

City Council Meeting – Regular Meeting, April 17, 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: Mark Monahan, Arden Jones, Mark Brenneman, Travis Kuehl, Ryan Horn and Scott Nelson. Also present were City Administrator Teresa Sidel, Public Works Superintendent Craig Wagner, City Finance Officer Audra Sternke, City Engineer Mitch Mergen and Chamber and Economic Development Director Jesse Fonkert.

BUSINESS ITEMS:

Approve Agenda: A motion was made by Nelson, second by Jones, to approve the agenda as set – all voted yes, motion carried.

Approval of the Minutes:

Regular Meeting Minutes from April 3, 2018 were reviewed by the council. A motion was made by Kuehl, second by Horn, to approve the April 3, 2018 regular meeting minutes – all voted yes, motion carried.

Approval of the Bills: A motion was made by Monahan, second by Nelson to approve the bills submitted for payment – all voted yes, motion carried.

Ordinances, Resolutions, Applications and Hearings:

- **7:05 Hearing for Resolution 2018-2:** A Notice to Vacate Right-of-Way Petition was received for the 33 feet of right of way lying adjacent to Lot 1 of Kelley Addition in the NW1/4, SE1/4 of Section 22, Township 102 North, Range 51 West, Minnehaha County, South Dakota. (Containing 4,328 S.F. more or less) and the 33 feet of right of way lying adjacent to an un-platted part of the SW1/4, SW ¼, NE1/4 of Section 22, Township 102 North, Range 51 West, Minnehaha County, South Dakota. (Containing 6,737 S.F. more or less). This right-of-way has been utilized as park land since the 2003 re-alignment of 2nd street but it was never vacated. In order to depict the correct land use, the city needs to vacate this ROW. A motion was made by Nelson, second by Monahan to approve resolution 2018-2 to vacate city property – all voted yes, motion carried.
- **Resolution 2018—3:** This resolution would support the adoption of the Lincoln-Minnehaha County Pre-Disaster Mitigation Plan 2017 update. A motion was made by Monahan, second by Horn, to approve resolution 2018-3 – all voted yes, motion carried.
- **7:10 Hearing for 1st Reading of Ordinance #652:** Don and Stacey Sieverding have submitted a re-zone application for their new development – “Knapp’s Landing”. Currently the land is zoned NRC (Natural Resource District) and they would like to re-zone it to R (Residential) in order to move forward with their housing development. A motion was made by Monahan, second by Nelson to approve 1st Reading of Ordinance #652 - the rezoning of Tract 1, County Auditors Subdivision SW ¼ (EX S 504.7') of 15-102-51 of Hartford City Unplatted from Natural Resource District to Residential – all voted yes, motion carried.

New Business: (Library Facility Discussion was moved up on the agenda)

- **New Facility for Siouxland Libraries:** Chamber and Economic Development Director Jesse Fonkert has been working with a committee of library patrons to discuss the possible re-location of the Siouxland Library within the city. Currently the community library, which is run by Siouxland Libraries, is located in the West Central High school building. In order to ensure greater safety for students, the library hours have been restricted to the community through the years. In order to allow more available hours to the public and to accommodate more space for the school library materials, this committee has been researching possible alternative locations for the community library. One suggested solution was to move the community library (Siouxland Library) to the Senior Center. This would require the City, Siouxland Libraries and the Senior Center to work in conjunction. The City Council was presented the proposal by Jesse Fonkert and comments and questions were taken. Jodi Fick and Alysia Boysen with Siouxland Libraries, JoAnn Miles and Ellie Sturdevant with the Senior Center, Brad Berens with the school district and community members Troy Larson and Linda Hartmann all talked in regards to this proposal. No action was taken by the City Council at this time but it will be placed on their May 1st agenda.

REPORTS:

Chamber and Economic Development Director Report: Director Fonkert gave the city council an update on various items being worked on or held by the Chamber and HADC. Highlights from the Chamber include the organization of a listening session featuring gubernatorial candidate and US Congresswomen Kristin Noem; holding a Cyber Security session for members at the Pizza Ranch; holding the March Membership Mixer at Central Valley

GreatLife and working on items for the quarterly newsletter. The Chamber is also hosting a community meeting on April 30th to discuss and learn more about the West Central Opt-Out. The HADC is working on the proposed brewery and daycare RFP; they also held a spring planning retreat and they have implemented a sign grant program with 3 Hartford business recipients this year. The Director also attended several area events and meetings.

Fire Department Report: Fire Chief Bryon Shumaker was present to give a fire department update to the city council. Shumaker reported that March had 18 total calls, with 7 in the city limits. An update was given on the various trainings that were held during the month. Shumaker also noted that the City's ISO Insurance rating has been upgraded to a class 4, which will benefit Hartford residents. The department will also hold a fundraiser pancake feed on May 6th.

City Engineer Report: Mitch Mergen with Stockwell Engineers gave an engineer update. Design work is still underway on the Vandemark Sewer Extension, punch list items for the Mike Franken Trail still need to be completed and miscellaneous work includes: review of developer concept plan, sports complex and industrial land planning, city map upgrades and preparation of south street exhibits. Ross Kuchta with Stockwell Engineers was introduced to the council as the point person in the field on the Mickelson Road Project.

- **Award of Mickelson Road Project Bid:** Bid Opening for the Mickelson Road Project was held on April 6th. Six bids were opened with the low bid from Soukup Construction for \$3,999,999.00. Council was advised that some of the landowner documents needed to be revised and we are waiting for signed originals. A motion was made by Monahan, second by Horn to award Soukup Construction the Mickelson Road Project bid for \$3,999,999.00 contingent that all landowner documents are signed by 5pm on Friday, April 20th – all voted yes, motion carried.
- **Approval of the Wetland Agreement with Tetonka Wetland Bank:** As part of the Mickelson Road Project, wetlands will need to be mitigated. The city will be buying credits in the Tetonka Wetland Bank in the amount of \$165,830. A motion was made by Monahan, second by Horn, to approve the Tetonka Wetland Bank Agreement – all voted yes, motion carried.
- **Proposal to facilitate and negotiate property for Future Mechanical Plant:** Jon Brown with Stockwell Engineers addressed the council with a proposal to analyze possible locations and facilitate negotiations for a future mechanical plant. A motion was made by Kuehl, second by Brenneman to approve Stockwell Project #18092 – all voted yes, motion carried.

Public Works Report: Public Works Superintendent, Craig Wagner, provide the council with an update on various projects and items that are happening within the city. He noted the following: Boulevard trees are usually plant by Arbor Day, which is April 2th this year, but due to the weather this may be delayed; the Colton Road and bike trail will have a 1 year inspection coming up in May; water quality reports have been sent in to the state; samples have been taken from the lagoon but we are unable to discharge at this time; the new dog station will be cleaned up for the ribbon cutting on April 21st; the bathrooms in the parks are ready to be opened as soon as the weather warms up a little; and work continues on the sports complex.

- **Rural Water Training:** Wagner needs to attend training classes in order to keep his operator licenses up-to-date for water and wastewater. Rural Water will be holding some classes May 1-3 in Sioux Falls. A motion was made by Nelson, second by Horn to allow Wagner to attend the South Dakota Association of Rural Water System course on May 1-3 in Sioux Falls – all voted yes, motion carried.

Finance Officer Report: Finance Officer Audra Sternke gave the council an update on the city's cash balances and sales tax revenues. They were also provided with a breakdown of committee funds and given a highlight of expenses for the month. An attendance chart was provided to the council for their review before payroll is issued to them on May 1st. Date for the Park Recreation program will be June 4th through the 9th this year. A calendar of events was also provided.

City Administrator Report: Administrator Teresa Sidel reported on the following: the city is working on securing easements and right-of-way on N Vandemark; a hiring update was provided to the council for summer employees; the national honor society 5K run has been rescheduled until April 21st; financing on Mickelson Road is still being secured; and the Women of Today will be doing the licensing for the city at the spring pet clinic. Sidel also gave the council a brief update regarding items that were discussed during their fall strategic planning session.

OLD BUSINESS:

Sioux Valley Maintenance Fee: Sioux Valley has changed their billing policy for pole maintenance. The monthly maintenance fee for electrical poles was same for all poles, regardless of type. Now the fee is based off of the type of pole that is placed, with aluminum poles being the more costly than wooden poles since replacement parts are higher. City policy is to place wooden poles but some developer prefers the aluminum poles as astatic reasons. It is up to the city if we wish to recoup the difference in the monthly maintenance fees from the developers if they choose to install aluminum poles. A motion was made by Monahan, second by Brenneman to charge developers \$1000.00 per pole if they choose to install aluminum poles verses wooden poles – all voted yes, motion carried.

NEW BUSINESS:

Sports Complex Committee Update: Matt Evans was present to give the council a brief update on the sports complex committee meeting.

Sports Complex Layout: The Swenson Addition Proposal Team met on April 9th with the city engineer to review possible layout designs for the sports complex and industrial land in the Swenson Addition. Two layouts were present to the council for review, with layout A being recommended by the proposal team. Layout A would offer 4 ball fields, 3 soccer areas, detention and 18.4 acres for industrial use. Layout B would offer 2 ball fields, 4 areas for soccer, detention and 20 acres for industrial use. Matt Evans and Matt Cain both talked in support for Layout A. A motion was made by Monahan, second by Kuehl, to approve Layout Option A – all voted yes, motion carried.

Sports Complex Grading: With the layout approved, a motion was made by Brenneman, second by Kuehl to authorize Stockwell Engineers to advertise for bids for the grading work on Lot 1 of Swenson Addition – all voted yes, motion carried.

Proclamations: The Mayor issued a proclamation for Arbor Day, Silver Star Banner Day and Building Safety Month.

Correspondence: The City received a letter from the Central Valley Homeowners Association. The letter addressed concerns from the residents along Par Tee Drive regarding the future increase of traffic, speeding and the safety of young children with new development in the area. Various options were discussed by the council to address the concerns. Staff was asked to look into the issues presented in the letter for more discussion at the council's May 1st meeting.

Executive Session: A motion was made by Monahan, second by Horn to enter into executive session pursuant to SDCL 1-25-2 (1) for personnel at 9:54 pm – all voted yes, motion carried. A motion was made by Jones, second by Horn to exit executive session at 10:18pm – all voted yes, motion carried.

A motion was made by Brenneman, second by Horn to terminate the employment of Audra Sterneke effective immediately – all voted yes, motion carried.

Adjournment:

A motion was made by Horn, second by Nelson to adjourn at 10:20 p.m. – all voted yes, motion carried.

Minutes recorded by City Administrator, Teresa Sidel.

I, the undersigned, Teresa Sidel, City Administrator 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.

Teresa Sidel, City Administrator