

City Council Meeting – Regular Meeting June 4, 2019

Mayor Jeremy Menning called the meeting to order at 6:30pm at Hartford City Hall with the following city council members present: Mark Monahan, Arden Jones, Mark Brenneman, Travis Kuehl, Jessica Johnson and Scott Nelson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Recreational Director Nate Velandar, City Attorney Larry Nelson and City Engineer Mitch Mergen.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Kuehl, second by Nelson to approve the agenda as set - all voted yes, motion carried.
- **Executive Session:** A motion was made Jones, second by Brenneman to enter executive session pursuant to SDCL 1-25-2 (1) for personnel and SDCL 1-25-2 (3) for legal at 6:31pm – all voted yes, motion carried. A motion was made by Kuehl, second by Monahan to exit executive session at 7:15pm – 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

- **Approval of the Minutes:** Regular meeting minutes from May 21, 2019 were reviewed. A motion was made by Jones, second by Brenneman to approve the meeting minutes from May 21, 2019 – all voted yes, motion carried.

PUBLIC COMMENTS: None.

VISITORS: Rickie Kunzweiler of Backdoor Garden was scheduled to speak but asked to be moved to the next meeting.

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

- **Special Event Application – Block Party on South Main Ave:** Brittany Glanzer was present to ask approval to have a block party on S. Main Ave. on June 22nd from 8am to 12am and the use of City barricades and authorization to close Main Ave from Tessa Ave to Mickelson Rd. A motion was made by Kuehl, second by Nelson to approve the block party application and allow the closure of Main Ave as requested – all voted yes, motion carried.
- **Special Event Application – 2019 Homecoming Parade:** West Central High School has submitted a special event application to hold the 2019 Homecoming Parade on Sept 20th from 1pm to 2pm. The route would be the same as years past starting at the high school, going W on 2nd St and then S. on Main Ave. A motion was made by Monahan, second by Jones to approve the special event application for the 2019 Homecoming Parade and to waive the application fee – all voted yes, motion carried.
- **2nd Reading of Ordinance #668, #669, #670 & #671 – 2018 International Building Codes:** Currently the City follows the 2015 International Building Codes (IBC). Ordinance #668, #669, #670 & #671 will allow the city to adopt the updated 2018 IBC. A motion was made by Jones, second by Nelson to approve 2nd reading of Ordinance #668, #669, #670 & #671 – 2018 International Building Codes – all voted yes, motion carried.
- **1st Reading of Ordinance #672 – Speed Restrictions:** Ordinance #627 would make the following revisions to the speed restrictions in town: Add Item C to reduce the speed limit from 20mph to 15mph on 2nd St from Hwy 38 to the alley W of Main Ave and to delete Item F which would reduce the speed limit from 30mph to 20mph on Railroad St. A motion was made by Kuehl, second by Johnson to approve 1st Reading of Ordinance #672 – Speed Restrictions. Further discussion was held about the change to 2nd St. The vote was taken with Monahan voting yes and all others voting no, motion failed. A motion was made by Jones, second by Nelson to approve 1st Reading of Ordinance #672 – Speed Restrictions with the removal of Item C – Monahan voted no with all others voting yes, motion carried.
- **Resolution 2019-4 Sales Tax Bond Series 2019:** Resolution 2019-4 would authorize the issuance, sale and payment of sales tax revenue bonds for the Vandemark Ave/9th Street project. This revenue, along with special assessments to adjoining property owners, will cover the project costs, which is estimated at \$2,563,800. A

motion was made by Brenneman, second by Jones to approve Resolution 2019-4 Sales Tax Bond Series 2019 – Monahan voted no with all others voting yes, motion carried.

REPORTS:

- **Sheriff's Department Report:** Deputy Tyrone Albers was present to give an update on recent activities within the city. For the month of May there were 289 calls for service. Albers informed the council of recent car burglaries that have taken place. Patrolling of the park was also discussed
- **Recreational Director Report:** Director Nate Velander presented the proposed agreement between the City and West Central School District that would lay out the terms for moving the current community education program from the school district to be under the direction of the City. The school board approved the agreement at their last meeting. After further discussion, the council decided that there needs to be more discussion with school district officials about this program. A motion was made by Jones, second by Kuehl to table this agreement at this time – all voted yes, motion carried.
- **Engineer Report:** Mitch Mergen was present to provide engineer updates: Industrial Park Sanitary Sewer Extension – Assisting City staff with funding process. Lot A Deed Restriction – Authorization to proceed with work has been received from the Corp. Contractor will start as conditions allow. Mickelson Road Improvements – The box culvert work is now done and work on the roadway will resume as weather allows. Soukup Construction has submitted pay application #11 for work completed to date. A motion was made by Kuehl, second by Johnson to approve pay app #11 to Soukup Construction in the amount of \$226,143 – all voted yes, motion carried. Vandemark Roadway Improvements – Various utility work is complete and storm sewer along 9th St is being installed. Soukup Construction has submitted pay application #2 for work completed to date. A motion was made by Brenneman, second by Jones to approve pay application #2 to Soukup Construction in the amount of \$111,960.47 – all voted yes, motion carried. Swenson Park Sports Complex Grading – The grading is complete and seeding will begin as soon as weather allows.
- **Public Works Report:** Public Works Superintendent Craig Wagner's report was provided to the council. Highlights include:
 - Streets – Slurry Seal is scheduled for mid-July. If conditions allow, mag water is scheduled for Wednesday of next week. Staff has been patching roads as needed. All roads have been swept once with weekly sweeping to continue thru summer/fall as time allows. Mosquito spraying has been done once. Staff will continue to monitor and spray as necessary.
 - Sewer – Flows continue to be up. Discharging is complete for now.
 - Bike Trails – Sealing of the bike trail is scheduled for next Tuesday, weather permitting.
 - Sports Complex – Staff will be working on the installation of the scoreboards this week. Work continues on the repairs to the fencing.
 - Public Buildings – Safety Benefits was onsite for a tour of our facilities for insurance purposes.
- **Finance Officer Report:** City Finance Officer Wilber's report was provided to the council. Items included a summary of revenues received in May along with a review of the city's cash balances, revenues and expenses through Apr. The Park Rec program started Monday and will run thru June 28th. There will be two sessions of swimming lessons this year - June 10th-20th and July 8th-18th. The June calendar of events was also provided.
- **City Administrator Report:** City Administrator Sidel's report was provided to the council. Letters have been sent to the property owners along the N Sagehorn drainageway. Our current bus driver will be taking some time off in Jul/Aug. A substitute driver will be provided. As a result of this, the bus schedule will need to be adjusted slightly. Currently on Mon & Thurs we run 8am-2pm. This will be changed to 8am-12pm during this time. Once our driver returns, the old schedule will resume. Our first electronic newsletter was sent out this month. The newsletter will be done monthly going forward.

OLD BUSINESS:

- **Discuss Stop Sign Removal Along N Vandemark Avenue:** Currently there is a 4way stop at Vandemark Ave & 9th St and a 3way stop at Vandemark Ave & Par Tee Dr. Since Vandemark Ave is more of an arterial road, it was suggested that the stop signs on Vandemark Ave be removed so only crossroad traffic has to stop. A motion was made by Brenneman, second by Kuehl to remove the 2 stop signs on Vandemark Ave at 9th St and the 2 stop signs on Vandemark Ave at Par Tee Dr – all voted yes, motion carried.

NEW BUSINESS:

- **Discussion of W 4th Street Drainage:** Some residents have voiced their concerns to council and staff regarding the drainage of properties along W 4th St. Bryan Voth, who was present to address the council, has observed that property owners along the south side of this street tend to discharge their sump pumps to their backyards rather than to the street since the condition of this street is so bad. This water then flows to the south to properties along

W 3rd St, Kingsbury Ave and Oaks Ave. causing very wet conditions in these yards. Voth is suggesting that either improvements be made to 4th St or some type of drainage containment system be installed along 4th St for property owners to drain their sump pumps to that will then be diverted to a ditch to the west. After further discussion it was decided to table this item until the next meeting to allow time for Wagner to look and the area and bring back possible solutions/cost estimate to the council. The council would also like information on other cities ordinances' in regard to discharging sump pumps.

- **Surplus List:** A surplus list containing two items was provided to the council. The first item is a computer that was used by Wanger. The computer no longer works. The second item is a monitor that was used with the City's computer server, which has been upgraded and is no longer needed. A motion was made by Monahan, second by Brenneman to approve the surplus list as presented – all voted yes, motion carried.

CORRESPONDENCE: Councilman Nelson has drafted a Thank You note for the Bike/Rec Committee thanking them for the work they do, most recently the organizing of the clean-up day for the creek/trail area taking place this coming Saturday morning at 9am.

ADJOURNMENT: A motion was made by Jones, second by Monahan to adjourn at 8:42pm – 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