

City Council Meeting – Regular Meeting January 17, 2012

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, Leah Johnson, and Bob Deelstra. Eric Bartmann and Mark Monahan were absent with notice. Also present were City Administrator Teresa Sidel, Finance Officer Deb Macdonald, and Public Works Superintendent Craig Wagner.

Additions to the Agenda: A motion was made by Swier, second by Deelstra to add “Sports Complex” to the agenda under Old Business - all voted yes, motion carried. With no further additions, a motion was made by Deelstra, second by Olson-Duck to approve the agenda including the addition of Sports Complex - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Olson-Duck, second by Swier to approve the January 3, 2012 regular meeting minutes – all voted yes, motion carried.

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

Old Business:

Bike/Rec Trail Update. Bike/Rec Trail Committee Member, Warren DeCou reported that he and Councilman Monahan attended the West Central School Board meeting on January 9th to further discuss Phases 3 and 4 plans which includes placing a trail on school property from the east end of the Turtle Creek Bike/Rec Trail to Highway 38 and from Highway 38 to Second Street. Following this meeting, the school district’s attorney drafted a proposed lease agreement. This agreement is being reviewed by the city attorney. Public Works Superintendent, Craig Wagner suggested the possibility of placing the trail on city property in the DOT right-of-way. This matter will be researched in more detail. Mayor Zimmer expressed his appreciation to the Bike/Rec Trail Committee for its efforts.

Resolution 2012-2 – Transportation Enhancement Grant Application: The Bike/Rec Trail Committee and the city are in the process of applying for an enhancement grant through the DOT which will assist with the cost of Phases 3 and 4 which includes placing a trail on school property. A motion was made by Johnson, second by Deelstra to approve and adopt Resolution 2012-2 – Transportation Enhancement Grant Application – all voted yes, motion carried. It was noted that if the Committee proceeds with placing the trail on city property in the DOT right-of-way, this grant application will not be submitted.

Sports Complex: Councilman Swier presented information relating to the cost to bid the grading and seeding of Phases 1A, 1B, and 2A of the sports complex.

New Business:

Community Information Night – Request Funds for Meal. A Community Information Night is being planned for May 7th. On behalf of the Vision Team, Mayor Zimmer asked if the city would be willing to fund the meal in the amount of \$1,500. A motion was made by Deelstra, second by Johnson to authorize the city to pay for the Community Information Night meal at a cost of \$1,500 – all voted yes, motion carried.

Resolution 2012-3 – Approving the Purchase of Real Estate Property. A resolution was presented to the council wherein the city would purchase Lot 1, Block 1 and Lot 1, Block 2 of Maras Addition from Roger and Renee Munce for \$16,000. A motion was made by Swier, second by Deelstra to approve and adopt Resolution 2012-3 – Approving the Purchase of Real Estate Property – all voted yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – The city has been trimming trees, maintaining gravel roads, and will be repairing a hydraulic leak on the backhoe. Wagner reported that the broom and salt spreader the city recently purchased both work very well. Wagner obtained a price for a broom for the mower which was under the budgeted amount. A motion was made by Olson-Duck, second by Deelstra to authorize the city to purchase a broom for the mower from Schueneman Equipment in the amount of \$3,490 – all voted yes, motion carried. Wagner is gathering prices for a new weather siren and the cost of installation. It is

anticipated the cost will be well below the budgeted amount. A motion was made by Johnson, second by Deelstra to authorize the city to purchase and install the new weather siren – all voted yes, motion carried. Wagner noted that, after the siren has been installed, the city will be eligible to apply for a 50% grant from Emergency Management.

Water & Sewer – Wagner reported that pond #3 is being discharged. In addition, quarterly DMR reports have been submitted and year end paperwork filed. The city has flushed out some manholes and cleaned out the drainage area near the Sagehorn lift station.

Parks and Pool – Wagner reported that maintenance continues on the ice skating rink. Tubes for the pool heater have been ordered. The city will begin layout of the frisbee golf course in the near future.

Public Buildings – The city is working on yearly inventory.

City Engineer Report: The City Engineer’s Report was presented for review.

Finance Officer Report: A list of upcoming events, a copy of the Bill Report, Revenue Report, and Expenditure Report as well as a summary of the December cash report and sales tax revenue were provided to the council. Macdonald is in the process of completing year-end reports and gathering information for the auditor to prepare the 2011 annual report. Nominating petitions for the 2012 municipal election may be circulated from January 27th through February 24th. Macdonald will be attending the SEAFOG meeting in Sioux Falls this week.

City Administrator Report: Regarding SRTS projects, the final Round 1 payment has been received and paperwork for Round 4 has been submitted to the DOT. Sidel reported that the Bike/Rec Trail-Phase 1 project has been finalized. In addition, the Highway 38 Bike/Rec Trail wetlands contract has been signed and payment submitted. The fire station construction project is on schedule with the anticipated completion date set for March 27th. Sidel noted that the HADC Board Retreat is scheduled for March 30th, more details will be forthcoming. A quote sheet summarizing the cost to purchase and to rent folding tables and chairs for various city functions was presented.

Committee/Ward Reports:

Ward 1: Deelstra arranged for HADC members to meet with the Governor’s Office on February 16th. Olson-Duck reported that the Drive to Revive Downtown Committee is in the process of obtaining bids to purchase light poles.

Ward 2: Johnson attended meetings of the fire department building committee and Jamboree Committee. The Swimming Pool Committee will be meeting on January 24th and the next Jamboree Committee Meeting is set for February 6th at 6:00 p.m.

Adjourn: A motion was made by Deelstra, second by Olson-Duck to adjourn at 8:08 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