

City Council Meeting – Regular Meeting January 16, 2018

Council President Mark Monahan called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Arden, Jones, Mark Brenneman, Travis Kuehl, Ryan Horn and Scott Nelson. Mayor Jeremy Menning was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert and City Engineer Mitch Mergen.

Approve Agenda: A motion was made by Jones, second by Kuehl, to approve the agenda as presented – all voted yes, motion carried.

Approve Minutes of January 2, 2018 Meeting: A motion was made by Horn, second by Jones, to approve the January 2, 2018 meeting minutes. Horn rescinded his motion. A motion was made by Jones, second by Kuehl, to approve the January 2, 2018 meeting minutes – all voted yes, with Horn abstaining, motion carried.

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

Reports:

Fire Department Report: Chief Bryan Shumaker reported that 282 total calls were responded to in 2017 and that of those 70% of them were medical related. He also reported the new officers for 2018 are as follows: Chief - Bryan Shumaker, 1st Assistant Fire – Adam Erickson, 2nd Assistant Fire – Matt Horn, 1st Assistant Rescue – Connor Vortherms, 2nd Assistant Rescue – Linda Hartmann, Treasurer – James Buss, and Secretary – Doni Rolfson.

Chamber and Economic Development Director Report: Director Fonkert reported that project Artemis cancelled their appointment with the City due to a possible sale of the company and we won't know any more information until February. Fonkert reported that KDLT interviewed him for report on the Daycare study and request for information that was put out. He also reported that the HADC will be doing a marketing campaign.

City Engineer Report: Engineer Mergen reported that the Sports Complex field survey is complete and results are being compiled. Mergen reported that the Mickelson Road project is in the design process and they are currently working on designing the box culverts and drainage plans and also working on the rural development loan. He reported that he attended the P&Z meeting to work on sub-division regulations with the board.

Public Works Superintendent Report:

Streets: Superintendent Wagner reported that the slurry seal is out for bid and we will know more in February. He reported that our equipment is all doing well and in working order. Wagner reported that there was an issue noticed in the culverts on Western Ave but on the County side of the street. He reported that the County had been contacted to keep an eye on the situation.

Park & Pool – Wagner reported that the ice rink is up and ready to go as long as it doesn't melt over the weekend with the predicted high temperatures. He reported that the dog waste containers arrived for the girl scout project and that he is working with the State and County to make sure there are no permits needed for installation. He is hoping to have them installed by the end of the week. Wagner also reported that staff was able to burn the tree pile since the wind was low.

Finance Officer Report: Finance Officer Sternke gave a report with a look at the expenses, bill report and committee fund reports. Sternke asked for an RSVP from the council for the upcoming Municipal Legislation day. Sternke reported on the upcoming elections and gave a time line along with open seats coming up for election this year. She also provided the calendar of events.

City Administrator Report: Administrator Sidel reported that she is working on getting information from other cities in regards to maintenance fees and will be reporting back soon. Sidel reported on the issues with the Stumpe agreement for the Mickelson Road project and will hopefully be setting up a meeting to go over those issues next week. Sidel is requesting that a group be put together to review and update the Employee Manual which hasn't been updated since 2014. She reported that she is still trying to discuss the right of way with a land owner regarding the possible Vandemark project and will be sending out a letter to them this week. Sidel reported that State Legislation is in session and we are getting weekly updates from the Municipal League and those are being forwarded onto the Council to keep them informed.

New Business:

Release of Budget Funds for HADC, Chamber, Chamber Funds for Jamboree Carnival and Jamboree

Committee: A motion was made by Nelson, second by Horn, to release the funds for the HADC in the amount of \$16,000.00 – all voted yes, motion carried. A motion was made by Jones, second by Brenneman, to release the funds for the Chamber in the amount of \$15,000.00 – all voted yes, motion carried. A motion was made by Brenneman, second by Jones, to release the funds to the Chamber for the Jamboree Carnival in the amount of \$10,000.00 – all voted yes, motion carried. A motion was made by Brenneman, second by Kuehl, to release the funds to the Jamboree Committee in the amount of \$23,000.00 – all voted yes, motion carried.

Discussion of City Billboard Proposal: Councilman Nelson and Director Fonkert presented a draft idea of a billboard proposal to the council. A motion was made by Nelson, second by Jones, to have Councilman Nelson and Director Fonkert continue the solicitation of west facing billboards 2 and 3 with the following options; 1. Going with a billboard of our own design for residential or commercial, 2. Coming back with a West Central spec and 3. A direct solicitation with Great Life or any other business that can be local or outside of Hartford that we can fill those billboards. Discussion was held. Nelson called the vote. All voted yes, motion carried.

Review and Discuss Quote for Interactive Whiteboard Display: Councilman Nelson presented his idea to the Council and provided a quote from Marco to install an interactive whiteboard display. Discussion was held. A motion was made by Kuehl, second by Horn, to table the discussion – Kuehl, Horn, Jones and Brenneman voted yes, Monahan and Nelson voted no, motion carried.

Review and Discuss Security Camera Options: Sidel reported on her meetings she held with various security companies and also provided a report of soft quotes from those companies to the Council. A motion was made by Jones, second by Kuehl, to get a firm bid for using the existing door as an access control door, a video camera for the outdoor entrance, a camera with audio for the business office counter, panic buttons for 3 offices and monitoring of the cameras for 4 offices – all voted yes motion carried. A motion was made by Brenneman, second by Horn, to get a firm bid identical to the first motion but with installing a secondary door as the access point and moving some doors beyond that access door instead of using the front door as the access point for cost comparison – all voted yes, motion carried. It was the consensus of the Council to throw out the highest bid presented in Sidel’s quote report and get 1 more bid from the security company that West Central schools uses.

Executive Session – SDCL 1-25-2 (1) Personnel and SDCL 1-25-2 (3) Legal: A motion was made by Brennman, second by Kuehl, to adjourn to Executive Session – SDCL 1-25-2 (1) Personnel and SDCL 1-25-2 (3) Legal at 8:14 p.m. – all voted yes, motion carried. A motion was made by Brenneman, second by Horn to exit executive session at 9:03pm – all voted yes, motion carried. A motion was made by Horn, second by Jones to adjourn at 9:04pm – all voted yes, motion carried.

Minutes recorded by Finance Officer, Audra Sternke.

I, the undersigned, Audra Sternke, 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.

Audra Sternke, Finance Officer