

City Council Meeting – Regular Meeting June 18, 2019

Council President Arden Jones called the meeting to order at 7:00pm at Hartford City Hall with the following city council members present: Mark Monahan, Travis Kuehl, Jessica Johnson and Scott Nelson. Mayor Jeremy Menning and Mark Brenneman were absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber & Economic Development Director Jesse Fonkert and City Engineer Mitch Mergen.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Kuehl, second by Johnson to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** Regular meeting minutes from June 4, 2019 were reviewed. A motion was made by Nelson, second by Kuehl to approve the meeting minutes from June 4, 2019 – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Monahan, second by Nelson to approve the bills submitted for payment – all voted yes, motion carried.

PUBLIC COMMENTS:

- Leah Johnson with the Jamboree Committee was present to express her thanks and gratitude to the Hartford community. The past weekend's Jamboree event was a huge success and couldn't be done without the help of the committee, volunteers, community members and city staff. Johnson will be back at a later meeting to give a recap of the entire event.
- Terry Hagen was present to thank Leah Johnson for all the work she has done as President of the Jamboree Committee.
- Marilyn Siemonsma was present to voice her concerns about a neighboring property. The owner doesn't mow the yard a regular basis, so the grass/weeds get out of control. The City is aware of this and code enforcement action has been taken. The City will continue to monitor this property and address as needed.
- Charity Ragland was present to voice her support of the community ed program. She has taken part in community ed in the past and feels it is a great program to offer the community. She feels it is important to offer a variety of programming. The City is currently in the process of gathering more information so no decision on moving the community ed program under the City has been made at this time.

VISITORS:

- Juli Anderson was present to address her concerns about a neighboring property and the control of noxious weeds throughout the city, specifically dandelions. Currently the City follows Minnehaha County's list of noxious weeds and dandelions are not included on the list. To list dandelions as a noxious weed would impact a number of residents throughout the city. As for Anderson's neighboring property, code enforcement action has been taken and the City will monitor and address as needed. A motion was made by Nelson to table this topic at this time. Motion failed for lack of second. No further action was taken.
- Rickie Kunzweiler, President of Downtown Hartford was present to visit with the council regarding lighting downtown. The City has budgeted \$10,000 for new lighting downtown. Originally it was thought that the City would purchase the poles from Sioux Valley. To do something different, the cost would most likely increase. The Downtown Committee will be putting some information together regarding lighting options to be present at a future meeting. Kunzweiler also talked about the need for additional seating and garbage cans for the Thursday night Downtown Market event. The City currently has 12 picnic tables available to rent. As for the garbage service, she was advised to call one of the license haulers.

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

- **7:05 Special Event Hearing for Hartford Downtown Market:** On May 7th the Hartford Downtown Market received approval from the council to hold a farmer's market on 1st St. from Main Ave east to the alley behind Buffalo Ridge Brewery from 5-8:30pm on the last Thursday of each month. After the first successful event on May 30th, it was determined that they will need a bigger area to accommodate all the vendors and to allow for the market to grow. They are requesting to expand the market area to run on Main Ave between 1st & 2nd St instead of on 1st St south of the Brewery. By moving it on Main Ave, they are able to include other businesses along this street, making it more inclusive to all businesses in the downtown community. They also request the use of alcohol be allowed in this area during the market hours. Becky Boddicker and Lois Kaiser spoke on behalf of the Senior Center. Thursday evenings is bingo night at the center and by blocking off Main Ave, the seniors will lose parking spaces near the building. Parking in the rear of the property was discussed but is not a good option for those attending bingo. Further discussion was held about how to block off the entire street and still allow seniors

to bypass barricades to park in front of the center. Rick Warkenthein was present to voice his support in blocking off the street for the safety of the children attending the market. A motion was made by Nelson, second by Kuehl to approve the special event request with the modification to barricade Main Ave at 2nd St and to just south of the South Bar but to allow seniors attending bingo to access the barricaded area north of Modish to 2nd St to park and to allow the use of alcohol in the designated area of the Downtown Market – all voted yes, motion carried.

- **7:15 Hearing for Resolution 2019-6 – Clean Water Utility Improvements:** Resolution 2019-6 would authorize the application for financial assistance to the SD Board of Water & Natural Resources for funding the Western Avenue Sewer Improvements Project. These funds would pay for the project which is estimated at \$1,334,000. Leslie Mastroianni from SECOG, who has been assisting with the application process, was present to answer any questions. A motion was made by Nelson, second by Kuehl to approve Resolution 2019-6 Clean Water Utility Improvements – all voted yes, motion carried.
- **2nd Reading of Ordinance #672 – Speed Restrictions:** Ordinance #627 would adjust the speed limit to 20mph on Railroad St and 2nd St. A motion was made by Kuehl, second by Nelson to approve 2nd Reading of Ordinance #672 – Speed Restrictions – Monahan voted no with all others voting yes, motion carried.

REPORTS:

- **Fire Department Report:** Fire Chief Bryon Shumaker was present to give a department update to the council. Shumaker reported that May had 20 total calls, with 10 in city limits. An update was given on the various trainings that were held during the month for fire and EMS services.
- **Recreational Director Report:** Director Nate Velander's report was provided to the council. Highlights: facility scheduling, gathering information on the Community Ed program, ongoing improvements to Sports & Rec web page, continue to post content to social media, ongoing involvement with the HASR committee.
- **Chamber & Economic Development Director Report:** Director Jesse Fonkert's report, recapping activities for both the Chamber and HADF, was provided to the council. Highlights: Chamber Mixer was held at Great Western Bank, ongoing planning for the #DiscoverHartford marketing campaign, working business leads, attending various meetings & conferences, among others. Fonkert indicated that at a future meeting he would be asking the council to consider transferring the funds budgeted for downtown lighting to the Downtown Committee to cover startup costs and to also have funds available for marketing and creating a master plan for the downtown area.
- **Engineer Report:** Mitch Mergen was present to provide engineer updates: Industrial Park Sanitary Sewer Extension – Assisting with project funding process. Wastewater Treatment Facility – Discussion are ongoing on potential routes/sites. Mickelson Road Improvements – Remaining dirt work is being done and rip rap is being placed around the box culvert Vandemark Roadway Improvements – Gravel is now in place. The area south of 9th St is being prepped for curb/gutter, which is scheduled for the week of June 17th. Utilities east along 9th St are also scheduled for the week of June 17th. Swenson Park Grading – The majority of seeding is now completed. Ditches and pond area will be done as areas dry out and weather allows. Vandemark Ave Sewer Extension – The project is now complete. Change Order #1 was presented to the council. This change order reflects quantity adjustments which results in a decrease to the contract. A motion was made by Kuehl, second by Nelson to approve Change Order #1 which will decrease the total contact amount by \$22,470.94 – all voted yes, motion carried. Final pay application #3 was presented to the council. A motion was made by Kuehl, second by Johnson to approve pay application #3 to Duininick, Inc. in the amount of \$12,423.65 – all votes yes, motion carried.
- **Public Works Report:** Public Works Superintendent, Craig Wagner's report was provided to the council. Highlights include:
 - Streets** – The slurry seal project is planned for the end of July. Street patching continues. The downtown parking lines have been painted. Staff has started to update stop signs based on recent changes made by the council. Mosquito spraying was done twice last week in preparation of Jamboree Days. Wagner provided some rough estimates on jersey barriers. These are barriers that can be filled with water for weight. When not in use, they can easily be moved/stored. They would be good for events such as Jamboree Days. Kuehl requested that these barriers be place on the next agenda. Wagner will get more definite pricing for the next meeting.
 - Sewer** – Flows are slowly coming down. Samples are scheduled to be taken this week to see if we can discharge.
 - Bike Trails** – The bike trails have been sealed.
 - Sports Complex** – The fencing repairs are complete. The install of the scoreboards is now complete.
- **Finance Officer Report:** City Finance Officer Wilber's report was provided to the council. Items included cash balances, sales tax revenue and committee fund balances as of May 31st, a recap of bills submitted for payment, and the calendar of events.
- **City Administrator Report:** City Administrator Sidel's report was provided to the council. Sidel is awaiting response from some property owners along N Sagehorn regarding the drainage area concerns. The City's insurance company conducted property surveys last week and will be sending a report for suggested safety

improvements. Sidel is working on gathering more information on the proposed community ed program. As part of the joint jurisdiction process, there will be a meeting on June 24th 7pm at the County Admin Building in which the City's Comprehensive Plan will need to be approved. The council is invited to attend. Sidel is gathering information for The Weston Group to start the compensation analysis.

OLD BUSINESS:

- **Discuss W 4th Street Drainage:** At the June 4th council meeting, the council asked Wagner to look at the area along W 4th St and possible solutions to the drainage issues. Wagner reported that the cost of materials to install approximately 600' of underground piping with 12 hookups for residents to drain their sump pumps to would be approximately \$4,000. If any gas, fiber or electrical lines would have to be move, this cost would likely increase. Staff has received a number of calls from other residents about other drainage problems around town. With the wet spring we've had, unfortunately there will be issues that homeowners will have to deal with. No further action was taken at this time.

NEW BUSINESS:

- **Discuss Sports Complex Concession/Restroom Building:** The HASR has received cost estimates from the city engineer for the concession/restroom building and for the sanitary sewer needed for the restroom. Discussion was held on breaking the total scope of work down into smaller projects to allow for some local contractors to bid the work. Further discussion was held on the possibility of City staff completing some of the work. It was also stated that the restroom the top priority at this time. No further action was taken at this time.

CORRESPONDENCE: Nelson drafted a Thank You for the Jamboree Committee for the council to sign.

EXECUTIVE SESSION: A motion was made Monahan, second by Nelson to enter executive session pursuant to SDCL 1-25-2 (3) for legal at 8:45pm – 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

EXECUTIVE SESSION: A motion was made by Monahan, second by Nelson to exit executive session at 8:55pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Monahan, second by Kuehl to adjourn at 8:56pm – all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel.

I, the undersigned, Teresa Sidel, City Administrator 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.

Teresa Sidel, City Administrator