

City Council Meeting – Regular Meeting June 21, 2022

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Chris Woslager, Cindy Matson, Mark Brenneman, Travis Kuehl, and Mark O'Hara. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber & Economic Development Director Amy Farr, City Engineer Michael Redenbaugh, and 5 people from the public.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Brenneman, second by Matson to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Matson, second by Brenneman to approve the meeting minutes from June 6, 2022 – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Kuehl, second by Woslager to approve the bills submitted for payment – all voted yes, motion carried.

PUBLIC COMMENTS: None

ORDINANCES, RESOLUTIONS, APPLICATIONS, AGREEMENTS AND HEARINGS:

- **7:05 Hearing – Renewal of Malt Beverage/SD Farm Wine License for The Goat Bar & Grill, LLC:** The malt beverage and SD farm wine license for The Goat Bar & Grill, which was recently transferred from the old owner to the new owner, is now up for renewal. A motion was made by Matson, second by Woslager to approve the renewal of the retail on/off sale malt beverage & SD farm wine license for The Goat Bar & Grill, LLC – all voted yes, motion carried.
- **Special Event Permit – Hartford Area Chamber of Commerce Block Party:** Amy Farr, on behalf of Hartford Area Chamber of Commerce, has submitted a special event application to hold Hartford Block Party event on July 20, 2022 from 3:30pm to 9:30pm. They are requesting the closures of Main Ave from 2nd St to Menth Ave and 1st St from Main Ave to east alley and to allow the use of alcoholic beverages in this area. A motion was made by Brenneman, second by O'Hara to approve the special event permit for Hartford Area Chamber of Commerce Block Party as applied for – all voted yes, motion carried.
- **2nd Reading of Ordinance #733 Proposed Zoning Change to Lot & Yard Regulations:** Ordinance #733 would change the City's zoning regulations to allow for a building height exemption by obtaining a conditional use permit rather than a variance. Currently, the City's regulations include this verbiage for regional commercial, light industrial, and heavy industrial districts. This ordinance would add this verbiage to residential, manufactured housing, neighborhood commercial and community commercial districts, creating consistency across all districts. A motion was made by Kuehl, second by Brenneman to approve second reading of Ordinance #733 to update lot and yard regulations for residential, manufactured housing, neighborhood commercial and community commercial districts – all voted yes, motion carried.

REPORTS:

- **Fire Department Report:** HAFR Chief Matt Horn was not present. His report was provided to the Council. There was a total of 43 calls in May with 21 in city limits. An update was given on the various trainings held during the month of June. The Dept participated in Jamboree Days with a spray house for kids. Upcoming events include Community Safety Day in August.
- **Chamber & Economic Development Report:** Amy Farr was present to provide her report. Chamber activities: dunk tank event held during Jamboree Days had a good turnout; upcoming ribbon cuttings include Doc Nik's Flowers & Gifts on June 22nd and Sioux Valley Energy on June 23rd; the next mixer will be sponsored by Reliabank on June 28th; work continues direct mailers, the new websites & FB postings; continues planning for upcoming events including the Hartford Block Party in July and the annual golf tournament in Aug. HADF activities: continues efforts with landowners/purchase opportunities; groundbreaking for Maple Pass was held on June 15th; the next Community Development Task Force meeting is July 12th; the new Community Guide will be going to print by the end of June; Farr attended a SMGA economic development roundtable on June 13th.
- **Engineer Report:** Michael Redenbaugh reported the following:
 - Reviewed site plans for South Main & Cresswood Additions as well as Dairy Queen.
 - Reviewed plats in Turtle Creek Highlands and South Main Addition.
 - Vance Peterson's contractor has yet to complete the work to fix the drainage issue. Engineers will continue to reach out for an updated timeline.
 - The 6th St/Mundt Ave project started June 20th. Project flyers were sent out to residents along the construction project and a website has been created to provide updates on the project. Councilman Woslager, who lives along the project route, provided and update on comments he has received from residents in the area.
 - Maguire Iron, Inc. will be starting the water tower painting project on July 18th and estimating to be completed in 40 to 55 days.

- Design work continues on the layout of the trunk line for the new WWTF. Work also continues on the Process & Instrumentation Diagrams. Once finished, engineers will begin plant diagrams and start the design of the building, site & equipment layout. In preparation of the bidding/building of the WWTF, engineers will provide a presentation at the next meeting on the pros/cons of the different construction delivery methods.
- The bike trail project between Main Ave & Feyder Ave is on hold until the necessary easements are obtained from adjacent property owners.
- The storm shelter building project is on hold until the Park & Rec Board makes a recommendation on how to proceed. The Park & Rec Board will discuss the matter at their June 27th meeting.
- Preliminary design work of the Hwy 38 water main extension project has started.
- On the Western Ave interchange project, survey work has been completed and traffic study information is being coordinated for the traffic report.
- **Public Works Report:** Public Works Superintendent Wagner's report was provided.
 - Streets – Mag water has been postponed until next week. Crack sealing/mastic leveling work is completed. There was a vehicle fire this past weekend on Mickelson Rd. Wagner has been in contact with Asphalt Surfacing Co about repairing this section of the road. Staff will place “No Thru Street” signage on roads around the elevator this week. The new lights for Hwy 38 are in and have been delivered to SVE for installation. The traffic counter and speed trailer are along Western Ave to gather information for ISG's traffic study.
 - Water – All reporting is done until mid-July.
 - Sewer – Pump #3 has been fixed. Flow samples continue to be taken for informational purposes for the design of the new WWTF. May DMR reports are being done. Discharging of pond #3 is complete. Samples will be taken to see if we are able to do another discharge. The controls for the pumps at the Sagehorn lift station have had some electrical issues. Wagner will be gathering information for this year's budget process to possibly upgrade these controls
 - Western Ave Sewer Extension – Work is moving along well. Paving of the street is being done this week. Once complete staff will do a walk thru for any punch list items.
 - Dog Park – Wagner is checking on pricing through Menards as well as a fencing contractor to see which is more cost effective. Once determined, staff will pick up the materials and get started the project.
 - Sports Complex – American Fence is close to being done with the fencing at the two new fields. Once complete, staff has some dirt work to do to finish up the project.
 - Jamboree Days – Public Works staff helped out as needed for the Jamboree Days event.
- **Finance Officer Report:** City Finance Officer Wilber's report was provided. Items included cash balances, sales tax revenue and committee fund balances as of May 31st, a recap of bills submitted for payment, and the June/July calendar of events. Wilber reminded the Council of the July 1st registration deadline for the SDML Elected Officials Workshop.
- **City Administrator Report:** City Administrator Sidel's report was provided. For the WWTF, an updated compliance schedule has been sent to DANR. The anticipated completion date of the new facility is still Oct 1, 2025. Since the City has obtained SRF funding for this project, a requirement of the loan is that a surcharge be assessed to all sewer account. Sidel is working with the City's bond council on a draft ordinance for this, which will be presented at a future meeting. Talks continue with neighboring property owners on the easements needed for the new bike trail. The storm shelter project will be discussed at the next Park & Rec board meeting. Now that the 6th & Mundt St project has started, parking for the residents along this route will be impacted. To help alleviate some of the issue, it is the consensus of the Council that the City allow residents to be parked on the grass of their properties during this project. The link to the project website has been added to the City's website. Sidel has requested Stockwell provide updated punch list items that still need to be addressed on the 9th St and Opal Ln projects so the City can move forward with closing these projects out. Sidel and Mayor Jones provided an update on the County Commission meeting they attended where the CO2 pipeline was discussed. Attorney Freiberg continues to work on interrogatories provide to the City by lawyers for SCS LLC. Freiberg will be present at the next meeting to review this information with the Council. The first rebranding meeting with HenkinSchultz was June 9th. This group will be meeting again on June 22nd. Sidel has started working on an emergency plan for City facilities that will give staff direction in the event of an emergency.

NEW BUSINESS:

- **Hartford Township:** Hartford Township members Greg Boggs, Terry Kroeger, Chris Kroeger, and Matthew Anderson were present to discuss two topics with the Council.
 - They voiced concerns about the current industrial sewer project, which run along Western Ave and their property. Issues include: the contractor not staying within the construction easement the City obtained from the Township, the contractor hit the corner of their building with their equipment, gravel that was disturbed has not been replaced, issues with the grading which is now causing low areas and drainage problems, and dirt that was replaced contained thistle seed now causing issues with weeds. Staff indicated that the engineer on the project, Stockwell Engineers, has been notified. The issue with the gravel is being resolved today. The contractor will be responsible for any damage done to the building. The project is not complete yet and the

contractor is aware of grading issues throughout the entire project route. Once the project is complete, staff and engineers will review the work, and a punch list will be created for any items that need to be addressed. Final payment will not be made until all items are taken care of. Staff will remain in contact with the Township to make sure all their concerns are addressed.

- They voiced concerns about the street maintenance fee assessed to their property. This as a yearly fee that the City assesses to all properties within city limits. This fee, which was enacted in 2019, was established to help fund the maintenance of city streets for items like crack sealing, slurry seal, and gravel. The fee is based on the front footage of each lot. The Township expressed reasons why they think they should be exempt from this fee. The Council will take some time to review their request and discuss again at the next meeting.

EXECUTIVE SESSION: A motion was made Kuehl, second by O'Hara to enter executive session pursuant to SDCL 9-34-19 for economic development at 7:53pm – 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 Brenneman, second by Kuehl to exit executive session at 8:23pm – all voted yes, motion carried.

ADJOURNMENT: . A motion was made by Brenneman, second by O'Hara to adjourn at 8:24pm – 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