

City Council Meeting – Regular Meeting December 16, 2014

Mayor Paul Zimmer called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Scott Yount, Scott Nelson, Bill Campbell, Doyle Johnson and Gail Olson-Duck. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson and City Engineer Mitch Mergen.

Approve Agenda: A motion was made by Olson-Duck, second by Yount to approve the agenda as set - all voted yes, motion carried.

A motion was made by Yount, second by Nelson to enter into executive session per SDCL 1-25-2.1 at 7:01 p.m. – all voted yes, motion carried.

A motion was made by Campbell, second by Johnson to exit executive session at 7:47 p.m. – all voted yes, motion carried.

A motion was made by Campbell, second by Johnson to revise the action taken at the Dec 3, 2014 as follows: Gary Sandholm will be suspended and removed from all city duties for 5 working days with no pay for 2 ½ of the 5 days, he will be served a written letter of reprimand and be placed on a three month probation period. Once the probation period has ended, the letter of reprimand will be removed from his personnel file. And that the Council will provide direction as to what is expected of the Chamber & Economic Development Director position – all voted yes, motion carried.

Approve Minutes of Dec 3, 2014 Regular Meeting: A motion was made by Johnson, second by Olson-Duck to approve the Dec 3, 2014 regular meeting minutes – all voted yes, motion carried.

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

Visitors: None

Ordinances, Resolutions & Hearings: None

Old Business: None

New Business:

Surplus Items: The City has obtained moving/demolition permits for the two city owned trailers on N Vandemark Ave. Before staff can move forward with the demo, these trailers need to be declared surplus property. A motion was made by Monahan, second by Olson-Duck to surplus the 1977 Champion Mobile Home and the 1973 Fashion Mobile Home and for the city to proceed with demolition – all voted yes, motion carried.

2015 Animal Control Contract: The city's contract with Sioux Falls Area Humane Society for animal control services is up for renewal. A motion was made by Monahan, second by Johnson to approve the contract with Sioux Falls Area Humane Society for animal control services for 2015 – all voted yes, motion carried.

2015 Fire Protection Service Agreement: The city's agreement with Hartford Area Fire & Rescue, Inc. to furnish fire protection services is up for renewal. The terms of the agreement are the same as the prior year. A motion was made by Monahan, second by Olson-Duck to approve the 2015 agreement with Hartford Area Fire & Rescue, Inc. – all voted yes, motion carried.

Review Transit Grant Agreement: The grant agreement with the SD Dept of Transportation for the new transit service was provided to the council for their review. A motion was made by Johnson, second by Olson-Duck to approve the transit grant agreement with the SD DOT and authorize the Mayor to sign the agreement on behalf of the city – all voted yes, motion carried.

Official Naming of Hartford Transit System: The new transit system will need to be named. The committee is

recommending “Hartford Area Transit” as the official name. A motion was made by Monahan, second by Nelson to name the new transit system Hartford Area Transit – all voted yes, motion carried.

Review General Assessment Policy: On Feb 4, 2014 the council passed Resolution 2014-2: General Assessment Policy. This resolution set the rate that the city can assess property owners for improvements at \$80 per linear frontage foot effective until the end of this year. Discussion was held regarding how other cities handle this and also the pros and cons of changing the amount and/or implementing a maintenance fee. A motion was made by Monahan, second by Olson-Duck to extend through 2015 the current general assessment policy of charging property owners \$80 per linear frontage foot for improvements – Nelson voted no with all others voting yes, motion carried.

Proposed Legislative Bill - 2010 HB1998: HB 1198 was originally introduced to the legislature in 2010 but did not pass. It is being reintroduced again this spring. This bill will allow cities to implement an additional 1% sales tax designated for a specific project, for a specific amount and for a specific amount of time. The additional sales tax revenue would help fund the project. A vote of the people would be required to enact the additional 1% sales tax. The SDML is asking any cities in favor of the bill to issue a statement of support. A motion was made by Campbell, second by Monahan that the City of Hartford supports a local option additional penny of municipal sales tax, with the approval of our voters, for specific infrastructure projects – all voted yes, motion carried.

Appointment of Planning & Zoning Members – 2015-2017 Term: Mayor Zimmer recommended the re-appointment of current Planning & Zoning board members Dean Munce, Mark Wegleitner, Brad Bjergaard and John McMahon for the 2015-2017 term. A motion was made by Johnson, second by Nelson to approve the re-appointment of Planning & Zoning board member Dean Munce – all voted yes, motion carried. A motion was made by Olson-Duck, second by Johnson to approve the re-appointment of Planning & Zoning board member Mark Wegleitner – all voted yes, motion carried. A motion was made by Johnson, second by Olson-Duck to approve the re-appointment of Planning & Zoning board member Brad Bjergaard – all voted yes, motion carried. A motion was made by Nelson, second by Monahan to approve the re-appointment of Planning & Zoning board member John McMahon - all voted yes, motion carried.

Correspondence: None

Reports:

City Engineer Report: Mitch Mergen, with Stockwell Engineers, updated the city council on projects they are working on. In regards to Phase 3&4 of the bike trail, comments were received from the DOT on the mitigation plan. Final designs will be submitted by the end of the year. Final plans for the East Diamond Trail extension project are expected by the end of the year. They have also done a site plan review. The 2015 Engineering Contract was provided to the council for their review. The increase in fees was discussed. A motion was made by Campbell, second by Nelson to table this item until the Jan 6, 2015 council meeting to allow Jon Brown, President of Stockwell Engineers, to be present – all voted yes, motion carried. The 2015 Micro-Seal Surfacing Contract was provided to the council for their review. A motion was made by Monahan, second by Campbell to approve the 2015 Micro-Seal Surfacing Contract – all voted yes, motion carried.

Public Works Superintendent Report:

Streets – The new poles for the Hwy 38 lighting project are schedule to be in up by the end of the year. Wagner has started to put information together for the 2015 micro surfacing project. The loading ramp has been installed by the new shop addition.

Water – Samples were taken from pond #3. Levels were too high so staff will take another sample in Jan. If the second sample comes back ok staff will start discharging. If not, discharging will wait until spring. The contractor continues with work on the water main on Ruud Lane as water samples have not yet passed.

Park and Pool – Staff will get the ice rink set up as soon as the temperatures stay cold enough.

Public Buildings – Construction of the shop addition is nearing completion. Demolition of the trailers on Vandemark Ave will start in the coming weeks.

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 Nov 30, 2014. Also included was a summary of funds available for each city committee and a highlight of bills to be paid. The calendar of events was provided.

City Administrator Report: To date, Empire Grain & Feed has hauled six loads of ag-lime for the ball fields at the Sports Complex. An agreement for the Diamond Trail project has been drafted. Once reviewed and signed by all parties involved, the project will move forward. Sidel has been in contact with SF Landfill regarding the renewal of the city's solid waste agreement. A monthly lease agreement has been drafted for the tenant leasing city owned land at 1st & Main. His current lease expires at the end of the year.

Committee Reports by Liaison:

Mark Monahan – Bike/Rec, Fire Department & Emergency Planning: There was no Bike/Rec Trail meeting in Dec. Monahan is planning on attending the Fire Dept business meeting in Jan. Monahan complimented the Chamber on the nice job they did on the breakfast they served in conjunction with Hometown Christmas activities.

Scott Yount – Swimming Pool: The next Pool Committee meeting is Jan 27th 7pm Pizza Ranch. In regards to the LWCF grant, the committee is awaiting the notice to proceed before anything further can be done on the project.

Bill Campbell – Sports Complex: The Sports Complex Committee met on Dec 10th. They were recently awarded a \$2,000 Legends grant for temporary fencing and a \$250 MidAmerican Energy grant for bases. They will also be applying for the Sioux Valley Energy grant and the Field of Dreams grant.

Gail Olson-Duck – Jamboree Days & Hometown Christmas: Olson-Duck attended the Dec 8th Jamboree Committee meeting. The next meeting is Jan 12th 6pm City Hall. The Hometown Christmas event went very well. The final wrap up meeting had to be rescheduled due to the weather. The tentative date is Dec 29th.

Doyle Johnson – Jamboree Days & Downtown: Johnson wished everyone a Merry Christmas & Happy New Year.

Scott Nelson – HADC & Chamber: Nelson thanks Sunshine Food and all those involved with the Chamber breakfast served during Hometown Christmas. He also thanked Ellie Sturdevant and all those involved with implementing the new Hartford Area Transit system. This will be a great service for Hartford area.

Mayor's Report: Mayor Zimmer donated his council pay for the last 6 months back to the city to go towards the following committees: Sports Complex \$1000, Bike & Rec \$525 and Pool \$500.

A motion was made by Johnson, second by Olson-Duck to enter into executive session per SDCL 1-25-2.1 at 8:43 p.m. – all voted yes, motion carried.

A motion was made by Johnson, second by Monahan to exit executive session at 8:53 p.m. – all voted yes, motion carried.

A motion was made by Monahan, second by Nelson to give all full time employees a bonus of \$75 each in Hartford Bucks – all voted yes, motion carried.

A motion was made by Monahan, second by Johnson to give year round part time employees, Paul Clarke and Terry Hagen, a bonus of \$75 each in Hartford Bucks – all voted yes, motion carried.

Adjournment: A motion was made by Olson-Duck, second by Johnson, to adjourn at 8:57 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