

## City Council Meeting – Regular Meeting, July 3, 2018

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, Assistant Public Works Superintendent Neil Hanisch, Chamber and Economic Development Director Jesse Fonkert, City Attorney Larry Nelson and City Engineers Mitch Mergen and Ross Kuchta.

### BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Kuehl, second by Brenneman to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** Regular Meeting Minutes from June 19, 2018 were reviewed by the council. A motion was made by Kuehl, second by Horn to approve the June 19, 2018 regular meeting minutes – all voted yes, motion carried.

**PUBLIC COMMENTS:** - None

### VISITORS:

- **Richard Carlson and Raquel Leeper:** Mr. Carlson and Ms. Leeper have come to the city council to ask for an ordinance change to allow chickens within city limits. Mr. Carlson lives in the Northside Mobile Home Park and currently has 10 chickens – hens only. He indicated that he has had the chickens for 1 ½ years and uses the eggs for personal use and to give away – he does not sell the eggs. Current city ordinance does not allow any chickens or livestock within city limits. After a brief discussion about the history of the ordinance and why it was enacted, it was the consensus of the council to make no changes to the city's current ordinance. Mr. Carlson was directed to relocate the chickens out of city limits.

### REPORTS:

- **Sheriff's Department Report:** Captain Mike Walsh was present to discuss contracted service hours between the City and the Minnehaha Sheriff's Department. At the city's last council meeting, various issues were discussed regarding public safety and illegal activities. The council discussed various options to help address these issues. One option was to either contract more random hours with the Minnehaha Sheriff's Department or entertain a partnership which allows 24/7 coverage for the city. After discussion between the council and Captain Walsh on various options, it was decided that the city preferred Option 1 that would change our contract to allow us to keep our full-time deputy M-F during the day, add 12 hour evening shifts M-F and add 24 hour coverage on the weekends. A motion was made by Nelson, second by Brenneman to contract with the Minnehaha Sheriff Department in 2019 for the contracted hours discussed in Option 1 – all voted yes, motion carried.
- **Engineer Report:** Mitch Mergen and Ross Kuchta were the city engineers present. Mergen reported that they continue to work on the future waste water facility and meetings with property owners will be scheduled in the upcoming months. The Vandemark Sewer Extension Project is being re-advertised with a November 15<sup>th</sup> completion date – bid opening will be on July 13<sup>th</sup>. Kuchta gave an update on the Swenson Park grading project. Final contract documents are being executed and a notice to proceed will be issued this week. A preconstruction meeting is scheduled for July 6<sup>th</sup> and work is estimated to begin the week of July 9<sup>th</sup>. An update was also given on the Mickelson Road Project – work is progressing but rain delays have put the utility project behind about a week. The contractor plans to add more crew members to get the project back on schedule. A pay application was submitted for payment for work already completed and materials delivered. A motion was made by Kuehl, second by Jones to approve pay application #2 to Soukup Construction for \$225,122.52 – all voted yes, motion carried. Kuchta also gave an update on the Mike Franken Trail project. The contractor has been working on punch list items and has been given a final completion date of July 6<sup>th</sup>. Force account activity included review of Knapp's Landing plans and inspections in Kelly Point 2<sup>nd</sup> Addition
- **Public Works Report:** Assistant Public Works Superintendent Neil Hamish provide the council a brief update on various projects and items that are happening within the city.  
**Streets** – The city has been preparing the road for Slurry Seal, which will be applied this month. Road continues on the gravel roads, patching and sweeping as time allows. The city has made improvements to allow for mulching equipment at our lagoons for tree branch disposal. Mosquito spraying continues. The council was also presented a quote on crack sealing from Highway Improvements for .75 per lineal foot. A motion was made by Brenneman, second by Horn to approve the crack sealing quote from Highway Improvements for .75 per lineal foot – all voted yes, motion carried.  
**Park** – The skateboard park is closed and equipment is being taken down.  
**Sports Complex:** The water and electrical project was completed. Repairs to the fencing will be scheduled for the coming month.

**Payloader Discussion:** Butler, Titan and RDO have all provided bids to the city for a new payloader, along with a purchase price for the city's current loader. Each company was also asked to provide a buy back price and other available options to the city. This information was reviewed and discussed by the council and staff. Representatives from each company addressed questions from the council – Chad Kissell from RDO, Austin Morken with Butler and Jake Williams with Titan were representatives present. A motion was made by Monahan, second by Kuehl to purchase the John Deere from RDO for \$158,775.00 with trade in on our equipment of \$42,500 – Nelson and Monahan voted yes, with all others voting no – motion failed. A motion was made by Brenneman, second by Horn to purchase the Caterpillar from Butler for \$179,500.00 with trade in on our equipment of \$44,400.00 – An amended motion by Brenneman, second by Horn included adding the buyback option for \$100,000.00 – Brenneman and Horn voted yes, all others voted no – motion failed. Due to the fact that not all the companies provided a buy back option and that the other available options varied between companies, a comparison of like services was difficult. A motion was made by Brenneman, second by Kuehl to have Public Works Superintendent Craig Wagner secure a quote from Butler, Titan and RDO for a buy back option with 4000 hours or 5 years if available, includes a 3 year or 3000 hours maintenance plan and includes a 5 year lease option with 4000 hours – Horn and Monahan vote no, with all others voting yes, motion carried.

- **Finance Officer Report:** City Administrator Sidel noted that month end and quarter end reports are being completed. The council was provided a summary of revenues received during June, along with a review of the city's cash balances, revenues and expenses. The Park Recreation Program has been completed and an end of season report will be provided at the city's next council meeting. An update on the pool was provided. The council was also reminded about the upcoming SDML elected officials workshop – registration deadline is July 6<sup>th</sup>.

**New Finance Officer:** A motion was made by Nelson, second by Horn to hire Karen Wilber as the city's new finance officer at a pay rate of \$26.50 per hour, with no probation period and 10 days of vacation for 2018 – all voted yes, motion carried.

- **City Administrator Report:** City Administrator Sidel provide updates to the council. HR Green held a meeting on the I90 Exit 387 Interchange – participation and comments were good. The consulting firm plans to present possible concept designs to the public later this fall. The city received a state mosquito grant for \$3,605.00 to help off-set control costs. An insurance claim was filed on the tools that were stolen from the city shop. The Recreation Director position is now being advertised. The city staff and Siouxland Library staff met last week to go over the remodeling project at the senior center. Material have been ordered and work is being secured. We hope to have the library open by mid-August.

#### **OLD BUSINESS:**

- **Discuss Possible Park Improvements:** Staff was asked to provide possible improvements/suggestions for the skatepark area. After a brief discussion, a motion was made by Brenneman, second by Kuehl to table this item until a future date – all voted yes, motion carried.

#### **NEW BUSINESS:**

- **Discuss Rezoning of the City's South Street Lots:** Chamber and Economic Development Director, Jesse Fonkert has asked the council to consider rezoning the city's South Street lots from residential to community commercial in order to simplify the process of erecting a daycare at that location. After a brief discussion, it came to the city's attention that the zoning may already be community commercial. Staff will verify the zoning before any action is recommended.

**Executive Session:** A motion was made by Brenneman, second by Horn to enter into executive session pursuant to SDCL 1-25-2 (1) for personnel and SDCL 1-25-2 (3) for legal at 9:05 pm – all voted yes, motion carried. A motion was made by Brenneman, second by Horn to exit executive session at 9:11pm – all voted yes, motion carried.

#### **Adjournment:**

A motion was made by Horn, second by Brenneman to adjourn at 9:12 p.m. – all voted yes, motion carried.

Minutes recorded by City Administrator/Interim Finance Officer, Teresa Sidel.

I, the undersigned, Teresa Sidel, City Administrator/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, City Administrator/Interim Finance Officer