

Hartford City Council Meeting – Regular Meeting July 2, 2024

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Shaun Boen, Ryan Horn, Travis Kuehl, and Lisa Berens. Cindy Matson and Jake Jass were absent with notice. Also present were City Administrator Teresa Sidel, Public Works Superintendent Craig Wagner, City Engineer Michael Redenbaugh, and ten people from the public.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Horn, second by Boen to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Kuehl, second by Horn to approve the meeting minutes from June 18, 2024 - all voted yes, motion carried.

PUBLIC COMMENTS: None

ORDINANCES, RESOLUTIONS, APPLICATIONS, AGREEMENTS AND HEARINGS:

- **7:05 Public Hearing – Garage License Application submitted by Construction Trash, LLC:** Construction Trash LLC has applied for a garage license within the city. The cost of a yearly license is \$250 per year, and it runs from January 15th to January 14th of the following year. This company will only be providing roll-off service. The city has received the application, fee, proof of liability insurance and list of equipment per ordinance. A motion was made by Kuehl, second by Boen to approve the garage license application submitted by Construction Trash LLC – all voted yes, motion carried.
- **Resolution 2024-8 – Issuance of Sales Tax bonds for Western Avenue Project:** The city is planning to make improvements to Western Avenue from the interstate north to Mickelson Road. The actual construction project is planned for 2025 to do in conjunction with the state’s bridge replacement at Exit 387. The most recent cost estimate from the city’s engineer is \$5.6M. The city council reviewed funding scenarios at their 6/4/24 meeting and approved a funding scenario which included the use of city reserve funds, application for a REED loan, application for a community access grant, and the issuance of \$3M in sales tax bonds. Resolution 2024-8 will allow the city to move forward with the issuance of sales tax bonds.
- A motion was made by Horn, second by Berens to approve resolution 2024-8 – all voted yes, motion carried.
- **1st Reading of Ordinance #752 – Amend City Fireworks Ordinance:** In 2018, the city council passed an ordinance to allow the sale of fireworks within the city. Prior to this date, the use of fireworks was permitted but not the sale of fireworks. Ordinance #650 was passed and outlined the regulations on firework sales and use. City ordinance #650 states the period of sales from June 26th to July 5th – this should be June 27th to July 5th to mirror state law. Since our current ordinance reads June 26th, Ordinance #752 is intended to change this date to June 27th to conform to SDCL 34-37-10. A motion was made by Kuehl, second by Boen to approve 1st reading of Ordinance #752 – all voted yes, motion carried.

REPORTS:

- **Sheriff’s Department Report:** Deputy Kardas was not present but provided a report for the council. For the month of June, there were 206 calls for service, which is a decrease of 19 calls from the prior month.
- **Economic Development Report:** EDD Amy Farr was not present but provided a report for the council. Farr’s report noted that the groundbreaking for the North Oaks industrial Park has been rescheduled to July 11th. Farr attended the SMGA June social at Buffalo Ridey Brewin on June 26th. The HADF intern has started and is assisting the EDD. The HADF Finance committee is working on the upcoming budget and the construction committee has been overseeing work at the industrial park. The new community guide has been reviewed and was sent to print. Farr is working on scheduling a strategic planning session for the HADF.
- **Chamber Director Report:** Chamber Director Wynne Hindt was not present. Her report was provided. The Ambassador Committee will meet again on August 6th. The Events & Marketing committee is working on the Hartford Block Party and Annual Golf Classic. There are 4 open positions on the chamber board. The Board reviewed and approved their 2025 budget. The chamber director is participating in a development program with Dakota Resources, connecting with local chamber members, and meeting one-on-one with all board members and legacy leaders.
- **Engineer Report:** Michael Redenbaugh reported the following:
 - ISG continues to work with staff on amendments to the city’s subdivision regulations and technical standards. They are also reviewing plats and plans as presented.
 - The deadline for punch list items on the 6th St/Mundt Ave project was May 31st. ISG will continue to work with the contractor to finalize this project.
 - At the WRRF site, the exterior walls of the Aeromod are completed and construction of the interior walls continues. The exterior walls and roof of the operations building are completed. Installation of the gravity main west of Mickelson Rd will resume in July - this work will require a temporary closure of Mickelson Road.

- **Approve Sioux Valley Request for Services for WWTF:** As part of our wastewater facility project, the city needs to get electrical service to our new lift station and our new plant. The cost to get electrical service to our wastewater treatment plant will be \$26,316.37 and the cost to get electrical service to our lift station will be \$27,704.13 – total of \$54,020.50. The cost of utility connections (electrical, gas, water) is not under Rice Lake’s contract so this cost will need to be paid directly by the city. A motion was made by Horn, second by Boen to approve Sioux Valley’s request for Services for the WWTF – all voted yes, motion carried.
 - DNAR continues their review of the plans for the Hwy 38 Water Main Extension. Approval is expected shortly. Once final approval is received, the plans will be presented to the Council to be approved for bidding.
 - The SD DOT has completed their review of the plans for Western Ave improvement project. Engineers have made the requested updates and submitted the final documents to the state. Once approved by the state, a final set of plans will be provided to the Council for review. A fall bid date, in conjunction with the DOT’s bridge project, is planned.
- **Public Works Report:** Public Works Superintendent Wagner provided his report.
 - Streets** – Staff continue to work on gravel roads and mag watering will be done within the next few weeks. The street sweeper was out this week and will continue sweeping as needed. Slurry seal is still planned for mid-July unless the schedule changes by Astech. Staff are monitoring and spraying for mosquitos as needed. We will be treating for ash borer in the next few weeks and planting a couple of boulevard trees.
 - Water** – The 2nd quarter report has been submitted. Next reporting is due October 10th.
 - Sewer** – All the lift station pumps are working well. A compressor and air bubbler were replaced and maintenance on the bar screen was completed to clear out debris and gravel from the recent flooding. Wager noted that the recent rain event overwhelmed the system but the city’s lift station, sewer system and storm sewer system was doing what it was designed to do and working. DMR reports were sent into the state. The city is discharging our lagoons.
 - Parks** – Turtle Creek Park and Turtle Creek Field took a big hit with the flooding, but staff have been working on getting them back in shape. Staff are working to layout the new pickleball courts and get the contractor started on them. The pickleball striping on the basketball courts has been completed.
 - Sports Complex** – Work on the new concession building is planned for next week.
- **Finance Officer Report:** City Finance Officer Wilber was not present 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. Wilber noted that the city’s summer recreation program will be held from July 8th through August 2nd. The July calendar of events was provided.
- **City Administrator Report:** City Administrator Sidel provided her report. ISG continues to work with the contractor to close out the 6th & Mundt Street project. The city is still waiting for the state to approve our environmental, so we can move forward with our Hwy 38 water main project. ISG and staff continue to meet with property owners along Western Avenue to discuss the upcoming improvement project and address any questions or concerns. Staff is working on funding applications for this project. Work continues at the WWTF facility – the tour has been rescheduled to July 16th at 5:30. A flooding update was provided to the city council. Sidel and the Mayor continue to attend wastewater regionalization meetings with neighboring communities. JEO Consulting has begun their study of Western Avenue from Mickelson Road north to Central States – completion date is scheduled for Feb 2025. Sidel also gave an update on the Dakota Mainstem project, along with an update from the Park & Rec Board and P&Z Board.

NEW BUSINESS:

- **Review/Approve Pay Application #1 to Alliance Construction for \$131,153.70:** Pay application #1 from Alliance Construction was presented for work completed through June on the 12th & Oaks Ave Project. A motion was made by Kuehl, second by Boen to approve pay application #1 in the amount of \$131,153.70 to Alliance Construction – all voted yes, motion carried.
- **Discuss Implementation of a “Do Not Knock” policy for Peddlers:** A motion was made by Horn, second by Kuehl to table this agenda item until the July 16th city council meeting – all voted yes, motion carried.
- **Discuss Safety Concerns at the Intersection of Vandemark Ave & Par Tee Drive:** Several residents from the Knapp’s Landing development and the Central Valley development were in attendance to discuss safety concerns at the intersection of Vandemark Ave and Par Tee Drive. They are concerned about increased traffic and speeding along this roadway. Currently, there are no crosswalks. This is a wide street and the residents and kids in the Knapp’s Landing development need to cross the street to get to the sidewalk on the east side and anyone wanting to enter this development needs to cross as well. Discussion was held regarding speeding and enforcement, along with various options such as painted crosswalks, flashing lights, and stop signs. The city does possess traffic data, counts and speeds, on that section of roadway but it is not current. The council asked staff to get some current traffic data and this topic will be discussed again at a future meeting.
- **Set the date of 2025 Budget Review Meeting:** A motion was made by Horn, second by Boen to set the 2025 budget meeting for Wednesday, August 28th at 6pm – all voted yes, motion carried.

EXECUTIVE SESSION: A motion was made by Boen, second by Horn to enter executive session pursuant to SDCL 1-

25-2(1) for personnel at 8:17pm - all voted yes, motion carried. A motion was made by Horn, second by Boen to exit executive session at 8:43pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Kuehl, second by Boen to adjourn at 8:44pm – 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