

## **City Council Meeting – Regular Meeting October 18, 2016**

Mayor Jeremy Menning called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Arden Jones, Ryan Horn, Scott Nelson, Mark Brenneman, and Travis Kuehl. Mark Monahan was absent with prior notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, and City Engineer Mitch Mergen.

**Approve Agenda:** A motion was made by Kuehl, second by Horn, to approve the agenda – all voted yes, motion carried.

**Approve Minutes of October 4, 2016 Regular Meeting:** A motion was made by Horn, second by Nelson, to approve the October 4, 2016 regular meeting minutes - all voted yes, motion carried.

**Approve Bills Submitted for Payment:** A motion was made by Horn, second by Kuehl, to approve the bills submitted for payment. Questions were asked regarding the Turtle Creek Vandalism costs and Terry Hagen approached the council to answer. All voted yes, motion carried.

**Special Event Application – Blast From the Past 5K:** Sidel reported to the council the plan for the West Central After Prom Committee Blast From the Past 5K. A motion was made by Horn, second by Jones, to approve the Special Event Application for the Blast From the Past 5K on November 5, 2016 – all voted yes, motion carried.

**1<sup>st</sup> Reading of Ordinance #633 – Tobacco Free Parks and Recreation Areas:** A copy of the ordinance was given to the council and reviewed. Kaitlyn Umphlett of the Carroll Institute, along with West Central students Ashlynn Anderson and Kyra Lunde, approached the council to answer questions regarding the ordinance. Tony Randall, a resident, approached the council to discuss his opinion on the ordinance. A motion was made by Brenneman, second by Horn, to approve the 1<sup>st</sup> Reading of Ordinance #633 – Tobacco Free Parks and Recreation Area. Discussion was held. Donna Davis, a resident, approached the council with comments regarding the ordinance. Horn and Brenneman voted yes; Jones, Kuehl and Nelson voted no, motion failed for lack of quorum.

### **Visitors:**

**John Koch – Democratic Candidate for District 9 State Senate:** John Koch approached the council to introduce himself and gave a short description of himself and his platform.

### **Old Business:**

**Discuss Committee Liaison Appointments:** Mayor Menning gave a report to the council regarding his research into the possible need for council liaison appointments. Menning advised the council that no permanent appointment was needed at this time for any committees. Menning did suggest making only temporary appointments when needed for large decision type meetings. Feedback from the committees was that no permanent appointments were needed, however council members were encouraged to attend if able. The decision for temporary appointments would go both ways, that either council could appoint if they felt necessary or the committee could request appointments.

**Review City Truck Route and Street Weight Limits:** Sidel updated the council on the current City Truck Route and provided a map of the same. Discussion was held. No action was taken at this time.

**Correspondence:** Mayor Menning informed the council that he signed a Statement of Support for the Guard and Reserve at the SDML Conference he attended. A copy was provided to the council. Nelson proposed writing a thank you to the Kaitlyn Umphlett, Ashlynn Anderson and Kyra Lunde who approached the council regarding the tobacco free parks. It was the consensus of the council to write the thank you as proposed.

### **Reports:**

**City Engineer Report:** Mitch Mergen updated the council on the projects that are being worked on. Currently they are working on Mickelson Road improvements. Meetings with the DOT to discuss the road access will be held next week. The North Main Street and Waste Water Study are being targeted to work on this winter. They have also been working on the Sports Complex shed designs. They will be having a meeting tomorrow with the County regarding the GIS data base.

### **Public Works Superintendent Report:**

**Streets** – Wagner reported that the 5<sup>th</sup> and 6<sup>th</sup> street drainage project is being patched in the next week. Kuehl asked questions in regards to street lights.

**Water & Sewer** – Wagner reports that Pond B is being fixed and samples were taken and were at the max so another sample was taken after some treatment was complete.

**Park and Pool** – Wagner reports that AAA pool came and helped to winterize the pool. Water fountains have been shut down and the bathrooms will be closed soon as the weather gets colder.

**Finance Officer Report:** Finance Officer Sternke gave a report including the Cash Report and Sales Tax Revenue. She also provided a listing of Committee Funds. She reported that the Attendance Chart for the council was included in their packet and needed to be reviewed for their pay. The current calendar of events was provided.

**City Administrator Report:** Administrator Sidel gave an update on City business. She provided Paul Clarke, Code Enforcer’s Report for their review. She reported that the P&Z Board is done with the I Codes and will be putting together an Ordinance next to put before the council for review. The P&Z Board will also be canceling their November 8 meeting as that is election day and City Hall will be in use. Three P&Z Board members will be attending the Planners Association Conference. She reported that the 2015 audit is complete. She reported that a meeting will occur tomorrow with John Jarding regarding the language of the agreement on land between him and the city. She reported that Mayor Menning had requested that she look into new attorney appointments and she has asked for information from other surrounding cities and has come up with a list to start looking. Interviews will be conducted soon. A property owner along the bike trail had asked the city to provide trees to plant between his back yard and the trail. Discussion was held but no action was taken.

Mayor Menning made an announcement that he has asked to have a “State of the City” address during the December 6, 2016 council meeting and invite the public to attend. Mayor Menning also stated that he would like to try moving the Reports section of the agenda to the beginning in the future.

**Executive Session for Personnel:** A motion was made by Horn, second by Kuehl, to adjourn to Executive Session for Personnel (SDCL 1-25-2.1) at 8:34 p.m. – all voted yes, motion carried. A motion was made by Horn, second by Nelson, to exit Executive Session at 8:49 p.m. – all voted yes, motion carried.

**Adjourn:** A motion was made by Jones, second by Brenneman, to adjourn at 8:50 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Audra Sternke.

I, the undersigned, Audra Sternke, Finance Officer in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at the Municipal Finance Office.

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Audra Sternke, Finance Officer