

City Council Meeting – Regular Meeting August 2, 2011

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, Gail Olson-Duck, Leah Johnson, Eric Bartmann, and Bob Deelstra. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, Public Works Superintendent, Craig Wagner, along with Deputy Sheriff, Steve Maciejewski and City Engineer, Erin Steever.

Additions to the Agenda: A motion was made by Deelstra, second by Johnson to add “committee reports” to the agenda under New Business - all voted yes, motion carried. With no further additions, a motion was made by Johnson, second by Deelstra to approve the agenda including the addition of Committee Reports - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Johnson, second by Olson-Duck to approve the July 19, 2011 regular meeting minutes – all voted yes, motion carried.

Old Business:

MPO Planning Grant: SECOG is considering applying for a regional grant for the Sioux Falls Metropolitan Planning Organization (which Hartford is a part of) and has asked for the city’s cooperation. This three-year grant would fund a regional plan to assist communities with future growth. All cities that participate would be responsible to pay a portion of the 20% match which payment could be in the form of “in-kind” services. A motion was made by Johnson, second by Olson-Duck to approve the city’s participation in SECOG’s application for the regional grant – all voted yes, motion carried.

New Business:

Update on Fire Station Bids: Kelly Boysen, Glen Mehlhaff, and Paul Boerboom were in attendance and notified the council that the Fire Department voted to accept the low bid of Peska Construction, Inc. for construction of a new fire station, including all four alternates, in the total amount of \$1,236,800. Discussion was held on Resolution 2010-4, A Resolution to Support the Hartford Area Fire and Rescue, Inc. In addition, three financing options were reviewed. Mayor Zimmer thanked everyone involved with the new fire station project.

Committee Reports: Discussion was held on adding committee reports to the agenda in place of Ward reports.

Ordinances and Hearings:

7:10 Hearing – Special Event Hearing – West Central Homecoming Parade. The West Central School District submitted an Application for a Special Events Permit including a route map. This permit would allow the School District to conduct a homecoming parade on September 23, 2011 between 1:00 p.m. and 3:00 p.m. On behalf of the School District, Kieron Murphy was present to answer questions from the council. A motion was made by Olson-Duck, second by Johnson to approve the West Central School District’s application for a special events permit for the homecoming parade to be held on September 23, 2011 beginning at 1:00 p.m. - all voted yes, motion carried.

2nd Reading of Ordinance #567 - Redistricting of City Voting Wards. A motion was made by Deelstra, second by Johnson to approve and adopt second reading of Ordinance #567 – Redistricting of City Voting Wards – Monahan and Swier voted no with all others voting yes, motion carried.

1st Reading of Ordinance #568 – Council Terms. Due to redistricting the voting wards, current council members were shifted to different wards. Therefore, it is necessary to amend the voting terms in order to return to an alternating rotation schedule. A motion was made by Olson-Duck, second by Deelstra to approve first reading of Ordinance #568 – Council Terms - Monahan and Swier voted no with all others voting yes, motion carried.

1st Reading of Ordinance #569 – Amend Ordinance #430 – Noxious Weeds/Grasses. The current ordinance would be amended to allow the city to give *one notice* per growing season to property owners of their obligation to control noxious weeds and to mow grass. If property owners fail to control weeds or mow grass, the city will abate the nuisance and bill the property owner. A motion was made by Monahan, second by Bartmann to approve first reading of Ordinance #569 – Amend Ordinance #430 – Noxious

Weeds/Grasses to include the following: 1) property owners will be notified by mail and by newspaper publication; and 2) property owners will be given thirty days to pay their bill – Swier and Olson-Duck voted no with all others voting yes, motion carried.

1st Reading of Ordinance #570 – Amend Ordinance #522 – Noxious Weeds/Grasses. The city's property maintenance code would be amended to coincide with the revisions of Ordinance #569 in regards to noxious weeds and mowing violations. A motion was made by Monahan, second by Bartmann to approve first reading of Ordinance #570 – Amend Ordinance #522 – Noxious Weeds/Grasses – Swier and Olson-Duck voted no with all others voting yes, motion carried.

1st Reading of Ordinance #571 – Mayor and City Council Compensation. The current ordinance would be amended to change the payroll dates for the Mayor and City Council to quarterly rather than semi-yearly. After discussion, a motion was made by Bartmann, second by Deelstra to table this matter – all voted yes, motion carried. A motion was made by Monahan, second by Deelstra to amend the ordinance to place a \$3,500 yearly cap on city council salary and place a \$4,000 yearly cap on the Mayor's salary. An alternate motion was made by Deelstra, second by Bartmann to table this matter until tonight's executive session – Monahan voted no with all others voting yes, motion carried.

Visitors:

Brandon Pennock – Eagle Scout Project. Brandon Pennock presented plans for his Eagle Scout Project. He will be building a wooden bench including a canopy with the five military emblems engraved on the back side. He asked the council for permission to place this bench on city property in Century Square Park once it is finished. A motion was made by Bartmann, second by Deelstra to authorize Brandon Pennock to permanently place the wooden bench as part of his Eagle Scout Project in Century Square Park – all voted yes, motion carried. To assist in funding this project, each council member will donate one council meeting pay, Bartmann will make a donation on behalf of his company, and Zimmer will donate up to \$250 to complete the project.

Reports:

HADC Report: Clay Wilfahrt reported that a ground breaking ceremony was held at the Miller Funeral Home site on July 18th and gave an update of other potential business leads. The Retail Committee is organizing a golf tournament scheduled for August 27th. Wilfahrt gave an update on the Housing Committee and reported that the Marketing Committee is in the process of revising the webpage which would include incorporating Channel 19. Scott Nelson is the new Chairman of the Marketing Committee. A membership mixer for the HADC will be held on August 6th at I-90 Speedway.

Sheriff's Deputy Report: Deputy Maciejewski has been addressing parking complaints, monitoring traffic, and watching the park bathrooms closely due to recent vandalism. Citizens are reminded to lock their vehicles, homes, and garages. The West Central Bicycle Rodeo is scheduled for August 27th at the Hartford Elementary School with two sessions available at 8:30 a.m. or 12:30 p.m.

Public Works Superintendent Report:

Streets – The city has been repairing curbs and patching streets. Wagner provided an estimate and time frame to repair the backhoe. It was the consensus of the council to proceed with fixing the backhoe. In addition, Wagner presented skid steer bid specifications. A motion was made by Monahan, second by Olson-Duck to authorize Wagner to gather bids for the purchase of a skid steer – all voted yes, motion carried. Minnehaha County has a sander and plow listed for sale on their auction. Wagner will inspect the sander and plow and if in good condition, he plans to purchase the items.

Water and Sewer – The city has finished flushing manholes. The lagoon flows have been decreasing and the city hopes to discharge ponds again this summer. Wagner has completed quarterly DENR reports. Wagner and Hanisch will be climbing the water tower next week to perform a visual inspection.

Park and Pool – Wagner noted that everything is going well at the swimming pool. Regarding the Turtle Creek Park bathroom facility, the floor and floor plumbing have been installed, the doors are being set, and the roof is expected to be put on this week.

City Engineer Report: Steever reported that the contractor has completed the SRTS-Phase 1 project and a walk-through is scheduled for August 10th. In addition, work continues on the abutment for the SRTS-Phase 2 pedestrian bridge. Krueger Excavating has completed a majority of the asphalt paving on the Bike/Rec Trail-Phase 1 except for the connecting point to the SRTS walkway. Clean-up, shaping, and seeding will be performed. Steever reported that the DOT requested revisions including ROW and Utility Certificates pertaining to the Highway 38 Bike Trail. The wetland mitigation plan has been submitted to the Corp of Engineers. Banner has completed cost estimates for utilities into the sports complex site for Phase 1A and 1B options. Regarding the Sagehorn Drive drainage improvement project, Zacharias Construction has completed concrete work for the bottom slab and the curb around the inlet and intends to proceed with clean-up and grading. Banner reviewed the Plat of 12A, 12B, 12C of North Lawn Addition.

Finance Officer Report: Macdonald provided the council with various July revenue highlights, a list of upcoming events, and the City Council Attendance Chart. After reviewing the chart, Johnson offered to volunteer her time on June 18th and Swier volunteered his time on June 17th. The Finance Office will be working on the 2012 budget prior to the August 30th budget meeting. Macdonald noted that city staff will be present at the Women of Today Pet Clinic on August 6th to issue city pet licenses. The SDML Annual Conference is scheduled for October 4th-7th in Sioux Falls.

City Administrator Report: Regarding SRTS-Rounds 1 and 2, Nolz Dragline has placed the crossing signals and painted cross walks. Work continues on the bridge abutments with bridge delivery anticipated within 2-3 weeks. The DOT has been provided a new map for SRTS-Round 4 and environmental work and right-of-way paperwork will be completed after issuance of contracts. Sidel reported that the contractor has laid most the asphalt on the Bike/Rec Trail-Phase 1 except for a small portion to be completed after installation of the SRTS bridge and sidewalk. The city has received compliments on the Trail! Banner is working on wetland areas along the Highway 38 Bike/Rec Trail and bid letting is scheduled for September 21st. Sidel noted that the city held a dedication for Turtle Creek Field on July 26th. Children from the West Central Kare Program participated in the event since they named the field. Construction continues on the new restroom facility at Turtle Creek Park.

Committee Reports:

Johnson reported that Swimming Pool Committee Meetings will be held on the 4th Monday of each month at 6:30 p.m. at Pizza Ranch. Monahan noted that the next Bike/Rec Trail Committee Meeting is scheduled for August 9th at 6:30 p.m. at Ten Pin Alley.

Mayor's Report: Mayor Zimmer extended a thank you to the Fire Department, TSP, new building sub-committee, the city, and anyone else involved with the new fire station project for their effort, hard work, and dedication in making the new fire station a reality!

Executive Session: A motion was made by Bartmann, second by Olson-Duck to enter into executive session, pursuant to SDCL 1-25-2, at 8:50 p.m. - all voted yes, motion carried. A motion was made by Monahan, second by Deelstra to exit executive session at 9:11 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Monahan, second by Bartmann to adjourn at 9:12 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