

City Council Meeting – Regular Meeting October 15, 2013

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

Approve Agenda: Mayor Zimmer requested that Dedication be added to the agenda under New Business. A motion was made by Doyle Johnson, second by Leah Johnson to add Dedication to the agenda under New Business – all voted yes, motion carried. A motion was made by Monahan, second by Doyle Johnson to add Sports Complex Committee to the agenda under New Business - all voted yes, motion carried. A motion was made by Leah Johnson, second by Doyle Johnson to approve the agenda with the two additions – all voted yes, motion carried.

Approve Minutes of Oct 1, 2013 Regular Meeting: A motion was made by Olson-Duck, second by Leah Johnson to approve the Oct 1, 2013 regular meeting minutes – all voted yes, motion carried.

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

Ordinances, Resolutions & Hearings:

7:05 Hearing for Resolution 2013-7: Vacation of Street Right-of-Way south of 6th St between Western Ave and Oaks Ave: Jon Maras has submitted a petition to vacate the 36'x126' street right-of-way that is to the west of his lot which is on the south side of 6th Street between Western Ave and Oaks Ave. Discussion was held regarding the intended use by the property owner if the ROW was vacated. Jon Maras was present to address the council along with abutting property owner Roger Gilbert. Also present to address the council with their concerns were neighboring property owners Andy Eggebraaten and Bob Nielsen. A motion was made by Leah Johnson, second by Yount to approve Resolution 2013-7 to vacate the 36'x126' street right-of-way abutting Lot 1, Block 4 of the Replat of Smith & Grovers Addition and abutting the E 62' of the W 470' of the S 126' of Lot 4 and the North ½ of Lot 5 of Smith & Grovers Addition – no vote taken. A subsequent motion was made by Monahan, second by Nelson to table discussion on Resolution 2013-7 – all voted yes, motion carried. Further discussion was held regarding this right-of-way, the other property Maras owns, and his plans to develop these properties with 4-plexes and garages. A motion was made by Nelson, second by Leah Johnson to approve Resolution 2013-7 to vacate the 36'x126' street right-of-way abutting Lot 1, Block 4 of the Replat of Smith & Grovers Addition and abutting the E 62' of the W 470' of the S 126' of Lot 4 and the North ½ of Lot 5 of Smith & Grovers Addition – Olson-Duck voted no with all others voting yes, motion carried.

2nd Reading of Ordinance #598 – Curfew Hours: This ordinance will revise the curfew hours of the city. A motion was made by Doyle Johnson, second by Yount to approve 2nd Reading of Ordinance #598 – Curfew Hours – all voted yes, motion carried

1st Reading of Ordinance #599 – Storage Units within Commercial Districts: This ordinance change will allow storage units in Community Commercial and Regional Commercial Zones with a conditional use permit. Currently storage units are only allowed in either Light or Heavy Industrial Zones as a permitted use. This amendment to the city's regulation will allow plans for storage units to be reviewed and the placing of any conditions, if need be, on them. A motion was made by Olson-Duck, second by Leah Johnson to approve 1st Reading of Ordinance #599 – Storage Units within Commercial Districts – all voted yes, motion carried.

Old Business:

Farm Lease – Review Revised Draft Lease Agreement: The revised lease agreement that City Attorney Nelson drafted for the planting of alfalfa on the east portion of the sports complex land was reviewed by the council. A motion was made by Monahan, second by Olson-Duck to approve the lease agreement – all voted yes, motion carried. A motion was made by Monahan, second by Leah Johnson to put this farm land lease out for sealed bids at this time – all voted yes, motion carried.

City Land – Lot 1, Block 1 and Lot 1, Block 2 of Maras Addition: At the Oct 1st meeting it was decided by the council that these two lots would be replatted into four separate lots and offered for sell to adjoining property

owners. City Administrator Sidel presented the council with a draft of a letter to send to the adjoining property owners. A motion was made by Monahan, second by Leah Johnson to approve the draft letter to be sent to adjoining property owners and to price the lots at \$5,000 each – all voted yes, motion carried.

City Land – Lot 1, Block 9 of Hartford City Proper: A purchase agreement on city owned Lot1, Block 9 of Hartford City Proper has not yet been secured. Discussion was held on possible uses for this land. A motion was made by Leah Johnson, second by Olson-Duck to table discussion regarding the sale of this land at this time – all voted yes, motion carried.

New Business:

Review Preliminary Plans for Western Oaks Estates: Jon and Matt Maras were present to address the council regarding their preliminary plans for Western Oaks Estates. This development is between 5th & 6th St and Western & Oaks Ave. Neighboring property owners Andy Eggebraaten, Bob Nielsen and Roger Gilbert were also present to address the council with their concerns. Topics of discussion were drainage, garages, curb & gutter, play area and dumpsters. The preliminary plans have been approved by the Planning & Zoning Board and also by the city engineers. A motion was made by Nelson to approve the preliminary plans for Western Oaks Estates – no second was made, motion failed. A motion was made by Monahan, second by Leah Johnson to table the preliminary plan review for Western Oaks Estates until the next council meeting – Nelson voted no with all others voting yes, motion carried.

Community Building Update: Committee Liaison Monahan brought the council up to date on possible building site he has been looking at in regard to a new community building. It was the consensus of the council that Monahan continue pursuing this site.

Discussion of Land Options: Councilmember Monahan discussed the advantages for the city, from a development standpoint, to have a land option agreement in place with Costello Companies and Cresswood Developers. It would give Economic Director Sandholm another tool to use when trying to attract a prospective business to Hartford.

Sports Complex Committee: Councilmember Monahan attended the Oct 9th Sports Complex Committee Meeting. He brought the council up to date on discussions that were held regarding the possible use of land at the sports complex site for economic development. Three points were noted: 1.) to keep the committee informed if sports complex land is going to be presented as a land option to a potential business, 2.) the possibility of the city obtaining land option agreements with Costello Companies and Cresswood Developers, and 3.) setting up formulas to set a value on a prospective business so this value can be used as a tool when making a proposal to recruit a new business to Hartford.

Dedication: Discussion was held about what property throughout the city could possibly be dedicated or named after an individual.

Visitors/Correspondence:

Sara Swanson on behalf of the American Legion: Sara Swanson was present to discuss the Hartford Halloween Party she is organizing for the children of Hartford. It will be held on Oct. 31st from 5-8pm at the American Legion Hall for ages 10 and under. There will be treats, games & prizes. Sara feels this is another option for the kids on Halloween night if the weather is bad. She is requesting monetary support from the City by paying the advertising costs of the event. A motion was made by Leah Johnson, second by Nelson to pay for the Hartford Halloween Party advertising costs, up to a maximum of \$200, from the 3rd penny sales tax fund – all voted yes, motion carried.

Reports:

Public Works Superintendent Report: Assistant Public Works Superintendent Neil Hanisch was present to answer any question the council had in regards to the Public Works report.

Streets – Work continues on the gravel roads throughout town. Staff is getting the salt sand ready for the winter season. Wagner attended the SDML conference last week.

Water – Samples will be taken at the lagoons with plans of discharging a couple of times yet this fall and early winter. Maintenance work on the aerators is being done.

Park and Pool – Work continues on the ball field lights. The pool and skate park restrooms have been winterized. All others will be done as the weather turns.

Public Buildings: Nothing new at this time.

Hanisch also noted the Public Works employee Jesse O’Kane and his wife, Renae, are the proud parents of a baby girl, Mollie, born on Oct 12th.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on projects they are working on. Construction has begun on the Diamond Trail extension from Western Ave to Ruud Lane. The City is still awaiting the Notice to Proceed from the DOT on Phase 3 & 4 of the bike trail. Once this is received, preliminary work on this project can be started. Stockwells has reviewed a site plan and provided comment to city staff on two different projects: Western Meadows Townhomes and Western Oaks Estates. Dormant seeding will be done at the Sports Complex site yet this fall. Drainage issues at the sports complex site were discussed. The city continues to work with neighboring property owners to resolve these issues. The Capital Improvement Plan documents are near completion. When complete, the plan will be presented to the council.

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 Sept 30, 2013. Also included was a summary of funds available for each city committee and a highlight of bills to be paid. The attendance chart was provided for the council’s review. A motion was made by Doyle Johnson, second by Olson-Duck to pay Monahan for attending the sports complex committee meeting on Oct 9th – Monahan abstained with all other voting yes, motion carried. Also provided was a listing of upcoming events and meetings.

City Administrator Report: Sidel has submitted the paperwork for reimbursement of the speed trailer, which was part of the Safe Routes to School grant. The final inspection has been done on the crossing signals. Once the city is billed for this work and these bills have been paid, the city can apply for reimbursement of these costs also. The ADA corrections needed to the Hwy 38 trail are complete. Final inspection has yet to be done by the DOT. A motion was made by Monahan, second by Yount to request that Stockwell Engineers be present at the Hwy 38 Bike Trail final inspection which is to be performed by DOT staff – all voted yes, motion carried. The route details of Phase 3 & 4 are still being worked on with the DOT. Work on the Diamond Trail extension begun Oct 10th with the plan to have grading, utilities and gravel base in this fall.

Committee Reports by Liaison:

Mark Monahan – Bike/Rec & Community Bldg: The Bike/Rec Committee met on Oct 8th. The next brick order is being processed. The committee will be having a booth at the Hartford Hometown Christmas event and plans are to give away two bicycles. The committee is having a plaque made for the shelter at Turtle Creek Park to recognize MidAmerican Energy for their donation. Monahan also shared a letter to Nancy Surprenant from Troy Larson on behalf of the Bike Trail Committee thanking her and the committee for the Transportation Alternatives Program grant. Recruitment of people to be on the newly formed Community Building Committee has started. Monahan congratulated Jesse O’Kane and his wife, Renae, on the birth of their new baby girl. Monahan also addressed the council regarding code enforcement issues and current procedures.

Scott Yount – Sports Complex: The Sports Complex Committee met on Oct 9th. The committee has applied for the Legends Grant. They are working on a raffle, which will take place at the Hartford Hometown Christmas Event. Yount reminded all to support the Sports Complex and put your aluminum cans in the trailer.

Leah Johnson – Jamboree Days, Swimming Pool & Community Bldg: The Jamboree Committee met on Oct 7th. The budget was set, subcommittees were formed and entertainment was decided. The next Swimming Pool Committee meeting is at 7:30pm at Pizza Ranch in which they will be finalizing plans for their participation in the WOT Craft Fair event. Johnson congratulated Jesse and Renae O’Kane on the birth of their new baby girl.

Gail Olson-Duck – Jamboree Days & Hometown Christmas: Olson-Duck attended the Oct 7th Jamboree Committee meeting. Hometown Christmas Committee met on Oct 14th where the details of events that are happening throughout the day are being finalized. The next meeting is Oct 28th.

Doyle Johnson – Downtown & Hometown Christmas: Johnson attended the Oct 14th Hometown Christmas Committee meeting. He also noted the next Downtown Committee meeting is Nov 5th.

Scott Nelson – HADC & Chamber: The video promoting Hartford is now done. A link to the video will be placed on the HADC and City websites. The next Chamber Mixer is Nov 11th.

Mayor's Report: The mayor congratulated Jesse and Renae O'Kane on their new baby girl. He mentioned he will be having meetings in the coming weeks with the committee liaisons. He also congratulated the West Central Girls Softball on their State Championship.

Adjournment: A motion was made by Leah Johnson, second by Olson-Duck, to adjourn at 10:07 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