

City Council Meeting – Regular Meeting February 1, 2011 – Hartford City Hall

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, Mark Monahan, Gail Olson-Duck, Eric Bartmann, and Leah Johnson. Bob Deelstra was absent with notice. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, Public Works Superintendent, Craig Wagner, along with Deputy Sheriff, Steve Maciejewski and City Engineer, Scott VanderMuelen.

With no additions to the agenda, a motion was made by Olson-Duck, second by Johnson to approve the agenda - all voted yes, motion carried.

New Business:

Review/Approve Summer Job Descriptions: After review and discussion of summer job descriptions and pay rates, a motion was made by Monahan, second by Johnson to approve all job descriptions including an increase in compensation for the Park Recreation Program Director to \$1,250 per season – Olson-Duck voted no with all others voting yes, motion carried.

Approve Minutes of Previous Meetings: A motion was made by Johnson, second by Monahan to approve the January 18, 2011 regular meeting minutes – all voted yes, motion carried.

Ordinances, Resolutions, and Hearings:

Plat Hearing – Lots 1, 2, and 3 of Fire Station Addition. A motion was made by Johnson, second by Monahan to approve the Plat for Lots 1, 2, and 3 of the Fire Station Addition – all voted yes, motion carried.

Plat Hearing - Lots M-1 and M-2 of Mundt's Subdivision of Lot 2 in Block 3 of South Addition. A motion was made by Monahan, second by Bartmann to approve the Plat for Lots M-1 and M-2 of Mundt's Subdivision of Lot 2 in Block 3 of the South Addition – all voted yes, motion carried.

Resolution 2011-2 – Authorize Bonds for Land Purchase. A motion was made by Monahan, second by Johnson to authorize Mayor Zimmer to sign Resolution #2011-2, which supports the issuance of sales tax revenue bonds for purchasing the sports complex land - all voted yes, motion carried.

Reports:

HADC Report: Clay Wilfahrt gave an update on new business recruitments and reported that Kinzley Funeral Home will be opening soon. The Marketing Committee aired a new commercial featuring Sarah Nelson and is working on a new billboard design with the Jamboree Days Committee. The Retail Committee is updating the Hartford Bucks program, creating a new logo and coupon book, and organizing a fundraiser golf tournament. The Housing Committee will be conducting a survey and utilizing the results in future focus groups. The Membership Committee will be contacting approximately 125 businesses. In addition, a grant was received from Golden West which will be used for marketing and data. Wilfahrt reported that the Annual HADC Meeting will be held on February 28th at the golf course with a SD Office of Economic Development representative attending.

Sheriff's Deputy Report: Deputy Maciejewski reported that he has started his new schedule and provided "Top Ten Neighborhood Tips". Discussion was held on recent storage shed damage.

Fire Department Report: Fire Chief, Kelly Boysen noted that the Annual Fire Department Dinner/Dance will be held on March 5th. In addition, Boysen reported that at the present time Rural Development is unable to release federal funds to finance the new fire station until such time as the USDA has finalized its 2011 budget.

Public Works Superintendent Report:

Streets – Wagner reported that the crew has been plowing snow. In addition, snow is being removed from intersections and around fire hydrants. Wagner has requested a mag water quote from

Bumblebee Gibson. Wagner is researching options for purchasing a dump truck with a plow and sander. Swier thanked the crew for a job well done with snow removal!

Water & Sewer – The Sagehorn lift station pump has been replaced, water samples have been taken, and a fire hydrant has been repaired near the school.

Parks & Pool – Within the next month, the pool bathhouse floor will be sand blasted.

Public Buildings – The city will be finalizing inventory this week.

City Engineer Report: Regarding SRTS-Phases 1 and 2, plans are being reviewed by the DOT. The FEMA LOMR will become effective February 14, 2011. Banner continues to work on the Bike/Rec Trail – Phase 1 plans. Sayre Associates requested utility information for the Kelly Point creek area. In addition, VanderMuelen has received a CAD drawing of the sports complex ball field and soccer field layout which will be incorporated into a drawing with survey/topographic information. Sidel and VanderMuelen informed the council that Nancy Surprenant is no longer employed at SECOG. Nancy was commended for doing an excellent job on City of Hartford projects.

Finance Officer Report: Macdonald reported that information has been forwarded to the auditor for preparing the 2010 annual report. The report should be available within the next month with the audit scheduled for March 28th. In addition, the deadline to submit nominating petitions is February 25th at 5:00 p.m. and election workers have been contacted. Mayor Zimmer appointed Marilyn Hobbs (Ward 1), Marilyn Siemonsma (Ward 2), Carol Schutte (Ward 3), and Christel Schroeder (alternate) as election workers. A motion was made by Monahan, second by Olson-Duck to approve Mayor Zimmer's election board appointments - all voted yes, motion carried. Minnehaha County has scheduled March 21st-25th, 2011 for equalization meetings. A motion was made by Monahan, second by Johnson to set Hartford's 2010 equalization meeting for March 21st and March 22nd, if needed, beginning at 6:00 p.m. at City Hall – all voted yes, motion carried.

City Administrator Report: Sidel reported that DOT is reviewing SRTS-Rounds 1 and 2 bid plans and SECOG is working on the Round 4 funding application. Regarding the new fire station, the environmental survey has been completed, the plat of Lots 1, 2, and 3 has been approved, and FEMA is reviewing the CLOMR-F application. Sidel reported that Stockwell is in the process of re-platting the area for the HADC wetland delineation pursuant to Corp of Engineers' findings. In addition, Sayre Associates will be performing a wetland delineation study on the sports complex land. Sidel noted that contractor licenses will expire on February 28, 2011; thus all residential contractors need to renew their current license for an additional 3-year period. Sidel reported that she attended a Pre-Disaster Mitigation Planning Committee Meeting in Sioux Falls. An Operation Round-Up Grant is available through Sioux Valley Energy. Sidel asked for the council's input regarding whether or not to submit an application to fund the Turtle Creek Ball Field agri-lime. It was the consensus of the council to apply for this grant.

City Council Reports:

Ward 1: Olson-Duck has been in contact with several constituents in Ward 1 and everyone seemed satisfied.

Ward 2: Monahan reported that the DOT will fund 80% of the Hartford Heights trail without the city having to apply for the Transportation Enhancement Grant. On behalf of the Bike/Rec Trail Committee, Monahan thanked the DOT, Craig Smith at DOT, and Nancy Surprenant formerly of SECOG for their assistance on this project. The Bike/Rec Trail Committee will meet on February 8th at 6:30 p.m. Johnson noted that she attended the new fire station building committee meeting and reported that the next Jamboree Committee meeting will be held on February 7th at 6:00 p.m. In addition, Johnson has received several compliments on snow removal.

Ward 3: Swier reported that he has attended several productive meetings pertaining to the new sports complex. Experts in the areas of irrigation, turf management, and electric service have been in attendance. The next Sports Complex Committee Meeting is scheduled for February 9th at 7:00 p.m. Bartmann noted

that he also attended the new fire station building committee meeting. In addition, discussion was held on sidewalk issues.

Mayor's Report: Mayor Zimmer extended the following thank yous: to the DOT, Craig Smith, and Nancy Surprenant of SECOG for their assistance in obtaining 80% funding for the bike/rec trail; to Kelly Boysen for his countless hours of commitment to the Fire Department; and to the Jamboree Committee on its good progress in planning the 2011 celebration. Mayor Zimmer noted that Hartford is featured in the Lincoln and Minnehaha County Economic Development Association's 2010 Annual Report.

Executive Session: A motion was made by Bartmann, second by Johnson to enter into executive session, pursuant to SDCL 1-25-2, at 7:49 p.m. - all voted yes, motion carried. A motion was made by Monahan, second by Johnson to exit executive session at 8:30 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Swier, second by Monahan to adjourn at 8:31 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.

Debra L. Macdonald, Finance Officer