

## OFFICIAL PUBLICATION

City of Hartford  
Minutes of Regular Meeting  
December 18, 2018

The regular meeting of the Hartford City Council was held in the Council Chambers of Hartford City Hall, 150 W. Elm Street, Tuesday, December 18, 2018. Mayor James Buzzard called the meeting to order at 6:30 p.m. Members answering roll call included James Buzzard, Mark Goldsberry, Kim Crook, Amanda Peterson, Sophia Eckert and Dana Smith. Members absent: None Voluntary Pledge of Allegiance was recited by meeting attendants.

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

Staff members included Doug Peebler, Public Works Director and Brad Herrold, Clerk-Treasurer

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

Motion by Peterson and seconded by Goldsberry TO APPROVE THE MINUTES OF THE NOVEMBER 12 SPECIAL, NOVEMBER 20 REGULAR AND DECEMBER 3, 2018 SPECIAL MEETINGS WITH EDIT TO 12-3 MEETING REGARDING FUNDING OF FAMILY INSURANCE COVERAGE BY CITY. Voice vote: Motion carried unanimously.

Motion by Peterson and seconded by Eckert TO RECEIVE AND FILE THE NOVEMBER 2018 CITY FINANCIAL REPORTS. Voice vote: Motion carried unanimously. Discussion of older outstanding checks. The November fire/rescue report not presented for review.

Consent Agenda – The consent agenda included claims in the amount of \$13,428.24 and additional bills in the amount of \$2,042.14. Council member Eckert reviewed presented bills prior to meeting. Questions were presented regarding chemical toilet pricing and discussion of electrical billings for Christmas decorations. Motion by Eckert and seconded by Peterson TO APPROVE CLAIMS AND ADDITIONAL CLAIMS AS PRESENTED. Voice vote: Motion carried unanimously.

Public Comment – Mayor Buzzard welcomed visitors and guests and asked for public comment. Connie Goldsberry recommended applying for building permit for concrete placement at flagpole site without architectural drawing to be completed by Snyder & Associates. Some pole decorations are not working properly, M. Goldsberry said to remove from pole and have checked. Connie Goldsberry will apply for Prairie Meadows grant for remainder of park equipment utilizing \$5,000.00 commitment from the City. The total park project will be \$75,000.00; south half will be \$35,000.00. Goldsberry requested permission to write grant on City of Hartford tax identification number and have the Mayor sign the completed documents for submittal.

Reports – Public Works/Doug Peebler requested funding approval to replace faded traffic signs at approximate cost of \$500.00. Will attempt using refacing decals on some signage as cost-savings measure. Fire/Rescue/Zack Prickett unavailable for report at this time. Council Committees/No reports. Clerk/Brad Herrold reported the LMI survey has been completed and the City is eligible for CDBG funding for the lagoon improvement project. The 2019 proposal from LL Pelling for street sealcoat was discussed. Herrold provided new correspondence from the IDNR regarding the facility plan review and the 2019 sheriff office staff listing.

Presentation – (Snyder & Associates) Jordan Stoermer reported the IDNR has not received satisfactory comment back from Lemna officials regarding the proposed facility plan by the City. An additional 9 months have expired awaiting plan approval. Stoermer reported Snyder will have to bill the City for lost time on the project from the planning and design loan. A meeting is planned to meet with IDNR officials to extend project schedule for the City.

Presentation – Andrew Long of Crown Homes was not present at meeting to address Council.

Presentation – Lynn Schattner of Cyber Solutions provided council members with summary of findings of cost savings estimates for local communication services. Schattner advised cancelling the 911 emergency listing as not

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required by law and add long distance “choice service fee”. 1 internet service provider will be eliminated; CenturyLink service is preferred by Mr. Schattner. There presently are no contracted service agreements between either party. A schedule of work services through March 2019 was provided. Motion by Eckert and seconded by Smith TO PROCEED WITH DECEMBER/JANUARY ACTION PLAN FROM CYBER SOLUTIONS. Voice vote: Motion carried unanimously.

Council Business – Discussion was held regarding law enforcement service contract prepared by the Warren County Sheriff’s office. Council member Smith talked about services from Kiya Koda of Indianola. Smith stated the service will not return phone calls to her. Council talked about animal control services to be provided in service contract. Attorney Jim Nervig said Sheriff Vos and County Supervisors will develop a solution. Discussion was held about a law enforcement service agreement with an adjoining City. Last time this was attempted the quoted cost was extremely high. Goldsberry felt the stated pricing and incremental annual increases were manageable for the City. Motion by Peterson and seconded by Eckert TO APPROVE 5-YEAR LAW ENFORCEMENT SERVICE CONTRACT (28E AGREEMENT) WITH WARREN COUNTY SHERIFF OFFICE. Voice vote: Motion carried unanimously. 4 ordinance drafts for consideration were reviewed by the Council inclusive of all-terrain/off-road motorcycles, snowmobiles, utility trailer vehicles and golf carts. Jim Nervig advised placing all items under Chapter 75 as sub-chapters. Council advised removing stated penalties and fines and placing same in Chapter 177 Fines and Fees. Violations and disclaimer sections can also be removed from the proposed ordinance drafts. Council members were advised to make appropriate changes and return to city attorney. Ordinance drafts for swimming pools and junk and junk vehicles were provided to council members to be reviewed at the January 2019 regular meeting. The 28E agreement for mutual service with Warren County Fire/Emergency services will be placed on agenda at the 2019 organizational meeting. A summary of quotes for replacement fire department vehicle was reviewed and discussed. Prickett stated Ford, Chevrolet and Dodge are not offering State bid pricing until May of 2019. Prickett prefers the Dodge Ram 2500 model. Discussion was held regarding warranties and financing through dealers and local banks. Motion by Eckert and seconded by Peterson TO PURCHASE 2018 DODGE RAM 2500 CREW CAB TRUCK AND ACCESSORIES WITH \$19,000.00 LOCAL OPTION SALES TAX DOWN-PAYMENT/BALANCE TO BE FINANCED. Roll call vote: Motion carried unanimously by all council members. Discussion was held about requiring local business entities to provide key vaults on their premises to allow access to fire/rescue personnel during emergencies. Many insurance carriers are requesting these. Prickett stated the original township agreements with the City required vaults. The Hartford school presently does not have a key vault in place. Discussion was held as to whether to require for existing businesses or just new entities. Zack will prepare ordinance draft and budget costs for next fiscal budget. Council member Eckert stated the edits done to the handbook draft by attorney at Brick Gentry makes it very difficult to compare with original draft prepared by council members. Jim Nervig stated the handbook does not constitute a contract with an employee. Eckert questioned why the draft was scaled back to 40 pages from 80 pages. Eckert said it will take 40 hours to re-examine original document to current draft. Jim Nervig stated this review is a sophisticated process and was performed by a legal specialist in this field of law. Nervig stated the reviewing attorney may have to give a seminar to Council members regarding changes. Eckert stated what the City asked for isn’t what has been provided by the firm. Council members expressed discontent with actions of attorney whom reviewed the handbook draft provided by the City. Council member Smith stated the handbook was derived from several communities. Eckert and Smith will contact Jim Nervig to establish meeting with attorney whom reviewed the document. Motion by Peterson and seconded by Crook TO SET DATE FOR ANNUAL ORGANIZATIONAL MEETING ON JANUARY 7, 2019 AT 6:00 P.M. Voice vote: Motion carried unanimously. Mayor Buzzard reported that Clerk/Treasurer Brad Herrold has announced his retirement with the City of Hartford after 17 ½ years effective January 4, 2019. Eckert requested Herrold forward job description to her. Motion by Eckert and seconded by Goldsberry TO POST JOB APPLICATION WITH CARLISLE CITIZEN, DES MOINES REGISTER AND “INDEED” WEBSITE. Voice vote: Motion carried unanimously. Goldsberry inquired about demolition of water plant progress and parking/stop sign resolutions.

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Agenda topics next regular meeting/Public-Council – Employee handbook, parking resolutions, Ordinance readings (various topics),

Motion by Goldsberry and seconded by Peterson to adjourn meeting at 9:12 P.M. Voice vote: Motion carried unanimously. Mayor Buzzard adjourned the meeting.

Brad Herrold, Clerk/Treasurer

Attest: James Buzzard, Mayor