

## FINANCE & PERSONNEL COMMITTEE

August 16, 2022

6:40pm

PRESENT: Chairperson Rusniak, Members Kohler and Sikora, and Alternate Hegy

ALSO PRESENT: City Administrator Steve Volkert, City Engineer John Griffin, Parks & Rec Director Randy Wojtasiak

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 were present, Alderperson Fulop was absent, excused and Alternate Hegy appeared in his place.

Public Comment Period – None.

Discussion and consideration of proposed modifications to 2023 fee schedules for the Parks and Recreation Department, Building Inspection Department, Engineering Department, and Public Works Department – City Administrator Steve Volkert explained that each year at budget time departments go through their fees, fines and forfeitures to see if anything needs to be increased or decreased.

The Committee reviewed each proposed change for the Building Inspection Department. Alderperson Hegy clarified that the additional new fees are for work that was previously completed without charge. Alderperson Sikora asked if any of the fees were applicable to outside entities completing the work. City Engineer John Griffin advised that all work related to these fees would be completed by City employees. Alderperson Kohler asked how often HVAC-Exhaust hoods are completed because the fee for this is almost tripling. Mr. Griffin explained that these inspections are mostly for commercial buildings and do not happen very often. Alderperson Sikora asked if there was an in-depth study completed to determine these changes. Mr. Griffin explained that an in-depth study was not completed, but staff experience was relied upon.

MOTION by Alderperson Kohler, seconded by Alderperson Sikora approving the proposed modifications to 2023 fee schedules for the Building Inspection Department.

MOTION CARRIED UNANIMOUSLY.

The Committee reviewed the proposed changes for the Engineering and Public Works Departments. City Engineer John Griffin briefly explained the need to increase fees for curb, gutter and sidewalk inspections due to increased time spent on these inspections. He explained that excess garbage stickers are increasing by five dollars. He also explained that printing fees will also be increasing.

MOTION by Alderperson Hegy, seconded by Alderperson Sikora approving the proposed modifications to 2023 fee schedules for the Engineering and Public Works Departments.

MOTION CARRIED UNANIMOUSLY.

The Committee reviewed the proposed changes for the Parks and Recreation Department. Director Randy Wojtasiak explained the \$50 increase for interment fees was reflective of prices in nearby communities.

MOTION by Alderperson Sikora, seconded by Alderperson Kohler approving the proposed modifications to 2023 fee schedules for the Parks and Recreation Department.

MOTION CARRIED UNANIMOUSLY.

Adjournment – MOTION by Alderperson Kohler, seconded by Alderperson Hegy for adjournment at 6:52 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Lori Hetzel, City Clerk

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Compiled by Samantha Walters, Deputy Clerk