

OFFICIAL PUBLICATION

City of Hartford
Minutes of Regular Meeting
February 21, 2017

The regular meeting of the Hartford City Council was held in the Council Chambers of Hartford City Hall, 150 W. Elm Street, Tuesday, February 21, 2017. Mayor Caroline McNamar called the meeting to order at 6:32 p.m. Members answering roll call included Caroline McNamar, Kim Crook, Joe Hammond and Stefanie Johnson. Members absent: Amanda Peterson and Mark Goldsberry. 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, Doug Peebler, Public Works Director and Clerk/Treasurer Brad Herrold.

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

Motion by Johnson and seconded by Hammond TO APPROVE THE MINUTES OF THE JANUARY 31, 2017 SPECIAL MEETING AS WRITTEN. Roll call vote: Motion carried unanimously. Motion by Hammond and seconded by Johnson TO APPROVE THE MINUTES OF THE JANUARY 17, 2017 REGULAR COUNCIL MEETING AS WRITTEN. Roll call vote: Motion carried unanimously.

Motion by Hammond and seconded by Johnson TO RECEIVE AND FILE THE JANUARY 2017 CITY FINANCIAL REPORTS AND THE JANUARY 2017 FIRE-RESCUE REPORTS. Roll call vote: Motion carried unanimously.

Consent Agenda – The consent agenda included claims in the amount of \$14,261.27 and additional bills in the amount of \$ - 0 -. Council member Crook reviewed claims prior to the meeting. Crook inquired as to invoice regarding stand-by ambulance. Motion by Johnson and seconded by Crook TO APPROVE CONSENT AGENDA FOR PAYMENT OF CURRENT CLAIMS. Roll call vote: Motion carried unanimously.

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

Reports – Mayor – No report. Public Works/No report at this time. Fire/Rescue/Fire-Rescue Chief Zack Prickett reported the ATV provided to the department by local vendor will not be renewed next year. The City has the option of purchasing the ATV or returning to the supplier. Prickett will propose the purchase of the ATV at the March regular council meeting. Council/committee reports – Council member Crook reported Rhonda Frost from Carlisle Park & Recreation may attend the March meeting for consideration of tree planting by volunteers in the park and other community places. City Clerk – Brad Herrold reported the budget public hearing notice will be sent to the newspaper on Friday; the March regular council meeting will need to be held on March 14th to completed budget approval and the approved budget must be certified to the Dept of Management and Warren County by March 15th.

Presentation – Chuck Eckert of 325 George Street spoke to the council regarding converting his property from subdivisions to parcels to create 1 parcel. Nate Carhoff stated the property would need to be re-platted and approved by the city council. Robert Benton stated Eckert should visit with the County Recorder to obtain plat requirements and consult a real estate attorney to assist with the project. Chuck stated he is interested in constructing a 40 x 60 pole building on the revised plat. Carhoff advised the submission of a rough site plan for project review by the City.

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Presentation – Amy Berg expressed interest in acquiring the remainder of the North View housing development and place modular home on the property. Berg stated she may develop remaining lots in future. Nate Carhoff said this would require a re-plat also and the owner would be responsible for property improvement inclusive of water/sewer mains, street construction and other utilities to the respective lots. Carhoff recommended Ms. Berg contact an engineering firm to assist with the plat design. Completed plats should be submitted to the City for consideration of approval by the city council.

Presentation – Stacy Goodhue of the Carlisle Public Library spoke to the Council regarding annual financial contribution from the City of Hartford to the Carlisle library. Goodhue provided documentation illustrating the City contribution per capita versus Carlisle and rural Warren County contributions. Goodhue acknowledged it would be difficult for the City to fund the library at the rate of \$38.00 per registered users. Stacy advised the City consider the rural Warren County rate of \$10.26 per capita or annual contribution of about \$8,900.00. The City presently contributes \$1,900.00 with \$100.00 annual yearly increases. Clerk Brad Herrold advised Stacy submit a proposal for council consideration at the March regular meeting.

Presentation – Nate Carhoff of Snyder & Associates gave a progress report on the 2015 Lift Station Project. Project has few items left to complete. Snyder recommended approval of pay application #7 to C.L. Carroll Company in the amount of \$9,723.76. The wastewater facility plan/project initiation meeting should be held in early March at the Wallace Building in Des Moines. The municipal building study plans as prepared by Snyder & Associates were made available to the Clerk and Council members. Nate would like to schedule another meeting with design engineer and city committee members prior to the final close-out meeting in April. Discussion was held regarding R2(A) zoning and a sample ordinance was presented to the Council for consideration. A public hearing will need held at the March regular meeting for consideration of the ordinance. This ordinance would apply to the Laura Acres subdivision exclusively. Nate discussed the Wellmark “Match” grants program for large and small grant applications.

Council Business – Council members reviewed the proposed ordinance draft regarding R2(A) zoning requirements. Motion by Crook and seconded by Johnson TO APPROVE RESOLUTION 022117-1, A RESOLUTION DIRECTING PUBLICATION AND NOTICE OF PUBLIC HEARING TO BE HELD ON MARCH 14, 2017 FOR CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 165 (ZONING ORDINANCE). Roll call vote: Motion carried unanimously. Motion by Hammond and seconded by Crook TO APPROVE PAY APPLICATION #7 TO C.L. CARROLL COMPANY OF DES MOINES IN THE AMOUNT OF \$9,723.76 FOR COMPLETED WORK AT THE LIFT STATION. Roll call vote: Motion carried unanimously. Bids from RC Systems of Waterloo, IA. for replacement of storm siren were reviewed by the Council. Prices quoted by RC are at State Bid pricing levels. The higher bid quote for unit with battery backup would require 240V electric service and would have to be located at the well pump building. Price quote difference is \$2,500.00. Motion by Crook and seconded by Hammond TO ACCEPT PROPOSAL FROM RC SYSTEMS OF WATERLOO, IA. FOR MATERIALS AND LABOR FOR INSTALLATION OF AN OUTDOOR WARNING SIREN IN THE AMOUNT OF \$18,050.00. Roll call vote: Motion carried unanimously. Robert Benton reported no further action can be taken regarding the fine/fee and mobile home park committees until a complete city council has been established. Motion by Johnson and seconded by Crook TO APPROVE RESOLUTION 022117-2, A RESOLUTION FIXING DATE FOR A MEETING ON MARCH 14, 2017 AT 6:30 P.M. AT HARTFORD CITY HALL, 150 W. ELM STREET, HARTFORD, IA. ON THE AUTHORIZATION OF A LOAN AND DISBURSEMENT AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$750,000 SEWER REVENUE CAPITAL LOAN NOTES OF THE CITY OF HARTFORD, IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF. Roll call vote: Hammond; aye, Johnson; aye, Crook; aye. Motion carried unanimously by all council members. Mayor McNamar read the resolution for public record. Motion by Crook and seconded by Johnson TO APPROVE THE BOND COUNSEL ENGAGEMENT AGREEMENT WITH AHLERS & COONEY, P.C. OF DES MOINES, IA. FOR THE PROPOSED ISSUANCE OF SEWER REVENUE CAPITAL LOAN NOTES THROUGH THE IOWA FINANCE AUTHORITY. Roll call vote: Motion carried unanimously by all council members. Discussion was held regarding a municipal lease purchase agreement with Ally Finance for 5 annual payments in the amount of \$8,782.09 for acquisition of a 2017 Chevrolet Silverado 3500HD work truck through Karl Chevrolet of Ankeny. This vehicle would replace the 2002

Ford truck in use by the public works department. The stated lease price of \$37,779.10 is subject to change based upon trade-in of
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the city vehicle to Karl. Clerk Brad Herrold inquired as to how city officials wish to finance/budget the lease payments. A decision to allocate a \$5,000.00 annual budget amount from local option sales tax with the balance to be budgeted from the road use and wastewater utility budgets was agreed upon. Herrold stated approval of the lease agreement should be made by resolution if council considers the final acquisition. Motion by Crook and seconded by Johnson TO APPROVE LEASE PURCHASE AGREEMENT WITH ALLY FINANCE AT A PRICE TO BE DETERMINED SUBJECT TO RESOLUTION TO BE APPROVED AT THE MARCH 14, 2017 REGULAR COUNCIL MEETING. Roll call vote: Motion carried unanimously. A line item budget for Fiscal 2018 as prepared by the Clerk was reviewed by the Council. No final edits were recommended. Motion by Hammond and seconded by Crook TO SET PUBLIC HEARING DATE OF MARCH 14, 2017 AT 6:30 P.M. AT HARTFORD CITY HALL, 150 W. ELM STREET, HARTFORD, IOWA FOR CONSIDERATION OF THE FISCAL 2017-2018 OPERATING BUDGET. Roll call vote: Motion carried unanimously. Documents prepared by the building official for council review were deferred by the Clerk to the March regular meeting so council members can review all provided documents. The building official is scheduled to attend the March regular meeting to discuss the reports. Robert Benton provided an update on filling the empty council seat. The Court will set bond to be advanced by the City. Benton is attempting to contact the new city attorney to discuss the case. Benton asked the Council for permission to proceed in contacting the County Attorney. The matter should be completed by the April regular council meeting. The court matter for issue at 130 N. Reynolds has received a response from the property owner. The property owner is now attentive to the proposed action by the City. Motion by Hammond and seconded by Crook TO ESTABLISH THE MARCH REGULAR COUNCIL MEETING DATE TO BE MARCH 14, 2017 AT 6:30 P.M. AT HARTFORD CITY HALL, 150 W. ELM STREET, HARTFORD, IOWA. Voice vote: Motion carried unanimously. Zack Prickett stated EMS billing provider has not been established as of date. Brief discussion about planning and zoning committee vacancies. Doug Peebler stated he is planning to acquire 6 loads of gravel for the lift station road.

Agenda topics next regular meeting/Public-Council - Public Hearings/2017-2018 Fiscal Budget, \$750,000 Capital Loan Notes, Chapter 165 (Zoning Ordinance) – Council member vacancy/removal, lease-purchase agreement

Motion by Hammond and seconded by Crook to adjourn meeting at 8:38 P.M. Voice vote: Motion carried unanimously. Mayor McNamar adjourned the meeting.

Brad Herrold, Clerk/Treasurer

Attest: Caroline McNamar, Mayor