

## **City Council Meeting – Regular Meeting December 6, 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: Mark Monahan, Arden Jones, Ryan Horn, Scott Nelson, and Travis Kuehl. Mark Brenneman was absent with prior notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert, City Attorney Larry Nelson, City Engineer Mitch Mergen.

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

**Approve Minutes of November 15, 2016 Regular Meeting:** A motion was made by Nelson, second by Monahan, to approve the November 15, 2016 regular meeting minutes - all voted yes, motion carried.

### **Ordinances, Resolutions & Hearings:**

**Resolution 2016-3: Establishing Joint Jurisdictional Boundary Line between City of Sioux Falls and City of Hartford:** Sidel reported to the council regarding the request from Sioux Falls to change a joint jurisdictional boundary line between our two cities. A motion was made by Monahan, second by Horn, to approve Resolution 2016-3: Establishing Joint Jurisdictional Boundary Line between City of Sioux Falls and City of Hartford as written – all voted yes, motion carried.

**Resolution 2016-4: Resolution to Transfer Contingency Funds:** A motion was made by Monahan, second by Kuehl, to approve Resolution 2016-4: Resolution to Transfer Contingency Funds as presented – all voted yes, motion carried.

**1<sup>st</sup> Reading of Ordinance 638: 2016 Supplemental Appropriation Ordinance:** A motion was made by Horn, second by Monahan, to approve the 1<sup>st</sup> Reading of Ordinance 638: 2016 Supplemental Appropriation Ordinance – all voted yes, motion carried.

### **Reports:**

**Sheriff's Report:** Deputy Terrones reported that he was continuing to monitor speed enforcement in the school zones. There have been some complaints about reckless driving in the ditches that is being addressed. The bridge over I-90 has now been reopened and repainted and is complete. He reported that Hometown Christmas was a good turn out and no incidents occurred. Deputy Terrones also reported that he received a lateral promotion and will no longer be the deputy for the City of Hartford starting in January. The council thanked him for his service in our city and wish him the best in his new position.

**Fire Department Report:** Fire Chief Bryon Schumaker reported that in October there were 13 calls in Hartford and in November there were 8 calls in Hartford. Trainings on trauma and ice rescue will be worked on in December. There have been 2 house fires in the last 30 days and he reminded citizens to make sure that the fire hydrants be kept clean and clear of snow.

**Chamber and Economic Development Director Report:** Fonkert reported that there was a good turnout for annual Chamber meeting. The Chamber has added 5 new board members and 2 new Chamber members. He reported that the HADC developers meeting and house study also had a good turnout. A community guide is being put together with the Chamber. Last week Jones Eye Clinic had a successful ribbon cutting ceremony and on Friday there would be a ribbon cutting ceremony for the Knotty Gnome. He reported that he would be attending the Governors meeting later this week and also reminded the council of the Chamber mixer on Friday at the South Bar.

**City Engineer Report:** Mitch Mergen updated the council on the projects that are being worked on. Currently the Mike Franken Trail will begin on the bidding process and they have everything needed to move forward in this project. The Mickelson Road project had some meetings earlier this week with surrounding property owners. The Bike Trail signage should be complete at this time. They are currently looking at a plats for the Oaks Addition, South Main Addition, and Cresswood Addition. The plans for the Sports Complex Shed have been sent off for review. Councilman Nelson thanked Stockwell for the Holiday Party.

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

**Streets** – Wagner reported that all the equipment is ready for winter and they will be hauling salt and sand to stock pile for the upcoming storms this winter. Christmas lights have all been put up for the season. The pressure

washer at the shop finally gave out and he will be looking to replace it very soon. Wagner also reported that he had been nominated for the Street Association board again and will be serving in the next term.

**Water & Sewer** – Wagner reported that the ponds are in the process of being discharged.

**Park and Pool** – Wagner reported that the parks are now closed and the ice rink will be filled and ready by Christmas break. He reported that he is working with the Sports Complex Committee and they have asked for dirt to be put in the location of where the new shed will be located for next spring. A motion was made by Nelson, second by Monahan, to allow the city to start putting fill dirt for the Sports Complex shed – all voted yes, motion carried.

**Finance Officer Report:** Finance Officer Sternke gave a report including the Revenue Report. She reported that she was currently working on training for year end processes in the City's system. The current calendar of events was provided.

**City Administrator Report:** Administrator Sidel gave an update on City business. She reported on the P&Z working on the building code updates. She reported that the P&Z would also have some joint jurisdiction discussions and will have some recommendations coming to the Council soon. She discussed a plat in the Cresswood addition that was having discussions on deeding the drainage way to the City. Council held discussion and questions on this issue. She reported that a study on the floodways were completed in the City and that FEMA in turn voided the previous waived properties from the flood plains. She reported that the City is aware of the situation and is working hard with FEMA to correct and reinstate the properties out of the flood plain. Sidel also reported that currently the Sheriff's department has halted sending detailed reports on calls in Hartford due to the new Marcy's Law.

**Old Business:**

**Mayor Appointment of City Attorney:** Mayor Menning appointed Larry Nelson of Frieberg, Nelson and Ask, to be the City Attorney. A motion was made by Nelson, second by Kuehl, to approve Larry Nelson as City Attorney until May 2017 – all voted yes, motion carried.

**New Business:**

**Community Guide:** Vince Reilly approached the council to discuss a Community Guide project that the Chamber is going to be working on. He did ask if the Council could partner with the Chamber financially for this project and also asked that the Chamber utilize Jesse Fonkert as the point person on the project. A motion was made by Monahan, second by Nelson, to approve up to \$6,000.00 towards the Chamber's proposed Community Guide and make Jesse Fonkert the point person for the project – all voted yes, motion carried.

**Billboard Lease – East Face of Billboard #4:** Sidel reported that the East Face Billboard #4 became available and the Pizza Ranch would like to lease the billboard from the city. A motion was made by Nelson, second by Monahan, to approve the East Face side of Billboard #4 to Pizza Ranch with the addition of language that would provide that the tenant is responsible for sign removal at the end of the lease and in the event that the tenant does not remove the sign the city can then bill them for the removal – all voted yes, motion carried.

**Mickelson Road Project Update:** Sidel updated the Council on the meeting that occurred with the property owners to the south and that the owner was agreeable to the land purchase and the easements proposed. The property owner asked that the property that is already in city limits be de-annexed so that the assessment can be delayed on it. He stated that he will be getting a selling price together and will have that to the Council by the next meeting. It was the consensus of the council to have the City Engineer put a "plan B" together. City Attorney Nelson also advised the counsel on eminent domain property laws.

**Discussion of City Land:** Councilman Monahan gave an update on the meeting that was held to discuss the current city land holdings. It was the consensus that the land near the Fire Station that the City owns is not for sale at this time and no offers will be accepted. It was the consensus that the 5 acres of land near Central States that the City owns would be available for sale with a starting bid of \$2.50 a square foot and that a right of way would need to be discussed with any potential buyers. A motion was made by Monahan, second by Horn, that if any potential buyer approaches the City Administrator regarding the land by the Fire Station that she can inform them it's not for sale and if any potential buyer approaches the City Administrator regarding the 5 acres by Central States, the bid must start at \$2.50 a square foot before bringing the proposal to the Council – all voted yes, motion carried. A motion was made by Kuhel, second by Nelson, to direct the City Administrator to publish proposals to rent the 5 acres near Central States to rent for farm cropping purposes – all voted yes, motion carried.

**State of the City Address:** Mayor Menning gave a presentation to those present in regards to the state of the City.

**Correspondence:** Mayor Menning discussed an email that was sent to the Council regarding the condition of Vandemark. Discussion was held. Mayor Menning suggested a thank you be written to Stockwell Engineers for donating the money for the City to hold a Christmas Party. It was the consensus of the council to write this thank you.

**Executive Session – SDCL 1-25-2 (1) Personnel:** A motion was made by Monahan, second by Kuehl, to adjourn to Executive Session – SDCL 1-25-2 (1) Personnel at 9:38 p.m. – all voted yes, motion carried. A motion was made by Monahan, second by Horn to exit executive session at 9:49 p.m – all voted yes, motion carried. A motion was made by Horn, second by Kuehl to adjourn. A substitute motion was made by Monahan, second by Jones to give Finance Officer Audra Sternke a \$.50 per hour merit raise retroactive to November 9, 2016 and reevaluate her pay at the end of the year with the entire staff – all voted yes, motion carried.

**Adjourn:** A motion was made by Monahan, second by Horn to adjourn at 9:51pm – 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