

City Council Meeting – Regular Meeting April 4, 2017

Mayor Jeremy Menning called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Arden Jones, Mark Brenneman, Travis Kuehl, Ryan Horn, and Scott Nelson. Mark Monahan gave notice that he would be late. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sterneke, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert, City Attorney Larry Nelson and City Engineer Mitch Mergen.

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

Approve Minutes of March 21, 2017 Regular Meeting: A motion was made by Kuehl, second by Horn, to approve the March 21, 2017 regular meeting minutes – all voted yes, motion carried.

Hearings, Ordinances, & Resolutions:

1st Reading of Ordinance #642 – Amend City Council and Mayor Compensation: A motion was made by Jones, second by Nelson, to approve the 1st reading of Ordinance 642 – Amend City Council and Mayor Compensation – Horn voted no with all others voting yes, motion carried.

2nd Reading of Ordinance #641 – Rezone Parcel #16044: A motion was made by Horn, second by Jones, to approve the 2nd reading of Ordinance 641 – Rezone parcel #16044 – Kuehl abstained with all others voting yes, motion carried.

Policy 2017-1 - Code of Ethics: A motion was made by Nelson, second by Horn, to approve Policy 2017-1 Code of Ethics – all voted yes, motion carried.

Reports:

Sheriff's Deputy Report: Deputy Ford gave an update to the council. She reported that she has been focusing on speeding issues on some main streets. She also reported that there is a case the Sheriff's office is working on with the Department of Revenue.

Monahan arrived at 7:12 p.m.

Fire Department Report: Chief Shumaker gave an update to the council. He reported that in February there were 6 calls in Hartford and in March there were 12 calls in Hartford. He reported on the ongoing training that was being held. He reported that in April they will be working on some recertification classes.

Chamber and Economic Development Director Report: Director Fonkert reported on what he has been working on in the month of March. He reported that a ribbon cutting was held for Modern Woodman of America on March 10th and that a ribbon cutting is scheduled for Caribou Coffee on April 17th at 10 a.m. He reported that the Chamber has a new President, Sherri Goebel, and a new Vice President, Lisa Hellvig. He reported that work was still being completed on the community guide and that they are hoping to have it available to the public by the end of April. Fonkert reported that he has been working with the WCHS business class on market research for Hartford. He also reported that a new business, Stomping Grounds, has opened in town. Last, he reported that the Sioux Falls Area Chamber of Commerce invited him to write a partner article for their magazine for the April edition.

City Engineer Report: City Engineer Mergen updated the council on the projects that are being worked on. The engineers are continuing work on the Mickelson Road project and currently working on design of utilities, sewer, water and the new lift station. They are also coordinating with adjacent property owners. They have been working with the City Attorney to put agreements together and will start approaching developers with those agreements. He reported that they are surveying the Vandemark area. The waste water study is near completion. The Mike Franken Trail still has the DOT waiting on an archeological survey to continue. He reported that they have also been working on plan reviews for Western Meadows and Kelly Point. Mergen reported on the Tetonka Wetland Contract that needs to occur for continuation of the Mike Franken Trail and also stated that this is an expense that can be reimbursable if a grant is received. A motion was made by Horn, second by Nelson, to approve the Tetonka Wetland Contract as presented – Brenneman voted no with all others voting yes, motion carried.

Public Works Superintendent Report:

Streets – Superintendent Wagner reported that the staff was taking care of any damage to yards that were done during snow removal. He also reported that street signs were being worked on. Wagner reported that he met

with the DOT and Sioux Valley Energy regarding the street lights that are not working on Hwy 38. It was determined that the DOT will be getting them fixed and will be covering the cost. Wagner reported that he was hoping he would have a crack sealing quote later this week. He does have a Mag Water quote and presented that to the council. A motion was made by Monahan, second by Horn, to approve the Mag Water quote with Bumblebee Gibson at \$1.38 a gallon – all voted yes, motion carried. Wagner also presented the council with a quote for Slurry Seal. A motion was made by Nelson, second by Horn, to approve the quote for slurry seal with Intermountain Slurry Seal for \$97,400. An amended motion was made by Nelson, second by Horn, to approve slurry seal work not to exceed \$115,000 as budgeted at Wagner's discretion – all voted yes, motion carried. Wagner also reported that he will be having a meeting this week to figure out boulevard trees.

Water & Sewer – Wagner reported that they were able to discharge pond 3 last week.

Park and Pool – Wagner stated that the staff will have the park bathrooms opened by the end of the week. He reported that the features for the pool have been ordered and that there are plans to replace the roof on the chemical building at the pool. Wagner presented candidates to the council for hire for the 2017 summer season. He recommended hiring Jared Blume at \$9.75 an hour, Alyssa Bursott at \$9.00 an hour, Jacob Bradfield at \$9.00 an hour and Ryan Monahan at \$9.00 an hour. He also asked that two other candidates be considered for alternates in case a position comes available. The alternates would be Brandon Edwards at \$9.00 an hour and Chase Hoffman at \$9.00 an hour. A motion was made by Nelson, second by Horn, to approve the recommendations for hire as proposed – Monahan abstained with all others voting yes – motion carried.

Finance Officer Report: Finance Officer Sternke gave a report including the Revenue Report. She reported that all the documents needed to start design work on the website have been submitted and we should have a first draft soon. She reported that they have extended the advertising and are still accepting applicants for Lifeguards, Assistant Pool Manager and Park and Recreation Assistant until April 11. A calendar of upcoming events was also provided.

City Administrator Report: Administrator Sidel gave an update on City business. She reported that she was able to have a meeting with the Knapp family regarding obtaining right of way on Vandemark. She stated that they seemed open to working with the city and will be in contact. A meeting with Mr. Haugo was postponed due to illness and will be rescheduled regarding right of way on Vandemark. Sidel reported that our new IT service is up and running and they will be discussing tablets soon. She reported that the contracts between the city and the HADC and the city and the Chamber have been drafted. They will be setting up meetings with each organization to review them before presenting them to the council for approval. Sidel stated that the free dump passes for the Sioux Falls City Landfill are now available at City Hall. She reported that she attended a meeting in Humboldt regarding the EMS study and gave an update to the council. Sidel presented candidates to the council for hire for the 2017 summer season. She recommended hiring for lifeguards Riley Danielson at \$10.75 an hour, Ashlyn Macdonald at \$10.25 an hour, Gabe Lorang at \$10.25 an hour, Sadie Danielson at \$10.00 an hour, Tijana Pease at \$10.00 an hour, Michaela Sterrett at \$10.00 an hour and Madison Holman at \$10.00 an hour. A motion was made by Monahan, second by Horn, to approve the lifeguards as recommended – all voted yes, motion carried. Sidel recommended hiring for the Park and Recreation Coordinator, Kyra Lunde, at \$10.00 an hour. A motion was made by Horn, second by Kuehl, to approve Kyra Lunde for the Park and Recreation Coordinator as recommended – all voted yes, motion carried. Sidel recommended hiring for the Park and Recreation Assistant, Ranae Vinzant, at \$7.50 an hour. A motion was made by Horn, second by Kuehl, to hire Ranae Vinzant for the Park and Recreation Assistant as recommended – all voted yes, motion carried.

Old Business:

Discuss City Dump Site Area: Discussion was held regarding options for the tree and grass dump site. Terry Hagen approached the council with his opinion regarding the dump site. Jesse Fonkert approached the council with his opinion regarding the location of the current site. Tony Randall approached the council with his opinion regarding the dump site. A motion was made by Monahan, second by Jones, to have city staff put a proposal together to move the dump site to the north 5 acres with a 4 wire fence and gate to be open on Wednesday nights and Saturdays for branches and grass clippings and to provide the proposal at the next council meeting. More discussion was held. Rick Cross approached the council with his opinion regarding the dump site. Brenneman voted no with all others voting yes – motion carried. A motion was made by Brenneman, second by Horn, to move the dump site to the land the city owns north of town with a fence and gate as discussed with a budget not to exceed \$2,000.00 to include drop off of tree, branch and grass and be open on Saturdays from 9 am -1 pm and Wednesdays from 5 pm - 9 pm. An amended motion was made by Brenneman, second by Horn, to have the site open on Saturdays from 9 am - 6 pm and to include hiring staff to man it at Wagner's discretion with a wage not to exceed \$8.00 an hour. Monahan voted no with all others voting yes – motion carried. It was the consensus of the council to keep the present site closed until the new site is open.

Public Hearing:

Public Hearing for Resolution 2017-3 – Farm Lease Agreement: A motion was made by Monahan, second by Jones, to decline the bid presented and table the discussion until February 2018 – All voted yes, motion carried.

New Business:

Personal Flotation Devices/Swim Aids Allowed in Pool: Pool Manager Amy Sebert approached the council and gave a presentation on flotation devices and the need for a more defined policy on what is or isn't allowed to be used in the city pool. A motion was made by Nelson, second by Horn, to not allow flotation devices in the pool for the 2017 season. An amended motion was made by Nelson, second by Horn, to have Sebert and Sidel draft a proposal of the changes of the City of Hartford Pool Manual to meet the no flotation device criteria keeping in mind the aerobics class or swimming lessons – all voted yes, motion carried.

Cressman Drainage Area – Deed to the City: Cressman's asked that the City take over their drainage area. Discussion was held. Gerald Cressman was asked to approach the council by Councilman Nelson for some questions. Laurie Cressman also approached the council with questions. A motion was made by Brenneman, second by Nelson, to accept the property as is and without a sidewalk which the city will install – all voted yes, motion carried.

Request of Budget Funds from the Hartford Area Development Corporation: A motion was made by Monahan, second by Jones, to release the budgeted funds of \$10,600.00 to the HADC – all voted yes, motion carried.

Request of Budget Funds from the Hartford Area Chamber: A motion was made by Brenneman, second by Monahan, to release the budgeted funds of \$21,000.00 to the Chamber – all voted yes, motion carried.

Request of Budget Funds from the Jamboree Committee: A motion was made by Kuehl, second by Monahan, to release the budgeted funds of \$21,000.00 to the Jamboree Committee – all voted yes, motion carried.

Discuss Planning and Zoning Board Compensation: A motion was made by Kuehl, second by Horn, to table agenda item to the next council meeting – all voted yes, motion carried.

Discuss Proposed Committee Liaison Position: A motion was made by Kuehl, second by Nelson, to table agenda item to the next council meeting – Monahan voted no with all others voting yes, motion carried.

Correspondence: Nelson proposed writing a thank you to Sherri Goebel and Lisa Hellvig for stepping up in the Chamber. Kuehl proposed writing a thank you to the Sports Complex Committee for their work on the committee. It was the consensus of the council to write both these thank yous.

Visitors: Norm Steuck from the Sports Complex Committee approached the council to discuss the committee and where things are standing right now.

Adjourn: A motion was made by Horn, second by Nelson, to adjourn at 10:06 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Audra Sternke.

I, the undersigned, Audra Sternke, 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.

Audra Sternke, Finance Officer