

## **City Council Meeting – Regular Meeting December 20, 2016**

Mayor Jeremy Menning called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Mark Brenneman, Ryan Horn, and Scott Nelson. Arden Jones and Travis Kuehl were absent with prior notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, and City Engineer Mitch Mergen.

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

**Approve Minutes of December 6, 2016 Regular Meeting:** A motion was made by Monahan, second by Nelson, to approve the December 6, 2016 regular meeting minutes - all voted yes, motion carried.

**Approve Bills Submitted for Payment:** A motion was made by Monahan, second by Nelson, to approve bills with the addition of the Heart T Stop bill – all voted yes, motion carried.

### **Hearings, Ordinances, & Resolutions:**

**2<sup>nd</sup> Reading of Ordinance 638: 2016 Supplemental Appropriation Ordinance:** A motion was made by Monahan, second by Horn, to approve the 2<sup>nd</sup> Reading of Ordinance 638: 2016 Supplemental Appropriation Ordinance – all voted yes, motion carried.

**Resolution 2016-5: Resolution to Transfer Contingency Funds:** A motion was made by Monahan, second by Horn, to approve Resolution 2016-5: Resolution to Transfer Contingency Funds – all voted yes, motion carried.

**7:05 Liquor Transfer Hearing: Transfer Retail On Sale Liquor License (RL5786) and Retail On/Off Sale Malt Beverage License (RB3660) from Emberz Restaurant and Lounge to Char'd Restaurant and Lounge:** A motion was made by Nelson, second by Horn, to approve the transfer of the retail on sale liquor license RL5786 and retail on/off sale malt beverage license RB3660 from Emberz Restaurant and Lounge to Char'd Restaurant and Lounge – all voted yes, motion carried.

**Resolution 2016-6: Resolution to transfer funds from the Capital Project Fund to the General Fund:** A motion was made by Horn, second by Nelson, to approve Resolution 2016-6: Resolution to transfer funds from the Capital Project Fund to the General Fund – all voted yes, motion carried.

### **Reports:**

**City Engineer Report:** Mitch Mergen updated the council on the projects that are being worked on. The Mike Franken Trail is currently being reviewed by SD DOT. He reported that a North Main Extension meeting occurred with citizens from the surrounding properties and they have asked to have until the first of the year to have a chance to look over the proposal.

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

**Streets** – Wagner reported that salt was hauled and stored for this year. He also reported that the payloader has a front seal leak and it's now in the shop being repaired. In the meantime we are renting a payloader until repairs are complete. He reported that Southeastern had some fill put in to connect the roads in the area. Christmas decorations will be taken down after the first of the year.

**Water & Sewer** – Wagner reported that the PH climbed so the ponds will need to be checked again soon. Two ponds are now empty for winter.

**Park and Pool** – Wagner stated there was nothing to report in this department at this time of year.

**Finance Officer Report:** Finance Officer Sternke gave a report including the Cash Balance Report and Committee Funds Reports. She also provided a calendar for next years' Council and P&Z meetings for everyone's reference. The current calendar of events was provided.

**City Administrator Report:** Administrator Sidel gave an update on City business. She reported that the P&Z has finished going through the international building codes and approved them. That will be on the agenda in January for the Council to review. She requested that she would like to consolidate the ordinance code book in the new year. She provided a copy of Paul Clarke's report.

### **Old Business:**

**Mickelson Road Project Update:** City Engineer Mitch Mergen presented 3 options for the road project to the Council. Discussion was held regarding these options. Eric Bartman answered a question in regard to the project from a developers standpoint. It was the consensus of the Council to have the City Administrator set up a meeting with Sam Assum and to put any decisions on hold until after that meeting could be arranged.

**New Business:**

**Planning and Zoning Appointments for the 2017-2019 Term:** Mayor Menning appointed Eric Bartman to the Planning and Zoning Board for a 2 year term. A motion was made by Monahan, second by Brenneman, to approve Eric Bartman to the Planning and Zoning Board for a 2 year term – all voted yes, motion carried. Mayor Menning appointed Stephanie Olson-Voth to the Planning and Zoning Board for a 2 year term. A motion was made by Horn, second by Brenneman, to approve Stephanie Olson-Voth to the Planning and Zoning Board for a 2 year term – all voted yes, motion carried. Mayor Menning appointed Tony Randall to the Planning and Zoning Board for a 2 year term. A motion was made by Horn, second by Monahan, to approve Tony Randall to the Planning and Zoning Board for a 2 year term – all voted yes, motion carried. Mayor Menning re-appointed John McMahon to the Planning and Zoning Board for a 2 year term. A motion was made by Monahan, second by Brenneman, to approve John McMahon to the Planning and Zoning Board for a 2 year term – all voted yes, with Nelson voting no – motion failed. After discussion a motion was made by Horn, second by Monahan to approve John McMahon to the Planning and Zoning Board for a 2 year term – all voted yes, motion carried.

**Review/Approve Renewal Lease for East Face Billboard #6:** A motion was made by Nelson, second by Monahan, to approve the renewal lease for east face billboard #6 – all voted yes, motion carried.

**2017 Animal Control Services and Impoundment Facility Operations Agreement with the Sioux Falls Area Humane Society:** A motion was made by Monahan, second by Horn, to approve the 2017 Animal Control Services and Impoundment Facility Operations Agreement with the Sioux Falls Area Humane Society – all voted yes, motion carried.

**2017 Minnehaha Sheriff Police Service Agreement:** A motion was made by Horn, second by Nelson, to approve the 2017 Minnehaha Sheriff Police Service Agreement – all voted yes, motion carried.

**2017 Fire Protection Service Agreement:** Sidel reported that the fire chief had asked for some wording to be changed in the current service agreement to include the use of the fire station by non-profit organizations. Discussion was held. A motion was made by Monahan, second by Nelson, to approve the 2017 Fire Protection Service Agreement – Monahan and Nelson voted yes, Brenneman abstained and Horn voted no, motion failed.

**2017 Engineering Contract:** A motion was made by Monahan, second by Horn to approve the 2017 Engineering Contract with Stockwell Engineers – all voted yes, motion carried.

**Review/Approve Engagement Letter from Quam, Berglin & Post, PC to perform the city's 2016 audit:** A motion was made by Nelson, second by Monahan, to approve Quam, Berglin and Post, PC to perform the city's 2016 audit – all voted yes, motion carried.

**Review City's Assessment Policy:** Sidel reported regarding the current assessment policy. Discussion was held in regards to possible changes. A motion was made by Brenneman, second by Monahan, to table discussions until the next council meeting – all voted yes, motion carried.

**District 3 Meeting Update:** Sidel gave a status report on the upcoming District 3 Meeting that the City offered to host that will occur on March 23, 2017.

**Correspondence:** Mayor Menning suggested a thank you be written to the Hometown Christmas Committee for all the hard work they put into the event. It was the consensus of the council to write this thank you.

**Executive Session – SDCL 1-25-2 (1) Personnel:** A motion was made by Horn, second by Monahan, to adjourn to Executive Session – SDCL 1-25-2 (1) Personnel at 8:49 p.m. – all voted yes, motion carried. A motion was made by Brenneman, second by Horn to exit executive session at 9:09 p.m – all voted yes, motion carried.

**Adjourn:** A motion was made by Monahan, second by Nelson to adjourn at 9:10pm – all voted yes, motion carried.

Minutes recorded by Finance Officer, Audra Sternke.

I, the undersigned, Audra Sternke, 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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Audra Sternke, Finance Officer