

City Council Meeting – Regular Meeting August 16, 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, Travis Kuehl and Arden Jones. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, and City Engineers Mitch Mergen and Jon Brown.

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

Approve Minutes of August 2, 2016 Regular Meeting: A motion was made by Nelson, second by Brenneman, to approve the August 2, 2016 regular meeting minutes - all voted yes, motion carried.

Approve Bills Submitted for Payment: A motion was made by Horn, second by Brenneman, to approve the bills submitted for payment – all voted yes, motion carried.

2nd Reading of Ordinance 631: The Council reviewed the updated zoning map. A motion was made by Monahan, second by Horn, to approve the 2nd reading of Ordinance 631 – all voted yes, motion carried.

2nd Reading of Ordinance 627: The Council reviewed the 2016 zoning regulations. A motion was made by Horn, second by Brenneman, to approve the 2nd reading of Ordinance 627 – Monahan voted no, with all other voting yes, motion carried.

Amend Employee Policy 3.8 – Residency Requirement: The Council reviewed the Amendment to Employee Policy 3.8 – Residency Requirement. A motion was made by Monahan, second by Nelson, to approve policy draft #3 recruitment hiring promotion, with amendment that the policy can be waived by majority vote of City Council – all voted yes, motion carried.

Old Business:

Review and Discussion of MidAmerican Energy Billing: A motion was made by Monahan, second by Brenneman, to pay the MidAmerican Energy bill in full – all voted yes, motion carried.

Review Request from Sports Complex Committee to release funds for proposed Maintenance Shed: Dean Munce approached the council and discussed the new proposed maintenance shed after meeting with 2 council members appointed by Mayor Menning. He stated he was looking for approval of the location of the shed and the uses for it. Terry Hagen approached the council and expressed concerns regarding the use of the building. Discussion was held regarding placement, uses and plans. A motion was made by Nelson, second by Horn, to release the \$20,000.00 towards the expansion of the sports complex with the building of the maintenance shed, location to be on the south and east side of the complex – Nelson voted yes, will all other voting no, motion failed. Mayor Menning appointed Stockwell to get some estimates for elevation, water, sewer, electric. Stockwell offered to do these estimates a not cost to the city for this project.

New Business:

Review and Discuss Invoice submitted by TLM Developers, LLC: TLM was unable to make the meeting and had given prior notice, asking that the agenda item be moved to the next council meeting. A motion was made by Horn, second by Brenneman, to postpone this agenda item to the next regular council meeting – Kuehl voted no, with all others voting yes, motion carried.

Jarding Development: John Jarding approached the council regarding his proposal of a new development off of Mickelson Road. A motion was made by Monahan, second by Brenneman, to have the city attorney draft an agreement with Mr. Jarding reflecting that the Developer will plot 66' of right of way on east side of property in exchange the city will not assess the property for Mickelson Road project – all voted yes, motion carried.

Correspondence: Kuehl proposed writing a congratulations to Paul Clarke for his election to the South Dakota Building Officer's Association Board of Directors. City Council agreed. Mayor Menning also read a letter onto the record that was received from Sioux Valley Energy. It stated that the Member Advisory Council has a meeting coming up that the council was invited to attend on August 25, 2016 at 7 p.m.

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 and addressing questions from residents before starting preliminary designs. The North Main Street extension survey has been completed. The force account is currently work on the South Main Addition reviews and CIP reviews. Jon Brown then gave a presentation to the council in regards to who Stockwell is, and what they do for our city.

Public Works Superintendent Report:

Streets – Wagner reported the Bowes Construction is working on the portion of the Crooks road by Hwy 38. Staff is continuing to work on patching the streets. Micro surfacing has been completed and things went well with the project. Staff worked on Mickelson Road last week and they will continue to maintain it.

Water & Sewer – Wagner reports that the new water main has passed the water samples. Staff should be completing testing water hydrants the first part of next week. They will start to check valves in the coming weeks. Part time staff are completing their time with the city, ending this week.

Park and Pool – Wagner reports that Turtle Creek is about ready to be seeded. The 6th street drainage project will start next week. The pool will be closing next week and they will start to winterize it by the end of the month.

Wagner requested that he and Jesse O’Kane be allowed to attend the South Dakota Waste Water Conference on Sept. 14. A motion was made by Nelson, second by Kuehl, to allow Craig Wagner and Jesse O’Kane to go to the conference – all voted yes, motion carried. Discussion was held in regards to continuing education of City Staff and the council directed that O’Kane and Hanisch work on getting their class 2 certification. Questions were also asked in regards to getting car counts on roads in Hartford and Wagner suggested borrowing machines from Sioux Falls to accomplish this request.

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 Special Budget Meeting is scheduled for August 30, 2016 at 6 p.m. at City Hall. The current calendar of events was provided.

City Administrator Report: Administrator Sidel gave an update on City business. She reported that the P&Z Board had a training session with SECOG and a copy of the training was provided to the Council for their review as well. The P&Z Board will now begin working on Icodes to get them updated. The Pool Committee received the \$5,745 grant from MidAmerican Energy for a wading pool water feature and are working on narrowing down which feature(s) they would like to purchase and will work with the engineers on moving forward with the project. The City received a \$1,500.00 grant from the Hartford Area Community Foundation to help supplement our transit system. The foundation was also giving grants to the Pool Committee for umbrellas and the Bike/Rec Committee for trail signage. A donation was also received from AARP for \$200.00 for our transit.

Executive Session for Personnel: A motion was made by Horn, second by Monahan, to adjourn to Executive Session for Personnel (SDCL 1-25-2.1) at 9:25 p.m. – all voted yes, motion carried. A motion was made by Jones, second by Horn, to exit Executive Session at 9:43 p.m. – all voted yes, motion carried.

Adjourn: A motion was made by Monahan, second by Horn, to adjourn at 9:44 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