

Hartford City Council Meeting – Regular Meeting October 7, 2025

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Shaun Boen, Travis Kuehl, Darrell Horacek, and Michelle Schilling. Cindy Matson was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, City Engineer Michael Redenbaugh, and 2 people from the public.

BUSINESS ITEMS:

- **Approval of the Agenda:** A motion was made by Kuehl, second by Horacek to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Boen, second by Schilling to approve the regular meeting minutes from September 16, 2025 – all others voted yes, motion carried.

PUBLIC COMMENTS:

- Mayor Jones made an appeal to all those residents living in Ward 1. There is an open seat on the Council for a Ward 1 representative. If anyone is interested in serving, please reach out to Mayor Jones, City Administrator Sidel, or Ward 1 Councilmember Travis Kuehl.
- Councilmember Schilling informed the Council that after consulting with a legal professional, she confirmed that she is not required to abstain from votes involving Downtown Hartford, Inc.
- Councilmember Boen expressed his desire to keep the sidewalk initiative moving forward. The committee that has been established to discuss sidewalks has not had a chance to meet yet.

APPLICATIONS, AGREEMENTS, HEARINGS, RESOLUTIONS & ORDINANCES:

- **7:05 Annexation Hearing: Resolution 2025-9 Annexation for ROW along Colton Rd & E 2nd St:** The City has been working with The Windsor Group on creating a TIF District for their development at Hwy 38/Colton Rd. During initial discussions, it was decided that improvements to E 2nd St would be included as part of the TIF project. To include this roadway, which is currently a township road, the City had to plat the road and then annex it into city limits. The platting has been done, and Resolution 2025-9 is for the annexation. Resolution 2025-9 also includes the annexation of the east half of the Colton Rd between Hwy 38 and E 2nd St. The Colton Rd is currently a County Rd. It was the suggestion of the County that the City annex the portion of the Colton Rd that abuts the property so the City has jurisdiction and can work with the developer on access points. A motion was made by Boen, second by Kuehl to approve Resolution 2025-9 Annexation for ROW along Colton Rd and E 2nd St – all voted yes, motion carried.
- **7:10 Hearing: Application for Garbage Haulers License for Dump Dynasty, LLC:** Dump Dynasty, LLC has applied for a garbage hauler's license. All required paperwork and fee has been received. They would provide roll-off service only. A motion was made by Kuehl, second by Boen to approve the application for a garbage hauler license for Dump Dynasty, LLC – all voted yes, motion carried.
- **2nd Reading of Ordinance #767 – Request to Rezone Parcel #15994:** The Windsor Group is in the process of developing parcel #15994. Currently this parcel has the County zoning of agricultural. The developer is requesting to rezone, which will include some residential lots as well as commercial and some natural resource conservations for some water detention areas in the development. A motion was made by Boen, second by Horacek to approve the 2nd reading of Ordinance #767 to rezone parcel #15994 as presented – all voted yes, motion carried.

REPORTS:

- **Sheriff's Department Report:** Deputy Rechtenbaugh was present to provide his report. For the month of September there were 266 calls for service, which is an increase of 45 calls from last month. There may be a change in how the Minnehaha County State's Attorney handles electric scooters. They may no longer consider them as motorized vehicle, making them the same as a bicycles which are allowed on roadways. Once confirmed, Rechtenbaugh will provide an update.
- **Engineer Report:** Michael Redenbaugh reported the following:
 - At the WRRF a site walk-through for punchlist items was done Sept 25th. Since then, the contractor has completed over half of the items. Startup of the sludge press systems is being planned for later this month but is contingent on sludge production. The facility's ribbon cutting was held on Oct 3rd.
 - **Review/Approve Pay Request #24:** Pay app #24 from Rice Lake Construction Group for work completed through September 30th on the WRRF was presented. A motion was made by Kuehl, second by Boen to approve payment of pay app #24 in the amount of \$57,962 to Rice Lake Construction Group – all voted yes, motion carried.
 - The Western Ave project is now in the final phase of the project. This phase includes earthwork, paving and some storm sewer install on the east side of the Diamond Trl intersection. This phase is anticipated to be done by early November.
 - **Review/Approve Pay Request #6:** Pay app #6 from D&G Concrete Construction, Inc for work completed through October 1st on the Western Ave project was presented. A motion was made

by Boen, second by Schilling to approve payment of pay app #6 in the amount of \$688,346.71 to D&G Concrete Construction, Inc. – all voted yes, motion carried.

- On the city-wide water model project, the model of the existing system is complete. Engineers are now working on the model that will include any improvement to the current system as well as future expansion.
- Design of the Mickelson Rd shared use path will be done over the fall/winter months with construction being planned for the spring of 2026.
- **Public Works Report:** Public Works Superintendent Wagner was not present. His report was provided.
 - Streets – Gravel road are scheduled to be bladed in the next couple weeks. Staff will assess which road will need a second application of mag water. Street sweeping will continue as time allows. In the coming weeks staff will be getting the plows and sanders ready for the winter season.
 - Boulevard Trees – Staff will be removing a few boulevard trees this fall.
 - Mosquito – Spraying will continue as needed.
 - Water – The 3rd quarter report has been submitted. Next reporting is due Jan 10th.
 - Sewer – With the new wastewater plant up and running, the Mickelson Rd lift station and the lift station at the old sewer plant on Railroad St have been deactivated. The August DMR reporting is done. The next reporting is due Oct 28th. Staff continue to take samples at the lagoons with the hopes of discharging a couple more times this fall.
 - Parks – The concrete work for the new restroom building in Lyons Park is done. Staff will be working on the building this fall as time allows.
 - Pool – The pool has been winterized.
 - Sports Complex – Staff will start working on placement of the playground equipment in the coming weeks.
 - DHI Signage – Staff has completed the installation of the new wayfinding sign along Western Ave.
- **Finance Officer Report:** City Finance Officer Wilber provided her report. Items included a summary of revenues received in September, an overview of the city’s general fund revenues and expenses through August, and the October calendar of events. Notification was received from the SD Dept of Legislative Audit that the City’s 2024 audit report was reviewed and accepted. The approved 2026 budget ordinance has been sent to the County. This will provide them with the amount of taxes to levy in 2026. The 2026 street maintenance fee resolution has also been sent to the County for processing. The City’s 3.5% rate exception on the indexed money market account has been extended until the end of October.
- **City Administrator Report:** City Administrator Sidel provided her report. The City continues to accept applications for the public works assistant position. A big thank you to Karen Burgers and Girl Scout Troop #40721 for the new sign they made for Lyons Park. It has been installed and looks great. Now that the 12th St/Oaks Ave project is complete, Sidel will be working on the resolution for assessment to be presented for approval either later this month or early November. With the annexation of E 2nd St, the development of the TIF district for the Windsor Development can now proceed. The Planning & Zoning Board will be reviewing this TIF district request at their Oct 28th meeting. Sidel attended Dakota Mainstem’s semi-annual board meeting on Sept 26th. She provided an update to the Council.

OLD BUSINESS:

- **Review Proposal for Open Liquor License:** Earlier this year the City issued an RFP for the open liquor license the City has. One proposal from Bob Gilliland was received, which was reviewed at the May 6th meeting. It was the consensus of the Council at that time to hold off on taking any action to allow Mr. Gilliland time to finalize his plans. Mr. Gilliland was present to discuss the license once again. He explained to the Council that his plans have not changed. He still intends to build a new restaurant/event venue. He has yet to secure land for it. His vision is that once the new restaurant is going, his current restaurant, The Goat Bar & Grill, will become more of a bar with limited food. Currently, The Goat has a restaurant liquor license. Certain requirements, such as percentage of food sales, table service, wait staff, etc. must be met in order to carry a restaurant liquor license. Gilliland is afraid The Goat won’t meet these requirements once this change is made. Therefore, Gilliland is proposing that the open liquor license be issued to The Goat. The Goat would relinquish their restaurant license. Once the new establishment is done, Gilliland could then apply for a restaurant license, since his new establishment would meet all the requirements of a restaurant liquor license. Further discussion was held on the regulations of a restaurant liquor license verses a liquor license. It is the consensus of the Council that staff provide further information on liquor license types, costs, transferability, etc. and for this to be put on the agenda for further discussion at the next meeting.

NEW BUSINESS:

- **HACC Request for Additional Funding in 2025:** In April of 2025, the HACC hired a new director. Based on an average of 16 hrs per week, the projected salary at the end of this year would be approximately \$14,400. In earlier discussion between the City and the HACC, it was agreed that the City would provide partial funding for this position, if need be. At this time, the HACC is requesting \$7,200 for 50% of the cost of this position. HACC President Scott Schrader was present to answer any questions. A motion was made by Kuehl, second by Boen to approve paying \$7,200 to the HACC for the director position – all voted yes, motion carried.

- **Review/Approve Park & Recreation Board Request for Downpayment on Play System:** During the 2026 budget meeting, 300k was allocated for Park & Recreation Board improvements. One of the items on their proposal was a play system for Lyons Park for 2–5-year-olds. After researching different systems, the Park & Recreation Board decided on 2 different systems – a larger one for 2–5-year-olds and a smaller one for those under 2 years old. The total package price, with installation, would be \$61,119. To get this discounted price, a downpayment of \$11,976 would be required this year. A motion was made by Kuehl, second by Boen to approve the downpayment of \$11,976 for the new play systems for Lyons Park – all voted yes, motion carried.
- **Review/Approve Billboard Lease Renewal with Dave Derschan of the Humboldt Bar, LLC:** The current billboard lease with Dave Derschan of the Humboldt Bar, LLC is up for renewal. A renewal lease agreement for the east face of billboard #5 was presented. The lease is for another 3yr term with all the same conditions. The lease does reflect the City’s new rate of \$300/mo. A motion was made by Kuehl, second by Boen to approve the billboard lease agreement between Dave Derschan of the Humboldt Bar, LLC and the City of Hartford as presented – all voted yes, motion carried.
- **Review/Approve Temporary Part-time Snow Removal Job Description:** The current job description for the part-time snow removal position was provided to the Council for their review. A motion was made by Kuehl, second by Boen to approve the part-time snow removal job description as presented and begin advertising for the position – all voted yes, motion carried.

EXECUTIVE SESSION: A motion was made by Kuehl, second by Boen to enter executive session pursuant to SDCL 1-25-2(3) for legal and SDCL 9-34-19 for economic development at 8:08pm – 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

EXECUTIVE SESSION: A motion was made by Boen, second by Horacek to exit executive session at 8:50pm – all voted yes, motion carried.

A motion was made by Boen, second by Kuehl to contract with Williams & Company P.C. for accounting services to assist in the creation of a special project entity not to exceed a payment amount of \$2,500 - all voted yes, motion carried.

ADJOURNMENT: A motion was made by Boen, second by Horacek to adjourn at 8:51pm – all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel.

I, the undersigned Teresa Sidel, City Administrator 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.

Teresa Sidel, City Administrator