

City Council Meeting – Regular Meeting September 6, 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, City Attorney, Larry Nelson, and City Engineer, Scott VanderMeulen.

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

Approve Minutes of Previous Meeting: A motion was made by Olson-Duck, second by Johnson to approve the August 16, 2011 regular meeting minutes – all voted yes, motion carried. A motion was made by Johnson, second by Deelstra to approve the August 30, 2011 special meeting minutes – all voted yes, motion carried.

Approve Bills Submitted for Payment: A motion was made by Johnson, second by Bartmann to approve the bills submitted for payment – all voted yes, motion carried.

Ordinances and Hearings:

7:10 pm – Special Event Hearing – Koep Bookkeeping and Young Racing (Make-A-Wish). Sarah Koep submitted an Application for a Special Events Permit which would allow the applicants to host a fundraiser for Make-A-Wish of S.D. in the park on September 17, 2011. The “family fun day” activities shall include games, crafts, food, music, and t-shirt sales. A motion was made by Bartmann, second by Olson-Duck to approve Koep Bookkeeping and Young Racing’s application for a special events permit for the Make-A-Wish fundraiser to be held in the city park on September 17, 2011 from 10:00 a.m. to 4:00 p.m. - all voted yes, motion carried.

First Reading of Ordinance #572 – 2012 Appropriations. A motion was made by Deelstra, second by Johnson to approve first reading of Ordinance #572 – all voted yes, motion carried.

Discussion of Economic Development Director Position: Discussion was held between the Hartford Area Development Corporation and the council regarding the Economic Development Director position. Both groups agreed to strive for better accountability and communication in the future. The entire HADC board, consisting of Rick Freemark, Jeremy Menning, John Roers, Terry Hagen, Bill Marketon, Justin Eich, and Lyle Howey, attended the meeting.

Visitors:

East 5th Street Residents: Chuck Meyer, Georgia Viereck, Rick Cross, and Tim Groenewold appeared before the council to express various concerns associated with construction of the apartment units and garages on East Fifth Street. It was the consensus of the council that the developer has complied with all city rules and regulations. Therefore, Venice Becker is permitted to proceed with the project.

New Business:

Parade of Lights: On behalf of the Parade of Lights Committee, Terry Hagen and Deb Macdonald gave an update on the event to be held in December and noted that there will be advertising expenses. A motion was made by Monahan, second by Bartmann to approve allocating \$500 to the Parade of Lights Committee for advertising – all voted yes, motion carried.

Phase 1 of the Sports Complex: Dave Lorang, Justin Eich, Dean Munce, and Pat Raabe attended the meeting in support of the Sports & Rec Committee’s proposal to obtain a loan to proceed with Phase 1 of the sports complex. After discussion, it was decided to revisit this matter at the December 6th council meeting to allow the Committee additional time to research various grant opportunities and financing options.

Correspondence: The city received a thank you card from a group of “Power Hour” participants. Banner Associates invited the city council and staff to attend a special event.

Reports:

HADC Report: HADC President, Justin Eich reported that the Economic Development Director position is being advertised with interviews expected to take place in late September. In addition, Eich noted that the newsletter has been mailed and various members are compiling the new phone book for publication.

Sheriff's Deputy Report: Deputy Maciejewski has been patrolling school zones and is arranging to place the county speed trailer in Hartford. Approximately 80 children attended the bicycle rodeo. Maciejewski reported an increase in the number of reports relating to the use of synthetic drugs in the area.

Fire Department Report: Fire Chief, Kelly Boysen reported that the new fire station site plans have been approved by the Planning and Zoning Board and a ground breaking ceremony is planned for September 7th.

Public Works Superintendent Report:

Streets – Wagner reported that the city has completed patching streets and cleaning out storm sewer inlets. In addition, The Road Guy has finished chip sealing. The city will be sweeping streets and painting crosswalks. Lynn DeYoung with Emergency Management informed Wagner that the Sioux Falls weather sirens will be switched over to narrow band in November. The skid steer bid opening was held on August 25, 2011. The bid tabulation listing four bids was reviewed. A motion was made by Olson-Duck, second by Swier to accept the bid of Puthoff Repair for purchase of a Gehl 5640 Skid Steer in the total amount of \$32,350 which includes the \$30,750 base bid and \$1,600 for add-on #1 - all voted yes, motion carried. Wagner was directed to research prices for a snow blower and broom for the skid steer and for a broom for the 1435 lawn mower.

Water and Sewer – The diffusers on Pond A have been fixed and Pond B is being pumped down to be repaired at a later date. In addition, the city has inspected the water tower.

Parks and Pool – Wagner reported that the pool has been winterized and light bulbs replaced at the ball field. At Turtle Creek Park, the new bathroom is complete except for dirt work and seeding, the ball field bases have been installed, and Wagner is gathering quotes on the cost to run electricity to the shelter.

Public Buildings – The city will be repairing the overhead door at the Fire Department building.

City Engineer Report: VanderMeulen reported that the SRTS-Phase 1 project is nearly complete except for replacing the crossing signal signs. The Phase 2 bridge has been set and the deck has been poured. For budget use, Banner provided cost estimates to the Sports Complex Committee. Seeding at the Sagehorn Drive drainage improvement site is finished. Wagner and VanderMeulen inspected the Bike/Rec Trail-Phase 1 project and addressed areas of concern. Krueger Excavating submitted their Pay Request No. 1. A motion was made by Bartmann, second by Deelstra to authorize paying Krueger Excavating the sum of \$80,179.72 for Pay Request No. 1 for Phase 1 of the Bike/Rec Trail Project – all voted yes, motion carried.

Finance Officer Report: Macdonald reported that August financial reports are complete and provided revenue highlights. An invoice for 501(c)3 filing fees for the Swimming Pool Committee was discussed. A motion was made by Johnson, second by Monahan to authorize payment to the IRS for the Swimming Pool Committee's filing fees in the amount of \$850 – all voted yes, motion carried. Macdonald noted 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 have been divided equally between the four committees. The council was reminded that the SDML Annual Conference is scheduled for October 4th-7th in Sioux Falls.

City Administrator Report: Regarding SRTS-Rounds 1 and 2, the crossing signals have been installed; however the signs need to be replaced. The bridge has been placed and Nolz Dragline will proceed with assembly and painting as well as installation of the sidewalks. Sidel reported that Planning & Zoning approved the new fire station site plans and a building permit can be issued. The Code Enforcer/Building Inspector's August report was presented. The council was invited to the Planning & Zoning Meeting on September 27th at which time a public hearing will be held regarding the revised Zoning Ordinance. Sidel gave an update on both Bike/Rec Trail projects and noted that the Sagehorn Drive drainage improvement project is complete. In addition, information was provided on the condition of the office copier as well as "trade-in" information obtained from A&B Business. A motion was made by Monahan, second by Swier

to authorize trading in the old copier and purchasing a new copier from A&B Business – all voted yes, motion carried.

Committee Reports:

Ward 1: Olson-Duck reported that the Drive to Revive Downtown Committee will be gathering three bids for the purchase of light poles and will be soliciting donations from businesses.

Ward 2: On behalf of the Bike/Rec Trail Committee, Monahan extended a thank you to the council for supporting the Turtle Creek bike path and for allocating the 20% Highway 38 Bike Trail match. The Committee will meet again on September 13th. Monahan expressed concern about construction trucks driving on Fifth Street. Johnson noted that the Swimming Pool Committee is progressing forward with their next meeting set for September 27th at 6:30 p.m. at Pizza Ranch.

Ward 3: Swier reported that the Sports Complex Finance Sub-Committee will meet on September 7th.

Mayor's Report: Mayor Zimmer thanked the Public Works employees for designing the “turtle” flower bed located near the new bathroom facility in Turtle Creek Park ~ it looks great!

Adjourn: A motion was made by Swier, second by Olson-Duck to adjourn at 9:36 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