

City Council Meeting – Regular Meeting April 5, 2011 – Hartford City Hall

President Mark Monahan called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Bob Deelstra, Mike Swier, Gail Olson-Duck, Eric Bartmann, and Leah Johnson. Mayor Zimmer was absent with notice. Also present were City Administrator, Teresa Sidel, Finance Officer, Deb Macdonald, Public Works Superintendent, Craig Wagner, along with Deputy Sheriff, Steve Maciejewski, City Attorney, Larry Nelson, and City Engineer, Scott VanderMuelen.

With no additions to the agenda, a motion was made by Bartmann, second by Olson-Duck to approve the agenda - all voted yes, motion carried.

New Business:

Approve Minutes of Previous Meetings: A motion was made by Johnson, second by Deelstra to approve the March 15, 2011 regular meeting minutes – all voted yes, motion carried.

Correspondence: A card was received from the Ullerich Family thanking the city crew for repairing their mailbox and for all other services they provide.

Ordinances, Resolutions, and Hearings:

First Reading of Ordinance #563 – Flood Damage Prevention. Since the FEMA LOMR became effective February 14, 2011, it is necessary to update the city's flood plain ordinance to reference the new FIRM maps. A motion was made by Olson-Duck, second by Johnson to approve first reading of Ordinance #563 – Flood Damage Prevention – all voted yes, motion carried.

First Reading of Ordinance #564 – Amendment to Cable Television Franchise. Rick Reed and Rick Freemark from Golden West Communications were present to address the council and answer questions regarding the cable television franchise. After discussion by the council, the city attorney, and Golden West representatives, a motion was made by Johnson, second by Bartmann to approve first reading of Ordinance #564 – Amendment to Cable Television Franchise – Swier and Deelstra voted no with all others voting yes - motion carried.

Reports:

HADC Report: Clay Wilfahrt gave an update on new businesses and reported that Miller Funeral Home plans to begin construction this year. Ribbon cuttings were held at Kinzley Funeral Home and Tammen Auto & Tire. Wilfahrt extended a thank you to Sioux Valley Energy for awarding a \$1,000 grant to the Jamboree Committee. The HADC will be managing and updating the content of Golden West's Channel 19. In May, a newsletter will be released to all 57033 zip codes and Hartford box holders. The Retail Committee is promoting the "shop local" campaign and Hartford Bucks program. The Marketing Committee will be working in conjunction with the Home Builders Association and KELO Land TV to promote building and buying homes with a link to Hartford housing. HADC officers for 2011 are: President, Justin Eich; Vice-President, John Roers; Treasurer, Bill Marketon; and Secretary, Jeremy Menning. Wilfahrt noted that the Citywide Clean-Up Day is scheduled for May 7th.

Sheriff's Deputy Report: Deputy Maciejewski reported that April has been busy thus far. He noted that the City of Hartford Neighborhood Watch website is under construction. Maciejewski will be monitoring several locations for traffic enforcement and will be working with the Code Enforcer to address code violations.

Fire Department Report: Fire Chief, Kelly Boysen reported that the fire station project is on hold until the USDA has finalized its 2011 budget; however Hartford is considered "top priority". On April 13th at 10:30 a.m., the Hartford Fire and Rescue along with Deputy Maciejewski and Phillips will demonstrate a "mock accident" to high school students.

Public Works Superintendent Report:

Streets – Wagner reported that the city is repairing gravel roads, sweeping streets, and working on signage. Trees have been ordered for 3rd grade students and Wagner will be meeting with Mike Smith

regarding this year's boulevard trees. Bumblebee Gibson increased their mag water price .13 cents per gallon due to oil prices. A motion was made by Swier, second by Johnson to approve purchasing mag water from Bumblebee Gibson at a price of \$1.13 per gallon – all voted yes, motion carried.

Water & Sewer – Due to elevated ammonia levels, Wagner noted that the city is unable to discharge pond 3 at this time, but will monitor it and discharge at a later date. Wagner will be preparing quarterly DMR and chlorine residual reports for the DENR.

Park and Pool – Wagner reported that the Skateboard Park is open for the season and park bathrooms will be opening soon. The city will begin sand blasting the pool bathhouse floor in preparation for painting and hopes to begin maintenance in the park and the ball fields next week. Wagner will be gathering prices to construct the Turtle Creek Park bathroom.

City Engineer Report: VanderMuelen reported that SRTS-Phases 1 and 2 projects have been approved by the DOT and are currently advertised for bid with bid opening set for April 14th. A Highway 38 Bike/Rec Trail design meeting was held on April 1st. VanderMuelen has been in contact with the engineer for the development to the south of the sport complex land regarding sewer, storm sewer, and street access matters. A North Community 2nd Addition developer plans to fill in the detention pond. VanderMuelen reviewed a plat submitted for Ruud Tract 1. In addition, VanderMuelen was contacted by Sayre Associates, engineer for Kelly Point, to meet and discuss improvements to the creek area in order to bring area homes out of the flood plain.

Sagehorn Drive – Drainage Improvements: VanderMuelen presented a design and explained proposed improvements to the Sagehorn Drive drainage problem. A motion was made by Deelstra, second by Bartmann to authorize bid letting for the Sagehorn Drive drainage improvements – all voted yes, motion carried.

Bid Review/Award – Bike/Rec Trail, Phase 1: The Bike/Rec Trail – Phase 1 project bid opening was held on March 24, 2011. Twelve bids were received. VanderMuelen presented a bid summary, bid tabulations, and a letter of recommendation. After discussion between the council, VanderMuelen, and Wagner, a motion was made by Olson-Duck, second by Johnson to accept the asphalt pavement bid of Krueger Excavating & Paving including Bid Schedule No. 1 in the amount of \$73,472.44 and Bid Schedule No. 2 in the amount of \$27,987.19 for a combined total of \$101,459.63 – Bartmann and Swier voted no with all others voting yes, motion carried. On behalf of the Bike/Rec Trail Committee, Monahan commended the city and committee for their efforts in this project.

Finance Officer Report: Macdonald reported that March financials and quarterly payroll reports are complete and provided end of the quarter investment figures and debt balances. Gary Larson, CPA has completed the 2010 audit and will forward the report to the Department of Legislative Audit for review. Larson indicated that overall audit results were positive. An election board meeting will be held this week to review election procedures/policies and to count official ballots for the municipal election to be held on Tuesday, April 12th. Macdonald reported that grass clippings and tree branches may be dropped off west of the wastewater plant along Railroad Street.

City Administrator Report: Regarding SRTS projects, Sidel reported that Rounds 1 and 2 are being advertised for bid with a bid opening scheduled for April 14th at 2:00 p.m. The SRTS-Round 4 application has been submitted which includes a request for additional sidewalks, two crossing signals, and two pole mounted speed radars. The fire station is on hold pending finalization of the USDA's 2011 budget. The warranty deed for the fire station land transfer has been filed and forwarded to the Hartford Area Fire and Rescue, Inc. On April 1st, a Hartford Heights/Highway 38 Bike/Rec Trail meeting was held with the DOT, Banner representatives, city officials, and bike/rec trail committee members. Sidel and Wagner will conduct interviews for the positions of lifeguards, park rec coordinator, park rec assistants, and public work assistants and will bring hiring recommendations to the council on April 19th. Discussion was held on implementing a yearly sewer rate increase in order to satisfy the city's SRF loan obligations. Sidel will gather additional information.

Interstate Inns 3rd Addition/Tammen House: Previously, the council decided that if the second lift on Milford Tammen's property in Interstate Inns is not placed by June 1, 2011, the property owner must appear before the city council and may be subject to fines for non-compliance with the assurance agreement. In addition, Milford Tammen, owner of the house located at 901 S. Western Avenue, advised that the house will be torn down by June 1, 2011 in order to comply with Planning and Zoning Board recommendations on Building Permit #2009-43. A motion was made by Olson-Duck, second by Johnson to require Milford Tammen to place the top lift on the Interstate Inns property by June 1, 2011 and to require Milford Tammen to tear down the house located at 901 S. Western Avenue by June 1, 2011 otherwise a \$200 per day fine will be assessed for each violation – Swier and Deelstra voted no with all others voting yes, motion carried.

City Council Reports:

Ward 1: Olson-Duck has received inquiries about the SRTS projects from constituents in her Ward.

Ward 2: Johnson attended a recent Jamboree Committee Meeting and reported that celebration plans are going well and the committee received a \$1,000 grant from Sioux Valley Energy. Monahan attended the Bike/Rec Trail-Phase 1 bid opening on March 24th and the Highway 38 Bike/Rec Trail meeting on April 1st. Monahan noted that the committee will meet on April 12th at 6:30 p.m. at Ten Pin Alley.

Ward 3: Swier reported that the Drive to Revive Downtown Committee will be holding a fundraiser during the Jamboree Days Car Show on June 17th. The committee's goal is raise enough money to purchase one street light for downtown. Swier noted that the next Sports Complex Committee meeting is scheduled for April 13th at 7:00 p.m. Bartmann will be attending the Bike/Rec Trail Meeting on April 12th. In addition, Bartmann was approached by a resident concerning street sweeping.

Mayors/President's Report: On behalf of the city council, Monahan expressed condolences to Teresa Sidel and the Francis Graff Family. Best wishes were extended to Mayor Zimmer's father for a speedy recovery.

Executive Session: A motion was made by Bartmann, second by Olson-Duck to enter into executive session, pursuant to SDCL 1-25-2, at 8:35 p.m. - all voted yes, motion carried. A motion was made by Deelstra, second by Swier to exit executive session at 8:50 p.m. - all voted yes, motion carried. A motion was made by Olson-Duck, second by Bartmann to reduce the billboard agreement fee of Hartford Building Center by \$100 for the next 12 months and redistribute that \$1,200 evenly between the remaining months of the agreement – all voted yes, motion carried. Councilman Deelstra asked to reopen the agenda and add discussion of forming a property tax task force. A motion was made by Olson-Duck to adjourn at 8:53 p.m. – motion died for lack of a second. A motion was made by Bartmann, second by Johnson to revert to new business and allow Councilman Deelstra to discuss adding an agenda item to the May 3, 2011 agenda – all voted yes, motion carried. The council agreed to place “Equalization Issues” on the May 3, 2011 agenda.

Adjourn: A motion was made by Deelstra, second by Bartmann to adjourn at 8:57 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Deb Macdonald.

I, the undersigned, Debra L. Macdonald, 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.

Debra L. Macdonald, Finance Officer