

City Council Meeting – Regular Meeting July 2, 2019

Mayor Jeremy Menning called the meeting to order at 7:00pm 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 Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Recreational Director Nate Velander, City Attorney Larry Nelson and City Engineer Mitch Mergen.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Monahan, second by Kuehl to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** Regular meeting minutes from June 18, 2019 were reviewed. A motion was made by Jones, second by Nelson to approve the meeting minutes from June 18, 2019 – all voted yes, motion carried.

PUBLIC COMMENTS: Don Sieverding with Knapps Landing was present to discuss his development with the council. His current plans have twin home lots varying in sizes from 12,500 to 13,200 square feet. The city's zoning regulations require twin home lots to be at least 14,000 square feet. To obtain a variance to this lot size, Mr. Sieverding was informed that he would have to go before the Planning & Zoning Board.

REPORTS:

- **Sheriff's Department Report:** Deputy Tyrone Albers was present to give an update on recent activities within the city. For the month of June there were 176 calls for service, 5 of which were vehicle burglaries. Albers urged all residents to lock their vehicles. Albers also recommends the following stop sign changes: 2nd St & Feyder Ave is currently a 2-way stop on Feyder Ave. Albers feels that it should be changed to a 4-way stop due to the increase school traffic in the area and kids crossing the street. A motion was made by Kuehl, second by Jones to add stop signs on 2nd St at Feyder Ave creating a 4-way stop intersection – all voted yes, motion carried. 1st St & Mundt Ave is currently a 2-way stop on 1st St. With the new 4-way stop one block east at 1st St & Feyder Ave, Albers feels the signs at 1st & Mundt should be removed. A motion was made by Kuehl, second by Brenneman to remove the two stop signs on 1st St at Mundt Ave – all voted yes, motion carried. Deputy Albers will be retiring on July 12th. He noted that he has enjoyed his time working here in Hartford with the City and School. He extended an invitation to the council to attend his retirement party on July 12th. Mayor Menning and the council expressed their gratitude for his service to the community.
- **Engineer Report:** Mitch Mergen was present to provide engineer updates: Industrial Park Sanitary Sewer Extension – Easement documents have been prepared and will be presented to adjacent property owners along the project. Once all easements are executed, design work will continue. Mickelson Road Improvements – The contractor is completing remaining dirt work with paving expected in a couple weeks. The project is scheduled to be done mid-August. Vandemark Roadway Improvements – Curb and gutter is in place from 9th St to Hwy 38. Asphalt is expected within the next two weeks. A meeting was held with City staff to go over plans to add 9th St to the project. Mergen will visit with the contractor about sweeping the streets near the construction area.
- **Public Works Report:** Public Works Superintendent Craig Wagner's report was provided to the council. Highlights include:
 - Streets – Slurry Seal has been delayed due to weather. It is now scheduled for the end of July. Staff will be finishing up the remaining street patching in the coming weeks. All stop sign changes have been implemented. The speed limit changes will be posted once the allotted 20 days has passed. The city has been approved for \$3,200 mosquito control grant. Staff continues to spray as needed. Traffic counts have been taken on Western Ave this past week. Wagner provided quotes from two vendors for 10 jersey barriers. Wagner feels having 10 at this time would be sufficient with the intent of budgeting to purchase more next year. A motion was made by Nelson, second by Johnson to approve the purchase of 10 jersey barriers from Barco at the quoted price of \$3,461.31 – all voted yes, motion carried.
 - Water – Staff has started the process of changing out some of the older meters to the new meters that are compatible with our new system.
 - Sewer – Flows are slowly coming down. Samples were taken and levels are too high to discharge at this time.
 - Sports Complex – After the scoreboard install and backstop repairs, there is some dirt work and seeding that needs to be done. Staff will be working on this in the coming weeks.
- **Finance Officer Report:** City Finance Officer Wilber's report was provided to the council. Items included a summary of revenues received in June along with a review of the city's cash balances, revenues and expenses through May. The Park Rec program wrapped up this past week. The second session of swimming lessons will run July 8th-18th. The July calendar of events was also provided.

- **City Administrator Report:** City Administrator Sidel's report was provided to the council. Sidel is still in the process of contacting the property owners along the N Sagehorn drainageway. After touring our facilities, our insurance company has recommended some changes/repairs be made. Staff will address these in the next 60 days. Sidel asked the Council to mark their calendars for the joint meeting with the Minnehaha County Commission on Aug 27th at 9am. As part of creating the joint jurisdiction, our comprehensive plan needs to be approved by both bodies. The information for the street maintenance fee resolution is nearly complete. This will be presented to the council in Sept. John Jarding plans to start grading Lot A this month.

OLD BUSINESS:

- **Discuss Community Education Program:** Recreational Director Velander was present to address the council regarding the community ed program. To aid the council in deciding on whether the city should take over the community ed program from the school, Velander would like approval to invest the time to come up with a plan of what the program would look like under the City. This would involve contacting the previous instructors to see if they would be interested in moving forward with the City, obtaining information from the school, creating a program budget, creating a list of programs/classes offered, and creating a program schedule. Further discussion was held. Velander was asked to include information on how the public would be made aware of the program and also how adding this community ed program would impact his position. A motion was made by Kuehl, second by Nelson to approve Velander, along with Sidel's input, put together a community ed program plan to be presented at the July 16th council meeting – Monahan voted no with all others voting yes, motion carried.

NEW BUSINESS: None.

CORRESPONDENCE:

- Due to moving out of Ward 2, Jessica Johnson will be resigning from her council position effective July 3rd. Johnson thanked the board for their support indicating that she has enjoyed her time on the council. Mayor Menning thanked her for her time and service to the City.
- Wagner indicated that time/equipment has been donated by Sioux Valley Energy by helping erect the new scoreboards at the Sports Complex and by East River Coop to fix lights at the park. Kuehl also noted that Sioux Falls Electric donated use of equipment for the install of the scoreboards. Wagner will draft thank you notes for all three to have for signature at the next council meeting.

EXECUTIVE SESSION: A motion was made Jones, second by Nelson to enter executive session pursuant to SDCL 1-25-2 (1) for personnel and SDCL 1-25-2 (3) for legal at 7:47pm – all voted yes, motion carried. A motion was made by Jones, second by Nelson to exit executive session at 8:39pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Jones, second by Nelson to adjourn at 8:40pm – 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