

City Council Meeting – Regular Meeting November 3, 2015

Council President Doyle Johnson called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Ryan Bortnem, Bill Haugen and Scott Nelson. Mayor Bill Campbell and Brad Bjergaard were absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson and City Engineer Mitch Mergen.

Approve Agenda: A motion was made by Nelson, second by Haugen to approve the agenda as set - all voted yes, motion carried.

Approve Minutes of Oct 20, 2015 Regular Meeting: A motion was made by Bortnem, second by Monahan to approve the Oct 20, 2015 regular meeting minutes – Haugen abstained with all others voting yes, motion carried.

Approve Minutes of Oct 28, 2015 Special Meeting: A motion was made by Haugen, second by Nelson to approve the Oct 28, 2015 special meeting minutes – all voted yes, motion carried.

Visitors:

Michelle Matthies, Linda Nichols and Joy Hohn, who are Hartford area residents, were present to address the council regarding their opposition to the proposed Dakota Access Pipeline. Informational packets regarding their position were provided to the council.

On behalf of the Jamboree Committee, Jeremy Menning and Leah Johnson were present to address the council. The committee has started planning for the 2016 event and wanted the council's input on the possibility of moving all activities for the event, except for the tractor pull, to the city park. There was no opposition from the council. The committee will keep the council updated as planning of the 2016 event progresses.

Deputy Report: Deputy Terrones was present to give his report. He noted areas in town where speeding is occurring. With the end of the month, there have been violations of expired vehicle tags. There have been several cases of vandalism to the park bathrooms and incidences of theft have occurred from construction sites.

Fire Department Report: Bryon Shumaker was present to report on the Fire Dept. The Fire Dept made 16 calls in Oct with 5 being in city limits. The dept business meeting will be Nov 11th, EMS training on Nov 18th and fire training on Nov 23rd. Three new members joined the department for a total of 40 members at this time. In an effort to promote safety, the dept handed out glow necklaces to the kids for Halloween. After the first of the year the dept will be establishing an ISO Committee to look at trying to improve the city's rating, which in turn will affect resident's homeowner insurance rates.

Ordinances, Resolutions & Hearings:

Special Event Application – West Central After Prom: The West Central After Prom would like to conduct a 5k race and 1 mile fun run on Nov 21, 2015 from 8am to 11am. The route would be the same as last year, starting at the WC track then around the bike trail and back. A motion was made by Monahan, second by Bortnem to approve the special event application for West Central After Prom to hold a 5k race and 1 mile fun run on Nov 21, 2015 from 8am to 11am – all voted yes, motion carried.

Special Event Application – Hometown Christmas Committee: Teri Michaels addressed the council on behalf of the Hartford Hometown Christmas Committee to request a special events permit for the Hartford Hometown Christmas event to be held Dec 6th. Activities to take place will be similar to last year's event. The parade route remains the same as years past. The committee is requesting the closure of Main Ave from 2nd St to Menth St starting at 11am and from Hwy 38 to 2nd St starting at 4pm with all to reopen after the parade has finished. A motion was made by Monahan, second by Nelson to approve the Hartford Hometown Christmas special event permit and authorize the road closures and to waive the \$25 permit fee – all voted yes, motion carried.

2nd Reading of Ordinance #624: A motion was made by Monahan, second by Bortnem to approve 2nd reading of Ordinance #624 to rezone N 200' of Ruud Tract 1, Located in the NE Corner of Section 28, Township 102N, Range 51W of the 5th PM, Minnehaha County, South Dakota from county zoning classification of Commercial to municipal zoning classification of Community Commercial (CC) – all voted yes, motion carried.

2nd Reading of Ordinance #625: A motion was made by Monahan, second by Bortnem to approve 2nd reading of Ordinance #625 to rezone the E330' NW1/4, NW1/4 and that part of the E1/2 NW1/4 and the W1/2 NE1/4 which lies south of Lot H1 N1/2 NE1/4 and Lot H1 NE1/4 NW1/4 including the abandoned railroad right-of-way contained therein and north of Lot H1 S1/2 NE1/4 and Lot H2 SW1/4 NE1/4 all in Section 26-T102N-R51W of the 5th P.M., Minnehaha County, South Dakota from county zoning classification of Agricultural to municipal zoning classification of Residential (R), Community Commercial (CC), and Natural Resource Conservation (NRC) as shown on Exhibit A – all voted yes, motion carried.

Old Business:

Review Job Description for Full-Time Public Works Assistant: City Administrator Sidel provided the council two different wording options for the minimum qualification for education for the full-time PWA job description. It was noted that it is the position of City Attorney Nelson that it is in the best interest of the city that all open positions are advertised for. Discussion was held regarding the work hours and work load of the current Year-Round Regular Part-Time PWA. At this time, no changes will be made to the job description.

New Business:

Purchase Offer for City Lots – Lot 6-8, Block 4, Hartford City Proper: Hartford Farmers Elevator has submitted an offer to purchase city owned lots 6, 7 & 8, Block 4, Hartford City Proper. The first option is a purchase price of \$35,181 and the city to incur the costs to replace the sidewalk that runs on the north of the property. The second option is a purchase price of \$31,681 and the purchaser would be responsible for the replacement of the sidewalk. A motion was made by Haugen, second by Monahan to transfer Lot 6, 7 & 8, Block 4, Hartford City Proper to the HADC and to recommend that the HADC accept the purchase offer from Hartford Farmers Elevator of \$35,181 with the city staff responsible for replacement of the sidewalk on the north side of the property – all voted yes, motion carried.

Discussion of City Lots along South Street: Discussion was held regarding the city owned lots located along South St. Currently, these lots are in the floodplain. To make these lots more attractive to potential buyers, one option would be to haul in dirt to build the lots up to get them out of the floodplain. A cost effective way of doing this would be as the city does street projects to place any unneeded dirt on these lots and build them up over time. Another option discussed would be for the city to retain the lots for future city use. At this time, no action will be taken on these lots.

Correspondence: None

Reports:

City Engineer Report: Mitch Mergen with Stockwell Engineers updated the council on projects they are working on. Preliminary design drawings for the pool project will be presented to the Pool Committee this week. The water main project is complete and a final inspection will be scheduled in the coming week. Stockwells continues to work with the DOT to secure new design agreements for the Mike Franken trail. Stockwells continues to address drainage issues with the developers of the South Main Addition.

Public Works Superintendent Report:

Streets –Work on the gravel roads continues. Striping of Main Ave is complete. Staff will be installing brackets for the Christmas decorations on the new light poles on Hwy 38. Street sweeping will be done yet this fall.

Water – Metro Construction has finished the water main project and water samples have passed. Staff has taken wastewater samples and will have results next week to see if they can discharge.

Park and Pool – Due to ongoing vandalism in the park, the bathrooms have been closed up for the season. The skateboard park will be closed in the next few weeks. Staff will continue with fall cleanup in the park as long as weather permits.

Public Buildings – Nothing new at this time.

Wagner informed the council that he received one application for the part-time snow removal position from Eric Top. After interviewing him, Wagner feels he is a good candidate for the position and recommends hiring him. A motion was made by Nelson, second by Bortnem to approve the hiring of Eric Top for the part-time snow remove position at a wage of \$12 per hour – all voted yes, motion carried.

Finance Officer Report: Wilber provided a highlight of revenues that were received during Oct along with the general fund revenues and expenses to date thru Sept. Council payroll was done Nov 2nd. The calendar of events was provided to the council.

City Administrator Report: Sidel gave the council an update on the activities she has been working on in regards to the EDD position and also provided a list of upcoming meeting dates. The city has started advertising for the hiring of the EDD position. The owner of the Fifth Street Apts has completed the fencing portion of his project.

A motion was made by Haugen, second by Bortnem to enter into executive session per SDCL 1-25-2.3 to consult with legal counsel at 8:38 p.m. – all voted yes, motion carried.

A motion was made by Nelson, second by Haugen to exit executive session at 9:05 p.m. – all voted yes, motion carried.

Adjournment: A motion was made by Haugen, second by Nelson to adjourn at 9:06 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Karen Wilber.

I, the undersigned, Karen Wilber, 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.

Karen Wilber, Finance Officer