

City Council Meeting – Regular Meeting September 15, 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, Bill Haugen and Scott Nelson. Doyle Johnson arrived at 7:23 p.m. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber and City Engineer Mitch Mergen.

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

Approve Minutes of September 1, 2015 Regular Meeting: A motion was made by Haugen, second by Nelson to approve the Sept 1, 2015 regular meeting minutes – all voted yes, motion carried.

Approval of the Bills: A motion was made by Haugen, second by Nelson to approve the bills submitted for payment – all voted yes, motion carried.

Visitors: None

Ordinances, Resolutions & Hearings:

7:05 Hearing: Special Event Permit & Use of Alcoholic Beverages in a Public Area for Emberz Restaurant & Lounge: Emberz Restaurant & Lounge is applying for a special event permit and use of alcoholic beverage in a public area to serve alcoholic beverages at the Amphitheater Dedication to be held in the city park on Sept 24 from 6pm to 8pm. A motion was made by Monahan, second by Nelson to approve the Special Event Permit & Use of Alcoholic Beverage in a Public Area for Emberz Restaurant & Lounge for Sept 24th from 6pm to 8pm in the city park – all voted yes, motion carried.

7:10 Hearing: Special Event Permit for WC High School Homecoming Parade: West Central School District has submitted an application for a special events permit to hold the homecoming parade on Sept 25, 2015 from 12:30pm to 3pm. The parade route remains the same as last year. A motion was made by Bjergaard, second by Bortnem to approve the Special Event Permit submitted by West Central School District for the homecoming parade to be held on Sept 25, 2015 between the hours of 12:30pm and 3pm and to waive the application fee – all voted yes, motion carried.

2nd Reading of Ordinance #623 – 2016 Appropriations: A motion was made by Monahan, second by Nelson to approve 2nd Reading of Ordinance #623 – 2016 Appropriations – all voted yes, motion carried.

New Business:

Discussion of Pool Open/Close Dates for 2016: Previous year's attendance figures for the pool were reviewed. Historically, attendance on the evening of July 4th has been low. A motion was made by Bjergaard, second by Nelson to close the pool at 5pm on July 4th – all voted yes, motion carried.

Naming of the Amphitheater: Terry & Linda Hagen were an instrumental part of the amphitheater project, from fundraising to the actual construction of the amphitheater. On Sept 24 the Hartford Area Chamber of Commerce will be dedicating the amphitheater and they have requested to name the amphitheater after the Hagen's. A motion was made by Haugen, second by Bortnem to name the amphitheater the Hagen Amphitheater – all voted yes, motion carried.

New Proposal for Vandemark Lots: Gary Sandholm informed the council that there is a party interested in purchasing the lots on Vandemark Ave. If purchased, the plans are to move an existing home on to one lot and build a new home on the other lot. Currently, covenants do not allow for a home to be moved in. A motion was made by Monahan, second by Bortnem to change the covenants on these lots to allow the moving in of an existing home – all voted yes, motion carried.

Regional Economic Development Coordinators Summit – Request from EDD to Attend: Gary Sandholm was present to inform the council of a regional economic development coordinators summit in Mitchell that Nick Fosheim has invited him to attend. He further explained that he would not be able to attend as he was giving his resignation with his employment ending effective Sept 30th. A motion was made by Haugen to enter into executive

session per SDCL 1-25-2.1 for personnel at 7:17 p.m. Motion failed due to lack of second. A motion was made by Bjergaard, second by Haugen to accept the resignation of Gary Sandholm – all voted yes, motion carried. In regards to the regional EDD summit in Mitchell, a motion was made by Monahan, second by Bortnem for City Administrator Sidel to confirm with Nick Fosheim that the invitation to attend is open to her and for Sidel to use her discretion if she chooses to attend the meeting or not – Johnson abstained with all others voting yes, motion carried.

Renewal of Billboard #3 (west face) to Hartford Area Chamber of Commerce: The lease on the west face of billboard #3 to the HACC will expire Sept 30th. This lease was for one year and at no charge. HACC would like to continue this lease to promote their social media campaign which is scheduled to run through Dec 31st. A motion was made by Haugen, second by Bjergaard for the City Administrator to redraft the lease to HACC to run Oct 1st to Dec 31st at no charge and at that point continue on a month to month basis at no charge – all voted yes, motion carried.

Use of Video/Audio Recordings: Discussion was held regarding what the city will do with the recording of meetings once this procedure is implemented. Options discussed were having the video made available for viewing on the city's website or to archive the recordings for information purposes only. Lori Grocott and Sandy Dean were present to express their support to having the video being made available on the city's website. A motion was made by Johnson, second by Bortnem to have audio/video recordings done for archive purposes only. A substitute motion was made by Monahan, second by Nelson to have audio/video recordings done and made available for viewing on the city's website. Vote was taken on the substitute motion with Monahan, Nelson and Bjergaard voting yes and Johnson, Bortnem and Haugen voting no. Mayor Campbell broke the tie voting no – motion failed. Vote was taken on the original motion with Johnson, Bortnem and Haugen voting yes and Monahan, Nelson and Bjergaard voting no. Mayor Campbell broke the tie voting yes – motion carried.

Correspondence: None

Reports:

City Engineer Report: Mitch Mergen with Stockwell Engineers updated the city council on projects they are working on. Grading work at the 5th Street Apt site has been complete. Sod work is scheduled this week. Design work has started on the pool project with preliminary plans expected in Nov. Now that the 2016 budget is approved, the CIP will be updated and new booklets will be provided to staff. A preconstruction meeting will be held in the coming weeks with the contractor on the water main extension project. On Sept 21st 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: Wagner was not present. His report was provided to the council.

Streets – Gravel has been applied to Mickelson Rd. The developer of the South Main Addition is addressing the drainage.

Water – A new sewer line and manhole was installed on Oaks. Staff will be working on water valves, flushing and servicing hydrants, flushing manholes & cleaning storm sewer inlets.

Park and Pool – The pool bathhouse and chemical room has been winterized and the filters cleaned. The pump will be serviced so it is ready for next year.

Public Buildings – Nothing new at this time.

Finance Officer Report: The finance officer included a summary of cash balances and sales tax figures through Aug 31, 2015. Also included were committee fund balances and a highlight of bills to be paid. The calendar of events was also provided to the council.

City Administrator Report: The rezoning of the property at 801 S Western Ave will come before the Planning & Zoning board on Sept 29th. Work continues on bring water/sewer service to this property. The rezoning of Mr. Assam's property will also come before the Planning & Zoning board on Sept 29th. Effective Oct 1st, transit service will be provided to Humboldt. Details are still being worked out. Sidel asked the council if they would be open to the possible sale of city owned lots on South Street. The consensus of the council was that they would entertain any offers on these lots.

A motion was made by Johnson, second by Bortnem to enter into executive session per SDCL 1-25-2.1 for personnel at 8:21 p.m. – all voted yes, motion carried.

A motion was made by Bjergaard, second by Johnson to exit executive session at 8:40 p.m. – all voted yes, motion carried.

Adjournment: A motion was made by Johnson, second by Haugen, to adjourn at 8:41 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