

## **City Council Meeting – Regular Meeting October 18, 2011**

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, Leah Johnson, Eric Bartmann, and Bob Deelstra. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, and Public Works Superintendent, Craig Wagner.

**Approve Agenda:** A motion was made by Bartmann, second by Deelstra to approve the agenda – all voted yes, motion carried.

**Approve Minutes of Previous Meeting:** A motion was made by Deelstra, second by Johnson to approve the October 4, 2011 regular meeting minutes – all voted yes, motion carried.

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

### **Ordinances and Hearings:**

**2<sup>nd</sup> Reading of Ordinance #573 – No Motorized Vehicles on Bicycle/Pedestrian Trails.** A motion was made by Monahan, second by Johnson to approve and adopt second reading of Ordinance #573 – No Motorized Vehicles on Bicycle/Pedestrian Trails to include setting a \$200 fine and permitting electric scooters with plastic wheels and toy vehicles with plastic wheels as long as they do not exceed a maximum speed of 7 miles per hour – all voted yes, motion carried.

### **Old Business:**

**City Dog Park:** Discussion was held on the possibility of creating a dog park on city owned land on the south end of Main Avenue. A motion was made by Bartmann, second by Swier to cease discussions relating to the proposed city dog park – all voted yes, motion carried.

### **New Business:**

**Billboard Lease – Sunshine Foods:** Merlyn Goebel of Sunshine Foods expressed interest in renting one-half of Billboard #2. A motion was made by Monahan, second by Olson-Duck to approve the Billboard Lease Agreement between the City and Sunshine Foods for a three-year period beginning November 1, 2011 as well as approve the billboard design presented by Sunshine Foods – all voted yes, motion carried.

**City Holiday Party:** Discussion was held on the yearly city holiday party.

### **Reports:**

#### **Public Works Superintendent Report:**

**Streets** – Wagner reported that the crew has finished culvert repairs on Western Avenue. Within the next few weeks, the city will be sweeping streets, working on ditches along Vandemark Avenue, blading gravel roads, and repairing the sidewalk along Mickelson Road. Wagner continues to search for a plow truck.

**Water and Sewer** – Wagner reported that the city has repaired the fire hydrant on Western Avenue, repaired the water line at Mickelson and Western, and inspected manholes on gravel roads. The quarterly chlorine residual reports have been submitted. The city is hoping to discharge Pond #3 next week. Wagner updated the council on the regional sewer system.

**Parks and Pool** – Wagner reported that the pump at the pool has been removed and will be repaired. In addition, the backstop in the ball field pitching area was erected, drain tile was installed in the park, and the flowers beds have been trimmed. The city will be transplanting trees in the park. Discussion was held on the possibility of implementing an ice skating rink in the park. Wagner will check into the cost of liners.

**City Engineer Report:** The City Engineer's Report was presented for review.

**Finance Officer Report:** Copies of the Bill Report, Revenue Report, and Expenditure Report as well as a summary of the September cash report and sales tax revenue were provided to the council. In addition, a

breakdown of committee funds available was presented. Macdonald reported that liquor license renewal applications have been sent to businesses. Discussion was held on the attendance chart and it was noted that payroll will be processed on November 1<sup>st</sup>.

**City Administrator Report:** Regarding SRTS projects, paperwork to finalize Round 1 is being prepared and a final inspection and walk-through of Round 2 has been scheduled. Sidel reported that Krueger Excavating has finished the asphalt trail leading up to the SRTS sidewalk and the seeding has been completed. The DOT accepted the low bid from a Minnesota company for the Highway 38 Bike Trail project. The project is tentatively scheduled to begin in April of 2012. Sidel reported that LOMR-F paperwork will be submitted to FEMA to officially remove the fire station building from the flood plain area. A copy of the Code Enforcer/Building Inspector's September report was presented to the council. Sidel noted that City Attorney Larry Nelson and Bill Haugen are finalizing easement paperwork to reduce the current 33' easement to a 10' easement on Lot 5 of North Community Addition. Sidel is gathering information on a microphone/speaker system for the city council chambers.

**Committee/Ward Reports:**

**Ward 1:** Both Deelstra and Olson-Duck attended the SD Municipal League Conference. It provided valuable information as well as networking with city officials from across the state.

**Ward 2:** Monahan noted that the Bike/Rec Trail Committee will be meeting on November 8<sup>th</sup> at 6:30 p.m. at Ten Pin Alley. Johnson congratulated the West Central Girls Soccer Team on its state championship. The next Swimming Pool Committee Meeting is scheduled for October 25<sup>th</sup> and the Jamboree Committee will meet on November 7<sup>th</sup>. Johnson attended the fire department building committee meeting and construction of the new fire station is on schedule.

**Ward 3:** Swier reported that the Sports Complex Finance Sub-Committee will meet on October 26<sup>th</sup>. Bartmann recognized the city crew for a job well done on installation of the sidewalk and landscaping on city property at the corner of Patrick and Shamrock Avenues.

**Mayor's Report:** Mayor Zimmer also congratulated the West Central High School Girls Soccer Team on its second consecutive state championship!

**Adjourn:** A motion was made by Monahan, second by Bartmann to adjourn at 7:44 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.

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Debra L. Macdonald, Finance Officer