

City Council Meeting – Regular Meeting March 6, 2012

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

Additions to the Agenda: Leah Johnson requested that Swimming Pool Committee update be added to the agenda. A motion was made by Monahan, second by Deelstra to add “Swimming Pool Committee Update” to the agenda under New Business - all voted yes, motion carried. With no further additions, a motion was made by Monahan, second by Johnson to approve the agenda including the addition of Swimming Pool Committee Update - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Monahan, second by Johnson to approve the February 21, 2012 regular meeting minutes – Deelstra abstained with all others voting yes, motion carried.

Visitors

Introduction of Paul Clarke, City Code Enforcer/Building Inspector: Paul Clarke, who began his duties as Code Official/Building Inspector on February 14th, introduced himself to the council and noted that he works full-time as Building Inspector for Minnehaha County. It is Mr. Clarke’s intent to get his name out to the public and make himself open and available to the citizens of Hartford.

Old Business:

Sports Complex – Probable Cost Opinions Supplied by Banner. At the Mayor’s request, the City Engineer prepared Opinions of Probable Cost for topsoil placement, fine grading, seeding, fertilizing, and mulching of Phases 1A, 1B, and 2A of the Sports Complex. The opinion of probable construction cost of Phases 1A, 1B, and 2A including a gravel parking lot would be \$188,206 with estimated engineering fees of \$82,325. The opinion of probable construction cost of Phases 1A, 1B, and 2A including an asphalt parking lot would be \$297,206 with engineering fees estimated at \$100,430. It was noted that the probable construction cost opinions do not include the cost of rough grading that was presented to the council on February 21, 2012. After discussion, a motion was made by Johnson, second by Deelstra to direct Banner Associates to hold off on engineering services on the sports complex project until such time as Geotek completes the geotechnical exploration which includes boring nine holes on Phases 1A, 1B, and 2A of the sports complex land – all voted yes, motion carried.

New Business:

Swimming Pool Committee Update. On behalf of the Swimming Pool Committee, Councilperson Johnson requested hiring MC&R Pools to prepare a CAD drawing of the new swimming pool plans for approximately \$1,500 to \$2,000. This drawing would be displayed at the Community Information Night as well as Jamboree Days. A motion was made by Deelstra, second by Monahan to authorize payment from the Swimming Pool Committee fund to MC&R Pools, Inc. for the CAD drawing – all voted yes, motion carried. In addition, Johnson noted that the Swimming Pool Committee logo is nearly complete.

Correspondence. The city received information from the South Dakota Housing Development Authority regarding the “Paint Your Community” project.

Reports:

HADC Report: Gary Sandholm, Economic Development Director, gave an update on a business prospect and noted that community marketing materials have been developed for this project. The HADC will be launching its new website this month and housing survey results were shared with the council. Sandholm, John Roers, Bill Marketon, and two West Central high school students visited the South Dakota Legislature on February 16th and met with a representative of the Governor’s Office of Economic Development. The Marketing Committee is working with the Jamboree Committee on a new billboard panel. Sandholm continues to visit local businesses, gave a short presentation to the Active Generations group, and reported that Hartford Family Fitness has opened a second location in downtown Hartford. The HADC Annual

Meeting was held last week and David Owen, President of the South Dakota Chamber and Industry, was the speaker. The HADC Planning Retreat is scheduled for March 29th and 30th.

Sheriff Deputy's Report: Deputy Maciejewski reported that, around this time of year, vehicle burglaries normally begin to increase. Tips to help prevent and protect against such activity were provided. It was requested that the speed trailer be placed along Highway 38.

Public Works Superintendent Report:

Streets – Wagner noted that Two Way Radio fixed the park siren. The city has been cleaning out gutters, culverts, and storm water inlets as well as maintaining gravel roads, repairing equipment, and fixing stop signs. Within the next month, Wagner will be obtaining prices for crack sealing, chip sealing, and mag water. Discussion was held on the status of the new truck and sander.

Water & Sewer - Wagner reported that the city was unable to discharge ponds due to high ammonia and pH levels, but is still hoping to discharge in March. Following the last meeting, Wagner has been attempting to obtain prices to purchase a complete lift station pump to have on hand in case of an emergency.

Parks and Pool – Wagner reported that the city has cleaned up the sports complex wetlands area. The city has completed repairing the pool heater.

Public Buildings – Wagner noted that a light was replaced at the sewer plant. In addition, an electrical inspection will be conducted next week.

City Engineer Report:

Change Order #2/Final – Nolz Construction – Adjust Quantities - \$2,280.80: Banner Associates submitted a final change order for the SRTS bridge and crossing signals projects resulting in an additional amount due of \$2,280.80 for quantity adjustments and VanderMeulen recommended approval of this change order. A motion was made by Monahan, second by Johnson to approve Nolz Construction's Change Order #2/Final for final quantity adjustments relating to the SRTS-Phases 1 and 2 projects – all voted yes, motion carried.

Pay Request #2/Final – Nolz Construction – \$54,618.60: VanderMeulen presented the final pay request of Nolz Construction in the amount of \$54,618.60 for SRTS – Phases 1 and 2 and recommended approval of the request contingent upon receipt of lien waivers. A motion was made by Monahan, second by Johnson to authorize payment of Nolz Construction's Pay Request #2/Final in the amount of \$54,618.60 for SRTS - Phases 1 and 2 contingent upon receipt of the lien waivers – all voted yes, motion carried.

Finance Officer Report: Macdonald provided a copy of the 2011 annual report for review and approval. A motion was made by Monahan, second by Deelstra to approve and accept the 2011 annual report as prepared by Gary Larson, CPA – all voted yes, motion carried. The 2011 audit will be conducted the last week in March. Macdonald reported that property owners have until March 15th to appeal their property valuations and the local equalization board will meet on March 19th at 6:00 p.m. The council was presented “changes and reminders” to the equalization process. Macdonald reported that the municipal election will be held on April 10th. In Ward 1, both Bill Barnett (one-year term) and Leah Johnson (two-year term) were unopposed. Scott Nelson and Dan Thaler will be running for the 2-year term as Ward 3 Councilperson. Drawing for name placement on the election ballot was held with Dan Thaler to be listed first and Scott Nelson listed second.

City Administrator Report: After completion of the SRTS-Round 2 project, the city may apply for 100% funding. Sidel is in the process of completing the Game, Fish, & Parks grant pertaining to the Bike/Rec Trail-Phases 3 and 4 which shall be placed on city property and in the right-of-way areas. The completion date for the new fire station is set for March 27th. Sidel and Wagner will be conducting interviews of engineering firms within the next few weeks. The Code Enforcer/Building Inspector's February report was presented to the council. Sidel reminded city council liaisons of the importance and responsibility of each committee to keep complete and accurate minutes at each meeting.

Committee/Ward Reports:

Ward 1: Olson-Duck noted increased activity in the park. Deelstra is pleased to be back in Hartford and to be finished with the legislative session for the year. He is anxious to work at the local level for the remainder of his council term.

Ward 2: Johnson recently attended the final fire department building committee and reported that plans are going well for Jamboree Days with many new fun activities planned! At the last Bike/Rec Trail Committee Meeting, Monahan reported that “Metal Junkies” was named as the producer of the benches and tables that will be placed along the Turtle Creek Bike/Rec Trail. In addition, discussion was held on the Community Information Night, the Jamboree Days fundraiser, and ways to generate funds to pay for the benches and tables. Monahan congratulated Jesse O’Kane and Renae Reints on their engagement and upcoming wedding to be held in June. Monahan extended his condolences to the Clarence Kapperman family.

Ward 3: Swier reported that the Sports Complex Finance Sub-Committee met this week to prepare for the Jamboree Days fundraiser to include a silent auction, raffle, and 50/50 drawing.

Mayor’s Report:

At various times throughout the year, Mayor Zimmer is asked to read to several West Central elementary classes. Mayor Zimmer suggested the possibility of the city hosting a field trip for students to tour city hall, the public works department, and the fire station. After discussion, a motion was made by Johnson, second by Olson-Duck to authorize the city to host a field trip for elementary students – all voted yes, motion carried. Mayor Zimmer noted that the Vision Team will meet on March 7th, the Minnehaha County Mayors will meet in Colton on March 21st, and the Community Information Night will be held on May 7th.

Executive Session: A motion was made by Swier, second by Johnson to enter into executive session, pursuant to SDCL 1-25-2, at 8:26 p.m. - all voted yes, motion carried. A motion was made by Deelstra, second by Olson-Duck to exit executive session at 8:45 p.m. - all voted yes, motion carried.

Sports Complex: A motion was made by Monahan, second by Deelstra to have the City Engineer perform a replat of the 75 acres owned by the City of Hartford in the NW½, NW ¼ of 15-102-51 of Minnehaha County - all voted yes, motion carried.

Adjourn: A motion was made by Monahan, second by Olson-Duck to adjourn at 8:46 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