

City of Harrington
MINUTES
City Council Special Meeting
October 7, 2013

A special meeting of the Harrington City Council was held at Harrington City Hall, 106 Dorman Street, on October 7, 2013 and was attended by the following: Mayor Anthony R. Moyer; Vice Mayor Cheryl Lahman; Council Member Duane E. Bivans; Council Member Fonda Coleman; Council Member Amy Minner; Council Member Charles W. Porter; Council Member Kenneth Stubbs; Norman Barlow, Chief of Police; William Pepper, City Solicitor; Teresa Tieman, City Manager; and Kelly Blanchies, Clerk of Council.

Public Comments

There were no Public Comments.

Mayor Moyer called the meeting to order at 7:30 p.m.

Roll was called.

Purchase of Jet Vac

A MOTION was made by Council Member Porter, seconded by Council Member Coleman, to table the purchase of jet vac. The MOTION passed unanimously.

Selection of Police Officer

The Chief of Police stated that he would like to make Shawn Jacobs a conditional hire offer. He would start the police academy on October 21, 2013. Council Member Porter asked about the starting salary of a patrol officer. Vice Mayor Lahman asked if police salaries were mandated by the State. The Chief of Police stated that starting salary is part of the funding guidelines of grants. Mayor Moyer asked about the police academy. The Chief of Police replied that it is all municipal officers in this class and is twenty weeks long. Mayor Moyer asked if a car was available. The Chief of Police replied yes and the school district will be providing funding for gear as part of the deal for the school resource officer. Council Member Porter asked if the new officer would have a two year contract. The Chief of Police replied yes then he may leave and go elsewhere.

A MOTION was made by Council Member Porter, seconded by Council Member Minner, to hire Shawn Jacobs as a candidate for Police Officer. Roll was called: 6 Yes, 0 No (Lahman – Yes, Bivans – Yes, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed unanimously.

Selection of Accountant

The City Manager stated that nine candidates were interviewed for the Accountant position. Mike Easton from Harty & Harty and Tara Walker, the City's contracted accountant, assisted with the interviews, and Dean Gary was selected. Council Member Porter asked about the salary for the accountant. Mayor Moyer asked about the candidates qualifications.

Council Member Porter stated that the Charter calls for a financial officer and asked who would take over those duties. The City Solicitor stated that he believes the Financial Director was removed when the City went back to a having a City Manager as opposed to having an Operations Manager.

Mayor Moyer asked about training on Edmunds, the City's software program. The City Manager stated that online training is offered and other staff can assist. There are also courses on government accounting if that is necessary.

A MOTION was made by Council Member Porter, seconded by Council Member Stubbs, to hire Dean Gary as Accountant. Roll was called: 6 Yes, 0 No (Lahman – Yes, Bivans – Yes, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed unanimously.

Selection of Parks and Recreation Assistant

The City Manager stated that there were two in house candidates that interviewed for the Parks and Recreation Assistant position and one withdrew. Faye Smith has volunteered for many years and was critical to establishing the program.

A MOTION was made by Council Member Minner, seconded by Vice Mayor Lahman, to accept Faye Smith as Parks and Recreation Assistant. Roll was called: 6 Yes, 0 No (Lahman – Yes, Bivans – Yes, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed unanimously.

Selection of Code Enforcement Officer

The City Manager stated that the Code Enforcement Officer position had two rounds of interviews. The candidate selected after the first round of interviews declined the job. The salary was posted on the ad the second time it was advertised. The salary is the same as what the City of Dover just hired a Code Enforcement Officer at. Carl Klotz III has a law enforcement background.

Council Member Minner asked if there is a time period in which the candidate must be certified. The City Manager stated within one year.

Council Member Stubbs asked if the Code Enforcement Officer would only work Monday through Friday. The City Manager stated that he was informed that he would have to work a couple Saturdays a month. Mayor Moyer stated that it would be good if he worked later in the evening too.

Council Member Minner asked if the City would pay for further certification testing if the first test is failed. The City Manager stated that the City does not have any policy like that. If certification is not achieved within a year, it is grounds for dismissal.

A MOTION was made by Vice Mayor Lahman, seconded by Council Member Porter, to approve hiring Carl Klotz III as Code Enforcement Officer. Roll was called: 6 Yes, 0 No (Lahman – Yes, Bivans – Yes, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed unanimously.

The City Manager stated that all employment offers are contingent upon Council approval, a background check, and drug screening.

Revised FY 2014 Street Program

The City Manager stated that Peck Avenue was removed and a change order added for additional street work on Simmons Street, Calvin Street, and Harrington Avenue. They are the next priorities on the paving list. The additional ninety-four thousand two hundred thirty-seven dollars (\$94,237) needed for this project would come from the Municipal Street Aid account. The fund currently has approximately one hundred forty-four thousand two hundred twenty dollars (\$144,220) of unreserved restricted monies available.

Mayor Moyer stated that an additional catch basin on Simmons was to be included in the project. The City Manager stated that it was part of the original project, this is a change order.

Council Member Bivans asked if paving would be done on the additional streets. The City Manager replied it would be paving and ADA ramps.

The City Manager stated that Peck Avenue is being postponed, because some townhouses are being built there, so construction equipment will be running over the streets. It is better to wait until the construction is done to repave it.

Discussion occurred regarding the priority list for streets.

A MOTION was made by Council Member Bivans to table the revised FY 2014 street program. There was no second. The MOTION failed.

A MOTION was made by Council Member Porter, seconded by Council Member Stubbs, to approve the change order for additional street work for Simmons

Street, Calvin Street, and Harrington Avenue for ninety-four thousand two hundred thirty-seven (\$94,237) from the Municipal Street Aid account. Roll was called: 5 Yes, 1 No (Lahman – Yes, Bivans – No, Coleman – Yes, Minner – Yes, Porter – Yes, Stubbs – Yes). The MOTION passed by majority.

Executive Session

Pending litigation

The City Council Special Meeting recessed at 8:00 p.m. to discuss pending litigation.

Mayor Moyer called the City Council Special Meeting back to order. Those still present: Mayor Anthony R. Moyer; Vice Mayor Cheryl Lahman; Council Member Duane E. Bivans; Council Member Fonda Coleman; Council Member Amy Minner; Council Member Charles W. Porter; Council Member Kenneth Stubbs; William Pepper, City Solicitor; and Teresa Tieman, City Manager.

There being no further business, a MOTION was made by Council Member Minner, seconded by Vice Mayor Lahman, to adjourn the City Council Meeting. The MOTION passed unanimously, and the meeting adjourned.

Respectfully Submitted,

Kelly Blanchies
Clerk of Council