

City Council Meeting – Regular Meeting August 1, 2017

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, Arden Jones, Mark Brenneman, Travis Kuehl and Scott Nelson. Horn gave notice that he will be late. Also present were City Administrator Teresa Sidel, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson and City Engineer Mitch Mergen.

Approve Agenda: A motion was made by Monahan, second by Nelson, to approve the agenda as set – all voted yes, motion carried.

Approve Minutes of July 18, 2017 Regular Meeting: A motion was made by Kuehl, second by Brenneman, to approve the July 18, 2017 regular meeting minutes – all voted yes, motion carried.

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

7:05 Hearing – Application for a Special Malt Beverage License in conjunction with a Special Event: The Hartford Area Fire and Rescue has submitted a special event application to allow a street dance with malt beverage sales from 7pm on August 19th to 1am on August 20th. This is a fundraising event for the department. They have also asking to close South Street in front of the Fire Station for this event and they would like the city to waive the application fee. A motion was made by Nelson, second by Monahan to grant the special malt beverage license in conjunction with a special event permit from 7pm on August 19, 2017 to 1am on August 20, 2017 and to waive the application fee. An amended motion was made by Nelson, second by Kuehl to approve the special malt beverage license in conjunction with a special event permit from 10am on August 19, 2017 to 1am on August 20, 2017, which includes blocking off South Street in front of the fire station and waiving the application fee – Brenneman abstained with all others voting yes, motion carried.

1st Reading of Ordinance #646 - Rezone Hearing for 107 S Eastern Avenue: Alex Espinoza has filed a rezone application for his property at 107 S Eastern Avenue. The property is currently zoned Light Industrial and a storage unit was erected upon it in 2014. Mr. Espinoza would like to rezone the property to Community Commercial to possible allow commercial businesses in the units. Brian Voth addressed the council with his concerns for child safety since this location is in close proximity to Turtle Creek Park. He also had concerns with noise during the day, night and on weekends. The Mayor and council noted that they are aware of the rezone location and its proximity to the park area. Councilman Monahan voiced his concerns for the rezone and possibly opening up a change of use that would impact the adjoining property owners. Councilman Nelson noted that if a change of use goes before the P&Z Board, he believes that the Board will be respectful of the neighboring properties and address their concerns. A motion was made by Brenneman, second by Nelson, to approve the rezoning of 107 S Eastern Avenue from Light Industrial to Community Commercial - Monahan and Kuehl voted no, with Brenneman, Nelson and Jones voting yes – motion did not pass due to lack of majority vote of the aldermen.

Policy 2017-5 Computer Laptop Use and Care Policy: The council reviewed policy 2017-5, which is a Computer Laptop Use and Care Policy. The policy simply states that any city laptop issued to the Mayor and Council will be their responsibility for the safekeeping, proper care and use of the device. A motion was made by Nelson, second by Brenneman, to approve Policy 2017-5 Computer Laptop Use and Care Policy – all voted yes, motion carried.

REPORTS:

City Engineer Report: Mitch Mergen with Stockwell Engineers gave an engineer update. Work continues on the Mickelson Road Project with construction easements secured and agreements with the property owners being finalized. Design work has resumed on the Vandemark Project. The State has bid out the Mike Franken Trail project and completion date is planned for November 3, 2017. The engineers have also been working on updates for the comprehensive plan and have been addressing drainage and storm sewer issues.

Public Works Report:

- **Streets** – The city’s public works staff will be cleaning streets in preparation of slurry seal on August 21st and 22nd. Crack sealing has begone on August 1st. The crosswalks and striping are being repainted. Utilities for the new cul-de-sac in Cressman Addition plan to be laid on Friday.
- **Water & Sewer** – The city continues to monitor the ponds but cannot discharge our wastewater at this time. A sewer diverter box was repaired and quarterly reports have been sent to DENR.
- **Park and Pool** – Park and pool are doing good.
 - SD Water and Wastewater Conference: The SD Water and Wastewater Conference is scheduled for September 13-15th in Huron. The city would like to send Neil Hanisch in order to keep up with his training hours. A motion was made by Nelson, second by Jones, to send Neil Hanisch to

the SD Water and Wastewater Conference in Huron September 13-15, 2017 – all voted yes, motion carried.

- Quote for repair on 2nd Street: The council reviewed a repair quote from Black-Top Paving for repairs to 2nd Street per council request. A motion was made by Nelson to approve the quote from Black-Top Paving for \$1994.00 – there was no second. A motion was made Nelson, second by Monahan to approve the quote from Black-Top Paving and hire them to do the repairs to 2nd Street for the quote amount of \$1994.00 – Brenneman voted no, with all others voting yes, motion carried.

Finance Officer Report: City Administrator Sidel presented the council with the finance officer report. A highlight of revenues from July was listed. The council was also presented the cash balance, revenues and expenses for June, along with a year-to-date balance of revenues and expenses. The Women of Today will be hosting a Pet Clinic at the Hartford Veterinary Clinic on August 4th from 9am to noon and a calendar of events was also presented.

City Administrator Report: Administrator Sidel gave the council an update on the Mike Franken Trail Project and the Mickelson Road Project. The new council laptops have arrived and are being setup and configured with box cloud service – the council should have them shortly. Sidel asked the council if they would be interested in getting Office software for the laptops. It was the consensus of the council to get Office for only the public works laptop and not for the Mayor or Council. Sidel is working on the 2018 budget. The city's 2016 audit draft was reviewed by the city administrator and final copies will be disbursed to the council within the next month.

OLD BUSINESS:

Chamber Billboard Lease – West face of #5: Last year the city council allowed the Chamber to lease (at no cost) the west face of billboard #5 to advertise the city's Hometown Christmas event. This lease expired on July 31, 2017. Lisa Hellvig, on behalf of the Chamber/Hometown Christmas Committee indicated to the council that they would renew this lease under the same terms and conditions as their previous lease. A motion was made by Nelson, second by Jones, to continue the Chamber/Hometown Christmas lease through July 2018 under the same terms and conditions as the prior lease – additional discussion was held and Kuehl called the vote - Nelson voted yes, all others voted no, motion failed. A motion was made by Kuehl, second by Monahan, to extend the lease for the Chamber/Hometown Christmas Committee through July 2018 under the new city lease agreement – all voted yes, motion carried. A motion was made by Monahan, second by Nelson, to waive the rental fee and security deposit under the new Chamber/Hometown Christmas Committee lease – all voted yes, motion carried.

Discussion of Site for City Materials: Currently city materials, such as gravel, dirt, crushed concrete and rock are being stored on the city property along Railroad Street just to the west of the yard waste disposal site. Carrie Nothdurft and Mark Johnson addressed the city council with their concerns regarding the piles of materials that are being stored. Both indicated that there are issues with parking by them, driving on them and inappropriate behavior behind them. They have also indicated that it does not look good and believe this area could be cleaned-up by the city to have it look more appealing with the park and trail right by it. Both asked if there could be a better area to store these materials

8:03pm – Councilman Horn Arrived.

The council reviewed and discussed various city owned land as possible options to store these materials. A motion was made by Nelson, second by Jones to grade an area SW of the ballfields at the sport complex and move the material piles, such as dirt, gravel and rock to this location. Additional discussion was held and Lisa Hellvig asked the council to make the perimeter of the storage area decent looking no matter where they are located. Nelson moved to call the vote – Nelson and Jones voted yes, with Horn, Kuehl, Brenneman and Monahan voting no, motion failed. A motion was made by Kuehl, second by Brenneman, to pursue a lease agreement or option to store the city dirt, rock and materials on the land just north of the Oaks Apartment Complex and west of the Hartford Building Center – Monahan and Jones voted no, with all others voting yes, motion carried.

Yard Waste Disposal Site: The city council was provided information requested on the current yard waste disposal site along Railroad Street. Discussion was held regarding the location and feasibility of continuing the service. Brian Voth, Carla Goetsch, Joe Montis, Todd Lubenow all talked in support of keeping the disposal site open and expressed concerns regarding the possible problems that would be created if the site was closed. Mark Johnson and Carrie Nothdurft noted that they have no issue with the yard waste disposal site. The council discussed the various pros and cons with providing this service and it was noted that residents do have other options for yard waste disposal. A motion was made by Brenneman second by Jones, to follow staff recommendation for the current yard waste disposal site that would include hours of operation, staffing, monitoring, signage and fencing, the charge for usage of this site would be set at \$50.00 per year effective immediately once the facility was ready – Monahan and Kuehl voted no, with all others voting yes, motion carried. Carla Goetsch expresses concerns with the cost for the

service. Sheri Goebel asked if the city will continue their policy of picking up tree branches after a storm – she was assured that there will be no change in current city policy.

Discuss City Fireworks Ordinance regarding Selling & Use of Fireworks: A motion was made by Monahan, second by Horn, to table discussion of the city’s fireworks ordinance until the August 15, 2017 city council meeting – Brenneman and Monahan voted no, with all others voting yes, motion carried.

Discuss Traffic Counters: Craig Wagner present to the council information on 2 types of traffic counters – Rubber tube units and Radar units. The pros and cons of each device were discussed. A motion was made by Jones, second by Brenneman, to purchase RoadRunner3 rubber tire complete kit. Jones amended his motion, second by Brenneman, to allow the public works superintendent to spend up to \$1000.00 on RoadRunner3 traffic counting equipment – Monahan voted no, with all others voting yes, motion carried.

CORRESPONDENCE: Monahan would like to extend a “Thank You” to the entire city staff for tolerating the many months of the dump site discussion.

Executive Session: A motion was made by Horn, second by Nelson to enter into executive session at 9:20p.m. per SDCL 1-25-2.1 - all voted yes, motion carried. A motion was made by Nelson, second by Horn to exit executive session at 9:50 p.m. – all voted yes, motion carried.

A motion was made by Kuehl to adjourn – motion rescinded. A motion was made by Jones, second by Nelson to allow the city administrator to advertise for a part-time code enforcement officer for up to 10-20 hours per week at a pay rate of \$15.00 per hour - all voted yes, motion carried.

Adjournment: A motion was made by Horn, second by Nelson to adjourn at 9:54p.m. – all voted yes, motion carried.

Minutes recorded by Interim Finance Officer, Teresa Sidel.

I, the undersigned, Teresa Sidel, Interim 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.

Teresa Sidel, Interim Finance Officer