

City Council Meeting – Regular Meeting March 15, 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 with Bob Deelstra arriving at 7:05 p.m. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, Public Works Superintendent, Craig Wagner, along with City Engineer, Erin Steever.

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:

Hire Recommendations – Pool Manager, Mower, and Park Rec Director: Hiring recommendations were presented for the positions of Swimming Pool Managers, Park Recreation Program Director, and Mower Operator. A motion was made by Monahan, second by Johnson to approve the hiring recommendations as presented to the council, to include hiring Amy Sebert as Swimming Pool Manager at a rate of \$13.00 per hour; Caryn Claassen as Assistant Swimming Pool Manager at \$12.50 per hour; Darci Jansen as Assistant Swimming Pool Manager at \$12.00 per hour; and Vicki Hauff as Park Recreation Program Director at \$1,250 per season – all voted yes, motion carried. A motion was made by Bartmann, second by Olson-Duck to approve hiring Harry Roso as mower operator at a rate of \$9.75 per hour - all voted yes, motion carried.

Approve Minutes of Previous Meetings: A motion was made by Olson-Duck, second by Monahan to approve the March 1, 2011 regular meeting minutes – all voted yes, motion carried.

Approve Bills Submitted for Payment: A motion was made by Monahan, second by Olson-Duck to approve the bills submitted for payment – all voted yes, motion carried.

Ordinances, Resolutions, and Hearings

7:15 Hearing – Special Event Application – Girl Scout Troop 50202: Girl Scout Troop 50202 submitted a special event application to conduct a 5K Fun Run/Walk from 1:00 p.m. to 4:00 p.m. on May 22, 2011. Marty and Amanda Pennock appeared on behalf of Girl Scout Troop 50202. A motion was made by Olson-Duck, second by Deelstra to approve the Girl Scout Troop 50200 application for the 5K Fun Run/Walk to be held May 22, 2011 from 1:00 p.m. to 4:00 p.m. – Johnson abstained with all others voting yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – Wagner reported that equipment repairs have been made, Sioux Valley Energy will be fixing street lights this week, and street sweeping will begin in the next few weeks. Highway Improvements has agreed to keep their crack sealing price the same as last year. A motion was made by Monahan, second by Johnson to authorize Highway Improvements to provide crack sealing services at a rate of 60 cents per foot – all voted yes, motion carried. Wagner will be gathering mag water prices and chip sealing will need to be bid. Each year, trees are handed out to 3rd graders on Arbor Day. A motion was made by Monahan, second by Johnson to authorize purchasing trees for 3rd graders – all voted yes, motion carried.

Water & Sewer – The blower building lights have been fixed and the diffuser cables are in. Wagner reported that pond 3 will be discharged in April.

Park and Pool – The city has started to work in the pool bathhouse.

City Engineer Report: Regarding SRTS-Phases 1 and 2, Steever reported the DOT has approved the crossing signals and the signals will be bid with the bridge once DOT grants final approval. An Opinion of Probable Cost and a route map have been prepared for the SRTS-Phase 4 application. Banner has prepared an amendment to the floodplain ordinance for the city's review. The Bike/Rec Trail – Phase 1 project is being advertised with bid opening set for March 24, 2011. Scott VanderMuelen has been in contact with the DOT regarding the Highway 38 Bike/Rec Trail contracts. Banner continues to work on the Sports

Complex site/grading plan to develop a balance of the earthwork. A preliminary storm sewer drainage layout is being incorporated into the grading plan and the master plan rendering is being revised.

Finance Officer Report: A list of upcoming events, a copy of the Bill Report, Revenue Report, and Expenditure Report as well as a summary of the February cash report and sales tax revenue were provided to the council. Macdonald will be attending the SEAFOG meeting in Sioux Falls this week and reminded the council of the Annual District 3 Meeting to be held on March 31st. In addition, property owners have until March 17th to appeal their property valuations with the local equalization meeting to be held on March 21st at 6:00 p.m. The application deadline for lifeguards, park rec program activity coordinator, park rec program assistants, and public works assistants is March 25th. Discussion was held on an additional advertising for the lifeguard positions.

City Administrator Report: Regarding SRTS projects, Sidel reported that the crossing signals and the bridge will be bid as one package after DOT approval. A motion was made by Monahan, second by Johnson to authorize advertisement for bids – all voted yes, motion carried. The Metropolitan Planning Organization has approved the SRTS-Phase 4 application which will be submitted prior to March 25th. The fire station funding application has been completed. Senator Johnson’s office has been contacted and this project will be moved to the federal level. FEMA has approved the fire station CLOMR. After construction of the fire station, a LOMR is required in order to get the building out of the flood plain. Sidel reported that the floodplain ordinance revision is being reviewed by the city. The Bike/Rec Trail – Phase 1 advertisement for bids has gone out with bid opening scheduled for March 24th. Sidel advised that the cable franchise agreement between Golden West and the City of Hartford will expire in May. The Code Enforcer/Building Inspector’s February report was provided to the council.

City Council Reports:

Ward 1: Olson-Duck has not received any complaints from people in her ward. Deelstra noted that he is glad to be back in Hartford following the legislative session.

Ward 2: Johnson reported that the Jamboree Committee met on March 7th and plans are coming together quite well. She also noted that the new fire station project is on hold at the present time, pending funding. Monahan reported that the Bike/Rec Trail Committee met last week and discussed Phases 1 and 2 as well as plans for their Jamboree Day booth. Monahan congratulated the West Central National Honor Society recipients.

Ward 3: Swier reported that the Sports Complex Committee will meet on March 16th at 7:00 p.m.

Mayor’s Report: Mayor Zimmer reported that 16 people attended the HADC Retail Sub-Committee and reported that a HADC Business Search Sub-Committee will be formed. Regarding the Drive to Revive Downtown Committee, the trash receptacles and benches have been delivered and the committee will be hosting a Friday Night Feast during Jamboree Days. In 2013, the committee plans to place approximately 18 light poles downtown. Mayor Zimmer appointed Eric Bartmann to the Bike/Rec Trail Committee and Gail Olson-Duck to the Drive to Revive Downtown Committee. Mayor Zimmer extended an invitation to those people living outside the city limits to attend and become part of the city’s committees. In addition, he thanked Erin Steever for attending the meeting on behalf of Banner Associates. Mayor Zimmer noted that Scott VanderMuelen and Erin Steever will be the primary Banner representatives for the City of Hartford.

Adjourn: A motion was made by Bartmann, second by Olson-Duck to adjourn at 7:57 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