

City Council Meeting – Regular Meeting May 1, 2012

Mayor Paul Zimmer called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mike Swier, Mark Monahan, Bob Deelstra, Gail Olson-Duck, Leah Johnson, and Eric Bartmann. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, Public Works Superintendent, Craig Wagner along with Deputy Sheriff, Steve Maciejewski and City Attorney, Larry Nelson.

Approve Agenda: A motion was made by Olson-Duck, second by Deelstra to approve the agenda – all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Monahan, second by Johnson to approve the April 17, 2012 regular meeting minutes – all voted yes, motion carried.

Old Business:

Presentation of Plaques: Mayor Zimmer presented appreciation plaques to outgoing council members, Eric Bartmann and Bob Deelstra. On behalf of the city, Bartmann and Deelstra were thanked for their years of service and dedication to the city.

Oath of Office for Newly Elected Council Members: Bill Barnett took his oath of office and was sworn in as a council member for a one-year term. Leah Johnson and Scott Nelson also took their oaths of office and were sworn in as council members for two-year terms.

Adjourn as Old Council: A motion was made by Deelstra, second by Johnson to adjourn as the old council at 7:06 p.m. – all voted yes, motion carried.

New Council: A motion was made by Johnson, second by Olson-Duck to reconvene as the new council at 7:07 p.m. – all voted yes, motion carried. Mayor Paul Zimmer and city council members, Mike Swier, Mark Monahan, Bill Barnett, Gail Olson-Duck, Leah Johnson, and Scott Nelson were present.

Ordinances and Hearings:

7:10 Public Hearing – Annexation and Rezone of Lots 1 and 2 of Swenson Addition: On April 24, 2012, the Planning and Zoning Board approved the City of Hartford's application for annexation and rezoning of Lots 1 and 2 of Swenson Addition. Lot 1 is proposed to be rezoned from A-1 to NRC and Lot 2 is proposed to be rezoned from A-1 to Light Industrial. No one appeared for the public hearing.

Resolution 2012-4 – Annexation of Lots 1 and 2 of Swenson Addition: A motion was made by Monahan, second by Johnson to approve and adopt Resolution 2012-4 – Annexation of Lots 1 and 2 of Swenson Addition - all voted yes, motion carried.

1st Reading of Ordinance 576 – Rezone of Lot 1 Swenson Addition from A1 to NR and Rezone of Lot 2 Swenson Addition from A1 to LI. A motion was made by Monahan, second by Olson-Duck to approve first reading of Ordinance #576 – Rezone of Lot 1 Swenson Addition from A1 to NRC and Rezone of Lot 2 Swenson Addition from A1 to LI - all voted yes, motion carried.

New Business:

Election of Council President: Mayor Zimmer entertained nominations for city council president. Mark Monahan was nominated by Johnson. A motion was made by Johnson, second by Olson-Duck to cease nominations – all voted yes, motion carried. A motion was made by Johnson, second by Swier to approve the nomination of Mark Monahan as city council president – all others voting yes, motion carried.

Election of Council Vice President: Mayor Zimmer entertained nominations for city council vice president. Mike Swier was nominated by Olson-Duck. A motion was made by Olson-Duck, second by Nelson to cease nominations – all voted yes, motion carried. A motion was made by Olson-Duck, second by Nelson to approve the nomination of Mike Swier as city council vice president – all voted yes, motion

carried.

Mayoral Appointments: Mayor Zimmer appointed Stockwell Engineers as the City Engineer. A motion was made by Monahan, second by Johnson to approve the Mayor's appointment for City Engineer – all voted yes, motion carried. Mayor Zimmer appointed the law firm of Frieberg, Nelson, and Ask as the City Attorney. A motion was made by Monahan, second by Johnson to approve the Mayor's appointment for City Attorney – all voted yes, motion carried. Mayor Zimmer appointed Hartford Area News/Anderson Publications as the City's Official Newspaper. A motion was made by Johnson, second by Olson-Duck to approve the Mayor's appointment of the City's Official Newspaper – all voted yes, motion carried. Mayor Zimmer appointed Sanford Health as the City's Health Care Facility. A motion was made by Johnson, second by Monahan to approve the Mayor's appointment of the City's Health Care Facility - all voted yes, motion carried. Mayor Zimmer appointed Home Federal Bank, First National Bank, FIT, Reliabank, and US Bank as Official Depositories for the City of Hartford. A motion was made by Monahan, second by Olson-Duck to approve the Mayor's appointment for the Official City Depositories - all voted yes, motion carried.

Mayoral Committee Appointments: Mayor Zimmer appointed Mike Swier as the primary city council member to serve on the Sports and Rec Complex Committee. A motion was made by Monahan, second by Johnson to approve the Mayor's appointment to the Sports and Rec Complex Committee – Primary City Council Member – all voted yes, motion carried. Mayor Zimmer appointed Scott Nelson to serve on the Sports and Rec Complex Committee as an alternate. A motion was made by Swier, second by Johnson to approve the Mayor's appointment to the Sports and Rec Complex Committee – Alternate City Council Member – all voted yes, motion carried. Mayor Zimmer appointed Mark Monahan as the primary city council member to serve on the Bike/Recreation Trail Committee. A motion was made by Johnson, second by Olson-Duck to approve the Mayor's appointment to the Bike/Recreation Trail Committee – Primary City Council Member – all voted yes, motion carried. Mayor Zimmer appointed Bill Barnett to serve on the Bike/Recreation Trail Committee as an alternate. A motion was made by Johnson, second by Olson-Duck to approve the Mayor's appointment to the Bike/Recreation Trail Committee – Alternate City Council Member – all voted yes, motion carried. Mayor Zimmer appointed Gail Olson-Duck as the primary city council member to serve on the Drive to Revive Downtown Committee. A motion was made by Monahan, second by Nelson to approve the Mayor's appointment to the Drive to Revive Downtown Committee – all voted yes, motion carried. Mayor Zimmer appointed Leah Johnson as the primary city council member to serve on the Swimming Pool Committee. A motion was made by Olson-Duck, second by Monahan to approve the Mayor's appointment to the Swimming Pool Committee – all voted yes, motion carried. Mayor Zimmer appointed Mark Monahan as the primary city council member to serve on the Vision Team. A motion was made by Nelson, second by Olson-Duck to approve the Mayor's appointment to the Vision Team – Primary City Council Member – all voted yes, motion carried. Mayor Zimmer appointed Mike Swier to serve on the Vision Team as an alternate. A motion was made by Monahan, second by Olson-Duck to approve the Mayor's appointment to the Vision Team – Alternate City Council Member – all voted yes, motion carried. Mayor Zimmer appointed Scott Nelson and Bill Barnett as the primary city council members to attend the monthly membership meetings of the Hartford Area Development Corporation on a rotating basis. A motion was made by Johnson, second by Olson-Duck to approve the Mayor's appointments to the HADC membership meetings – all voted yes, motion carried. Mayor Zimmer will not make any appointments to the Jamboree Committee until after the 2012 celebration and meetings are complete. Mayor Zimmer will not make any appointments to sub-committee. Those council members wishing to attend sub-committee meetings will not be compensated.

Billboard – Ten Pin Alley Contract: Jenny Goldammer, former owner of Ten Pin Alley, asked the city to consider terminating the Billboard Lease Agreement which is effective October 1, 2011 through September 31, 2014. After discussion, a motion was made by Monahan, second by Johnson to table this matter until such time as the City Administrator has a chance to research options – all voted yes, motion carried.

Swimming Pool Rates: A breakdown of current swimming pool rates along with rates charged by other municipalities was presented for review. A motion was made by Olson-Duck, second by Johnson to approve setting the following rates for 2012: baby pool and under 5 years old - free; 5 to 18 years old - \$2.00; adults - \$3.00; single season pass - \$30.00; and family season pass - \$60.00 - Barnett, Swier, and

Monahan voted no with Nelson, Johnson, and Olson-Duck voting yes, Mayor Zimmer cast a tie-breaking “no” vote – motion failed. A motion was made by Monahan, second by Johnson to set a \$2.00 daily fee for ages 5 through adult – Nelson, Olson-Duck, Swier, and Barnett voted no with Johnson and Monahan voting yes, motion failed. A motion was made by Monahan, second by Johnson to end discussion on this matter - all voted yes, motion carried.

Coca-Cola Proposal for Vending Machines: A proposed Vending Services Agreement from Coca-Cola was presented to the council. If approved, Coca-Cola intends to put vending machines in both the City Park and in Turtle Creek Park. A motion was made by Monahan, second by Olson-Duck to approve the Vending Services Agreement between Coca-Cola Bottling Company and the City of Hartford – all voted yes, motion carried.

Pool Committee Drawings: On behalf of the Swimming Pool Committee, Leah Johnson asked the council to consider donating one family season pool pass to be given away at the Community Information Night and donating one pool party to be given away during Jamboree Days. A motion was made by Monahan, second by Olson-Duck to authorize the city to donate one family season pool pass to the Swimming Pool Committee for its drawing at the Community Information Night and to authorize the city to donate one pool party to the Swimming Pool Committee for its drawing to be held during Jamboree Days – Johnson abstained with all others voting yes, motion carried.

Clean-Up Day Costs: On behalf of the HADC, Terry Hagen gave an update on Clean-Up Days and noted that there will be additional costs this year for disposing of electronics. Currently, the HADC budgets \$2,000 for this event. Hagen asked the council to consider approving \$1,000 to help cover additional costs. A motion was made by Monahan, second by Johnson to approve allocating \$1,000 toward the 2012 Clean-Up Day – all voted yes, motion carried.

Visitors: Shelly Nemecek, Director of the Retired and Senior Volunteer Program, appeared before the council. RSVP is a federally funded program sponsored by the Good Samaritan Society. In conjunction with the Senior Center, RSVP will be implementing a “Wheels on Meals” program in the Hartford area.

Reports:

HADC Report: Sandholm noted the formal announcement made by Central States Manufacturing that it will be building a facility in Hartford which will initially employ approximately 25 people. Plant opening is tentatively set for March 1, 2013. In addition, an update was given on other possible business leads. Sandholm is gathering maps to identify underground utilities. This information will be used for future business planning. A Community Venture Network session was held in the Twin Cities wherein eight companies gave presentations. Sandholm will attempt to get a couple of these companies to visit Hartford. The State Economic Development Conference was recently held. Sandholm reported that Erica Beck has been named the Director of Minnehaha County Economic Development. The HADC newsletter will be mailed this week. Sandholm and Sidel have been creating a script and a power point presentation for the Community Information Night.

Sheriff's Deputy Report: Deputy Maciejewski has been and will continue to monitor several locations for traffic enforcement. He reminded citizens to lock their vehicles, homes, and garages. Attendance at the park has increased; however complaints have been normal for this time of year.

Fire Department Report: On behalf of the Fire Department, Barb Thaler reported that another walk-through of the new fire station was conducted. A few punch list items still need correction. However, the overall project has been declared substantially complete and the fire department is able to move into the new building. Thaler thanked Bartmann and Johnson for their involvement on the fire station building committee. In addition, Wagner was thanked for regularly checking on the construction project. Thaler will be performing a lifeguard drill and CPR training prior to the swimming pool opening for the season.

Public Works Superintendent Report:

Streets – Wagner reported that a Tree Board Meeting has been held, boulevard trees have been planted, and trees have been delivered to 3rd graders. Wagner thanked Johnson for helping hand out trees to

the students. The new Hartford population signs have been put up. Wagner has ordered the mag water which is scheduled to be applied within the next month. Upon arrival, the new weather siren will be installed.

Water & Sewer – The city has inspected and repaired all three lift station pumps. Wagner reported that inspection of manholes will begin next week. Random sump pump inspections are complete with three found to be in violation. Wagner has submitted quarterly reports to the DENR.

Park and Pool – Wagner reported that the disc golf course baskets and markers have been placed in Turtle Creek Park. The city has been spraying for weeds and working on the swimming pool. The pool will be filled next week.

Public Buildings – The city maintenance department is hoping to begin moving into the old fire station within the next few weeks.

Hiring Recommendations – Wagner presented hiring recommendations for the positions of Public Works Assistants. A motion was made by Monahan, second by Johnson to approve hiring Tyler Miles at \$9.25 per hour; Daniel Jacobsen at \$9.25 per hour; Gunnar Barbee at \$9.25 per hour; Shawn Boen at \$9.00 per hour; and Dylan Brynjulson (with limited hours) at \$9.00 per hour as well as alternates Jacob Kane and James Hartman at the rate of \$9.00 per hour – all voted yes, motion carried.

Discussion was held between the council and Wagner regarding improvements to North Vandemark Avenue as well as obtaining information on retrofitting pumps.

City Engineer Report: The City Engineer's Report was presented for review.

Finance Officer Report: Macdonald reported that the 2011 Audit Report has been approved by the Department of Legislative Audit. In addition, the annual drinking water quality report has been finalized and submitted to the DENR. Information regarding the Finance Officers' School to be held in Huron June 13-15, 2012 was presented. A motion was made by Monahan, second by Johnson to allow Macdonald to attend the SDML Finance Officer's School in Huron June 13-15, 2012 – all voted yes, motion carried. A list of upcoming events and a breakdown of committee funds were provided to the council.

City Administrator Report: Upon receipt of the final payment, the city will close out the SRTS-Round 2 project. Work continues on the Highway 38 Bike Trail with completion of the project expected in mid-July. Sidel submitted the Game, Fish, & Parks grant for Phases 3 and 4 of the Bike/Rec Trail on April 13th. Randy Kittle of GFP was in Hartford last week to look at the proposed site, to take pictures, and to review the grant application/plan. The fire station project has met all criteria to be substantially complete for loan approval. Rural Development and Reliabank are able to proceed with the loan process and the fire department is able to move into the building. Sidel reported that the Minnehaha County Planning Commission approved the transfer of both housing eligibilities to the northeast lot of the sports complex. The Corp of Engineers has determined that the HADC wetlands site located on the east side of Railroad Street has met the requirements for final approval. Sidel reported that the baskets and tees are up and the disc golf course is open. Mid-States Audio is planning to demonstrate a microphone/speaker system in the council room on May 15th.

City Council Reports:

Ward 1: Johnson reported that the Swimming Pool Committee met last week and plans have been finalized for the Community Information Night. Its next meeting is scheduled for May 22nd at 6:30 p.m. at Pizza Ranch. The Jamboree Days Committee is seeking participants for the hot dog eating contest and more vendors are welcome. The next meeting will be May 21st at 6:00 p.m. at City Hall. Barnett stated that he is looking forward to working with Monahan on the Bike/Rec Trail Committee and being involved with the upcoming Community Information Night.

Ward 2: Monahan noted that the Bike/Rec Trail Committee has been working on fundraising. The next meeting will be held May 8th. Swier reported that the Sports Complex Finance Sub-Committee is meeting on May 2nd to finalize plans for the Community Information Night. Come out and support the Sports Complex!

Ward 3: Olson-Duck reported that the Drive to Revive Downtown Committee is planning to have a food/beverage booth on June 15th during the Jamboree Days Car Show. At its May 1st meeting, it was brought to the committee's attention that the local post office will not allow mail delivery to businesses on Main Street nor will it allow mailboxes to be erected on Main Street. Nelson inquired as to lighting on city streets. In addition, Nelson reported that the HADC will be promoting Jamboree Days through social media and television advertisements approximately three weeks prior to the event.

Mayor's Report: Mayor Zimmer encouraged the city council and city staff to attend the Community Information Night.

Executive Session: A motion was made by Monahan, second by Olson-Duck to enter into executive session, pursuant to SDCL 1-25-2, at 9:05 p.m. - all voted yes, motion carried. A motion was made by Monahan, second by Olson-Duck to exit executive session at 9:23 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Monahan, second by Johnson to adjourn at 9:24 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Deb Macdonald.

I, the undersigned, Debra L. Macdonald, 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.

Debra L. Macdonald, Finance Officer