

City Council Meeting – Regular Meeting December 18, 2012

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, Gail Olson-Duck, Scott Nelson, Mark Monahan, Bill Barnett and Leah Johnson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, and City Engineer Nick Borns.

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

Approve Minutes of Previous Meetings: A motion was made by Johnson, second by Olson-Duck to approve the December 4, 2012 regular meeting minutes – all voted yes, motion carried.

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

Approval of Pay Request #2 – Soukup Construction, Inc: A motion was made by Monahan, second by Johnson to approve pay request #2 from Soukup Construction, Inc. for work completed to date on the Sports Complex project in the amount of \$20,973.85 – all voted yes, motion carried.

Ordinances, Resolutions & Hearings:

2nd Reading of Ordinance #584 – Revisions to the Harford Subdivision Regulations: This ordinance will update the city's subdivision regulations. A motion was made by Johnson, second by Monahan to approve 2nd reading of Ordinance #584 – all voted yes, motion carried.

Resolution 2012-13: A motion was made Monahan, second by Johnson to approve resolution 2012-13 to authorize the execution, terms, issuance, sale and payment of Sales Tax Revenue Bonds not to exceed the amount of \$789,000.00 – Olson-Duck abstained, with all others voting yes, motion carried.

New Business:

Contract Renewal – Sioux Falls Humane Society: The city's contract with Sioux Falls 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 Humane Society for animal control services for 2013 – all voted yes, motion carried.

Platting Jurisdiction with Minnehaha County: City Administrator Sidel discussed with the council the difference between a Joint Jurisdiction and a Platting Jurisdiction. A Platting Jurisdiction gives the city a vote on any platting of land within a designated area around the city's boundary limits, whereas a Joint Jurisdiction is more involved in that no development could proceed in the designated area without the city's approval. The set-up process for the Joint Jurisdiction is quite lengthy and will take some time. A motion was made by Monahan, second by Johnson for City Administrator Sidel to start the process of creating a Platting Jurisdiction with Minnehaha County and then following up with establishing a Joint Jurisdiction with Minnehaha County – all voted yes, motion carried.

Hire Recommendation for Chamber & Economic Development Director: Mayor Zimmer recommended Gary Sandholm for the Chamber & Economic Development Director position. A motion was made by Nelson, second by Johnson to offer the position of Chamber & Economic Development Director to Gary Sandholm – all voted yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – There have been two snow events so far and plowing went well. Equipment repairs and maintenance is wrapped up. The tree grant has been submitted and Craig hopes to have an answer soon.

Water – Samples have been taken on the ponds. If the results come back good they will discharge in January. The new meter for the bulk water is in and will be installed.

Park and Pool – The skateboard park is now closed for the winter. The ice skating rink will be set up in the next week.

Public Building – The flagpole from City Hall was installed at the City Shop. Lights still need to be installed and then flags will be put up.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on several projects they are working on. Borns noted that besides installing some barricades at the sports complex project, all other scheduled work has been completed. Work will start again in the spring. The wetland delineation at the corner of Highway 38 and Railroad Street is complete and the report has been submitted to the city. The wetlands do extend and will need to be taken into consideration when developing the future bike trail. They are drafting the final plat in regards to the Mundt Addition land swap. The review of the plans in regards to phase 3 of the Kelly Point Development has been complete and comments were submitted to the city. The water tower inspection has been completed.

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 November 30, 2012. Also included was a summary of funds available for each city committee. A highlight of bills to be paid along with an explanation for each was noted. Upcoming events and meetings were also listed.

City Administrator Report: In regards to phase 3 & 4 of the bike trail, now that the wetland delineation has been completed, Sidel has started working on the Transportation Enhancement Program Grant, which has a deadline date of February 1, 2013. The city attorney is working on an agreement with Kelly Point Partners regarding creek improvements. Rob Dobbs has agreed to the land swap along South Main so the city attorney will be drawing up the necessary legal documents and a re-plat will be coming before Planning & Zoning. Employee evaluation will be conducted at the end of the month with the information available to the council at the first meeting in January.

City Council Reports:

Ward 1: Johnson and Barnett wished everyone a Merry Christmas.

Ward 2: Monahan noted that the bike and rec trail committee will meet the 2nd Tuesday in January at 6:30 at Ten Pin Alley. He also extended a thank you to all city staff for a job well done in 2012. Councilman Swier wished everyone a Happy Ho Ho Ho.

Ward 3: Olson-Duck shared a conversation she had with a resident regarding water and sewer billings and collections. Councilman Nelson congratulated Gary Sandholm on receiving the offer of the Chamber & Economic Development Director position. He recognized the street department on a snow removal job well done. He indicated he attended Stockwell Engineers Christmas party, which was very nice. He also noted that the Chamber mixer held on December 14th was a success with 17 new members being signed up for 2013.

Mayor's Report:

Mayor Zimmer recommended the reappointment of Anna Mitchell, Bill Campbell, Dean Munce and Mark Wegleitner as Planning and Zoning Members for the 2013-2015 term. A motion was made by Nelson, second by Olson-Duck to reappointment Anna Mitchell, Bill Campbell, Dean Munce and Mark Wegleitner as Planning and Zoning Members for the 2013-2015 term – all voted yes, motion carried.

In light of last weeks school shooting in Newtown, CT, the Mayor recently attended a meeting that included the Superintendent and Principals from West Central School and representatives from the Minnehaha County Sheriffs Department. More meetings are planned in the future and the School District, City, and the Minnehaha County Sheriffs Department will stay in correspondence. The Minnehaha County Mayors will meet in January 2013 in Hartford. Lastly, the Mayor wished everyone a Merry Christmas.

A motion was made by Swier, second by Nelson to enter into executive session at 8:05 p.m. – all voted yes, motion carried.

A motion was made by Monahan, second by Johnson to exit executive session at 8:49 p.m. – all voted yes, motion carried.

A motion was made by Monahan, second by Johnson to give all full-time city employees \$50.00 in Hartford Bucks as a Christmas Gift – Barnett voted no, with all others voting yes, motion carried.

A motion was made by Johnson, second by Nelson to offer Gary Sandholm the position of Chamber and Economic Development Director at a salary of \$38,000 per year plus all city benefits – all voted yes, motion carried.

Adjournment: A motion was made by Monahan, second by Johnson to adjourn at 8:52 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