

City Council Meeting – Regular Meeting July 5, 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, Ryan Horn, Scott Nelson, Mark Brenneman, Arden Jones and Travis Kuehl. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson, and City Engineer Mitch Mergen.

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

Approve Minutes of June 21, 2016 Regular Meeting: A motion was made by Horn, second by Kuehl to approve the June 21, 2016 regular meeting minutes. A substitution motion was made by Monahan, second by Horn, to add the following verbage to the June 21, 2016 minutes in the City Engineer Report: “A motion was made by Monahan, second by Horn to let Stockwell **make a preliminary design for** Mickelson Street extension not to exceed \$30,000.00 – all voted yes, motion carried.” (bold and underlined change) A vote was taken on original motion with the amendment- all voted yes with Brenneman abstaining, motion carried.

Sheriff's Report: Deputy Terrones reported on speed enforcement going on at Vandemark and Mickelson. He reported there were no issues during Jamboree Days. Only 4 firework calls were made during the 4th. There was a recent larceny case that occurred on the south side of town where someone went through unlocked cars. Deputy Terrones reminded citizens that it is important to lock their cars when they are unattended.

Old Business:

Discussion of Board of Adjustments/Variances: City Administrator Sidel gave a report on concerns discussed. She reported that she spoke with SECOG and they are currently putting together a training presentation for P&Z Boards. They would be able to present it to our P&Z Board by end of month. Dean Munce and Rick Freemark, P&Z Board Members, addressed the council on the issue.

New Business:

Discussion of Job Duties for the Chamber and Economic Development Director: City Administrator Sidel reported on the specific duties of the new Chamber/EDD position. She reported that a small group that consisted of 2 HADC members, 2 Chamber members, the Mayor and the Council President met to go over the job duties of the new Chamber/EDD. The list was presented to the City Council for review. Included in this list was also a chain of command for complaints. Discussion was held also about his involvement in Jamboree Days and Hometown Christmas. It was agreed that the committees will handle these duties. It was established that communication was key. A motion was made by Nelson, second by Horn, to have Mayor Menning and Council President Monahan paid for their time for a special meeting rate for the meeting that occurred regarding the Chamber/EDD duties. A substitute motion was made by Monahan, second by Jones, to include Nelson in the pay of that special meeting as well for his help on the press release – all voted yes, motion carried.

Removal of Outstanding Checks from City Books under \$50.00: A motion was made by Nelson, second by Kuehl to write off the books one unclaimed check for under \$50.00 from the city books – all voted yes, motion carried.

Transit Budget: City Administrator Sidel reported on the proposed budget from ICAP for our area transit. The budget needs to be approved before July 15 so that grants can be applied for. A motion was made by Monahan, second by Kuehl, to approve the ICAP budget as presented – all voted yes, motion carried.

Golf Cart Ordinance: City Administrator Sidel presented to the council a problem that is occurring in regards to insurance coverage on golf carts in city limits. Sidel proposed that the ordinance be changed to reflect that insurance coverage on any golf cart driven on city streets should be through auto insurance and not on home owners insurance. Tony Randall, Dean Munce and Terry Hagen all approached the Council in favor of the change. A motion was made by Monahan, second by Brenneman, to have City Administrator Sidel draft an ordinance requiring all golf carts driven on city streets be insured by auto insurance with the minimum State liability coverage and a \$200.00 fine imposed for not following the ordinance. A motion was made by Monahan, second by Brenneman to call the vote – all voted yes, motion carried. The motion on drafting the ordinance was called to vote – all voted yes, motion carried.

Correspondence: Monahan proposed to write a thank you from this council meeting to the women who orchestrate the voting at City Hall for elections. City Council agreed.

Reports:

City Engineer Report: Mitch Mergen updated the council on the projects that are being worked on including the Mike Franken Trail, the waste water study and water main extension. A motion was made by Kuehl, second by Jones to pay the application #4 and final payment of \$817.50 to Metro Construction for the water main extension project – all voted yes, motion carried.

Public Works Superintendent Report:

Streets – Wagner reported that the mag watering has taken place. The crack sealing for next year's roads have been completed. Golden West is about half done with their fiber optic project throughout town. Wagner asked that he be given permission to buy a vac trailer. He has the budget for it but would like to keep it under \$50,000.00 so as not to have to get a bid on one. A motion was made by Monahan, second by Horn to allow Wagner to purchase a vac trailer not to exceed \$50,000.00 – all voted yes, motion carried. Wagner also reported that the contractors for the street signs are through the State and where they are placed is based on DOT regulation.

Water – Wagner reports that Pond A in the lagoons is improving with the chemicals that were put in place to help with the smell. The water main loop on Colton Road has been completed. The hydrant on 1st street has been repaired. Next week they are planning on flushing the hydrants throughout town.

Park and Pool – Wagner reports that the Turtle Creek Park storm sewer extension project will begin next week. After that issue has been taken care of, the drainage project on 6th street will begin.

Finance Officer Report: Finance Officer Sternke gave a report including a summary of revenue through May 31, 2016. Finance Officer Sternke also reported that the Park Rec Program has concluded and we had a record number of kids, 120, participated. The current calendar of events was provided.

City Administrator Report: Administrator Sidel gave an update on City business. She reported that the city received a mosquito grant from the state of \$3,365.00 to help with the cost of mosquito control. She reported that when the Colton Road water loop is completed, and that they will be connecting a resident to city water who was previously with rural water. A reminder was given that the next council meeting will be held on Monday, July 18, 2016 as previously voted on.

Executive Session (SDCL 1-25-2): A motion was made by Monahan, second by Horn to adjourn to executive session at 8:55 p.m pursuant to SDCL 1-25-2.3 for legal council– all voted yes, motion carried. A motion was made by Monahan, second by Kuehl to exit Executive Session at 9:04 p.m. – all voted yes, motion carried.

Adjourn: A motion was mad by Monahan, second by Nelson to adjourn at 9:05 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.

Audra Sternke, Finance Officer