

City Council Meeting – Regular Meeting January 2, 2018

Mayor Jeremy Menning 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, and Scott Nelson. Ryan Horn was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, and Public Works Superintendent Craig Wagner.

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

Approve Minutes of December 19, 2017 Meeting: A motion was made by Kuehl, second by Monahan, to approve the December 19, 2017 meeting minutes – all voted yes, motion carried.

Hearings, Ordinances, & Resolutions:

7:05 Public Hearing: Renewal of City Garbage Licenses (Novak Sanitary Service, Cressman Sanitation, Inc. RBS Sanitation, Inc.): A motion was made by Monahan, second by Brenneman, to approve the City Garbage Licenses for 2018 – all voted yes, motion carried.

8:00 Hearing: Transfer of Malt Beverage License RB-3660 From Char'd Restaurant and Lounge, LLC to Empire Productions, LLC d/b/a Blue 42 Sports Grill: A motion was made by Kuehl, second by Monahan, to approve the transfer of liquor license RB-3660 – all voted yes, motion carried.

Resolution 2018-1: Resolution to Establish Zoning Administrator: A motion was made by Monahan, second by Nelson to approve Resolution 2018-1 – all voted yes, motion carried.

Reports:

Minnehaha Sheriff Deputy Report: Deputy Ford updated the council and reported that she continues to work on speeding in school zones. She reported that another incident of vandalism occurred in the parks since the last council meeting and that both vandalisms are still under investigation. She continues to monitor ordinance violation issues in town and is also helping City staff work on unpaid snow tickets.

City Engineer Report: Engineer Mergen provided his report to the Council. Sidel highlighted a few points in Mergen's report on his behalf, since he was unable to attend the meeting.

Public Works Superintendent Report:

Streets: Superintendent Wagner reported that the slurry seal bid had been sent to Sioux Falls. He reported that snow removal was going well with the last two events that had occurred. Wagner reported that all equipment is doing well except the wing on the maintainer needs to be fixed. Wagner reported that Christmas lights will be taken down soon pending good weather.

Water & Sewer – Wagner reported that 53 water meters were installed in 2017 and is a record number for Hartford. He reported that he is working on all quarterly reports. Wagner also reported that the conditions are right to make an ice rink work but staff has not had a chance to get it up and going with all the snow removal they have been working on.

Park & Pool – Wagner reported that he is working on inventory and gearing up for the new season.

Finance Officer Report: Finance Officer Sternke gave a report with a look at the revenues. Sternke asked to have the municipal election date set to April 10, 2018. A motion was made by Monahan, second by Jones, to set the 2018 municipal election date to April 10, 2018 – all voted yes, motion carried. She also provided the 2018 Council and P&Z meeting dates and the calendar of events.

City Administrator Report: Administrator Sidel gave an update on the Mickelson Road project. She reported that she is meeting with the 3rd security company this week in regards to a camera system for City Hall. Sidel brought up the discussion of street maintenance fees. She also gave a brief report on budget items and a time line of working on certain items this year. Sidel reported that the P&Z board is working on subdivision regulations and looking at the design regulations currently. She reported that the Girl Scouts had raised all the money needed for the pet waste stations and that the materials had been ordered. Sidel reported to the Council that project Artemis has reported they may be selling their business instead of moving it and so no meeting with them will occur at this time and the City will hear about the status sometime in February.

New Business:

Mayoral Appointments to Planning and Zoning Board for 2018-2020 Term: Mayor Menning appoints Matthew Cain and Robert Bender. A motion was made by Monahan, second by Nelson, to approve the Mayor's appointment of Matthew Cain and Robert Bender to the Planning and Zoning Board for the 2018-2020 term – all voted yes, motion carried.

Discussion of City Billboards: Councilman Nelson asked to have this item on the agenda and presented to the Council a proposal of what to do with the billboards that are currently vacant. Nelson proposed to use them as a marketing tool for our community. It was the consensus of the Council to have Councilman Nelson work with the HADC and Jesse Fonkert to put a design together and present it to the Council for approval.

Review Yard Waste Disposal Site: 2018 Days and Hours of Operation: A motion was made by Nelson, second by Jones, to open the yard waste disposal site in 2018 for Tuesday's from 4-8 p.m., Thursday's from 4-8 p.m. and Saturday's from 9 a.m. – 4 p.m. starting the 1st Saturday in April and to close the Saturday after Thanksgiving in November, pending weather plus implement a \$25 permit per household. Discussion was held. An amended motion was made by Nelson, second by Kuehl, to remove the \$25 permit fee from his previous motion – all voted yes, motion carried.

Review/Approve Engagement Letter from Quam, Berglin and Post, PC to Perform the City's 2017 Annual Report: A motion was made by Monahan, second by Kuehl, to approve the engagement letter and allow Quam, Berlin and Post, PC to perform the City's 2017 Annual Report – all voted yes, motion carried.

Minnehaha County Rural Ambulance System Funding: Mayor Menning asked to have this item on the agenda and discussed with the Council his recent meeting with the Minnehaha County Rural Ambulance System. He stated that funding could be changing due to Medicare and Medicaid decreasing rural ambulance funding and how this may affect funding requests from the City in the future.

Executive Session – SDCL 1-25-2 (1) Personnel and SDCL 1-25-2 (3) Legal: A motion was made by Brenneman, second by Kuehl, to adjourn to Executive Session – SDCL 1-25-2 (1) Personnel and SDCL 1-25-2 (3) Legal at 8:30 p.m. – all voted yes, motion carried. A motion was made by Kuehl, second by Jones to exit executive session at 9:58pm – all voted yes, motion carried. A motion was made by Kuehl, second by Nelson to approve the following pay raises for 2018: Jesse O'Kane, Jesse Fonkert and Rhonda Kuchta a 3% raise, with all other full-time and part-time year-round employees receiving a 2% raise – all voted yes, motion carried. A motion was made by Nelson, second by Monahan to adjourn at 10:00pm – 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