

City Council Meeting – Regular Meeting August 20, 2013

Mayor Paul Zimmer called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Gail Olson-Duck, Scott Nelson, Leah Johnson, Scott Yount, Mark Monahan and Doyle Johnson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, and City Engineers Nick Borns, and Mitch Mergan.

Approve Agenda: A motion was made by Leah Johnson, second by Gail Olson-Duck to approve the agenda as set - all voted yes, motion carried.

Approve Minutes of Previous Meeting: A motion was made by Olson-Duck, second by Leah Johnson to approve the August 6, 2013 regular meeting minutes with the correction of the date of the Special Council Meeting to Aug 21, 2013 – all voted yes, motion carried.

Approval of the Bills: A motion was made by Leah Johnson, second by Monahan to approve the bills submitted for payment – all voted yes, motion carried.

Ordinances, Resolutions & Hearings:

1st Reading of Ordinance #592 – Amendment to Park Hours: Currently the park remains open 24 hours except for the following areas which close from 10pm to 7am: volleyball court, basketball court, tennis court, skateboard park. This ordinance will set the city park hours from 6am to 11pm at all city parks with the exception of campers. A motion was made by Leah Johnson, second by Yount to approve the 1st reading of Ordinance #592 Amendment to Park Hours – all voted yes, motion carried.

7:05 Hearing – County Resolution MC, vacation for right-of way within the extraterritorial area of the municipality: The Minnehaha County Commission has approved Resolution MC – Resolution to Vacate a Highway which will vacate a portion of Jeannie Drive in the Hartford Heights Development. Due to the fact that the city has a joint platting jurisdiction with Minnehaha County and this vacation falls within those boundaries, the county requires approval from the city. A motion was made by Leah Johnson, second by Nelson to approve County Resolution MC – Resolution to Vacate a Highway – all voted yes, motion carried.

Old Business:

Munce Purchase Offer for Lot 1, Block 9 of Hartford City Proper: The city currently owns Lot 1, Block 9 of Hartford City Proper. Roger Munce owns the two lots to the north of this lot. Mr. Munce has submitted a written offer to the city to purchase the city's lot with plans to erect a new building that will occupy all three lots and offer commercial, retail or office space. A motion was made by Monahan, second by Nelson to transfer Lot 1, Block 9 of Hartford City Proper to the Hartford Area Development Corporation for the purpose of selling the lot to Mr. Munce with any purchase agreement between Mr. Munce and the HADC requiring approval from the city – all voted yes, motion carried.

New Business:

Closure of Oaks Avenue between 1st & 2nd for Personal Property Auction: Dean and Bonnie Oberle are having a household auction on Saturday Aug 31, 2013 and have requested that Oaks Ave be closed in front of their property during the auction. A motion was made by Monahan, second by Doyle Johnson to allow Oaks Ave to be closed in front of Dean and Bonnie Oberle's residence from 8am to 6pm on Aug 31, 2013 – all voted yes, motion carried.

Sports Complex – Maintenance & Economic Impact Study: Scott Yount addressed the council regarding the Sports Complex. The committee has inquired as to their roll in fertilizing and weed control at the sports complex. It was explained that the city will be responsible for the ongoing maintenance of the sports complex area. Discussion was also held regarding an economic impact study that Gary Sandholm has completed. This is needed if the committee should decide to apply for any future grants that may become available. Stockwell Engineers address the issue of overseeding at the sports complex site. The seed has not filled in as well as they thought it would and to keep on track with being able to use the fields after three growing seasons, they recommend overseeding the fields yet this fall. A motion was made by Monahan, second by Doyle Johnson to proceed with overseeding the sports complex site with the cost to be split between the city, the general contractor and the seeding contractor – Olson-Duck voted no with all others voting yes – motion carried.

Visitors/Correspondence: Mayor Zimmer shared a thank you note sent to the Bike & Rec Trail Committee by Alexa Larson. She thanked the committee for the bike she won during Jamboree Days.

Reports:

Pool End of the Season Report: Amy Sebert was present to report on the pool season. Attendance at the pool this year was lower due to the cooler temps. Season pass sales increased by 44 this year compared to last year. Seventeen pool parties were booked throughout the season. Barb Thaler held a training session for pool staff before the season began and also conducted several drills throughout the summer. Sebert thanked city staff, lifeguards and assistant managers for all their hard work and dedication in making such a successful pool season.

Public Works Superintendent Report:

Streets – Staff has started on street patching and will continue into next week. The micro surfacing project has been pushed back due to the weather but is scheduled to start in the coming weeks. Weight limit signs have been installed on the Mickelson Road bridge. The storm sewer inlet along Hwy 38 is scheduled to be fixed next week. The plywood for the billboard backing has arrived and will be installed over the next couple weeks. Mosquito spraying continues as needed.

Water – Work on valve boxes and manholes has started. Working on water and sewer installation with contractors continues. Wagner mentioned a recent water leak from a service line on Kelley Ave. Staff has finished exercising water valves throughout town and will be working on hydrants this next week.

Park and Pool – With the closing of the pool, the winterizing of it will start this week. Wagner is getting pricing on the electrical work for the ball diamond lights. Shingles will be replaced on a couple park shelters yet this year.

Public Buildings: Work on the painting of the exterior of City Hall continues.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on projects they are working on. In regards to the Diamond Trail extension, construction documents are expected to be completed this week and updated cost estimates will be provided. Inspections continue on phase 3 of Kelly Point Development. Once a new drainage plan is received on the 5th Street Apartment property, review and recommendations will take place. Work continues on the CIP with Stockwells and city staff meeting to review preliminary estimates and the prioritizing of projects. Repairs on the Hwy 38 portion of the bike trail are expected to start yet this fall. Stockwells and city staff have met with the neighboring landowner to the sports complex to discuss drainage issues. Stockwells is recommending that the undeveloped area of the sports complex be planted with a cover crop, such as alfalfa, to elevate some of the runoff that is occurring onto the property to the east. The council has requested that City Administrator Sidel put together some information for the next council meeting regarding the different options the city may have regarding the planting, leasing and maintenance of this undeveloped land. Stockwells gave an update to the council on the Meadows Development group who is currently pursuing development in the City of Canton. An updated Recreational Trails Master Plan has been provided to city staff.

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 July 31, 2013. Also included was a summary of funds available for each city committee and a highlight of bills to be paid. Wilber reminded the council of the upcoming Budget Meeting on Aug 21st. A listing of upcoming events and meetings was also provided to the council.

City Administrator Report: Sidel noted that the speed trailer arrived earlier today. Work is scheduled to begin on the Kelly Point Creek Project on Aug 26, 2013. Sidel provided the council with information regarding two lots that the city owns in the middle of a block between 5th & 6th St. and Mundt & Eastern Ave. This information was provided for future discussions regarding the city's plans for these lots. Sidel has been in contact with Sam Assam regarding a possible 3-way land swap. It was also noted that Deputy Terrones would like to remind everyone to lock their car door as there have been a few break-ins in town.

City Council Reports

Ward 1: Leah Johnson welcomed all students back for another school year and urged everyone to drive with care now that school is back in session. She also noted that the Swimming Pool Committee met on Aug 12th. Scott Yount reported that the next Sport Complex Committee meeting is Sept 11th.

Ward 2: Mark Monahan reported that he attended the Sports Compelx Committee meeting on Aug 14th and Bike & Rec Trail Committee meeting on Aug 13th. He also noted the Bike & Rec Trail Sept meeting has been cancelled due to lack of agenda items. Doyle Johnson reported that the next Drive to Revive Committee meeting is Aug 21st. He also thanked Wagner and his staff for the nice job they did on the ball fields during the recent tournament that was held in the city park.

Ward 3: Olson-Duck reported that things have been quiet in her ward. She also reported that Hometown Christmas meetings have not yet been schedule yet. Nelson confirmed that there is no Chamber Mixer in August but there is a Chamber Membership meeting on Aug 28th at Sunshine Foods.

Mayor's Report: Mayor Zimmer reminded all that school is open so please drive safe.

Adjournment: A motion was made by Monahan, second by Olson-Duck, to adjourn at 8:54 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.

Karen Wilber, Finance Officer