

OFFICIAL PUBLICATION

City of Hartford
Minutes of Regular Meeting
November 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, November 20, 2018. Mayor James Buzzard called the meeting to order at 6:32 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 Zack Prickett, Fire-Rescue Chief, Doug Peebler, Public Works Director and Brad Herrold, Clerk-Treasurer

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

Motion by Peterson and seconded by Goldsberry TO APPROVE THE MINUTES OF THE OCTOBER 16, 2018 REGULAR MEETING AS WRITTEN AND PRESENTED. Voice vote: Motion carried unanimously.

Motion by Peterson and seconded by Smith TO RECEIVE AND FILE THE OCTOBER 2018 CITY FINANCIAL REPORTS. Voice vote: Motion carried unanimously. The October fire/rescue report not presented for review.

Consent Agenda – The consent agenda included claims in the amount of \$29,817.40 and additional bills in the amount of \$10,900.84. Council member Peterson reviewed presented bills prior to meeting. Questions were presented regarding software license fees, fall conference expenses and Verizon wireless claims. Motion by Peterson and seconded by Eckert TO APPROVE CLAIMS AND ADDITIONAL CLAIMS AS PRESENTED. Voice vote: Motion carried unanimously. Motion by Goldsberry and seconded by Crook TO APPROVE CLASS C LIQUOR LICENSE RENEWAL APPLICATION FOR MONALOU TRADING POST. Voice vote: Motion carried unanimously.

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

Reports – Mayor/Mayor Buzzard provided update on insurance claim for pumphouse roof repair and stated he is obtaining an additional bid for the electrical in the fire station. Public Works/Doug Peebler reported dump truck has brake line being repaired upon arrival of parts. Christmas pole lights and shelter house lighting will be installed next week. Connie Goldsberry stated gazebo lighting and Christmas tree will be installed again this year. Peebler stated he has had to address many sewer plugs as of late and the new system will have traps/screens in place to minimize blockages. Discussion was held as how to notify residents about hazards of placing certain items into the sewer system. Peebler will prepare write-up for the water district to possibly include in water bills. GPS is set on phone in addition to voicemail. Work log books being provided on Saturdays prior to council meeting in city hall. Fire/Rescue/Zack Prickett reported the roll off contracted for is loaded and set for removal. Prickett expressed appreciation to EMS billing services and felt the company was doing fine job for Hartford. \$19,000.00 has been invoiced inclusive of back billing. Council Committees/No reports. Clerk/Brad Herrold reported meeting was held by electrician and MidAmerican Energy official discussing placement of LED signage on utility poles. A separate pole will have to be placed adjacent to light pole to accommodate sign and electrical connection. Information will be provided to Clerk to purchase sign and two remotes at cost of \$2,100.00 approved prior.

Presentation – (Snyder & Associates) Jordan Stoermer reported the IDNR has completed the lagoon facility plan review with 14 comments being sent back to Snyder for further information. Lemna officials will need to make presentation to the State addressing some of the design plan detail. The presented plan is not approved by the IDNR. The City has filed for an extension of time request due to plan review delay by the State but no response has been Received back as of date. Mayor Buzzard inquired about staking of ROW at frontage; Goldsberry advised waiting

until Spring to complete. Connie Goldsberry stated an architectural plan is needed to install sidewalk connecting parking lot to flagpole location at frontage. Jordan will work with Connie to develop drawing which may be used to obtain grant funding.

Presentation – Andrew Long of Crown Homes spoke to the Council regarding his possible intention of acquiring the North View subdivision and placing new homes on the lots. The concept drawing created by their engineering firm created fewer but larger lots than the original plat. Long stated the approximate cost to complete infrastructure (paving, water, sewer, storm sewers) would be approximately \$400,000.00. The ten lots in place would need to sell for \$57,800.00 per lot which is probably not feasible for the local market. Adding a modest new home on the lot may not be cost effective for the sellers. Mr. Long inquired if city officials are willing to consider \$205-264,000.00 in develop costs in form of tax increment financing and tax abatement to help make the lot prices marketable. Crown would like to build homes in the development re-plat in the range of \$205 to \$215,000.00. Council member Eckert stated city officials need a break even point to make final decision to consider assistance. Long will address projected tax revenue proceeds from the proposed lots and have available for the December regular meeting. Andrew requested council members provide input to him prior to next meeting.

Presentation – Lynn Schattner of Cyber Solutions addressed Council on cost savings measures for communication systems in city hall and fire station with respect to phone services, long-distance, internet and data lines. Schattner provided written analysis and projected cost savings to the City by eliminating and sharing certain services. Lynn can provide flat-rate monthly services with support structure in place and provides domain and e-mail hosting services. Mr. Schattner will need a letter from the City authorizing his organization to make service changes on behalf of the City to the current service providers. Motion by Eckert and seconded by Goldsberry TO MOVE FORWARD WITH CYBER SOLUTIONS REGARDING COMMUNICATION SERVICES FOR THE CITY AND MEET WITH FIRE DEPARTMENT CHIEF TO DISCUSS DEPARTMENT SERVICES. Voice vote: Motion carried unanimously. Schattner will return with progress report at the December regular meeting.

Council Business – A map of the proposed restricted parking signs for city park was presented to council members. Signs are to be installed and resolutions for stop signs and parking need to be prepared by legal for council approval. 1 resolution is needed for the December regular meeting. Mayor Buzzard stated no additional bids have been received for the water plant demolition project. Credit cards for the department heads will be available on Tuesday of next week. Clerk Brad Herrold advised council members to consider code supplementation for previously passed ordinance nos. 109-119. This is the minimum process required to implement completed ordinances into the city code. Motion by Goldsberry and seconded by Smith TO SUPPLEMENT THE CITY CODE BY INCORPORATING ORDINANCE NOS. 109-119. Voice vote: Motion carried unanimously. The 2018 annual financial report as prepared by the Clerk to be submitted to the State Auditors' office by December 1st of each year was reviewed and discussed by council members. Motion by Crook and seconded by Smith TO APPROVE AND RECEIVE AND FILE THE 2018 ANNUAL FINANCIAL REPORT. Voice vote: Motion carried unanimously. Discussion was held regarding proposed written nuisance abatement procedures. Council members advised attorney Jim Nervig to review the document. Motion by Eckert and seconded by Smith TO SUBMIT DRAFT OF NUISANCE ABATEMENT PROCESS TO CITY ATTORNEY FOR REVIEW. Voice vote: Motion carried unanimously. Council member Crook inquired about the definition of a nuisance and what constitutes a nuisance by ordinance. Discussion was held about consistency of enforcement of Code by Code enforcement official. Attorney Nervig advised Council to use worst nuisance case first to start the process. Council members discussed whether the City is obligated to inform citizens whom is making nuisance complaint(s). Discussion was held about current snow ordinance and the legality of declaring snow ordinance is in effect for each storm event. Connie Goldsberry provided ordinance drafts for regulation of golf carts, snowmobiles, UTVs, all terrain vehicles and off-road motorcycles and campaign yard signs to Council and City Attorney for consideration at the December regular council meeting. Jim Nervig stated he had no scheduled topics to address for legal matters. Brief discussion regarding property at 130 N. Reynolds and building permits. Council member Eckert stated no feedback from council members was received with respect to hours of work. Proposed Clerk office hours will be 9:00 a.m. to 1:00 p.m. on Wednesday. P.M. hours could be used for errands to County, State offices, etc. if needed. City attorney was

November 20, 2018

Page 3

asked to review compensatory time regulations. Discussion was held with respect to paying overtime wages or accumulating compensatory time. Council member Crook stated there are several legal issues with the proposed handbook being considered. Discussion was held about group insurance benefits for the 2 employees, payment of monthly stipend to employees to purchase own coverage and consideration of funding health savings plans. Eckert will have provider submit individual and group plan coverage quotations for review. Zack Prickett stated no new electrical quotes will be obtained for the fire station pending demolition of the water plant building. Prickett felt some electrical service to station is supplied from city hall/water plant structures. Council advised Mayor Buzzard to expedite obtaining additional quotes to demolish the water plant. The Mayor will provide an update report at the December meeting. Brief discussion regarding new job descriptions for employees.

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

Motion by Smith and seconded by Peterson to adjourn meeting at 10:20 P.M. Voice vote: Motion carried unanimously. Mayor Buzzard adjourned the meeting.

Brad Herrold, Clerk/Treasurer

Attest: James Buzzard, Mayor