

PLANNING BOARD MEETING
City Hall - 950 Locust St., Carter Lake, Iowa
Monday, February 13, 2017 7:00 P.M.

Roll Call

Approval of the Agenda

1. Consent Agenda
 - a. Approve Planning Board Minutes
 - b. Review City Council Minutes

2. New Business
 - a. Hampton Inn Signage
 - b. Lakeside Auto Recyclers – Shredder

3. Old Business (limit discussion 5 minutes per topic)
 - a. Pole Signs

4. Comments

Adjourn

02-09-17
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City of Carter Lake
Planning Board Meeting
Monday, January 9, 2017 – 7:00 PM

The meeting was called to order by Chairman Tim Podraza at 7:00 P.M.

Roll Call: Present – Ray Pauly, Tim Podraza, Ed Palandri, Jackie Wahl, Kathy Dueling, and Karen Fisher, Jay Gundersen and City Clerk Jackie Stender.

Approval of the Agenda: Moved by Pauly seconded by Dueling to approve the Agenda as presented.
Ayes: Unanimous.

Consent Agenda: Moved by Palandri seconded by Pauly to approve the consent agenda items as presented; Planning Board minutes from December 12, 2016, Amended Planning Board minutes from September 7, 2016 the corrections to the minutes. Ayes: Unanimous.

New Business: Owners of Lakeside Auto Recyclers and their engineer were present to review the proposed project to expand the existing shredding operations with a larger shredder. After a question and answer session the Board discussed seeking legal advice from the City Attorney. The Board request the following:

"With the Council and Mayor's permission, the Planning Board requests a written legal opinion from the City Attorney regarding the current zoning of Lakeside Auto Recyclers in the "CL" District and the proposed addition of a metal shredding processing operation given that the existing salvage business is a non-conforming use and as such is not allowed to improve or expand. Is the new operation permitted under the "CL" District given the above circumstances under the current zoning regulations? If not currently zoned for this operation what steps should the Planning Board undertake to revise the zoning for the property in question?"

Once the legal opinion has been rendered by the City Attorney, another Planning Board meeting will be scheduled to review the engineering drawings for the project.

Pauly motioned to re-appoint Tim Podraza as Board Chairman, seconded by Fisher. Ayes: Unanimous.

Pauly motioned to appoint Kathy Dueling as Board Co-Chairman, seconded by Fisher. Ayes: Unanimous.

Chairman, Podraza requested the Ray Pauly attend the City Council meetings to keep the Board and Council up to date on ongoing matters, Pauly agreed to attend Council meetings, and the Planning Board will be a monthly item on the City Council agenda.

Request for the next agenda: Pole Signs under new business, discuss reviewing the Comprehensive Plan and scheduling workshops to work on an update to the plan;
Pauly motioned to adjourn, seconded by Palandri. The meeting adjourned at 8:20 p.m.

Tim Podraza, Chairman

City of Carter Lake City Hall
950 Locust St.
Regular City Council Meeting
Wednesday, January 18, 2017 – 7:00 p.m.

The Pledge of Allegiance

Mayor Waltrip called the regular meeting to order at 7:00 p.m.

Roll Call: Present: Mayor Gerald Waltrip, and Council members: Pat Paterson, Ron Cumberledge, and Barb Melonis; Absent: Council members Frank Corcoran and Mary Schomer. Also present – Attorney Mike O’Bradovich and City Clerk Jackie Stender

Approval of the Agenda – Mayor requested to add Lakeside Auto Recyclers and Locust Street sewer problems to the agenda under Communications from the Mayor; and Paterson moved to approve the agenda with the addition, seconded by Melonis. Ayes: Unanimous.

Consent agenda – Moved by Melonis seconded by Cumberledge to approve the consent agenda items, 12/19/16 Council minutes, 12/9/16 Planning Board minutes, December Financial reports, Abstract of Claims for December, Overtime report, and Department Supervisors monthly reports. Ayes: Unanimous.

New Business:

Paterson moved to re-appoint Ron Cumberledge as Mayor Pro-Tem for one year term, seconded by Melonis. Ayes: Unanimous.

Paterson moved to re-appoint City Attorney, Micheal O’Bradovich for one year term, seconded by Cumberledge. Ayes: Unanimous.

Cumberledge moved to re-appoint Tim Podraza to the Planning Board for a five year term, seconded by Paterson. Ayes: Unanimous.

Cumberledge motioned to approve liquor license for Kwik Shop, seconded by Melonis. Ayes: Unanimous.

Melonis motioned to approve liquor license for the Improvement Club, seconded by Paterson. Ayes: Unanimous.

Melonis motioned to approve Salvage Yard Permit for Lakeside Auto Recyclers, seconded by Cumberledge. Ayes: Unanimous.

Melonis motioned to approve Salvage Yard Permit for City Motor Super Shop, seconded by Cumberledge. Ayes: Unanimous.

Communications from the Public:

Bill Dalheimer present pictures of shoreline erosion that has happened over the past few years on Carter Lake and had some suggestions; also provided a photo of sidewalk in the club area that is disintegrating due to rock salt, and the estimated cost for replacement of the sidewalk and suggested moving the old concrete to the shoreline to help reduce erosion.

Communications from Mayor Waltrip:

Locust Street sewer has been a continuous problem in recent years and it has been determined that repairs could be made to help eliminate or reduce the problem; Maintenance Supervisor Ron Rothmeyer has received a couple quotes to make the repairs. Council agreed to move forward with the repairs, but requested the City Attorney send abate notices to businesses along Locust to install grease interceptors to help reduce grease build up in the sewers from food service based businesses.

Communications from City Clerk Stender:

The City of Carter Lake qualified for CDBG Grant Application process to get started, the Mayor signed an agreement to start the process with the HGM Engineer Firm to work with MAPA on the planning phase.

Budget workshop schedule has been set for the council and department supervisors. The public is always welcome to attend and hear what the city is planning for the future budget.

January 23rd at 5 P.M. Workshop with Police, Parks, Maintenance

January 25th at 5 P.M. Workshop with Fire/EMS, Senior Center, Library, Admin

January 30th at 5 P.M. Workshop with Police, Parks, Maintenance

February 1st at 5 P.M. Workshop with Fire/EMS, Senior Center, Library, Admin

February 8th at 5 P.M. Special Council Meeting Final review of Budget

Resolutions and Ordinances

Paterson moved to set public hearing to approve redeveloper agreement with Tighton Tools for 2/21/2017, seconded by Cumberledge. Ayes: Unanimous.

Paterson moved to approve Commercial Building Inspection Contract with JAS of Omaha, for the Hampton Inn and Lakeside Auto Recycler project; seconded by Melonis. Roll Call: Cumberledge-No Melonis-Yes Paterson-Yes. City Attorney agreed the motion was approved because the majority of quorum approves the motion.

Paterson motioned to approve the Annual Urban Renewal Report, seconded by Cumberledge. Ayes: Unanimous.

Jackie Stender
City Clerk

Gerald Waltrip
Mayor