

City Council Meeting – Regular Meeting June 6, 2017

Mayor Jeremy Menning called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Arden Jones, Mark Brenneman, Travis Kuehl, Ryan Horn and Scott Nelson. Also present were City Administrator Teresa Sidel, City Finance Officer Audra Sternke, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson, and City Engineer Mitch Mergen.

Approve Agenda: A motion was made by Horn, second by Jones, to approve the agenda – all voted yes, motion carried.

Approve Minutes of May 16, 2017 Regular Meeting: A motion was made by Kuehl, second by Horn, to approve the May 16, 2017 regular meeting minutes – Monahan and Brenneman abstained with all others voting yes, motion carried.

Hearings, Ordinances, & Resolutions:

7:05 Hearing – Special Malt Beverage License: A motion was made by Nelson, second by Horn, to approve the special malt beverage license for the Hartford Area Sports/Rec Committee on June 16 and 17th as outlined in their application and waive the application fee – all voted yes, motion carried.

Reports:

Sheriff's Deputy Report: Deputy Ford reported that typical vandalisms were being handled. She also introduced the new school resource officer – Jennifer VanRoekel. Deputy VanRoekel approached the council and gave a brief introduction. She will begin working in July.

Fire Department Report: Chief Bryon Shumaker reported that 12 calls were responded to in Hartford in the month of May. There was a business meeting and rescue trainings also held in May. He reported that over 700 people came to the pancake feed and it was a success. Coming up in June there will be State Fire School training. He reported that the Department will be participating in and helping with Jamboree Days.

City Engineer Report: Engineer Mergen reported on the Mickelson Road project. Mergen reported that preliminary layouts for the Vandemark and 9th Street project will be done by the end of June. He reported that they will be postponing giving the Wastewater Study until the next council meeting and not presenting tonight. Mergen presented the Geotek Cost Proposal to the council. A motion was made by Monahan, second by Jones, to approve the Geotek Cost Proposal – Brenneman voted no with all others voting yes, motion carried.

Public Works Superintendent Report:

Streets – Superintendent Wagner reported that the gravel will be Mag watered next Tuesday. The new back hoe that was ordered came in last week. He reported that they have been going around town and protecting and mulching trees. They have been spraying for mosquitoes as well during the week.

Water & Sewer – Wagner reported that the PH levels have been high as of late. He also reported that they have been working on flushing man holes around town.

Park and Pool – Wagner reported that the staff has been gearing up for Jamboree days. The pool features came in last week and they are waiting on the state electric inspector before installing them. They had the 1 year inspection of the new wading pool and there were a few drainage issues that were patched as a result and will be repaired this fall after the pool closes. Questions were asked regarding boulevard trees and trimming. Wagner reported that it is the homeowners responsibility to trim those trees, however, the city does try to help if the trees are blocking signs.

Finance Officer Report: Finance Officer Sternke gave a report including the Revenue Report. She reported that the Park and Rec Program had begun on Monday and is going well. Sternke reported on the upcoming Elected Officials Workshop and provided the agenda for the upcoming meeting. She also reported that the website is close to having the design complete and all but some of the banners have already been approved. A calendar of upcoming events was also provided.

City Administrator Report: Administrator Sidel gave an update on City business. She reported that she is still looking at flooring options and getting quotes. She reported that City Chamber and Economic Development Director Fonkert will now be giving his reports at the second meeting of each month going forward due to the chamber meetings being moved to the first Tuesdays of the month. An update was given to the City Council regarding summer positions.

Old Business:

Discuss Proposed Dump Site: Sidel reported that she secured the conditional use permit from the County for the new dump site. Staff will be working on getting the site set up and are working towards having it ready towards the end of June or early July. Discussions need to be had before then regarding personnel for the site. Discussion was held regarding putting cameras up at the new site for monitoring. A motion was made by Horn, second by Nelson, to have Sidel look into and shop for cameras for the dump site and find a way to prove you're a resident and also hiring and advertising for staff. Horn rescinded his motion. A motion was made by Monahan, second by Horn, to authorize the City Administrator to select and purchase up to 2 cameras and sign the contract for surveillance at the new leaf and tree branch drop off – all voted yes, motion carried. A motion was made by Monahan, second by Nelson, to have the City Administrator draft a policy for alternative ways for citizens to prove they are residents for the purpose of using the new leaf and tree branch site – all voted yes, motion carried. A motion was made by Monahan, second by Jones, to have city staff advertise for a minimum of 2 part time position for monitoring and manning the new leaf and tree branch site and present recommendations of candidates to the council – Brenneman voted no with all others voting yes, motion carried.

Jamboree Update on Dance and Security: Leah Johnson and Craig Wagner of the Jamboree Committee reported to the council that finding security was not going well and nothing was in place yet. The problem they have been running into is that all the security firms they have been contacting have already been booked for other events. A motion was made by Nelson, second by Monahan, to give the Jamboree Committee until June 9 to research and find 10-12 security personnel – Nelson voted yes with all others voting no, motion failed. A motion was made by Monahan, second by Nelson, to have city staff find a minimum of 10 additional security people for the street dance and to email city council members by the close of business on Friday with the progress – all voted yes, motion carried.

Review Quotes for Laptops and Cloud Storage Systems: Sidel presented to the council the quotes provided by the City IT service. A motion was made by Kuehl, second by Nelson, to table review of quotes for laptops and cloud storage systems until the next council meeting – Horn voted no with all others voting yes, motion carried.

New Business:

Surplus List: Sidel presented the council with a list of items that the City needs to surplus. A motion was made by Kuehl, second by Nelson, to dispose of or advertise for the surplus items as outlined – all voted yes, motion carried.

Pool Policy for Daycares: Pool Manager Amy Sebert approached the council regarding issues with daycare attendance and pool capacity issues. A motion was made by Monahan, second by Horn, to have Sebert and Sidel draft a daycare/large group policy for the pool and in the meantime Sebert use her discretion to turn large groups away – all voted yes, motion carried. Renae O'Kane approached the council with comments on the vote.

Jamboree Committee Request for use of City Personnel: Leah Johnson of the Jamboree Committee approached the council requesting that the committee be allowed to utilize city personnel during Jamboree Days. A motion was made by Nelson, second by Horn, to allow city staff to help with the Jamboree Days event – all voted yes, motion carried.

Bike/Rec Committee Request to supply trash bags for trail cleanup on June 10: A motion was made by Monahan, second by Jones, to provide trash bags for trail clean up. Tony Randall approached the council and offered to donate a box of commercial trash bags to the city for the purpose of trail clean up. Due to this donation, the City no longer needs to provide trash bags to the Bike/Rec Committee for this event. A vote was called, Monahan, Jones and Nelson voted yes, Brenneman, Kuehl, and Horn voted no. The Mayor voted on the tie and voted no, motion failed.

Correspondence: Mayor Menning proposed writing a thank you to the Randall family for the generous donation of trash bags to the trail clean up as well as all the work they do on or near the trails to keep the trails looking clean. It was the consensus of the council to write the proposed thank you.

Executive Session – SDCL 1-25-2.3 Legal: A motion was made by Monahan, second by Horn, to adjourn to Executive Session – SDCL 1-25-2.3 Legal at 9:02 p.m. – all voted yes, motion carried. A motion was made by Kuehl, second by Horn, to exit executive session at 9:09pm – all voted yes, motion carried.

Adjourn: A motion was made by Horn, second by Kuehl to adjourn at 9:10pm – all voted yes, motion carried.

Minutes recorded by Finance Officer, Audra Sternke.

I, the undersigned, Audra Sternke, 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.

Audra Sternke, Finance Officer