

**COMMON COUNCIL
CITY OF HARTFORD CITY, INDIANA
JUNE 1, 2020
MEETING MINUTES**

CALL TO ORDER & WELCOME: Mayor Eckstein called to order a meeting of the Common Council of the City of Hartford City at 6:00pm June 1, 2020, which can be viewed by the public through ZOOM using this link: [www.zoom.us meeting code 822 9147 3525 Password 197362](https://www.zoom.us/j/82291473525). This information is also on Hartford City Facebook page.

ROLL CALL: Members of the council present were Michael Wolfe, Dustin George, Tony Scaggs, Jimmy Lytle, and Ron Dudelston. Also present were Mayor Eckstein, City Attorney Brandon Murphy and Dana Whatley, Acting Clerk Treasurer.

MOTION TO SUSPEND COUNCIL MEETING FOR PUBLIC HEARING: Mayor Eckstein requested a motion to suspend the regular Council Meeting to conduct the Public Hearing for the COVID-19 OCRA Grant. Mr. Lytle made a motion to suspend meeting. Seconded by Mr. Dudelston. Approved 5-0.

PUBLIC HEARING: Mr. Greg Beumer from Kleinpeter Consulting conducted the first of two hearings for the Office of Community and Rural Affairs (OCRA) grant. Mr. Beumer stated that this hearing is a requirement to receive this grant. He asked if anyone had any comments or questions about its use in purchasing Personal Protective Equipment (PPE) or the funds that are being given to our local food pantry. Mr. Warren Brown, Executive Director of Blackford County Economic Development spoke and wanted to emphasize to the Council the importance to leverage these state funds. PPE will be important as the COVID virus continues on its unprecedented course. He also stated that the Food Pantry need has had exponential growth. Mayor Eckstein thanked Mr. Beumer and Kleinpeter Consulting along with Warren Brown for everyone's help with the application process. He stated that \$20,000 in food for our community is a great success. Cheri Brown stated that there has been a 5 fold increase in the need for food from our pantry from the end of February to the end of March and the need will continue to be great. With no further comment, Mr. Beumer stated that this concludes the OCRA requirement for the public hearing.

RESUME COMMON COUNCIL MEETING: With the public hearing concluded, Mayor Eckstein asked for a motion to resume the City Council Meeting. Mr. Scaggs made a motion to resume the council meeting and Mr. Lytle seconded. The vote carried 5-0.

APPROVAL OF AGENDA: Mayor Eckstein stated that we will need to amend the agenda to vote on the Fair Housing Ordinance 2020-01. Mr. Lytle made the motion to add Fair Housing Ordinance 2020-01 as letter (I) under the new business section of the agenda. Seconded by Mr. Dudelston. Motion carried 5-0.

Mr. Lytle made motion to accept the agenda as amended. Mr. Dudelston seconded. Approved as amended 5-0.

APPROVAL OF MEETING MINUTES: Mr. Dudelston made a motion to accept the minutes of the May 4, 2020 meeting as submitted. Mr. Lytle seconded. Approved as submitted 5-0.

OLD BUSINESS:

A.) MICHELLE RISINGER – MAIN STREET HISTORIC PRESERVATION ORDINANCE – INDIANA LANDMARKS – ORDINANCE 2020-03: Attorney Brandon Murphy stated that he worked with Mr. Flowers on the draft language for this ordinance. Mr. Murphy said this will require input from Council members. He requested to introduce the ordinance tonight and select a committee of 2 council members along with himself to make some needed changes prior to passage of this ordinance. One noted change is how appeals are handled. Mr. Lytle made a motion to nominate Mr. George & Mr. Wolfe to this commission. Seconded by Mr. Dudelston. Motion carried 5-0.

Mr. Lytle made a motion to table Ordinance 2020-03 until the commission has time to review and correct it. The Council will take the commission's recommendations on the changes made. Mr. George seconded the motion. Approved 5-0

Mayor Eckstein asked if there were any further questions or comments. Ms. Risinger stated that she left a document in the Clerk-Treasurer's office after Pam Fancher's resignation. The document Declaration of Fiscal Body needs to be approved by City Council no later than October, 2020. Mr. Lytle asked for this to be addressed at the July meeting.

NEW BUSINESS:

A.) WARREN BROWN – TIF DISTRICT – EAST/3M REDEVELOPMENT COMMISSION

Mr. Brown stated that last month they had finished up with the TIF District for the North Area which will include the Gillman project. He stated he was here to introduce a new TIF District which will be considered East Area. Mr. Brown told Council that they had taken the new TIF District recommendation to the Hartford City Redevelopment Commission and had received a favorable recommendation. He stated that it was presented to the Area Planning Commission last week and they have also given it a favorable recommendation for City Council to consider. Mr. Brown said he was here tonight to entertain any questions they may have. He asked Council to approve this and send it back to the Hartford City Redevelopment Commission for adoption. Mr. Brown stated that this area has never been TIFIED and with the expansion in personal property at 3M and additions and improvements we want to be able to capture and use those TIF funds according to state code for redevelopment. Mr. George made a motion to approve and Mr. Dudelston seconded. Vote carried 5-0.

B.) MARC HANSON WITH SUEZ – ASSET MANAGEMENT FOR 2 WATER TOWERS

Mr. Bill Bacon introduced Mr. Hanson and stated that he is here to talk about asset management for Hartford City's 2 current water towers. The City has worked with Mr. Hanson before a few years ago when Suez installed some new mixers in those water towers. Mr. Hanson said that he assessed the tanks 3 years ago and provided pictures. He explained that asset management is customized funding for municipalities to have a long term funding plan to maintain our equipment. Mr. Hanson stated that the City gains control over their fees and that Suez assumes all the risk. He shared the neighboring counties that Suez now services.

Mr. Hanson gave an update on the current status of both of our towers and tanks. He recommended some possible upgrades, maintenance and OSHA updates. After some discussion, it was decided that Suez will do an assessment of our two tanks. Mr. Lytle made a motion to table this until the July meeting when Mr. Hanson can report on his assessment. Seconded by Mr. Scaggs. Vote 5-0 in favor.

C.) BILL SMITH – EMA DIRECTOR - Mr. Smith was not present at this meeting. Mr. Lytle made a motion to table this until the next meeting. Mr. Dudelston seconded. The vote carried 5-0.

D.) JEFF THOMAS – PERMISSION TO PURCHASE A USED FORK LIFT – Mr. Thomas requested permission from the Council to spend more than \$5,000 for a Forklift. He stated after looking at many different ones, he found the one best suited for the City's needs at the Ft. Wayne Coliseum. He stated that it had all the bells and whistles they wanted including, turn signals, back up alarm, etc. Mr. Thomas stated that it is gas powered which is more economical than propane and they will be able to purchase gas locally. Mr. Thomas also stated that he would use the proceeds from the City Auction to purchase this piece of equipment. Mr. George made a motion to grant permission to purchase. Seconded by Mr. Wolfe. The motion carried 5-0.

E.) MARK MCKISSACK - DOCUMENT CAR PURCHASE – Mr. McKissack stated that he purchased a used police vehicle last month with the proceeds from the City Auction. He spoke with Mr. George prior to purchase. Mr. George spoke with all council members and obtained advance approval for this purchase. Mr. McKissack stated that the car arrived and is in great shape. Mr. George made a motion to confirm approval of purchase and seconded by Mr. Lytle. The vote was 5-0 in favor.

F.) TRAVIS WILLIAMSON

1.) REQUEST TO PURCHASE GIS SEWER MAPPING SOFTWARE/HARDWARE – Mr. Williamson is requesting to spend more than \$5,000 for a new GIS mapping system. It is the same program that the Water Department uses and can be integrated so that each department and other utilities can share up-to-date information. He stated that last week while doing the Needler project they were within 1 inch of project failure because of a sewer line there that was not mapped. They were able to change the diameter of pipe used and the project was completed. He stated that if he had this mapping system, they would have known about this issue before starting the project. He shared the quote from EJP Solutions and stated that the quote from March 2020 is still good. He did explain the line items on this quote and clarified that the first line item for \$1,200 is an annual fee but everything else is a one-time purchase. After some discussion a motion was made by Mr. Dudelston to approve this purchase. Mr. Scaggs seconded the motion. Vote to approve was 5-0.

2.) REQUEST TO SOLICIT CONTRACTOR FOR SEWER DEBRIS DISPOSAL SITE – Mr. Williamson requested permission to seek out contractors and possible bids to create a de-watering station for sewer debris. He would like to build a bare bones containment structure at the old lift station plant on Monroe St. He explained the basics of how this would work and that it would meet Indiana Code for proper disposal and reassured Council that there would not be any residual odor in a neighborhood setting. Mr. Dudelston made a motion for him to do some investigating and entertain some bids and return to Council in July meeting with his findings. Mr. Lytle seconded. The vote to approve was 5-0.

3.) AMENDING SEWER USE ORDINANCE 2007-03 LANGUAGE TO COMPLY WITH REQUIRED IDEM VERBIAGE – ORDINANCE 2020-02 – Mr. Williamson explained to Council that we need to amend our Ordinance 2007-03 An Ordinance Amending Hartford City Code Title 13. Public Utilities Chapter 13.08 Sewage Treatment Works to meet the

bare minimum of IDEM's standards. He had given this to Mr. Murphy, City Attorney to draft amended copy with the proper verbiage. Mr. Murphy stated that since there are no penalties involved the Council could do first reading, suspend the rules of 2nd reading and pass the amended Ordinance tonight or they could hold it over to the next meeting for a 2nd reading. Mr. Lytle mad a motion to pass Ordinance 2020-02 An Ordinance Amending Ordinance 2007-03 An Ordinance Amending Hartford City Code Title 13, Public Utilities Chapter13.08 Sewage Treatment Works. Seconded by Mr. Scaggs. Approved 5-0. Mr. Lytle then made a motion to suspend the rules of a 2nd reading and Mr. Wolfe seconded. Motion carried 5-0. Mr. Lytle made a motion to approve Ordinance 2020-02. Mr. Wolfe seconded. The vote was 5-0 to approve.

G.) DR. TOM & MRS. LORI LEE – HERITAGE DAYS - Dr. & Mrs. Lee requested more funds for Heritage Days this year. Heritage Days was given \$3,500 earlier this year and due to the fact that most other carnivals/events have been cancelled this year due to COVID-19 they are requesting more. They have now made Heritage Days a Corporation and have secured other licensing that is required to conduct this carnival. They have spent \$15,000 in non-refundable deposits to bands, etc. There was discussion of safety measures that will be taken. They have received the blessing of the Health Department to move forward with this year's carnival. The Council stated that they are being cautiously optimistic and wished Heritage Days well. Mr. Lytle made a motion to allocate another \$1,000 for Heritage Days 2020. Mr. Scaggs seconded. Vote 5-0 in favor.

H.) TAX ABATEMENTS

1.) TRUE FORM STEEL & WIRE, INC. CF-1 RESOLUTION 2020-15 - Mr. Lytle made a motion to approve CF-1 PP 10 year tax abatement in Resolution 2020-15. Mr. Dudelston seconded. Vote to approve 5-0.

2.) SPECIALTY T LLC CF-1 PP RESOLUTION 2020-16 - Mr. Lytle made a motion to approve CF-1 PP 10 year in Resolution 2020-16. Mr. Dudelston seconded. Vote to approve 5-0.

3.) HARTFORD CITY PIT STOP LLC CF-1 REAL PROPERTY RESOLUTION 2020-17 - Mr. Murphy suggested to the Council that this resolution should be amended to read 3 years instead of 10 years. Mr. Lytle made a motion to amend Resolution 2020-17 Hartford City Pit Stop LLC CF-1 to reflect 3 years. Seconded by Mr. Scaggs. Mr. Lytle then made a motion to approve Hartford City Pit Stop LLC CF - 1 Real Property 3 year Resolution 2020-17 as amended. Mr. Scaggs seconded. The vote to approve was 5-0.

4.) RUBLE YOUNG, LLC CF-1 REAL PROPERTY RESOLUTION 2020-18 - Mr. Lytle made a motion to amend the Ruble Young, LLC CF-1 Real Property Resolution 2020-18 to reflect 3 years. Mr. Dudelston seconded. The vote to approve was 5-0. Mr. Lytle then made a motion to approve the Ruble Young, LLC CF-1 Real Property Resolution 2020-18 as amended. Mr. Scaggs seconded. The vote to approve was 5-0. Mr. Lytle commended both The Pit Stop and Ruble Young for hanging in there and continuing to have a strong year.

I.) ORDINANCE 2020-01 - FAIR HOUSING ORDINANCE - Mayor stated this was an amendment to the agenda and we had discussed this Ordinance 2020-01 earlier in the evening. Mr. Lytle introduced the Ordinance 2020-01 and made a motion to approve it on the first reading. Mr. Scaggs seconded the motion. The vote to approve was 5-0. Mr. Lytle made a motion to suspend the rules for a second reading for general Ordinance 2020-01 A Fair Housing

Ordinance. Mr. Wolfe seconded the motion. Approval 5-0. Mr. Lytle made a motion to approve Ordinance 2020-01 A Fair Housing Ordinance. Seconded by Mr. Wolfe. Voter to approve 5-0.

Mr. Beumer had one other item of business. Resolution 2020-19 - A resolution authorizing application submission and local match commitment. Mr. Lytle made a motion to approve Resolution 2020-19. Seconded by Mr. Wolfe. The vote carried 5-0.

MAYOR'S REPORT:

- A.) The Mayor brought up the problem of Semi Parking. Mr. George stated that this topic had been addressed in previous administrations with no resolution. Mr. Warren Brown suggested that the City look at the Industrial Park and the 37 acres that the City owns. Maybe some of that land could be graveled and utilized for Semi parking?
- B.) Mayor Eckstein brought up the problem of people dumping at the Lions Club Park. This property sits in a floodplain. Anne Owen spoke and said that Tyler Hunt met with her regarding the Disc Golf Park. Mr. Hunt had concerns about stuff is being dumped at the Lions Club. Ms. Owen said that the previous administration had addressed this situation and to her knowledge this problem of dumping had been taken care of. Because this property is in a floodplain, Ms. Owen must report this to the DNR as Floodplain Manager. If the DNR inspects this property the City could incur some hefty fines. Ms. Owen said we must cease and desist immediately. She asked the Mayor to make sure all Department Supervisors are aware that we cannot dump there anymore. Ms. Owen stated that if everyone will check Beacon and turn on floodplains they will be able to see these areas and nothing can be put there. There was discussion about if the Water Department has an emergency, where would they dump in that situation? Mr. George thinks that we should approach Petoskey Plastics for an area to dump on the property that sits close to the City Garage. Maybe Petoskey would consider donating the lot or maybe selling it to the City. Mr. Lytle inquired from Ms. Owen to see if the Compost area is in the flood zone? She stated that the Compost area is not in the flood zone.

PUBLIC COMMENT

- A.) **WARREN BROWN - PETOSKEY PLASTICS** - Mr. Brown addressed the Council to make them aware that Petoskey Plastics Home Office is located in Michigan and due to COVID they have been on mandatory shut-down. Today was their first day back in the office and Mark Rittenhouse was unable to get to the Council in a timely manner regarding their CF-1's. Mr. Brown says that he supports them for a couple of reasons, number one is the COVID-19 situation and they have been a very good neighbor in our community. Mr. Brown asked Council if they'd be willing to have a special meeting to consider the CF-1's for Petoskey Plastics so that they could meet the June 15, 2020 deadline? The Council decided to hold a Special Meeting on Wednesday, June 10, 2020 at 6:00pm.
- B.) **WARREN BROWN - OCRA GRANT FOR SMALL BUSINESSES** - Mr. Brown stated that Blackford County was awarded an OCRA Grant in the amount of \$234,000 and will start taking applications at several different locations including City Hall for 3 weeks. He explained that distribution of this grant must meet HUD (Housing and Urban Development) national guidelines. This is based on LMI (Low to Moderate Income). He explained the steps that need to be followed for qualification and how the funds would be allocated.

- C.) **CHERI BROWN** - Ms. Brown spoke about asset retention and that she and several others are looking into the opportunity to work with Revive Indiana. They partner with high school students and pair them with companies that might be struggling after COVID-19. This company has a program and processes to help kick start some innovation and entrepreneurship. Ms. Brown stated that she will be back to address this with Council in the future.
- D.) **ERIC WOODMANSEE** - He stated that his company will be helping obtain more grant funding and hopefully help with water and/or sewer infrastructure projects. He thanked the Council and the City for trusting them. He stated that he lives in Gas City and can be at our service in a moment's notice.
- E.) **MAYOR ECKSTEIN** - Mayor Eckstein thanked Dana Whatley for stepping up in Pam Fancher's absence. He thanked Ms. Whatley for her hard work with this huge meeting. He was happy with the flow of things.
- F.) **ANNE OWENS** - Ms. Owens wanted to thank the Greenscape committee on how nice the flowers look downtown on the square. She also thanked those who had orchestrated the First Responder's Parade and the Car Show at the Tasty Spoon. She stated even though we have to do things differently than before, it was very nice to see people getting out and enjoying themselves. Mr. Mark McKissack stated that they had such a great turnout for the Car Show with more entries showing up than had originally registered, they've decided to make this a monthly event at the Tasty Spoon during the season.
- G.) **ESTEBAN BRIZ - OOMA OFFICE** - Mr. Briz introduced himself to the Council and stated he has been assessing our current phone system and contract and he has come up with a quote that could save the City several thousand dollars compared to the system we currently utilize with Mainstream. Mayor Eckstein stated that he would follow up in an email to all Council members with the quote Mr. Briz had presented to him. Mr. Briz said that he would be happy to answer any questions or help in any way he could.
- H.) **DUSTIN GEORGE** - Mr. George stated that he has noticed some very young children operating golf carts on city streets. He asked Dana Whatley to please email all Council members the current Golf Cart Ordinance and Fines. Mr. George is concerned and believes we need to proactive with this situation before someone is hurt. Police Chief McKissack stated the Police Department is getting its usual complaints that come with the nicer weather speeding, loud motorcycles, etc. He is getting ready to make a post on the HCPD Facebook page. Mr. McKissack said that he would also include the Golf Cart issue on that post. The Mayor stated the City will be posting something on its Facebook page, as well.

CLERK-TREASURER'S REPORT: None

ADJOURNMENT: With no further business, Mayor Eckstein **adjourned** the meeting at 8:27pm.