

City Council Meeting – Regular Meeting November 15, 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, and Eric Bartmann. Bob Deelstra was absent with notice. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, and Public Works Superintendent, Craig Wagner.

Additions to the Agenda: A motion was made by Johnson, second by Monahan to add “Brandon Pennock – Eagle Scout Project” to the agenda under Old Business – all voted yes, motion carried.

With no further additions, a motion was made by Johnson, second by Olson-Duck to approve the agenda including the addition to Old Business - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Olson-Duck, second by Bartmann to approve the November 1, 2011 regular meeting minutes – all voted yes, motion carried.

Approve Bills Submitted for Payment: A motion was made by Olson-Duck, second by Johnson to approve the bills submitted for payment – Monahan voted no with all others voting yes, motion carried.

Ordinances and Hearings:

2nd Reading of Ordinance #574 – 2011 Supplemental Appropriation. A motion was made by Johnson, second by Monahan to approve and adopt second reading of Ordinance #574 – 2011 Supplemental Appropriation – all voted yes, motion carried.

7:10 pm Hearing – Special Events Permit for Hartford’s Hometown Christmas Celebration. On behalf of Hartford’s Hometown Christmas Committee, Joe Hellvig submitted an Application for a Special Events Permit which would allow a Christmas celebration to be held on December 4, 2011 from 12:00 p.m. to 8:00 p.m. Activities shall include wine tasting and vendor show, sleigh rides, children’s Christmas movies, live nativity scene, Santa visits, caroling, bonfire, tree lighting, parade of lights, and community dinner. This permit would allow the following street closures: Main Avenue from Railroad Street to Second Street from 12:00 p.m. to 7:00 p.m.; Second Street from the alley behind City Hall to Mundt Avenue from 12:00 p.m. to 7:00 p.m.; and Second Street from the alley behind City Hall to the High School from 4:00 p.m. to 7:00 p.m. In addition, this permit would grant city employee, Craig Wagner, permission to prepare and monitor the bonfire as well as grant the Committee use of city barricades for street closures and use of the council room for its headquarters. A motion was made by Monahan, second by Johnson to approve Hartford’s Hometown Christmas Committee’s application for a special events permit for a Christmas celebration to be held on December 4, 2011 from 12:00 p.m. to 8:00 p.m. including use of city barricades and the city council room - all voted yes, motion carried

7:15 pm Hearing – Temporary Off-Sale Wine License – Wilde Prairie Winery. Victoria Wilde submitted an Application for a Temporary Off-Sale Wine License which would allow Wilde Prairie Winery to sell wine at the American Legion in conjunction with Hartford’s Hometown Christmas Celebration on December 4, 2011 from 11:00 a.m. to 5:00 p.m. A motion was made by Johnson, second by Bartmann to approve Wilde Prairie Winery’s application for a temporary off-sale wine license on December 4, 2011 from 11:00 a.m. to 5:00 p.m. - all voted yes, motion carried.

Visitors:

Temporary Driveway Access – Tim Hoekman: Tim Hoekman, owner of the home located at 507 N. Eastern Avenue, appeared before the council to request temporary access upon the city’s right-of-way behind his property onto the undeveloped portion of Feyder Avenue. After discussion, a motion was made by Swier, second by Bartmann to deny Mr. Hoekman’s request for temporary access upon the city’s right-of-way - all voted yes, motion carried.

Old Business:

Brandon Pennock – Eagle Scout Project: Johnson received an update from Brandon Pennock that the actual cost of the Eagle Scout Project, as presented on August 2, 2011, will be \$777.57. Pennock expressed his thanks and appreciation to the Mayor and council members for their support.

New Business:

2012 Minnehaha County Sheriff Contract: Minnehaha County submitted an agreement for 2012 contract services between the city and the Sheriff's Department which includes 40 hours of random patrolling per week. A motion was made by Monahan, second by Johnson to approve the 2012 Minnehaha County Sheriff's Contract – all voted yes, motion carried.

Billboard Sub-Lease Contract to Tammen Auto & Tire, Inc.: Gillespie Small Engine Repair is leasing a billboard from the city until the lease terminates on February 28, 2012. On behalf of Tammen Auto & Tire, Inc., Lynnae Redenius expressed interest in sub-leasing this billboard from Gillespie for the remainder of the lease. A motion was made by Swier, second by Monahan to approve the Billboard Sub-Lease Agreement between Gillespie Small Engine Repair and Tammen Auto & Tire, Inc. effective immediately until February 28, 2012 and to approve the billboard design - all voted yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – Wagner reported that dump truck bid specs will be advertised this week. The city is preparing equipment for the winter and ditch work has been completed on Mickelson Road and Railroad Street. Once parts are received, a street light along Highway 38 will be repaired. Wagner noted that Christmas decorations will be put up after Thanksgiving. Due to personal reasons, Larry Barron did not accept the position of part-time snow removal. After discussion, a motion was made by Monahan, second by Swier to advertise for an additional part-time snow removal employee – all voted yes, motion carried.

Water & Sewer – Wagner reported that the city will discharge lagoons as soon as the TSS levels decrease.

Random Sump Pump Inspections – Discussion was held on the performance of random sump pump inspections to ensure compliance with the ordinance. It was the consensus of the council that, if the city finds properties to be in violation of the sump pump ordinance, the set \$200 fine shall be issued as designated in Ordinance #530.

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 were provided to the council. In addition, Macdonald presented a breakdown of committee funds available and a summary of the October cash report and sales tax revenue.

City Administrator Report: Regarding SRTS projects, paperwork to complete Rounds 1 and 2 is being prepared as well as a pay request for Round 2. Sidel reported that the city engineer will be addressing items with Krueger Excavating prior to finalizing the Bike/Rec Trail-Phase 1 project. Regarding the Highway 38 Bike/Rec Trail, work continues on wetland issues with the Tetonka Wetland Bank. Sidel gave an update on construction of the new fire station and reported that LOMR-F paperwork will be submitted to FEMA after the city receives the "lowest adjacent grade" elevation information. A copy of the Code Enforcer/Building Inspector's October report was presented to the council.

Committee/Ward Reports:

Ward 1: No report

Ward 2: Monahan reported that Bike/Rec Trail Committee Member, Troy Larsen presented Phases 3 and 4 plans to the school board. These phases include placing a crushed concrete trail on West Central School property from the east end of the Turtle Creek Bike/Rec Trail to Highway 38 and from Highway 38 to Second Street. Johnson attended the first Jamboree Days planning meeting and the Committee is off to a great start. The Swimming Pool Committee Meeting has been re-scheduled to November 29th due to the Middle School Concert.

Ward 3: Swier reported that the Sports Complex Committee is reviewing the drain tile matter and will meet again on December 14th. Swier congratulated the West Central football team for advancing to the state championship game.

Mayor's Report: Mayor Zimmer noted Hartford's Hometown Christmas celebration which is scheduled for December 4th. In addition, Zimmer asked the council, as liaisons to city committees, to make certain that proper meeting procedures are followed, such as providing agendas and recording minutes at each meeting.

Executive Session: A motion was made by Swier, second by Johnson to enter into executive session, pursuant to SDCL 1-25-2, at 8:12 p.m. - all voted yes, motion carried. A motion was made by Monahan, second by Olson-Duck to exit executive session at 8:48 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Swier, second by Bartmann to adjourn at 8:49 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