

City Council Meeting – Regular Meeting April 5, 2016

Mayor Bill Campbell called the meeting to order at 7:05 pm at Hartford City Hall with the following city council members present: Mark Monahan, John McMahon, Bill Haugen and Scott Nelson. Also present were City Administrator Teresa Sidel, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson and City Engineer Mitch Mergen.

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

Approve Minutes of March 22, 2016 Regular Meeting: A motion was made by Monahan, second by Nelson to approve the March 22, 2016 regular meeting minutes – all voted yes, motion carried.

Sheriff's Deputy Report: Deputy Terrones was present to give his report. There have been some speeding violations at the Colton Road and Hwy 38 – mostly east bound traffic. There have also been a few burglaries and thefts within the city and surrounding area, with the majority targeted to unlocked vehicles and houses. The sheriff's department encourages everyone to lock your vehicles and homes. The deputy wants to remind everyone that 4-wheelers and even electric scooters that are driven upon city streets need the same equipment as all motor vehicles. The Mayor asked the sheriff's department to pay special attention for speeding and jake-braking from the south bound traffic along the Colton Road.

Fire Department Report: Fire Chief Bryon Shumaker was present to give a fire department update to the city council. Shumaker reported that March had 22 total calls, with 8 in the city limits. An update was given on the various department meetings and training. It was noted that the department will be having a training session on weather spotting since we are approaching the severe weather season. A pancake feed is planned for May 22nd from 9am-1pm at the fire station. Shumaker also noted that he continues to work with the surrounding townships on budgeting for the department.

Old Business:

- **Maintenance & Encroachment Agreement between Minnehaha County/City of Hartford:** A maintenance and encroachment agreement for the proposed bike path along the Colton Road was sent to the city by the county. It has been reviewed by the city attorney, and after a couple of amendments to clarify the wording, it has been recommended to the council for approval. The agreement outlines the proposed project, the cost share responsibilities and the responsibilities of each party in conjunction with this project. A motion was made by Monahan, second by Nelson to approve the Maintenance & Encroachment Agreement between Minnehaha County and the City of Hartford, which will allow the Mayor to sign the agreement on the city's behalf – all voted yes, motion carried.

New Business:

- **Extension of Job Advertisement Deadline for Lifeguards:** The application deadline date for open summer positions was April 1st. The city has received several applicants for the public works department and park rec program but only 5 applicants for lifeguards. To accommodate each lifeguard's schedule, we usually hired around 7 to 8 guards to ensure we have enough guards to cover each shift. Sidel has asked the council to extend the application deadline for lifeguards until the end of April in hopes for receiving more applicants. A motion was made by Monahan, second by Haugen to extend the application deadline for lifeguards until 5pm on April 29th – all voted yes, motion carried.

Reports:

City Engineer Report:

Mitch Mergen gave the council an engineering update. A pre-construction meeting was held March 24th with the contractor for the new wading pool project. The pool contractor has asked the city to consider an alternative finish for the new wading pool. Instead of painting the pool, a material called augaBright would be sprayed onto the surface to seal it. Although the material looks promising, there are some drawbacks: the cost increase would be over \$10,000, the contractor has not worked with this material before and there are no other pools within our state or region that have used this product. It was the recommendation of the staff and the consensus of the council to stay with the original bid and paint the pool surface to seal. The city has completed the removals of the old pool and contractor will begin this week with the hopes of completing by early June. No new information has been received regarding the Turtle Creek Subdivision. City engineers reviewed a plat for Beaverbuilt Addition – Beaverbuilt proposes to subdivide their property

to accommodate a separate building. City maps have been updated and will be delivered to the city soon. The City and our engineer are still waiting for a Notice to Proceed on the Mike Franken Trail

Public Works Superintendent Report:

Streets – The city has been working on alleys and gravel roadways – streets will be swept within the next few weeks. We will also be trimming some boulevard trees within the next few weeks. We will be applying for a grant again this year to help with mosquito control. The tree board will meet to work on boulevard trees and the trees have been ordered to distribute to the 3rd graders on Arbor Day.

Water – The city has been working to get our lagoon within limits to discharge. Although the limits are close to state regulations, all 3 lagoons were full last week and we needed to start discharging. DENR was contacted and updated on our situation. They will be sending paperwork to the city that must be filed with the state. The city will be doing random inspections and resealing sump pumps to help control the discharge into the lagoons. .

Park and Pool – The city removed the fence and concrete around the current baby pool in preparation for the contractor. A temporary construction fence has been placed. The sports complex has been fertilized and we will open the bathrooms and skate park shortly. A culvert has been ordered for the drainage project along Turtle Creek Park.

The SD Municipal Street Maintenance Association will be holding their spring conference April 13 & 14 at Huron. The city would like to send Craig Wagner and Neil Hanisch to the conference. A motion was made by Haugen, second by Nelson to allow Craig Wagner and Neil Hanisch to attend the SD Municipal Street Maintenance Association spring conference April 13th & 14th in Huron, SD – all voted yes, motion carried.

Finance Officer Report: Sidel provided a highlight of revenues that were received during March, along with all revenues and expenses to date through February. She will be working on month-end and quarter-end reports. The municipal election will be on Apr 12th with a candidate forum being held Thursday, April 7th at 7:30pm at the Fireside Event Center. Sidel will meet with the Election Board on April 8th to review election procedures and count the ballots. Recap of the March 21st Equalization Board Meeting: The Board heard 4 appeals, with all 4 being referred to the County Board of Equalization. A list of up-coming calendar events was provided to the council.

City Administrator Report: Sidel continues to cover the duties of the Economic Development Director and Finance office until the positions are filled. The HADC Board held a retreat on April 1st at Costello Building. Speakers were: Vince Reilly, Doug Brockhouse, Mary Medema and Pat Costello. Nick Foshier was also present. The Board reviewed the discussion from the speakers and talked about goals for 2106. A draft sample of landfill tickets for Hartford was submitted to the SF Landfill for approval. Once approved, tickets will be available for distribution to the public on May 1st. The Planning & Zoning Board will be holding a public hearing on April 26th regarding the proposed zoning regulations – if approved, it will move on to the city council for final review and approval. Sidel will be working on a couple of transit grants this month, along with a possible grant for a pool feature.

Executive Session: A motion was made by Haugen, second by McMahon to enter into executive session at 7:38 p.m. per SDCL 1-25-2.1 for personnel – all voted yes, motion carried. A motion was made by Nelson, second by Monahan to exit executive session at 7:50 p.m. – all voted yes, motion carried.

Adjournment: A motion was made by Haugen, second by Monahan to adjourn at 7:51 p.m. – all voted yes, motion carried.

Minutes recorded by Interim Finance Officer, Teresa Sidel.

I, the undersigned, Teresa Sidel, Interim 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.

Teresa Sidel, Interim Finance Officer