

City Council Meeting – Regular Meeting August 16, 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 City Attorney, Larry Nelson.

Additions to the Agenda: A motion was made by Monahan, second by Bartmann to add Executive Session for legal matters to the agenda before the Bill Report - all voted yes, motion carried. With no further additions, a motion was made by Olson-Duck, second by Deelstra to approve the agenda including the addition of Executive Session - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Johnson, second by Monahan to approve the August 2, 2011 regular meeting minutes – all voted yes, motion carried.

Executive Session: A motion was made by Monahan, second by Johnson to enter into executive session, pursuant to SDCL 1-25-2, at 7:01 p.m. - all voted yes, motion carried. A motion was made by Monahan, second by Johnson to exit executive session at 7:14 p.m. - all voted yes, motion carried.

Approve Bills Submitted for Payment: A motion was made by Monahan, second by Deelstra to approve the bills submitted for payment – all voted yes, motion carried. A motion was made by Monahan, second by Deelstra that all attorney’s fees and accountant’s fees previously paid on behalf of the Sports Complex Committee, Drive to Revive Downtown Committee, Bike/Rec Trail Committee, and Swimming Pool Committee be divided equally between the four committees – all voted yes, motion carried.

Old Business:

Mayor/City Council Compensation: A motion was made by Monahan, second by Johnson to place a \$3,500 yearly cap on city council salary and place a \$4,000 yearly cap on the Mayor’s salary – Deelstra, Olson-Duck, Bartmann, and Swier voted no with Monahan and Johnson voting yes – motion failed.

New Business:

Correspondence: The following thank you cards were received: 1) from the Nichole Anderson Family and the Benefit Committee thanking the city for supporting the event held in July; 2) from the YWCA thanking the city for allowing them to teach swimming lessons again this summer; and 3) from Brandon Pennock thanking the Mayor and city council for personally contributing to his Eagle Scout Project.

Ordinances and Hearings:

7:10 p.m. Hearing – Special Event Hearing – South Bar Block Party - August 27, 2011. On behalf of the South Bar, Crystal Sundermann submitted an Application for Use of Alcoholic Beverages in a Public Area and Application for a Special Events Permit. This permit would allow the South Bar to hold a block party including a bean bag tournament and karaoke on Main Avenue between First Street and Menth Street from 5:00 p.m. to 2:00 a.m. on August 27-28, 2011. In addition, this permit would allow consumption of alcohol on the sidewalk and in the street. A motion was made by Swier, second by Olson-Duck to approve the South Bar’s application for a special events permit for a block party on August 27-28, 2011 from 5:00 p.m. to 2:00 a.m. – all voted yes, motion carried.

2nd Reading of Ordinance #568 – Council Terms. A motion was made by Johnson, second by Deelstra to approve and adopt second reading of Ordinance #568 – Council Terms - Monahan and Swier voted no with all others voting yes, motion carried.

2nd Reading of Ordinance #569 – Amend Ordinance #430 – Noxious Weeds/Grasses. A motion was made by Deelstra, second by Monahan to approve and adopt second reading of Ordinance #569 – Amend Ordinance #430 – Noxious Weeds/Grasses – Swier and Olson-Duck voted no with all others voting yes, motion carried.

2nd Reading of Ordinance #570 – Amend Ordinance #522 – Noxious Weeds/Grasses. A motion was made by Monahan, second by Deelstra to approve first reading of Ordinance #570 – Amend Ordinance #522 – Noxious Weeds/Grasses – Swier voted no with all others voting yes, motion carried.

Replat of Lots 12A, 12B, and 12C of North Lawn Addition. Previously, the Planning and Zoning Board approved the Replat of Lots 12A, 12B, and 12C of North Lawn Addition which was submitted by Venice Becker. This replat would move the current lot line and access easement between Lots 12A and 12B further to the west. A motion was made by Swier, second by Deelstra to approve the Replat of Lots 12A, 12B, and 12C of North Lawn Addition as recommended by the Planning and Zoning Board – all voted yes, motion carried.

Reports:

HADC Report: Clay Wilfahrt notified the Mayor and council that he has resigned as Economic Development Director and his last day of employment will be August 19th. The HADC will begin advertising for this position and it is expected that a replacement will begin work in October. Wilfahrt thanked the city council and the city staff for supporting the HADC. The city council extended their congratulations and best wishes to Wilfahrt in his new job as Assistant Economic Development Director for the City of Elk River, Minnesota.

Swimming Pool Report: Pool Manager, Amy Sebert updated the council on pool attendance, pool parties, pool rescues, and reported that 88 individual and 84 family passes were sold this season. Barb Thaler conducted two training sessions as well as four unannounced drills. The pool will close for the season on August 22nd at 5:00 p.m. Sebert thanked Thaler for her excellent help to the staff and community; thanked the city employees for all their hard work; and thanked the council members for their support. Wagner reported that the dolphin pool cleaner is in need of repair; however the pool staff is using the old cleaner for the remainder of the season.

Public Works Superintendent Report:

Streets – Wagner has been working with Two-Way Radio on the new narrow banding laws that will be going into effect and reported that most of the city’s radios can be upgraded. In addition, Wagner noted that another siren is needed in the northwest part of town, skid steer bid specifications are being advertised, repairs to the backhoe should be complete this week, and The Road Guy will begin chip sealing toward the end of August.

Water and Sewer – The sewer main on Mundt Avenue has been cleaned out and will be televised in the near future. The lagoon flows have been decreasing. Pond A is being drained down and the diffusers will be fixed next week.

Park and Pool – Wagner noted that everything is going well at the swimming pool and will close on August 22nd. Bulbs have been ordered for the ball diamond lights. Within the next week, the following work will be done on the Turtle Creek Park bathroom facility: floor painted; outside concrete poured; landscaping started; plumbing and electrical installed; and Sioux Valley Energy will be bringing in their power line. The city has replaced the sidewalk due to installation of the sewer service and erected handrails on the walk bridge at Turtle Creek Park. A motion was made by Johnson, second by Olson-Duck to authorize Wagner to gather quotes on the cost to run electricity to the Turtle Creek Park picnic shelter – all voted yes, motion carried.

Training and Meetings – Wagner advised that the SD Water and Wastewater Association Conference will be held in Huron on September 14th-16th, 2011. This conference provides useful information for water and wastewater distribution. Wagner needs training hours in order to keep his certification current. A motion was made by Olson-Duck, second by Swier to allow Wagner and Hanisch to attend the SD Water and Wastewater Association Conference on September 14-16, 2011 in Huron – all voted yes, motion carried.

City Engineer Report: The City Engineer’s Report was presented for review. Discussion was held on various items which need to be corrected before finalization of the Bike/Rec Trail-Phase 1.

Finance Officer Report: Copies of the Bill Report, Revenue Report, and Expenditure Report as well as a summary of the July cash report and sales tax revenue were provided to the council. In addition, Macdonald prepared a breakdown of committee funds available. The SDML Annual Conference will be held in Sioux Falls on October 4th-7th. Macdonald gave an update on the Parade of Lights Committee and

noted that the next meeting is scheduled for August 29th at 6:30 p.m. at City Hall. The public is welcome and encouraged to attend.

City Administrator Report: Regarding SRTS-Rounds 1 and 2, the final walk-through of the crossing signals was held on August 10th. Delivery of the bridge is expected this week. Thereafter, the abutments and sidewalks will be completed. Sidel reported that Rural Development has concurred with awarding the low bid to Peska Construction for the fire station project. Finance and contract documents are being finalized. The Bike/Rec Trail-Phase 1 project is nearly complete except for a small portion of asphalt which will be laid after installation of the SRTS bridge and sidewalk. Banner continues to work on wetland mitigation issues along the Highway 38 Bike/Rec Trail; however all information has been submitted to the DOT for the September 21st bid letting. Zacharias Construction will be completing dirt work, seeding, and cleaning out the channel on the drainage improvement project taking place on Sagehorn Drive. The Code Enforcer/Building Inspector's July report was given to the council. Sidel reminded the council of the budget meeting and requested setting an additional meeting date. If the budget is not completed on August 30th, it was the consensus of the council to meet again on August 31st at 6:30 p.m. Sidel reported that Banner received a request from the Sports Complex Committee to prepare two estimates. One estimate would be for the cost of grading operations for Phase 1A and two ball fields and another estimate would be for the cost to run water, sewer, and storm sewer utilities to the entire sports complex. It was the consensus of the council to authorize Banner to proceed with providing an estimate to the Sports Complex Committee for grading operations only.

Committee/Ward Reports:

Ward 1: Deelstra will be unable to attend the September 20th city council meeting.

Ward 2: Monahan gave an update on the Bike/Rec Trail Committee meeting which was held on August 9th. Topics covered were the 2012 budget and future bike/rec trail phases. The next meeting is scheduled for September 13th. Johnson reported that the Swimming Pool Committee will meet on August 23rd at 6:30 p.m. at Pizza Ranch.

Ward 3: Swier reported that the Sports Complex finance sub-committee will be meeting on August 17th at Ten Pin Alley. Bartmann plans to attend the upcoming Swimming Pool Committee Meeting.

Mayor's Report: With school starting next week, Mayor Zimmer reminded everyone to drive slowly and to keep children safe!

Executive Session: A motion was made by Bartmann, second by Deelstra to enter into executive session, pursuant to SDCL 1-25-2, at 8:43 p.m. - all voted yes, motion carried. A motion was made by Bartmann, second by Olson-Duck to exit executive session at 8:47 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Johnson, second by Bartmann to adjourn at 8:50 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