

**MINUTES FOR THE TOWN OF CARROLLTON**  
**April 20, 2020**

The Council for the Town of Carrollton met in regular session on Monday, April 20, 2020, at 6:00 p.m., via teleconference due to the Covid-19 Pandemic.

**ROLL CALL**

Roll call was taken and answered by the following: Councilwoman Bliss, Councilwoman Mohn, Councilwoman Horine, Mayor Bartlett, Counselor Cowherd, Councilman Shields and Councilwoman Brunjes.

**APPROVAL OF AGENDA**

Change meeting date to April 20, 2020 at top of page of Agenda.

***A motion was made by Councilwoman Bliss and seconded by Councilwoman Brunjes to approve the Agenda as amended. The motion passed without opposition with the following council members voting yes: Bliss, Mohn, Horine, Shields and Brunjes.***

**APPROVAL OF MINUTES**

Minutes from the Regular Meeting held on March April 6, 2020 were presented.

Correction: New Business, Item "a" - Motion to approve street bid was made by Councilwoman Horine.

***A motion was made by Councilwoman Horine and seconded by Councilman Shields to approve the minutes for the Regular Meeting held on April 6, 2020, with the correction on page 2, that Councilwoman Horine made the Motion for the approval of the street bid and Councilwoman Bliss seconded. The motion passed without opposition with the following council members voting yes: Bliss, Mohn, Horine, Shields and Brunjes.***

**TABLED ITEM**

a. Clarence Pennington – Airport Hangar

Kim Burger, Planning and Zoning Administrator and Clarence Pennington were present by teleconference.

The Council was previously provided the information for the construction of the airport hangar from Clarence Pennington.

14 foot slab inside building will match slab to existing slab 15' x 84'.

Will be built at eastern shadow of existing hangar.

Due to new regulations the sheet metal needs to stop 3 feet from the surface of the ground to allow water to flow through due to possible flooding.

Annual rent will be \$214.20/year.

Kim Burger stated there will be a building permit application when the time

comes.

***A motion was made by Councilwoman Bliss and seconded by Councilwoman Brunjes to allow Clarence Pennington to build the hangar he is requesting. The motion passed without opposition with the following council members voting yes: Bliss, Mohn, Horine, Shields and Brunjes.***

## **NEW BUSINESS**

No Agenda.

## **OLD BUSINESS**

No Agenda.

## **OFFICIAL REPORTS**

### **a. Street Supervisor – Vern Dale Martin**

Vern Dale Martin and Michael Link were present via teleconference.

A log of the projects the street department has been working on, which included but was not limited to, street sweeping, patching pot holes, storm drain cleaning, fixing and replacing stop signs, servicing equipment and changing the oil and brakes on the Police cars was provided to the Council.

Councilwoman Mohn inquired about the two spots in the road between the baseball and football fields. Mayor Bartlett stated these areas have been patched but they are investigating the matter further. Vern Dale Martin stated they may possibly have to replace the tubing.

Vern Dale Martin inquired about purchasing a brush hog attachment for the skid steer. There is currently a bid for \$5,421.26 that is good through April 27, 2020. This attachment would aid in the safety of mowing some hills. Lengthy discussion was held comparing the purchase and usage of this equipment and existing equipment.

***A motion was made by Councilwoman Brunjes to buy the brush hog attachment for the skid steer. The motion died for lack of a second.***

Further discussion was held. Street Supervisor Vern Dale Martin suggested tabling this matter to next year or a later time, when there also may be the possibility of different bids.

Councilman Shields inquired if the full checklist of items was being addressed correctly when they changed the oil in the police cars. Michael Link stated they were.

b. Wastewater Supervisor – Tammy Hamblen

Tammy Hamblen was present via teleconference.

A daily log of tasks that were completed had been provided to the Council in their packets.

The lift station went down at the Industrial Park.

A new metal detector has been ordered.

Touch screen for the UV unit that controls all the lights is no longer working and needs to be replaced. It is exposed to sunlight and a box needs to be built to protect it. Failure to replace this will be citations and fines by DNR.

Hamblen stated she had three (3) bids for a touch screen.

\$4,900.00	New touch screen with programming.
\$5,300.00	Rebuilt touch screen with programming.
\$3,200.00	Touch screen with no programming.

Hamblen also had a bid for the metal box to cover the screen.

Eiserer's	\$150.00
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Discussion was held.

***A motion was made by Councilwoman Bliss and seconded by Councilwoman Horine to purchase the new touch screen with programming for \$4,900.00. The motion passed without opposition with the following council members voting yes: Bliss, Mohn, Horine, Shields and Brunjes.***

***A motion was made by Councilwoman Bliss and seconded by Councilwoman Brunjes to have Eiserer's build the box to protect the touch screen. The motion passed without opposition with the following council members voting yes: Bliss, Mohn, Horine, Shields and Brunjes.***

## **MAYOR'S REPORT**

The Governor extended the Stay At Home Order until May 3, 2020 and this is what the City and County are abiding by.

Task Force conference call took place.

Hand sanitizer distribution took place to approximately 200 people. Show Me Ethanol was the donor of the hand sanitizer.

Capital Paving is planning on being in town for the paving in late May or early June.

Thanked everyone for all the work that is being done and the cooperation.

Conference call with Emergency Operations Center took place.

## **REPORT OF COUNCIL**

**Horine:** Inquired how long a building permit is good for. Kim Burger stated no time limit but hopefully within one (1) year building would take place.

- Mohn:** Park Board met by conference call.  
Pool construction is on schedule.
- Bliss:** She had received inquiries regarding the fencing and gating for pools at citizens' homes.  
Burger stated that it was not on eCode but there is an Ordinance.  
Inquiries should be referred to City Hall.
- Brunjes:** Concerns regarding cut grass being blown on to the streets.  
Discussion was held regarding the issue with Kim Burger and Police Chief Looney. There are nuisance and littering Orders. Police Department can make contact with the homeowner and if they do not correct the situation they can be fined.
- Shields:** Inquired about the credit card usage for gas at the airport. Non local users are unable to use credit card to fuel since there is no way to run credit card. Chief Looney stated local users have to use a hot spot. There is no telephone line due to flooding. It would cost approximately \$5,000 to get a phone line but the phone company is not willing to install one.  
Larue Hawkins available by teleconference stated he would contact airport manager, David Heddings to put a notice out to airmen that credit card fuel is not available at the Carrollton Airport. Possibly can get a cellular uplink or satellite internet connection to remedy this issue.
- Counselor:** No Report.
- Reimer:** No Report.

***A motion was made by Councilwoman Horine and seconded by Councilwoman Bliss to pay the bills as presented. The motion passed without opposition.***

Council members voting yes were: Bliss, Mohn, Horine, Shields and Brunjes.

## **GUEST ACKNOWLEDGMENT**

The Mayor recognized all the guests in attendance and thanked them for attending. Guests in attendance via teleconference were: Chief Christopher Looney, Kim Burger, Vern Dale Martin, Michael Link, Tammy Hamblen, Clarence Pennington and Larue Hawkins.

***A motion was made by Councilwoman Bliss and seconded by Councilwoman Brunjes to adjourn the Regular Meeting. The motion passed without opposition. Council members voting yes were:*** Bliss, Mohn, Horine, Shields and Brunjes.

The meeting adjourned at 6:58 p.m.

/s/ Dana L. Reimer  
**DANA L. REIMER, Clerk**