

City Council Meeting – Regular Meeting January 21, 2014

Mayor Paul Zimmer called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Scott Nelson, Leah Johnson, Scott Yount, Mark Monahan, Gail Olson-Duck and Doyle Johnson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, and City Engineers Mitch Mergen and Nick Borns.

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

Approve Minutes of Jan 7, 2014 Regular Meeting: A motion was made by Doyle Johnson, second by Olson-Duck to approve the Jan 7, 2014 regular meeting minutes – all voted yes, motion carried.

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

Ordinances, Resolutions & Hearings: None

Old Business:

Discussion of Possible Community Building: The council was brought up to date on the progress made since the last council meeting in regards to securing a site for a possible community building. For now, plans are on hold as Monahan is still waiting to hear back from an individual regarding a possible site location.

New Business:

Review Letter of Support for Costello SDHDA Application: Joan Franken with Costello Companies was present to address the council regarding a proposed housing project they are planning in Hartford. They are going through the application process with SD Housing Development Authority to secure funding for a 16 unit townhome complex that they would like to erect in the Western Meadows development. She gave an overview of the project and answered questions from the council. To move forward with the application, SDHDA required a letter of support from the city. A motion was made by Nelson, second by Doyle Johnson to authorize the Mayor to sign the letter of support to Costello Companies to erect a 16 unit townhome complex in the Western Meadows development – all voted yes, motion carried.

Tractor Pull – Jamboree Days: Craig Wagner addressed the council regarding the possibility of having an antique tractor pull in conjunction with this year's Jamboree Days celebration. Wagner feels the area in Turtle Creek Park west of the sewer plant would be a good location. Prep work needed to get the site ready for the pull would be minimal. Participants and spectators could park in the area the city uses for the leaf drop off or in the school parking lots with possible shuttle's to and from the event provided by the Jamboree Day committee. Discussion was also held on having a burn out box too. Wagner will take the ideas to the Jamboree Day Committee but first wanted to get the support of the city. A motion was made by Monahan, second by Yount to allow the Jamboree Day Committee to have an antique tractor pull and burn out box at this year's Jamboree Days event – all voted yes, motion carried.

Visitors/Correspondence: Mayor Zimmer shared a Thank You card received from City Administrator Sidel's family. Mayor Zimmer, again, expressed the City's condolences to Sidel for the loss of her brother. Mayor Zimmer also shared a conference invite received from the Governor's Office of Economic Development.

Reports:

Public Works Superintendent Report:

Streets – All Christmas decorations are now down. Wagner has been in contact with the county regarding chip sealing Western Ave. Wagner has met with the City of Sioux Falls regarding micro-surfacing that will be done this year with bidding on the work expected the first part of February. Wagner has contacted Century Link about the building at the corner of Western Ave and Hwy 38. Plans are that it will be removed or refurbished this spring. Planning for boulevard trees will start in the coming weeks. A motion was made by Nelson, second by Olson-Duck to approve the ordering of boulevard trees not to exceed the budgeted amount of \$6,000 – all voted yes, motion carried.

Water – Samples have been taken at pond B and 3. All the yearend reports for DENR have been submitted.

Park and Pool – Staff has been working on getting the mowers ready for spring. Prepping for the pool season has begun with parts for the heater long with pool supplies being ordered.

Public Buildings: Staff has been working on inventory.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on projects they are working on. In regards to micro surfacing that will be done this year, Stockwells will provide the City of Sioux Falls with plan maps and specifications and will assist with administrating the contract for this work. Stockwells has reviewed the conditional use permit submitted by Jon Maras and provided comments to Planning & Zoning. Mitch Mergen with Stockwells presented the council with the Capital Improvements Plan. The plan gives an overview of several projects that need to be done in the city over the next several years. The plan includes cost estimates for these projects along with revenue projections for the city. Gabe Laber of Stockwells discussed the current water/sewer rates and the impact these rates have on the plan. This plan will be an excellent planning tool for the city.

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 Dec 31, 2013. Also included was a summary of funds available for each city committee and a highlight of bills to be paid. The council was reminded that nominating petitions for the April 8th election may be circulated beginning Jan 31st and must be filed at City Hall by the 5pm on Feb 28th. The calendar of events was also provided.

City Administrator Report: The discussions with River City Transit to start up a transit program within the city has been put on hold for now as the startup costs for this program may be too high. Talks continue with Inter Lakes Community Action Partnership in hopes of working out an alternative program. The second conditional use permit submitted by Jon Maras for the 4-plex on Oaks Ave has been approved by the planning & zoning board. This permit has been appealed and will come before the city council at the Feb 18th meeting.

Committee Reports by Liaison:

Mark Monahan – Bike/Rec & Community Bldg: Monahan attended the Bike/Rec Trail Committee meeting on Jan 14th. New officers were elected. Monahan also attended the planning & zoning meeting on Jan 14th. Monahan thanked Grandma's Bakery for the rolls provided at tonight's meeting.

Scott Yount – Sports Complex: Yount attended the Sports Complex Committee meeting on Jan 8th. The committee is working on sponsorship packets, fundraising, MLB grant and quotes for backstops & fencing. Nick Borns with Stockwells talk about the importance of having a fencing construction plan. This plan will indicate the location and elevation of fencing on the site and will ensure that all fencing will work well with the master plan. A motion was made by Monahan, second by Leah Johnson to authorize Stockwell Engineers to create a fencing construction plan for the Sports Complex site – all voted yes, motion carried. The next Sports Complex meeting will be Feb 12th 7pm Midway Bar & Grill.

Leah Johnson – Jamboree Days, Swimming Pool & Community Bldg: The next Jamboree Committee meeting is Feb 3rd 6pm City Hall. The Swimming Pool Committee will meet on Jan 27th 7:30 Pizza Ranch.

Gail Olson-Duck – Jamboree Days & Hometown Christmas: Hometown Christmas is on hold until planning starts up again in the fall. Next Jamboree meeting is Feb 3rd.

Doyle Johnson – Downtown & Hometown Christmas: Nothing to report.

Scott Nelson – HADC & Chamber: Nelson noted the Channel 19 now has sound. The Chamber/HADC appreciation dinner is Jan 23rd at the Hartford Steakhouse. Nelson invited all council members to become chamber members at the cost of \$75 per year, with a portion of this to help fund the Jamboree Days event each year.

Mayor's Report: Mayor Zimmer thanked Stockwells for sponsoring the City Christmas party.

A motion was made by Doyle Johnson, second by Olson-Duck to enter into executive session at 9:31 p.m. – all voted yes, motion carried.

A motion was made by Leah Johnson, second by Olson-Duck to exit executive session at 9:35 p.m. – all voted yes, motion carried.

A motion was made by Monahan, second by Nelson to increase Gary Sandholm's annual salary for 2014 by \$1,040.00 – all voted yes, motion carried.

Adjournment: A motion was made by Olson-Duck, second by Doyle Johnson, to adjourn at 9:36 p.m. – 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.

Karen Wilber, Finance Officer