

City Council Meeting – Regular Meeting, August 21, 2018

Council President Mark Monahan called the meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Arden Jones, Mark Brenneman, Travis Kuehl, Ryan Horn and Scott Nelson. Mayor Jeremy Menning was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert, and City Engineer Mitch Mergen.

BUSINESS ITEMS:

- **Approve Agenda:** Council was notified that Fire Chief Bryon Shumaker would not be present to give his report. A motion was made by Nelson, second by Horn to approve the agenda with the removal of the Fire Department report - all voted yes, motion carried.
- **Approval of the Minutes:** Regular Meeting Minutes from August 7, 2018 were reviewed by the council. A motion was made by Jones, second by Kuehl to approve the August 7, 2018 regular meeting minutes – Brenneman and Monahan abstained with all others voting yes, motion carried.
- **Approval of the Bills:** A motion was made by Jones, second by Horn to approve the bills submitted for payment – after questions from the council, all voted yes, motion carried.

PUBLIC COMMENTS: - None

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

Special Event Application for West Central Homecoming Parade: West Central School District has applied for a special event permit to hold the homecoming parade on Sept 14, 2018 from 1pm to 2pm. The parade route remains the same as last year. A motion was made by Nelson, second by Kuehl to approve the Special Event Permit submitted by West Central School District for the homecoming parade to be held on Sept 14, 2018 between the hours of 1pm and 2pm and to waive the application fee – all voted yes, motion carried.

VISITORS:

- **Matt Evans:** Matt Evens was not present. Councilman Nelson commented on the recent activities he has observed at the Sports Complex. He said the crowds were large and it was a very impressive to see that many people enjoying the Sports Complex.

REPORTS:

- **Chamber & Economic Development Director Report:** Director Jesse Fonkert's report was provided to the council for their review. Highlights include working on Chamber newsletter, held the first "Coffee with the Cops" which will be an ongoing event held every third Thurs 7am at Stomping Grounds and is open to the public, assisted in organizing Business in the Park event, held ground breaking ceremony for Swenson Sports Complex & Industrial Park, spoke at SF Sertoma Club on Hartford development and happenings.
- **Engineer Report:** City Engineer Mitch Mergen's report was reviewed by the council. Updates on the various city project was provided: Waste water treatment facility – meetings will be scheduled with landowners in late Aug to early Sept; Vandemark Ave Sewer Extension – a notice to proceed and preconstruction meeting will be issued in the coming weeks; Swenson Park Grading – grading continues and excavation of the detention ponds are underway. Discussion was held on the possibility of doing the ag-lime portion of the project yet this year. Mergen will follow up with the contractor; Mickelson Rd Improvements – paving is expected the first part of October, sidewalks work should start very soon along with electrical work to power the lift station; Mike Franken Trail – all work is completed except for restoring power to the welcome sign.
- **Public Works Report:** Public Works Superintendent, Craig Wagner's report was provided to the council for their review. Highlights include:
 - Streets** – The slurry-seal coating is planned for Aug 22nd & 23rd. Once the slurry-seal process is done, those roads will be swept. Mag water is scheduled to be applied again in late August. Mosquito spraying is being done as needed.
 - Water** – Wagner is looking into a new radio read system to be implemented in 2019. Any new meters installed would be on the new system and old meters would be switched out as needed.
 - Sewer** – Levels in pond A are being lowered so work can be completed on the aerators.
 - Emerald Ash Borer:** Wagner estimates that there are around 95 ash trees in the park. He will be taking an inventory of the boulevard areas in the coming week.
 - Tree Branch Disposal:** The contractor continues chipping work on the tree branch pile.
 - Bike Trail** – The bench near the cemetery has been installed. Work is scheduled to start next week on the new shelter.

Pool – Now that the pool is closed, winterizing of the buildings will be done as time allows.

Public Buildings – Exterior work continues at the Library – dirt work and seeding along with installing a fence and the sign.

Review Bids for Payloader – The bid information on the payloader purchase was provided to the council. A motion was made by Jones, second by Kuehl to purchase the Case with no trade-in for \$149,138 and for the city to surplus the existing payloader – Horn, Kuehl and Monahan voted no with Nelson, Brenneman and Jones voting yes, motion failed. A motion was made by Nelson, second by Monahan to purchase the John Deere with no maintenance contract and no trade-in for \$158,775 and for the city to surplus the existing payloader – Jones and Brenneman voted no with Horn, Kuehl, Nelson and Monahan voting yes, motion carried. A motion was made by Kuehl, second by Brenneman to surplus existing payloader and use funds to purchase a new skidsteer that was requested at the 2019 budget meeting. Discussion was held. Monahan suggested waiting on this action until the new payloader is delivered the end of Nov. The vote was taken with Monahan voting no and all others voting yes, motion carried.

- **Finance Officer Report:** City Finance Officer Wilber's report was provided to the council. Items included the cash balances and sales tax revenue as for July 31st, a recap of bills submitted for payment, committee fund balances and the calendar of events.
- **City Administrator Report:** City Administrator Sidel report was reviewed. Recent traffic counts along Western Ave saw an increase in traffic during the Sturgis Rally. The State inspection of the Mickelson Rd project went well. The USPS is no longer allowing single mailbox locations. Instead there will be centralized boxes. Sidel has sent letter to all developers so they are aware of the change. Interviews for the Recreation Director position are scheduled for the last week of August. A thank you to the Hartford Area Church Softball League for their donation of \$200 to the city for care and maintenance of the ballfields.

OLD BUSINESS:

- **Review/Approve Tower Lease with West Central Schools:** The draft lease agreement was provided for review. The 2-year lease does not require the school to pay any rent for the usage of the tower but does have a \$50 per month fee to cover any electrical usage by their equipment. Discussion was held on possibly billing the school for the time it took City Attorney Nelson to draft the lease agreement. A motion was made by Brenneman, second by Kuehl to approve the tower lease agreement as presented – Nelson and Monahan voted no with all others voting yes, motion carried.
- **Set Date for Re-location of Fence within City Property:** A motion was made by Brenneman, second by Horn to set a date of Oct 3, 2018 for the fence to be re-located off of city property – all voted yes, motion carried.

NEW BUSINESS:

- **Reschedule Nov 6, 2018 City Council Meeting:** The Nov 6th council meeting needs to be rescheduled as this is the date of the general election and city hall is used as a polling place. A motion was made by Nelson, second by Brenneman to change the council meeting date from Nov 6th to Nov 7th – all voted yes, motion carried.

CORRESPONDENCE: Councilman Nelson asked for approval from the council to send Thank You notes to the sales reps from Butler and Titan for time they spent on providing quotes and attending meetings for the discussions on the payloader purchase. It was the consensus of the council that Thank You notes be sent.

ADJOURNMENT: A motion was made by Horn, second by Brenneman to adjourn at 7:50 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