

**FINANCE & PERSONNEL COMMITTEE**

**February 8, 2022**

**6:45pm**

PRESENT: Chairperson Rusniak, Members Fulop, Kohler, Sikora

ALSO PRESENT: City Administrator Volkert, City Clerk Lori Hetzel, City Treasurer Dawn Timm, Utilities Director Brian Rhodes

Call to Order – Chairperson Rusniak called the meeting to order at 6:40 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.

Discussion and consideration of approving a Class A intoxicating liquor and fermented malt beverage license to Dobariyp, Inc., Downtown Beverage, for the period March 1, 2022 to June 30, 2022 – City Clerk Lori Hetzel explained that the business is being sold, so the new owner is required to apply for a new license.

MOTION by Alderperson Fulop, seconded by Alderperson Kohler approving a Class A intoxicating liquor and fermented malt beverage license to Dobariyp, Inc., Downtown Beverage, for the period March 1, 2022 to June 30, 2022.

MOTION CARRIED UNANIMOUSLY.

Discussion and consideration of adopting a resolution regarding the issuance of refunds for overpayments on various municipal fees of \$5.00 or less – Finance Director Dawn Timm explained this resolution would only affect overpayments that are mailed or placed in the drop box, and would not apply to any real or personal property tax payments. A written request would be required within 30 days of the original receipt, if the payer wants the refund issued. Refunds that are not issued would be retained in a miscellaneous revenue account in the General Fund. Finance Director Timm also mentioned that there are a number of municipalities that already have similar resolutions in place.

Alderperson Sikora asked how a citizen would overpay on a municipal fee. Director Timm explained that the majority of these overpayments come from parking tickets that are mailed or placed in the drop box. Parking tickets have an escalating scale of fines that are dependent on the amount of time that passes before the fine is paid. Citizens may accidentally overpay by miscalculating the amount of time and corresponding fine.

MOTION by Alderperson Fulop, seconded by Alderperson Sikora approving the adoption of a resolution regarding the issuance of refunds for overpayments on various municipal fees of \$5.00 or less.

MOTION CARRIED UNANIMOUSLY.

Adjournment – MOTION by Alderperson Fulop, seconded by Alderperson Sikora for adjournment at 6:56 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Lori Hetzel, City Clerk

FPFEB8.22

Compiled by Samantha Walters, Deputy Clerk