

## **City Council Meeting – Regular Meeting July 18, 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, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert and City Engineers Jon Brown, Mitch Mergen and Ryan Truax.

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

**Approve Minutes of July 10, 2017 Regular Meeting:** A motion was made by Nelson, second by Monahan, to approve the July 10, 2017 regular meeting minutes – all voted yes, motion carried.

**Approve Bill Submitted for Payment:** A bill list was provided for the council in their meeting packets, with an additional invoice submitted from InterLakes Community Action Partnership for transit expenses. A motion was made by Monahan, second by Nelson to pay all bills as submitted – all voted yes, motion carried.

### **ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:**

**7:05 Rezone Hearing for 107 S Eastern Avenue:** Alex Espinoza has filed a rezone application for his property at 107 S Eastern Avenue. The property is currently zoned Light Industrial and a storage unit was erected upon it in 2014. Since that time, at least one of the units has had a change of use. Mr. Espinoza would like to rezone the property to Community Commercial – this would possibly allow business within the units as long as a change of use and conditional use permit is secured by the city's Planning and Zoning Board. The council was given a brief background on the property. Property owner, Alex Espinoza answered questions from the council and expressed his willingness to comply with any reasonable regulations or condition of use that are set upon the property. Tyler Bruggeman rents one of the units from Mr. Espinoza and addressed the Board. He asked the council to support the rezone in order to possibly allow his new Hartford business to continue. Jesse Fonkert also expressed his support of the rezone in order to promote economic development and support this new business. The council also heard concerns from neighboring property owner, Jacalynn McMartin. McMartin owns the residential lot right to the north of this property and she express concerns about the noise during the day, at nights and on the weekends. A motion was made by Brenneman, second by Nelson, to approve the rezoning of 107 S Eastern Avenue from Light Industrial to Community Commercial - Monahan and Horn voted no, with all others voting yes, motion carried.

**Resolution 2017-4 – Approve the Issuance of Bonds for SRF Loan:** The city has secured an SRF loan from DENR for \$1,482,000 for our Mickelson Road Project. This loan will be funded by bond revenue. In order to allow the issuance of the bonds for the loan, resolution 2017-4 needs to be approved and passed by the city council. A motion was made by Nelson, second by Monahan, to approve Resolution 2017-4 for the issuance of bonds for our SRF Loan in the amount of \$1,482,000 – all voted yes, motion carried.

### **REPORTS:**

#### **Chamber and Economic Development Report:**

- **HADC:** The Hartford Area Development Corporation continues to focus on residential and commercial development. There are a few new lots under construction on the south end of town and there has been some discussion regarding the city-owned 5 acres by Central States. Fonkert has had meetings with a couple possible investor in Hartford and with the president of the Hartford Industrial Park Road District. Fonkert noted that a grant was received to reimburse the city \$741.32 for training he received in April.
- **Chamber:** The Chamber raised \$8,000 from carnival ticket sales during Jamboree Days this year. Business in the Park is scheduled for Thursday, July 27<sup>th</sup> at 6pm – new West Central Superintendent, Brad Berens, will be present to meet the public. The Chamber has new window decals for its members and starting in July, they will do monthly mailings of coupons/ads to the Hartford area.
- **Community Information Night:** Both the HADC and Chamber are in support of holding a Community Information Night for the public. This event will allow city committees, non-profits, the HADC and Chamber to get information out about their organization and hopefully generate some new membership. The event is tentatively scheduled for September 25<sup>th</sup> at the Middle School. Mr. Fonkert is requesting funds from the city to cover the costs of this event. A motion was made by Nelson, second by Horn to allocate up to \$3,000 for a Community Information Night conducted by the HADC and Chamber – Brenneman was absent for the vote, Monahan voted no and all others voted yes, motion carried.

**City Engineer Report:** Jon Brown with Stockwell Engineers gave an engineer update. Work continues on the Mickelson Road Project with construction easements and project agreements being secured from the property owners. Council was advised to have all agreements signed and in placed before bidding the project. The design work on Vandemark Avenue is pending but will resume in the coming weeks. The city is still waiting for a bid

letting date from the state on the Mike Franken trail project. The city engineers have also been working on plan review and inspections for the city.

- **Wastewater Study:** City Engineers, Jon Brown and Ryan Truax, gave a presentation to the city council on the city's wastewater study report. The presentation consisted of a review of the city's current system, expected growth rates, existing and future wastewater basins, current treatment concerns and possible solutions. Discuss was held with the council and the city can utilize this study for future planning.

**Public Works Report:**

- **Streets** – The city's public works staff continue to work on road patching and gravel roads – crack sealing will begin next week. The city received a grant in the amount of \$3,900 to help with the monitoring and control of mosquitos. The current dump site was reviewed and information provided to the council.
- **Water & Sewer** – The city continues to monitor the ponds but cannot discharge our wastewater at this time.
- **Park and Pool** – Pool is going good and mowing has slowed down due to the drier conditions
- **Public Buildings** – The microphone in the council room has been relocated and seems to be working well.
- **Bonus for PT Public Works Assistants** – Public Works Superintendent, Craig Wagner, has asked the council to consider approving a end-of-season bonus for the PT seasonal public works assistants. Wagner noted that the assistant this year have done a good job and he would like to give them an increase in pay with at the end of the season by either offering them a flat end-of-season amount or pay an additional .25 per hour for hours worked. A motion was made by Kuehl, second by Horn, to give an end-of-season bonus to the PT seasonal public works personnel not to exceed \$100 per employee – Monahan abstained, with all others voting yes, motion carried.

**Finance Officer Report:** City Administrator Sidel presented the council will a cash report and sales tax revenue report, that was reviewed and discussed. A list of committee fund balance, bill highlights and calendar of events was also presented.

**City Administrator Report:** Administrator Sidel noted that the new council laptops have arrived and are being setup and configured with box cloud service. It was noted that the agreements for Mickelson Road are being reviewed. Sidel will work on and present information to the council next month on a possible maintenance fee. Laura Johnson, Park Rec Director, included an end-of-year report on the park recreation program. Park Rec had another successful year with a record number of participants again.

**OLD BUSINESS:**

**Renewal of Billboard Lease #5 – east face:** Dave Derschan, owner of the Humboldt Main Street Bar, has been renting Billboard #5 (east face) from the city since 2015. Due to recent winds, he is replacing the vinyl on this billboard and he would like to renew his lease for another 3-year term. Councilman Horn noted that there was interest from Hartford businesses to lease this billboard but he had no objects to continue the lease with the Main Street Humboldt Bar since they have been a good tenant. He also noted that he would like to see a future policy enacted that would provide the council a direction for billboard leases and renewals. Dave Derschan with the Main Street Humboldt Bar addressed the council and asked for their consideration to renew the lease. A motion was made by Nelson to renew the Main Street Humboldt Bar billboard lease for 4 years effective July 18, 2017 – there was no second, motion died. A motion was made by Kuehl, second by Brenneman to approve a billboard lease for billboard #5 – east face to the Main Street Humboldt Bar from July 10, 2017 to July 10, 2021 and terminate their existing lease agreement – Monahan voted no, with all others voting yes, motion carried.

**Yard Waste Disposal Site:** The city council was provided information requested on the current yard waste disposal site along Railroad Street. A motion was made by Kuehl to close the current site until October 1, 2017. A substitute motion was made by Monahan, second by Horn, to table discussion of the yard waste disposal site until city staff can research less expensive dumpster options – Monahan, Jones and Horn voted yes, Brenneman, Kuehl and Nelson voted no, with the Mayor casting the tie-breaking vote of yes, motion passed.

**Discuss City Fireworks Ordinance regarding Selling & Use of Fireworks:** A motion was made by Kuehl, second by Monahan, to table discussion of the city's fireworks ordinance until the August 1, 2017 city council meeting – all voted yes, motion carried.

**Set Special Meeting Date to work on 2018 Budget:** The council will need to set a special meeting date to work on the 2018 city budget. A motion was made by Monahan to set the 2018 city budget meeting for August 22<sup>nd</sup> at 7pm. A substitute motion was made by Jones, second by Brenneman, to set the 2018 city budget meeting for August 22<sup>nd</sup> at 6pm – Monahan voted no, with all others voting yes, motion carried.

**NEW BUSINESS:**

**Review Chamber lease of Billboard #5 – west face:** A motion was made by Horn, second by Kuehl, to table review Chamber lease of Billboard #5 – all voted yes, motion carried.

**Traffic Counts:** The council discussed the desire to have more traffic counts on various streets throughout town. Wagner contact both the state and county to see if we can get more counts. The city's speed trailer does keep traffic counts but it in order to secure true traffic counts, it should be placed out all day and night to include peak times and not just 8am-5pm. Wagner voiced concerns about possible damages to the trailer. A motion was made by Kuehl, second by Brenneman, to have Wagner set out the city's speed trailer each week, rotating streets, 24/7, effective July 19, 2017 – Brenneman, Kuehl and Nelson voted yes, with Horn, Jones and Monahan voting no – with the Mayor casting the tie-breaking vote of no, motion failed. A motion was made by Horn, second by Monahan, to have Craig research and price various traffic counting devices and present that information at the next city council meeting – Brenneman voted no, with all others voting yes. Kuehl noted that he would like to see traffic counts before school starts this fall.

**Executive Session:** A motion was made by Horn, second by Nelson to enter into executive session at 10:10p.m. per SDCL 1-25-2.1 and 2.3 – all voted yes, motion carried. A motion was made by Kuehl, second by Horn to exit executive session at 11:09 p.m. – all voted yes, motion carried.

A motion was made by Horn, second by Nelson to pursue criminal charges on the street damage sustained by the city at approximately 2:15am on June 18, 2017 – all voted yes, motion carried.

**Adjournment:** A motion was made by Nelson, second by Horn to adjourn at 11:10p.m. – all voted yes, motion carried.

Minutes recorded by Interim Finance Officer, Teresa Sidel.

I, the undersigned, Teresa Sidel, Interim 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.

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Teresa Sidel, Interim Finance Officer