

## **City Council Meeting – Regular Meeting March 5, 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, Leah Johnson, Mark Monahan, and Bill Barnett. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner along with City Engineers, Mitch Mergen and Nick Borns.

**Removal from Agenda:** City Administrator Sidel informed the council that City Attorney Larry Nelson does not have the agreements completed for the Renewal of Cell Tower with T-Mobile and the Kelly Point Partner Creek Project Agreement. A motion was made by Monahan, second by Johnson to remove the Renewal of Cell Tower Agreement with T-Mobile and the Kelly Point Partner Creek Project Agreement from the agenda - all voted yes, motion carried. With no further deletions, a motion was made by Johnson, second by Olson-Duck to approve the agenda including the deletions - all voted yes, motion carried.

**Approve Minutes of Previous Meetings:** A motion was made by Olson-Duck, second by Johnson to approve the February 19, 2013 regular meeting minutes – all voted yes, motion carried.

**Deputy Report:** Deputy Terrones was present to give his report. He noted speeding on N. Vandemark and on Hwy 38 in the school zone. Terrones also made note of some vandalism in the city park and a number of burglaries that have happened within Minnehaha County.

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

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

**2<sup>nd</sup> Reading of Ordinance #585: Zoning Change From NRC (Natural Resource Conservation District) To R (Residential) for Lot 1, Block 2 of Central Valley Place Addition:** This property is being rezoned from NRC to Residential in order to build a twin home on it. A motion was made by Johnson, second by Nelson to approve the 2<sup>nd</sup> reading of 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:**

**2013 Hartford Hometown Christmas:** Lisa Hellvig and Teri Michaels from the Hometown Christmas Committee and Lynnae Redenius for the Hartford Area Chamber were present to discuss the 2013 Hometown Christmas Event. The Chamber has agreed to include the Hometown Christmas event as part of their yearly budget and funding for the event would run through the Chamber. The council requested that City Administrator Sidel look into what amount the city would want to allocate for this year's event and bring her findings back to the council at the March 19, 2013 meeting.

### **New Business:**

**Minnehaha County Signing & Delineation Agreement:** The State is requiring all cities to comply with the changing of their regulatory signs to reflective quality by 2015. The State has a program that would pay for 100% of the cost to change our signs with the city being responsible for the maintenance of the signs. The city would also have to follow all DOT regulations for sign placement. Due to these regulations, there may be issues with the placement of some brick mailboxes throughout the city. A motion was made by Monahan, second by Johnson to sign the Minnehaha County Signing & Delineation Agreement and to have City Administrator Sidel and Public Works Superintendent Wagner look into drafting a mailbox ordinance – all voted yes, motion carried.

### **Reports:**

**Chamber/HADC Director's Report:** Gary Sandholm was present to address the council regarding the recent activities with both the Chamber and HADC. The housing needs study draft was discussed during a meeting on Feb 28<sup>th</sup> with the final report to be done by late March or early April. A grant application was submitted to Sioux Valley Energy on behalf of the Jamboree Committee to secure funding to help in the construction of the park amphitheater. Results should be known around April 1<sup>st</sup>. The Chamber continues to progress and grow. The HADC had its annual meeting on Feb 25<sup>th</sup>. Central State Manufacturing is having a grand opening and ribbon cutting on April 13<sup>th</sup>. Some discussion was held regarding the city implementing a Tax Increment Financing (TIF) ordinance to attract growth and development to Hartford. A motion was made by Monahan, second by Nelson to have City Administrator Sidel draft a TIF Ordinance – all voted yes, motion carried.

**Public Works Superintendent Report:**

**Streets** – Tree trimming has been started and will continue over next few weeks. Cleanout of culverts and drainage areas is being done. The company the city purchased the weather siren from will be here next week to address the problems with the siren.

**Water** – Fencing repairs around the lagoons has been completed. DMR report training will be rescheduled for this spring. Also doing some meter work and raising curb stops up.

**Park and Pool** – Wood chips have been dispersed. The pool lift and sand filter are in and will be installed in the spring.

**Public Building** – Work continues on putting together a list of projects for the CIP.

**City Engineer Report:** Nick Borns with Stockwell Engineers updated the city council on several items. Safe Routes to School project final construction documents have been submitted to the DOT for bid. Kelly Point Developers phase 3 has been reviewed and recommended for approval by Stockwell Engineers contingent upon the DENR's approval. Stockwell Engineers has met with city staff to discuss a CIP and is in the process of creating a planning document. Stockwell Engineers provided estimates on the construction costs of an irrigating system at the sports complex site along with an estimated cost of water usage. Stockwell Engineers will present this information to the Sports Complex Committee at their next meeting on March 13<sup>th</sup> in addition to discussing options for future improvements.

**Finance Officer Report:** Karen provided a highlight of revenues that were received during February along with the all revenues and expenses to date thru January. The city will be having an election on April 9<sup>th</sup> for the one-year term in Ward 2. The candidates are Doyle Johnson and Justin Kjellsen. All other positions were unopposed. The Equalization Board will hold its meeting on March 18<sup>th</sup> at 6pm. The deadline for property owners to sign up to appeal their valuations is March 14<sup>th</sup>. Forms are available at City Hall. Gary Larson will be in the office starting on March 18<sup>th</sup> to perform the annual audit. Gary also has finished up the 2012 annual report of which a copy was provided to the council. A motion was made by Nelson, second by Monahan to approve the 2012 Annual Report – all voted yes, motion carried. The council was also provided a list of upcoming events for the month of March.

**City Administrator Report:** Sidel provided the council an update on the Meadows Development and the meeting they had on Feb 25<sup>th</sup> with the County Zoning Commission. The request for rezoning was unanimously denied. The rezone will come before the County Commission Board and that hearing will take place on March 19<sup>th</sup>. Kevin Mennenga has accepted the city's offer to purchase his land by the creek for the assessed value less any back taxes and 50% of the closing costs. Larry Nelson is in the process of drafting a purchase agreement for this land purchase.

**City Council Reports:**

**Ward 1:** Johnson noted that the Jamboree Committee met in March and is making good progress. The Swimming Pool Committee met on Feb 26<sup>th</sup> and discussed drop slide for the pool. The committee will be meeting with MC&R Pool on March 12<sup>th</sup> to discuss all options further. Councilman Barnett reported that all was good in his ward.

**Ward 2:** Monahan noted that the Bike and Rec Trail Committee will not meet in March and the next meeting will be April 9<sup>th</sup> at 6:30 at Ten Pin Alley. Councilman Swier noted that the Sports Complex Committee will meet on March 13<sup>th</sup> at 7pm at Ten Pin Alley. Representatives from Stockwell Engineers will be in attendance to talk about the irrigation plans at the complex and other options.

**Ward 3:** Olson-Duck reported that she can tell spring is on the way as the roads are busier in her ward. Councilman Nelson congratulated the newly elected members to the HADC Board of Directors. He noted the next Chamber Mixer will be held on April 18<sup>th</sup>. He also congratulated the Chamber for recently receiving their Articles of Incorporation.

**Visitors:** Bill Zortman expressed his thoughts concerning the Meadows Development to the council.

**Adjournment:** A motion was made by Johnson, second by Olson-Duck to adjourn at 8:35 p.m. – 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