

City Council Meeting – Regular Meeting May 7, 2013

Council Vice-President Mike Swier called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Scott Nelson, Leah Johnson, Bill Barnett and Gail Olson-Duck along with Mayor Paul Zimmer. Mark Monahan was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson along with City Engineers, Mitch Mergen and Nick Borns.

Approve Agenda: A motion was made by Johnson, second by Olson-Duck to approve the agenda as set except for the deletion of the Billboard #5 topic at the request of Scott Nelson - all voted yes, motion carried.

Approve Minutes of Previous Meetings: A motion was made by Olson-Duck, second by Johnson to approve the April 16, 2013 regular meeting minutes – all voted yes, motion carried.

Deputy Report: Deputy Terrones was present to give his report. He noted traffic control issues and gave a reminder that ATV/4 wheelers need to be licensed.

Old Business:

Presentation of Plaques: Mayor Zimmer presented appreciation plaques to outgoing council members Bill Barnett and Mike Swier. On behalf of the city, Barnett and Swier were thanked for their years of service and dedication to the city.

Oath of Office for Newly Elected Council Members: Andrew Zimmer presented Mayor Paul Zimmer his oath of office and he was sworn in as Mayor for a two-year term. Doyle Johnson took his oath of office and was sworn in as a council member for a one-year term. Scott Yount and Gail Olson-Duck took their oaths of office and were sworn in as council members for two-year terms.

Adjourn as Old Council: A motion was made by Leah Johnson, second by Olson-Duck to adjourn as the old council at 7:10 p.m. – all voted yes, motion carried.

New Council: Mayor Zimmer called the new council to order with city council members Scott Yount, Leah Johnson, Gail Olson-Duck, Doyle Johnson and Scott Nelson present. Mark Monahan arrived at 7:15 p.m.

Oath of Office for Newly Elected Council Members: Mark Monahan took his oath of office and was sworn in as council member for a two-year term.

Ordinances, Resolutions & Hearings:

7:10pm Annexation Hearing – Resolution 2013-2 – Sam Assam Property: Sam Assam has property that he has requested be annex into the City. His plans are a development which includes residential and commercial. This resolution will allow for the annexation of this land. A motion was made by Leah Johnson, second by Olson-Duck to approve Annexation Resolution 2013-2 – Monahan abstained with all others voting yes, motion carried.

7:15pm Special Events Hearing – Torch Run for Special Olympics of SD: On behalf of the Special Olympics of SD, Doyle Johnson is requesting a special events permit to hold a torch run on May 13, 2013 that will start on 2nd Ave by the elementary school continuing to Main Ave. then heading north on Main Ave. to Hwy 38. It was also requested that the \$25 permit application fee be waived. A motion was made by Monahan, second by Leah Johnson to approve the special events permit along with waiving of the fee – Doyle Johnson abstained, with all others voting yes – motion carried.

Public Hearing – Special Event Application Submitted by American Legion: This permit would allow the American Legion to sell alcoholic beverages on Saturday of Jamboree Days in the park and during the parade. A motion was made by Monahan, second by Olson-Duck to grant the Special Events Permit for the American Legion to sell alcoholic beverage on Saturday June 15th during Jamboree Days – all voted yes, motion carried.

New Business:

Election of Council President: Mayor Zimmer entertained nominations for city council president. A motion was made by Leah Johnson, second to Nelson to nominate Mark Monahan for council president –

all voted yes, motion carried. A motion was made by Leah Johnson, second by Olson-Duck to cease nominations and approve Mark Monahan as council president – all voted yes, motion carried.

Election of Council Vice President: Mayor Zimmer entertained nominations for city council vice-president. A motion was made by Nelson, second to Doyle Johnson to nominate Leah Johnson for council vice-president – all voted yes, motion carried. A motion was made by Olson-Duck, second by Nelson to cease nominations and approve Leah Johnson as council vice-president – all voted yes, motion carried.

Mayor Appointments: Mayor Zimmer appointed Stockwell Engineers as the City Engineer. A motion was made by Monahan, second by Leah Johnson to approve the Mayor's appointment for City Engineer – all voted yes, motion carried. Mayor Zimmer appointed the law firm of Frieberg, Nelson, and Ask as the City Attorney. A motion was made by Monahan, second by Leah Johnson to approve the Mayor's appointment for City Attorney – all voted yes, motion carried. Mayor Zimmer appointed Hartford Area News/Anderson Publications as the City's Official Newspaper. A motion was made by Nelson, second by Leah Johnson to approve the Mayor's appointment of the City's Official Newspaper – Monahan voted no with all others voting yes, motion carried. Mayor Zimmer appointed Sanford Health-Hartford Clinic as the City's Health Care Facility. A motion was made by Leah Johnson, second by Olson-Duck to approve the Mayor's appointment of the City's Health Care Facility - all voted yes, motion carried. Mayor Zimmer appointed Home Federal Bank, First National Bank, FIT, Reliabank, and US Bank as Official Depositories for the City of Hartford. A motion was made by Monahan, second by Leah Johnson to approve the Mayor's appointment for the Official City Depositories - all voted yes, motion carried.

Mayor Committee Appointments: A motion was made by Leah Johnson, second by Olson-Duck to approve Mayor Zimmer's committee appointments as follows: Bike/Rec Trail – primary is Mark Monahan and alternate is Scott Nelson; Drive to Revive Downtown – primary is Doyle Johnson and alternate is Leah Johnson; HADC/Chamber – primary is Scott Nelson and alternate is Gail Olson-Duck; Sports Complex – primary is Scott Yount and alternate is Mark Monahan with Monahan attending first three meetings with Yount and receiving compensation for those meetings; Swimming Pool – primary is Leah Johnson and alternate is Scott Yount; Jamboree Days – primaries are Leah Johnson and Gail Olson-Duck; Hometown Christmas – primaries are Gail Olson-Duck and Doyle Johnson; Community Building – primaries are Mark Monahan and Leah Johnson and alternates are Gail Olson-Duck and Scott Nelson – all voted yes, motion carried.

Proposed Amphitheater: Terry Hagen was present to give the council an update on the proposed amphitheater. He has secured donations from several local businesses and will continue with his drive to raise money. It has been determined that the amphitheater will not be completed by Jamboree Days.

Extension of Floodplain Study: Since the Sam Assam property has been annexed into the city, there is a need to extend the city's floodplain study to include this property so this property can be developed. Without determining a correct floodplain and establishing base flood elevations, this land cannot be developed. A motion was made by Monahan, second by Leah Johnson to accept Stockwell's proposal for \$24,350 to provide an extension of the floodplain study – all voted yes, motion carried. A motion was made by Monahan, second by Nelson that in the event that any portion of the property is de-annexed from the city, the city will request and require that Sam Assam reimburse the city for any costs incurred to date for the extension of floodplain study – all voted yes, motion carried.

Farm Lease: Mike Grace has contacted the city in regards to leasing the undeveloped portions of the sports complex property. Discussion was held regarding the five acres (Lot 3) located in the NE corner of said property. The council agreed that this land needs to be made available if a prospective buyer should show interest in the land. A motion was made by Monahan, second by Leah Johnson to allow Mike Grace to lease the undeveloped portion of the sports complex land, excluding the 5 acres in the NE corner, for a total of approximately 20 acres at \$200 per acre. In the event that the NE 5 acres become unavailable, Mike Grace will need to find an alternative and suitable route into said property – all voted yes, motion carried.

Housing Eligibilities on Swenson Land: Lot 3 in the NE corner of the Swenson Addition has two building eligibilities on it. If this land is annexed into the city, those eligibilities would be lost. The council discussed the different options in regards to these eligibilities. A motion was made by Monahan, second by Leah Johnson to declare the two eligibilities as surplus property – Nelson and Doyle Johnson voted no, all others voting yes – motion carried. A motion was made by Monahan, second by Leah Johnson for City Administrator Sidel to start the process of obtaining three freeholder appraisals on the two

building eligibilities with the alternative of also obtaining an appraisal from an official appraiser – Doyle Johnson voted no with all others voting yes, motion carried.

Sports Complex: On behalf of the Sports Complex Committee, Terry Hagen approached the city council and discussed the committee's desire for water extension to the property.

Kelly Point Addition – Phase 3 Plan: Kelly Point drawings and plans for Phase 3 have been reviewed by city engineers and they recommend approval of the plans. A motion was made by Leah Johnson, second by Nelson to approve the plans for Phase 3 of Kelly Point Addition – Monahan voted no with all others voting yes, motion carried.

Mennenga Purchase Agreement: A motion was made by Monahan, second by Olson-Duck to approve the Mennenga land purchase agreement – all voted yes, motion carried.

Larson Land Exchange Agreement: A motion was made by Monahan, second by Leah Johnson to approve the Larson land exchange agreement – all voted yes, motion carried.

Correspondence: Mayor Zimmer shared a thank you he received from The Children's Inn for the donation of cell phones that the city had made to them. Mayor Zimmer also mentioned that DENR recognized the City of Harford with the Drinking Water and Achievement Award and Craig Wagner and Neil Hanisch received the Operation and Maintenance Award.

Reports:

Chamber/HADC Director's Report: Gary Sandholm was present to address the council regarding the recent activities with both the Chamber and HADC. The 2nd quarter newsletter for the Chamber is due to be distributed shortly. A customer service workshop is set up for May 29th. The Chamber bylaws are in the final review and set to be adopted in May. Work has started on the new phonebook. The Housing Needs Study has been completed. The grand opening celebration on May 4th for Central States Manufacturing was a big success. There have been good prospects in business recruitment. A grant application was submitted to Goldenwest Telecommunication to help with funding of the park amphitheater. The Home Builders Assoc will be including Hartford on their tour on May 30th. Terry Hagen was also present to report that Clean Up Day was held on May 4th and turnout was high.

Fire Department Report: Gail Olson-Duck reported that the fire department conducted tours for the West Central School kindergarten, first grade and second grade classes on May 7th.

Public Works Superintendent Report:

Streets – Staff has been working on the gravel roads and alleys. Storm damaged trees are being trimmed. Mike Smith will be finishing up with the boulevard tree planting. Wagner received a quote of \$1.23/gal for mag water from Bumblebee Gibson. A motion was made by Nelson, second by Olson-Duck to accept the bid of \$1.23/gal for mag water from Bumblebee Gibson – all voted yes, motion carried. Crack sealing will be starting soon. The mosquito fogger has been calibrated and is ready to go.

Water – The lift station and lagoon areas are being cleaned up. On May 8th Wagner will be giving a plant tour to staff of Rural Development. Manhole inspections are being done as time allows.

Park and Pool – The pool has been washed and painted along with the bathhouse floor. Concrete work continues on the pool deck. The trees from the Riparian Tree Grant are being planted in Turtle Creek Park. Reliabank donated the city a tree for Arbor Day and that is being planted in Turtle Creek Park. The Women of Today are donating and planting flowers in the flowerbed at Turtle Creek Park. Wagner and Gail Olson-Duck delivered trees to the West Central 3rd Graders for Arbor Day.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on items they are working on. Stockwell continues to meet with the Sports Complex Committee to discuss cost estimates and future phases of construction. Stockwells and city staff met with representatives from the DOT to review the application for funding of phase 3 and 4 of the bike trail project. The Safe Routes to School Grant Round 4 was bid and that bid is now in the process of being approved by the DOT. The completion date of this project is July 31, 2013.

Finance Officer Report: Karen provided a highlight of revenues that were received during April along with the all revenues and expenses to date thru March. The 2012 Annual Drinking Quality Report has been compiled and submitted to the DENR with a copy posted on the city website. The 2012 audit report has

been approved by the Department of Legislative Audit. A motion was made by Monahan, second by Doyle Johnson to approve the 2012 audit report – all voted yes, motion carried.

City Administrator Report: The speed trailer was ordered on Feb 15th with an anticipated arrival date of mid-April. Due to a backordered part the trailer will be shipped later expected. A meeting was held with DOT staff to review the project for the Safe Route to School Grant. If approved, the grant application will be sent to the city and that application will need to be completed and submitted by June 15, 2013. The Meadows Development group has withdrawn their proposal from the county and at this time the project is not moving forward.

City Council Reports:

Ward 1: Leah Johnson congratulated the graduating West Central Seniors. The Swimming Pool Committee has changed their meeting nights to the 3rd Monday with the next meeting being May 20th 6:30pm Pizza Ranch. The committee will be sponsoring a dunk tank during Jamboree Days. Also, the next Jamboree Committee meeting is May 20th 6pm City Hall.

Ward 2: Monahan noted that the Bike and Rec Trail Committee met on April 9th and held discussion on phase 3 & 4 of the project. The next meeting is May 14th 6:30pm Ten Pin Alley. Monahan recognized Wagner and his staff for the work they do on keeping the bike trails clean. Council Member Doyle Johnson congratulated the Special Olympics of SD on their performance at the spring games and also wished them luck as they move on to the State games held in Spearfish.

Ward 3: Olson-Duck welcomed new Council Members Doyle Johnson and Scott Yount to the group. She reported that things have been quiet in her ward. Council Member Nelson noted the next Chamber Mixer is May 16th. He congratulated Central States on their open house. He thanked the city, HADC and all the volunteers involved in the city clean up day. He also wanted to congratulate Liz Renner for being awarded the \$10,000 scholarship from the National Wildlife Turkey Federation.

Mayor's Report: The Mayor thanked city staff and the fire department for their help in the elementary school field trip. The Mayor also mentioned how residents are using all the amenities the city has to offer and that we need to keep moving forward and building our city into an even better place to live.

A motion was made by Monahan, second by Olson-Duck to enter into executive session at 9:45 p.m. – all voted yes, motion carried.

A motion was made by Nelson, second by Leah Johnson to exit executive session at 9:56 p.m. – all voted yes, motion carried.

A motion was made by Nelson, second by Olson-Duck to grant Finance Officer, Karen Wilber a \$.50 per hour merit raise for completing her 6 month probation period with the city – all voted yes, motion carried.

Adjournment: A motion was made by Leah Johnson, second by Doyle Johnson to adjourn at 10:03pm – 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