

The regular meeting of the Hartford City Council was held in the Council Chambers of Hartford City Hall, 150 W. Elm Street, Tuesday, February 19, 2019. Mayor Pro-tem and City Council Member Sophia Eckert called the meeting to order at 6:31pm. Members answering roll call included Dana Smith, Amanda Peterson, Sophia Eckert and Mark Goldsberry. A voluntary Pledge of Allegiance was recited by meeting attendants.

Matt Brick of Brick Gentry Law firm and Lynn Schatner of Cyber Solution were present. Jordan Stoermer of Snyder & Associates was not present.

Approval of agenda items: Motion by Amanda Peterson and second by Dana Smith to APPROVE THE AGENDA ITEMS AS WRITEN. Voice vote: motion carried unanimously.

Approval of minutes: Motion by Amanda Peterson and Second by Dana Smith to APPROVE MINTUES FROM JANUARY 15,2019 REGULAR MEETING AND JANUARY 29, 2019 SPECIAL MEETING. Roll call vote: motion carried unanimously.

Receive and file: Motion by Amanda Peterson and Second by Dana Smith to receive and file the January 2019 financial reports and the January 2019 Fire/EMS Report. Roll call vote: motion carried unanimously.

Consent Agenda: The consent agenda included claims in the amount of \$13,256.77 and additional bills in the amount of \$5,611.08 for snow plow/city equipment repairs. Council member Dana Smith reviewed claims prior to meeting. Motion by Dana Smith and Second by Amanda Peterson to approve expenditures and additional expenditures. Roll call vote: motion carried unanimously.

Public Comments: Mayor Pro-tem Sophia Eckert welcomed visitors and guests and asked for public comment. No public comment was presented.

Appointment of Council Seat: Motion by Amanda Peterson second by Dana Smith to appoint Lindsay Clark to the Hartford City Council. Roll call vote: motion carried unanimously. Lindsey Clark completed the oath of office.

Presentation: Lynn of Cyber Solutions presented IT package and reviewed the following.

- Cell Phones for city maintenance employees is tabled to March meeting.
- Email accounts for Fire/City Employee's is not HIPPA Compliant with Google Suite Accounts.
- Discussion to schedule special meeting 2-3 weeks out to focus on IT Changes.
- Council agrees to schedule upon Zack Prickett's return, out of town for 10 days

Presentation: Snyder and Associates presented report via email. Response letter sent to DNR on January 17, 2019. Emy Liu's with DNR confirmed receipt of letter on

January 18, 2019. Multiple follow up attempts to DNR have gone unanswered. Escalation to Emy's superior, Satya Chennupati on February 8, 2019. Satya indicates Emy will complete review in the next week or two.

### Reports

Mayor: Emailed Wendy at Friedman Group regarding COBRA coverage for employees that resigned. Wendy indicates no action is necessary. Since both employees left, there is currently no city employee's on a group plan so no group plan or COBRA exists.

Citizen John Jensen requested city assistance with resolving an alley issue uncovered during purchase of property in Hartford. Decision to engage city attorney, Jim Nervig to research and resolve.

Citizen contacted Mayor Pro-tem Eckert regarding 5 acres of land in the new development off of old hyw-5. Discussion with Iowa Realty - Brady Jackson indicates there are issues with development plan and ordinances that could use discussion. Agreement to engage Planning and Zoning Committee, Iowa Realty and Snyder and Associates for discussion.

Clerk: Presented a bill from State Audit for \$1,200. Motion by Dana Smith second by Amanda Peterson to approve presented bill for audit fee. Roll call vote: motion carried unanimously.

### Council Business

City Clerk Position: Review and agreement to call applicant A and revisit the job requirements and working hours. Agreement to schedule special meeting to finalize hiring of clerk position.

City Maintenance Position: Maintenance position is posted on indeed.com and has received seven applications as of date. Carlisle Citizen will publish job posting next week, February 25<sup>th</sup>. Position cut of date is set as March 5<sup>th</sup>. During the absence of a city maintenance employee the fire department has four employees that have volunteered to help out as temporary employees. Special note that Steve Eckert will be reporting hours, time worked, and when work is needed to Dana Smith. Motion by Amanda Peterson Second by Lindsay Clark to hire Dave Walker, Steve Eckert, Zack Prickett and Christopher Schriber as temporary workers earning \$15 per hour. Roll call vote: Lindsay Clark, Dana Smith, Amanda Peterson, Mark Goldsberry. Sophia Eckert – Abstain.

Budget work shop to be finalized at March 12, 2019 regular scheduled council meeting. Milo clerk is willing to assist city with completion of budget. Due date is March 15<sup>th</sup>, 2019. Dana to contact Milo clerk to prepare all forms and bring to March 12, 2019 meeting. Motion by Sophia Eckert to contact Milo clerk and pay her an amount not to exceed \$1,000 for assistance with budget completion. Second by Lindsay Clark. Roll call vote: motion carried unanimously.

Sale of the Suburban and jeep to be sold in sealed bid. Zack is to get agreement in writing from the City of Carlisle for the sale of these vehicles and make sure the Jeep has a clean title.50/50 ownership and sale. Motion by Amanda Peterson and second by Dana Smith to approve the sale of the Suburban and Jeep. Roll call vote: motion carried unanimously.

EMS billable rates we're reviewed and changes accepted. Motion by Amanda Peterson and Second by Lindsay Clark TO APPROVE NEW 2019 EMS BILLABLE RATES. Roll call vote: motion carried unanimously.

Great Western Bank discussion to make following changes: Remove Jim Buzzard, Brad Herrold and William J Hammond from the bank accounts. Cancel cancel credit cards issued to Jim Buzzard and Doug Peebler. Add Sophia Eckert and Dana Smith to the Great Western Bank account. Issue credit card for Sophia Eckert in order to conduct city business.

Motion by Amanda Peterson and Second by Lindsay Clark to APPROVE THE REMOVAL OF JIM BUZZARD, BRAD HERROLD, AND WILLIAM J HAMMOND FROM THE BANK ACCOUNTS. APPROVAL TO CANCEL CREDIT CARDS FOR JIM BUZZRD AND DOUG PEEBLER. APPROVAL TO ADD SOPHIA ECKERT AND DANA SMITH TO THE GREAT WESTERN BANK ACCOUNT. APPROVAL TO ISSUE SOPHIA ECKERT CITY CREDIT CARD. Roll call vote: motion carried unanimously.

Intent to appoint a new city Mayor. Position to be posted at the Hartford City Hall, Hartford Post Office and Hartford Git n Go. Motion by Dana Smith and Second by Sophia Eckert to FILL CITY MAYOR POSITION AND TO BE POSTED AT THE HARTFORD CITY HALL, HARTFORD POST OFFICE and HARTFORD GIT N GO. Roll call vote: motion carried unanimously.

Discussion with attorney Matt Brick regarding requirements for bonding. Direction to have new city clerk reach out to state auditor.

Motion by Lindsay Clark and second by Dana Smith TO ADJOOURN THE MEETING AT 8:24PM. Roll call vote: motion carried unanimously.

Dana Smith - City Council Member

Attest: Sophia Eckert, Mayor Pro-tem