airspace System and Instrument Flying Operations. The future FAA Capital Improvement Project for the LED light conversion was also discussed along with options for doing the project over a one year period instead of a 3 year period.

The City Officials were shown the snow removal equipment which was on display and a tour of the Main Hanger was also included. It was explained to the City Officials that the Airport was currently at capacity of 24 aircraft for storage and the our plans have to include the future construction of a new corporate hangar of 100 X 100 foot dimensions with a 80 foot door as well as the future construction of at least 6 more T or box hangars for smaller aircraft.

The City Officials were then given a driving tour up and down the length of the 13-31 taxiway to give everyone a good view of Airport Layout.

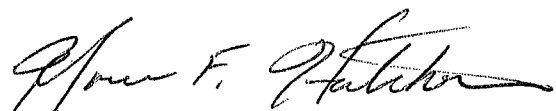
At the completion of the tour and presentation a motion was made that the meeting be adjourned by Commissioner Vincent and seconded by Commissioner Wittrock. All member voted to approve and the meeting was adjourned at 4:30 pm

Respectfully Submitted


Kevin Wittrock, Board Secretary

Attest:





Library Board Minutes

December 20, 2021

The Carroll Board of Trustees met in the Community Meeting Room at the Carroll Public Library. Trustees Present: Thomas Parrish, Julie Perkins, Dale Schmidt, Marcie Hircock, Ralph von Qualen, and Lisa Auen. Trustees absent: Summer Parrott, Kyle Ulveling, and Brenda Hogue. Also present: Director Rachel Van Erdewyk and Assistant Director Parveen Karim.

Parrish called the meeting to order at 5:15 pm. It was moved by Schmidt and seconded by von Qualen to approve the agenda. All voted aye. Absent: Parrott, Ulveling, and Hogue. It was moved by Perkins and seconded by Hircock to approve the November 15, 2021 meeting minutes. All voted aye. Absent: Parrott, Ulveling, and Hogue. Correspondence: none. It was moved by Auen and seconded by Perkins to approve the bills. All voted aye. Absent: Parrott, Ulveling, and Hogue.

Director's Report: Miss Diane continued her read aloud program this last month, *Stories with Diane*. Grab and Go crafts are still continuing. Preschool field trip tours were conducted. The library will use Beanstack again for Summer Reading as the program was easy to use and well-liked. Crafty Library Ladies continued meeting at the library. The library has partnered with the ISU Extension Office on the Maker Days and has increased in numbers from the November to the December events.

Board Education: None.

Old Business: The library's strategic plan is still being discussed. There were 18 action items not completed at last check in. Van Erdewyk discussed several areas in which the library could improve and/or increase services and programs. No action was taken.

New Business: Library Page job description was updated and it was moved by Schmidt and seconded by Hircock to accept the revised job description. All voted aye. Absent: Parrott, Ulveling, and Hogue. The 2022-2023 Fiscal Year Budget was presented and will be presented to City Council in January. It was moved by von Qualen and seconded by Schmidt to approve the FY 2022-2023 library budget. All voted aye. Absent: Parrott, Ulveling, and Hogue.

It was moved by Perkins and seconded by Hircock to adjourn. All voted aye. Absent: Parrott, Ulveling, and Hogue. Meeting adjourned at 6:01 pm. Next regular meeting will be January 17, 2022.

Thomas Parrish—Vice President

Parveen Karim—Recording Stand-In

CARROLL AIRPORT COMMISSION

Regular Meeting

Monday, February 14, 2022

5:30 P.M.

Arthur Neu Airport

Agenda

Approve previous meeting minutes

A-7 Lighting

Contracts

New Business

Approve monthly bills

CARROLL AIRPORT COMMISSION

Regular Meeting

The regular meeting of the Carroll Airport Commission was held on Monday, January 10, 2022, at the Arthur Neu Airport. Commission members in attendance were Norman Hutcheson, Greg Siemann, Gene Vincent, Kevin Wittrock and Dick Fulton. Also attending were 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. Vincent was made to approve the minutes. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton.

CAR RENTAL

A motion by Comm. Vincent and seconded by Comm. Fulton was made to request bids from the local car dealers. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. The new contract will be for three years and four months. The bids will be opened at the February meeting.

TOPICS DISCUSSED:

Putting lights in the A-7 is not an option. A motion by Comm. Wittrock and seconded by Comm. Siemann was made to put a spot light on the plane with a 50watt LED bulb. Motion carried by Commissioners Hutcheson, Siemann, Vincent, Wittrock and Fulton. This spot light would not interfere with airport traffic or road traffic.

Comm. Vincent suggested to pre-pay the chemicals to Nutrien to ensure product availability in the spring.

Comm. Siemann reported he has been working with the City to procure the grants available through various programs.

Don provided a list of renters in the T-hangers.

The Commission will have a work session to discuss Don's contract.

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

Carroll Aviation	contract	\$ 6,800.00
Nutrien AG Solutions	chemicals & pre-pay chem	3,169.54
Bomgaars	equipment supplies	14.99
Carol Schoeppner	roll stamps	58.00
Wittrock Motor	Dec car rental	349.00
Westmor Fluid Sol	fuel delivery repair	267.06
Echo Group	blubs	50.65
Drees Oil	propane	274.09
Community Oil	equipment gas	752.25
Ecowater	cooler rent/water	130.96
Raccoon Valley Elec	Dec electric service	1,514.38
Carroll Refuse	Dec garbage	57.00
Iowa Public Airports Association	membership dues	175.00
Bomgaars	snow shovels	129.97
Stone Printing	pay requests	127.43
Carol Schoeppner	secretary contract	350.00

A motion by Comm. Siemann and seconded by Comm. Vincent 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. Vincent and seconded by Comm. Siemann was made to adjourn at 6:40 P.M..

The next regular meeting of the Carroll Airport Commission will be Monday, February 14, 2022, at the Arthur Neu Airport.

Chairman/Vice-Chairman

ATTEST:

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

January 12, 2022

1. The meeting was called to order at 5:02 p.m. by Chair Jeff Anthofer, Mayor of Coon Rapids at Barrata's in Carroll, Iowa. Others in attendance were: Scott Johnson, Carroll County Board of Supervisor; Dan Snyder, Mayor of Breda; Harvey Dales, City of Manning; and Mark Beardmore, Mayor of Carroll; Mary Wittry, Director; Cathy Toms, Office Manager; and Karen Monical, Education Coordinator.
2. Dales moved and Snyder seconded to approve the amended agenda with the addition of succession planning and compaction rate. Motion carried, all voting aye.
3. Dales moved and Johnson seconded to approve the minutes of the December 21, 2021 meeting as presented. Motion carried, all voting aye.
4. Dales reviewed the bills payable -see attached. Wittry discussed the following bills: Bruning Oil - \$8,735.65, propane and tires; Foth Infrastructure and Environment – \$8,741.62, general consulting, Aerial survey, and fall sampling event; and Metro Waste Authority – \$4,891.76, quarterly payment for household hazardous waste services. Dales moved and Snyder seconded to approve the bills as presented. Motion carried, all voting aye.
5. Toms presented the financial report, review of set aside accounts and market prices. Dales moved and Snyder seconded to approve the financial report, review of set aside accounts and market prices as presented. Motion carried, all voting aye.
6. Snyder moved and Johnson seconded to authorize Wittry to purchase a baler if grant funding from the Recycling Partnership is received. Motion carried, all voting.
7. No decision was made regarding purchase of a Caterpillar 826K compactor due to waiting for current information. The pins on the 973K may need turned due to wear and tear on the undercarriage. This repair will extend the life of the undercarriage.
8. Commission staff will be completing the wall extension at the Recycling Center.
9. Wittry will begin looking for a replacement for an Assistant Production Coordinator due to an upcoming resignation.
10. More information will be brought to the February 2022 meeting regarding succession planning for several key positions.

11. Due to extremely high winds and the inmates from Rockwell City not leaving the facility, Commission staff worked to get the litter picked up off site and around the fences.

12. The aerial survey is complete and the compaction rate was discussed. Landfill staff are doing a great job of getting as much garbage in an area as possible. The compaction rate average is over 1350 pound per cubic yard with is above the national average. The better the compaction the more life the landfill has.

11. The Recycling Center is running well and market prices remain above average for processed materials.

12. Next meeting is Tuesday, February 8, 2022 at 6:30 a.m. at the Recycling Center.

13. Snyder moved and Johnson seconded to adjourn the meeting at 5:45 p.m. Motion carried.

Respectfully submitted:

Mary Wittry

CARROLL COUNTY SOLID WASTE MANAGEMENT COMMISSION

ANNUAL BOARD MEETING-UNOFFICIAL MINUTES

January 12, 2022

1. The Annual Board meeting was called to order at 7:02 p.m. by Chair Jeff Anthofer, Mayor of Coon Rapids at Barrata's in Carroll, Iowa. A list of attendees is on file at the Recycling Center.
2. Introductions were made for all attendees.
3. Dales moved and Johnson seconded to approve the agenda as presented. Motion carried, all voting aye.
4. Dales moved and Snyder seconded to approve the minutes of the January 13, 2021 meeting as presented. Motion carried, all voting aye.
5. Johnson moved and Snyder seconded to appoint Jeff Anthofer, Mayor of Coon Rapids to a five year term on the Executive Board. Motion carried, all voting aye.
6. Dales moved and Wenck seconded to appoint Jeff Anthofer as Chairperson. Motion carried, all voting aye.
- Johnson moved and Anthofer seconded to appoint Dan Snyder as Vice-Chair Person. Motion carried, all voting aye
- Snyder moved and Ramsey seconded to appoint Harvey Dales as Secretary/Treasurer. Motion carried, all voting aye.
7. Staff presented information on the landfill, recycling and the Environmental Management System (EMS). A video of the landfill operations was shown.
8. Dales moved and Ramsey seconded to approve the Director's annual report. Motion carried, all voting.
9. Ramsey moved and Wenck seconded to approve the audit report which was mailed to all Commission members. Motion carried, all voting aye.
10. Wittry presented the proposed 2021-2022 amended budget with no change in fees. Dales moved and Snyder seconded to approve the amended budget as presented.

11. Ramsey moved and Wenck seconded to approve the proposed budget for 2022-2023 as presented. Tipping fees on July 1, 2022 will be \$47 per ton for municipal solid waste, \$60.00 per ton for roll-offs, dump trucks, side dumps, and semi loads of construction waste, and \$85 per ton for special waste. Motion carried, all voting aye.

12. No other was discussed.

13. Dales moved and Ramsey seconded to adjourn the meeting at 8:07 p.m. Motion carried, all voting aye.

Respectfully submitted;

Mary Wittry