

Hartford City Council Meeting – Regular Meeting April 21, 2026

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Keith Carlson, Shaun Boen, Travis Kuehl, Darrell Horacek, and Michelle Schilling. Cindy Matson was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Code Enforcer/Building Inspector Kyle Christensen, City Attorney Tom Frieberg, and City Engineers Michael Redenbaugh & Justin Heim. There were 3 people from the public in attendance.

BUSINESS ITEMS:

- **Approval of the Agenda:** A motion was made by Kuehl, second by Carlson to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:**
 - A motion was made by Carlson, second by Horacek to approve the regular meeting minutes from April 7, 2026 – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Kuehl, second by Carlson to approve the bills submitted for payment – all voted yes, motion carried.

PUBLIC COMMENTS: None

VISITORS: Pool Manger Amy Sebert was present to discuss season passes. In the past the City had both single and family passes. Due to the issue staff was having with people trying to put non-qualifying family members on their pass, the decision was made to eliminate the family pass effective the 2022 season. In 2023 the topic was revisited. In an effort to provide a break for larger families, there was a cap put in place. Once a family paid for 4 passes, any after that would be free. This change brought back the issue of people adding non-qualifying family members to take advantage of the cap. Sebert is recommending that the City go back to single passes with no cap. A motion was made by Carlson, second by Horacek to eliminate the family cap and keep the current rate of \$40 for a single pass – all voted yes, motion carried.

ORDINANCES, RESOLUTIONS, APPLICATIONS, AGREEMENTS AND HEARINGS: None

REPORTS:

- **Fire Department Report:** HAFR members Cami Crouch & Brayden Johnson were present to provide the department's monthly report. For the month of March there was a total of 46 calls, of which 22 were within city limits. An update on membership actives and trainings was provided. The department held their annual awards banquet on Mar 28th. The following members were recognized: Josh Crouch – 10 years of service, Craig Wagner – 30 years of service, Doni Rolfson & Barb Thaler – 40 years of service, Tony Steffensen – 2025 Firefighter of the Year, and Linda Hartman – 2025 EMS Provider of the Year and 2025 Excellence in Service Award. Congratulations to all! Upcoming events include the department's pancake feed on Apr 25th and Public Safety Day on Aug 22nd.
- **Code Enforcement/Building Inspection Report:** Code Enforcer/Building Inspector Kyle Christensen was present to provide his reports for the Council. Code enforcement issues being addressed include pet issues, parking on grass, inoperable vehicle, and junk/rubbish issues. A brief discussion was held on code enforcement procedures. Currently, Christensen surveys different sections of town on a weekly basis, addressing any obvious violation he sees. In addition, any complaint filed by others are verified and addressed as needed. It is the consensus of the Council that this feels like a good mix of being proactive vs reactive when it comes to enforcing the City's regulations.
- **Engineer Report:** Michael Rechtenbaugh reported the following:
 - Site plans and plats are reviewed as they are received.
 - Engineers continue to observe public improvements by private developers as needed.
 - Engineers have been reviewing stormwater management/ownership practices. They plan to review their findings with staff and then present to the Council.
 - Punchlist work, mainly seeding and erosion control, is all that is left on the Western Ave project.
 - Design of the Mickelson Rd trail is underway.
 - Engineers provided a recap of the meeting with the residents along Kelley Ave that was held earlier tonight. Possible options to address the drainage issues in this area were presented and questions were addressed. Engineers will now review the City's current regulations and provide some revised options based on these discussions to be presented to the council at a future meeting.
 - Per the City's CIP, the reconstruction of the intersection of Ruud Ln and Diamond Trl is planned for 2027. When setting the 2026 budget, \$24,200 was budgeted for design work on this project. Engineers presented a proposal in the amount of \$33,750 for this work. The \$9,950 difference between the budget amount and actual amount would need to come out of reserves. A motion was made by Carlson, second by Schilling to approve the proposal for the design of the Ruud Ln & Diamond Trl intersection in the amount of \$33,750 – all voted yes, motion carried.

- **Public Works Report:** Public Works Superintendent Wagner provided his report.
 - Streets – A preconstruction meeting for the slurry seal project is May 18th. Staff continue to blade gravel roads to prep them for mag water later this spring. Wagner will start gathering pricing for mag water and crack sealing next week. All equipment is running well. The majority of this year’s boulevard trees have been planted. Next up will be the trees for the parks.
 - Water – The 1st quarter report has been submitted. Next reporting is due July 10th.
 - Sewer – All lift stations are working well. The March DMR’s have been completed and sent in. Staff is done pumping pond A and about ½ done with pond B. Once this is done, Staff can begin working on discharging the last pond. The contractor has been addressing punch list items at the new plant.
 - Parks – All park restrooms are now open. There is one more shelter to be upgraded, which is scheduled to started next week. Aglime at Field A is done. The new playground equipment has been installed.
 - Wagner and Engineer Heim provided some preliminary cost information to do a post-tension concrete for the 2 new pickleball courts to be constructed this year. Estimates at budget time to construct 2 courts with regular reinforced concrete came in at approximately 70k. The cost of 2 courts with post-tension concrete would be approximately 200k. Since this would bring this project over 100k, it would have to be bid, which contributes to the added costs. Discussion was held on the pros/cons of each, life expectancy, the amount of use on the courts, etc. It was the consensus of the Council that all this information be presented to the Park & Recreation Board for their input.
 - Pool – Needed repairs are being done to the pool along with painting, which is scheduled for this week.
 - Sports Complex – The concession/restroom building is open. Batting nets will be going up next week.
 - Public Buildings: At budget time 70k was budgeted to make some improvements to the basement of the Gage House. Wagner has received one quote, and he is waiting for one more.
 - Training: Eric Lupkes has passed his Wastewater Class 1 exam.
 - County Road 463rd St (S Western Ave) – Wagner found out that the County will have a project this summer on 463rd St. They will be widening, adding shoulders, and rebuilding the surface of this road from I-90 south to Wall Lake. Wagner expects that traffic will be impacted as there will most likely be some road closures during this time. To keep informed, Wagner plans on attending meetings for the project as time allows.
- **Finance Officer Report:** City Finance Officer Wilber provided her report. Items included cash balances, sales tax revenue and DHI committee fund balance as of Mar 31st, a recap of bills submitted for payment, and the Apr/May calendar of events. In preparation for processing Council’s payroll, the attendance chart for the past 6mos was provided for review. Payroll will be processed May 1st. The dates for the Auditors to be onsite has been set for May 12th-14th. Wilber continue to providing them with items as requested.
- **City Administrator Report:** City Administrator Sidel provided her report. Sidel continues to wait for IT’s review of the cybersecurity response plan. No word yet on the grant applied for through the Hartford Community Foundation to help with the cost of a new commercial dishwasher for the Senior Center. The SD GF&P grant for the new trail has been submitted. Awards are anticipated this summer. Brosz Engineering will conduct inspections of the City’s 4 bridge structures this summer. The Bridge Inspection Grant will pay for 80% of this cost. Sidel continues to work with SECOG and Houston Engineering on the Safe Streets & Roads Grant. All pool staff has been hired. Two public works assistants have been hired, and more interviews have been scheduled. To date, no applications have been received for the Park Rec Program Director position. The deadline to apply for economic development funding from the City is May 1st. After further discussion, the HACC board decided to pull their application for these funds. SECOG has grant funding available to help cities develop a transportation plan. Having a plan like this would be beneficial in future grant submissions. Sidel is gathering more information from SECOG on this grant and will provide an update at a future meeting. A meeting with Sam Assam is scheduled for Apr 28th to discuss his TIF plan.

OLD BUSINESS:

- **Discuss America’s 250th Event:** A meeting with Chamber Director Jill Skots is planned for this Friday to discuss possible plans to collaborate on a community event celebrating America’s 250th. Wagner indicated that Mike Smith has agreed to donate a tree for a liberty tree planting in Century Park. Discussion and planning will be ongoing at future meetings.

NEW BUSINESS:

- **Review/Approve County Plat for Tract 9 of Lufco Addition:** The City has received a plat for Tract 9 of Lufco Addition. This parcel is partially within city limits and partially in the County within the City’s platting jurisdiction with Minnehaha County. The plat has been reviewed by ISG and conforms to all city regulations. A signed pre-annexation agreement, which is required per city ordinance, has been received from the owner. The Planning and Zoning Board reviewed this plat at their Apr 14th meeting and is recommending approval to the Council. A motion was made by Boen, second by Kuehl to approve the plat for Tract 9 of Lufco Addition – all voted yes, motion carried.
- **Review/Approve Surplus List:** A surplus list of various items was presented to the Council. Desks, chairs and computers have recently been upgraded. As a result of this there are 2 desks, 2 chairs, 2 staff computers, and 6 Council computers on the list along with the old AED machine from City Hall, a map holder and a Veridesk desktop riser. Staff is recommending to dispose of everything except the map holder and Veridesk rise as these could be offered for sale. A motion was made by Carlson, second by Boen to approve the surplus list as presented – all voted yes, motion carried.

- **Mayoral Proclamations:** Mayor Jones issued a proclamation for Arbor Day, Silver Star Banner Day, and Building Safety Month.

EXECUTIVE SESSION: A motion was made by Boen, second by Carlson to enter executive session pursuant to SDCL 1-25-2(1) for personnel 8:24pm – 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.

Karen Wilber, Finance Officer

EXECUTIVE SESSION: A motion was made by Carlson, second by Horacek to exit executive session at 8:30pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Boen, second by Carlson to adjourn at 8:31pm – 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