

OFFICIAL PUBLICATION

City of Hartford
Minutes of Regular Meeting
February 20, 2018

The regular meeting of the Hartford City Council was held in the Council Chambers of Hartford City Hall, 150 W. Elm Street, Tuesday, February 20, 2018. Mayor James Buzzard called the meeting to order at 6:31 p.m. Members answering roll call included James Buzzard, Amanda Peterson, Kim Crook and Dana Smith. Members present: Joe Hammond and Mark Goldsberry. Voluntary Pledge of Allegiance was recited by meeting attendants.

Nate Carhoff and Jordan Stoermer of Snyder & Associates and James Nervig of Brick, Gentry P.C. were present.

Staff members included Fire/Rescue Chief Zack Prickett, Public Works Director Doug Peebler and Clerk/Treasurer Brad Herrold.

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

Motion by Peterson and seconded by Crook TO APPROVE THE MINUTES OF THE JANUARY 16, 2018 REGULAR AND JANUARY 30 AND FEBRUARY 7, 2018 SPECIAL MEETINGS AS WRITTEN. Voice vote: Motion carried unanimously.

Motion by Smith and seconded by Peterson TO RECEIVE AND FILE THE JANUARY 2018 CITY FINANCIAL REPORTS. Voice vote: Motion carried unanimously. Motion by Smith and seconded by Peterson TO RECEIVE AND FILE THE JANUARY 2018 FIRE/RESCUE REPORT. Voice vote: Motion carried unanimously.

Consent Agenda – The consent agenda included claims in the amount of \$13,515.81 and additional bills in the amount of \$969.35. Council member Smith reviewed presented bills prior to meeting. Motion by Smith and seconded by Peterson TO APPROVE CLAIMS AND ADDITIONAL CLAIMS PRESENTED FOR PAYMENT. Voice vote: Motion carried unanimously.

Public Comment – Mayor Buzzard welcomed visitors and guests and asked for public comment. Chuck Polito of 145 George Street inquired as to posting locations of council meeting agendas. Agendas are posted at city hall, post office and local convenience store. The regular monthly meeting date will be added to city website for reference.

Reports – Public Works/ No report. Fire-Rescue/Zack Prickett reported recent life-saving event for incident recently responded to by department. Prickett stated the attack truck pump motor may need repaired or replaced at an approximate cost of \$1,500.00 to \$2,000.00. A service call has been ordered to access problem. Council Committees – None Clerk/Brad Herrold reported budget edits will need finalized by end of the week, the proposed budget hearing notice must be submitted to the newspaper on Friday which will be published on March 1st and the public hearing for the fiscal 2018-2019 operating budget will be held on March 13, 2018 at 6:30 p.m.

Mayoral Comments – Mayor Buzzard stated repair costs to the fire department suburban vehicle could be completed for \$300.00. Buzzard said grant applications should be presented to city council members prior to submittal.

Presentation – Nate Carhoff of Snyder & Associates provided an update on the wastewater lagoon facility plan and anti-degradation plans submitted to the IDNR for review in December 2017. Waste load allocations have been revised by the IDNR and revised data has been submitted on behalf of the City by Snyder & Associates. The system proposed for construction at the lagoon is a lemna technology system. The proposed system is a smaller version of the previously approved system by the IDNR. As it is a variation of the approved system, IDNR considers this new technology and will need to be reviewed and approved by the State. This process could delay the construction and bidding of the project by 6 months or more. Other approved systems are available for submittal but at additional cost to the City.

Snyder associates are working with IDNR officials to resolve issues and keep project on schedule. Carhoff would like to meet with council representatives as progress envelopes. The land right-of-way deed should be resolved with the acquisition of cover sheet for quit-claim deed. Clerk Brad Herrold will record deed at Courthouse. Snyder will then discuss property acquisition with IDOT officials to finalize land use. The design plan of the proposed public works facility will be suspended until facility plan is approved.

Council Business – Motion by Crook and seconded by Peterson TO APPROVE 2ND READING OF ORDINANCE NO. 112, AN ORDINANCE AMENDING CHAPTER 165-ZONING REGULATIONS INCLUSIVE OF OFFICIAL ZONING MAP, WAIVE 3RD READING AND APPROVE ORDINANCE NO 112 EFFECTIVE FEBRUARY 20, 2018. Voice vote: Motion carried unanimously. Discussion was held regarding duties and role of zoning administrator with respect to code enforcement issues. Typically, a city administrator or zoning officer will assume the role in larger communities. The Clerk would have to assume the role. Citations may need to be issued to effectively enforce the zoning code. Discussion was held about establishing fines related to code violations. No action taken on appointment of zoning administrator. Motion by Peterson and seconded by Smith TO APPROVE THE ATTORNEY-CLIENT HOURLY FEE AGREEMENT AND ENGAGEMENT LETTER WITH BRICK GENTRY P.C. OF WEST DES MOINES, IOWA. Voice vote: Motion carried unanimously. Discussion was held regarding nuisance property at 140 W. Paint Street. Attorney Jim Nervig has ordered title search on property. Nervig provided council members options available to possibly obtain the property or initiate nuisance abatement proceedings with the rightful owners. Action to be taken pending obtaining title report. Topic to be placed on agenda for discussion at the March regular council meeting. Ordinance No. 114 was under consideration to prohibit parking on George Street from Vine to Washington Street. Excessive vehicle parking is occurring on the east side of George Street inclusive of employees from Carlisle Schools during the day. Public Works Director Doug Peebler stated it is extremely difficult to plow snow with the continual street parking. Peebler said the street should not be designated as a 1-way street. Discussion was held regarding illegal parking under the code and local snow ordinance when declared by city officials. The City traffic code states fines for traffic code violations are to be taken from existing state fine schedules currently in place. The City is not required to establish their own traffic fines. The 3 council members present would like to hold a workshop on February 27th at 6:00 p.m. to discuss fine-fee schedule. This will be a special council meeting and all is welcome to attend. No action taken on proposed Ordinance No. 114. Topic will be re-visited at the March regular meeting. A line item budget for fiscal 2018-2019 as prepared by the Clerk was reviewed by council members. Council member Smith said it should be a priority to replace the fire department suburban vehicle if needed. Smith stated the City should look closely at fire department equipment age and liability matters. Clerk Brad Herrold said the annual budgets are a blueprint to follow but situations can arise that change the best thought plans. Fund balances can be utilized for emergency situations if required. Motion by Crook and seconded by Peterson TO APPROVE FISCAL 19 LINE ITEM BUDGET DRAFT AS PRESENTED. Voice vote: Motion carried unanimously. Motion by Crook and seconded by Peterson TO SET PUBLIC HEARING ON MARCH 13, 2018 AT 6:30 P.M. FOR CONSIDERATION OF ADOPTION OF THE FISCAL 2018-2019 OPERATING BUDGET. Voice vote: Motion carried unanimously. Motion by Crook and seconded by Smith TO HOLD THE MARCH REGULAR CITY COUNCIL MEETING ON MARCH 13, 2018 AT 6:30 P.M. AT HARTFORD CITY HALL. Voice vote: Motion carried unanimously. Council member Crook inquired if there is a list of approved vendors for the maintenance of city equipment. The City currently allows department heads to secure vendors suitable to make needed repairs. Fire/Rescue Chief Zack Prickett stated his equipment goes to licensed operators whom provide warranties on their work.

Agenda topics next regular meeting/Public-Council - Nuisance abatements, 2018-2019 Budget public hearing, No-Parking Ordinance consideration

Motion by Smith and seconded by Peterson to adjourn meeting at 8:10 P.M. Voice vote: Motion carried unanimously. Mayor Buzzard adjourned the meeting.

