

City Council Meeting – Regular Meeting March 6, 2018

Mayor Jeremy Menning called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Arden Jones, Mark Brenneman, Travis Kuehl, Ryan Horn and Scott Nelson. Mark Monahan was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sterneke, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert and City Engineer Mitch Mergen.

Approve Agenda: A motion was made by Kuehl, second by Brenneman, to approve the agenda as presented – all voted yes, motion carried.

Approve Minutes of February 20, 2018 Meeting: A motion was made by Nelson, second by Horn, to approve the February 20, 2018 meeting minutes - all voted yes, motion carried.

Ordinances, Resolutions, Applications and Hearings:

Review Draft Ordinance 650 – Amend Fireworks Regulations: Administrator Sidel presented a draft ordinance for amending the fireworks regulations to include the sale of fireworks within city limits. Discussion was held. It was the consensus of the council to make a few changes to the ordinance draft and also have the P&Z board look at any zoning regulations that would need to be updated for the location of a fireworks sale site.

Reports:

Chamber and Economic Development Director Report: Director Fonkert reported they had a District 9 legislative coffee that was well attended. He reported that he assisted on organizing the Central States 5 year anniversary celebration and also put together the quarter one welcome bags with the welcoming committee. He reported that he has been working on the downtown brewery project as well as the daycare project which saw 3 submissions. Fonkert stated that he will be at the HADC planning retreat coming up later in the week. He reported that the March seminar that the Chamber was putting on is being rescheduled due to the weather.

City Engineer Report: Engineer Mergen reported that the Mickelson Road project plans are done and being sent off to the DENR for review. He requested that the council allow Stockwell to advertise the bid for the project. A motion was made by Jones, second by Nelson, to allow Stockwell to advertise the bid for the Mickelson Road project – all voted yes, motion carried. Mergen submitted a proposal on the Vandemark sewer project. A motion was made by Kuehl, second by Brenneman, to approve the amendment to the Vandemark sewer project as presented – all voted yes, motion carried. Mergen reported that they are working first on the sports complex plans and will work on the Vandemark sewer project next. He reported that engineers are working on the slurry seal project contract, city maps, preliminary plans and surveying of South Street. Discussion was also held regarding fill on the city lots on South Street.

Public Works Superintendent Report: Public Works Superintendent Craig Wagner reported that they are moving ahead with the slurry seal project as the bid numbers have come in. He reported that he spoke with the County regarding the culverts on Western Street where water is standing and was informed that the County is aware of the water and is keeping an eye on it. Wagner reported that the sewer lift station has all 3 pumps running at this time and they are waiting on parts to rebuild one of the pumps. He reported that he has not gotten in contact with anyone from the County in regards to the placement of the last dog waste station. He attended a meeting with the sports complex committee to go over electrical needs and look into some quotes. Wagner reported that he will be meeting soon with the DOT regarding the I-90 interchange. Wagner requested that he and Jesse O’Kane be allowed to attend the SDML Street Maintenance Association meeting. A motion was made by Nelson, second by Jones, to approve Wagner and O’Kane to attend the SDML Street Maintenance Association meeting – all voted yes, motion carried. Councilman Nelson approached the council in regards to a need for more mag water on Railroad Street. Nelson read a letter from Brad Kramer, a resident living on Railroad, and asked that the Council consider doing more for this gravel road due to the projected increase of traffic with Mickelson Road being under construction this year. Wagner discussed cost figures for mag water along Railroad Street. Bev Skyberg-Taylor approached the council as a resident that lives along Railroad with her input. Tom Orland also approached the council as a resident that lives along Railroad with his input. Discussion was held and Wagner gave information regarding the mag water process. A motion was made by Kuehl, second by Brenneman, to approve an additional \$5,300.00 of mag water on our current budget for future applications of mag water as needed in 2018 – all voted yes, motion carried. Wagner asked that the mag water quote received be approved by the Council. A motion was made by Horn, second by Nelson, to approve the mag water bid from Bumblebee Gibson for \$1.41 per gallon – all voted yes, motion carried. Wagner presented a quote to the Council for a new lawn mower. A motion was made by Nelson, second by Horn, to approve the 72 inch Hustler mower quote from Gillespie not to exceed \$7,400.00 – all voted yes, motion carried.

After some discussion it was the consensus of the Council to have Wagner look into the buy back program for equipment.

Finance Officer Report: Finance Officer Sternke gave a report with a look at the revenues. Sternke reported that there will not be an election this year as all incumbents ran unopposed. Councilmen Brenneman, Horn and Nelson will be serving another 2 year term. She also reported that she is advertising for all summer employment positions. Sternke also provided a calendar of events for the Council.

City Administrator Report: Administrator Sidel reported that Deputy Ford took another position and is no longer with the City. The County is working on filling her position. Sidel reported that the security cameras will be installed tomorrow at City Hall. She reported that she is still working on contacting a land owner about the Vandemark right of way. Sidel stated that she met with the sports complex committee and discussed electrical and water needs to the area as well as a possible city staff position. She also reported that the first employee manual committee meeting was held and they plan on a few more meetings to go over changes before presenting it to the Council for approval. Sidel also reported that she is gathering research from other towns on their policies with boulevard tree maintenance and will inform the Council when she has more information.

Old Business:

Funding Options for Sports Complex Grading Project: Discussion was held regarding where the funding should come from for the sports complex grading project that was approved. A motion was made by Brenneman, second by Jones, to have the engineering fees for the sports complex come out of the general fund – all voted yes, motion carried.

New Business:

Approve 2017 Annual Report: Administrator Sidel presented a copy of the 2017 Annual Report put together by our auditors and asked that it be approved to send to the State. A motion was made by Nelson, second by Horn, to approve the 2017 annual report as presented – all voted yes, motion carried.

Review/Approve Preliminary Plans for Knapp's Landing: A copy of the preliminary plans for Knapp's Landing development was presented to the Council. A motion was made by Horn, second by Kuehl, to approve the preliminary plans for Knapp's Landing as presented. Discussion was held and the vote was called by Mayor Menning – all voted yes, motion carried.

Review and Discuss of Maintenance Fees: Administrator Sidel presented a spreadsheet to the Council regarding the maintenance fees in surrounding cities. Terry Hagen approached the Council with comments. Discussion was held. A motion was made by Brenneman, second by Jones, to draft a maintenance fee ordinance with the fee amount at \$1.00 per linear foot on the address side of a property with a minimum charge of \$65.00, whichever is greater, on all property in Hartford whether developed or undeveloped with no property being exempt and have the County collect the fees – all voted yes, motion carried.

Update on Joint Jurisdiction: Administrator Sidel updated the Council regarding the process of obtaining joint jurisdiction with the County and the differences between plating jurisdiction and joint jurisdiction. A motion was made by Nelson, second by Horn, to move forward to expand our plating jurisdiction per staff recommendation – all voted yes, motion carried. A motion was made by Horn, second by Kuehl, to move forward with the joint jurisdiction process – Nelson voted no, with all others voting yes, motion carried.

Adjourn: A motion was made by Horn, second by Kuehl, to adjourn at 9:38 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