

Hartford City Council Meeting – Regular Meeting July 1, 2025

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Cindy Matson, Shaun Boen, Travis Kuehl, Darrell Horacek, and Michelle Schilling. Ryan Horn was absent with notice. Also present were City Administrator Teresa Sidel, Public Works Superintendent Craig Wagner, City Engineers Michael Redenbaugh & Intern Ellie Janda, and 4 people from the public.

BUSINESS ITEMS:

- **Approval of the Agenda:** A motion was made by Boen, second by Matson to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Kuehl, second by Schilling to approve the regular meeting minutes from June 25, 2025 – all others voted yes, motion carried.
- **Review of Open Meeting Laws:** New state legislation was put in place July 1, 2025, that requires each municipality to review the state's open meeting law annually. The council was provided material supplied by the Attorney General's Office and this information was highlighted by the Mayor. Going forward, the city will review this information each January to comply with the new state law.

PUBLIC COMMENTS: Adam Mohrhauser of rural Hartford was present to address the council. Mr. Mohrhauser has farmland NE of the Swenson Addition. He has noted that it seems like excessive water is being drained into his farmland after Black Tie was erected. He stated that the water is running east to the Wintersteen ground and then north through his farm ground. It was noted each development needs to provide the city with engineer calculations to show there is no increase in water flow due to their project. The city engineer, ISG Inc, will look into the issue and report back to the city.

APPLICATIONS, AGREEMENTS, HEARINGS, RESOLUTIONS & ORDINANCES:

- **Special Event Application – St. George Catholic Church:** St. George Catholic Church has submitted a special event application to hold a special event in downtown Hartford in conjunction with the Buffalo Ridge Brewery. The event is planned for August 10th from 12:00pm to 3:00pm. They are requesting the closures of 1st St from Main Ave east to the alley and to allow the use of alcoholic beverages in this area and the adjoining sidewalks. They have obtained permission from the owners to use the lot at the SE corner of 1st St & Main Ave as well. A motion was made by Kuehl, second by Matson to approve the special event permit for St. George Catholic Church as presented – all voted yes, motion carried.

REPORTS:

- **Sheriff's Department Report:** Deputy Rechtenbaugh was present to provide his report. For the month of June there were 240 calls for service, which is a decrease of 101 from last month. Rechtenbaugh provided a report on items addressed by the sheriff's department within the city over the past month.
 - **Discussion of Speeding along Colton Road:** Conversation on reported speeding along N Colton Road was held by the council. Property owners within this area have concerns with speeding, especially from semis and construction trucks. Deputy Rechtenbaugh noted that he spent some time in the area last week and only stopped 1 truck that was over the speed limit. He discussed the speed limit within this area with the driver and asked him to pass the information along to his fellow employees. Discussion was also had about signage and if more or different signage needs to be placed but since this is a county road any signage will need to be approved by the county. Craig Wager did talk with the county superintendent and gained permission for the city to place our traffic tubes across the road in order to gain some data on traffic counts, size of vehicles, and speeds. This data will be gathered and more discussion will be held at a future meeting date.
 - **Discussion of Electric Scooters and E-Bikes:** Growing safety concerns from citizens and the city council have promoted more discussion on electric scooters within the city. It has been noted that only licensed drivers can have them on city streets so young kids are restricted to the city sidewalks and our bike trails if the scooters have plastic wheels. It was noted that Sioux Falls and Dell Rapids do not allow electric scooters on their trails at all. It seems like the issue is with young kids driving recklessly and not paying attention when operating the scooters. Various ideas regarding how to get more education to kids and parents included mailers, school program, FD safety day, scooter rodeo, farmers market, etc. More discussion is anticipated at future meetings.
- **Engineer Report:** Michael Redenbaugh reported the following:
 - This year's slurry seal project is anticipated to start mid-July.

- Engineers are working with the State to execute a work order in regard to the TAP grant for the new trail. Design work is anticipated to be completed this summer with construction to start this fall, depending on the weather and contractor availability.
 - On the WRRF project, work continues at the treatment site. Clean water testing of the Aeromod is underway. Biological testing is planned to start shortly. UV equipment, sludge and decant pump installation is slated for the next few weeks.
 - **Review/Approve Pay Request #21:** Pay app #21 from Rice Lake Construction Group for work completed through June 30th on the WRRF was presented. A motion was made by Matson, second by Boen to approve payment of pay app #21 in the amount of \$86,705.00 to Rice Lake Construction Group – all voted yes, motion carried.
 - Punchlist items for the Highway 38 Water Project have been completed. Engineer has noted substantial completion but the project will not be closed out until seed has been established.
 - **Review/Approve Pay Request #4 :** Pay app #4 from Siteworks for work completed through June 30th on the Hwy 38 water project was presented. A motion was made by Kuehl, second by Boen to approve payment of pay app #4 in the amount of \$49,797.25 to Siteworks Inc – all voted yes, motion carried.
 - Work on Phase I of the Western Ave project continues. Base material, fabric, and curb & gutter have been installed. Paving will be done this week. Phase 2 is planned to start late next week or early the following week after the pavement has been cured and the intersection of Western & Mickelson is reopened.
 - **Review/Approve Pay Request #3:** Pay app #3 from D&G Concrete Construction, Inc for work completed through June 26th on the Western Ave project was presented. A motion was made by Matson, second by Schilling to approve payment of pay app #3 in the amount of \$397,813.14 to D&G Concrete Construction, Inc. – all voted yes, motion carried.
 - Engineers continue to work on the Parks Master Plan. The final report is anticipated to be sent to staff this week.
 - Plans for the Swenson Park parking lot expansion have been finalized and will be sent out to the city. Advertisement for bids was sent to the newspaper and will be published 7/4 and 7/11, with an anticipated bid let date of 7/24 .
 - The Kelley Ave drainage study is underway. Once the drainage model is in place, various drainage improvements will be evaluated. Any proposed solutions will be presented in the final report, which is expected to be presented to the Council in August.
 - In the coming weeks Engineers will have a project kickoff meeting with Staff on the city-wide water model project. Having this water model in place will aid in planning and development as the city grows.
- **Public Works Report:** Public Works Superintendent Wagner provided an oral report to the council. He noted the following
 - He will discuss signage with the county along the Colton Road and work on pricing electronic speed signs.
 - A new pump for the lift station has been ordered.
 - The old restroom in Lyon Park has been demolished and they will begin work on the new building soon.
 - Work will also begin on new shade structures at the dog park – all materials have been ordered.
 - It was noted that the electronic speed sign on Hwy 38 going east is not working – Wagner will contact the state.
 - Wagner will also work on the pedestrian crossing signal at Vandemark Ave and Hwy 38.
 - **Finance Officer Report:** City Finance Officer Wilber was unable to attend the meeting but provided her report. Items included a summary of revenues received in June along with an overview of the city’s general fund revenues and expenses through May. The July calendar of events was provided.
 - **City Administrator Report:** City Administrator Sidel provided her report. The City is still accepting applications for the wastewater plant specialist position. Now that the 12th & Oaks Street Project is complete, a special assessment resolution will be presented to the city council for review within the next few weeks. A loss control audit was conducted on 6/17 in conjunction with the city’s worker’s comp insurance – only a few minor repairs and suggestions were noted. SECOG will be resubmitting the city’s application for the community access grant on our Western Ave project. City staff and the city attorney are reviewing proposed TIFs for the Windsor Group and the Assam Development. It was noted that the city’s Park Recreation Program begins next week and will run through July and a fastpitch softball tournament will be held at the Swenson Sports Complex on July 23rd.

OLD BUSINESS:

- **Update on Marketing Plan:** The city council has been contemplating a city-wide marketing plan. Mayor Jones met this week with the Chamber Director and the Chamber is eager to help participate in this plan.

NEW BUSINESS:

- **Park & Recreation Board – Request to Release Budget Funds:** At the city’s 2025 budget meeting, the city council budgeted \$30,000 for improvements to the ball fields at Swenson Park. Those improvements include shade structures, bleachers for spectators, concrete improvements, and foul poles. At the 6/23/25 Park & Recreation Board meeting, the Board discussed purchasing 4 foul poles for fields 1 & 2. The poles are approximately \$784 each – so total cost should be below \$3,500. A motion was approved by the Park & Recreation Board to ask the City Council to release budget funds to purchase 4 foul poles for Swenson Park. A motion was made by Matson, second by Kuehl to release \$3,500 to the Park & Recreation Board for the purchase of 4 foul poles – all voted yes, motion carried.
- **Discuss Legislative Changes:** During the 2025 legislative session, a couple of bills were enacted that will require the city to make some changes to the current municipal ordinance and employee handbook.
 - Election Date: The passing of HB1130 now requires municipalities to either hold their municipal election on the 1st Tuesday after the 1st Monday in June or the 1st Tuesday after the 1st Monday in November – this will line up with either the school or general election dates. By ordinance the city currently holds our municipal election in April – since this is no longer an option, the council will need to decide if we want to hold our elections going forward in June or November. It was the consensus of the city council to move our municipal elections to the 1st Tuesday after the 1st Monday in November. Staff will present an amended ordinance to the council at the next meeting.
 - Firearms within city buildings: With the passing of HB1218, government entities cannot prevent their employees, officers, or volunteers from possessing concealed firearms in public buildings, facility, or vehicle. Our current employee handbook does prevent city employees from having firearms on city property or in city vehicles. Discuss was held on whether the city prohibits just guns or other dangerous weapons as well. It was the consensus of the city council to amend the city’s “weapons in the workplace” section to eliminate just firearms. Staff will present an amendment to our employee manual at the next city council meeting.

EXECUTIVE SESSION: A motion was made by Kuehl, second by Boen to go into executive session at 8:15pm – all voted yes, motion carried. A motion was made by Matson, second by Boen to exit executive session at 8:49pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Matson, second by Boen to adjourn at 8:50pm – 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 are on file at the Municipal Finance Office.

Teresa Sidel, City Administrator