

**AGENDA**  
**City of Carter Lake**  
**Regular City Council Meeting**  
**City Hall – 950 Locust St.**

**Monday, February 15, 2021 at 7:00 p.m.**

- I. PLEDGE OF ALLEGIANCE**
  - II. ROLL CALL**
  - III. APPROVAL OF THE AGENDA**
    - A. ADDITIONS**
    - B. DELETIONS**
  - IV. CONSENT AGENDA**
  - V. NEW BUSINESS**
    - A. APPROVE NEW FIRE DEPARTMENT MEMBERSHIPS FOR:**
      - 1. GREG STEPHANS**
      - 2. RANELLE MORASKI**
      - 3. PHYLLIS MALM**
      - 4. CADET TYLER DOREMUS**
    - B. SALVAGE YARD PERMIT RENEWAL - CITY SUPER SHOP**
    - C. LIQUOR LICENSE RENEWAL - DOLLAR GENERAL**
    - D. COMMUNICATIONS FROM PUBLIC**
      - a. MICHAEL BOCKMAN – RESIDENTIAL DEVELOPMENT - SHORELINE GOLF COURSE**
      - b. BILL DAHLHEIMER - COMMUNICATIONS**
    - E. COMMUNICATIONS FROM**
      - 1. DEPARTMENT SUPERVISORS**
      - 2. MAYOR RON CUMBERLEDGE**
        - a. COMMUNITY CENTER**
        - b. STORM WATER EASEMENTS**
        - c. UPDATES TO THE ZONING MATRIX FOR THE C/L DISTRICT**
      - 3. CITY CLERK, JACKIE CARL**
        - a. BUDGET UPDATES**
        - b. GRANT UPDATES**
  - VI. ORDINANCES AND RESOLUTIONS**
    - A. RESOLUTION TO APPROVE LOAN AGREEMENT WITH USDA RE: SEWER RE-LINING PROJECT**
    - B. RESOLUTION TO SET WAGE FOR MARK MURRAY**
    - C. RESOLUTION TO SET WAGE FOR MATTHEW OWENS**
    - D. RESOLUTION TO SET PUBLIC HEARING FOR 21-22 BUDGET FOR MARCH 15**
    - E. AMEND ORDINANCE RE: ANIMAL CONTROL PROCEDURES AND FINES**
  - VII. COMMENTS FROM THE MAYOR, CITY COUNCIL MEMBERS AND CITIZENS (3 MINUTES EACH)**
- ADJOURN**

## **CONSENT AGENDA**

- 1. CITY COUNCIL MINUTES – JANUARY**
- 2. PLANNING BOARD MINUTES – NONE**
- 3. BOARD OF ADJUSTMENTS - NONE**
- 4. ABSTRACT OF CLAIMS FOR APPROVAL – JANUARY**
- 5. RECEIPTS FOR APPROVAL – JANUARY**
- 6. OVERTIME AND COMP TIME REPORTS – JANUARY**
- 7. FINANCIAL REPORTS AS SUBMITTED TO THE COUNCIL – JANUARY**
- 8. DEPARTMENT HEAD REPORTS – JANUARY**

## Jackie Carl

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**From:** Carter Lake Fire Department  
**Sent:** Wednesday, February 3, 2021 9:42 AM  
**To:** Denise Teeple; Jackie Carl; Jackie Wahl; Jason Gundersen; Keebie Kessler; Lisa Ruehle; Pat Paterson; Pat Paterson; ron cumberledge; Ronald Cumberledge  
**Subject:** new members applications for Council agenda

Jackie,

Can you please add the following new applicants to the next meeting agenda for City Council approval, Thank you!!

Greg Stephans and his wife Ranelle Moraski, live here in town- actually building a home down on N. 17<sup>th</sup> street  
Phyllis Malm, in healthcare and lives here in town

Cadet Applicant, Tyler Doremus

Phillip J. Newton  
Fire Department & Safety Coordinator

Carter Lake, Iowa Fire Department  
950 Locust Street  
Carter Lake, Iowa 51510  
[clfire@carterlake-ia.gov](mailto:clfire@carterlake-ia.gov)  
Station # 712-347-5900  
Cell# 402-657-8976

APPLICATION FOR  
SALVAGE PERMIT

TO: Mayor and City Council  
Carter Lake, Iowa 51510

Gentlemen:

I hereby apply for a permit to operate a salvage yard at 1103 Locust St.

Street in Carter Lake, Iowa.

Legally described as:

Kind of Building: Copy One on file

Total area in Square Feet: \_\_\_\_\_

Proposed Use of Building: Sales

Nature of Business: Salvage

Will sales or retail be made on the premises? Yes

Owner's Name: Pamela & Gary Fett

Owner's Address: 3711 N 13th St Carter Lake IA 51510

Owner's Phone Number: 402 707 3388

Firm? \_\_\_\_\_ Partnership? \_\_\_\_\_ Corporation? ☒

Name and addresses of all associates, partners or officers: \_\_\_\_\_

Date of Application 11.25.19

I hereby agree to comply with all requirements set forth in the Carter Lake, Iowa City Code, Chapter 5.12, Junk and Salvage Yards.

Signature of Owner: [Signature]

## Jackie Carl

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**From:** Chief Kannedy  
**Sent:** Tuesday, January 19, 2021 2:03 PM  
**To:** Jackie Carl  
**Subject:** RE: Liquor License Renewal Sent

The Dollar General as no violations and none pending.

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**From:** Jackie Carl <jackie.carl@carterlake-ia.gov>  
**Sent:** Monday, January 18, 2021 9:09 AM  
**To:** Chief Kannedy <chief.kannedy@clpd.carterlake-ia.gov>; Phill Newton <phill.newton@carterlake-ia.gov>; Clerk Assistant <clerk.assistant@carterlake-ia.gov>  
**Subject:** FW: Liquor License Renewal Sent

Please proceed on this license

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**From:** Licensing2, ABD <[licensing2@iowaabd.com](mailto:licensing2@iowaabd.com)> **On Behalf Of** [licensing@iowaabd.com](mailto:licensing@iowaabd.com)  
**Sent:** Saturday, January 16, 2021 3:01 AM  
**To:** Jackie Carl <[jackie.carl@carterlake-ia.gov](mailto:jackie.carl@carterlake-ia.gov)>  
**Cc:** [Licensing@IowaABD.com](mailto:Licensing@IowaABD.com)  
**Subject:** Liquor License Renewal Sent

The following license(s)/permit(s) will expire in 70 days. Iowa law states that all licensees must receive a 60 day renewal reminder.

License #	License Status	Expiration Date	Business Name
BC0029965	Renewal Sent	03/26/2021	Dollar General Store #9365 (3000 N 13TH ST Carter Lake Iowa)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

**CAUTION:** This email originated from **OUTSIDE** of the organization. Please use caution when clicking links or opening attachments. Call the sender by phone if there is any uncertainty.

## Jackie Carl

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**From:** Phill Newton  
**Sent:** Wednesday, February 10, 2021 8:40 AM  
**To:** Denise Teeple; Jackie Carl; Jackie Wahl; Jason Gundersen; Keebie Kessler; Lisa Ruehle; Pat Paterson; Pat Paterson; ron cumberledge; Ronald Cumberledge  
**Subject:** Dollar General and City Motor inspections

Inspections were done at Dollar General for Liquor license renewal and City Motors for their salvage permit renewal. At this time I would recommend license renewal approval of both businesses. Thanks for your time.

Phillip J. Newton  
Fire Department & Safety Coordinator

Carter Lake, Iowa Fire Department  
950 Locust Street  
Carter Lake, Iowa 51510  
[clfire@carterlake-ia.gov](mailto:clfire@carterlake-ia.gov)  
Station # 712-347-5900  
Cell# 402-657-8976

**CITY OF CARTER LAKE**  
**APPLICATION FOR CITY COUNCIL AGENDA**

**Name:** MICHAEL BOCKMAN

**Address:** 1021 SHOAL DRIVE  
CARTER LAKE, IA 51510

**Phone:** 402-312-8457

**Meeting Date Requested:** FEB 15, 2021

Mail request to:  
City Clerk  
950 East Locust Street  
Carter Lake, IA 51510

Or Fax to: 712-347-5454

Or Email to:  
[jackie.carl@carterlake-ia.gov](mailto:jackie.carl@carterlake-ia.gov)

**Agenda Item Request** (please give a detailed description of the request):

REQUESTING TO SPEAK BRIEFLY AS A CONCERNED CITIZEN  
REGARDING THE RESIDENTIAL DEVELOPMENT OF SHORELINE  
GOLF COURSE.

**Please submit any supporting documents with this application.**

**City Council Meetings are held the first and third Monday of each month. The City Clerk must receive agenda requests by 12:00 PM on the Wednesday prior to the meeting.**

**Signature:**

Mike Boh

**Date:**

FEB 10, 2021

**For Office Use Only:**

**Date received in Clerk's office:** \_\_\_\_\_

**Received by:** \_\_\_\_\_

**CITY OF CARTER LAKE  
APPLICATION FOR CITY COUNCIL AGENDA**

**Name:** Bill Dahlheimer

**Address:** 700 Carter Lake Club

**Phone:** \_\_\_\_\_

**Meeting Date Requested:** February 15<sup>th</sup>  
2021

Mail request to:  
City Clerk  
950 Locust Street  
Carter Lake, IA 51510

Or Fax to: 712-347-5454

Or Email to:  
[Jackie.Carl@carterlake-ia.gov](mailto:Jackie.Carl@carterlake-ia.gov)

**Agenda Item Request** (please give a detailed description of the request):

\* Communication.

**Please submit any supporting documents with this application.**

**City Council Meetings are held the third Monday of each month. The City Clerk must receive agenda requests by 12:00 PM on the Wednesday prior to the meeting.**

**Signature:** W.A. Dahlheimer **Date:** 2.15.21

**For Office Use Only:**

**Date received in Clerk's office:** \_\_\_\_\_

**Received by:** \_\_\_\_\_



11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
17. To accept a grant in an amount not to exceed \$ 0 \_\_\_\_\_

under the terms offered by the Government; that the Mayor

and City Clerk of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

IN WITNESS WHEREOF, the City Council of the

City of Carter Lake has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this \_\_\_\_\_, \_\_\_\_\_ day of \_\_\_\_\_

(SEAL)

By \_\_\_\_\_

Attest:

Title Mayor

\_\_\_\_\_  
Title City Clerk

**CERTIFICATION TO BE EXECUTED AT LOAN CLOSING**

I, the undersigned, as \_\_\_\_\_ of the City of Carter Lake  
hereby certify that the City Council \_\_\_\_\_ of such Association is composed of  
\_\_\_\_\_ members, of whom , \_\_\_\_\_ constituting a quorum, were present at a meeting thereof duly called and  
held on the \_\_\_\_\_ day of \_\_\_\_\_ ; and that the foregoing resolution was adopted at such meeting  
by the vote shown above, I further certify that as of \_\_\_\_\_ ,  
the date of closing of the loan from the United States Department of Agriculture, said resolution remains in effect and has not been  
rescinded or amended in any way.

Dated, this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_

Title \_\_\_\_\_

RESOLUTION NO. \_\_\_\_ -2021

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Mark Murray's wages be set at \$23.12 per hour beginning March 11, 2021 to include longevity pay. Mark has been an employed by the City of Carter Lake for 25 years.

Recommended by: Employee Handbook.

Passed and approved this 15<sup>th</sup> day of February, 2021.

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Ron Cumberledge, Mayor

ATTEST:

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Jackie Carl, City Clerk

RESOLUTION NO. \_\_\_\_-2021

Be it hereby resolved by the City Council of the City of Carter Lake, Iowa that Matthew Owen's wages be set at \$27.58 per hour beginning March 10, 2021. Matthew has been an officer with the Carter Lake Police Department for 7 years.

Recommended by: Police Union Contract.

Passed and approved this 15<sup>th</sup> day of February, 2021.

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Ron Cumberledge, Mayor

ATTEST:

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Jackie Carl, City Clerk

CARTER LAKE CITY COUNCIL MEETING  
MONDAY, JANUARY 18, 2021

Public Hearing to hear comments and concerns regarding the notice for maximum property tax dollars to be certified for levy for 2021-2022 Budget. SF634 passed out of the Senate and then the House in April, 2019. The bill established "maximum property tax dollars" which is equal to 102% of last year's revenue for certain levies (listed below). The bill allows cities to exceed the 2% threshold with a 2/3 majority vote of council after notice, public hearing and 20 day wait as laid out in the bill. Cities are now required to have two public hearings for their annual budget.

This first public hearing is establishing our maximum property tax dollars for our 2021/2022 budget. This includes our regular general levy, liability, property & self-insurance costs, emergency levy, FICA/IPERS, and other employee benefits (insurance costs). What is not included in this hearing is our Debt Service Levy. It will be included when the final budget is approved in March. The Carter Lake City Council will have another public hearing for the final budget which includes the taxes on this first hearing.

This is not a new tax, but an additional requirement of the annual budget process. We are simply required to have two public hearings. We are NOT exceeding the 2% threshold because our need for tax dollars is no more than last year. Current year's tax levy is \$10.41. This year's tax levy will be no more than \$10.31, a decrease of 10 cents.

Gundersen moved to close the public hearing, seconded by Paterson; motion was approved.

Meeting was called to order by Mayor Ron Cumberledge at 7:00 p.m. Roll of the council, present: Jackie Wahl, Pat Paterson, Keebie Kessler, Denise Teeple and Jason Gundersen; city attorney Mike O'Bradovich and city clerk Jackie Carl were present.

The agenda was reviewed, upon motion duly made by Gundersen, and seconded by Wahl, the agenda was approved; the motion was passed unanimously. Upon motion of Kessler seconded by Teeple, the consent agenda was approved that included claims, receipts and financial reports for December, motion was approved unanimously.

Gundersen moved to approve Fire Department membership for Hunter Posey, seconded by Wahl; motion was approved unanimously. Kessler moved to approve salvage yard permit for Lakeside Auto Recyclers, seconded by Teeple; motion was approved unanimously. Salvage Yard permit for City Super Shop was tabled to February due to the inspection not being completed.

Mayor Cumberledge announced the presentation of "Citizen of the Year" to an outstanding group of volunteers. Congratulations to the members of the Carter Lake Fire and EMS. They have answered the call during pandemic and when some members were diagnosed with COVID, others stepped in to make sure the calls were answered 24 hours a day.

Mayor asked for council support for the appointments of several positions.

Kessler moved to approve Jay Gundersen to the Planning Board, seconded by Paterson, motion was approved, (Jason Gundersen abstained from voting). Gundersen moved to approve appointment of Bob Zagota to the Library Board, Paterson seconded and motion was approved unanimously. Paterson moved to appoint Jason Gundersen as Mayor Pro Tem, seconded by Kessler, motion was approve (Jason Gundersen abstained from voting). Kessler moved to appoint Michael O’Bradovich to continue as City Attorney, seconded by Gundersen, motion was approved unanimously. The Mayor explained that the council and community center committee had a workshop on 1-13-21 where CBRE and TACK were present to provide an updates and visual graphics of layout and building materials. The committee and council will continue to work together and provide updates to the community.

Clerk Jackie Carl provided the budget packets and workshop schedule: Monday, January 25th, Thursday, January 28th; Monday, February 1st; Thursday, February 4th; Monday, February 8th; Thursday, February 11th. All workshops are held in the council chambers or the training room and start at 5:30 p.m.

Kessler moved to approve third reading of ordinance to vacate a portion of 17th Street, seconded by Gundersen. Roll Call: No: Paterson Yes: Kessler, Teeple, Wahl; motion was approved. Teeple moved to approve the third reading of ordinance to increase trash collection fees to \$10.50 in January 2021; \$11.50 in January 2022; \$12.50 January 2023 and \$13.00 January 2024, seconded by Gundersen, motion was approved unanimously. Gundersen moved to approve resolution to designate auditor, seconded by Kessler; motion was approved unanimously. Gundersen moved to approve resolution to designate newspaper, seconded by Wahl; motion was approved unanimously. Gundersen moved to approve resolution for max levy seconded by Kessler; motion was approved.,

At 7:15 p.m. Gundersen moved to adjourn, seconded by Paterson; motion was approve unanimously.

Jackie Carl  
Carter Lake City Clerk

Ron Cumberledge  
Mayor

## CARTER LAKE SPECIAL CITY COUNCIL MEETING

Thursday, January 28, 2021

Meeting was called to order by Mayor Ron Cumberledge at 5:30 p.m. Roll of the council, present: Jackie Wahl, Pat Paterson, Keebie Kessler, Denise Teeple and Jason Gundersen; and city clerk Jackie Carl were present.

The agenda was reviewed, upon motion duly made by Paterson, and seconded by Kessler, the agenda was approved; the motion was passed unanimously. Upon

The Mayor explained that the council and community center committee had a workshop on January 13, 2021 where CBRE and TACK were present to provide updates and visual graphics of the proposed layout and building materials. The committee and council will continue to work together and provide updates to the community.

Gundersen moved to approve the following resolution and Teeple seconded the motion to approve the following language.

The City of Carter Lake has hired the services of CBRE to act as the project management firm for the development of a community center. And also hired the services of TACKarchitect to act as the architect firm for the development of the same community center.

The City Council agrees to move forward with developing plans and specifications for an approximate 15,000 square foot addition to the north side of the Edward F. Owen Memorial Library; and Council agrees to move forward with proposed option number one and an estimate cost of \$4,927,738; the City Council agrees to allow Jackie Carl, City Clerk to research and provide options for financing of up to \$2,000,000 in financing for the construction project.

That we do hereby authorize and designate Ronald Cumberledge, Mayor and or Jackie Carl, City Clerk as the Authorized Representatives for the City of Carter Lake to execute documents to continue the development of a community center, in Carter Lake, Iowa.

At 5:40 p.m. Gundersen moved to adjourn, seconded by Kessler; motion was approve unanimously.

Jackie Carl  
City Clerk

Ron Cumberledge  
Mayor

**OVERTIME AND COMPTIME REPORT**

January 8, 2021

**MAINTENANCE OVERTIME****HOURS****AMOUNTS**

BOB MCCLOUD

12/29/20 Snow Removal  
 01/04/21  
 01/07/21

2 1/2

1/4

1/2

3 1/4

63.75

6.38

12.75

\$ 82.88

RANDY SMITH

12/29/20 Snow Removal  
 01/04/21

1 1/2

1/4

1 3/4

39.69

6.62

\$ 46.31

**TOTAL MAINT OVERTIME:****5****\$ 129.18****POLICE OVERTIME****HOURS****AMOUNTS**

JACOB HUSCROFT

12/26/20

1/2

\$ 18.32

MARCOS MARQUEZ

01/01/21 Worked holiday

10

\$ 376.65

MATT OWENS

01/01/21 Worked holiday

10

405.90

12/26 to 1/8 1/2 hr x 6 days / Dog Maintenance

3

118.49

13

\$ 524.39

ADAM SWINARSKI

01/01/21 Worked holiday

10

\$ 396.90

**TOTAL POLICE OVERTIME:****33 1/2****\$ 1,316.26****PARKS DEPT OVERTIME****HOURS****AMOUNTS**

RONNIE FISHER

12/29/20 Snow removal

1

27.00

**TOTAL PARKS OVERTIME:****1****\$ 27.00****TOTAL ALL OVERTIME:****39 1/2****\$ 1,472.44****COMPTIME EARNED:****OT HOURS****COMP HRS**

RYAN GONSIOR

01/01/21 Holiday Hours

8

8

MARCOS MARQUEZ

01/01/21 Holiday hours

8

8

MATTHEW SEWING

01/01/21 Holiday Hours

8

8

**TOTAL COMPTIME EARNED:****24****24****COMPTIME USED:****HOURS**

JOSH DRISCOLL

12/31/20

1

RYAN GONSIOR

12/31/20

10

JACOB HUSCROFT

12/31/20

4

MATTHEW SEWING

12/30/20

10

12/31/21

10

20

**TOTAL COMPTIME USED:****35**



## OVERTIME AND COMPTIME REPORT

January 8, 2021

### COMPTIME BALANCES:

	<u>HOURS</u>
GARY CHAMBERS	7 1/4
NICK DARGY	79
JOSH DRISCOLL	30 1/2
RYAN GONSIOR	41
JACOB HUSCROFT	59 1/4
MARCOS MARQUEZ	16
ROBERT MCCLOUD	43 1/2
MATT OWENS	46
MATTHEW SEWING	15
ADAM SWINARSKI	15
LAURI WILHITE	4 1/4

<b>TOTAL COMP BALANCES:</b>	<b><u>356 3/4</u></b>
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### ADMIN BALANCES:

	<u>HOURS</u>
SHAWN KANNEDY	80

**OVERTIME AND COMPTIME REPORT**

January 22, 2021

<b><u>MAINTENANCE OVERTIME</u></b>		<b><u>HOURS</u></b>	<b><u>AMOUNTS</u></b>
BOB MCCLLOUD			
01/13/21	Snow Removal	1 3/4	44.63
01/14/21		1/4	6.38
01/15/21	Snow Removal	3/4	19.13
		<u>2 3/4</u>	<u>\$ 70.13</u>
RANDY SMITH			
01/13/21	Snow Removal	1 1/2	39.69
01/15/21	Snow Removal	1/4	6.62
		<u>1 3/4</u>	<u>\$ 46.31</u>
<b>TOTAL MAINT OVERTIME:</b>		<b>4 1/2</b>	<b>\$ 116.43</b>
<b><u>POLICE OVERTIME</u></b>		<b><u>HOURS</u></b>	<b><u>AMOUNTS</u></b>
NICK DARGY			
	Worked holiday - correct New Years Day	7	\$ 256.52
JACOB HUSCROFT			
01/18/21		1 1/4	\$ 45.81
MATT OWENS			
1/9 to 1/22	1/2 hr x 6 days / Dog Maintenance	3	\$ 118.49
<b>TOTAL POLICE OVERTIME:</b>		<b>11 1/4</b>	<b>\$ 1,194.36</b>
<b><u>PARKS DEPT OVERTIME</u></b>		<b><u>HOURS</u></b>	<b><u>AMOUNTS</u></b>
CHARLES BENNETT			
01/16/21	Snow Removal	2	\$ 37.86
RONNIE FISHER			
01/16/21	Snow removal	2	\$ 54.00
<b>TOTAL PARKS OVERTIME:</b>		<b>4</b>	<b>\$ 91.86</b>
<b><u>ADMIN OVERTIME:</u></b>		<b><u>HOURS</u></b>	<b><u>AMOUNTS</u></b>
LAURI WILHITE			
01/22/21		1/4	\$ 6.38
<b>TOTAL ADMIN OVERTIME:</b>		<b>1/4</b>	<b>\$ 6.38</b>
<b>TOTAL ALL OVERTIME:</b>		<b><u>20</u></b>	<b><u>\$ 1,409.02</u></b>

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<b><u>COMPTIME EARNED:</u></b>		<b><u>OT HOURS</u></b>	<b><u>COMP HRS</u></b>
MATTHEW SEWING			
01/14/21	Late call	1	1 1/2
01/19/21		1/4	1/2
		<u>1 1/4</u>	<u>2</u>
ADAM SWINARSKI			
01/11/21	Late Call	1/4	3/8
01/21/21	Late Call	1/4	3/8
		<u>1/2</u>	<u>3/4</u>
<b>TOTAL COMPTIME EARNED:</b>		<b><u>1 3/4</u></b>	<b><u>2 3/4</u></b>

## OVERTIME AND COMPTIME REPORT

January 22, 2021

<b><u>COMPTIME USED:</u></b>	<b><u>HOURS</u></b>
GARY CHAMBERS 01/13/21	6
MARCOS MARQUEZ 01/13/21 01/21/21	10 2
	<hr/> 12
MATT OWENS 01/19/21	1/4
	<hr/>
<b>TOTAL COMPTIME USED:</b>	<b><u><u>18 1/4</u></u></b>

<b><u>COMPTIME BALANCES:</u></b>	<b><u>HOURS</u></b>
GARY CHAMBERS	1 1/4
NICK DARGY	79
JOSH DRISCOLL	30 1/2
RYAN GONSIOR	41
JACOB HUSCROFT	59 1/4
MARCOS MARQUEZ	4
ROBERT MCCLOUD	43 1/2
MATT OWENS	45 3/4
MATTHEW SEWING	17
ADAM SWINARSKI	15 3/4
LAURI WILHITE	4 1/4
	<hr/>
<b>TOTAL COMP BALANCES:</b>	<b><u><u>341 1/4</u></u></b>

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<b><u>ADMIN BALANCES:</u></b>	<b><u>HOURS</u></b>
SHAWN KANNEDY	80

# **Carter Lake Fire Department Monthly Report**

## **Proudly Serving since 1956**

**Department Head: Chief Eric Bentzinger**

**Report done by: Coordinator Phillip Newton**

**Contact information: Station # 712-347-5900**

**Email: [clfire@carterlake-ia.gov](mailto:clfire@carterlake-ia.gov)**

**\*\*\* Check us out on Facebook—Carter Lake Fire & Rescue \*\*\*\***

### **Month: January 2021**

**Continuous Issues/Budget: Budget prepared for Council**

**Employee and Organization Development:**

**Pancake Breakfast: NO Pancake Breakfast on February 7<sup>th</sup> 2021 at the Fire Station**

Monthly Meetings:	6:30-Done	Officers: 9 members, Mass: 17 members, Smoke Eaters, 16 members
Fire training:	9-noon	Haz Mat 5 members
Fire training:	7-10pm	Haz Mat 9 members
EMS training:	7-10pm	Airway 13 members

**Safety Minutes:** Please see safety minutes attached to email

**Safety Committee:** Next Safety Meeting is Feb 3rd 13:00 at City Hall.

**Total Calls for the month:** 2020 – 431 Total calls 2019- 443 Total Calls 2018 – 494 Total Calls

EMS (ambulance) 24

Fire/Other calls: 5

**Other: Additional Information for Mayor, City Council & Citizens:**

#### **1. Looking for In Town Volunteers, Call Phill at station 712-347-5900**

2. New Breakfast schedule. Public breakfasts will now be 3 times a year. Breakfasts will be in February, May & October. We will also continue to do the breakfast in July for pancakes in the park. This will be held only in the park and only for the attendees of the church service.

Meeting Date: \_\_\_\_\_ Location: \_\_\_\_\_

Location: \_\_\_\_\_


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# SAFETY ACTION PLAN

Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	
Assignment Number	Assignment
Person Responsible	
Estimated Completion Date	
Completion Date	

Library Board Meeting  
Brooks-Fennell Multi-Purpose Room  
Thursday January 28, 2021  
2:00 p.m.

Attendees: Patti Midkiff, Bonnie Freeman, Viki Hawkins, Jo Chullino and Delbert Settles. Library Director Theresa Hawkins. Absent: Donna Callender and Bob Zagozda

Patti called the meeting to order.

Minutes: Bonnie made the motion to accept the minutes of the November 30, 2020 meeting. Delbert seconded. Motion passed.

Financial Report: Viki made the motion to accept the October, November & December 2020 city financial reports. Bonnie seconded. Motion passed.

Action on Bills: Delbert made the motion to approve the bills. Viki seconded. Motion passed.

Librarian' Report: Viki made the motion to accept the report. Jo seconded. Motion passed.

**November/December Circulation/Revenue Reports**

Magazine/Newspaper Circulation	105
Reference Questions	53
WIFI Usage	162
Computer Usage	124
Tech Help	26
Bridges	(Audio - 38, E-Book - 83, Magazine - 20 & Movie - 37)
Notary	21
New Cards	Adult – 8 Juvenile - 0
Patron Count	1112
Circulation	788
Fontenelle Forest Pass	0
Lauritzen Garden Pass	2
Coffee Club	7 meetings/49 Adults
Book Club	Adults – 3
Grab & Go	33
<b>Revenue</b>	<b>November</b>
Photo Copies	\$16.30
Computer Print-outs	\$21.00
Fax	\$14.00
Laminate	\$ 0.00
Donation (Library CIP)	\$50.15
<b>Revenue</b>	<b>December</b>
Photo Copies	\$18.40
Computer Print-outs	\$77.60
Fax	\$ 9.50
Laminate	\$ 2.75
Donation (Library CIP)	\$20.20

Patron computer printer is at DataServ for repair. Some labels fused to the roller and a new part had to be ordered and installed. Estimated cost \$450.00 - \$500.00 with parts and labor.

Preschool grab and go every Tuesday approximately 8 – 12 bags go out. When the Library was holding in person preschool story-time there were about six children attending every week.

Library Memorial Donations - Dave Lodes - September 2020- \$945.00 - Alice Christensen – January 2021 - \$1,410.00

Unfinished Business: None.

New Business: New Library Trustee – Absent/ Community Center/Library (Bob Zagozda) postponed.

Policy Updates – Update Collection Development Policy – discussion and review Mission statement/Vision/Core Values

Viki made the motion to adjourn. Delbert seconded. Meeting adjourned 3:00 p.m.

Submitted  
Viki Hawkins, Secretary  
January 28, 2021





# Carter Lake Iowa Police Department

950 E Locust St, Carter Lake, IA 51510

Phone (712) 347-5920 Fax (712) 347-6486

## CFS Monthly Report

Printed on January 31, 2021

### Codes With Descriptions

	Totals	
911 - 911 HANGUP CALL	1	1
ADMIN - ADMINISTRATIVE ASSIGNMENT	2	2
ALAA - AUDIBLE ALARM	2	2
ALAB - BUSINESS ALARM	1	1
ANIMAL - ANIMAL COMPLAINT	2	2
APANIC - HOLD UP, PANIC, DURESS, SILENT ALARM	2	2
ARES - RESIDENTIAL OR HOME ALARM	1	1
ASLE - ASSIST LAW ENFORCEMENT	3	3
ASSA - ASSAULT	2	2
BDC - BROADCAST	3	3
BUILD - BUILDING CHECK	1	1
BURG - BURGLARY	3	3
CLEAR - CLEAR THE LOT	1	1
CLOC - CHECK LOCATION	19	19
COMPLAINT - COMPLAINT REPORT	8	8
CRIM - CRIMINAL MISCHIEF OR VANDALISM	1	1
CWEL - CHECK THE WELFARE	18	18
DIST - DISTURBANCE	6	6
DUI - OWI OR IMPAIRED DRIVER	2	2
E13 - DIABETIC PROBLEMS; ASFD - ASSIST FIRE DEPARTMENT	1	1
E17 - FALLS; ASFD - ASSIST FIRE DEPARTMENT	1	1
E23 - OVERDOSE/POISONING (INGESTION); ASFD - ASSIST FIRE DEPARTMENT	1	1
E5 - BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA); ASFD - ASSIST FIRE DEPARTMENT	1	1
EVID - EVIDENCE	1	1
FOLL - FOLLOW UP	12	12
FOUND - FOUND PROPERTY	3	3
FRAUD - FRAUD OR FORGERY	1	1
FSMOKE - CHECK AREA FOR SMOKE; ASFD - ASSIST FIRE DEPARTMENT	1	1
HARR - HARASSMENT	4	4
INET - INTERNET CRIME	1	1
INTO - INTOXICATED SUBJECT	2	2
LPERSON - LOCATED OR FOUND PERSON/JUVENILE	1	1
MJUV - MISSING JUVENILE	1	1
MOTA - MOTORIST ASSIST	3	3
NOIS - NOISE COMPLAINTS	5	5
OPEN - OPEN DOOR	5	5
PARKING - PARKING PROBLEMS, CONTINUOUSLY PARKED VEHICLE	9	9
PDHR - PROPERTY DAMAGE HIT AND RUN	1	1
PD - PROPERTY DAMAGE ACCIDENT	3	3

**Codes With Descriptions****Totals**

REST - PROTECTIVE OR RESTRAINING ORDER VIOLATION	1	1
ROBBERY - ROBBERY	1	1
SHOTF - SHOTS FIRED	2	2
SUSP - SUSPICIOUS ACTIVITY	22	22
THEFT - THEFT	3	3
THREAT - THREATS	1	1
TOWED - TOWED OR IMPOUNDED VEHICLE	1	1
TRAFFIC - TRAFFIC STOP	132	132
TRAFP - TRAFFIC PROBLEM	1	1
TRESPASS - TRESPASSING	20	20
VICE - DRUGS, PROSTITUTION, VICE ASSIGNMENT	1	1
WANTED - WANTED PERSON	1	1
	2	2
<b>Totals</b>	323	323



## Carter Lake Iowa Police Department

950 E Locust St, Carter Lake, IA 51510

Phone (712) 347-5920 Fax (712) 347-6486

### CLPD Monthly Arrest Report

Printed on January 31, 2021

Case Number	Charges	Arrest Date	Last, First Name	Address
CL20-000925	Public Intoxication; Trespass --	12/31/20	SMITH, CHELSEA	2020 ABBOTT DRIVE,
CL20-000860	FUGITIVE FROM JUSTICE - 1989;	12/01/20	DURAN, JOSE	9TH AND STEELE AVE.,
CL20-000896	POSSESSION OF A CONTROLLED	12/14/20	HUDSON, DONTRE	1300 CEDAR STREET,
CL19-000772	Theft 5th -- Shoplifting	12/19/20	BRIDGEFORD,	2510 ABBOTT PLZ,
CL20-000861	Possess Drug Paraphernalia	12/01/20	MINNIFIELD, WILLIAM	
CL20-000924	Domestic Abuse Assault, 1st Off	12/30/20	MIRANDA, JOXANA	3510 N 9TH STREET
CL20-000913	FUGITIVE FROM JUSTICE - 1989	12/26/20	DURFEY, TRAVIS	
CL20-000901	Possess Drug Paraphernalia	12/16/20	LYONS, KEVIN JR	900 LOCUST STREET,
CL20-000894	Theft 2nd -- Possession of Stolen	12/13/20	MILLS, JAMES	1031 AVE H, CARTER
CL20-000881	DRIVING WHILE LICENSE	12/08/20	HUME, JAMES	200 BLOCK OF
CL20-000879	GENERAL PURPOSE REPORT	12/07/20	LANGFORD, ANNA	1031 AVE H, CARTER
CL20-000866	FUGITIVE FROM JUSTICE - 1989	12/02/20	SCHLOTFELD,	1031 AVE H, CARTER
CL20-000923	Burglary 2nd Deg -- Person Pres,	12/30/20	KOMOR, APRIL	4106 N 13TH ST,
CL20-000899	Trespass -- Refuse to Vacate, \$0	12/16/20	MCGEE, LEFIA	1202 E LOCUST ST,

Case Number	Charges	Arrest Date	Last, First Name	Address
CL20-000873	HOLD FOR OTHER IOWA	12/07/20	KOMOR, APRIL	4106 N 13TH ST,
CL20-000914	Domestic Abuse Assault,	12/27/20	DANIELS, PATRICK	4320 N 11TH ST,
CL20-000907	Urinating in Public; Public	12/22/20	LUEHRING, PATRICK	2449 N 13TH ST,
CL20-000892	Criminal Mischief 2nd -- Damage	12/12/20	PEREZ, LUKE	1650 E LOCUST
CL20-000887	Trespass -- Refuse to Vacate, \$0	12/09/20	ABSY, MAHMOUD	2020 ABBOTT DR FIVE,
CL20-000890	Domestic Abuse Assault - Simple	12/10/20	PETERSON, BRENDA	1314 AVE N, CARTER
CL20-000889	VIOLATION OF NO	12/10/20	KOMOR, RICKY	1031 AVE H, CARTER
CL20-000889	VIOLATION OF NO	12/10/20	KOMOR, APRIL	1031 AVE H, CARTER
CL20-000871	FUGITIVE FROM JUSTICE - 1989	12/07/20	JENKINS, CYNTHIA	1225 AVE H, CARTER
CL20-000868	Domestic Abuse Assault, 1st Off	12/05/20	INGALISE, MONET	

**Total Records: 24**

## Senior Center Monthly Report for December 2020

Meals served 818

Volunteer Hours Performed 0

Activity Reports Attached

Needs for Center-

Meetings—

Break down of meals= We served 818 meals all homebound. We are now doing the hot meals some frozen meals and box lunches for the weekends. The box lunches are going out on Fridays with the hot meals. **Connections has not as of now set a date to reopen the food program in the centers. They will be reevaluating later.**

Thank you, Linda Tice

My Cell # 402-813-2461

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke extending to the right.

## Senior Center Monthly Report for January 2021

Meals served 705.

Volunteer Hours Performed 0

Activity Reports Attached

Needs for Center-

Meetings—

Break down of meals= We served 705 meals all homebound in 17 days. Averages out to be about 41.5 meals per day. We are doing hot meals daily, frozen meals on Tuesdays ,box lunches on Fridays for the weekends in addition to the hot meals. **Connections has not as of now set a date to reopen the food program in the Centers. They will be reevaluating later.**

Thank you, Linda Tice

My Cell # 402-813-2461