

## **City Council Meeting – Regular Meeting July 21, 2015**

Mayor Bill Campbell called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Ryan Bortnem, Doyle Johnson, Bill Haugen and Scott Nelson. Brad Bjergaard was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner and City Engineer Jon Brown.

**Approve Agenda:** Mayor Campbell made note that Laura Johnson was not able to attend this meeting to give the Park/Rec report but she would be at the next meeting. Mayor Campbell also suggested removing the Paperless Quote agenda item and to talk about this item during the 2016 budget meeting. A motion was made by Johnson, second by Nelson to remove the Paperless Quote item from the agenda – Monahan voted no with all others voting yes, motion carried. A motion was made by Johnson, second by Haugen to move the Park/Rec 2015 Report to the next meeting agenda – all voted yes, motion carried. A motion was made by Johnson, second by Haugen to approve the amended agenda – all voted yes, motion carried.

**Approve Minutes of July 7, 2015 Regular Meeting:** A motion was made by Johnson, second by Bortnem to approve the July 7, 2015 regular meeting minutes – all voted yes, motion carried.

**Approval of the Bills:** A motion was made by Bortnem, second Johnson to approve the bills submitted for payment – Monahan voted no with all others voting yes, motion carried.

### **Ordinances, Resolutions & Hearings:**

**7:05 Hearing – Annexation Resolution 2015-4 – N’ 200’ of Ruud Tract 1 of the NE ¼ of Section 28, Township 102N, Range 51W, Minnehaha Co, South Dakota:** The owner of the property located at 801 S Western Ave has entered into an agreement with the city to voluntarily annex his property into city limits. In exchange, the city will provide water & sewer service to this property. Resolution of Annexation 2015-4 was presented to the council. A motion was made by Monahan, second by Bortnem to approve Resolution of Annexation 2015-4 for the annexation of the N’ 200’ of Ruud Tract 1 of the NE ¼ of Section 28, Township 102N, Range 51W, Minnehaha Co, South Dakota into the City of Hartford city limits – all voted yes, motion carried.

**7:10 Hearing – Special Event Application for 5K Run to be held by Christ Lutheran Church:** Christ Lutheran Church has submitted a special events application to hold a 5K run/walk on city streets between the hours of 10am and 11am on Aug 23, 2015. A motion was made by Monahan, second by Johnson to approve the special event application for Christ Lutheran Church to host a 5K run/walk on Aug 23<sup>rd</sup> from 10am to 11am – all voted yes, motion carried.

**7:15 Hearing – Special Event Application for a Block Party to be held by South Bar:** South Bar has submitted a special events application to hold a block party between the hours of 6pm on Aug 15, 2015 to 2am on Aug 16, 2015. They are requesting to close Main Ave between Menth St and 1<sup>st</sup> St with the use of city barricades. They are planning for karaoke outside along with drinking on the street within the barricaded area. A motion was made by Monahan, second by Bortnem to approve the special event application for the South Bar to hold a block party from 6pm on Aug 15, 2015 to 2am on Aug 16, 2015 and, with the use of city barricades, to closed Main Ave between Menth St and 1<sup>st</sup> St and to allow drinking within the barricaded area – all voted yes, motion carried.

**Visitors:** Mark Brenneman was present to ask Mayor Campbell if there was a date that would work for him to participate in a forum in regards to the upcoming referendum election. Mayor Campbell response was that he would check his calendar. The plans are to hold two forums. The first forum, which Mayor Campbell is unable to attend, is set for July 28<sup>th</sup> 6:30pm at the Fireside Event Center.

### **Old Business:**

**Dakota Access Pipeline Information:** City Administrator Sidel provided the council with information obtained at a recent meeting about the Dakota Access Pipeline project. The council had voiced concerns over potential spills and any cleanup cost associated with such a spill. Sidel has been in contact with project officials and has confirmed that the contractor for the project would be responsible for damages or spills and carry sufficient insurance to cover such an event. Discussion was held regarding the potential of additional cost the city may bear in the future when/if infrastructure is built in the area of the pipeline. It was suggested to have City Attorney Nelson review any agreement with pipeline officials and have language in place to possibly recoup some of these costs. Sidel indicated

that this project goes before the PUC for approval on Sept 29<sup>th</sup> and if the council should have any more questions or concerns to let her know before then and she would address. If the project does get approval from the PUC, they are planning to start construction in the spring of 2016.

**New Business:**

**Billboard Renewal for Hometown Christmas – West Face of Billboard #5:** In August 2014, the city council approved for Hometown Christmas to use the west face of billboard #5 for one year at no charge. Now that the year is coming to an end, discussion was held regarding this agreement. In the past, no lease was signed. It is the opinion of Councilmember Haugen that a lease agreement should be in place and that lease should have a clause that prohibits subleasing. A motion was made by Haugen, second by Johnson to enter into lease agreement with Hartford Area Chamber of Commerce to rent the west face of billboard #5 for a one year term beginning on August 1, 2015 and ending on July 31 2016 for zero dollars and to include any applicable terms of the standard lease along with the provision that prohibits subleasing of the billboard – all voted yes, motion carried.

**Billboard Lease – East Face of Billboard #5:** Dave Derschan, owner of the Humboldt Bar, would like to rent the east face of billboard #5 for a 3 year term. Mr. Derschan provided a sketch of what he is proposing to have on the sign. A motion was made by Haugen, second by Bortnem to enter into a lease agreement with Dave Derschan to rent the east face of billboard #5 for a three year term beginning on July 22, 2015 and ending on July 21, 2018 for \$200 per month and for the lease to include the provision that prohibits subleasing of the billboard – Monahan voted no with all others voting yes, motion carried.

**City Lot at SE Corner of 1<sup>st</sup> & Main:** Tucson Motors is no longer leasing the city owned lot on the SE corner of 1<sup>st</sup> & Main. The Hartford Elevator has expressed interest in purchasing the lot. Monte Schraeder was present on behalf of the Hartford Farmers Elevator. He indicated that if they did acquire the lot, they would use the existing building as office space for now. In the future, the plan would be to tear that building down and erect a new office building. Discussion was held regarding selling vs. leasing. It is the consensus of the council to not take any action at this time. The council did suggest that Mr. Schraeder visit with elevator board about possibly leasing or purchasing the lot and to bring their comments or offer back to the council at a later meeting.

**Request by Growing Hartford to Record City Council Meetings and Broadcast over Hartford Channel:**

Jeremy Menning, on behalf of Growing Hartford, was present to ask the council if the city would consider recording all city council meetings and broadcast them live over the Hartford channel or post them at a later date to a website such as YouTube. Mr. Menning indicated that not every resident can attend every meeting and this would be a way to provide access to these meetings to the community. He feels the investment in equipment to do these recordings would be minimal. Others that spoke in favor of this request were Emily Berg, Bob Nielsen, Mark Brenneman, Harley Galpin, Brian Voth, Stephanie Olson-Voth and Lisa Hellvig. They pointed out that the minutes that are published give a good overview of the business that is conducted at these meetings but they do not include the details of all of the discussion that takes place. By recording the meetings, residents can hear these details for themselves. It is just another way to keep people informed and get people involved in their community. A motion was made by Monahan, second by Nelson for City Administrator Sidel to research the cost of audio & video equipment that would be needed to record the city council meetings for posting on the city's website. A motion was made by Monahan, second by Nelson to call the vote – Haugen, Nelson and Monahan voted yes, Bortnem and Johnson vote no, motion failed. Further discussion was held between council members and members of Growing Hartford. Vote was taken on the original motion – all voted yes, motion carried.

**Wall Lake Sanitary Sewer District:** Members of the Wall Lake Sanitary Sewer District approached the city regarding a proposal to have the city take over their sanitary sewer district. They provided financial information for the city's review. Public Works Supt Wagner did an inspection of their system. Wagner stated their system is in good shape but the added manpower needed to run both this system and the city's own sewer system would be too much for existing staff to absorb. City Administrator Sidel has been in contact with City Attorney Nelson on this proposal. Nelson indicated that legally the city cannot "own" the system. A better option would be to contract our services with the existing sewer district. After further discussion and input from council members, it is the consensus of the council that the city does not move forward with any proposal with the Wall Lake Sanitary Sewer District.

**Urban Street along Colton Road:** In 2016 Minnehaha County is planning on resurfacing and widening the Colton Road at Hwy 38 and proceeding north. The county has approached the city about putting in an urban section of

street along the portion of the road that abuts city limits at the same time they are doing their project. City Engineer Jon Brown was present and said ideally this would be a great time to do a project like this when the cost can be shared with the county. After further discussion on the estimated cost of doing a project like this and if this project is as pressing as other projects that need to be done it is the consensus of the council that at this time the city does not proceed with the county in making any improvement to the section of Colton Road that abuts city limits.

**Correspondence:** None

**Reports:**

**City Engineer Report:** Jon Brown with Stockwell Engineers updated the city council on projects they are working on. Environmental clearances are still pending on the plans for the Mike Franken Trail. Work on the water main extension project is scheduled to start late Aug. The contractor has installed the storm sewer portion of the work on the South Main Addition. The grading work is being worked on at the Fifth Street Apt with the fencing portion to be done in the coming weeks. Stockwells will be meeting with the pool committee to review two different concept plans for the spray park and two different concept plans for the zero depth pool.

**Public Works Superintendent Report:**

**Streets** – Mag water is done with the exception of a small area on Vandemark that will be done later this summer. The micro surfacing project is scheduled for Wed & Thurs of this week. Staff continues to do street patching as needed. The city has received a grant again this year for mosquito control. Mosquito spraying continues as needed. Staff has finished up the plywood install on the last billboard.

**Water** – Quarterly reports have been sent to DENR. With the help of some chemicals, the pond that went bad is coming back. In the coming weeks staff will be working on water valves, flushing and servicing hydrants, flushing manholes & cleaning storm sewer inlets.

**Park and Pool** – Both boilers had a 2yr inspection and looked fine. The parks have been sprayed for weeds.

**Public Buildings** – Nothing new at this time.

**Finance Officer Report:** The finance officer report was presented to the council. The report included a summary of cash balances and sales tax figures through June 30, 2015. Also included was a summary of funds available for each city committee and a highlight of bills to be paid. Wilber has contact the previous election workers and they have all agreed to be available for the referendum election to be held on Aug 25, 2015. A motion was made by Johnson, second by Monahan to appointed Marilyn Siemonsma (Ward 1), Carol Schutte (Ward 2), Myra Bornitz (Ward 3), and Christel Schroeder (alternate) as election workers for the Aug 25, 2015 referendum election – all voted yes, motion carried. The second session of swimming lessons is now underway. The calendar of events was also provided to the council.

**City Administrator Report:** Sidel indicated that sitework at the Fifth St. Apt site was progressing. She will be in contact with them regarding the terms of their building permit and the procedure to get and extension on that permit, if needed. Sidel reminded all of the forum to be held on July 28<sup>th</sup> 6:30pm at Fireside Event Center to discuss the referendum election to be held Aug 25<sup>th</sup>. A copy of the referendum ballot was provided to the council. The date for the 2016 budget meeting was discussed. A motion was made by Johnson, second by Haugen to set the budget meeting for Aug 26<sup>th</sup> at 7pm with a provisional date, if needed, on Aug 27<sup>th</sup> at 7pm – all voted yes, motion carried.

**Adjournment:** A motion was made by Bortnem, second by Johnson, to adjourn at 9:25 p.m. – 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.

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Karen Wilber, Finance Officer