

## **City Council Meeting – Regular Meeting December 6, 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, Gail Olson-Duck, Leah Johnson, Eric Bartmann, and Bob Deelstra with Mark Monahan arriving at 7:02 p.m. Also present were City Administrator Teresa Sidel, Finance Officer Deb Macdonald, and Public Works Superintendent Craig Wagner, along with Deputy Sheriff Steve Maciejewski, City Attorney Larry Nelson, and City Engineer Scott VanderMeulen.

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

**Approve Minutes of Previous Meeting:** A motion was made by Olson-Duck, second by Johnson to approve the November 15, 2011 regular meeting minutes – Deelstra abstained with all others voting yes, motion carried.

### **Ordinances and Hearings:**

**7:15 p.m. Hearing for Liquor Licenses.** A 7:15 p.m. hearing was held to consider liquor license renewals. A motion was made by Bartmann, second by Johnson to approve liquor license renewals for 2012 for Attanica, Inc., package off-sale; American Legion, package off-sale and retail on-sale with Sunday sales; Sundermann Holdings, Inc., package off-sale and retail on-sale with Sunday sales; Central Valley Golf Club, Inc., retail on-sale with Sunday sales; Ten Pin Alley, LLC, retail on-sale with Sunday sales; Hartford Steak Company, retail on-sale with Sunday sales; Knigge Companies, LLC, retail on-sale restaurant; Hartford Supermarket, Inc., retail on-off sale wine – all voted yes, motion carried.

**7:20 Hearing – Public Hearing and 1<sup>st</sup> Reading of Ordinance #575 – Adoption of the Revised 2011 Hartford Zoning Regulations.** Under the direction of SECOG, the Planning and Zoning Board has revised the city's current zoning regulations. Toby Brown of SECOG along with Planning and Zoning Board Members, Dean Munce and Bob Bender, appeared before the council to highlight the major zoning regulation changes as well as answer questions. Alex Espinoza expressed concern regarding parking in residential areas. After discussion, a motion was made by Monahan to approve first reading of Ordinance #575 – Adoption of the Revised 2011 Hartford Zoning Regulations to include prohibiting wind energy conversion systems in residential areas; requiring multi-family residential greater than two units to apply for a conditional use permit; and amending the section pertaining to commercial vehicle parking in residential areas – motion failed for lack of a second. A motion was made by Monahan, second by Bartmann to table this matter – Swier and Deelstra voted no with all others voting yes, motion carried.

**Visitors:** On behalf of Hartford's Hometown Christmas Committee, Joe Hellvig gave an update of the celebration held on December 4<sup>th</sup> and noted that it was a great success!

### **Old Business:**

**Discussion of Land Eligibilities:** Discussion was held on the options for selling two land eligibilities located on the sports complex land. A motion was made by Monahan, second by Johnson to allow the city to obtain three appraisals from property owners, one being a certified appraiser, as follows: 1) appraise both land eligibilities; 2) appraise first land eligibility and two acres of land; and 3) appraise second land eligibility and another two acres of land, all of which are located side-by-side on the northeast corner – Olson-Duck voted no with all others voting yes, motion carried.

### **New Business:**

**Safe Routes to School – Round 4 Agreement:** The city has been awarded SRTS-Round 4 funding for installation of crossing signals as well as 25% of the cost to purchase a speed enforcement trailer. A motion was made by Monahan, second by Johnson to approve the Safe Routes to School – Round 4 Agreement – all voted yes, motion carried.

**2012 Animal Control Contract:** The Sioux Falls Humane Society submitted an animal control proposal for 2012. A motion was made by Monahan, second by Deelstra to accept and sign the 2012 Animal Control Services and Impoundment Facility Operations Agreement of the Sioux Falls Area Humane Society – all voted yes, motion carried.

**2011 Audit Contract:** The 2011 audit engagement letter from Gary Larson, CPA was presented to the council. A motion was made by Johnson, second by Olson-Duck to approve the 2011 Audit Contract of Gary Larson, CPA – all voted yes, motion carried.

**2012 Fire Department Service Contract:** A Fire Protection Services Agreement was presented to the council for review which requires the Hartford Area Fire & Rescue, Inc. to provide fire and EMT services to the City of Hartford in exchange for an appropriation of \$80,000 for fiscal year 2012. A motion was made by Monahan, second by Johnson to authorize the city to execute the Fire Protection Services Agreement for 2012 – Olson-Duck abstained with all others voting yes, motion carried.

**Discussion of Forming a Hartford Chamber of Commerce:** Discussion was held between the council, HADC Board members, and citizens regarding the possibility of converting the HADC to a Chamber of Commerce. It was the consensus that a committee be formed to research this matter including members from the city council, HADC, city staff, and community. A motion was made by Deelstra, second by Johnson to form an Exploratory Transition Committee – Bartmann and Swier voted no with all others voting yes, motion carried. Mayor Zimmer appointed himself to serve as a member of the Exploratory Transition Committee. A motion was made by Johnson, second by Deelstra to approve the appointment of Mayor Zimmer to serve on the Exploratory Transition Committee – Swier, Bartmann, and Monahan voted no with Johnson, Deelstra, and Olson-Duck voting yes, Mayor Zimmer cast a tie-breaking “yes” vote, motion carried. Mayor Zimmer noted that he will waive special meeting compensation for attending all Exploratory Transition Committee Meetings. Mayor Zimmer appointed Gail Olson-Duck to serve as a member of the Exploratory Transition Committee. A motion was made by Johnson, second by Deelstra to approve the appointment of Gail Olson-Duck to serve on the Exploratory Transition Committee – Olson-Duck abstained, Monahan, Bartmann, and Swier voted no with Johnson and Deelstra voting yes, motion failed. Mayor Zimmer appointed Leah Johnson to serve as a member of the Exploratory Transition Committee. A motion was made by Deelstra, second by Olson-Duck to approve the appointment of Leah Johnson to serve on the Exploratory Transition Committee – Johnson abstained, Monahan, Bartmann, and Swier voted no with Olson-Duck and Deelstra voting yes, motion failed. A motion was made by Bartmann, second by Monahan to table discussing a Hartford Chamber of Commerce – Olson-Duck, Deelstra, and Johnson voted no, with Bartmann, Monahan, and Swier voting yes, Mayor Zimmer cast a tie-breaking “no” vote, motion failed. A motion was made by Swier, second by Bartmann to make Gary Sandholm, Economic Development Director, a full-time city employee effective January 1, 2012. A substitute motion was made by Monahan, second by Olson-Duck to table the previous motion – Deelstra and Olson-Duck voted no with all others voting yes, motion carried. A motion was made by Swier, second by Deelstra to allow the Hartford Area Development Corporation until July 1, 2012 to get rolling with the transition – Monahan and Bartmann voted no with all others voting yes, motion carried.

**Correspondence:** The city received notification from the DENR that Neil Hanisch passed the Wastewater Collection I exam.

**Reports:**

**HADC Report:** Gary Sandholm, Economic Development Director, provided a written report to the council. A marketing update was given and it was noted that the billboard will be erected in the near future and the telephone books and newsletters have been mailed. Recently, Sandholm attended several committee meetings, the MCEDA Annual Meeting, a Planning & Zoning Meeting, and the Innovation Expo. In addition, Sandholm has met with several individuals regarding tax increment financing, general economic development, school programming, community and development topics, state financial assistance programs, and entrepreneurial development. Contact has been made with a prospective business lead and visits to several businesses have taken place. Next week, Sandholm will be attending a Community Venture Network session in the Twin Cities.

**Review Chamber Director Job Description:** A motion was made by Monahan, second by Deelstra to table review of the proposed Chamber Director Job Description – all voted yes, motion carried.

Councilman Monahan exited the council meeting at 9:52 p.m. A motion was made by Bartmann, second by Deelstra to table all remaining agenda items – all voted yes, motion carried.

**Adjourn:** A motion was made by Bartmann, second by Johnson to adjourn at 9:55 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.

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Debra L. Macdonald, Finance Officer