

OFFICIAL PUBLICATION
City of Hartford
Minutes of Regular Meeting/Public Hearings
October 25, 2016

The regular meeting with public hearings (2) of the Hartford City Council was held in the Council Chambers of Hartford City Hall, 150 W. Elm Street, Tuesday, October 25, 2016. Mayor Mike Rodman called the meeting to order at 6:30 p.m. Members answering roll call included Mark Goldsberry, Mike Rodman, William (Joe) Hammond, Stefanie Johnson and Kim Crook. Members absent: Amanda Peterson Voluntary Pledge of Allegiance was recited by meeting attendants.

Robert Benton of Stuyvesant & Benton and Nate Carhoff of Snyder & Associates were present.

Staff members included Zack Prickett, Fire-Rescue Chief and Clerk/Treasurer Brad Herrold.

Motion by Hammond and seconded by Crook TO APPROVE MEETING AGENDA AS WRITTEN. Voice vote: Motion carried unanimously.

Motion by Goldsberry and seconded by Hammond TO APPROVE THE MINUTES OF THE SEPTEMBER 20, 2016 REGULAR MEETING AS WRITTEN. Roll call vote: Motion carried unanimously.

Motion by Goldsberry and seconded by Johnson TO RECEIVE AND FILE THE SEPTEMBER 2016 CITY FINANCIAL REPORTS. Roll call vote: Motion carried unanimously. Motion by Crook and seconded by Johnson TO RECEIVE AND FILE THE SEPTEMBER 2016 FIRE/RESCUE REPORT. Roll call vote: Motion carried unanimously.

Consent Agenda – The consent agenda included claims in the amount of \$18,672.81 and additional bills in the amount of \$4,130.08. Council member Crook reviewed the monthly claims prior to the meeting. Clarification regarding engineering fees and valve service invoice. Motion by Hammond and seconded by Johnson TO APPROVE PAYMENT OF CLAIMS AND ADDITIONAL BILLS AS PRESENTED. Roll call vote: Motion carried unanimously. Motion by Hammond and seconded by Goldsberry TO APPROVE CLASS C LIQUOR LICENSE RENEWAL APPLICATION FOR MONALOU TRADING POST WITH CORRECTIONS. Roll call vote: Motion carried unanimously.

Public Comment – Mayor Rodman welcomed visitors and guests and asked for public comment. No public comment was presented.

Reports – Committees/Parks & grants – No report. Water/Wastewater – No report. Streets – No report. Public Works – (Absent) No report.

Mayor Rodman reported the public works director is having some medical procedures performed and no report is available. Fire/Rescue – Zack Prickett reported fuel stolen from vehicle and locking gas cap has been obtained. A new ATV will be delivered tomorrow. The grain tube rescue unit donated to the department will need an enclosed trailer for storage and transport. Council member Crook may have source to acquire. 2 grant applications submitted for radios (\$200,000.00) and tanker vehicle (\$179,000.00) 3 members to attend EMT classes at \$190.00 each and 4 will attend advanced EMT classes in January funded through County grant funds. Request to acquire child restraint board at cost of \$717.00. Council will allow purchase with existing budget funds. Clerk – Brad Herrold attended Haz Mitigation meeting with County officials on 10-06; materials to be returned by 11-10-16. The 2016 annual financial report will be completed by the November regular meeting. A developer is expressing interest in the North View property. The 1st local option tax payment of \$9,548.63 has been received and deposited. Richland Township has returned the agreement for snow removal services in the cemetery beginning this winter. Herrold stated the general election voting will be held at the Presbyterian Church rather than City Hall. Mayor – Mayor Rodman

October 25, 2016

Page 2

stated it was nice working with the city staff and officials and would be moving from the community soon. The Council and city staff expressed their gratitude to the Mayor for his service.

Presentation – Nate Carhoff of Snyder & Associates gave a progress report on the 2015 Lift Station Project. New pumps should be delivered in next couple weeks. April 1, 2017 is final estimated completion date. Pay application #3 in the amount of \$36,882.26 was reviewed by Snyder and recommended for payment approval by the Council. Carhoff inquired if his services would be required at the public meeting of November 1st. Carhoff stated an agenda will be needed to facilitate the meeting. Council advised Snyder & Associates to re-submit the TAP application grant in the amount of \$180,000.00 again for consideration. The City match for this grant if received is \$45,600.00. A presentation to the board by Snyder would have to be done at an additional fee to the City. A meeting needs scheduled with city officials, Clerk and public works director regarding the revised wastewater permit requirements and facility plan study. A scope and fee plan from Snyder for the plan study will be presented for consideration at the November regular council meeting.

Presentation - Taylor Smothers, President of Smothers Properties, LLC scheduled to address the Council was not in attendance. A letter to the Council requesting an appeal of the decision by the Board of Adjustment was reviewed and discussed by the Council. The Clerk will forward the request document to the chairman of the Board of Adjustment for consideration.

Mayoral Proclamation – Mayor Rodman read Resolution 102516-3, a resolution declaring November 17, 2016 “World Pancreatic Cancer Day” in the City of Hartford. Motion by Goldsberry and seconded by Crook TO APPROVE RESOLUTION 102516-3 EFFECTIVE OCTOBER 25, 2016. Voice vote: Motion carried unanimously. Council business agenda item 13(A) was addressed by the Council. Kelly Barber requested permission to place purple lighting around the city gazebo from November 1st to the 17th to acknowledge pancreatic cancer awareness in the month of November. Motion by Goldsberry and seconded by Hammond TO APPROVE LIGHTING REQUEST AT GAZEBO IN NOVEMBER 2016. Voice vote: Motion carried unanimously.

Public Hearing – Mayor Rodman opened the public hearing regarding the proposed closing and disposal of alley described as: The north 6 feet of a 12-foot alley running east and west, north of and adjacent to School Parcel B, Lot 3 in the Town of Hartford, Warren County, Iowa subject to utility easements. No public comment was presented. The Clerk reported no oral or written comments have been received at City Hall. Motion by Hammond and seconded by Crook TO CLOSE PUBLIC HEARING. Roll call vote: Motion carried unanimously.

Public Hearing – Mayor Rodman opened the public hearing regarding the proposed closing and disposal of alley described as: The south 6 feet of a 12-foot alley running east and west, north of and adjacent to Hartford OTP Block 1, Lots 1 and 2 in the Town of Hartford, Warren County, Iowa subject to utility easements. No public comment was presented. The Clerk reported no oral or written comments have been received at City Hall. Motion by Hammond and seconded by Johnson TO CLOSE PUBLIC HEARING. Roll call vote: Motion carried unanimously.

Council Business – Motion by Hammond and seconded by Goldsberry TO APPROVE PAY APPLICATION #3 TO C.L. CARROLL COMPANY IN THE AMOUNT OF \$36,882.26. Roll call vote: Motion carried unanimously. Motion by Goldsberry and seconded by Johnson TO APPROVE 1ST READING OF ORDINANCE NO. 106, AN ORDINANCE CLOSING AN ALLEY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF HARTFORD, IOWA. Roll call vote: Motion carried unanimously. Motion by Hammond and seconded by Goldsberry TO WAIVE 2ND AND 3RD READINGS OF ORDINANCE NO. 106 AND APPROVE EFFECTIVE OCTOBER 25, 2016. Roll call vote: Motion carried unanimously. Ordinance No. 106 approved. Motion by Hammond and seconded by Goldsberry TO APPROVE RESOLUTION 102516-1, A RESOLUTION PROPOSING DISPOSAL OF AN INTEREST OF REAL PROPERTY BY SALE. Roll call vote: Motion carried unanimously. Motion by Hammond and seconded by Goldsberry TO APPROVE 1ST READING OF ORDINANCE NO. 107, AN ORDINANCE CLOSING AN ALLEY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF HARTFORD, IOWA. Roll call vote: Motion carried unanimously. Motion by Hammond and seconded by Johnson TO WAIVE 2ND AND 3RD READINGS OF ORDINANCE NO. 107 AND APPROVE EFFECTIVE OCTOBER 25, 2016. Roll call vote: Motion carried unanimously. Ordinance No. 107 approved.

October 25, 2016
Page 3

Motion by Hammond and seconded by Johnson TO APPROVE RESOLUTION 102516-2, A RESOLUTION PROPOSING DISPOSAL OF AN INTEREST OF REAL PROPERTY BY SALE. Roll call vote: Motion carried unanimously. Discussion was held about the upcoming special meeting to be held on November 1, 2016. Council member Hammond advised council members to submit agenda topics to the Clerk by noon Friday of this week for preparation of the agenda. Mayor Pro-tem Hammond will be the meeting facilitator. Hammond requested the public works director be in attendance and contribute concerns and solutions to facility issues. Attorney Robert Benton stated a meeting will be attempted with the County Sheriff after the general election to discuss a local fine/fee schedule and animal control issues. Benton provided a sample ordinance from the City of Pella regarding mobile home park regulations. Mr. Benton recommended the mobile home park management personnel be included in committee meetings with respect to developing an ordinance for Hartford. Mayor Mike Rodman stated the Warren Water District followed protocol regarding the water main break and the matter was reported timely to the proper officials. The system manager stated he may be able to place a message on water bills advising Hartford residents to update their contact information with the District if needed. No discussion/action taken for agenda item 13(I) RV, Camper, Boat Parking regulations. Robert Benton provided literature explaining code of Iowa requirements with respect to Mayor/Council seat vacancies. Benton will contact the council member whom has been absent but will not ask for a resignation. Vacancies can be filled by appointment by the Council or by establishing a special election. The flagpole grant project will be extended until Spring. Building officials recommend getting approval from IDOT prior to approval of building permit. Council members, city staff, city attorney, engineer and guests expressed appreciation to Mayor Rodman for his service to the community as Mayor.

Agenda topics next meeting/Public-Council - 2016 Annual Financial Report, Scope & Fee Schedules (Snyder & Associates) for public building study and WW treatment plant facility study, alley vacates and closures (2)

Motion by Goldsberry and seconded by Hammond to adjourn meeting at 8:12 P.M. Voice vote: Motion carried unanimously. Mayor Rodman adjourned the meeting.

Brad Herrold, Clerk/Treasurer

Attest: Michael Rodman, Mayor