

FINANCE & PERSONNEL COMMITTEE
January 14, 2020

PRESENT: Chairperson Rusniak, Members Wintringer, Fulop, Kohler
ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Administrative Lieutenant
MacFarlan

Call to Order – Chairperson Rusniak called the meeting to order at 6:45 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present.

Public Comment Period – None.

Licenses – MOTION by Alderperson Wintringer, and seconded by Alderperson Fulop recommend approving the following bartender licenses: Wendy Kuntz, Caitlyn Perez. MOTION CARRIED.

Communications Officer Vacancy and 4th Part-Time Floater Position – The Police Department received a resignation from one of its part-time 50% communications officers effective January 4, 2020. This will drop the staffing levels of the Emergency Communications Center below authorized levels. The department is requesting approval to generate an eligibility list to fill the vacancy as soon as possible, and to maintain that eligibility list for any potential future vacancies. Additionally, the communications officer has requested interest in staying on as a part-time floater communications officer, and the department is requesting to add a 4th floater position.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop to approve establishing a current Communications Officer's eligibility list to fill the vacated 50% part-time Communications Officer position. MOTION CARRIED.

MOTION by Alderperson Kohler, and seconded by Alderperson Wintringer approving the addition of a 4th part-time Floater Communications Officer to approved staffing levels, to be filled with advantage by Communications Officer Courtney. MOTION CARRIED.

Anticipated Police Officer Vacancy – The police department currently has an active eligibility list for patrol officer candidates. The retirement of Chief Groves and the internal promotion of Lieutenant MacFarlan has resulted in the creation of a necessary series of personnel moves that will ultimately require the hiring of an additional police officer to maintain authorized staffing levels. The police officer position that will ultimately be vacated is included in the 2020 budget.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop authorizing appropriate City officials to hire an officer from the current eligibility list and to fill an anticipated vacant police officer position on or after February 12, 2020. MOTION CARRIED.

Downtown Building Lights – The Business Improvement District successfully raised money for the downtown building lights, and established a fund for ongoing maintenance of the lights.

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The City of Hartford, in its sole discretion, assumes the management and maintenance responsibilities for the downtown lights, and the Business Improvement District shall have no ongoing obligation of the lights. The City can request that the BID authorize future funds for maintenance or additions to the current list of buildings with lights. City Administrator Volkert provided information on the light project, and responded to questions.

MOTION by Alderperson Fulop, and seconded by Alderperson Wintringer recommend approving a Resolution regarding downtown lights. MOTION CARRIED.

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

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
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Compiled by Pat Borlen, Deputy Clerk