

City Council Meeting – Regular Meeting May 17, 2011

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

Approve Agenda: A motion was made by Bartmann, second by Monahan to approve the agenda - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Monahan, second by Deelstra to approve the May 3, 2011 regular meeting minutes – all voted yes, motion carried.

Approve Bills Submitted for Payment: A motion was made by Monahan, second by Johnson to approve the bills submitted for payment – all voted yes, motion carried.

New Business:

Ordinances and Hearings:

Second Reading/Approval of Ordinance #565 – Amend Sewer Rates. A motion was made by Monahan, second by Bartmann to approve and adopt second reading of Ordinance #565 – Amend Sewer Rates – Swier voted no with all others voting yes, motion carried.

Visitors: Merlyn Graves gave an update on his property located at 107 S. Main Avenue. A motion was made by Monahan, second by Johnson to recess the meeting at 7:10 p.m. – all voted yes, motion carried. A motion was made by Johnson, second by Bartmann to reconvene at 7:15 p.m. – all voted yes, motion carried. A motion was made by Bartmann, second by Deelstra to grant Merlyn Graves an extension until May 27, 2011 to clean up the rubble located at 107 S. Main Avenue without imposition of the \$50 per day fine – Monahan voted no with all others voting yes, motion carried. A motion was made by Bartmann, second by Deelstra that, in the event the rubble located at 107 S. Main Avenue is not removed by May 27, 2011, a \$50 per day fine will be assessed retroactive to May 15, 2011 – all voted yes, motion carried.

Reports:

Public Works Superintendent Report:

Streets – Wagner reported that maintenance continues on gravel roads and mag water will be ordered once the roads are in better condition. Mike Smith of The Family Farm will finish planting boulevard trees and the city will be cutting down some trees. Wagner noted that the City of Brandon accepted the low bid of The Road Guy for chip sealing and the City of Hartford is able to join in on the bid. A motion was made by Monahan, second by Johnson to authorize the purchase of chip seal using the base bid awarded to The Road Guy by the City of Brandon, pursuant to SDCL 5-18-18, in the amount of \$3.96 per gallon for RC800R oil and \$17.90 per ton for crushed quartzite aggregate – all voted yes, motion carried. The city has repaired the boom truck, added a handicap parking spot in front of City Hall, and will be repainting downtown stripes. Larvacide for mosquitoes has been distributed throughout town and the city will monitor for spraying. The High School State “B” Golf Tournament will be held on May 23-24, 2011 at the golf course. A motion was made by Monahan, second by Johnson to authorize Wagner to coordinate with the Central Valley Golf Course the closure of 9th Street on May 23-24, 2011 for the State “B” Golf Tournament – all voted yes, motion carried.

Water & Sewer – The ammonia levels are slightly elevated; thus additional sampling is necessary. Wagner reported that billboard lights have been repaired and a lift station pump has started to leak from the volute. Wagner will check into repairing the pump.

Park and Pool – Stripes will be painted for parking at the pool and the park shelter counters will be installed. The ball fields are in good shape and the padlocks on the lights have been changed. Wagner reported that the crew will be working on the Turtle Creek ball field base lines, cutting edges, and hauling in another load of agri-lime.

Public Buildings – Wagner reported that the fire station door needs replacing and the Sports Complex sign will be erected.

City Engineer Report: Steever reported that the DOT has approved the SRTS-Phase 1 and 2 contracts and a pre-construction meeting will be planned. Regarding the Sports Complex, Banner reviewed the preliminary sketch plan of adjacent land to the south and met with the committee to coordinate cost estimates. In addition, research is being conducted on the storm sewer drainage/runoff issue. A Bike/Rec Trail – Phase 1 pre-construction meeting will be held with Krueger Excavating. Prior to any work being performed, the City of Hartford would like to hold a ground breaking ceremony. For the Highway 38 Bike Trail, 1) plans have been submitted to the DOT; 2) changes were made to allow adequate construction access without encroaching upon three properties who denied temporary easements; 3) the Corp of Engineers determined the wetlands are jurisdictional, and 4) delineation of the wetlands will be completed and adjustments will be made to avoid destroying the wetlands. Steever indicated that due to population, Hartford is not eligible to receive a wastewater treatment system planning grant. After discussion, it was the consensus of the council to revisit the wastewater treatment study in two years.

Sagehorn Drive Drainage Improvements – Review Bids: The Sagehorn Drive drainage project bid opening was held on May 12, 2011. Five bids were received. Banner presented bid tabulations and a letter of recommendation. A motion was made by Monahan, second by Swier to accept the Sagehorn Drive drainage improvement bid from Zacharias Construction, Inc. including the Base Bid in the amount of \$21,844.78 and the Bid Alternate in the amount of \$7,738 for a combined total of \$29,582.78 – all voted yes, motion carried.

Finance Officer Report: A list of upcoming events, a copy of the Bill Report, Revenue Report, and Expenditure Report as well as a summary of the April cash report and sales tax revenue were provided to the council. Macdonald reported that health insurance premiums will increase effective July 1, 2011. In addition, the 2010 Audit Report has been approved by the Department of Legislative Audit. A motion was made by Monahan, second by Deelstra to accept the 2010 Audit Report as prepared by Gary Larson, CPA – all voted yes, motion carried.

City Administrator Report: Regarding SRTS-Phases 1 and 2, the bid and contract with Nolz Dragline and Construction has been approved and a pre-construction meeting will be held. Sidel reported that Rural Development is currently reviewing TSP's final fire station plans. The city has funding in place for purchase of the sports complex land. Krueger Excavating has signed Bike/Rec Trail – Phase 1 contract documents. In addition, Banner has submitted the Bike/Rec Trail – Phase 2 (Highway 38) plans to the DOT. Sidel presented information on a FEMA training for floodplain administrators to be held in Sioux Falls on May 31st. A motion was made by Bartmann, second by Johnson to allow Sidel to attend the FEMA training – all voted yes, motion carried. Sidel noted that the Hartford Women of Today group is in charge of the Jamboree Days parade and golf carts are used to line up parade entries. Discussion was held on whether or not to require the golf carts to be permitted. It was the consensus of the council to authorize the Women of Today to operate golf carts to organize the parade without obtaining a city permit.

City Council Reports:

Ward 1: No report.

Ward 2: Monahan reported that the Bike/Rec Trail Committee met on May 9th and discussion was held on the Jamboree Days booth, Phases 1 and 2, and future Phase 3 plans. Monahan noted that he fielded and handled several complaints. Johnson observed good attendance at the swimming pool and both parks and congratulated the kids on being out of school for the summer. The next Jamboree Committee Meeting is set for May 23rd.

Ward 3: Swier reported that the Sports Complex plans are progressing very well. Bartmann expressed concern about drag racing, vehicles parked on sidewalks, and a yard in need of mowing. He noted that the second lift of asphalt is being placed on Milford Tammen's property in the Interstate Inns 3rd Addition.

Mayor's Report: Mayor Zimmer noted that a meeting regarding a new swimming pool will be held on June 8th at 6:00 p.m. at Shelter #1 in the City Park. The meeting will be moved to City Hall if it rains.

Mayoral Appointments: Mayor Zimmer appointed Teresa Sidel as City Administrator. A motion was made by Deelstra, second by Swier to approve the Mayor's appointment for City Administrator – all voted yes, motion carried. Mayor Zimmer appointed Debra Macdonald as Finance Officer. A motion was made by Johnson, second by Monahan 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 Swier, second by Deelstra to approve the Mayor's appointment for Public Works Superintendent – all voted yes, motion carried.

Executive Session: A motion was made by Monahan, second by Deelstra to enter into executive session, pursuant to SDCL 1-25-2, at 8:02 p.m. - all voted yes, motion carried. A motion was made by Swier, second by Deelstra to exit executive session at 8:35 p.m. - all voted yes, motion carried.

Adjourn: A motion was made by Monahan, second by Bartmann to adjourn at 8:35 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