

City Council Meeting – Regular Meeting September 1, 2015

Mayor Bill Campbell 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, Brad Bjergaard, Doyle Johnson, Bill Haugen and Scott Nelson. 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 Johnson, second by Bortnem to approve the agenda as set - all voted yes, motion carried.

Approve Minutes of Aug 18, 2015 Regular Meeting: A motion was made by Haugen, second by Nelson to approve the Aug 18, 2015 regular meeting minutes – all voted yes, motion carried.

Approve Minutes of Aug 26, 2015 Special Budget Meeting: A motion was made by Bortnem, second by Bjergaard to approve the Aug 26, 2015 special budget meeting minutes – all voted yes, motion carried.

Visitors: None

Deputy Report: Deputy Terrones was present to give his report. He noted slower speeds have been occurring on Railroad St and S Vandemark Avenue. He asked the council of any problem areas they were aware of. Mickelson Road was mentioned. There have been incidences of electric scooters being driven on city streets. Deputy Terrones informed the council that electric scooters are considered a motorized vehicle and must be operated by a licensed driver and follow all the laws of the road that other vehicles follow. Residents that have question regarding this may visit with Terrones. With school starting, special attention has been given to school zones.

Fire Department Report: Linda Hartman was present to report on the Fire Dept. The Fire Dept made 27 calls in Aug with 10 being in city limits. The dept business meeting will be Sept 9th, EMS training on Sept 21st and fire training on Sept 29th. On Aug 17th the dept, along with several other agencies, participated in an active shooter drill. The department hosted their first street dance on Aug 29th. Attendance was good and the event ran smooth. Hartman extended an invitation to the council to attend any fire department meeting or training sessions.

End of Year Pool Report: Amy Sebert was present to report on the 2015 pool season. There were five returning life guards and two new lifeguards this season. Attendance at the pool was good this year with 193 family season passes sold, 91 individual season passes sold and 20 pool parties held. Barb Thaler conducted several drills throughout the summer. Two sessions of swimming lessons were held throughout the summer. Discussion was held regarding the low attendance numbers on the evening of July 4th. Pool hours and days open will be discussed more in-depth at the next city council meeting.

Ordinances, Resolutions & Hearings:

7:05 Special Event Hearing: Wedding Dance at 709 N Main Ave: Scott Yount was present to request a Special Event Permit for a time extension on the 11pm noise ordinance. He is holding a wedding reception/dance in the shop located on his property at 709 N Main Ave. The dance, which would include a DJ, would be from 8pm on Sept 12th to 1am on Sept 13th. A motion was made by Monahan, second by Nelson to grant a special event permit to Scott Yount to extend the 11pm noise ordinance to 1am on Sept 13, 2015 – all voted yes, motion carried.

1st Reading of Ordinance #623 – 2016 Appropriations: A motion was made by Monahan, second by Bjergaard to approve 1st Reading of Ordinance #623 – 2016 Appropriations – all voted yes, motion carried.

Resolution #2015-5 Rename of Private Drive in Cresswood Addition: The developer recently platted Lots 9-12, Block 1 of Cresswood Addition. There is a private drive that runs between these four lots named “Cresswood Drive”. The city’s subdivision regulations state that all private drives be labeled as “Place”. Staff has discussed this with the developer and they have agreed to change the name of this private drive to “Freedom Place”. Resolution #2015-5 will rename this private drive. A motion was made by Monahan, second by Bortnem to approve Resolution #2015-5 to rename the private drive within Lots 9-12, Block 1, Cresswood Addition to Freedom Place – all voted yes, motion carried.

Old Business:

Review Mundt Building Timeline and Progress: City Administrator Sidel provided the council an update on the restoration of the Mundt Building being done by Dave Obenaur. When Mr. Obenaur

purchased the building in 2009, he provided the council a four year timeline to complete the project. Due to some unforeseen circumstances, the project has been delayed. In Aug 2014 he appeared before the council again to update them on the progress. At that time he provided a timeline that indicated that the exterior items would be completed by Aug 2015. At this time, there are still exterior items that are not complete.

A motion was made by Johnson, second by Bjergaard to enter into executive session per SDCL 1-25-2.3 to consult with legal counsel at 7:22 p.m. Councilmember Haugen informed the council that he would not be part of executive session because he previously represented Mr. Obenaur in regards to this matter. Haugen abstained with all others voting yes, motion carried.

A motion was made by Johnson, second by Bortnem to exit executive session at 7:36 p.m. – all voted yes, motion carried.

New Business:

Billboard Renewal Lease – Super 8 Motel: Super 8 Motel currently rents the west face of billboard #1. Their current lease expires Sept 30, 2015. They wish to renew the lease for another 3 year term. The new lease for the 3 year term of Oct 1, 2015 to Sept 30, 2018 was provided to the council for their review. A motion was made by Johnson, second by Haugen to approve the lease agreement with Super 8 Motel – all voted yes, motion carried.

Correspondence: None

Reports:

Chamber/HADC Director's Report: Gary Sandholm was present to report on the activities of the Chamber and HADC. Copies of the ICAP housing rehab program details has been provided to city staff to be inserted into the next city newsletter in hopes of bring more attention to this program. Plans are underway for this year's Hometown Christmas event. The Chamber/HADC had a booth at the Turner Co. Fair again this year. The groups feel this is an excellent way to promote Hartford. The Chamber is planning a golf tournament on Sept 10th at Central Valley Golf Course. A Chamber Mixer is being planned for Sept 24th in the city park in conjunction with the dedication of the amphitheater. The Chamber is currently running a text blast campaign and a coupon promotion. Documents for the sale of the lots on Vandemark Ave have been drawn up and are ready for signatures. Sandholm informed the council about a recent business recruitment opportunity known as Project Rocky. This business is a regional heavy manufacturer and is requiring a site of 40 to 80 acres. It is estimated that this business will bring 200 new jobs to the area. Due to the amount of noise, traffic and dust this business would create, is not suitable for any sites within city limits near residential areas. Since it involves placement outside of city limits, Sandholm is requesting permission from the council to proceed with contacting the prospect and gathering information. A motion was made by Nelson, second by Monahan to allow Gary Sandholm to pursue project Rocky. Further discussion was held regarding known project details, time estimate of work involved and possible information to be provided to the prospect. Vote was taken with all voting yes, motion carried. Mayor Campbell addressed Sandholm regarding the meetings he attends and receives compensation for. Currently, any meetings attended by Sandholm during non-business hours are compensated at a rate of \$25 per meeting. Campbell feels that committee meetings, such as pool, sports complex and bike trail, are not promoting the city and do not fall within the scope of his job description. Campbell stated that Sandholm can attend the committee meetings if he so chooses but will not be compensated at a rate of \$25 per meeting. Rather, he can comp any time spent at non-business hour committee meetings by taking that amount of time off during a business day.

City Engineer Report: Mitch Mergen with Stockwell Engineers updated the council on projects they are working on. Stockwells has been conduction site inspections as necessary at the 5th Street Apts. With the plans for the new wading pool project being decided, design work will now start. Once the budget is approved, the finalized draft of the updated CIP will be distributed. The contractor on the water main extension projects plans to start work in late Sept. The South Main Addition storm sewer project is now complete. Stockwells submitted the final pay app for \$65,250.27 to Zacharias Construction, Inc. A motion was made by Johnson, second by Nelson to approve payment of the final pay app in the amount of \$65,250.27 to Zacharias Construction, Inc. – all voted yes, motion carried. A meeting is scheduled for Sept 21st in regards to the Mike Franken trail. City staff and engineers will meet with representatives from the West Central School, State of SD, Federal Highway Authority and the Bike/Rec Committee to discuss the trail and how to move forward with the project.

Public Works Superintendent Report:

Streets – Staff will be finishing up painting of the crosswalks in the coming week and then started on striping of the streets. Work on the gravel roads continues. Wind collars have been installed on the crossing signs. Staff sprayed for mosquitoes this past week. Spraying will continue as needed.

Water – Work continues on water valves, flushing and servicing hydrants, flushing manholes and cleaning storm sewer inlets.

Park and Pool – The pool closed on Aug 26th. Staff will be draining the pool and winterizing the buildings. Pool equipment will be serviced so it is ready to go next year. All parks have been fertilized. Sealing work on all the bike paths is complete.

Public Buildings – Concrete was installed by the west shop door this past week.

The city has a 1970's model rubber wheel packer that is no longer used. Wagner is requesting to surplus this item. A motion was made by Bjergaard, second by Bortnem to surplus the rubber wheel packer, all voted yes, motion carried.

Finance Officer Report: Wilber provided a highlight of revenues that were received during Aug along with the general fund revenues and expenses to date thru July. Wilber extended a big thank you to Carol Schutte, Myra Bornitz and Marily Siemonsma for all their hard work the day of the election. The council was reminded of the Sept 11th deadline to register for the SDML Annual Conference to be held in Watertown Oct 6th – 9th. The calendar of events was provided to the council.

Canvas of Ballots and Election Results: The referendum election was held on Aug 25th. The unofficial election results reflected a 37.8% voter turnout. The city council opened the poll book and verified the election results. Total No votes equaled 440 and total Yes votes equaled 258. The mayor and all council members signed the Official Canvass Sheet making the results official.

City Administrator Report: Now that the annexation of the property at 801 S Western Ave is complete, the city can move forward with rezoning the property to the city zoning classification of community commercial. The owner has submitted the necessary forms and this will go before the Planning & Zoning board on Sept 29th. This next week Sidel will be putting together information on the audio/video equipment she plans to purchase for the city to record its meetings. Haugen requested that the council talk about what the city will do with the recordings before Sidel purchases the equipment. Mayor Campbell indicated that procedures or policies need to be created that will state how and who will manage these recordings. Sidel will put this on the agenda for the next meeting. Sidel gave an update on the site work being done at the 5th Street Apts. Sidel is interested in attending a FEMA NFIP workshop in Sioux Falls on Sept 15th. The workshop is from 8:30pm to 4pm and free of charge. A motion was made by Haugen, second by Bjergaard authorizing Sidel to attend the FEMA NFIP workshop on Sept 15th – all voted yes, motion carried.

A motion was made by Haugen, second by Bjergaard to enter into executive session per SDCL 1-25-2.3 to consult with legal counsel at 8:30 p.m. – all voted yes, motion carried.

A motion was made by Johnson, second by Bortnem to exit executive session at 8:35 p.m. – all voted yes, motion carried.

A motion was made by Monahan, second by Johnson to authorize the city attorney, Larry Nelson, to sign the Haugo vs. City of Hartford settlement agreement as explained by the city attorney on behalf of the City of Hartford – all voted yes, motion carried.

Adjournment: A motion was made by Johnson, second by Bjergaard to adjourn at 8:36 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