

**REGULAR PLANNING BOARD MEETING  
City Hall - 950 Locust St., Carter Lake, Iowa  
Monday, December 14, 2015 - 7:00 P.M.**

Roll Call

Approval of the Agenda

1. Consent Agenda
  - a. Review City Council Minutes – November 11 and November 16, 2015
  - b. Review Building Permits – November, 2015
2. New Business
  - a. Gary Fett – Stereo Shop – 1116 Locust St
  - b. Casey's General Store – Site Improvement Plans approval
3. Old Business (limit discussion 5 minutes per topic)
  - a. Storm Water Committee Update
4. Special Meetings
5. Assignments
6. Comments

Adjourn

12-11-15

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City of Carter Lake  
City Hall – 950 Locust Street  
Proceedings: Special City Council Meeting  
Wednesday, Nov. 11, 2015 – 6:00 PM

The Mayor and Mayor Pro-tem were absent from this meeting.  
City Clerk Mowery opened the meeting at 6:02 PM and requested that the council appoint a chairperson. Moved by council member Melonis seconded by council member Hawkins to appoint council member Aldmeyer as chair for this meeting. Ayes: Unanimous.

Roll Call: Present: Council members Aldmeyer, Hawkins, Huey, Melonis  
Absent: Mayor Gerald Waltrip and council member Cumberledge  
Also present: City Attorney Joe Thornton and City Clerk Doreen Mowery

1. Council member Aldmeyer explained that the purpose of this meeting was to consider overriding the Mayor's veto on the resolution setting the salary for Sgt. Driscoll. The City Attorney stated that he has reviewed the Union Contract and the salary for a sergeant is set for each year, not by who is in the position. He stated that the resolution is consistent with the contract. If the council does not override the veto the union most likely will appeal the decision. Attorney Thornton stated that there would be expenses incurred for arbitration and that there is no way the City would be successful. Council member Aldmeyer explained that if the City hired someone from outside the department they would still be paid the same amount as what Sgt. Driscoll is being paid. The salary is set for the position. Sgt. Driscoll was a Corporal and he was promoted from within. He stated that it would cost the City to pay for an attorney to handle arbitration. He also pointed out that Mayor Waltrip signed the Police Union Contract. Bill Dahlheimer wanted to know why the meeting was not being taped and why the meeting was being held on this date instead of during the regular meeting. He was concerned about the cost for the attorney to attend the meeting. The recorder is not working and the repair company has been contacted. The Attorney stated his fee will probably be about \$75. Council member Aldmeyer had requested the meeting because he will not be available on the 16<sup>th</sup> and he wanted to avoid being present over the phone since in the past some members of the public objected to council attending by phone. Pat Paterson questioned if it was legal for council member Aldmeyer to vote since he is serving as chair for this meeting. The attorney advised that there was not an issue with council member Aldmeyer voting. Mr. Paterson also stated that he thought the Mayor vetoed the wage resolution because of the way the promotion was handled, he was not questioning the dollar amount of pay. Council member Hawkins stated that the letter of veto did not state that that was the reason for the veto. Sharon Paterson wanted to know if the open position was posted or advertized and if it needed to be handled differently. She also questioned if the City actually needed a sergeant position. She was advised that the contract calls for a sergeant and two corporals. Bill Dahlheimer questioned whether the Chief posted the position and followed proper procedures. He believes it is illegal to hire without advertising and he thinks we should do things properly to avoid a lawsuit. Council member Melonis stated that those are all questions for another day. The council is at this meeting to deal with the topic at hand, which is the Mayor's veto of the wage resolution.

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Moved by council member Hawkins seconded by council member Melonis to override the Mayor's veto on Sgt. Driscoll's wage resolution. Ayes: Unanimous.

This special meeting was adjourned at 6:13 PM.

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Doreen Mowery, City Clerk

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Ed Aldmeyer, Chairman

City of Carter Lake  
City Hall – 950 Locust St.  
Proceedings: Regular City Council Meeting  
Monday, Nov. 16, 2015 – 7:00 PM

#### The Pledge of Allegiance

Mayor Waltrip called the regular meeting to order at 7:00 PM. He announced that there will not be a video recording of the meeting due to problems with the equipment.

- I. Roll Call: Present – Mayor Gerald Waltrip  
Council members - Ed Aldmeyer, Dave Huey, Barb Hawkins, Ron Cumberledge, and Barb Melonis  
Absent – Council member Ed Aldmeyer and Attorney Joe Thornton  
Also present –City Clerk Doreen Mowery
- II. Approval of the Agenda – Moved by council member Hawkins seconded by council member Huey to approve the agenda as presented. Ayes: Unanimous.
- III. Consent agenda – Moved by council member Melonis seconded by council member Hawkins to approve the consent agenda as presented. Ayes: Unanimous.
- IV. New Business
  - A. Communications from the Public
    1. Owen Industries, Inc.
      - a. Moved by council member Melonis seconded by council member Huey to approve and place on file the Certificate of Completion for the Development Agreement. Ayes: Unanimous.
      - b. Moved by council member Melonis seconded by council member Cumberledge to approve and place on file the Developer Annual Certification for the Owen Industries development. Ayes: Unanimous.
    2. Casey’s General Store submitted a request for final site plan approval. The Planning Board reviewed the request at their last meeting and recommended council approval. Moved by council member Cumberledge seconded by council member Melonis to approve the final site plan for Casey’s General Store. Ayes: Unanimous
    3. K & M Tire submitted a request for a conditional use permit at 900 Ave. H. The Planning Board reviewed the request at their last meeting and recommended council approval. Moved by council member Huey seconded by council member Melonis to approve a conditional use permit for K & M Tire at 900 Ave. H. Ayes: Unanimous.
    4. Williams Enterprises LLC submitted a revised request for Tax Increment Financing at 300 Locust St. There were no representatives present to answer questions regarding their request. Moved by council member Cumberledge seconded by council member Hawkins to table the TIF request. Ayes: Unanimous
    5. Moved by council member Cumberledge seconded by council member Huey to approve the request for renewal of a liquor license for Sgt. Peffer’s. Ayes: Unanimous.

6. Moved by council member Cumberledge seconded by council member Huey to approve renewal of the liquor license for Saries. Ayes: Unanimous.
  7. Moved by council member Melonis seconded by council member Hawkins to approve renewal of the commercial parking permit for HineLine. Ayes: Unanimous.
  8. Moved by council member Cumberledge seconded by council member Huey to approve renewal of the salvage yard permit for City Motors. Ayes: Unanimous.
  9. Shirley Weir wanted to speak to the public regarding the good things that go on at the Senior Center. She will come back next month to make her public announcement if the video camera is working.
  10. Bob Wahl thanked Barb Hawkins, Dave Huey and Ed Aldmeyer for their service on the council the last 4 years. He also congratulated Mary Schomer, Pat Paterson, and Frank Corcoran for their recent election to the council. Bob said that even though Jackie did not win, that he and Jackie would like to spearhead a committee for the community festival. He would like to expand on the parade and fireworks by having a festival similar to Papillion Days or Ralston Days. Council member Hawkins offered her assistance to a committee to work on the festival.
- B. Communications from the Departments
1. The Fire Department did not provide an update at this time.
  2. Ray Pauly reported that in addition to Casey's and K & M Tire the Planning Board recommended approval of the remodel to the old day care on 9<sup>th</sup> St. This building is going to be used as offices for Aaron Ferrer. Council member Cumberledge questioned if it wouldn't be better to require the building inspector to attend the Planning Board meetings. He was concerned that the permit had already been issued to Aaron Ferrer and the planning board had not met or discussed the remodel. The Mayor will visit with Barry about attending the meetings in the future.
  3. Mayor Waltrip
    - a. The Mayor congratulated Mary Schomer, Pat Paterson and Frank Corcoran for winning the recent council elections. He thanked the outgoing council member for their years of service. He explained that the job takes a lot of nights and days and time and it is not an easy job.
    - b. The Mayor and Ron Rothmeyer will be meeting with a company from Des Moines to look at the cost of lining the sewers. There are several areas that have problems with their sewers and repairs need to be made.
    - c. The Mayor stated that when we are working with new businesses we need to encourage them and help them when they are considering Carter Lake. One thing that is important is to find a balance between commercial and residential. The old Goodkind building had been vacant for 7 or 8 years and now they will have a business in there and that could turn the area around. Casey's is building and they will attract people from all over.
    - d. Mayor Waltrip reminded everyone to look around the world, we have a lot to be thankful for during the upcoming Thanksgiving Holiday.

4. City Clerk
  - a. Moved by council member Melonis seconded by council member Hawkins to approve and place on file the Annual Financial Report for FYE 6-30-15. Ayes: Unanimous.
  - b. Moved by Council member Melonis seconded by council member Hawkins to approve and place on file the Annual Urban Renewal Report for FYE 6-30-15. Ayes: Unanimous.
  - c. Wellmark provided information on renewal of the employee health insurance. The current policy will have a 9.97% increase in premium. Wellmark provided quotes for other policies. Mary Schomer stated that the insurance is good, however the cost is a concern. Older employees are penalized for being older and the council has imposed a maximum amount that the city will pay. Before the Affordable Care Act premiums were figured on the group not by age. It is discouraging to her that her pay raises do not cover the increased costs of her health care. The Mayor said he will try to look into the health care costs. Moved by council member Melonis seconded by council member Hawkins to renew the current health care policy. Ayes: Unanimous.
  - d. Renewal of the dental insurance will include an increase of \$1.10 per month per employee. Moved by council member Hawkins seconded by council member Huey to approve renewal of the dental policy. Ayes: Unanimous.
  - e. Moved by council member Huey seconded by council member Hawkins to approve renewal of the Auxiant PSF plan. Ayes: Unanimous.
  
- V. Ordinances
  - A. Moved by council member Melonis seconded by council member Huey to approve an ordinance vacating a portion of Ave. H between 5<sup>th</sup> St. and 9<sup>th</sup> St. on the second consideration. Ayes: Unanimous.
  - B. Moved by council member Hawkins seconded by council member Melonis a approve an ordinance amending the Unified Land Development Ordinances to add a new sub-section n: Warehousing (Enclosed-Limited) on the second consideration. Ayes: Unanimous.
  
- VI. Resolutions
  - A. Moved by council member Hawkins seconded by council member Huey to adopt a resolution approving liens for unpaid utility bills. Ayes: Unanimous.
  - B. Moved by council member Melonis seconded by council member Cumberledge to adopt a resolution approving an easement for an off-site Super 8 Entrance Sign and authoring signatures for the easement. Ayes: Unanimous.
  - C. Moved by council member Cumberledge seconded by council member Hawkins to approve a resolution adopting the updated Reserve Police Officer Manual. Ayes: Unanimous.

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VII. Comments

Mayor Waltrip stated that when they originally activated the police reserves years ago, the reserves always paid for their own uniforms.

Barb Melonis thanked everyone for attending the meeting. She also complimented Gary Fett on the improvements to City Motors. She wished everyone a Happy Thanksgiving.

Ron Cumberledge thanked all of the volunteers that do work on behalf of the City.

Council member Huey wished everyone a safe Thanksgiving.

Council member Hawkins thanked the Mayor for mentioning non-phosphorous fertilizers. She thanked the new council members and wished everyone a Happy Thanksgiving.

R. J. Brown reminded the Mayor that a Carter Lake sign needs to be put up on Abbott Dr. One has been installed and the Mayor will make sure the other one get installed too.

Shirley Weir feels there should be more advertising about Carter Lake Days. In the past the announcements have been pathetic.

Wanda Simonetti questioned why the sign at Mabrey Park was removed. The Mayor will check into it.

This meeting was adjourned at 7:40 PM.

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Doreen Mowery, City Clerk

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Gerald Waltrip, Mayor

**2015 November  
Residential Building Permits**

Permit #	Date	Applicant	Address	Description	Permit Amount	Date Paid	Recpt. #	Value of Permit	Permit Exp. Date
R185-15	11/4/15	Backlund Plumbing	1330 Mayper	Gas Line PT / BHE Fax	\$ 25.00	11/09/15	15424	\$ 300.00	12/12/15
R186-15	11/5/15	Hometown Roofing	3510 N 9th #63	Replace Roof	\$ 18.50	11/09/15	15423	\$ 2,000.00	02/05/16
R187-15	11/9/15	Greg Davenport	4428 N 7th St	Replace Roof	\$ 18.50	11/11/15	15444	\$ 8,000.00	02/19/16
R188-15	11/10/15	Done Right Const.	1417 Doreen	Replace Roof	\$ 18.50	11/11/15	15443	\$ 10,000.00	02/10/16
R189-15	11/11/15	Lakeside MHP	3510 N 9th #233	16' X 66' New MH	\$ 223.32	11/13/15	15454	\$ 43,300.00	01/27/16
R190-15	11/11/15	Lakeside MHP	3510 N 9th #156	16' X 66' New MH	\$ 223.32	11/13/15	15455	\$ 43,300.00	01/27/16
R191-15	11/11/15	Lakeside MHP	3510 N 9th #112/103	16' X 66' New MH	\$ 223.32	11/13/15	15456	\$ 43,300.00	01/27/16
R192-15	11/11/15	Lakeside MHP	3510 N 9th #139	16' X 76' New MH	\$ 238.52	11/13/15	15457	\$ 46,000.00	01/27/16
R193-15	11/11/15	Lakeside MHP	3510 N 9th #42	16' X 76' New MH	\$ 238.52	11/13/15	15458	\$ 46,000.00	01/27/16
R194-15	11/11/15	Lakeside MHP	3510 N 9th #35	16' X 76' New MH	\$ 238.52	11/13/15	15459	\$ 46,000.00	01/27/16
R195-15	11/11/15	River City Heating	1516 Stella Ave	Replace Furnace	\$ 25.50	11/13/15	15453	\$ 2,625.00	02/11/16
R196-15	11/11/15	McCrathy One Hour	3510 N 9th #	Replace Furnace & A/C	\$ 43.50	12/09/15	15513	\$ 10,000.00	01/11/16
R196-15	11/16/15	Barbara Corcoran	1100 Cachelin	Replace fence	\$ 15.00	11/23/15	15475	\$ 1,200.00	02/16/16
R197-15	11/19/15	Backlund Plumbing	1547 Walker	Gas Line PT / BHE Fax	\$ 25.00	11/23/15	15474	\$ 200.00	12/19/15
R198-15	11/23/15	Owen Dashner	41 CLC	Windows & Siding	\$ 27.00	11/23/15	15477	\$ 5,000.00	02/23/16
R199-15	11/23/15	Owen Dashner	50 CLC	Windows	\$ 13.50	11/23/15	15477	\$ 1,000.00	02/23/16

**Commercial Building Permits**

C23-15	11/3/15	Super 8	3000 Airport Dr	Replace sign	\$ 75.00	11/09/15	15422	\$ 3,000.00	11/03/15
C24-15	11/9/15	Aaron Ferer & Sons/Ran	2910 N 9th	Const. Repairs/Elect.	\$ 80.65	11/13/15	15450	\$ 2,800.00	02/09/16

**TOTAL: \$ 1,771.17**

**TOTAL: \$ 314,025.00**

FOR OFFICE USE: CASE# \_\_\_\_\_  
Z.B.A. Public Hearing: \_\_\_\_\_  
Signs Issued: \_\_\_\_\_/\_\_\_\_\_/by \_\_\_\_\_

Receipt # \_\_\_\_\_  
Amount \$ \_\_\_\_\_  
By \_\_\_\_\_ Date \_\_\_\_\_

APPLICATION FOR PLANNING BOARD AGENDA

1. APPLICANT: GARY FEIT Phone: 402 707-3388  
Address: 3711 N 13<sup>th</sup> St \*Status: P.O.
2. REPRESENTED BY: Scotty Crowder Phone: 402-740-3359  
Address: 10116 Cachelin Dr
3. STREET ADDRESS/LOCATION: 1116 Locust St Carter Lake IA 51510
4. LEGAL DISCRPTION: \_\_\_\_\_
5. OWNERS NAME: GARY FEIT
6. OWNERS ADDRESS: 3711 N 13<sup>th</sup> St
7. REASONS FOR REQUEST AND INTENDED USES: Stereo Shop. Retail & Wholesale
8. ZONING DISTRICT: C/L
9. PRESENT USE: \_\_\_\_\_
10. COPY OF BLUEPRINTS OF INTENDED STRUCTURE.
11. ADMINISTRATIVE DECISION ISSUED: \_\_\_\_\_

FOR OFFICE USE

12. ATTACHED TO THE APPLICATION ARE:
- a. Denied "Building Permit Application" form.....
  - b. Approves.....
  - c. Restrictions.....

THE FACTS PRESENTED ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE:

13. SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_  
TYPED OR PRINTED NAME: \_\_\_\_\_ \*Status: \_\_\_\_\_

\*NOTE: P.O. = Property Owner C.P. = Contract Purchaser  
O.H. = Legal Optionholder A. = Owner's authorized agent