

## **City Council Meeting – Regular Meeting March 1, 2016**

Mayor Bill Campbell called the meeting to order at 7:30 pm at Hartford City Hall with the following city council members present: Mark Monahan, John McMahon, Bill Haugen and Scott Nelson. Also present were City Administrator Teresa Sidel and Public Works Superintendent Craig Wagner.

**Approve Agenda:** A motion was made by Monahan, second by Haugen to approve the agenda as set - all voted yes, motion carried.

**Approve Minutes of February 15, 2016 Special Meeting:** A motion was made by Monahan, second by McMahon to approve the February 15, 2016 special meeting minutes – all voted yes, motion carried.

**Approve Minutes of February 16, 2016 Regular Meeting:** A motion was made by Haugen, second by Monahan to approve the February 16, 2016 regular meeting minutes – all voted yes, motion carried.

**Approve Minutes of February 22, 2016 Special Meeting:** A motion was made by Monahan, second by Haugen to approve the February 22, 2016 special meeting minutes – all voted yes, motion carried.

**Deputy Report:** Deputy Terrones was present to give his report. There have been no major issues with traffic enforcement but attention has been given to speeding along Hwy 38 and Vandemark Avenue. The department continues to address mischievous youth that are ringing door bells and then fleeing – these incidents are usually after curfew so the sheriff's department will begin to strictly enforce any curfew violations. There have also been some narcotic arrests within the city.

### **Ordinances, Resolutions and Hearings:**

- **2nd Reading of Ordinance #627:** The Hartford Planning and Zoning Board have been reviewing the city's existing zoning ordinance for several weeks. They have presented Ordinance #627 to the city council, which would amend the city's existing zoning regulations. 1<sup>st</sup> Reading was passed on February 16<sup>th</sup>. Since that time, the city attorney has reviewed the ordinance and recommends a few minor changes. City Administrator Sidel asked the council to table 2<sup>nd</sup> reading of this ordinance so the Planning and Zoning Board can discuss the suggested changes by the city attorney. A motion was made by Monahan, second by Nelson to table 2<sup>nd</sup> reading of ordinance #627 until the Planning and Zoning Board can review and present a final version to the city council once again – all voted yes, motion passed.
- **1st Reading of Ordinance #628:** Roger Haugo has submitted an application to the city to rezone his property located along E 9<sup>th</sup> Street from Manufactured Housing to Community Commercial. This rezoning would encompass all of Mr. Haugo's property, including the existing manufactured home park and his property directly to the east of the park (parcel #23840 and parcel #23842). A public hearing was held by the council on February 16<sup>th</sup> and a motion to approve the rezoning was passed. Ordinance #628 will rezone this property from Manufactured Housing to Community Commercial if passed. A motion was made by Monahan, second by McMahon to approve 1<sup>st</sup> reading of Ordinance #628 to rezone parcel #23840, Lot A, Tract 1 of County Auditors Subdivision, SW ¼ (EX H1 & H2) 15-102-51, Hartford City Unplatted and parcel #23842, South 504.7' of Tract 1, County Auditors Subdivision, SW ¼, 15-102-51, Hartford City Unplatted from Manufactured Housing to Community Commercial - all voted yes, motion carried.

### **Old Business:**

- **Review Dental Quotes:** The city council reviewed and discussed 4 possible dental plans to offer the city employees. A motion was made by Monahan, second by Nelson to have the City Administrator contact Delta Dental and implement Plan 9070 as an additional employee benefit – the city will pay 50% of the monthly policy premium and the employee will pay 50% of the monthly premium – all voted yes, motion carried.

### **New Business:**

- **Review Agreement between the County and City on Bike Path along the Colton Road:** A draft maintenance and encroachment agreement for the proposed bike path along the Colton Road was sent to the city by the county. The city attorney has asked for a couple of clarifications in the language before it is approved by the city. A motion was made by Monahan, second by Haugen to table approval of the Maintenance and Encroachment Agreement between Minnehaha County and the City of Hartford until a final draft, that is approved by the city attorney, is submitted to the City – all voted yes, motion carried.

- **Date of Second Meeting in March:** Due to conflicts on March 15<sup>th</sup>, City Administrator Sidel asked if the 2<sup>nd</sup> city council date can be moved from March 15<sup>th</sup> to March 22<sup>nd</sup>. A motion was made by Monahan, second by McMahon to set the 2<sup>nd</sup> city council date in March as March 22<sup>nd</sup>, 7 p.m. - all voted yes, motion carried.
- **Discussion of Chamber & Economic Development Director Position:** A motion was made by Monahan, second by Nelson to re-advertise the Chamber and Economic Development Director position for another 6 weeks – all voted yes, motion carried.
- **Discussion of Finance Officer Position:** A motion was made by Nelson, second by Monahan to re-advertise the Finance Officer position for another 2 weeks – all voted yes, motion carried.

## **Reports:**

### **City Engineer Report:**

City Administrator Sidel gave the council an engineering update. The Pool Project has been awarded to Dakota Land and Sod. Contracts have been sent for execution and a pre-construction meeting is being planned for possible next week. Stockwell Engineers are in the process of updating the city maps. The city has received word that the SDDOT has finally approved the new design agreement and once those agreements are executed, a notice to proceed will be issued. The city has received a preliminary plan for a new development - Turtle Creek Highlands. This plan is currently being reviewed by the engineers and staff. City engineers are also reviewing the design of the proposed Colton Bike Path.

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

**Streets** – The city is doing equipment repairs and has been working on the gravel roadways. The Micro surfacing bids will be opened on March 3<sup>rd</sup> in Sioux Falls. The city received quotes for mag watering and crack sealing in 2016 – both quotes are at the same price as last year. A motion was made by Monahan, second by Nelson to approve Bumblebee Gibson for mag watering at the quoted price of \$1.38 per gallon up to the 2016 budget amount – all voted yes, motion carried. A motion was made by Monahan, second by McMahon to approve Highway Improvements for crack sealing at the quoted price of \$.70 per foot up to the 2016 budget amount – all vote yes, motion carried.

**Water** – All utility maps have been updated. DENR has approved the city's new plan for water sampling sites. Wagner noted at the last council meeting that there are 3 water stub outs along the Colton Road that dead-end and are not looped – causing stagnant water. Since the city and county are proposing a future bike path in this area, this would be the time to loop that water line before a path is placed. Wagner noted that this project should be under the \$50,000 bid requirement. After some discussion, the council has asked Wagner to do some more research on the project and bring forth additional details at the next city council meeting.

**Park and Pool** – After the pre-construction meeting for the new wading pool, the city crew will begin removals needed for this project. Terry Hagen has been working on improvements in the flower bed in the main park and the Red Hatters are going to replant it with perennials.

**Public Building** – The city will be replacing the floor drains in the shops.

**Finance Officer Report/City Administrator Report:** Sidel provided a highlight of revenues that were received during February, along with all revenues and expenses to date through January. There will be an election on Apr 12<sup>th</sup> with a race in Ward 1 between Bob Deelstra and Mark Brenneman and Ward 2 between Ken Warne, Andrea Finch and Ryan Horn. Scott Nelson was unopposed for the 2-year term as Councilperson Ward 3 and Jeremy Menning was unopposed for the 1-year term as Councilperson Ward 3 – both Nelson and Menning will take a seat on the council in May. At the meeting, names of the candidates were drawn to determine ballot placement. The Equalization Board will hold its meeting on March 21st at 6pm in city hall. The deadline for property owners to sign up to appeal their valuations is March 17<sup>th</sup>. Forms are available at City Hall. A calendar of upcoming events was provided to the council. It was noted that the city received a Request for Information on a GOED project – Project Benedict. This project was for a large scale ag operation that would require a large amount of land, water per day and corn usage. The project was discussed with the HADC Board and it was the consensus that there was not a suitable site within the Hartford area. The HADC conducted their annual meeting on February 25th – there was a good turnout of business owners, developers, realtor and contractors. The HADC Board is currently working on planning a retreat for April 1<sup>st</sup> in which they will focus on planning and goal setting. The city is currently working with the Sioux Falls landfill to design the dump tickets that will be printed and distributed to households within Hartford city limits. A meeting was held this past week between the County and the Bike/Rec Committee – discussion focused around the plans for the proposed Colton Road bike path. In

order to ensure that the landowners along this proposed bike path has accurate information about the project, the city will invite them to attend an informational meeting later this month in which representatives from the city, county, engineering firm and bike/rec committee will be present to answer any question they may have.

**Executive Session:** A motion was made by Monahan, second by Nelson to enter into executive session at 8:20 p.m. per SDCL 1-25-2.1 for personnel – all voted yes, motion carried. A motion was made by Monahan, second by Nelson to exit executive session at 8:32 p.m. – all voted yes, motion carried.

**Adjournment:** A motion was made by Monahan, second by Haugen to adjourn at 8:33 p.m. – all voted yes, motion carried.

Minutes recorded by Interim Finance Officer, Teresa Sidel.

I, the undersigned, Teresa Sidel, Interim 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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Teresa Sidel, Interim Finance Officer