

City Council Meeting – Regular Meeting May 2, 2017

Council President Mark Monahan called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Arden Jones, Mark Brenneman, Travis Kuehl, and Scott Nelson. Jeremy Menning and Ryan Horn were absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, 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 to remove the Billboard discussion from the agenda, no second. A substitute motion was made by Monahan, second by Brenneman, to remove the Billboard discussion and Chamber Agreement discussion – all voted yes, motion carried. A motion was made by Kuehl, second by Jones, to approve the agenda with subtractions – all voted yes, motion carried.

Approve Minutes of April 18, 2017 Regular Meeting: A motion was made by Brenneman, second by Jones, to approve the April 18, 2017 regular meeting minutes – all voted yes, motion carried.

Approve Bills submitted for Payment: A motion was made by Brenneman, second by Kuehl, to approve bills submitted for payment – all voted yes, motion carried.

Hearings, Ordinances, & Resolutions:

1st Reading of Ordinance #643 – Amend Off-Street Parking Regulations: Sidel presented to the council Ordinance 643 regarding off street parking regulations in commercial industrial zones. A motion was made by Nelson, second by Brenneman, to approve 1st reading of Ordinance #643 – Amend Off-Street Parking Regulations. Tony Randall approached the council on behalf of the P&Z Board and answered questions from the council. Bryon Shumaker approached the council as well with his insight regarding properties in industrial zones. All voted yes, motion carried.

1st Reading of Ordinance #644 – Planning and Zoning Compensation: A motion was made by Kuehl, second by Nelson, to approve 1st reading of Ordinance #644 – Planning and Zoning Compensation – all voted yes, motion carried.

Reports:

Sheriff's Deputy Report: Deputy Ford reported that she is still working on monitoring school zones. She also stated that she is working on the 2 vandalism cases in town, one with the park bathrooms and also one with new trees cut down. She reported that Deputy Tyrone Albers is resigning as the school resource officer and the new resource officer, Deputy Jennifer VanRoekel, will start on June 3.

Fire Department Report: Chief Shumaker reported that 7 calls in the city were responded to in April. He reported that they have been doing EMS training and also did a controlled burn drill in conjunction with the Colton Fire Department. Shumaker stated that on May 10 they will have their annual business meeting, on May 15 they will have medical training and on May 24 they will have more fire training. He also reminded the council of the pancake feed coming up on May 21 from 8-1.

Chamber/Economic Development Director: Director Fonkert reported that the community guides have been sent out. He reported on his training he attended in Missouri and that he has asked for a grant to help cover costs but has not gotten a response yet. He reported that he would be attending the Mid American Chamber Executives annual conference in the next few days and that he had a full scholarship to attend. Fonkert also provided the council with a copy of the article he wrote for the Sioux Falls Chamber of Commerce publication.

City Engineer Report: City Engineer Mergen reported that work on the Mickelson Road project continues with conduction of a bridge study as well as reviewing the agreements drafted by City Attorney Nelson. The Vandemark Ave survey is complete and they are drafting a design to present to the council. He reported that he met with Wagner and Sidel regarding the waste water study and will present the same to the council at the first meeting in June. The Mike Franken Trail is just waiting on paperwork for a permit at this point. He also reported that they have been doing a few plan reviews.

Public Works Superintendent Report:

Streets – Superintendent Wagner reported that they have been working on keeping up gravel roads in town. He reported that Mag Water would be done at the end of May to beginning of June. Wagner reported that he spoke with the DOT regarding the bridge over I-90 and that the crack became larger so they are working on patching it

again. He reported that they are finishing up planting boulevard trees and that he gave 3rd graders trees on Arbor Day. Wagner reported that he got a bid for crack sealing of \$0.70 a foot. A motion was made by Nelson, second by Kuehl, to approve the bid from Highway Improvement for \$0.70 a foot – all voted yes, motion carried.

Water & Sewer – Wagner reported that they were installing water meters and just hit over 1,000 meters installed (only 300 were installed when Wagner started working for the city).

Park and Pool – Wagner reported that they are working on plumbing for the new water features for the pool. A question was asked of Wagner regarding dandelions in the park. Wagner reported that the weather needed to cooperate before they could start spraying the dandelions in the park.

Finance Officer Report: Finance Officer Sternke gave a report including the Revenue Report. She reported that she was in the process of scheduling a webinar with the web design company regarding changing some content and should have that scheduled soon. A calendar of upcoming events was also provided.

City Administrator Report: Administrator Sidel gave an update on City business. She reported that the City did not sign the SD Warn contract as discussed in the last meeting because our insurance company had questions regarding some of the wording in the contract and they were having City Attorney Nelson looking into it. She reported that the IT company would be at the next council meeting and would bring a tablet and laptop with them to discuss our options for the council. Sidel stated that the first meeting in July would be on July 5th, a Wednesday, since the 4th falls on Tuesday and is a holiday. Sidel reported on the results of the insurance audit that was done last month with the City. She reported that one lifeguard has already declined the position since she took another position and that advertising was still continuing for the position. She reported that she had a meeting with Roger Haugo regarding the Vandemark right of way and he seemed to be acceptable to working with the City. Sidel also reported that Thornton Flooring had been out to give an estimate on new flooring in City Hall and that she would be contacting a few more companies to get estimates to get the best option available.

Old Business:

Discuss Proposed Dump Site: Sidel reported that a conditional use permit had been submitted to the County and that their next meeting to vote on that would be May 22. She discussed that the plan was to try and chip and mulch tree branches at a new site and to also try to stock pile grass clippings for farmers in addition to dumpsters to try and save on cost.

Discuss Proposed City Position: A motion was made by Kuehl, second by Nelson, to have Sidel draft a job description for a full time park and rec director position. Discussion was held and questions were asked in regards to the terms of the position. All voted yes, motion carried.

New Business:

Election of Council President: A motion was made by Nelson, second by Brenneman, to nominate Mark Monahan as Council President. A motion was made by Nelson, second by Jones, to end nominating – all voted yes, motion carried. A vote was taken on the motion to nominate Monahan as Council president for the next year – Monahan abstained with all others voting yes, motion carried.

Election of Council Vice President: A motion was made by Monahan, second by Kuehl, to nominate Scott Nelson as Council Vice President. A motion was made by Monahan, second by Kuehl, to end nominating – all voted yes, motion carried. A vote was taken on the motion to nominate Nelson as Council vice president for the next year – Nelson abstained with all others voting yes, motion carried.

Review/Approve Preliminary Plans for Kelly Point Second Addition: A motion was made by Brenneman, second by Kuehl, to approve the preliminary plans for Kelly Point Second Addition – all voted yes, motion carried.

Review/Approve City and HADC Agreement: The council reviewed the proposed agreement between the City of Hartford and the Hartford Area Development Corporation. This agreement would preserve the relationship between the Chamber and Economic Development Director, the City and the HADC. A motion was made by Nelson, second by Kuehl, to approve the agreement as presented – all voted yes, motion carried.

Visitors: Jesse Fonkert approached the council regarding the Jamboree Committee street dance and discussion was held on cover charge options for the street dance.

Executive Session (SDCL 1-25-2.1): A motion was made by Kuehl, second by Nelson, to adjourn to executive session at 8:45 p.m. – all voted yes, motion carried. A motion was made by Brenneman, second by Nelson to exit executive session at 8:53pm – all voted yes, motion carried.

Adjourn: A motion was made by Jones, second by Brenneman to adjourn at 8:54pm – 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