

City Council Meeting – Regular Meeting April 17, 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, Eric Bartmann, Mark Monahan, and Bob Deelstra. Also present were City Administrator Teresa Sidel, Finance Officer Deb Macdonald, and Public Works Superintendent Craig Wagner along with City Engineer Scott VanderMeulen.

Approve Agenda: A motion was made by Johnson, second by Olson-Duck to approve the agenda – all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Olson-Duck, second by Johnson to approve the April 3, 2012 regular meeting minutes – all voted yes, motion carried.

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

Ordinances and Hearings:

7:05 Public 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 11:00 a.m. to 5:00 p.m. on May 6, 2012. Leah Johnson appeared on behalf of Girl Scout Troop 50202. A motion was made by Bartmann, second by Monahan to approve the Girl Scout Troop 50202 application for the 2nd Annual ‘Get Your Thin On’ 5K Fun Run/Walk to be held May 6, 2012 – Johnson abstained with all others voting yes, motion carried.

7:10 Public Hearing – Malt Beverage and Liquor License Transfers: A hearing was held to consider the malt beverage and liquor license transfers from Ten Pin Alley, LLC to Phoenix Group, LLC. Robert and Jeanette Fraser appeared on behalf of Phoenix Group, LLC. A motion was made by Monahan, second by Johnson to approve transferring Retail On-Off Sale Malt Beverage License #RB-3660 and Retail On-Sale Liquor License #RL-5786 from Ten Pin Alley, LLC to Phoenix Group, LLC – all voted yes, motion carried.

Plat Hearing – Lots 1, 2, and 3 of Swenson Addition. The Planning & Zoning Board recommended approval of the plat of Lots 1-3 of the Swenson Addition. This plat is necessary to divide the city’s sports complex land into three lots. A motion was made by Monahan, second by Johnson to approve the plat of Lots 1, 2, and 3 of the Swenson Addition - all voted yes, motion carried.

Visitor: Deb Peters extended a thank you to the city for improvements made to the Sagehorn drainage area. Ms. Peters is running for State Senator and would appreciate support in the June 5th primary election.

Old Business:

Jerry and Pat Jueneman – Discussion of Vandemark Avenue and Water Pressure Issues. Pat Jueneman appeared before the council to discuss improvements to North Vandemark Avenue as well as past street assessments. After research, it was determined that previous street assessments pertained to Par Tee Drive only and did not include Vandemark Avenue. The city staff and city council will look into possible street improvements. In addition, Juenemans expressed concern about water pressure in their area. After monitoring with electronic pressure gauges, the results showed the water pressure to be satisfactory.

New Business:

Review Petition to Annex Lots 1 and 2 of Swenson Addition. A Petition for Support of Annexation was presented by landowner, the City of Hartford, to annex Lots 1 and 2 of the sport complex land. A motion was made by Monahan, second by Olson-Duck to approve the Petition for Support of Annexation – all voted yes, motion carried. A motion was made by Olson-Duck, second by Deelstra to authorize Mayor Zimmer to execute the Petition for Support of Annexation on behalf of the City of Hartford – all voted yes, motion carried.

SD DOT Bike Path Agreement for Phases 3 and 4. A South Dakota DOT Agreement for Construction and Maintenance of a Pedestrian/Bike Path was presented to the council. This agreement states that the city shall be allowed to place Phases 3 and 4 of the bike path in the DOT right-of-way. In addition, this

agreement states that the city shall be responsible for maintaining the trail. A motion was made by Monahan, second by Johnson to approve the SD DOT Bike Path Agreement regarding Phases 3 and 4 and to authorize the Mayor to sign the agreement on the city's behalf – all voted yes, motion carried.

HADC/City Agreement. The city attorney drafted an agreement between the City of Hartford and the Hartford Area Development Corporation transferring 10 acres of city land to the HADC for industrial development. A motion was made by Monahan, second by Olson-Duck to approve the agreement between the City of Hartford and the HADC – all voted yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – Wagner reported that the city is repairing gravel roads, working on alleys, sweeping streets, and fixing signage. Boulevard trees will be planted in late April and trees have been ordered for 3rd grade students. Johnson volunteered to help deliver these trees on April 27th. Wagner and O’Kane recently attended the Street Maintenance Association meeting and received information on gravel gradation, micro sealing, and bid law changes. The city is still waiting for the new siren to arrive. Wagner reported that Bumblebee Gibson increased its mag water price by five cents per gallon. Even with the increase, the city will keep within the budgeted amount for mag water. A motion was made by Monahan, second by Johnson to approve purchasing mag water from Bumblebee Gibson at a price of \$1.18 per gallon – all voted yes, motion carried.

Water & Sewer - Wagner reported that the city has been unable to discharge ponds due to high pH levels. The city will be completing random sump pump inspections this week.

Parks and Pool – The city will begin pool maintenance in the next few weeks. The volleyball net has been taken down and may be checked out at City Hall. Wagner noted that the disc golf course has been designed.

Public Buildings – The city maintenance department is hoping to begin moving into the old fire station within the next few weeks.

City Engineer Report: The City Engineer’s Report was presented for review.

Finance Officer Report: A list of upcoming events, a copy of the Bill Report, Revenue Report, and Expenditure Report were provided to the council. Macdonald reported that malt beverage licenses have been sent to businesses and a hearing will be held on June 5, 2012. Macdonald received notification that nine landowners will be taking their local Board of Equalization appeal to the Minnehaha County Board.

Canvas of Ballots and Election Results: The municipal election was held on April 10th. Macdonald presented the unofficial election results which reflected a 12.92% voter turnout. The city council opened the poll book and verified the election results. For the position of Ward 3 Councilperson, Dan Thaler received 25 votes and Scott Nelson received 54 votes. A motion was made by Monahan, second by Johnson to accept the official canvas of votes – all voted yes, motion carried.

City Administrator Report: The city received the last lien waiver from Nolz Construction for the SRTS-Round 2 project. Sidel and Deputy Maciejewski are gathering information on speed trailers. After the SRTS-Round 4 notice to proceed is issued, a speed trailer may be purchased. Grading and culvert work has begun on the Highway 38 Bike Trail with completion of the project expected in mid-July. Sidel has submitted the Game, Fish, & Parks grant for Phases 3 and 4 of the Bike/Rec Trail. Peska Construction and Rural Development are working to meet the criteria needed to declare the new fire station project complete. Sidel will be appearing before the Minnehaha County Planning Commission on April 23rd to request a conditional use permit for the transfer of both housing eligibilities to the northeast lot of the sports complex. Arrangements are being made with Mid-States Audio to demonstrate a microphone/speaker system in the council room on May 1st.

Hiring Recommendations: Hiring recommendations were presented for the positions of Lifeguards, Park Recreation Program Activities Coordinator, and Park Recreation Program Assistants. A motion was made by Johnson, second by Monahan to approve hiring Dalton Kuehl as a lifeguard at the rate of \$8.00 per hour

– all voted yes, motion carried. A motion was made by Monahan, second by Johnson to approve hiring Christine Lebeda as a lifeguard at the rate of \$8.25 per hour – all voted yes, motion carried. A motion was made by Olson-Duck, second by Monahan to approve hiring Maty Skinner as a lifeguard at the rate of \$7.75 per hour – all voted yes, motion carried. A motion was made by Johnson, second by Deelstra to approve hiring Cari Jones as a lifeguard at the rate of \$7.25 per hour – all voted yes, motion carried. A motion was made by Monahan, second by Deelstra to approve hiring Brittany Campbell as a lifeguard at the rate of \$7.25 per hour – all voted yes, motion carried. A motion was made by Olson-Duck, second by Deelstra to approve hiring Matt Sebert as a lifeguard at the rate of \$7.25 per hour – all voted yes, motion carried. A motion was made by Monahan, second by Deelstra to approve hiring Matt Johannsen as a lifeguard at the rate of \$7.25 per hour – all voted yes, motion carried. A motion was made by Olson-Duck, second by Deelstra to approve hiring McKenzie Monahan as Park Recreation Program Activities Coordinator at the rate of \$8.50 per hour – Monahan abstained with all others voting yes, motion carried. A motion was made by Monahan, second by Johnson to approve hiring Shayla Kuchta as Park Recreation Program Assistant at the rate of \$7.50 per hour – all voted yes, motion carried. A motion was made by Swier, second by Deelstra to approve hiring Brittany Johnson as Park Recreation Program Assistant at the rate of \$7.25 per hour – Johnson abstained with all others voting yes, motion carried.

Committee/Ward Reports:

Ward 1: Both Olson-Duck and Deelstra congratulated the HADC and Economic Development Director, Gary Sandholm for their work in bringing Central States Manufacturing to Hartford.

Ward 2: Johnson and Monahan welcomed Central States Manufacturing to Hartford and thanked the HADC and Sandholm for their efforts on this project. Johnson reported that the Pool Committee will meet on April 24th and the next Jamboree Committee Meeting is slated for April 30th at 6:00 p.m. at City Hall. Johnson congratulated Scott Nelson for being elected to the position of Ward 3 Councilperson and welcomed Bill Barnett as Ward 1 Councilperson. Monahan reported that the Bike/Rec Trail Committee has been finalizing plans for Jamboree Days and the Community Information Night. He noted that work has begun on the Highway 38 Bike Trail and reported that the next Bike/Rec Trail Committee Meeting is scheduled for May 8th. Monahan stated that he inspected the recently purchased dump truck.

Ward 3: Swier reported that the Sports Complex Finance Sub-Committee will be meeting on April 18th to discuss fundraising.

Mayor's Report: Mayor Zimmer read a Proclamation declaring April 27th as Arbor Day. In addition, a Proclamation declaring May 1st as Silver Star Banner Day was read. Mayor Zimmer welcomed Central States Manufacturing to Hartford and congratulated Sandholm and the HADC. Congratulations were extended to Scott Nelson, the newly elected Ward 3 Councilperson. Bill Barnett was welcomed to the one-year term as Ward 1 Councilperson and Leah Johnson was welcomed back for another two-year term.

Councilmen Bartmann and Deelstra exited the meeting at 8:25 p.m.

Engineer Presentations: The following four engineer firms each gave a short presentation to the city council - **Banner Associates, DeWild Grant and Reckert & Associates Company, Sayre Associates, and Stockwell Engineers.**

Adjourn: A motion was made by Johnson, second by Olson-Duck to adjourn at 10:30 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