

City Council Meeting – Regular Meeting September 20, 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, and Eric Bartmann. Bob Deelstra was absent with notice. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, and Public Works Superintendent, Craig Wagner.

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

Approve Minutes of Previous Meeting: A motion was made by Olson-Duck, second by Monahan to approve the September 6, 2011 regular meeting minutes – all voted yes, motion carried.

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

Ordinances and Hearings:

2nd Reading of Ordinance #572 – 2012 Appropriations. A motion was made by Bartmann, second by Swier to approve and adopt second reading of Ordinance #572 – 2012 Appropriations - all voted yes, motion carried.

1st Reading of Ordinance #573 – No Motorized Vehicles on Bicycle/Pedestrian Trails. Due to reports of motorized vehicles driving on the new bike/rec trail, the city deemed it necessary to implement rules and penalties associated with city bicycle/pedestrian trails. A motion was made by Monahan, second by Bartmann to approve first reading of Ordinance #573 – No Motorized Vehicles on Bicycle/Pedestrian Trails to include amending both the “bicycle/pedestrian trails” and “penalties” sections - Swier voted no with all others voting yes, motion carried.

Correspondence: The city received an invitation from the Sioux Falls Community Foundation. In addition, the Board of Regents invited the council to attend a town meeting regarding public higher education.

Visitors: On behalf of the Hartford Area Development Corporation, Terry Hagen reported that interviews for the position of Economic Development Director will take place on September 30th and October 1st.

Reports:

Public Works Superintendent Report:

Streets – The city has been sweeping streets and painting crosswalks. Wagner ordered the skid steer from Puthoff Repair and presented prices for a snow blower and broom for the skid steer. A motion was made by Monahan, second by Olson-Duck to authorize purchasing a skid steer blower and broom from Gillespie Small Engine in the total amount of \$9,998 - all voted yes, motion carried.

Water and Sewer – The diffusers on Pond B have been fixed and a pump at the main lift station has been repaired. During inspection of the water tower, it was discovered that the mixer needs repair.

Parks and Pool – The pool has been winterized and the city will be repairing the motor. Wagner presented two quotes to run electricity to the Turtle Creek Park shelter. After review, a motion was made by Olson-Duck, second by Bartmann to accept the quote of A1 Electric, Plumbing, Heat and Air in the amount of \$1,850 to install electricity in the Turtle Creek shelter – all voted yes, motion carried. Wagner was directed to add a “Swenson Park” sign to the current signage at the sports complex site. Discussion was held on the availability of city land for a proposed dog park.

City Engineer Report: The following items were presented to the council for review: 1) City Engineer’s Report; 2) Sagehorn Drive Drainage Improvement Project – Zacharias Construction’s Change Order No. 1; 3) Sagehorn Drive Drainage Improvement Project – Zacharias Construction’s Pay Request No. 1; 4) SRTS Phase 1 Project – Nolz Construction and Dragline’s Change Order No. 1; and 5) Nolz Construction and Dragline’s Pay Request No. 1. A motion was made by Monahan, second by Johnson to approve Zacharias Construction’s Change Order No. 1 reflecting a deduction of \$389.18 for quantity adjustments on the

Sagehorn Drive Drainage Improvement Project – all voted yes, motion carried. A motion was made by Monahan, second by Johnson to authorize paying Zacharias Construction the sum of \$29,193.60 for Pay Request No. 1 (Final) for the Sagehorn Drive Drainage Improvement Project - all voted yes, motion carried. A motion was made by Monahan, second by Johnson to approve Nolz Construction and Dragline's Change Order No. 1 reflecting a deduction of \$2,711.05 for quantity adjustments on the SRTS-Phase 1 Project – all voted yes, motion carried. A motion was made by Monahan, second by Johnson to authorize paying Nolz Construction and Dragline \$220,711.70 for Pay Request No. 1 for SRTS-Phase 1 (\$45,103.70) and SRTS-Phase 2 (\$175,608) contingent upon SD DOT approval - all voted yes, motion carried.

Finance Officer Report: Copies of the Bill Reports, Revenue Report, and Expenditure Report as well as a summary of the August cash report and sales tax revenue were provided to the council. In addition, a breakdown of committee funds available was presented. Macdonald noted she is attempting to resolve several outstanding check matters. In addition, an update was given on seasonal public works employees and the upcoming Jamboree Committee meeting.

City Administrator Report: Regarding SRTS-Rounds 1 and 2, crossing signal signs will be replaced. The bridge and sidewalks are complete and the contractor will proceed with dirt work, seeding, and painting. Sidel gave an update on both Bike/Rec Trail projects and noted issuance of a building permit for construction of the new fire station. 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. In addition, Sidel noted that a public hearing to review the Minnehaha/Lincoln County Pre-Disaster Mitigation Plan is scheduled for September 28th in Sioux Falls. The council was presented the Plan Update and was invited to attend the hearing. Sidel has been approached about the possibility of the city entering into a short-term billboard lease. It was the consensus of the council that the city would consider requests on an individual basis.

Risk Management and Loss Control Policy Statement: As a condition of the South Dakota Public Assurance Alliance, the city received recommendations to improve the city's loss control program. For adoption, the SDPAA presented a Risk Management and Loss Control Policy Statement that basically identifies and evaluates possible loss sources and states that the city will agree to make every effort to control or eliminate those losses through corrective efforts. A motion was made by Johnson, second by Olson-Duck to adopt the Risk Management and Loss Control Policy Statement – all voted yes, motion carried.

Committee/Ward Reports:

Ward 1: Olson-Duck requested investigation of a possible code violation.

Ward 2: On behalf of the Bike/Rec Trail Committee, Monahan noted suggestions to Ordinance #573 and recommended the trail remain open during the winter. The Committee will meet again on October 11th at 6:30 p.m. at Ten Pin Alley. Johnson indicated that the fire station ground breaking ceremony went well. The Swimming Pool Committee will meet on September 27th.

Ward 3: Swier reported that the Sports Complex Finance Sub-Committee will tentatively meet on October 5th. The Sports Complex Committee Meeting is scheduled for October 12th at 7:00 p.m. at City Hall.

Mayor's Report: Mayor Zimmer reported that a Minnehaha County Mayor's Meeting will be held in Brandon on September 28th wherein council members are invited to attend. After discussion, Mayor Zimmer appointed Leah Johnson and Mike Swier to the Jamboree Committee. A motion was made by Monahan, second by Bartmann to approve the appointment of Leah Johnson to the Jamboree Committee – Johnson abstained with all others voting yes, motion carried. A motion was made by Monahan, second by Johnson to approve the appointment of Mike Swier to the Jamboree Committee – Swier abstained with all others voting yes, motion carried. Mayor Zimmer appointed Mark Monahan to the Sports Complex Committee and Finance Sub-Committee for a period of approximately three months. A motion was made by Johnson, second by Bartmann to approve the short-term appointment of Mark Monahan to the Sports Complex Committee and Finance Sub-Committee – Monahan abstained, Olson-Duck voted no with all others voting yes, motion failed for lack of voting quorum.

Adjourn: A motion was made by Swier, second by Johnson to adjourn at 8:35 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