

## **City Council Meeting – Regular Meeting April 2, 2013**

Mayor Paul Zimmer called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Scott Nelson, Leah Johnson, Mark Monahan, and Bill Barnett. Mike Swier and Gail Olson-Duck were absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson along with City Engineers, Mitch Mergen and Nick Borns.

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

**Approve Minutes of Previous Meetings:** A motion was made by Johnson, second by Monahan to approve the March 19, 2013 regular meeting minutes – all voted yes, motion carried.

**Deputy Report:** Deputy Terrones was present to give his report. He noted speeding on Western Ave and Mickelson Rd. He also made note of a number of burglaries that have happened within Minnehaha County and urged people to lock their doors and windows.

### **Ordinances, Resolutions & Hearings:**

**2<sup>nd</sup> Reading of Ordinance #586 - Mailboxes:** This ordinance will allow the city to regulate and oversee any future placement of mailboxes as well as define the various types of mailboxes, and define removal and replacement guidelines. A motion was made by Monahan, second by Johnson to approve the 2<sup>nd</sup> reading of Ordinance #586 – Mailboxes – all voted yes, motion carried.

### **Old Business:**

**Proposed Amphitheater:** Terry Hagen was present to give the council an update on the proposed amphitheater. He has secured donations from several local businesses and has others that he has been in contact with that he feels will donate also. To have the amphitheater completed by Jamboree Days, Terry feels construction will have start no later than May 1<sup>st</sup>. The location of the amphitheater in the park was discussed along with cost estimates.

### **New Business:**

**Surplus Property:** The City has four cell phones along with various chargers and accessories that are no longer used. In addition, the City donated money to the West Central Library to help purchase a copier that needs to be surplus. A motion was made by Monahan, second by Johnson to surplus the four cell phone and accessories and donate these items to the Children's Home Society and to also surplus the copier – all voted yes, motion carried.

**Proposed Revisions to Pool Manual:** The pool manual was reviewed and updated with some wording changes that will better clarify some items. A motion was made by Monahan, second by Johnson to approve the revised pool manual – all voted yes, motion carried.

**Billboard #5:** Scott Nelson, on behalf of the Hartford Area Chamber of Commerce, addressed the council in regards to the Chamber using the west face of billboard #5 to advertise for Hartford's Hometown Christmas event that takes place each December. This billboard currently does not have the plywood backing in place so this would need to be done before this billboard could be used. A motion was made by Monahan, second by Johnson to table discussion on this until Craig Wagner can provide the council with cost estimates on materials and labor needed to get the plywood backing installed on the billboard – all voted yes, motion carried.

**Visitors:** Michelle Olson with MidAmerican Energy presented the City with a check in the amount of \$500 to go towards the cost of building a new shelter in the park. Michelle also mentioned that they would be available, as part of their grant program, to print posters and signs again for Jamboree Days. Jeremy Menning with the Jamboree Days Committee will be in contact with her.

**Correspondence:** Johnson made note of an invitation that the council received from the SD Realtors Association for an event on April 18, 2013.

### **Reports:**

**Chamber/HADC Director's Report:** Gary Sandholm was present to address the council regarding the recent activities with both the Chamber and HADC. \$2,000 was received from the Sioux Valley Energy

grant to help pay for the construction of the amphitheater. The Chamber held a marketing workshop on March 14 and will be holding a membership mixer on April 18<sup>th</sup>. A new Chamber website should be up and running soon. The first draft of the housing study is done and has been released. A list of comments and questions has been sent to the consultant. These will be addressed in the final study release. Central State Manufacturing is having a grand opening and ribbon cutting on April 13<sup>th</sup> at 11am. The plans for a new hotel being built in Hartford are progressing with some definite news coming in May. The land committee is meeting April 4<sup>th</sup>. Work continues on securing sites for development. An announcement of a local business expansion will be made in the near future.

**Fire Department Report:** Kelly Boysen with the Hartford Area Fire Department was present to report on the recent activities of the fire department. The fire department dance was held on March 2<sup>nd</sup> and the turnout was good. Donations are up. The fire department will be hosting and open house on April 21<sup>st</sup> from 2pm to 4pm. For the year, the department has made 65 calls with the majority of them being EMT calls.

**Public Works Superintendent Report:**

**Streets** – Staff will start street sweeping next week along with blading the gravel roads. Problems with the weather siren are still being addressed by the company. Craig has been in contact with the company to do micro sealing. A spec sheet has been sent to them. Once approved, they will send the city a contract. Craig estimates this work will be within budget. Benches and garbage cans have been set out along Main Ave.

**Water** – The ponds are in good shape and the flows are staying consistent at this time. Manhole inspections will be done as time allows. DMR report training has been rescheduled for April 10<sup>th</sup> in Centerville.

**Park and Pool** – The new batting cage will be installed this week. They will also be opening up the skate park. The staff is building new bleachers for Turtle Creek Park. Craig will start interviews for part time summer help next week.

**City Engineer Report:** Nick Borns with Stockwell Engineers updated the city council on several items. Stockwell met with the Sports Complex Committee. It was the wish of the committee to move forward with CCO #1 which modifies the seed mixture to include a root enhancement product that would provide better germination and better drought tolerance. A motion was made by Monahan, second by Johnson to approve CCO #1 to Soukup Construction in the amount of \$391.25 on the Sports Complex Grading project – all voted yes, motion carried. Stockwell will also be providing the committee with some lower cost irrigation options. Stockwell has received the plans for the Meadows Development project and will start their review. In regards to the Hwy 38 bike trail, the contractor will be required to make several repairs along the project to correct areas that are not ADA compliant. Stockwell will be providing the DOT their recommendations on this repair work. Safe Routes to School project will be let for bid by the DOT on April 25<sup>th</sup> and the completion date for the project is July 31<sup>st</sup>. Stockwell continues to work on cost estimates for projects that will be incorporated into the Capital Improvements Plan.

**Finance Officer Report:** Karen provided a highlight of revenues that were received during March along with the all revenues and expenses to date thru February. Gary Larson had completed the annual audit giving the city a favorable review. The audit report will be sent to the city once it is approved by the Department of Legislative Audit. The city election will be held April 9<sup>th</sup>. Karen has contacted Carol Schutte, Marilyn Siemonsma and Myra Bornitz to be election workers and Christel Schroeder to be election alternate. Mayor Zimmer appointed the aforementioned election workers and alternate. A motion was made by Johnson, second by Monahan to approve the appointment of Carol Schutte, Marilyn Siemonsma and Myra Bornitz as election workers and Christel Schroeder as election alternate – all voted yes, motion carried. Karen will meet with the election workers on April 5<sup>th</sup> for training and to prepare for the election the following week. The council was also provided a list of upcoming events for the month of April.

**City Administrator Report:** Kevin Mennenga has accepted the city's offer to purchase his land by the creek and confirmed receipt of the purchase agreement. He will sign and send a copy back to the city. Once received, the city can move forward with the purchase. Sam Assam and his engineer met with city staff regarding moving forward with plans for his development. He has obtained land to connect his property to the city and he will be moving forward with getting this property annexed into the city. In regards to the Meadows Development, Teresa and city engineers will be meeting with Pat Herman of Minnehaha County Planning and Zoning on April 3<sup>rd</sup>. This meeting is so both entities, the city and the county, can get together and review all information both sides have received from the Meadows Development group and also address any unanswered questions either group may have. This will help

everyone be better informed and prepared for the joint planning and zoning meeting scheduled for April 22<sup>nd</sup>.

**City Council Reports:**

**Ward 1:** Johnson thanked the community for the support shown to the Krump family during recent benefits. The Jamboree Committee met on April 1<sup>st</sup> and the next meeting will be May 6<sup>th</sup>. The next Swimming Pool Committee meeting is April 23<sup>rd</sup>. Johnson also noted that she attended the District 3 Meeting in Dell Rapids and that it was very informative. Councilman Barnett reported that all was good in his ward.

**Ward 2:** Monahan noted that the Bike and Rec Trail Committee did not meet in March and the next meeting will be April 9<sup>th</sup>. He thanked Michelle Olson from MidAmerican Energy for the donation made towards the park shelter. He also thanked the ladies that have agreed to work at the city election.

**Ward 3:** Nelson thanked the city for his attendance at the District 3 Meeting. He wished both candidates good luck on the April 9<sup>th</sup> election. He noted that the next Chamber mixer is April 18<sup>th</sup>.

**Mayor's Report:** The Mayor offered condolences, on behalf of the city, to Mike Swier on the passing of his step father. The next Mayor's Meeting is April 24<sup>th</sup> in Humboldt. The Mayor also wanted to remind all residents in Ward 2 go get out and vote next Tuesday.

A motion was made by Monahan, second by Nelson to enter into executive session at 8:41 p.m. – all voted yes, motion carried.

A motion was made by Monahan, second by Johnson to exit executive session at 8:47 p.m. – all voted yes, motion carried.

**Economic Development:** The City's Economic Developer, Gary Sandholm, discussed with the council a proposal regarding a large company project. Sandholm has received information that a large nation-wide company is looking at locating to a site in either Minnehaha or Lincoln County within South Dakota. This company would provide a large capital investment to the community, along with jobs, competitive wages, and tax revenue. In order to attract this new business, the city will need to be competitive with other local sites and offer incentives. The council indicated that they would like to see Sandholm gather additional information and continue working on a proposal for this company to locate in Hartford.

**Adjournment:** A motion was made by Monahan, second by Johnson to adjourn at 8:56 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Karen Wilber.

I, the undersigned, Karen Wilber, 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.

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Karen Wilber, Finance Officer