

City Council Meeting – Regular Meeting May 21, 2013

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

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

Approve Minutes of Previous Meetings – 04/02/2013: A motion was made by Leah Johnson, second by Olson-Duck to approve the April 2, 2013 regular meeting minutes – Yount and Doyle Johnson abstained, with all others voting yes, motion carried.

Approve Minutes of Previous Meetings – 05/07/2013: A motion was made by Leah Johnson, second by Olson-Duck to approve the May 7, 2013 regular meeting minutes – Monahan abstained, with all others voting yes, motion carried.

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

Ordinances, Resolutions & Hearings:

Resolution 2013-3 Commitment for SD Transportation Alternatives Program Grant: In regards to Phase 3 and 4 of the bike trail, this resolution confirms the city's commitment to pay 20% of the trail cost and to provide continued maintenance and upkeep of the trail. A motion was made by Olson-Duck, second by Leah Johnson to approve Resolution 2013-3 Commitment for SD Transportation Alternatives Program Grant – all voted yes, motion carried.

New Business:

Mayoral Appointments: Mayor Zimmer appointed Teresa Sidel as City Administrator. A motion was made by Leah 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 Leah Johnson, second by Olson-Duck 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 Leah Johnson, second by Olson-Duck to approve the Mayor's appointment for Public Works Superintendent – all voted yes, motion carried.

Surplus Property: The city has 4 bicycles and 1 scooter that were left on city property last summer and have never been claimed. A motion was made by Monahan, second by Yount to surplus the 4 bicycles and 1 scooter and at the discretion of City Administrator Sidel donate them to needy families within the community – all voted yes, motion carried.

Discussion of Joint Zoning Jurisdiction with Minnehaha County: Discussion was held with the council regarding the pros and cons of establishing a joint zoning jurisdiction with Minnehaha County. City Administrator Sidel reviewed the steps needed to get the joint zoning jurisdiction in place. She also indicated that the Planning and Zoning board believes establishing a joint area would be beneficial to the city for orderly and controlled growth. A motion was made by Monahan, second by Leah Johnson to have City Administrator Sidel start the process to establish a joint zoning jurisdiction with Minnehaha County – Doyle Johnson voted no with all others voting yes, motion carried.

Animal Fines: City Administrator Sidel explained the current process for issuing animal fines. Currently the Humane Society issues tickets through the County. Once County fees are paid, the city ends up with very little of the fine. Discussion was held on different ways the city could handle these animal fines. A motion was made by Monahan, second by Doyle Johnson to have City Administrator Sidel draft a new ordinance stating that animal fines will be ticketed and due to the city with an incrementing fee schedule – all voted yes, motion carried.

New Road Proposal: Gary Sandholm was present, along with Jeff Harms of Harms Oil and Lynnae Redenius of Tammen Auto and Tire to discuss a proposal of a new road that would link Western Ave to commercial property along Interstate 90 that is owned by Costello Companies. They feel the construction of this road is critical for development of this commercial area. Discussion was held on placement of the road, turning lanes added to Western Ave and the relocation of Diamond Trail to align with the new road. A motion was made by Monahan, second by Olson-Duck to have city engineers meet with city staff and the group to address concerns in regards to the new road and to prepare a cost estimate to present at the next council meeting – all voted yes, motion carried.

Correspondence: Mayor Zimmer mentioned that the city made the front page of the County Prospective publication.

Reports:

Public Works Superintendent Report:

Streets – All boulevard trees are in. Mag water has been ordered and will be applied the first part of June. Crack sealing will begin in the next few weeks. Street sweeping is ongoing. Mosquito larvacide briquettes are being applied and spraying will be done as needed.

Water – The tour of the wastewater facility was cancelled due to rain. Instead the group met at Pizza Ranch for an informational meeting. Manhole inspections continue.

Park and Pool – The pool is now open and the concrete and electrical work has been completed. Mowing of city properties continues. This coming week the installation of the bricks along the bike trail will start. All of the trees from the Riparian Tree Grant have been planted in Turtle Creek Park. The Women of Today will be planting flowers in Turtle Creek flowerbed this weekend.

Discussion of North Vandemark Street Improvements: Residents along N Vandemark Ave have concerns regarding the condition of the street. Due to poor drainage, a portion of N Vandemark is very muddy and a real mess. Public Works Superintendent Wagner has looked at the street and has received some cost estimates for a couple different options to improve the condition of this road. These options were discussed with the council and city engineers. A motion was made by Monahan, second by Nelson to have city engineers explore options and provide pricing for a 4 inch mat to be laid on a portion of N Vandemark Ave. that includes from city limits on the north to the south side of Pennock's property on the south – all voted yes, motion carried.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on projects they are working on. The Sports Complex grading project is complete and a final inspection with the contractor to evaluate the project is pending. Stockwells continues to assist the city as needed with the grant application process for Phase 3 and 4 of the bike trail. Stockwells has providing the DOT information and their recommendations on the repairs needed along the Highway 38 bike trail to be ADA compliant. The DOT will discuss these issues with the contractor and make repairs as necessary.

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 April 30, 2013. Also included was a summary of funds available for each city committee. A highlight of bills to be paid along with an explanation for each was noted. The Health Pool of SD renewed the city's health insurance effective July 1, 2013 with a 6.2% increase in the single premium. The SD Municipal League Finance Officer School is June 12th – 14th in Pierre, SD with a registration fee of \$75. A motion was made by Monahan, second by Leah Johnson to allow Karen Wilber to attend Finance Officer School in Pierre on June 12th – 14th – all voted yes, motion carried. Upcoming events and meetings were also provided to the council.

City Administrator Report: Sidel is in the process of compiling the information for the application for Phase 3 & 4 of the Bike/Rec Trail. The deadline for this application is June 15, 2013 with notice of approval anticipated in July. Mike Grace has decided not to rent the undeveloped portion of the Sports Complex property. A motion was made by Monahan, second by Doyle Johnson to have Sidel contact the landowner to the East to see if they would be interested in renting the land at \$200/acre – all voted yes, motion carried. City Attorney Nelson will have more information for the council at the next meeting in regards to the transferring of the housing eligibilities to the HADC. The South Main land deals are moving forward and should be complete in the near future. The April Code Enforcement/Building Inspection Report was provided to the council. The SD Municipal League Human Resource School is June 11th – 12th in Pierre, SD with a registration fee of \$25. A motion was made by Monahan, second by

Olson-Duck to allow Teresa Sidel to attend Human Resource School in Pierre on June 11th – 12th – all voted yes, motion carried.

City Council Reports

Ward 1: Leah Johnson noted the next Swimming Pool Committee meeting is May 22nd and the next Jamboree Committee Meeting is May 28th. Councilman Yount reported that he attended the Sports Complex Committee meeting on May 15th.

Ward 2: Monahan attended the Bike/Rec Trail Committee Meeting on May 14th. A motion was made by Monahan, second by Leah Johnson to authorize Craig Wagner to purchase the materials need to build the new shelter at Turtle Creek Park with \$500 being paid by the grant received from MidAmerican Energy and the balance to be reimbursed to the city by the Bike/Rec Trail Committee – all voted yes, motion carried. Bricks will be placed along the bike trail starting next week. Monahan also attended the Sports Complex Committee Meeting on May 15th. The committee will have a raffle for two bikes during Jamboree Days. Councilman Doyle Johnson reported that he attended the Drive to Revive Committee Meeting on May 14th. Meetings are being moved to the first Wednesday of the month at noon to try and draw more of the downtown businesses.

Ward 3: Olson-Duck reported that she attended the Jamboree Committee Meeting on May 20th. Councilman Nelson noted that the Chamber is conducting a customer service workshop on May 29th. There will also be a webinar on May 22nd at 1:30 regarding business recruitment. There are two videos being created that will highlight living and working Hartford. These will be complete in the near future. Jamboree Day commercials will start running next week.

Adjournment: A motion was made by Leah Johnson, second by Nelson, to adjourn at 9:08pm – 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.

Karen Wilber, Finance Officer