

City Council Meeting – Regular Meeting January 18, 2011 – Hartford City Hall

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, Mark Monahan, Gail Olson-Duck, Eric Bartmann, and Leah Johnson. Bob Deelstra was absent with notice. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, Public Works Superintendent, Craig Wagner, along with City Engineer, Scott VanderMeulen.

With no additions to the agenda, a motion was made by Olson-Duck, second by Monahan to approve the agenda - all voted yes, motion carried.

Old Business:

Bike/Rec Committee Update – Mark Monahan: Councilman Monahan reported that the Bike/Rec Trail Committee is applying for the DOT Transportation Enhancement Grant for a trail to run along Highway 38 and extend from Hartford Heights to approximately Second Street. The \$500,000 grant shall pay 81.98% of the costs. A motion was made by Johnson, second by Swier to approve submitting the Transportation Enhancement Grant application with the city matching 20% of funds granted – Monahan abstained with all others voting yes, motion carried.

New Business:

Approve Minutes of Previous Meetings: A motion was made by Olson-Duck, second by Johnson to approve the January 4, 2011 regular meeting minutes – all voted yes, motion carried.

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

Correspondence: The city received a note from Bev Skyberg-Taylor commending snow plow operators for a job well done. In addition, a thank you was received from the Senior Center regarding the sump pump issue.

Ordinances, Resolutions, and Hearings:

Resolution 2011-1 – Support of Transportation Enhancement Grant. A motion was made by Olson-Duck, second by Johnson to authorize Mayor Zimmer to sign Resolution #2011-1, which supports the Bike/Rec Trail Committee on its application for the DOT Transportation Enhancement Grant – Monahan abstained with all others voting yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – Wagner reported that the crew has been plowing snow. In addition, snow is being removed from intersections and around fire hydrants. Equipment repairs have been made with the equipment ready for the next snowfall. Dynamic braking signs have been installed on the county road.

Discussion on the City's Snow Removal Procedures – Mayor Zimmer and Wagner discussed with the council snow removal procedures, including primary snow routes and plowing times.

Water & Sewer – Water tower lights and the spare lift station pump have been repaired. Wagner noted that the crew will be exchanging the other pump and it will be gone through. In addition, the water/sewer maps are being updated and quarterly reports have been sent to the DENR.

Public Buildings – Wagner reported that beginning of the year inventory has been started.

Discussion was held between the council and Wagner regarding the Class 2 Wastewater Treatment exam and digging out snow around fire hydrants.

City Engineer Report: Regarding SRTS-Phases 1 and 2, plans and specifications have been submitted to the DOT for review. Banner continues to work on the Bike/Rec Trail – Phase 1 plans and specifications. The final fire station plat has been completed and submitted to the City for signature.

Finance Officer Report: Macdonald provided the council with 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. It was noted that there is a larger “cash on hand” balance and sales tax revenue increased in 2010 compared to the previous year. Macdonald is in the process of completing year-end reports and gathering information for the auditor to prepare the 2010 annual report. Macdonald will be attending the SEAFOG meeting in Sioux Falls this week.

City Administrator Report: Sidel reported that Banner Associates has sent the preliminary bid plans for SRTS-Rounds 1 and 2 to the City and DOT for review with bidding of the crossing signals and the bridge expected to take place this spring. SECOG is working on an application for Round 4 funding. Regarding the new fire station, SECOG has one more item to complete on the environmental survey, Banner has submitted the plat to the City for signature, and FEMA is reviewing the CLOMR-F application. In addition, TSP’s Status of Project Summary and the bank’s financing update regarding the new fire station were presented to the council. Sidel reported that a community meeting was held on January 11th regarding the new comprehensive plan. The Planning and Zoning Board will approve the final update in February and refer it to the council for review. Sidel presented the Code Enforcer/Building Inspector’s December report and noted that contact will be made with homeowners regarding outstanding building permits.

City Council Reports:

Ward 1: Olson-Duck noted that snow removal has been good and her neighbors have been assisting one another.

Ward 2: Monahan reported that the next Bike/Rec Trail Committee meeting is scheduled for February 8th at 6:30 p.m. at City Hall. Monahan has fielded calls regarding snow removal and equalization issues. Johnson noted that she attended the recently held Jamboree Committee meeting.

Ward 3: Swier reported that the Sports Complex Committee has approved the preliminary design. The next meeting is set for February 9th at 7:00 p.m.

Mayor’s Report: Mayor Zimmer attended the Minnehaha County Mayor’s Meeting on January 12th and updated the council on topics discussed.

Executive Session: A motion was made by Johnson, second by Olson-Duck to enter into executive session, pursuant to SDCL 1-25-2, at 7:49 p.m. - all voted yes, motion carried. A motion was made by Bartmann, second by Olson-Duck to exit executive session at 8:05 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Bartmann, second by Olson-Duck to adjourn at 8:06 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