

City of Harrington
MINUTES
City Council Meeting
March 19, 2014

A meeting of the Harrington City Council was held at Harrington City Hall, 106 Dorman Street, on March 19, 2014 and was attended by the following: Vice Mayor Cheryl Lahman; Council Member Duane E. Bivans; Council Member Fonda Coleman; Council Member Kenneth Stubbs; William Pepper, City Solicitor; Teresa Tieman, City Manager; Dean Gary, Accountant; and Kelly Blanchies, Clerk of Council.

Also present: Rhiannon Bush, City Clerk; Tom Wilkes, City Engineer, Remington, Vernick, and Beach; Allan Wagamon, Wagamon Technology; Allan Frazier, Wagamon Technology; Marie Cunningham; and Barbara Bullock.

Council Member Amy Minner arrived at 7:10 p.m.

Mayor Anthony R. Moyer and Council Member Charles W. Porter were absent.

Public Comments

There were no public comments.

Vice Mayor Lahman called the meeting to order at 7:09 p.m.

The Invocation was given by the City Solicitor.

The Pledge of Allegiance was given.

Roll was called.

Minutes

February 10, 2014 City Council Workshop

A MOTION was made by Council Member Coleman, seconded by Council Member Stubbs, to accept the February 10, 2014 City Council Workshop Minutes as presented. The MOTION passed unanimously.

Council Member Minner entered the meeting.

February 10, 2014 City Council Special Meeting

A MOTION was made by Council Member Coleman, seconded by Council Member Stubbs, to accept the February 10, 2014 City Council Special Meeting Minutes as presented. The MOTION passed unanimously.

February 18, 2014 City Council Meeting

A MOTION was made by Council Member Stubbs, seconded by Council Member Minner, to accept the February 18, 2014 City Council Meeting Minutes as presented. The MOTION passed unanimously.

February 19, 2014 City Council Workshop

A MOTION was made by Council Member Coleman, seconded by Council Member Stubbs, to accept the February 19, 2014 City Council Workshop Minutes as presented. The MOTION passed unanimously.

Police Chief's Report

Vice Mayor Lahman stated that no one is present from the Police Department, but any questions can be forwarded to them.

Council Member Minner asked if School Resource Officers from any school can attend the training offered in May.

Council Member Bivans asked if Officer Jacobs is on the road now. The City Manager replied yes, and he will be sworn in at the next meeting. Council Member Stubbs stated that he is still riding with another officer now.

A MOTION was made by Council Member Coleman, seconded by Council Member Minner, to accept the Police Chief's Report as presented. The MOTION passed unanimously.

City Manager's Report

Council Member Bivans stated that the sidewalks on Hanley Street are in very poor condition that would make snow removal difficult and asked if fines were issued to homeowners on Hanley Street. The City Manager replied that as long as an attempt was made to clear a path then fines were not issued.

Council Member Stubbs asked about the priority list for sidewalks. The City Manager replied that the priority list is being revised, and Hanley and Fleming Streets will probably be at the top. The City has been unable to obtain funding through the Community Development Block Grant.

A MOTION was made by Council Member Coleman, seconded by Council Member Minner, to accept the City Manager's Report as presented. The MOTION passed unanimously.

Financial Report

Council Member Bivans stated that there are a lot of outstanding grass invoices and many are repetitive. The City Manager stated that the grass is the responsibility of the property owner, so they are billed and will probably be relieved and collected on the tax bills. The City Clerk stated that the tax bills will reflect any amount still owed.

Council Member Stubbs stated that the February bill from Kent County for sewage treatment was the highest one yet. The City Manager stated that there was a lot of snow and rain.

Vice Mayor Lahman suggested looking at the CIP balance because of the Microsoft Exchange Server being voted on later in the meeting. The City Manager stated that there is one hundred fifteen thousand eight hundred fifty-five dollar (\$115,855) in unrestricted money in the CIP account.

A MOTION was made by Council Member Coleman, seconded by Council Member Minner, to file the Financial Report for audit. The MOTION passed unanimously.

Departmental Reports

Public Works

Council Member Stubbs asked if there has been any more complaints on well number two. The City Manager stated that it is being investigated still; no additional complaints have been received directly by the City.

Council Member Stubbs stated that there were a lot of after-hours calls. The City Manager stated that it was turn ons and offs for frozen pipes; people do not have shut off valves in their houses. People who call in are being informed that they will be charged after three calls and shut off valves are being suggested to them.

The City Manager stated that there has not been a pay period since January where overtime costs have not been incurred for snow removal.

Council Member Bivans asked if there was a breakdown of the water related calls. The City Clerk stated that the Public Works staff has a log book of when and where they go on calls and what they do there. Council Member Bivans asked how many calls had to do with brown water issues;

residents will bring it up with the discussion on rates. The City Manager stated that the City is looking for money to study the brown water issue.

Council Member Stubbs stated that the Public Works staff has done an excellent job removing snow. Council Member Bivans stated that he received calls about alleyways not being plowed.

Library

There were no questions.

Parks and Recreation

There were no questions.

Fire and Ambulance

There were no questions.

A MOTION was made by Council Member Coleman, seconded by Council Member Stubbs, to accept the Departmental Reports as presented. The MOTION passed unanimously.

City Planner's Report

The City Manager stated that the meeting she had scheduled with the City Planner for March 14, 2014 had to be rescheduled.

Council Member Bivans asked about 25 Hanley Street. The City Manager stated that it is going to the Planning and Zoning Commission for a change of use. The property owner wants storage and two apartments.

A MOTION was made by Council Member Coleman, seconded by Council Member Minner, to accept the City Planner's report as presented. The MOTION passed unanimously.

City Engineer's Report

Council Member Minner asked about repairing the Dorman Street manhole. The City Manager stated that she met with the USDA about financing. They indicated that they needed an engineering report and environmental report.

The City Manager stated that the SCADA system has been installed on the Friendship Village pump station and is monitored twenty-four hours a day, so if there is an issue, the person on call will be notified then the Public Works Supervisor and Foreman.

A MOTION was made by Council Member Coleman, seconded by Council Member Stubbs, to accept the City Engineer's report as presented. The MOTION passed unanimously.

Old Business

Public Hearing on Ordinance 14-02 – Amending Chapter 365, Streets and Sidewalks, relating to snow removal from sidewalks

A MOTION was made by Council Member Stubbs, seconded by Council Member Coleman, to suspend with the full reading of Ordinance 14-02. The MOTION passed unanimously.

Vice Mayor Lahman read the synopsis:

This Ordinance amends Chapter 365, Streets and Sidewalks, to change the time allowed for property owners or occupants to remove snow and ice from sidewalks from 12 hours of daylight to 24 hours after it has ceased snowing or the ice has formed. It also allows for an extension of that time for extremely cold temperatures.

Marie Cunningham stated that the ordinance makes sense.

Second Reading of Ordinance 14-01 – Amending Chapter 365, Streets and Sidewalks, relating to snow removal from sidewalks

A MOTION was made by Council Member Stubbs, seconded by Council Member Coleman, to dispense with the reading of Ordinance 14-02. The MOTION passed unanimously.

A MOTION was made by Council Member Coleman, seconded by Council Member Stubbs, to adopt Ordinance 14-02.

Council Member Bivans asked if trees and other debris are included in this ordinance. The City Manager replied that there is separate ordinance that handles debris.

A vote was called for on the motion to adopt Ordinance 14-02. The MOTION passed unanimously.

New Business

Award of 2014 Street Program

Vice Mayor Lahman stated that the streets are Dixon, Mechanic, and Wolcott. The City Manager stated that funding is from Community Transportation Fund (Dixon and Mechanic) and Municipal Street Aid (Wolcott).

A MOTION was made by Council Member Stubbs, seconded by Council Member Coleman, to approve the 2014 Street Program as presented. The MOTION passed unanimously.

Microsoft Exchange Server

The City Manager stated that the total cost is twenty-three thousand two hundred seventy-two dollars (\$23,272) with funding from the CIP account.

A MOTION was made by Council Member Coleman, seconded by Council Member Minner, to approve the purchase of the Microsoft Exchange Server. The MOTION passed unanimously.

Appointment of Election Worker

A MOTION was made by Council Member Stubbs, seconded by Council Member Coleman, to accept the appointment of Cheryl Harrington as Clerk for the 2014 Regular Municipal Election.

Council Member Bivans asked for background information on Cheryl Harrington. The Clerk of Council stated that Cheryl Harrington has worked the national elections, although not as a machine operator. Training will be done for all workers through the Department of Elections. The City Manager stated that the worker from the Department of Elections can no longer run the voting machine for the municipalities.

A vote was called for on the motion to accept the appointment of Cheryl Harrington as Clerk for the 2014 Regular Municipal Election. The MOTION passed unanimously.

First Reading of Ordinance 14-03 – Repealing and replacing Chapter 212, Floodplain Regulations, to adopt flood hazard maps, designate a Floodplain Administrator, to adopt administrative procedures, and to adopt criteria for development in flood hazard areas

A MOTION was made by Council Member Minner, seconded by Council Member Coleman, to suspend with the full reading of Ordinance 14-03. The MOTION passed unanimously.

Vice Mayor Lahman read the synopsis:

This Ordinance repeals and replaces Chapter 212, Floodplain Regulations, to meet requirements under the National Flood Insurance Program (NFIP). This Ordinance adopts flood hazard maps, designates a Floodplain Administrator, adopts administrative procedures, and adopts criteria for development in flood hazard areas. The City of Harrington has participated in the NFIP since June 1, 1977 and must meet NFIP guidelines in order to continue participating in the program. The Federal Emergency Management Agency (FEMA) has established new Flood Insurance Rate Maps (FIRM) for the City of Harrington effective July 7, 2014.

A MOTION was made by Council Member Coleman, seconded by Council Member Minner, to accept the first reading of Ordinance 14-03. The MOTION passed unanimously.

Vice Mayor Lahman stated that the Public Hearing and Second Reading for Ordinance 14-03 will be on April 21, 2014.

Public Comments

There were no public comments.

City Council Comments

Council Member Bivans asked if anyone can attend the rate meetings. The City Manager stated that letters are being sent to the individual groups, and the presentation will be skewed toward the particular group for the meeting, but anyone from the public can come to any meeting. Council Member Minner asked if Council would see the presentation ahead of time. The City Manager stated that it is a pared down version of what Council was presented.

Council Member Minner stated that she heard positive comments about the automated call for cars being off the streets and trash delayed because of the snow. It was done professionally and was very informative.

Executive Session

There was no Executive Session.

There being no further business, a MOTION was made by Council Member Stubbs, seconded by Council Member Coleman, to adjourn the City Council Meeting. The MOTION passed unanimously, and the meeting adjourned at 7:47 p.m.

Respectfully Submitted,

Kelly Blanchies
Clerk of Council