

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
VIRTUAL MEETING YOUTUBE LIVE
TUESDAY, MAY 12, 2020
7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the front door of City Hall, the Back door of City Hall, and the front door of the Jack Russell Memorial Library. In addition, the Daily News (the official City newspaper) was given notice of this meeting along with the agenda at least 24 hours ago.

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

A) The Common Council minutes of April 14 and April 21, 2020

B) Accepting the proposal from Performance Roofing, Inc., Richfield for the roof replacement of the Wastewater Treatment Plant's Administrative building at a cost not to exceed \$65,987. (Executive Summary attached)

5) COMMUNICATIONS

A) Starting May 26, 2020, the Common Council meeting will resume being in person in the Common Council chambers. All attending will be set up 6 feet apart to meet social distancing practices.

B) Date for Common Council group photo.

6) MAYOR'S REPORT

A) Mayoral appointment of Richard Fehr to the Police & Fire Commission.

B) Feedback on roll out report authored by the City Administrator in cooperation with the emergency management team and local health officials.

C) Discussion and consideration regarding fire works for the 4th of July.

7) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

8) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

B) PUBLIC WORKS

C) UTILITY

9) RESOLUTIONS AND POSSIBLE ACTION THERON

A) Resolution No. 3568 – A resolution adopting 2020 statement of project intentions for Hartford Municipal Airport's six-year improvement plan. (Executive Summary attached)

A) Resolution No. 3570 – Consideration of an Initial Resolution regarding Industrial Development Revenue Bond Financing for Trade Tech, Inc., Project. Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution.

10) ORDINANCES

A) FIRST READING AND POSSIBLE ACTION THERON

1) Ordinance No. 1419 – An ordinance repealing and recreating Chapter 340, Schedule F – Limited Parking Zones. (Executive Summary attached)

B) SECOND READING AND POSSIBLE ACTION THERON

11) CITY ADMINISTRATOR'S REPORT

12) ADJOURNMENT

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting

**CITY OF HARTFORD
COMMON COUNCIL
April 14, 2020**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, April 14, 2020, 7:00 p.m., via YouTube Live, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

Mayor Michalak led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Turchi authorizing the purchase of seven squad mobile video recorders for a price not to exceed \$28,385. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

There was no communications.

MAYOR'S REPORT

Mayor Michalak thanked City Clerk Lori Hetzel and her team for all their work and efforts relating to the April 7th election.

Mayor Michalak read a proclamation recognizing Friday, April 24, 2020, as National Arbor Day.

Mayor Michalak noted that the City of Hartford parks are and will remain open during the COVID-19 shutdown, with no plans to close them at this time. Citizens are reminded to observe social distancing when using the parks.

ALDERMANIC REQUESTS

Several alderpersons thanked City Clerk Lori Hetzel and all those that worked on the April 7th election. Alderperson Wintringer mentioned this was his last meeting. He noted that it was a pleasure for him to serve on the Common Council and he thanked everyone for their support. Several alderpersons thanked Alderperson Wintringer for his service and wished him well. Alderperson Hegy congratulated Alderperson-elect Kyle Sikora. Alderperson Rusniak questioned

COMMON COUNCIL (4/14/2020)

why the Common Council could not meet in the Common Council Chambers with the proper precautions. The Mayor noted that there could not be more than 10 people in the room which would not be feasible with both the Common Council and staff present. Alderperson Kohler also thanked the police, first responders, and fire personnel for their efforts in helping keep everyone safe during the COVID-19 pandemic. Alderperson Fulop reminded citizens to maintain social distancing when out in public in order to keep everyone safe. Alderperson Turchi urged residents to support local restaurants if they can during the shutdown.

PUBLIC HEARING "A"
Amendment to City of Hartford
2030 Smart Growth Plan

Mayor Michalak declared the public hearing open. The notice of public hearing as published in the March 13, 2020 Daily News, and as sent to 64 affected property owners, was read by City Clerk Lori Hetzel.

The adopted Smart Growth Plan identifies 780 East Loos Street for medium density residential, mixed single and two-family. The applicant is requesting commercial development, specifically B-4 Professional Office District. The portion of this parcel that is wetland is designated as conservancy and is not developable. The applicant proposes an office building to house a consulting business. The business, Prescription Analytics, is currently located at 823 East Sumner Street. The proposed B-4 Professional Office District is appropriate for the business and is an appropriate zoning for the parcel considering the uses surrounding the north section of the property (commercial and medium-density residential). Staff believes the proposed zoning is an appropriate alternative to the Smart Growth/Long Range Land Use map designation of mixed single and two family development. A professional office building would be a less-intense use than multiple dwelling units located close to East Sumner Street's commercial corridor. Staff recommends the amendment to the Smart Growth Plan for 780 East Sumner Street to allow for a rezoning to B-4 Professional Office District.

Under "appearances for" Patrick Patton with Prescription Analytics spoke about the company and their proposal for the property. Under "appearances against" City Planner Drew read correspondence from Terry and Kathy Kowalski, 855 East Loos Street #2, expressing opposition to the proposed office building. Alderpersons Wintringer, Rusniak and Hegy all spoke in support of the proposed development, which they believe will be a good fit for the area. There being no further comments, Mayor Michalak declared the public hearing closed.

Ordinance No. 1416

**AN ORDINANCE REVISING THE 2030 CITY
OF HARTFORD SMART GROWTH PLAN**

MOTION by Alderperson Turchi, and seconded by Alderperson Wintringer to suspend the rules for immediate consideration of proposed Ordinance 1416. MOTION CARRIED UNANIMOUSLY.

COMMON COUNCIL (4/14/2020)

MOTION by Alderperson Wintringer, and seconded by Alderperson Turchi for the adoption of proposed Ordinance 1416. MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARING "B"
Rezoning for 780 East Sumner Street

Mayor Michalak declared the public hearing open. The notice of public hearing as published in the March 27, 2020 and April 3, 2020 Daily News, and as sent to affected property owners, was read by City Clerk Lori Hetzel.

Keller Incorporated, representing Prescription Analytics, has requested rezoning for 780 East Loos Street from A-1 Agricultural District to B-4 Professional Office District. Prescription Analytics is a consulting firm specializing in supporting pharmaceutical, life science and biotechnology companies. They have outgrown their current location at 823 East Sumner Street and have been looking for expansion opportunities that allow them to stay in the City. The proposed location at 780 East Loos Street was originally intended for residential development but given that the parcel has a large area made up of wetlands that is inappropriate for development, the lesser impact of a single professional office development makes sense. The site plan for the proposed structures indicate plenty of room to meet setback requirements for the B-4 zoning and for required wetland buffer setbacks.

There were no appearances for the proposed rezoning. City Planner Drew read a letter from Pam Ehrlich, 208 Misty Meadows Blvd, expressing opposition to the proposal. Alderperson Fulop thanked Mr. Patton for choosing to remain and expand the business in Hartford. Alderperson Wintringer spoke in support of the proposal. There being no further comments, Mayor Michalak declared the public hearing closed.

Ordinance No. 1417

**AN ORDINANCE AMENDING THE ZONING
MAP, A PART OF ORDINANCE 278**

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi to suspend the rules for immediate consideration of proposed Ordinance 1417. MOTION CARRIED UNANIMOUSLY.

MOTION by Alderperson Turchi, and seconded by Alderperson Wintringer for the adoption of proposed Ordinance 1417. MOTION CARRIED UNANIMOUSLY.

RESOLUTIONS

Resolution No. 3569

ADOPTION OF FFCRA

COMMON COUNCIL (4/14/2020)

With the recently Federal enacted Families First Coronavirus Response Act (FFCRA) effective April 1, 2020, the City is responding by having proposed Resolution 3569 which explains how City staff will be treated under this act.

MOTION by Alderperson Mixon, and seconded by Alderperson Kohler for the adoption of proposed Resolution 3569. MOTION CARRIED UNANIMOUSLY.

ORDINANCES

Ordinance No. 1418

**AN ORDINANCE CREATING SECTION 22.02(2)(n) OF THE
MUNICIPAL CODE REGARDING VIOLATION OF PUBLIC HEALTH ORDER**

On March 12, 2020, Governor Evers declared a public health emergency to direct all resources needed to respond to and contain COVID-19 in Wisconsin. On March 25, 2020, the State of Wisconsin and Washington County issued Orders under Chapter 252 of the Wisconsin Statutes relating to the COVID-19 crisis, and non-compliance with orders under Chapter 252 endangers the health and safety of the public and there constitutes a Public Nuisance affecting health. Proposed Ordinance 1418 addresses violation of the public health orders.

MOTION by Alderperson Hegy, and seconded by Alderperson Rusniak to suspend the rules for immediate consideration of proposed Ordinance 1418. MOTION CARRIED UNANIMOUSLY.

MOTION by Alderperson Mixon, and seconded by Alderperson Kohler for the adoption of proposed Ordinance 1418. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

City Administrator Volkert reviewed the unaudited, preliminary fourth quarter summary comparison of 2019 to the four prior years for general fund revenues and expenditures.

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Wintringer for adjournment. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCAPR14.20
Compiled by Pat Borlen, Deputy Clerk

**CITY OF HARTFORD
COMMON COUNCIL
April 21, 2020**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its organizational meeting on Tuesday, April 21, 2020, 7:00 p.m., via YouTube Live, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

Mayor Michalak led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present.

OATH OF OFFICE

City Clerk Lori Hetzel administered the oath of office to Alderpersons Turchi, Hegy, and Sikora.

**NOMINATION AND ELECTION
OF COUNCIL PRESIDENT**

Mayor Michalak called for nominations for Council President. Alderperson Kohler nominated Alderperson Hegy. There were no other nominations.

MOTION by Alderperson Rusniak, and seconded by Alderperson Mixon to cast a unanimous ballot for Alderperson Hegy to serve as Council President. MOTION CARRIED UNANIMOUSLY.

**MAYOR'S APPOINTMENTS TO BOARDS, COMMISSIONS,
COMMITTEES AND STANDING COMMITTEES**

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi approving the mayoral appointments to Boards, Commissions, and Committees as read. MOTION CARRIED UNANIMOUSLY.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Kohler approving the following unanimous consent agenda items:

- A) The Common Council minutes of March 10th and 24th.
 - B) Approving the purchase of a new 2020 GMC 3500 LCF dump truck from Ewald Automotive Group including the trade-in of the 2005 GMC dump truck, for a total purchase price of \$39,044.
- MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

Mayor Michalak read correspondence from the Board of Directors of the Downtown Hartford Business Improvement District to Governor Tony Evers, from Bill Savage, 528 Maple Ave, and from Timothy Purman with Forte Bank all relating to Item 15 on the agenda.

COMMON COUNCIL (4/21/2020)

APPEARANCES / CITIZENS COMMENTS

There were no appearances / citizens comments.

MAYOR'S REPORT

Mayor Michalak commented on the recent Washington County Board meeting.

ALDERMANIC REQUESTS

Aldersperson Hegy thanked the Common Council for electing him Council President. Several alderpersons congratulated Aldersperson Hegy, and welcomed Aldersperson Sikora. Aldersperson Sikora thanked those who voted for him, noting that he looks forward to serving on the Common Council.

STANDING COMMITTEE REPORTS

Finance & Personnel Committee

MOTION by Aldersperson Kohler, and seconded by Aldersperson Carroll denying the personal injury claim for Dennis Marthaler. MOTION CARRIED UNANIMOUSLY.

MOTION by Aldersperson Turchi, and seconded by Aldersperson Carroll denying the personal injury claim for Kelsent Campos. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

On March 24, 2020 Governor Evers enacted Safer-at-Home Order #12 to help prevent the spread of the COVID-19 virus. This order took effect on March 25th to remain in effect until 8 a.m. April 24th. On April 16th the Governor reviewed the statistics regarding the continued spread of the COVID-19 virus statewide and extended the effective timeframe of Order #12 until 8 a.m. May 26th. To date, while the virus has hit certain communities hard, the amount of confirmed cases in Hartford has been stagnant at 8 for over a week, with no COVID-19 related deaths. The local hospitals have few if any active cases in their facilities. Meanwhile local businesses are struggling while forced to stay closed with a few restaurants able to do curbside and carryout. Many other businesses are not offered such alternative options. The economic impact on the community as a whole is devastating.

The Mayor is requesting that the City staff devise a plan by April 27th on how they would see a roll out of retaining both public and private services including local businesses back to normal levels no earlier than April 27th, using the guidance of the CDC's recommendations on social distancing and limited occupancy within a building. This is pursuant to consultations with the Washington County Sheriff's Department and Washington/Ozaukee County Health Department. The Mayor believes that local businesses and residents should have the freedom to choose the risk they take regarding COVID-19.

Mayor Michalak provided information on a planned roll out to allow Hartford businesses to open if they so choose following CDC and Washington/Ozaukee County Health Department guidelines. The Mayor noted that the City is not encouraging any business to open, and will not enforce the Safer-at-Home order from the Governor if a business chooses to open. City Attorney Prust provided information on devising a plan while keeping employees and patrons safe. Alderspersons Kohler, Turchi, Hegy, and

COMMON COUNCIL (4/21/2020)

Garza all noted that they were okay with staff developing a plan. City Administrator Volkert responded to questions relating to the request.

MOTION by Alderperson Kohler, and seconded by Alderperson Mixon that City staff devise a plan by Monday, April 27th on how they would see a roll out of retaining both public and private services including local businesses back to normal levels no earlier than April 27th. ROLL CALL: "Ayes" 9 "Nays" 0. MOTION CARRIED UNANIMOUSLY.

CLOSED SESSION

MOTION by Alderperson Mixon, and seconded by Alderperson Kohler that the Common Council move into closed session under § 19.85 (1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved" relative to litigation regarding special assessments; the Common Council to reconvene in open session for adjournment only. ROLL CALL: "Ayes" 9 "Nays" 0. MOTION CARRIED UNANIMOUSLY.

RETURN TO OPEN SESSION

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi that the Common Council return to open session at 9:01 p.m. MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi for adjournment at 9:01 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCAPR21.20
Compiled by Pat Borlen, Deputy Clerk

EXECUTIVE SUMMARY

TITLE: Administration Control Building Roof Replacement

BACKGROUND: The Roof on the Administration Control Building at the treatment plant is scheduled to be replaced under the 2020 Sewer Utility Capital Improvements program. Existing roof is approaching 23 years of age and is leaking in many areas of the building and is causing damage to the interior walls and ceiling tiles. Request for proposals were sent to two roofing contractors who have both done work for the City in the past, with Performance roofing of Richfield, WI coming in with the low proposal.

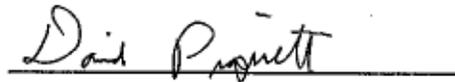
Langer Roofing Inc. Milwaukee, WI - \$67,600.00

Performance Roofing Inc. Richfield, WI - \$65,987.00

FISCAL IMPACT: \$65,987.00 from the approved Sewer Utility 2020 Capital improvement program amount of \$70,000.00 under Account No. 595-370-536285-59201

RECOMMENDATION: Staff recommends approval to accept the proposal from Performance Roofing Inc. Richfield, WI to do the Roof Replacement of the Plant's Administrative building at a cost not to exceed \$65,987.00.

PREPARED BY:



Dave Piquett
Plant and Collection Systems Director

4/8/2020

Date

REVIEWED BY:

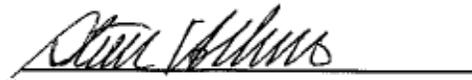


Dawn Timm
Finance Director/Treasurer

4/8/2020

Date

APPROVED BY:



Steve Volkert
City Administrator

4/8/2020

Date

ROUTING: Utility Committee - May 4, 2020



PERFORMANCE

ROOFING SYSTEMS INC

COMMERCIAL • INDUSTRIAL • ARCHITECTURAL SHEET METAL

P.O. Box 187 • Richfield, WI 53076 • Fax 262.628.8820 • 1.800.398.7073 • 262.628.3648

City of Hartford
109 North Main Street
Hartford, WI 53027

March 30, 2020

Attn: David Piquett

Re: Hartford Water Pollution Control Facility

David,

Thank you for giving us the opportunity to quote you on the roofing work needed on the above-mentioned building, to be completed according to the following specifications:

1. Remove the existing stone ballast, and pavers and dispose of same.
2. Remove existing membrane, metal flashings and dispose of same.
3. Inspect the existing insulation and replace any wet or deteriorated insulation for the additional cost of \$3.00 per sq. ft.
4. Loose laid over the existing insulation will be 1 layer of 1" Polyisocyanurate insulation.
5. A new 45-mil Carlisle ballasted roof system will be installed according to the manufacturer's specifications.
6. New treated wood nailers will be installed where needed to accommodate the insulation height.
7. All roof curbs, vents and stacks will be properly flashed to the new roof system.
8. Furnish and install one, OSHA fall protection compliant clear over white aluminum skylight.
9. Furnish and install new 2x2 concrete walkways to match the existing walkways.
10. Architectural sheet metal work will consist of new 24 ga. pre-finished coping, counter flashing and snap on fascia. Color(s) to be chosen from standard color chart.
11. A 15-year labor and material warranty will be issued by Carlisle.
12. All roofing and sheet metal debris will be cleaned up and removed from the premises.
13. The total cost of the above-mentioned work is \$65,987.00.

If I can be of further assistance, please feel free to contact me at your convenience.

Sincerely,

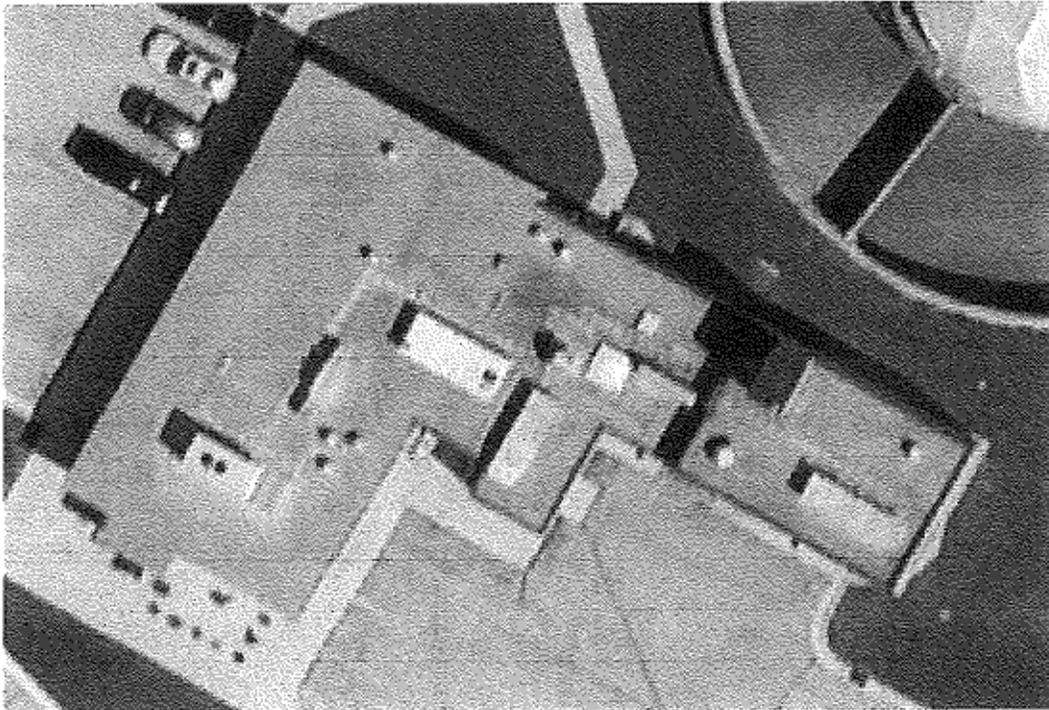


Brian Jaeger
President

Accepted By _____

Date _____

Hartford Wastewater Treatment Plant Office Roof Rehabilitation Proposal



March 26, 2020

1600 Liberty Ave
Hartford, WI 53027

Project Notes, Roofs A, B & C - approximately 6,300 square feet:

1. Vacuum and properly dispose of existing ballast stone as well as all existing concrete pavers.
2. Remove and dispose of roofing membrane, accessories, and roofing related sheet metal profiles relating to these roof areas. Underlying insulation is to remain in place and be re-used assuming it is dry, intact, and in usable condition.
3. Inspect the underlying insulation for damage. Insulation that is deteriorated will be documented and replaced on a Time & Materials basis.
4. Once the existing insulation is inspected and deteriorated sections replaced, kick-in the existing insulation to close up gaps between boards and infill the perimeters to account for any shrinkage that may have occurred.
5. Loose lay a black 45 mil EPDM roofing membrane system. The roofing system includes but is not limited to the following; reinforced universal securement strips, adhesives, taped seams, roofing related sheet metal, and necessary flashings and detail work required for a complete, water-tight system.
6. Re-flash all curbs and penetrations as required.
7. Ballast the new membrane with round washed no. 2 stone at 12 pounds per square foot.
8. Exposed sheet metal profiles will be custom fabricated in our sheet metal shop from 24 gauge standard color pre-finished galvanized and 22 gauge galvanized cleats.
9. Perimeter roofing details are included with new water-dams, copings, scuppers, counter-flashings, and tall cones & collars on any large round penetrations to replace existing.
10. Hoisting and dumpsters are included as required.
11. Full compliance with proper OSHA safety measures is included.
12. 2 year Langer Roofing workmanship and 10 year manufacturer's warranty are included.
13. Work is anticipated to be performed during normal working hours.

Exclusions:

Multiple mobilizations
 Roofing permits (if required)
 Snow and ice removal / winter conditions
 HVAC & Electrical disconnects/re-connects (as required)
 Overtime

We would be pleased to perform the above work scope for the lump sum price of: **\$62,450.00**

ALT ORP \$3900.00

ALT TM \$1250.00

TOTAL \$67,600

Accepted by: _____

Dated: _____







EXECUTIVE SUMMARY

Resolution No. 3568

TITLE: A Resolution authorizing the Common Council of the City of Hartford to adopt the 2020 STATEMENT OF PROJECT INTENTIONS for the Hartford Municipal Airport's Six-Year Improvement Plan.

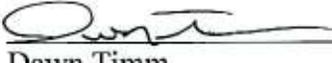
BACKGROUND: It is a statutory requirement that the City of Hartford Common Council adopt a Resolution to approve the attached Airport Six-year Improvement Plan, 2020 Statement of Project Intentions for Hartford Municipal Airport, and submit to the Wisconsin Department of Transportation, Bureau of Aeronautics. The proposed improvements include those improvements previously petitioned. The Bureau uses this Statement of Project Intentions for planning and budgeting purposes.

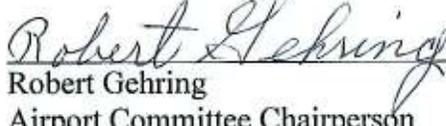
At this time, it is important to proceed with the statutory requirement to adopt the 2020 Statement of Project Intentions by Resolution and submit the same to the Bureau in order to preserve future funding and entitlements for the Hartford Municipal Airport. The dollar amounts are not set in stone, rather they are rough planning level estimates used for projects already approved by the Bureau of Aeronautics. For example, the reconstruction of the primary runway on a new alignment is listed under 2017 because grant funds from the FAA are appropriated the year before construction.

FISCAL IMPACT: The City's share of the cost under the aviation entitlements will be 5% with federal funds covering 90%, and state funds covering 5% of the project. The Bureau of Aeronautics anticipates that the City's entitlement amounts will continue to be approximately \$150,000 each year.

RECOMMENDATION: Adoption of the Resolution Adopting 2020 Statement of Project Intentions for the Hartford Municipal Airport's Six-Year Improvement Plan which is used by the Bureau of Aeronautics for planning and budgeting purposes for general aviation entitlements.

PREPARED BY:  4-30-2020
Darryl Krantz
Airport Manager & Director of Public Works
Date

REVIEWED BY:  5/1/2020
Dawn Timm
Finance Director/Treasurer
Date

REVIEWED BY:  5-1-2020
Robert Gehring
Airport Committee Chairperson
Date

APPROVED BY:  4/30/20
Steve Volkert
City Administrator
Date

ROUTING: Common Council - May 12, 2020

Resolution No. 3568

**RESOLUTION ADOPTING
2020 STATEMENT OF PROJECT INTENTIONS
FOR HARTFORD MUNICIPAL AIRPORT'S
SIX-YEAR IMPROVEMENT PLAN**

RESOLVED, by the Common Council of the City of Hartford, Washington County, Wisconsin, that the attached list of proposed improvements are in the best interest of the HARTFORD MUNICIPAL AIRPORT; and

WHEREAS, Wisconsin Statutes require a Statement of Project Intentions from airport owners contemplating federal and/or state aid within the next six years, and

WHEREAS, this Six Year Statement of Project Intentions is used by the Department of Transportation, Bureau of Aeronautics for planning and budgeting purposes and is not a petition for federal and/or state aid; and

NOW, THEREFORE, BE IT RESOLVED that this governing body contemplates requesting federal and/or state aid for the projects listed on the attached schedule of airport improvements.

RESOLUTION INTRODUCED BY:

Darryl Kranz, Airport Manager



Robert Gehring, Airport Committee Chairman

Timothy C. Michalak, Mayor

Attest: _____
Lori Hetzel, City Clerk

2018 STATEMENT OF PROJECT INTENTIONS FOR HARTFORD MUNICIPAL AIRPORT (HXF)

Fiscal Year	Description of Improvement	Size of Improvement	Total Cost (Estimated)*	Petition Date (Anticipated)
2017	<ul style="list-style-type: none"> Construct primary runway and parallel taxiway including lighting on new alignment (8/26) PHASE 1 **NOTE: Discretionary grant from the FAA was requested in 2017 for 2018 construction Design realignment & extension of Runway 11/29 to Runway 9/27, including full length parallel taxiway & aerial obstruction survey – Completed in 2017 	75' x 3,400 runway	\$1,965,330.00	Petitioned 5/13/08
	CARRIED FORWARD TO 2018 (Michels Corp.)	Contract	\$441,129.00	
2018	<ul style="list-style-type: none"> Design runway and taxiway, final design of PHASE 2 Construct runway and parallel taxiway including lighting (and remove existing) – PHASE 2 Install PAPI & REILS on primary runway 	Contract	\$115,000.00 \$4,446,700.00 \$166,667.00 \$4,728,667.00	Petitioned 5/13/08 Petitioned 5/13/08 Petitioned 1/29/04
2019	<ul style="list-style-type: none"> Design ramp reconstruction 	Contract	\$3,285,070.51	
			\$100,000.00	Petitioned 5/13/08
2020	<ul style="list-style-type: none"> Conduct wildlife site visit Update Height Limitation Zoning Ordinance for new runway Reconstruct Apron Install AWOS (Include State Aid Upgrade to AWOS III?) Grade Turf Runway (portion) Additional Fuel Farm Upgrade (autogas tank 85 octane, possible jet A) 		\$6,000.00 \$.00 \$2,000,000.00 \$100,000.00 \$200,000.00 \$200,000.00 \$2,506,000.00	Re-Petition in June 2018
	TOTAL			
2021	<ul style="list-style-type: none"> Design Terminal Building 	50' x 60' Lot	\$70,000.00 \$70,000.00	Re-Petition in June 2018
2022	<ul style="list-style-type: none"> Construct Terminal Building Install motorized gate (no fence, north end at Arthur Rd entrance) (AIP elig ?) Construct Terminal Building – AIP ineligible portion Construct taxilanes NW hangar area (site development may already be completed) 		\$263,333.00 \$.00 \$.00 \$500,000.00 \$763,333.00	Petition in June 2018
	TOTAL			
2023	<ul style="list-style-type: none"> Reimbursement for adoption of land use zoning ordinance 		\$75,000.00	Re-Petition in June 2018
	TOTAL			

DESCRIBE PROPOSED IMPROVEMENTS AS FOLLOWS: Construct paved runway or extension, construct or expand paved apron, develop hangar area, construct terminal building, acquire land or easements, erect airport beacon or tetrahedron, remove obstructions, develop auto parking, light runways, prepare master plan. List the size of the improvement in acres, square yards, length, width, or as appropriate. * If estimated cost is unknown, the Bureau of Aeronautics will estimate.

Year	Title	GA Entitlement Funds	GA Apportionment Funds	State Funds	Sponsor Funds	Total Funds
2020	Reconstruct Apron	\$142,500	\$838,500	\$54,500	\$54,500	\$1,090,000
2020	Reconstruct apron, non AIP eligible and/or NPE revenue-generating only	\$157,500	\$0	\$42,750	\$42,750	\$243,000
2021	Design Terminal Building	\$150,000	\$0	\$8,333	\$8,334	\$166,667
2021	Grade turf runway (portion)	\$15,000	\$165,000	\$10,000	\$10,000	\$200,000
2022	Install AWOS (include state aid upgrade to AWOS III?)	\$90,000	\$0	\$5,000	\$5,000	\$100,000
2022	Update Height Limitation Zoning Ordinance for new runway	\$0	\$0	\$0	\$0	\$0
2023	Construct Terminal Building	\$237,000	\$0	\$13,166	\$13,167	\$263,333
2023	Install motorized gate (no fence. north end)(at Arthur Road entrance)(AIP elig?)	\$0	\$0	\$0	\$0	\$0
2023	Construct Terminal Building - AIP ineligible portion	\$0	\$0	\$0	\$0	\$0
2023	Reimbursement for adoption of land use zoning ordinance	\$0	\$0	\$60,000	\$15,000	\$75,000
2023	Additional Fuel Farm Upgrade (autogas tank 85 octane, possible jet A))	\$0	\$0	\$160,000	\$40,000	\$200,000
2023	Conduct wildlife site visit	\$0	\$5,400	\$300	\$300	\$6,000
2023	Construct taxilanes NW hangar area (site development may already be completed)	\$0	\$450,000	\$25,000	\$25,000	\$500,000
2025	Runway sealcoat / crack fill	\$72,000	\$0	\$4,000	\$4,000	\$80,000
2030	Purchase and Install GCO	\$0	\$0	\$8,000	\$2,000	\$10,000
2030	Purchase hangar (to remove and build terminal or to use as terminal)	\$0	\$0	\$0	\$0	\$0

COMMON COUNCIL OF
CITY OF HARTFORD, WISCONSIN

RESOLUTION NO. 2020 - 3570

**INITIAL RESOLUTION
REGARDING INDUSTRIAL DEVELOPMENT
REVENUE BOND FINANCING FOR
TRADE TECH, INC. PROJECT**

WHEREAS, Section 66.1103 of the Wisconsin Statutes (the "Act") authorizes the City of Hartford, Wisconsin (the "Issuer"), to authorize the issuance and sale of bonds by the Issuer to construct, equip, re-equip, acquire by gift, lease or purchase, install, reconstruct, rebuild, rehabilitate, improve, supplement, replace, maintain, repair, enlarge, extend or remodel industrial projects; and

WHEREAS, Brzozowski Bros., LLC, a Wisconsin limited liability company, and/or a related entity, and/or a limited liability entity to be formed (collectively, the "Borrower"), desires to complete a project to be owned by the Borrower consisting of financing the (i) acquisition of land, (ii) construction of an approximately 57,000 square foot addition to an existing approximately 34,000 square foot facility located at 2231 Constitution Avenue in the City of Hartford, Wisconsin (the "Facility") which is used by Trade Tech, Inc., a Wisconsin corporation, to manufacture custom precision machining and fabricated metal components, (iii) acquisition and installation of equipment at the Facility, and (iv) payment of certain professional costs and costs of issuance (collectively, the "Project"), all of which would contribute to the well-being of the City of Hartford, Wisconsin; and

WHEREAS, the cost of the Project is presently estimated to be \$6,500,000 and the amount proposed to be financed with one or more issues or series of tax-exempt and/or taxable industrial development revenue bonds (the "Bonds") issued under the Act does not exceed \$6,500,000; and

WHEREAS, it is in the public interest of the Issuer to promote, attract, stimulate, rehabilitate and revitalize commerce, industry and manufacturing, to promote the betterment of the economy of the Issuer; and

WHEREAS, the Borrower has requested that the Issuer now approve an initial resolution (the "Initial Resolution") providing for the financing of the Project in an amount not to exceed \$6,500,000; and

WHEREAS, the Issuer is a municipality organized and existing under and pursuant to the laws of the State of Wisconsin, and is authorized to enter into revenue agreements with eligible participants with respect to the Project whereby eligible participants agree to cause said Project to be constructed and to pay the Issuer an amount of funds sufficient to provide for the prompt payment when due of the principal and interest on said industrial development revenue bonds.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Hartford, Wisconsin, as follows:

1. Based upon representations of the Borrower, it is the finding and determination of the Common Council that the Project is a qualified "project" within the meaning of the Act and that the Borrower is an "eligible participant" within the meaning of the Act. The Issuer shall:

(a) Finance the Project in an amount not to exceed \$6,500,000; and

(b) Issue industrial development revenue bonds in one or more series of tax-exempt and/or taxable bonds (the "Bond(s)"), in an amount not to exceed \$6,500,000 in order to finance costs of the Project.

2. The aforesaid plan of financing contemplates, and is conditioned upon, the following:

(a) The Bonds shall never constitute an indebtedness of the Issuer within the meaning of any state constitutional provision or statutory limitation;

(b) The Bonds shall not constitute or give rise to a pecuniary liability of the Issuer or a charge against its general credit or taxing powers;

(c) The Project shall be subject to property taxation in the same amount and to the same extent as though the Project were not financed with industrial development revenue bonds;

(d) The Borrower shall find a purchaser for all of the Bonds;

(e) The City's out-of-pocket costs, including but not limited to legal fees and Trustee's fees, in connection with the issuance and sale of the Bonds shall be paid by the Borrower; and

(f) A notice of public hearing required by federal law for purposes of Section 147(f) of the Internal Revenue Code, as amended, shall be published in a newspaper of general circulation in the City of Hartford and a public hearing shall be held to provide interested individuals or parties the opportunity to testify as to the Project and the issuance of the Bonds.

3. The aforesaid plan of financing shall not be legally binding upon the Issuer nor be finally implemented unless and until:

(a) The details and mechanics of the same are authorized and approved by a further resolution of the Common Council which shall be solely within the discretion of the Common Council;

(b) The City Clerk shall cause notice of adoption of this Initial Resolution, in the form attached hereto as Exhibit A, to be published once in a newspaper of general circulation in the City of Hartford, and the electors of the City of Hartford shall have been given the opportunity to petition for a referendum on the matter of the aforesaid Bond issue, all as required by law;

(c) Either no such petition shall be timely filed or such petition shall have been filed and said referendum shall have approved the Bond issue;

(d) The City Clerk shall have received an employment impact estimate issued under Section 238.11 of the Wisconsin Statutes;

(e) All documents required to consummate the financing have been duly authorized and delivered; and

(f) The Issuer and the Borrower have resolved all land use and special use issues with respect to the affected property and the Project.

4. Pursuant to the Act, all requirements that the Project be subject to the contracting requirements contained in Section 66.1103 are waived, the Borrower having represented that it is able to negotiate satisfactory arrangements for completing the Project and that the Issuer's interests are not prejudiced thereby.

5. The City Clerk is directed, following adoption of this Initial Resolution (i) to publish notice of such adoption not less than one time in the official newspaper of the City of Hartford, Wisconsin, such notice to be in substantially the form attached hereto as Exhibit A and (ii) to file a copy of this Initial Resolution, together with a statement indicating the date the Notice to Electors was published, with the Wisconsin Economic Development Corporation within twenty (20) days following the date of publication of such notice.

6. This Initial Resolution is an "initial resolution" within the meaning of the Act and official action toward issuance of the Bonds for purposes of Sections 103 and 144 of the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder. Furthermore, it is the reasonable expectation of the Issuer that proceeds of the Bonds may be used to reimburse expenditures made on the Project prior to the issuance of the Bonds. The maximum principal amount of debt expected to be issued for the Project on the date hereof is \$6,500,000. This statement of official intent is made pursuant to Treasury Regulations §1.150-2.

Passed and adopted at a regular meeting of the Common Council of the City of Hartford, Wisconsin this 12th day of May, 2020.

APPROVED:

Timothy C. Michalak, Mayor

ATTEST:

Lori Hetzel, City Clerk

EXHIBIT A

NOTICE TO ELECTORS OF THE CITY OF HARTFORD, WISCONSIN

TAKE NOTICE that the Common Council of the City of Hartford, Wisconsin (the "Issuer"), at a regular meeting held virtually on May 12, 2020, adopted an Initial Resolution pursuant to Section 66.1103 of the Wisconsin Statutes, as amended, expressing the intention to issue not to exceed \$6,500,000 of industrial development revenue bonds of the Issuer (the "Bonds") on behalf of Brzozowski Bros., LLC, a Wisconsin limited liability company, and/or a related entity, and/or a limited liability entity to be formed (collectively, the "Borrower"). The Borrower desires to complete a project consisting of financing the (i) acquisition of land, (ii) construction of an approximately 57,000 square foot addition to an existing approximately 34,000 square foot facility located at 2231 Constitution Avenue in the City of Hartford, Wisconsin (the "Facility") which is used by Trade Tech, Inc., a Wisconsin corporation, to manufacture custom precision machining and fabricated metal components, (iii) acquisition and installation of equipment at the Facility, and (iv) payment of certain professional costs and costs of issuance (collectively, the "Project"). The Borrower has represented that the net number of full-time equivalent jobs which the Project is expected to create on the Project site within three years is 17.

Pursuant to the terms of Section 66.1103 of the Wisconsin Statutes, all requirements that the Project be subject to the contracting requirements contained in Section 66.1103 are waived, the Borrower having represented that it is able to negotiate satisfactory arrangements for completing the Project and that the Issuer's interests are not prejudiced thereby.

THE BONDS SHALL NEVER CONSTITUTE AN INDEBTEDNESS OF THE ISSUER, NOR SHALL THE BONDS GIVE RISE TO ANY PECUNIARY LIABILITY OF THE ISSUER, NOR SHALL THE BONDS BE A CHARGE AGAINST THE GENERAL CREDIT OR TAXING POWERS OF THE ISSUER. RATHER, THE BONDS SHALL BE PAYABLE SOLELY FROM THE REVENUES AND OTHER AMOUNTS TO BE DERIVED PURSUANT TO THE REVENUE AGREEMENT RELATING TO SAID PROJECT TO BE ENTERED INTO BETWEEN THE ISSUER AND THE BORROWER.

The Initial Resolution may be inspected in the office of the City Clerk at 109 North Main Street, Hartford, Wisconsin, during business hours.

TAKE FURTHER NOTICE THAT THE ELECTORS OF THE CITY OF HARTFORD MAY PETITION FOR A REFERENDUM ON THE QUESTION OF THE BOND ISSUE. Unless within thirty (30) days from the date of the publication of this Notice a petition signed by not less than five percent (5%) of the registered electors of the City of Hartford is filed with the City Clerk requesting a referendum on the question of the issuance of the Bonds, the Issuer will issue the Bonds without submitting the proposition for the electors' approval. If such petition is filed as aforesaid, then the Bonds shall not be issued until approved by a majority of the electors of the City of Hartford voting thereon at a general or special election.

Lori Hetzel, City Clerk
City of Hartford, Wisconsin

CERTIFICATION BY CITY CLERK

I, Lori Hetzel, duly sworn, hereby certify that I am the duly qualified and acting City Clerk of the City of Hartford, Wisconsin (the "City"), and as such I have in my possession, or have access to, the complete corporate records of the City and of its Common Council; that I have carefully compared the transcript attached hereto with the aforesaid records; and that said transcript attached hereto is a true, correct and complete copy of all the records in relation to the adoption of Resolution No. _____ entitled: INITIAL RESOLUTION REGARDING INDUSTRIAL DEVELOPMENT REVENUE BOND FINANCING FOR TRADE TECH, INC. PROJECT

I hereby further certify as follows:

1. Said Initial Resolution was considered for adoption by the Common Council at a virtual meeting held on May 12, 2020. Said meeting was a _____ (*insert regular or special meeting*) of the Common Council and was held in open session.

2. Said Initial Resolution was on the agenda for said meeting and public notice thereof was given not less than twenty-four (24) hours prior to the commencement of said meeting in compliance with Section 19.84 of the Wisconsin Statutes, including, without limitation, by posting at City Hall, by notice to those news media who have filed a written request for notice of meetings, and by notice to the official newspaper of the City.

3. Said meeting was called to order by _____, who chaired the meeting. Upon roll, I noted and recorded that the following alderpersons were present:

_____	_____
_____	_____
_____	_____
_____	_____

and that the following alderpersons were absent:

_____	_____
_____	_____

I noted and recorded that a quorum was present. Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was said Initial Resolution, which was introduced, and its adoption was moved by _____ and seconded by _____. Following discussion and after all alderpersons who desired to do so had expressed their views for or against said Initial Resolution, the question was called, and upon roll being called and the continued presence of a quorum being noted, the recorded vote was as follows:

AYE:

_____	_____
_____	_____
_____	_____
_____	_____

NAY:

_____	_____
_____	_____

ABSTAINED:

_____	_____
_____	_____

Whereupon the meeting chairperson declared said Initial Resolution adopted, and I so recorded it.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the City hereto on this 12th day of May, 2020.

[SEAL]

Lori Hetzel, City Clerk

Executive Summary

Title: Restatement of Chapter 340, Schedule F Parking Zones

Background: Chapter 340, Schedule F of the Municipal Code contains all the hourly parking restrictions in the City of Hartford. The City Administrator has proposed limited term parking in the spaces immediately behind City Hall to better provide parking for residents with business at City Hall. In reviewing Schedule F as it is currently written, it became clear that there were several issues which have accumulated in Schedule F over the last 20+ years:

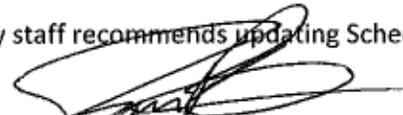
1. Multiple parking zones that have been created over the years, that are no longer organized within the Municipal Code.
2. Parking Zones which are no longer of use by the City or adjacent properties.
3. Outdated legal descriptions due to parking lot and right-of-way changes.

To address these issues, the City Attorney, City Engineer, and Department of Public Works collaborated to reorganize, consolidate and correct Schedule F. The proposed ordinance streamlines the parking zones by eliminating unused parking categories and consolidating parking zones where possible. All legal descriptions have been reviewed and corrected so that all references are up-to-date, a map of the final changes is also included.

Fiscal Impact: Approximately \$1,000.00 for new signage.

Recommendation: City staff recommends updating Schedule F Parking Zones

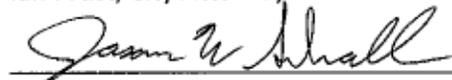
PREPARED BY:



Ian Prust, City Attorney

DATE: 4-15-2020

REVIEWED BY:



Jason Schall, City Engineer

DATE: 4-15-2020

APPROVED BY:



Steven Volkert, City Administrator

DATE: 4-15-2020

ROUTING: Public Works
 Common Council

ORDINANCE NO. 1419

AN ORDINANCE REPEALING AND RECREATING CHAPTER 340, SCHEDULE F – LIMITED PARKING ZONES

The Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, do ordain as follows:

SECTION 1: Section 340, Schedule F, of the *Hartford Municipal Code* is repealed and recreated designating Limited Parking Zones (Including Loading Zones):

See Exhibit A (Attached).

SECTION 2: This Ordinance shall be in full force and effect from and after passage and publication of this Ordinance as provided by law.

Signed:

Timothy C. Michalak, Mayor

INTRODUCED: May 12, 2020

ADOPTED:

ATTEST: _____
Lori Hetzel, City Clerk

Exhibit A

SCHEDULE F LIMITED PARKING ZONES (INCLUDING LOADING ZONES)

In accordance with Section 340.0011, the following parking zones are established:

- I. Parking is limited to fifteen minutes for purposes of loading and unloading only, during the hours of 9:00 a.m. to 5:00 p.m. Monday through Saturday at the following places:
 1. North Main Street, west side, from a point 370 feet north of Sumner Street to a point 412 feet north of Sumner Street.
 2. East Jackson Street, north side, from the east curbing of Mill Street to a point 130 feet west of the east curb line of Mill Street.
 3. East Jackson Street, north side, from 80 feet east of North Main Street to 97 feet east of North Main Street.

- II. Parking is limited to 30 minutes at the following places, during the hours set forth below:

During the Hours of 9:00 a.m. to 5:00 p.m. Monday through Saturday

1. On the east side of North Main Street from a point 136 feet north of East Sumner Street to 163 feet north of East Sumner Street.
2. South Main Street, east side, from 106 feet south of East Sumner Street to a point 128 feet south of East Sumner Street.
3. North Main Street, east side, from East Wisconsin Street to 90 feet south of East Wisconsin Street.

During the Hours of 7:00 a.m. to 6:00 p.m. Monday through Friday

1. North Main Street, west side, from a point 105 feet north of the north curb line of E. Jackson Street to a point 171 feet north of the north curb line of E Jackson Street (3 parking stalls).

- III. Parking is limited to 90 minutes hour at the following places, during the hours set forth below:

During the Hours of 9:00 a.m. to 5:00 p.m. Monday through Friday

1. That portion of the City Hall Parking Lot north of Jackson Street and South of City Hall.

- IV. Parking is limited to 2 hours at the following places, during the hours set forth below:

During the Hours of 7:00 a.m. to 4:00 p.m. Monday through Friday

1. The north side of Pine Street between Grant Street and North Wacker Drive.

During the Hours of 9:00 a.m. to 8:00 p.m. Monday through Friday and 9:00 a.m. to

5:00 p.m. on Saturday

1. The west side of Mill Street, from a point 40 feet south of East Jackson Street to a point 106 feet south of East Jackson Street and from a point 134 feet north of East Sumner Street to a point 200 feet north of East Sumner Street, and east side of Mill Street from East Jackson Street to Park Avenue.
2. All those portions of North Main Street and South Main Street lying between Wisconsin Street and Kossuth Street.
3. North Main Street between Wisconsin Street and Union Street.
4. The northeast side of the southeast extension of West Wisconsin Street between West Wisconsin Street and North Main Street.

- V. Parking is limited to 4 hours at the following places, during the hours set forth below:

During the Hours of 9:00 a.m. to 8:00 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. on Saturday

1. The parking lot located north of West Sumner Street, east of North Johnson Street, and south of Jackson Street and bounded on the east by the buildings located on North Main Street; except as otherwise designated by the private owners of any portion of the parking lot.
2. The municipal parking lot located east of South Main Street between 22 and 32 South Main Street.
3. The upper and lower municipal parking lot commonly denominated as "the Mill Street Parking Lot" and bounded by Mill Street on the east, Jackson Street on the north, a public alley on the west, and private property on the south.
4. The municipal parking lot bounded by Mill Street on the west, Park Avenue on the north, private property on the east and East Sumner Street on the south.
5. Lot 2 of Washington County Certified Survey Map No. 6889 (215 North Main Street).
6. East State Street, north side, from North Main Street to 106 feet east of North Main Street.

- VI. Exceptions. The following exceptions to the parking zones set forth herein are established:

1. Motor vehicles used by City Officials or employees on official City business which display a long-term permit.
2. Motor vehicles of part- or all-day visitors to City Hall for whom parking in longer-term parking lots is impractical, in the opinion of a City Official, which display a valid permit.

MISCELLANEOUS

COMMITTEE

REPORTS

FINANCE & PERSONNEL COMMITTEE

April 14, 2020

PRESENT: Chairperson Rusniak, Members Wintringer, Fulop, Kohler, Alternate Member Hegy
ALSO PRESENT: Mayor Michalak, City Administrator Volkert

Call to Order – Chairperson Rusniak called the virtual meeting to order at 6:30 p.m. via YouTube.

Roll Call – All members of the Committee were present.

Dennis Marthaler Personal Injury Claim – On October 12, 2019 Dennis Marthaler at Washington Heights, 525 North Main Street, slipped and fell due to frost on the ground while taking his dog outside. Mr. Marthaler submitted a Notice of Claim and has been submitting medical bills. However, his claim is incomplete as he did not fill out the total dollar amount for damages he is claiming. The Liability Claims Adjuster from CVMIC believes the City of Hartford did not cause any unsafe condition, nor allow one to persist as it would be impossible to remove frost from any grassy area behind the complex. It is the recommendation of the City's Insurance Review Committee, as well as CVMIC Representative Allison DeFranze, that this claim be denied.

MOTION by Alderperson Wintringer, and seconded by Alderperson Kohler recommending that the personal injury claim for Dennis Marthaler be denied. MOTION CARRIED.

Kelsent Campos Personal Injury Claim – On November 19, 2019 the daughter of Kelsent Campos, 471 Whistle Drive, touched the marker on the fire hydrant, causing fiberglass to go into her hand. Mr. Campos submitted a Notice of Claim listing \$400 in medical bills. Direct of Utilities Rhodes states that these hydrant markers are designed and installed for the purpose of identifying the location of each fire hydrant and to direct emergency personnel to that specific location. Fire hydrants and markers should only be accessed by trained City of Hartford staff and emergency personnel. It is the recommendation of the City's Insurance Review Committee, as well as CVMIC Representative Tom Mann, that this claim be denied.

MOTION by Alderperson Wintringer, and seconded by Alderperson Kohler recommending that the personal injury claim for Kelsent Campos be denied. MOTION CARRIED.

Adjournment – MOTION by Alderperson Wintringer, and seconded by Alderperson Kohler for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
FPAPR14.20
Compiled by Pat Borlen, Deputy Clerk

PUBLIC WORKS COMMITTEE

April 21, 2020

PRESENT: Chairperson Mixon, Members Hegy, Carroll, Garza

ALSO PRESENT: City Administrator Volkert, City Engineer Schall

Call to Order – Chairperson Mixon called the meeting to order at 6:30 p.m. via YouTube Live.

Roll Call – All members of the Committee were present.

Public Comment Period – None.

Chapter 340, Schedule F Parking Zones – Schedule F of the Municipal Code contains all the hourly parking restrictions in the City of Hartford. The proposed Ordinance streamlines the parking zones by eliminating unused parking categories and consolidating parking zones where possible. All legal descriptions have been reviewed and corrected so that all references are up-to-date. Staff reviewed the proposed changes, and responded to questions.

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy recommending an Ordinance updating Schedule F Parking Zones.

Adjournment – MOTION by Alderperson Carroll, and seconded by Alderperson Garza for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb

PWAPR21.20

Compiled by Pat Borlen, Deputy Clerk

FOR
INFORMATIONAL
PURPOSES
ONLY

CITY OF HARTFORD
MONTHLY TREASURER'S REPORT
MARCH 2020

City Bank And Investment Accounts

Bank Accounts:

First National Bank

Concentration Account	Acct# 12555901	Average Monthly Balance \$664,166
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First Bank Financial Centre

DOD Rehab Loan Fund Acct	Acct# 55001017	Average Monthly Balance \$432,154
--------------------------	----------------	-----------------------------------

Landmark Credit Union

DOD Comm Revit Loan Fund Acct	Acct# 0131028243	Average Monthly Balance \$664,951
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Investments:

Local Government Investment Pool	Current Balance \$14,259,128
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Charles Schwab	Current Balance \$15,861,606
----------------	------------------------------

Certificates of Deposit At Local Banks	Current Balance \$4,500,000
--	-----------------------------

Municipal Investment Sweep Account (First Bank Financial Centre)	Current Balance \$2,500,000
--	-----------------------------

Respectfully submitted,



Dawn Timm
Finance Director/Treasurer

CITY OF HARTFORD
MONTHLY TREASURER'S REPORT
APRIL 2020

City Bank And Investment Accounts

Bank Accounts:

First National Bank

Concentration Account	Acct# 12555901	Average Monthly Balance \$665,119
-----------------------	----------------	-----------------------------------

First Bank Financial Centre

DOD Rehab Loan Fund Acct	Acct# 55001017	Average Monthly Balance \$422,564
--------------------------	----------------	-----------------------------------

Landmark Credit Union

DOD Comm Revit Loan Fund Acct	Acct# 0131028243	Average Monthly Balance \$665,581
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Investments:

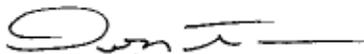
Local Government Investment Pool	Current Balance \$12,940,306
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Charles Schwab	Current Balance \$15,895,698
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Certificates of Deposit At Local Banks	Current Balance \$4,500,000
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Municipal Investment Sweep Account (First Bank Financial Centre)	Current Balance \$2,500,000
--	-----------------------------

Respectfully submitted,



Dawn Timm
Finance Director/Treasurer

STREET DEPARTMENT MONTHLY REPORT

April 2020



Curbside Solid Waste Pickup:

	Tons of solid waste ►	385.72
332.52	◀ Tons of solid waste <u>last month</u>	

Curbside Recycling Pickup:

	Paper & Cardboard AND Commingles in (Glass, Plastic, Cans) RECYCLING CART ►	89.9
82.73	◀ Tons of recyclables <u>last year</u>	

1. Special or specific projects/tasks/activities accomplished during this month:

Picked up Excessive Garbage on Fridays	Picked up Brush
Cleaned/Rebuildt/Repaired Catch Basins and Outfalls	Trimmed Trees throughout the City
Patched and asphalted streets as needed	Fixed Potholes
Resolved Recycling & Garbage complaints	Repaired & Replaced Street Signs as needed
Repaired and maintained Snowplows and Trucks	Assisted Water Dept. with Water Main Breaks
Delivered & repaired Recycling & Garbage Carts	EAB infected Tree Removal & Tree Trimming
Cleared debris/vegetation from drainage ditches	Maintenance of all City equipment

2. Training/Staff Development activities occurring during the month:

	Date
<i>Flagger Safety Training</i>	8-Apr-20

OVERTIME

DATE	PURPOSE FOR OVERTIME	TIME AND ONE HALF
4/10/2020	Street Sweeping - Downtown	2.00
4/28/2020	Street Sweeping Late	0.50
	MONTHLY TOTAL ►	2.50
	<i>Previous year's Overtime Total ►</i>	<i>23.40</i>

ELECTRIC & WATER MONTHLY DEPARTMENT REPORT

April, 2020

REGULAR MONTHLY ACTIVITIES

1. Street Lights
2. Tree Trimming
3. Hydrant Maintenance
4. Water Samples
5. Well Maintenance

SPECIAL MONTHLY ACTIVITIES

1. Rebuild Electric – Grant St.
2. Reconductor Electric – Sunset Dr., Fairview Dr. & Willow Lane
3. COVID-19 Tasks
4. Prep Well Houses for Sanitary Survey

UPCOMING ACTIVITIES

1. Rebuild Overhead Electric – Sunset Dr.
2. Rebuild Electric – Harrison St.
3. Hydrant Flushing
4. 750K Water Tower Inspection

TRAINING SESSIONS

1. COVID-19

OVERTIME

<u>PURPOSE FOR OVERTIME</u>	<u>HOURS</u>
Maintenance of Lines	13.5
Charge to Aurora	16.0
Meter Read	0.5
Trouble Call – Slinger	2.0
Maintenance of Pumping Plant	4.0
Water Main Relay – N. Wacker Dr.	7.0
Water Main Break – S. Main St.	10.3
Well Run – Weekends	<u>16.0</u>
TOTAL	69.3