

OFFICIAL PUBLICATION

City of Hartford
Minutes of Regular Meeting
August 16, 2016

The regular meeting of the Hartford City Council was held in the Council Chambers of Hartford City Hall, 150 W. Elm Street, Tuesday, August 16, 2016. Mayor Mike Rodman called the meeting to order at 6:32 p.m. Members answering roll call included Mark Goldsberry, Mike Rodman, William (Joe) Hammond and Stefanie Johnson. Members absent: Amanda Peterson and Kim Crook. 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 Goldsberry and seconded by Hammond TO APPROVE MEETING AGENDA AS WRITTEN. Voice vote: Motion carried unanimously.

Motion by Goldsberry and seconded by Johnson TO APPROVE THE MINUTES OF THE JULY 25, 2016 REGULAR MEETING AS WRITTEN. Voice vote: Motion carried unanimously.

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

Consent Agenda – The consent agenda included claims in the amount of \$4,583.59 and additional bills in the amount of \$1,820.89. Council member Johnson reviewed the monthly claims prior to the meeting. Motion by Johnson and seconded by Hammond TO APPROVE PAYMENT OF CLAIMS AND ADDITIONAL BILLS AS PRESENTED. 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 – Public Works – Doug Peebler displayed sample liner being installed in sewer pipes for repairs. Nate Carhoff explained actual process to council members. Peebler stated he would be interested in using the process to seal manholes in the City. The scheduled manhole raisings have been completed. The lagoon blowing under warranty has been received and will be on line soon. Peebler made light of many residents whom have not been mowing the ditches or easement adjacent to their respective properties. Fire/Rescue – Zack Prickett reported grant money received from Prairie Meadows in the amount of \$5,000.00 will be used to purchase helmets for department members. Prickett reported the boat motor is damaged and recommended filing claim with insurance company for repair or replacement. Discussion was held regarding water rescue services provided by the City and if the department is charging for services. The Warren County grant for EMT students is available again and Prickett would like to enroll two department members; the City would advance the tuition to be reimbursed by the County. Council Committees – Wastewater; Mayor Rodman inquired about manhole in the cornfield scheduled to be lined. Nate Carhoff reported he has visited with property owner regarding the repair. Carhoff stated he has obtained a copy of the sewer line easement from Warren County related to the property. Streets – Council members were pleased with the recent sealcoat work completed by L.L. Pelling. Parks- Absent/No report. Park timbers are all installed. Clerk – Brad Herrold reported the SRF loan closed on Friday August 12th and funds may be drawn down. A meeting of the board of adjustment will be held on August 25th at 6:30 p.m. in city hall for setback variance request by Smothers Properties LLC. A new form from the building officials applicable to new home construction permits was reviewed. Brief discussion on local option sales tax estimates as provided by the State of Iowa. Herrold reported the

August 16, 2016

Page 2

annual road use tax report will be prepared for approval at the September regular council meeting. Discussion was held regarding establishing a separate fund to account for local option sales tax proceeds and disbursements.

Presentation – Snyder & Associates (2015 Lift Station & Wastewater System Improvements) – Nate Carhoff reported Hydro-Klean has completed the pipe lining and has to complete the pipe spot repairs. All shop construction drawings are complete and have been submitted. A meeting with the general contractor, sub-contractor(s), engineering staff and city officials will be had on August 18th to review project progress. Carhoff reported the City has received the new NPDES (wastewater permit draft) and advised city officials to comment to the IDNR for specific changes to the time frame of the permit. A flow-chart was presented to council members explaining the process needed and time frame available to meet the permit requirements with the IDNR by 2021. Discussion was held regarding various lagoon construction upgrades that may be required to meet the requirements of the new permit. The new operating permit should be effective by October 1st of 2016. Some additional monthly tests will be required under the new permit including TKN and e-coli tests. The City has 52 months to make the necessary changes to the system to meet the discharge requirement limits effective in 2021. Carhoff recommended the City obtain a planning and design loan again from the state revolving fund to design a facility plan as required. The balance of the project costs will probably come from community development block grants and user rates. Nate stated the system operator will require a grade II wastewater license to run the utility. Additional education and training will be required for the wastewater operator. This will be most significant capital project the City will undertake. Carhoff recommended having an early September meeting to discuss initial project costs. Snyder & Associates will provide a scope and fee schedule for consideration at the September regular council meeting.

Council Business – Zack Prickett provided a report from his recent attendance at the Warren County E911 board meeting regarding upgrade of County communication system. It is being recommended that all county entities utilize the State Motorola system. Prickett reported the cost for Hartford to operate on the state system would be \$287,000.00. No actual final numbers are available at this time. The system must operate digital by 2018 which is expected to last 25 years. A grant writer has been obtained for all volunteer departments to attempt to acquire funding. Connie Goldsberry explained the need to improve communication services. The County Supervisors will have to make final decision regarding communications. Attorney Robert Benton stated this matter could be a state-wide problem and not specific to Warren County. Motion by Hammond and seconded by Johnson TO APPROVE PAY APPLICATION #1 TO C.L. CARROLL COMPANY IN THE AMOUNT OF \$20,187.50. Roll call vote: Hammond; aye, Goldsberry; aye, Johnson; aye. Motion carried unanimously. Robert Benton provided an update on process for abatement notice for property at 130 N. Reynolds. Benton will confer with building officials prior to sending out notice prepared by his office and reviewed by the council. Legal counsel asked for contributions from council members regarding the prepared nuisance abatement report. Legal fees incurred to abate the nuisance may be charged to the property owner. Benton stated he could not address all issues relative to the property in one abatement report. Council advised legal to proceed with the nuisance abatement notice as written. Robert Benton reported the last fine/fee committee meeting was held on July 26th and some progress has been made. Some Ordinances could be forthcoming at the next regular meeting. Mr. Benton reported he will visit with mobile home park management personnel regarding placement of new trailers within the park and applicable State regulations. A mobile home park ordinance as requested by Council will be developed in near future. Benton stated he could not represent the City regarding the board of adjustment meeting to be held on August 25th as he has represented Smothers Properties LLC for legal matters. Nate Carhoff stated a meeting will be held with city officials and an ADA project specialist regarding the city hall complex on August 23rd. Agenda items 9E and 9F were tabled due to absence of topic sponsor. Topics will be revisited at the September 2016 regular meeting. Mayor Rodman requested an update from council member Goldsberry regarding the flagpole project. Goldsberry stated he would contact the company as to project status.

Agenda topics next meeting/Public-Council - Nuisance abatement(s), animal control committee report, RV, camper, boat parking, alley vacates and closures (2), Wastewater project pay application, Engineering scope and fee schedule(s); feasibility study costs.

August 16, 2016
Page 3

Motion by Hammond and seconded by Goldsberry to adjourn meeting at 7:59 P.M. Voice vote: Motion carried unanimously. Mayor Rodman adjourned the meeting.

Brad Herrold, Clerk/Treasurer

Attest: Michael Rodman, Mayor