

City Council Meeting – Regular Meeting February 7, 2017

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, Arden Jones, Mark Brenneman, Travis Kuehl, Ryan Horn, and Scott Nelson. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert, and City Engineer Mitch Mergen.

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

Approve Minutes of January 17, 2017 Regular Meeting: A motion was made by Monahan, second by Horn, to approve the January 17, 2017 regular meeting minutes – all voted yes, motion carried.

Hearings, Ordinances, & Resolutions:

1st Reading of Ordinance 639: A motion was made by Monahan, second by Jones, to approve the 1st reading of Ordinance 639 to amend appointment times of the City Engineer and City Attorney– all voted yes, motion carried.

Reports:

Sheriff's Report: Deputy Ford reported that she has been covering the area for speeding and addressing some parking issues. There was only 1 snow ticket issued in the last storm. An issue that arose over the weekend with Kirby about having no peddlers license in town. This issue was resolved and they were removed.

Fire Department Report: Chief Shumaker reported that there were 10 calls in Hartford in January. He also reported that the department had been working on and updating their CPR, defibrillator and EMS training.

Chamber and Economic Development Director Report: Jesse Fonkert gave a report to the council with the on goings of the Chamber and HADC. He reported that the chamber recently had a planning session that went well. He reported that he joined the Association of Chamber of Commerce Executives. Fonkert reported that progress was being made on the community guide and is slated to be distributed by end of March. The HADC is currently looking at updating their by-laws. The Annual HADC Meeting is coming up on February 23 and invitations have been sent. Recently the Sioux Falls Area Chamber of Commerce recognized Fonkert as a new up and coming leader.

City Engineer Report: City Engineer Mergen updated the council on the projects that are being worked on. The DOT is still working on getting the bids for the Mike Frankin Trail, but seem to be making progress. Our engineers will close out our Main Street Extension account and contract since there will be no work done on it at this time. The waste water study is moving forward. They have also been working on reviewing plans for the Cresswood addition.

Public Works Superintendent Report:

Streets – Wagner reported that they have been working on upkeep of the equipment and have retouched gravel areas when the temperatures have been warmer. Wagner met with Mike Smith regarding the boulevard trees. Wagner has not had a chance to demo a back hoe yet but have been working on pricing one out.

Water & Sewer – Wagner reported that the year end reports have been sent in. He reported that they serviced the blowers in the lagoons last week and also took samples.

Park and Pool – Wagner stated that he and Terry Hagen attended a spraying certification class and have completed the necessary qualifications to renew their licenses. He reported that boards are being replaced on the bleachers.

Kuehl asked questions in regards to the sports complex shed. Terry Hagen approached the council and reported that a Sports Complex Committee meeting was just held and another committee meeting was coming up on plans for the shed. Hagen reported that the committee plans to bring information to the council at the first meeting in March. Kuehl also asked questions in regards to street lights on Hwy 38. Wagner reported that the issue is being addressed and hopes that the electric company can get things back to running in the next couple weeks. Nelson asked questions regarding lights out in one of the welcome signs on Hwy 38. Wagner said that he would look into that and get it fixed.

Finance Officer Report: Finance Officer Sternke gave a report including the Revenue Report and Revenue highlights. She reported that all elections workers were contacted and are able and willing to work the upcoming

election again. She asked that they be appointed and a motion be made to approve them. Mayor Menning appointed Carol Shutte as Superintendent, Marilyn Siemonsma, Myra Bornitz as election workers and Christel Schroder as an alternate worker. A motion was made by Kuhel, second by Horn, to approve the appointments for election workers as appointed by Mayor Menning – all voted yes, motion carried.

City Administrator Report: Administrator Sidel gave an update on City business. She reported that the plans for the District 3 meeting are all set and in place. She reported that she has contact Sioux Falls regarding dump tickets and we will be getting those again this year. They extended the dates on which they could be used this year and now will be from April 1, 2017 to August 31, 2017. Sidel reported that she sent out letters to the property owners on Vandemark regarding acquiring right of way land. She reported that she has been working with our Auditors to get our annual report completed. She also reported that the Auditors have scheduled to work on our 2016 audit on May 18th and 19th. Sidel reported that she and Fonkert met with the Cressmans about development and reported that they do have plans for construction in the works and plan on possibly developing sometime this summer. Sidel reported in regards to the joint jurisdiction that the comprehensive plan needs to be updated and the P&Z board is currently working on that. She reported that Lee Knigge is opening a rental facility next to The Goat that will be available soon for space to hold events, meetings and parties. Sidel reported that she went to a pre disaster mitigation meeting and plans to be at 4 more meetings regarding the subject until August of this year and by then hopes to have an updated plan to present.

Visitors: Dave Obenauer approached the council with a proposal for planting boulevard trees along downtown. Discussion was held. A motion was made by Monahan, second by Nelson, to set a meeting with Wagner, Sidel and Dave to discuss a formal proposal to vote on – all voted yes, motion carried. Victoria Obenauer approached the council with questions on how to revive the Downtown Committee.

Old Business:

Mickelson Road Project Update: City Engineer Mitch Mergen reported on the different phases and options the council had along with financial proposals. Developer Sam Assam was asked to approach the council to ask questions regarding land acquisition. Developer John Jarding was asked to approach the council to ask questions regarding phase 3 of the project. Mergen then reviewed the contracts that were being proposed by Stockwell to being work on the Mickelson Road project. Resident Justin Sisson approached the council with questions regarding the contracts being proposed. A motion was made by Monahan, second by Horn, to approve the engineering contract with Stockwell for phase 1 and 2 of the Mickelson Road Project – all voted yes, motion carried.

New Business:

Snow Removal around Fire Hydrants: Fire Chief Shumaker was asked to approach the council in regards to questions regarding this issue. Resident Justin Eich approached the council with questions in regards to enforcement of any ordinance that may be put into place. Resident Tony Randall approached the council with a suggestion about a PSA and directed the council to the one that Sioux Falls puts on. No action was taken at this time.

Resident Justin Eich again approached the council and thanked them for all the hard work that the current council is putting in to make Hartford better.

Review/Approval of Seasonal Job Descriptions and Wages: A motion was made by Brenneman, second by Nelson, to approve all seasonal job descriptions as presented – all voted yes, motion carried.

Discuss Maternity/Paternity Leave: Sidel reported to the council her findings of what maternity/paternity leave was offered in the area. A motion was made by Horn, second by Monahan, to table the discussion until the next council meeting – all voted yes, motion carried.

Discuss Ethics Policy: A motion was made by Monahan, second by Brenneman, to table the discussion until the next council meeting – all voted yes, motion carried.

Correspondence: Horn proposed sending a thank you to the Obenauer's for their proposal and efforts to make downtown better. It was the consensus of the council to write the thank you as proposed.

Executive Session – SDCL 1-25-2 (1) Personnel: A motion was made by Kuehl, second by Horn, to adjourn to Executive Session – SDCL 1-25-2 (1) Personnel at 9:35 p.m. – all voted yes, motion carried. A motion was made by Jones, second by Nelson to exit executive session at 10:20 pm – all voted yes, motion carried.

Adjourn: A motion was made by Kuehl, second by Monahan to adjourn at 10:21 pm – 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.

Audra Sternke, Finance Officer