

City Council Meeting – Regular Meeting January 7, 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: Mark Monahan, Scott Nelson, Leah Johnson, Scott Yount, Doyle Johnson and Gail Olson-Duck. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson and City Engineers Mitch Mergen and Nick Borns.

Additions/Approve Agenda: A motion was made by Doyle Johnson, second by Yount to approve the agenda as set - all voted yes, motion carried.

Approve Minutes of Dec 17, 2013 Regular Meeting: A motion was made by Monahan, second by Leah Johnson to approve the Dec 17, 2013 regular meeting minutes with the following changes to the section of the minutes pertaining to the 7:15 Conditional Use Hearing Appeal: 1.) Originally written - The council then heard from George Ham and Dean Munce of the Planning and Zoning board. They explained that when a conditional use permit comes before the board they have to look at the zoning regulations and determine if the request meets all the standards set forth in Section 19-Condition Use Permits. The board felt that this request did and approval was given. Changed to - The council then heard from George Ham and Dean Munce of the Planning and Zoning board. They explained that when a conditional use permit comes before the board they have to look at the zoning regulations and determine if the request meets all the standards set forth in Section 19-Condition Use Permits. The majority of the board felt that this request did and approval was given. 2.) Originally written - Mitch Mergen of Stockwell Engineers commented that this project meets the engineering standards set by the city and all zoning requirements. Approval was recommended on that basis. Changed to - Mitch Mergen of Stockwell Engineers commented that this project meets the minimum engineering standards set by the city and all zoning requirements. Approval of the developer's sight plan was recommended on that basis. 3.) Originally written - Mayor Zimmer expressed his approval of this conditional use permit based on the 5 to 1 approval by the Planning & Zoning board and by the recommendation of approval from the city engineer. Changed to - Mayor Zimmer expressed his approval of this conditional use permit based on the 5 to 1 approval by the Planning & Zoning board and based on information received from city engineers and because this project meets the minimum engineering standards set by the city – all voted yes, motion carried.

Deputy Report: Deputy Terrones was present to give his report. He noted that speeding is occurring on Hwy 38 and also on Railroad St. With the first snow fall of the year on Dec 3rd & 4th, there were a number of parking tickets issued to residents parking on the streets during snow removal.

Ordinances, Resolutions & Hearings:

7:05 Hearing – Renewal of City Garbage Licenses: A motion was made by Leah Johnson, second by Nelson to approve the renewal of City Garbage Licenses for 2014 for Novak Sanitary Service, R&S Sanitation, Inc., and RBS Sanitation – all voted yes, motion carried.

Old Business:

Discussion of Parking Space Requirements for Off-Street Parking:

Ordinance 601 was provided to the council for their review. The current ordinance states the minimum off-street parking requirements for single-family and two-family dwellings is 2 spaces for each dwelling unit and for multi-family dwellings it is 1 ½ spaces for each dwelling unit of one bedroom or less and 2 spaces for each dwelling unit of two bedrooms or more. Previous discussions were held about whether or not garages should be counted toward this requirement. The Planning & Zoning Board has discussed this issue and it is the consensus of that board to leave the regulations as they are. A motion was made by Monahan to change the requirements for single-family, two-family and multi-family to 3 spaces for each dwelling unit. No second to the motion was made – motion failed.

New Business:

Grass/Tree Branch Dumping Station: The city currently provided a grass & tree branch dumping site for residents within Hartford city limits and this service is paid by city tax dollars. Over the years, the cost of providing the service has increased. The city feels there may be people outside city limits that are using

this service. There may also be commercial lawn services utilizing it too. With this increase use comes increased costs. Discussion was held regarding possible action the city can take. A motion was made by Monahan to place signage at the grass/tree branch dumping area stating For Hartford City Residents Only Violators will be fined – motion was rescinded. Further discussion was held. A motion was made by Monahan, second by Olson-Duck to table this issue to allow city staff time to research other possible options – all voted yes, motion carried.

Discuss Community Building Options: The council was brought up to date on what the city's options are in regard to a community building. A motion was made by Monahan, second by Leah Johnson to table these discussions until the next council meeting as Monahan is waiting to hear back from an individual regarding a possible site location – all voted yes, motion carried.

Reports:

Chamber/HADC Director's Report: Gary Sandholm was present to address the council regarding the recent activities with both the Chamber and HADC. A meeting is planned in early January with a business prospect that is looking at Hartford as a place to establish their business. The Chamber has held planning meetings for 2014. Forms for Jamboree Day's activities have been placed on the website. There was a good turnout for the mixer that was held for realtors, builders and developers to give them information about Hartford. Meetings regarding establishing public transit are ongoing.

Fire Department Report: Kelly Boysen was present to report on the 2013 call statistics for the Fire Department. The total calls for 2013 were 241, of which 130 were in city limits. Of those 241 calls, 70 were fire calls and 141 were EMS calls. He also provided the council with names and phone numbers of the newly elected board. The council thanked Boysen for his years of service on the fire department and congratulated him on a job well done. Newly elected Chief Bryon Shumaker was present to introduce himself. He looks forward to working with city staff and the council and welcomes any comments or suggestions from the city.

Public Works Superintendent Report:

Streets – Plowing & sanding of streets continues. Equipment is running good. Staff has started to take down Christmas decoration with more being taken down this week. Wagner will need with the City of Sioux Falls on Friday regarding micro surfacing to be done this year. Minnehaha County has contacted Wagner about chip sealing Western Ave. this coming year. Discussion was held regarding the condition of Western Ave. and if the city plans to make improvements to the road in the near future. It is Wagner's recommendation that it would be worth the expense to chip seal it as it will probably extend the life of the road two to three more years. A motion was made by Doyle Johnson, second by Monahan for Wagner to contact Minnehaha County on the bidding of chip sealing on the city's portion of Western Ave – all voted yes, motion carried.

Water – Samples will be taking this month to see if discharging can be done. Wagner will be completing his yearend reports for DENR this week.

Park and Pool – The ice rink is filled and being used.

Public Building – Staff will start doing inventory in the coming weeks.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on projects they are working on. Once the Notice to Proceed is received from the DOT in regards Phase 3 & 4, Stockwells will proceed with the design work. The Capital Improvement Plan is completed and will be presented to the council at the next meeting.

Finance Officer Report: Wilber provided a highlight of revenues that were received during Dec along with the all revenues and expenses to date thru Nov. The council was also provided a list of upcoming events through the month of Jan. The date of the 2014 city election was discussed. A motion was made by Leah Johnson, second by Doyle Johnson to set the 2014 city municipal election date as April 8, 2014 – all voted yes, motion carried.

City Administrator Report: The revised agreement for Phase 3 & 4 of the bike trail has been received from the DOT. The agreement has been signed and sent back to them. Once finalized, the city will receive

the notice to proceed. Letters have been sent out to neighboring property owners to city owned land between 5th & 6th St and Mundt & Eastern Ave offering the land parcels for sale. Sidel attended a meeting on Dec 9 with River City Transit to discuss possible transit services in Hartford. Future meetings are being planned. Sidel informed the council that Jon Maras has applied for a conditional use permit to erect a 4-plex at 503 N Oaks Ave. This will come before the Planning & Zoning board on Jan 14th.

Committee Reports by Liaison:

Mark Monahan – Bike/Rec & Community Bldg: The Bike/Rec Committee will meet on Jan 14th 6:30pm at Spikes Bar & Grill. Monahan thanked city staff and West Central school for the work they have done on the trail project.

Scott Yount – Sports Complex: The Sports Complex Committee will meet on Jan 15th. They are working on several items – the layout of 2 ball fields, MLB grant, fundraisers and booth at this year's Jamboree Days.

Leah Johnson – Jamboree Days, Swimming Pool & Community Bldg: The Jamboree Committee met on Jan 6th. A tentative schedule has been compiled. They are doing a Save the Date Flyer this year. The next meeting is Jan 27th 7:30pm at Pizza Ranch.

Gail Olson-Duck – Jamboree Days & Hometown Christmas: Olson-Duck attended the Jan 6th Jamboree meeting and indicated plans are coming along nicely. Hometown Christmas held a wrap up meeting. They will be building more North Pole signs and decided that planning will start earlier in the fall for the 2014 event.

Doyle Johnson – Downtown & Hometown Christmas: The Downtown Committee meeting that was schedule for Jan 7th was cancelled due to lake of agenda items.

Scott Nelson – HADC & Chamber: Nelson thanked Kelly Boysen for his service on the Hartford Fire Department. He also congratulation Bryon Schumacher on being elected the new fire chief. Nelson extended an invitation to all to attend an appreciation dinner that Chamber is hosting at the Hartford Steakhouse on Jan 23rd at 5:30pm.

A motion was made by Olson-Duck, second by Leah Johnson to enter into executive session at 8:29 p.m. – all voted yes, motion carried.

A motion was made by Nelson, second by Doyle Johnson to exit executive session at 8:56 p.m. – all voted yes, motion carried.

Adjournment: A motion was made by Doyle Johnson, second by Olson-Duck to adjourn at 8:58 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