

## City Council Meeting – Regular Meeting February 19, 2013

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, Bill Barnett and Leah Johnson. Mark Monahan was absent with notice. 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 February 5, 2013 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.

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

#### **7:05 Hearing – Lot 1, Block 2 of Central Valley Place Addition:**

**Plat Review:** On behalf of the golf course, Brad Meehan has submitted a plat to the city for approval. The plat of one lot would be to the east of Brad's existing 6-plex. Brad plans are to build a twin home on this lot. A motion was made by Johnson, second by Olson-Duck to approve the plat of Lot 1, Block 2 of Central Valley Place Addition contingent on the plat showing the 2 access easements for the property – all voted yes, motion carried.

**Rezone – Ordinance #585: Zoning Change From NRC (natural Resource Conservation District) To R (Residential):** With the platting of this lot, the property will need to be rezoned from NRC to Residential in order to build a twin home on it. A motion was made by Johnson, second by Olson-Duck to approve Ordinance #585: Lot 1, Block 2 of Central Valley Place Addition is hereby changed from zoning classification NRC (Natural Resource Conservation) to R (Residential) – all voted yes, motion carried.

### **Old Business:**

**Mennenga Land Offer:** . City Administrator Sidel has been in contact with Kevin Mennenga regarding the city's offer to purchase his land by the creek. There were some questions about what portion of the land Mr. Mennenga owned. Sidel verified with the County Treasurer's Office, Equalization Office, and Register of Deeds that Mr. Mennenga did indeed own the entire portion of the land in question. Now that the amount of land owned by Mr. Mennenga has been clarified, his offer has changed. He is now offering the land to the city for the assessed value less the back taxes that are owed on the property. He is also offering to pay 50% of the closing costs. A motion was made by Johnson, seconded by Olson-duck to have Sidel move forward with an official offer to Mr. Mennenga for the property at the assessed value less the back taxes and 50% of the closing costs – all voted yes, motion carried.

### **New Business:**

**Review Proposed Planned Development for the Meadows Development:** The Meadows Development Co. will be appearing before the Minnehaha County Planning Commission at 7pm on February 25, 2013. They are requesting that the land for their proposed planned development be rezoned from A1 Agricultural District to The Meadows PD Planned Development District. The County Planning Office has asked the city for input regarding any concerns the city may have with this planned development. City Administrator Sidel has put together a letter which addresses a number of concerns. Planning and Zoning board members George Ham, Mark Wegleitner, and Dean Munce are attending the meeting on behalf of the City of Hartford. A motion was made by Johnson, seconded by Swier to have George Ham, Mark Wegleitner, and Dean Munce represent the city at the meeting and present the list of concerns as outlined in City Administrator Sidel's letter to the County – Nelson voted no with all others voting yes, motion carried.

**Visitors:** Taylor Othiem presented his Eagle Scout Project to the council. He would sell sponsorship or remembrance trees to individuals, businesses, and organizations. These trees would be planted at the Sports Complex site. For each tree he would make a plaque showing who sponsored the tree or who the tree was in remembrance of. The cost of the plaque, which he estimated to be around \$20, would be covered in the sponsorship payment. The trees would be purchased by money Taylor would raise through various fundraising activities. A motion was made by Johnson, second by Olson-Duck to allow Taylor Othiem to proceed with his project and to work with city staff and city engineers regarding the placement of trees that are planted – all voted yes, motion carried.

**Correspondence:** The Mayor mentioned an invitation the city received to the Hartford Area Development Corporation's Annual Meeting on February 25, 2013 at Miller Funeral Home.

**Reports:**

**Public Works Superintendent Report:**

**Streets** – Signage work is being done. Inlets and drainage areas around town have been cleaned out. Last week some gravel roads were bladed. Wagner will start putting some estimates together for crack sealing and micro sealing work that will need to be done.

**Water** – The EPA is proposing that all DMR reports will have to be done online in 2014. Wagner will be attending a class to learn how to do this – date and time yet to be determined.

**Park and Pool** – The wood chips have been delivered and spreading them around to the various sites will happen in the next few weeks. Work on the pool filters is being done. The lift for the pool has arrived and will be installed when the weather warms up. The new batting net is in and the old net has been given to the Softball Association..

**Public Building** – Inventory has been completed.

**City Engineer Report:** Nick Borns with Stockwell Engineers updated the city council on projects they are working on. Plans have been submitted to the DOT for their review on Round 4 of the Safe Routes to School grant which will include installing two flashing crosswalk signals. This project is expected to bid this spring. Kelly Point Developers plans for Phase 3 have been reviewed and comments have been provided to the city. Stockwell Engineers will be meeting with city staff on February 28, 2013 to start the initial planning of the city's Capital Improvements Plan.

**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 January 31, 2013. 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. A request was made to the council to set the date for the Equalization Meeting. A motion was made by Johnson, second by Olson-Duck to set the Equalization Meeting date at March 18, 2013 at 6pm at City Hall – all voted yes, motion carried.

**City Administrator Report:** The Safe Routes to School Grant allows the city to purchase a speed trailer. Sidel received 4 quotes, which were sent to the DOT for approval. Approval was given for the low quote of \$6,995.00 from Optic Planet Inc for an Onsite 300 Radar Speed Trailer. Sidel placed the order on February 11, 2013. Discovery Systems completed a Work Comp Audit on the city for the SDML Work Comp System on February 8, 2013. All payroll figures were reviewed and appear to be in order. A final bill or credit will be forthcoming.

**City Council Reports:**

**Ward 1:** Johnson noted that the Swimming Pool Committee will meet on Feb 26<sup>th</sup> at 6:30pm at Pizza Ranch. Councilman Barnett reported that all is well in his ward.

**Ward 2:** Swier addressed the council on behalf of the Sports Complex Committee. The committee has concerns regarding the seeding that will happen at the Sports Complex site in the spring. If we should have another dry year, they would like plans to be in place to be able to irrigate the site so the seed will grow rather than having to reseed at additional costs. A motion was made by Johnson, second by Swier to have Stockwell Engineers put together a cost estimate on getting water to the Sports Complex Site along with details on water usage, sprinkler head placement, and other pertinent information – Olson-Duck abstained, all other voted yes, motion carried. Swier also mentioned that Central States Manufacturing has indicated an interest in providing siding and roofing materials for the Sports Complex buildings when construction gets to that point.

**Ward 3:** Olson-Duck reported that things have been quiet in her ward. Councilman Nelson noted that the Chamber membership drive continues. The next General Membership meeting will be March 14<sup>th</sup> at 6pm. The next Chamber Mixer is scheduled for April 18<sup>th</sup>.

**Mayor's Report:**

Mayor Zimmer reminded all of the annual Fire and Rescue Department's Dance on Saturday March 2<sup>nd</sup>. He also wanted to extend a "Thank You" to all the volunteers on the department for all they do for the community.

**Adjournment:** A motion was made by Johnson, second by Olson-Duck, to adjourn at 8:15pm – 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.

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Karen Wilber, Finance Officer