

Hartford City Council Agenda
Tuesday, July 2, 2019 - 7:00 p.m.
Hartford City Hall

Mayor: Jeremy Menning
Ward 1: Mark Brenneman and Travis Kuehl
Ward 2: Mark Monahan and Jessica Johnson
Ward 3: Scott Nelson and Arden Jones

Business Items

- Roll Call of Mayor and City Council Members
- Additions to the Agenda/Approve Agenda
- Approve Minutes of Previous Meeting(s)
*Regular Meeting Minutes - 06/18/2019
- Approve Bills submitted for Payment (if any)

Public Comments - Public Input on Non-Agenda Items

Action cannot be taken on items discussed unless specifically listed elsewhere on the agenda

Applications, Hearings, Resolutions and Ordinances

Reports

- Minnehaha Sheriff Deputy Report - Deputy Albers
*Consideration of 4-way stop at Feyder Avenue and 2nd Street
*Consideration of Stop Sign Removal at Mundt and 1st Street
- City Engineer Report - Stockwell Engineers
- Public Works Superintendent Report - Craig Wagner
*Review price quotes for Jersey Barriers
- Finance Officer Report - Karen Wilber
- City Administrator Report - Teresa Sidel

Old Business

- Discuss Community Education Program
*Allow Park Director to Submit Program Proposal at July 16th Meeting

New Business

Correspondence

- Resignation of Jessica Johnson - Ward 2
- Thank you to Sioux Valley Energy & East River Coop

Executive Session (SDCL 1-25-2)

Adjournment

Next City Council Meeting: Tuesday - July 16, 2019

City Council Meeting – Regular Meeting June 18, 2019

Council President Arden Jones called the meeting to order at 7:00pm at Hartford City Hall with the following city council members present: Mark Monahan, Travis Kuehl, Jessica Johnson and Scott Nelson. Mayor Jeremy Menning and Mark Brenneman were absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber & Economic Development Director Jesse Fonkert and City Engineer Mitch Mergen.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Kuehl, second by Johnson to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** Regular meeting minutes from June 4, 2019 were reviewed. A motion was made by Nelson, second by Kuehl to approve the meeting minutes from June 4, 2019 – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Monahan, second by Nelson to approve the bills submitted for payment – all voted yes, motion carried.

PUBLIC COMMENTS:

- Leah Johnson with the Jamboree Committee was present to express her thanks and gratitude to the Hartford community. The past weekend's Jamboree event was a huge success and couldn't be done without the help of the committee, volunteers, community members and city staff. Johnson will be back at a later meeting to give a recap of the entire event.
- Terry Hagen was present to thank Leah Johnson for all the work she has done as President of the Jamboree Committee.
- Marilyn Siemonsma was present to voice her concerns about a neighboring property. The owner doesn't mow the yard a regular basis, so the grass/weeds get out of control. The City is aware of this and code enforcement action has been taken. The City will continue to monitor this property and address as needed.
- Charity Ragland was present to voice her support of the community ed program. She has taken part in community ed in the past and feels it is a great program to offer the community. She feels it is important to offer a variety of programming. The City is currently in the process of gathering more information so no decision on moving the community ed program under the City has been made at this time.

VISITORS:

- Juli Anderson was present to address her concerns about a neighboring property and the control of noxious weeds throughout the city, specifically dandelions. Currently the City follows Minnehaha County's list of noxious weeds and dandelions are not included on the list. To list dandelions as a noxious weed would impact a number of residents throughout the city. As for Anderson's neighboring property, code enforcement action has been taken and the City will monitor and address as needed. A motion was made by Nelson to table this topic at this time. Motion failed for lack of second. No further action was taken.
- Rickie Kunzweiler, President of Downtown Hartford was present to visit with the council regarding lighting downtown. The City has budgeted \$10,000 for new lighting downtown. Originally it was thought that the City would purchase the poles from Sioux Valley. To do something different, the cost would most likely increase. The Downtown Committee will be putting some information together regarding lighting options to be present at a future meeting. Kunzweiler also talked about the need for additional seating and garbage cans for the Thursday night Downtown Market event. The City currently has 12 picnic tables available to rent. As for the garbage service, she was advised to call one of the license haulers.

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

- **7:05 Special Event Hearing for Hartford Downtown Market:** On May 7th the Hartford Downtown Market received approval from the council to hold a farmer's market on 1st St. from Main Ave east to the alley behind Buffalo Ridge Brewery from 5-8:30pm on the last Thursday of each month. After the first successful event on May 30th, it was determined that they will need a bigger area to accommodate all the vendors and to allow for the market to grow. They are requesting to expand the market area to run on Main Ave between 1st & 2nd St instead of on 1st St south of the Brewery. By moving it on Main Ave, they are able to include other businesses along this street, making it more inclusive to all businesses in the downtown community. They also request the use of alcohol be allowed in this area during the market hours. Becky Boddicker and Lois Kaiser spoke on behalf of the Senior Center. Thursday evenings is bingo night at the center and by blocking off Main Ave, the seniors will lose parking spaces near the building. Parking in the rear of the property was discussed but is not a good option for those attending bingo. Further discussion was held about how to block off the entire street and still allow seniors

to bypass barricades to park in front of the center. Rick Warkenthein was present to voice his support in blocking off the street for the safety of the children attending the market. A motion was made by Nelson, second by Kuehl to approve the special event request with the modification to barricade Main Ave at 2nd St and to just south of the South Bar but to allow seniors attending bingo to access the barricaded area north of Modish to 2nd St to park and to allow the use of alcohol in the designated area of the Downtown Market – all voted yes, motion carried.

- **7:15 Hearing for Resolution 2019-6 – Clean Water Utility Improvements:** Resolution 2019-6 would authorize the application for financial assistance to the SD Board of Water & Natural Resources for funding the Western Avenue Sewer Improvements Project. These funds would pay for the project which is estimated at \$1,334,000. Leslie Mastroianni from SECOG, who has been assisting with the application process, was present to answer any questions. A motion was made by Nelson, second by Kuehl to approve Resolution 2019-6 Clean Water Utility Improvements – all voted yes, motion carried.
- **2nd Reading of Ordinance #672 – Speed Restrictions:** Ordinance #627 would adjust the speed limit to 20mph on Railroad St and 2nd St. A motion was made by Kuehl, second by Nelson to approve 2nd Reading of Ordinance #672 – Speed Restrictions – Monahan voted no with all others voting yes, motion carried.

REPORTS:

- **Fire Department Report:** Fire Chief Bryon Shumaker was present to give a department update to the council. Shumaker reported that May had 20 total calls, with 10 in city limits. An update was given on the various trainings that were held during the month for fire and EMS services.
- **Recreational Director Report:** Director Nate Velander's report was provided to the council. Highlights: facility scheduling, gathering information on the Community Ed program, ongoing improvements to Sports & Rec web page, continue to post content to social media, ongoing involvement with the HASR committee.
- **Chamber & Economic Development Director Report:** Director Jesse Fonkert's report, recapping activities for both the Chamber and HADF, was provided to the council. Highlights: Chamber Mixer was held at Great Western Bank, ongoing planning for the #DiscoverHartford marketing campaign, working business leads, attending various meetings & conferences, among others. Fonkert indicated that at a future meeting he would be asking the council to consider transferring the funds budgeted for downtown lighting to the Downtown Committee to cover startup costs and to also have funds available for marketing and creating a master plan for the downtown area.
- **Engineer Report:** Mitch Mergen was present to provide engineer updates: Industrial Park Sanitary Sewer Extension – Assisting with project funding process. Wastewater Treatment Facility – Discussion are ongoing on potential routes/sites. Mickelson Road Improvements – Remaining dirt work is being done and rip rap is being placed around the box culvert Vandemark Roadway Improvements – Gravel is now in place. The area south of 9th St is being prepped for curb/gutter, which is scheduled for the week of June 17th. Utilities east along 9th St are also scheduled for the week of June 17th. Swenson Park Grading – The majority of seeding is now completed. Ditches and pond area will be done as areas dry out and weather allows. Vandemark Ave Sewer Extension – The project is now complete. Change Order #1 was presented to the council. This change order reflects quantity adjustments which results in a decrease to the contract. A motion was made by Kuehl, second by Nelson to approve Change Order #1 which will decrease the total contact amount by \$22,470.94 – all voted yes, motion carried. Final pay application #3 was presented to the council. A motion was made by Kuehl, second by Johnson to approve pay application #3 to Duininick, Inc. in the amount of \$12,423.65 – all votes yes, motion carried.
- **Public Works Report:** Public Works Superintendent, Craig Wagner's report was provided to the council. Highlights include:
 - Streets** – The slurry seal project is planned for the end of July. Street patching continues. The downtown parking lines have been painted. Staff has started to update stop signs based on recent changes made by the council. Mosquito spraying was done twice last week in preparation of Jamboree Days. Wagner provided some rough estimates on jersey barriers. These are barriers that can be filled with water for weight. When not in use, they can easily be moved/stored. They would be good for events such as Jamboree Days. Kuehl requested that these barriers be place on the next agenda. Wagner will get more definite pricing for the next meeting.
 - Sewer** – Flows are slowly coming down. Samples are scheduled to be taken this week to see if we can discharge.
 - Bike Trails** – The bike trails have been sealed.
 - Sports Complex** – The fencing repairs are complete. The install of the scoreboards is now complete.
- **Finance Officer Report:** City Finance Officer Wilber's report was provided to the council. Items included cash balances, sales tax revenue and committee fund balances as of May 31st, a recap of bills submitted for payment, and the calendar of events.
- **City Administrator Report:** City Administrator Sidel's report was provided to the council. Sidel is awaiting response from some property owners along N Sagehorn regarding the drainage area concerns. The City's insurance company conducted property surveys last week and will be sending a report for suggested safety

improvements. Sidel is working on gathering more information on the proposed community ed program. As part of the joint jurisdiction process, there will be a meeting on June 24th 7pm at the County Admin Building in which the City's Comprehensive Plan will need to be approved. The council is invited to attend. Sidel is gathering information for The Weston Group to start the compensation analysis.

OLD BUSINESS:

- **Discuss W 4th Street Drainage:** At the June 4th council meeting, the council asked Wagner to look at the area along W 4th St and possible solutions to the drainage issues. Wagner reported that the cost of materials to install approximately 600' of underground piping with 12 hookups for residents to drain their sump pumps to would be approximately \$4,000. If any gas, fiber or electrical lines would have to be move, this cost would likely increase. Staff has received a number of calls from other residents about other drainage problems around town. With the wet spring we've had, unfortunately there will be issues that homeowners will have to deal with. No further action was taken at this time.

NEW BUSINESS:

- **Discuss Sports Complex Concession/Restroom Building:** The HASR has received cost estimates from the city engineer for the concession/restroom building and for the sanitary sewer needed for the restroom. Discussion was held on breaking the total scope of work down into smaller projects to allow for some local contractors to bid the work. Further discussion was held on the possibility of City staff completing some of the work. It was also stated that the restroom the top priority at this time. No further action was taken at this time.

CORRESPONDENCE: Nelson drafted a Thank You for the Jamboree Committee for the council to sign.

EXECUTIVE SESSION: A motion was made Monahan, second by Nelson to enter executive session pursuant to SDCL 1-25-2 (3) for legal at 8:45pm – 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

EXECUTIVE SESSION: A motion was made by Monahan, second by Nelson to exit executive session at 8:55pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Monahan, second by Kuehl to adjourn at 8:56pm – all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel.

I, the undersigned, Teresa Sidel, City Administrator 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.

Teresa Sidel, City Administrator

Teresa Sidel

From: Albers, Tyrone <talbers@minnehahacounty.org>
Sent: Wednesday, June 26, 2019 12:37 PM
To: Teresa Sidel
Subject: Re: City Council Reports

Teresa,

For the month of June we had the following:

CFS 176

Traffic Stops 32

Vehicle Burglaries 5

Vehicles entered approx. 10

Ty

From: Teresa Sidel <cityhall@hartfordsd.us>
Sent: Wednesday, June 26, 2019 8:20 AM
To: Karen Wilber; publicworks@unitelsd.com; Albers, Tyrone; mmergen@stockwellengineers.com
Subject: City Council Reports

I will need your city council report by 5pm this Thursday. I will be leaving early on Friday so I need to get the packet together Friday morning.

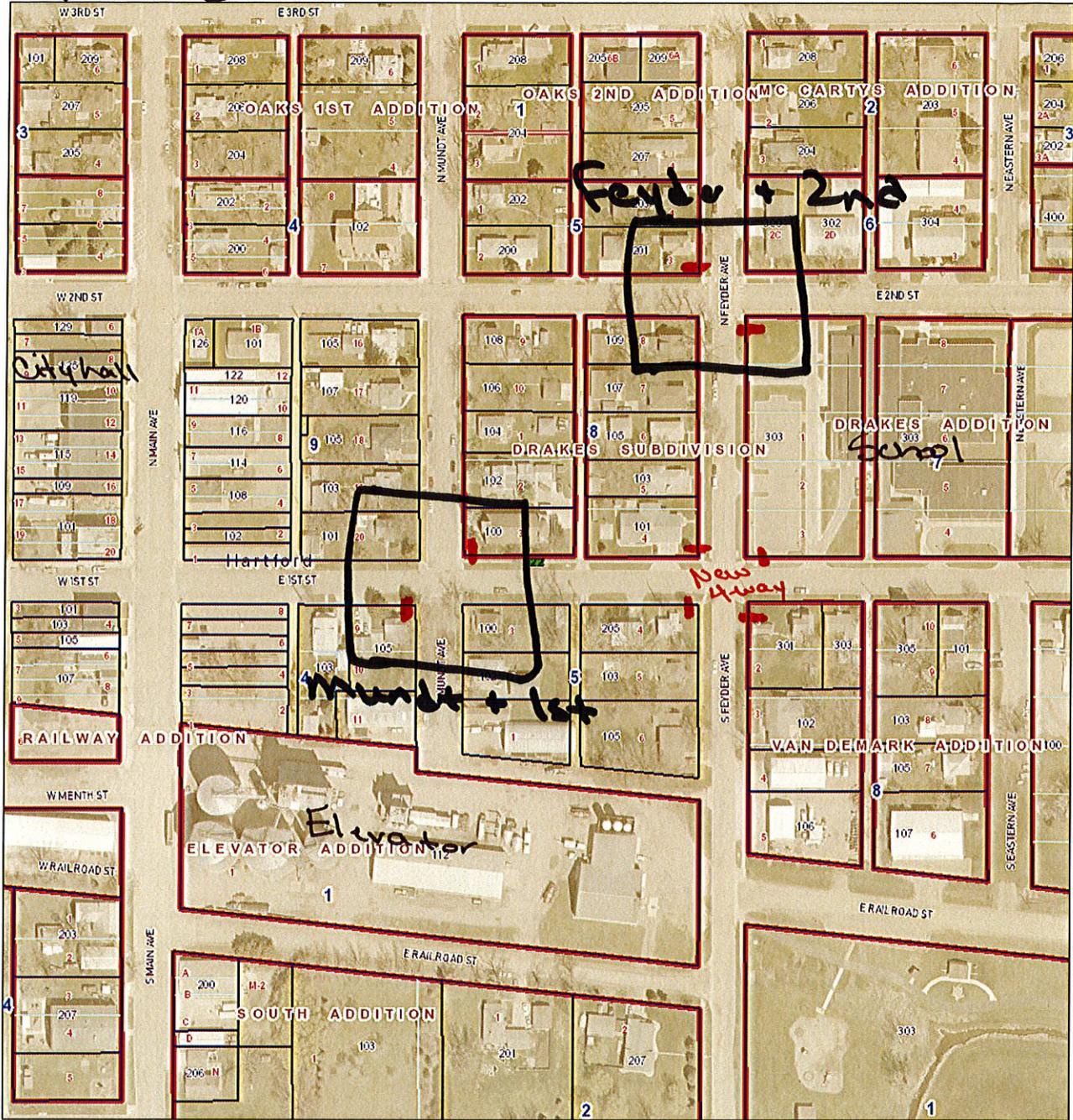
Thanks

Teresa Sidel
Hartford City Administrator
125 N Main Avenue
Hartford, SD 57033
605-528-6187

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Stop Sign

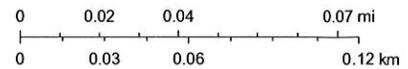
Map



6/28/2019, 10:24:14 AM

1:2,257

- | | |
|------------------|---------------------|
| County Tract | Parcels |
| County Lot | Standard Tax Parcel |
| County Block | Condo or Suite |
| County Additions | Right-of-Way |
| County Tax Lines | Municipalities |
| PLAT | Section |
| TAXLOT | Townships |
| County Parcels | |



Current Stop Signs

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community, City of



Vandemark Roadway Improvements

The Vandemark Avenue Roadway Improvements project includes reconstructing the roadway, making water main improvements, and installing storm sewer from Highway 38 to the northern city limits. The project will also include extension of storm sewer in 9th Street to the east of Vandemark. Soukup Construction is the contractor performing the work.



Update | Curb and gutter is in place from 9th Street to Hwy 38. The bottom lift of asphalt is scheduled to be installed within the next two weeks. Underground subcontractors continue to progress on the storm sewer system. Over the next two weeks the contractors will continue work north of 9th Street. Stockwell staff met with City staff to review layouts for 9th Street West of Vandemark. Final plans will be adjusted to incorporate their comments.



Mickelson Road Improvements

The Mickelson Road project includes reconstructing the roadway and utilities from Patrick Avenue to Hwy 38. The project also includes roughly 440-ft of improvements along 464th Ave. Construction of the project is planned as a single phase to be constructed in 2018 that includes sanitary sewer, water main, storm sewer, grading, box culverts and roadway surfacing.

Update | The contractor is performing the remaining dirt work on the project and placing rip rap around the box culvert structure. The project is on schedule to be completed mid August.



North Ironwood Estates Drainage

The City Council requested a proposal from Stockwell Engineers to evaluate and design a project to improve the drainageway north of Ironwood Estates. The project will include procuring land or easements from adjacent property owners to allow the city access to maintain facilities.

Update | City staff is contacting property owners along the project to discuss land acquisition. A proposal for engineering services will be presented at a future meeting.

CIP Updates and Rate Study

The scope of this project is to update the city's CIP and conduct a rate study analysis on the water and sewer fund. Stockwell staff will assist with cost estimates and project planning in an effort to evaluate and budget for future projects.

Update | Work on this contract is pending. Stockwell to coordinate with City staff once resources are available.

Industrial Park Sanitary Sewer Extension

The scope of this project is to construct and extend sanitary sewer facilities to the City's industrial park located at the intersection of Western Avenue & 258th Street. The extension is approximately 1.3 miles in length.



Update | Easement documents are prepared and will be presented to adjacent property owners along the project. Design work will continue forward once all easements are executed.



Swenson Park Sports Complex Grading – Phase 2

The Swenson Park Sports Complex Grading - Phase 2 project generally consists of grading approximately 33 acres of the Swenson Park Sports Complex site that was not previously graded. Improvements will include grading, storm sewer installation, erosion control and seeding. RMS Excavating is the contractor.

Update | The majority of seeding is complete on the project with the exception of the wet ditches and pond area. These areas will be seeded as the weather allows.

Waste Water Treatment Facility

The 2017 Master Plan for Wastewater Collection & Treatment recommended planning for a new treatment facility. The recommended location for the treatment facility is downstream of the existing facility and southeast of the City. This project includes investigation of potential treatment facility site locations and negotiations with property owners for the purchase of land.

Update | Stockwell and City staff are meeting to discuss alternate routes and potential sites for a treatment facility.

Force Account

Stockwell provides services to city staff as needed under a force account agreement. Services typically include plan reviews, costs estimates or other routine services as requested. Plan reviews typically include preliminary plans, conditional use requests, site plans, engineering documents and plats.

Update | Recent force account work includes the following: Sports Complex Cost Estimates ▪ Sherwood Circle Pavement Repairs

Maintenance Report – 7/2/2019

June 27, 2019

Streets

Equipment- All the equipment is running well at this time.

I-90 – We received an e-mail with some information on an upcoming meeting the other day. Otherwise nothing new.

Slurry seal- The slurry seal project has been delayed about a week due to the weather. If everything goes well, they should be in Hartford the end of July. I will have Highway Improvement come in and put down the mastic some time after the 4th.

Replacement truck- Nothing new at this time.

Gravel roads – We have been back dragging a few bad spots on gravel roads, we are trying not to disturb the mag water.

Roads – We have a few more places to patch. We will be working on these spots in a few weeks. Jesse was on vacation last week and is hoping to be out with the sweeper today.

Signage – We have removed the stop signs on Mundt and Mickelson have been removed and the one on Vandemark has been relocated. The 1st and Feyder intersection is now an all way stop. We will change the speed limit signs on Railroad after the 20 days are up.

Mosquitoes – We received \$3,200.00 for the mosquito grant; this is close to what we received the past years. The City of Sioux Falls will be trapping and identifying mosquitoes throughout the summer and fall for us as part of this grant. We sprayed mosquitoes yesterday.

Jersey barrier- Here are the prices I received for the plastic jersey barriers. Barco quoted me \$3,461.31 for 10 of them with shipping. Traffic solutions quoted me \$3,571.40 to be picked up in Harrisburg. I found some on line for around \$288.00 each but I was put on hold for ever, so I didn't get a quote for them or a shipping cost. Barco has a shipping estimate of 1 -2 weeks. Traffic Solutions has them in stock.

Traffic counter – The traffic counter have been out on Western Ave this last week, I will be picking them up and moving them tomorrow.

Water

Meters – We have been slowly changing out meters to the new system, and all new installations are the new system. We are limited to the number of change outs so we are changing out hard to read meters and any that we have repairs to do.

Reports – I'm planning on filling out the quarterly water report next week.

Sewer

Main list station – Everything is working fine for now; Our flow is slowly coming down. We should be receiving the 4G update kits for the dialers this coming month.

Reports – I will start filling out the quarterly DMR reports next week. They are due by the 28th of July.

Lagoons – We took samples on Monday and we should have the results next week. We are still Ok, but we would like to discharge again if possible.

Park

Parks – The guys and Emily are busy mowing and weed whipping.

Turtle Creek – Nothing new at this time. I met with Sandy Dean (representing as a Minnehaha Historic Society Member) the other day to explaining the naming of Turtle Creek, she is working on have their group send a letter also.

Pool – The pool is open and running smooth.

Bike Trail – Nothing new at this time.

Sports complex – We have a little dirt work and seeding to do after installing the score boards and having the back stops fixed. We will be getting to this in a few weeks as the summer games wrap up.

Public buildings- Nothing new at this time.

FINANCE OFFICER REPORT

July 2, 2019

Financials: I'm working on the June month and quarter end duties. The following are revenue highlights for the month of June:

State of South Dakota	53,058.04	(1 st Penny Sales Tax)
State of South Dakota	53,058.03	(2 nd Penny Sales Tax)
State of South Dakota	7,773.27	(3 rd Penny Sales Tax)
Minnehaha County	70,226.64	(Real Estate Taxes)
Misc.	6,000.00	(Water & Sewer Hookup Fees)
Misc.	3,141.41	(Building Permits)
Misc.	9,054.19	(Pool - Passes)
Misc.	3,751.96	(Pool - Concessions)

Cash Balances as of	May 2018	May 2019
Total General Fund	\$2,386,017.03	\$1,993,078.09
Revenue and Expenses for the Month of:	May 2018	May 2019
Revenue - General Fund	\$555,044.56	\$592,254.46
Expenses - General Fund	\$204,491.63	\$260,326.62
Revenue and Expenses	2018 Year-To-Date	2019 Year-To-Date
Revenue - General Fund	\$1,000,138.51	\$1,048,691.17
Expenses - General Fund	\$871,740.59	\$1,064,596.11

Park Recreation Program: The Park Rec Program will wrap up this week. Director Laura Johnson will provide an update at our next meeting.

Swimming Pool News: The second session of swimming lessons is scheduled to begin Monday July 8th. Lessons will be held Monday through Thursday for two weeks.

Calendar of Events:

July 2019:

Tuesday, 2 nd	City Council Meeting @ City Hall, 7pm
Thursday, 4 th	Independence Day Holiday – City Hall Closed
Friday, 5 th	HADF Meeting @ Stomping Grounds, 7:30am
Monday, 8 th	Chamber Meeting @ Fire Station, 6:30pm
Monday, 8 th	Second Session of Swim Lessons thru July 18 th
Tuesday, 9 th	Planning & Zoning Meeting @ City Hall, 7pm
Friday, 12 th	HADF Meeting @ Stomping Grounds, 7:30am
Sunday, 14 th	HASR Meeting @ Blue 42, 7pm
Tuesday, 16 th	City Council Meeting @ City Hall, 7pm
Thursday, 18 th	Coffee with the Cops @ Stomping Grounds, 7am
Friday, 19 th	HADF Meeting @ Stomping Grounds, 7:30am
Friday, 26 th	HADF Meeting @ Stomping Grounds, 7:30am
Tuesday, 30 th	Planning & Zoning Meeting @ City Hall, 7pm

Explanation of Agenda Items

Reports (Action Items):

- Deputy Albers:
 - Consideration of 4-way stop at Feyder & 2nd Street: Deputy Albers would like the council to consider a 4-way stop at Feyder & 2nd Street by the elementary school. Currently there are stop signs for just the traffic going north and south. Deputy Albers believes that a 4-way stop would be an added safety feature by the school. It would encourage a safer drop off for kids and would maybe deter non-school traffic to other routes.
 - Consideration of Stop Sign Removal at Mundt and 1st Street: Currently there are stop signs at Mundt and 1st Street that stop the traffic going east and west. Since we are now stopping traffic at Feyder and 1st by a 4-way stop, maybe we should consider removing the stop signs at Mundt and 1st so there are not 2 stops within 1 block. It may be better to remove the stop signs for the east and west traffic and put up stop signs for the north and south traffic on Mundt and 1st since this road runs south and dead ends at the elevator property.
- Public Works Superintendent Report:
 - Review Price quotes for Jersey Barrier: Per council request, Craig has provided price quotes for Jersey Barriers. The plastic jersey barriers are designed to be easily movable when empty but can then be filled with water, so they stay in place. These would be a great alternative to our barricade signs, which can be moved fairly easy by the public. We can foresee using them for Jamboree Days and the Downtown Market.

Old Business:

- Discuss Community Education Program: On June 13th, Nate, Travis, Arden and myself met with Brad Berens to gather more information on the Community Ed Program. We conveyed to the superintendent that the council had concerns with the loss of revenue the past 2 years with the program, concerns with public perception of the City if we have to cut programs or raise the cost of programs to make them viable, concerns with the school not wanting to continue the program, and, of course, concerns with placing this on a new employee that has only been with the city less than 4 months and having to possible raise his pay or hours. Brad understood the city’s concerns and he was going to talk with the Business Manger at the school and see if they can get a breakdown of revenue and cost figures for each program. He also said that Sara Jost can be a resouce and work with the city to help Nate through this first year of the program in order to help it succeed. Since that meeting, Brad Berens has called me and unfortunately, their accounting system does not breakdown the revenues and expenses per program, so we do not have any specifics on revenues or expenses. Nate and I have talked, and at this point we would like the council to just give Nate the go ahead to contact the school and instructors over the next 2 weeks to devise a plan for the program if the city would take this over. Once he comes up with a plan of how the city would run the program, the council can then decide if we want to move ahead with the Proposal presented by the School or not. We hope to have this plan to the council by your July 16th meeting – we believe a decision on this needs to be made by this date in order to give either the school or the city (whoever takes the program) time to work on the upcoming classes.

Correspondence:

- Resignation of Jessica Johnson: Fortunately for Jessica, she has sold her house and will be moving to a property along Cressman Trail. Unfortunately for the city, that is a different ward so she has emailed me her resignation, effective July 3rd – this will be her last council meeting. The Mayor will need to appoint someone to fill this position until the end of her term, which is next April.
- Thank You: Craig has suggested that the city send a thank you to Sioux Valley Energy for donating their time and equipment to help erect the new scoreboard at the sports complex and send a thank you to East River Coop for donating their time and equipment to fix the lights at the park.

Non-Agenda Updates

Drainageway north of Sagehorn: I'm still trying to get responses from the property owners along N Sagehorn to see if they are willing to turn over the drainage area to the city for maintenance. I'm not getting any phone calls back. I think I will send out a letter before our July 16th meeting and state that this will be on the agenda and if they want to see the council consider maintaining this area, their presence will be needed.

Insurance Survey: After our insurance review on June 4th & 5th, it is recommended that the city make a couple of changes in our park equipment and do some repairs to the fascia on the blower building at the lagoons. All other areas are okay, and no changes are needed. The city workers will be making these repairs within the next 60 days.

Joint Jurisdiction: We are moving forward with the joint jurisdiction process. As you know, our P&Z Board met jointly with the County Planning Commission and jointly approved the city's comprehensive plan. The next step is to have the City Council and the County Commission meet jointly to approve the plan. This meeting will be:

August 27, 2019 at 9am – County Administration Building (2nd Floor)

We need to have a quorum present so please mark your calendars – I will make sure I remind you often. I have Jeremy Menning, Mark Monahan, Mark Brenneman, Travis Kuehl and Scott Nelson committed. Once approval is given for our comp plan, the city will begin working on the actual regulations for this joint jurisdiction area, we will then hold public meetings on the proposed regulations and then present the regulations to the county for final approval.

Street Maintenance Fee: Over the last few months, Karen has been working on putting together a spreadsheet of all property within city limits and their front footages. We hope to have this spreadsheet and resolution completed and ready for presentation to the council by September so we can get this to the county by the October 1st deadline.

Lot A Grading: As you know the Corp of Engineers has given the city permission to grade within the restrictive area (Lot A) of the wetland between Railroad Street and Mickelson. John Jarding plans to begin the grading on this project this month.

Mosquito Grant: The city was awarded a mosquito grant for \$3,200 from the SD Dept of Health. These funds will go towards reimbursement of chemicals and equipment needed for mosquito control.

Please let me know if you have any questions or concerns. 605-261-3995

Teresa

Community Education Update 7/2

Opening Thoughts:

Though it is unfortunate that the school did not keep more accurate financial records for the Community Education program it does not make taking on this program a gamble in my opinion. With complete control of the program, I see it as an opportunity with more upside than downside due to the untapped potential I see in these programs that have been undermarketed in the past. This month we increased Park Rec enrollment by 27 participants just from the use of free social media promotion and better City representation and communication from my position. I would expect to do the same with the programs we take on as they are undermarketed and there is many in the community that are unaware of all that is offered.

We're getting down to crunch time!

What I have already done:

I am already doing the following since it is necessary whether we take on Community Ed or not

- I have contacted a graphic designer to design new logo for the department and website (will bring logos to next HASR meeting to receive input).
- Contacted SportsEngine to begin the web design which typically 4-7 weeks (we are currently 6 weeks out not including this week)

Action needed tonight:

Tonight I am asking that you give myself along with Teresa, Sara, and Brad two weeks to put together a proposal of how the City would run the Community Ed programs including a more detailed description of each class, an approximate budget, and a tentative schedule. This would include reaching out to the current instructors and asking them more about their programs as well as verifying they are willing to continue with the program under the City.

Need a final decision at our July 16 meeting so I can do the following:

- Finalize the facility scheduling with the school.
- Follow up with instructors to confirm the City would take over the programs and discuss what things such as payment, organization, and structure look like under the City.
- Put together a registration brochure to distribute to the school and have available online and in City Hall.
- Set up online registration (open by August 19 at the latest) and additional parts of the website for each program.

Closing Remarks:

By taking on these programs we would be investing in the people of our community's quality of life for little to no cost. This is also an opportunity for the City to begin offering programs via the Recreation Department which have already shown promise and will have an opportunity to grow. Providing local programs is vital to keeping young families active in our community creating a sense of pride in what they have locally. It also keeps the money they spend local instead of going to programs and businesses in Sioux Falls. My goal is to provide programs that are local, affordable, and fun for the community and I hope you will aid me in obtaining this goal.

Teresa Sidel

From: Jessica Johnson <hartfordward2a@gmail.com>
Sent: Monday, June 24, 2019 10:44 AM
To: Teresa Sidel
Subject: Resignation

Good morning

Effective July 3, I will no longer be a resident of Ward 2 and therefore am submitting my resignation from City Council. Thank you for the opportunity.

Regards,
Jessica Johnson