

## **City Council Meeting – Regular Meeting May 20, 2014**

Mayor Paul Zimmer called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Scott Nelson, Scott Yount, Bill Campbell, Gail Olson-Duck and Doyle Johnson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, and City Engineers Mitch Mergen and Nick Borns.

**Approve Agenda:** A motion was made by Johnson, second by Olson-Duck to approve the agenda with the addition of Marc Feinstein to the Visitor section of the agenda - all voted yes, motion carried.

**Approve Minutes of May 6, 2014 Regular Meeting:** A motion was made by Olson-Duck, second by Johnson to approve the May 6, 2014 regular meeting minutes – all voted yes, motion carried.

**Approval of the Bills:** A motion was made by Nelson, second by Olson-Duck to approve the bills submitted for payment – all voted yes, motion carried.

### **Visitors:**

Marc Feinstein was present to introduce himself to the council. He is currently a member of the SD House of Representatives, representing District #14. He is running for one of the two open circuit court judge positions that will be on the ballot for the primary election to be held on June 3<sup>rd</sup>.

Sheila Brown & Erin Alderson with the Swimming Pool Committee were present to request the council to release funds from their committee account to update their drawings of the zero depth pool. A motion was made by Monahan, second by Yount to release fund to have MC&R update drawing for the zero depth pool – all voted yes, motion carried. An update was given on the pool open house that was held on May 19<sup>th</sup>.

### **Ordinances, Resolutions & Hearings:**

**2<sup>nd</sup> Reading of Ordinance #607 – Height Restriction on Accessory Buildings:** 2<sup>nd</sup> Reading of Ordinance #607 was provided to the council for their review. The City’s current zoning ordinance does not clearly define a height restriction on accessory buildings. The Planning & Zoning board has reviewed this issue and the consensus of the board was to draft an ordinance to set a maximum height limit of 15 feet on any accessory building unless a conditional use permit it approved by the Planning & Zoning Board on an accessory building over 1,200 square feet. A motion was made by Monahan, second by Johnson to approve 2<sup>nd</sup> Reading of Ordinance #607 – Height Restriction on Accessory Buildings – all voted yes, motion carried.

**2<sup>nd</sup> Reading of Ordinance #608-Amend Water/Sewer Rates:** 2<sup>nd</sup> Reading of Ordinance #608 was provided to the council for their review. Discussion was held regarding three different options for proposed changes to the water and sewer rates. Option 1 was what was presented and approved at 1<sup>st</sup> reading of this ordinance. Option 2 & 3 are new options provided at the council’s request. The options are as follows: Option 1 - Water Rates – Minimum monthly charge of \$18.28, Usage rate of \$4.46 for all usage, Annual increase of 2%. Sewer Rates – Minimum monthly charge of \$13.39, Usage rate of \$5.20 for all usage, Annual increase of 2%. Option 2 - Water Rates – Minimum monthly charge of \$18.28 which includes the first 1,000 gallons, Usage rate of \$5.20 for all additional usage, Annual increase of 2%. Sewer Rates – Minimum monthly charge of \$13.39 which includes the first 1,000 gallons, Usage rate of \$6.55 for all additional usage, Annual increase of 2%. Option 3 - Water Rates – Minimum monthly charge of \$15.00, Usage rate of \$4.85 for all usage, Annual increase of 2%. Sewer Rates – Minimum monthly charge of \$12.25, Usage rate of \$5.45 for all usage, Annual increase of 2%. Gabe Laber, with Stockwell Engineers, gave a presentation comparing each option to the rates that are currently in place. A motion was made by Monahan, second by Yount to approve 2<sup>nd</sup> Reading of Ordinance #608 – Amend Water/Sewer Rates – with no changes – Campbell, Johnson and Nelson voted no with Monahan, Olson-Duck and Yount voting yes. Mayor Zimmer with tie-breaking vote of no, motion failed. A motion was made by Nelson, second by Johnson to approve 2<sup>nd</sup> Reading of Ordinance #608 – Amend Water/Sewer Rates – with Option 3 – Monahan, Olson-Duck and Yount voted no with Campbell, Johnson and Nelson voting yes. Mayor Zimmer with tie-breaking vote of yes, motion carried.

**1<sup>st</sup> Reading of Ordinance #609 – Noise Ordinance:** 1<sup>st</sup> Reading of Ordinance #609 was provided to the council for their review. The city’s current ordinance regulating noise is very broad and not clearly defined. This ordinance

will provide a clearer definition of specific noise violations. A motion was made by Johnson, second by Olson-Duck to approve 1<sup>st</sup> Reading of Ordinance #609 – Noise Ordinance – all voted yes, motion carried.

**Old Business:**

**Review Dump Site Policy:** The current dump site policy was reviewed. It was the consensus of the council to leave the policy as is at this time.

**Discuss Vandalism in Park:** Discussion was held regarding vandalism incidents that have happened in the park in recent weeks. Different ideas to try and curb the vandalism were discussed. A motion was made by Monahan, second by Olson-Duck for additional signage to be placed in city parks asking residents to report any vandalism and providing a number to call – all voted yes, motion carried.

**New Business:**

**Mavoral Appointments:** Mayor Zimmer appointed Teresa Sidel as City Administrator. A motion was made by Johnson, second by Olson-Duck to approve the Mayor's appointment for City Administrator – all voted yes, motion carried. Mayor Zimmer appointed Karen Wilber as Finance Officer. A motion was made by Johnson, second by Olson-Duck to approve the Mayor's appointment for Finance Officer – all voted yes, motion carried. Mayor Zimmer appointed Craig Wagner as Public Works Superintendent. A motion was made by Olson-Duck, second by Johnson to approve the Mayor's appointment for Public Works Superintendent – all voted yes, motion carried. Mayor Zimmer also discussed the possibility of changing these appointed positions to be hired positions. It was the consensus of the council that this change in policy be put on the next agenda.

**Correspondence:** Mayor Zimmer shared two thank you cards. The first from John Hendricks, who thanked the council for the opportunity to introduce himself at the May 6<sup>th</sup> council meeting. The second from Joan Franken and family, who thanked the city for dedicating Phase 3 & 4 of the bike trail after her late husband, Mike Franken. The Mayor also recognized Councilmember Monahan for the help he provided in the naming of that portion of the trail after Mr. Franken.

**Reports:**

**City Engineer Report:** Nick Borns, with Stockwell Engineers, updated the city council on projects they are working on. Design work has begun on Phase 3 & 4 of the bike trail with completion of the design for review by the DOT expected in early July. Survey work on the East Diamond Trail project is complete. Plans are expected to be provided to city staff in mid-June. Stockwells and city staff performed a 1 yr warranty inspection on the Sports Complex grading project. Stockwells is in the process of reviewing the construction plans for Western Meadows. Once complete, comments will be provided to city staff. A cost estimate of the Sports Complex fencing for two softball fields was provided to the council. The estimates provides for a base bid, which includes the main fencing of the backstop and gate area. Also provided were five alternate items: 4 for additional fencing for outfield sidelines and 1 for the dugout and bench. A motion was made by Johnson, second by Monahan to advertise the project for bid with bid to include pricing for the base and alternates 1, 2, 3 and 4. Further discussion was held regarding project costs and revenue sources. Both Johnson and Monahan rescinded their motion and second. A motion was made by Campbell, second by Nelson to advertise the project for bid with bid to include pricing for the base and alternates 1, 2, 3 and 4 – Monahan and Olson-Duck voted no, with all others voting yes, motion carried. Discussion was held on the West Diamond Trail project. Stockwells will provide a final punch list of items to the contractor with a final payment application to follow once items are complete. Kent and Lynnae Redenius of Tammen Auto and Tire were present to address the council regarding the driveway into their business off of the new West Diamond Trail road. Due to the elevation of the street being so high, it has caused a very steep slope for their driveway. They feel this slope is not acceptable as vehicles, especially longer trucks, may have a difficult time entering and exiting. Also, with the steep slope, they feel it will be an issue in the winter when roads are slippery. They have hired an engineer to consult on the issue. Stockwells discussed different options that could be done to reduce the slope of the driveway. The council requested that city engineers meet with Kent & Lynnae and their engineers and report back to council at the next meeting.

**Public Works Superintendent Report:**

**Streets** – Wagner received pricing for mag water from Bumblebee Gibson at \$1.33/gal. This is \$.03 higher than the budgeted amount of \$1.30/gal. A motion was made by Olson-Duck, second by Johnson to accept the quote for mag water from Bumblebee Gibson at \$1.33/gal – all voted yes motion carried. Wagner will check on pricing

again in the fall for a possible second application. Chip sealing of Western Ave is scheduled for mid-June. Micro surfacing is scheduled for the end of July. The street sweeper repairs are complete and sweeping continues around town. All boulevard trees have been planted. Wagner is working on a grant for mosquito control. Wagner purchased a used 2006 Chevy truck last week.

**Water** – Water samples have been taken in hopes of discharging next week.

**Park and Pool** – The pool is now open. Summer help has been mowing, cleaning and scraping bleachers. Painting projects will start next week. The next few weeks staff will be prepping for Jamboree Days.

**Public Buildings** – Staff is planning to remove the building on Main Ave in the coming weeks so the area will be cleaned up before Jamboree Days.

**Finance Officer Report:** The finance officer report was presented to the council. The report included a summary of cash balances and sales tax figures through Apr 30, 2014. Also included was a summary of funds available for each city committee and a highlight of bills to be paid. The new health insurance rates were reviewed. Wilber also reported that the 2013 Water Quality Report has been completed and is available for viewing on the city's website or at City Hall. The calendar of events was also provided to the council.

**City Administrator Report:** Costello's has started the process to rezone their industrial lots. The rezone will go before the Planning & Zoning board on May 27<sup>th</sup>. Once this is complete, infrastructure improvements will follow. Sidel continues to work on the proposed media, sidewalk and pre-employment policy. The city has closed on the Jasper property. The county has possession of the Wasson property with a transfer to the city expected in 30 to 60 days. The closing for the 3 city owned lots along E 6<sup>th</sup> Street is set for early July.

**Committee Reports by Liaison:**

**Mark Monahan – Bike/Rec & Fire Department:** The Bike/Rec Trail Committee met May 13<sup>th</sup>. The committee discussed what they are doing for Jamboree Days. Monahan has been in contact with the DOT regarding phase 3 & 4 of the bike trail. They are looking at the bid letting in the fall with construction to start in the spring of 2015. Monahan thanked Wagner for the time and effort put into the recent truck purchase and also congratulated the West Central Class of 2014 on their recent graduation.

**Scott Yount – Swimming Pool:** Yount reported that the swimming pool open house/cookout that was held on May 19<sup>th</sup> went very well with high turnout. The committee is planning on doing a beer garden in the park on the Saturday of Jamboree Days. The next meeting is scheduled for June 2<sup>nd</sup> 7:30pm Pizza Ranch.

**Bill Campbell – Sports Complex:** The Sports Complex Committee will hold a special meeting on June 1<sup>st</sup> 7pm Midway Bar & Grill to discuss what the committee wants to do for Jamboree Days. The next regular meeting will be June 11<sup>th</sup> 7pm Midway Bar & Grill. Calendar sales are going good.

**Gail Olson-Duck – Jamboree Days & Hometown Christmas:** The Jamboree Committee met on May 19<sup>th</sup>. They will continue to meet every two weeks up until the event.

**Doyle Johnson – Downtown:** Nothing to report.

**Scott Nelson – HADC & Chamber:** Nelson noted there will not be a Chamber Mixer or an HADC meeting in June due to the Jamboree Day events going on that month. Nelson thanked Terry Hagen for all his hard work on the amphitheater and encouraged others to volunteer any help they could.

**Mayor's Report:** Mayor Zimmer shared an invitation for the council to attend the Sioux Valley Energy Annual Meeting on June 3<sup>rd</sup>. At this meeting the Power of Hope Award will be awarded. Mayor Zimmer wished Power of Hope nominee Troy Larson the best of luck. Mayor Zimmer also wishes all the kids fun and safe summer.

**Adjournment:** A motion was made by Nelson, second by Olson-Duck, to adjourn at 9:45 p.m. – 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.

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Karen Wilber, Finance Officer