

## **City Council Meeting – Regular Meeting January 15, 2013**

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, Gail Olson-Duck, Scott Nelson, Mark Monahan, Bill Barnett and Leah Johnson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, and City Engineer Nick Borns.

**Approve Agenda:** A motion was made by Johnson, second by Olson-Duck to approve the agenda as set - all voted yes, motion carried.

**Approve Minutes of Previous Meetings:** A motion was made by Olson-Duck, second by Nelson to approve the January 2, 2013 regular meeting minutes – all voted yes, motion carried.

**Approval of the Bills:** A motion was made by Olson-Duck, second by Johnson to approve the bills submitted for payment – all voted yes, motion carried.

### **Ordinances, Resolutions & Hearings:**

**Resolution 2013-1:** This resolution would establish a boundary around the city and will enable the city to govern the subdivision platting of lands outside of municipal limits that fall within this boundary area. A motion was made Monahan, second by Johnson to approve Resolution 2013-1 to establish a platting jurisdiction with Minnehaha County – all voted yes, motion carried.

**Plat Review – Lots N, O and P in Block 3 of South Addition:** This plat would re-plate the land currently know as Lots E, F, G, H and M-1 and a portion of Lots D and I of Mundt’s Subdivision of Lot 2 in Block 3 of South Addition to Lots N, O and P . A motion was made by Monahan, second by Johnson to approve the Plat of Lot N, O, and P of Mundt’s subdivision of Lot 2 in Block 3 of South Addition to Hartford, Minnehaha County, South Dakota; containing 36,036 Sq ft more or less – all voted yes, motion carried.

### **Old Business:**

**Employee General Policy #2.12 No Expectation of Privacy:** Revisions were made to draft Policy #2.12 of the employee policy manual that would clarify wording the about employee’s privacy when using city provided equipment. A motion was made by Monahan, seconded by Johnson to approve Section 2.12 - No Expectation of Privacy of the employee policy manual– Swier voted no, with all others voting yes, motion carried.

### **New Business:**

**2013 Hometown Christmas:** Lisa Hellvig and Teri Michaels from the Hometown Christmas Committee were present to discuss the 2013 Hometown Christmas Event with the council. With the growth of the event over the past two years, they are reaching out to the city for input on how to move forward. They discussed the two financial sides of the event – the operational costs to run the event and the fund raising efforts for the giving mission. They are requesting financial help from the city with the operational costs. It was the decision of the council for the committee to make of list of their operational cost for the 2012 event and present this to the city. The city will then make a decision on how to proceed.

**Park Amphitheater:** Terry Hagen was present to discuss his plans to construct an amphitheater in the city park. He provided a drawing of the proposed amphitheater to the council. Discussion was held regarding the construction costs and how funds could be raised to cover some of these costs. It was the decision of the council that Terry researches any funding opportunities and brings that information back to the council. Once this information is provided, the council will take any possible financial assistance with the project under consideration.

**Surplus Property:** A list of surplus items was provided to the council, items which included six 2-way radios which are now obsolete due to state changing to narrow-banding and a batting net that is worn out. A motion was made by Swier, seconded by Johnson to surplus the radios – all voted yes, motion carried. A motion was made by Monahan, seconded by Johnson to have all the surplus radios recycled – all voted yes, motion carried. A motion was made by Swier, seconded by Olson-Duck to surplus the batting net and give the net to the Softball Association – all voted yes, motion carried.

### **Reports:**

**Public Works Superintendent Report:**

**Streets** – The boom truck is in the process of being repaired. The weather siren is still being checked out as it is still going off with the Sioux Falls sirens. Faded street signs around town are being replaced.

**Water** – Pond #3 is being discharged and plans are to bring it down to 3 feet. The blowers for the pods have been serviced. The DENR has done their inspections and everything has checked out fine. The bulk water meter has been installed.

**Park and Pool** – The city has been awarded the riparian tree grant in the amount of \$6,000. This will provide for around 44 trees.

**Public Building** – Wagner has received a quote to have the blocks removed and reset on the Welcome sign. The concrete work that needs to be done will be done by the city. Wagner will continue to check out different options to fix the sign as work will not begin on it until spring.

**City Engineer Report:** Nick Borns with Stockwell Engineers updated the city council on projects they are working on. Plans have been submitted to the DOT for their review on Round 4 of the Safe Routes to School grant which will include installing two flashing crosswalk signals. As requested by the city, they have provided updated cost estimates for the bike trail near Railroad Street and Highway 38 intersection.

**Finance Officer Report:** The finance officer report was presented to the council. The report included a summary of cash balances and sales tax figures through December 31, 2012. Also included was a summary of funds available for each city committee. A highlight of bills to be paid along with an explanation for each was noted. Council was informed that the dumpsters for the grass/leaf drop-off have been removed. Upcoming events and meetings were also listed.

**City Administrator Report:** The plans and cost estimates have been submitted to the DOT in regards to the Safe Routes to School Grant. Once the DOT has approved, they will let the project and the city can move forward in the spring. The grant also allows the city to purchase a speed trailer which Sidel is checking into. In regards to Phase 3 & 4 of the bike trail, the state is restructuring the grant. Once this is done, the city can submit an application to the state under the new grant. This will most likely happen this summer. Sidel has contacted Mr. Mennenga, via US mail, regarding the offer from the city to purchase his property. She has yet to receive a response from him. The Meadows Development Group continues their work with the county to establish a Planned Development. Sidel, Wagner and City Attorney Nelson met with county officials regarding maintenance of Western Ave. The county is in the process of adopting a resolution to mandate maintenance of county highways by municipalities in all locations where the municipality borders both sides of the county highway. The section of Western Ave. that would be affected by this resolution would be from Menth Ave. to the I-90 interchange. It is the opinion of City Attorney Nelson that the city should maintain this stretch of the highway until a final decision is made.

#### **City Council Reports:**

**Ward 1:** Johnson noted that the Jamboree Committee met on Jan 7<sup>th</sup> and entertainment was discussed. The next meeting will held Feb 4<sup>th</sup> at 6pm at City Hall. She also noted the next Pool Committee meeting is scheduled for Jan 22<sup>nd</sup> at 6:30pm at Pizza Ranch. Councilman Barnett reported that all is well in his ward.

**Ward 2:** Monahan noted that the bike and rec trail committee met on Jan 8<sup>th</sup> and officers were reelected. Discussion was held regarding future trails from Turtle Creek Park to Main Street. Councilman Swier reported that at the next Sport Complex meeting, which will be Feb 13<sup>th</sup> at 7pm at Ten Pin Alley, they will be electing officers.

**Ward 3:** Olson-Duck commented on the popularity of the city ice skating rink. Councilman Nelson noted that the next Chamber meeting will be Jan 21<sup>st</sup> at 6pm at Ten Pin Alley. Officers will be elected and he invited the council to attend.

#### **Mayor's Report:**

Mayor Zimmer noted that the next Mayor's Meeting will be Jan 23<sup>rd</sup> at 6pm here in Hartford and that the Minnehaha County Commissioners would be in attendance.

A motion was made by Monahan, second by Johnson to enter into executive session at 9:08 p.m. – all voted yes, motion carried.

Barnett excused himself from executive session.

A motion was made by Monahan, second by Johnson to exit executive session at 9:14pm – all voted yes, motion carried

**Adjournment:** A motion was made by Olson-Duck, second by Johnson to adjourn at 9:15pm – all voted yes, motion carried.

Minutes recorded by Finance Officer, Karen Wilber.

I, the undersigned, Karen Wilber, 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.

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Karen Wilber, Finance Officer