

City Council Meeting – Regular Meeting August 5, 2014

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: Scott Nelson, Scott Yount, Gail Olson-Duck, Bill Campbell and Doyle Johnson. Mayor Paul Zimmer was absent with notice. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson along with City Engineer Nick Borns.

Approve Agenda: A motion was made by Monahan, second by Olson-Duck to approve the agenda with the addition of discussion of sump pump discharging under New Business – all voted yes, motion carried.

Approve Minutes of Previous Meetings: A motion was made by Campbell, second by Johnson to approve the July 15, 2014 regular meeting minutes – all voted yes, motion carried.

Deputy Report: Deputy Terrones was present to give his report. Terrones noted that speeding issues at Hwy38/2nd St has declined. Recent arrests were made on drug activity taking place within the city. A group of peddlers that had recently obtained a peddlers permit with the city had their permit revoked due to their conduct when dealing with city residents.

Visitors: Dave Obenauer was present to address the council regarding the progress he has made on the restoration of the Mundt Building. Due to some unforeseen circumstances, Mr. Obenauer has not met the original timeline he had presented to the city on this project. It is the consensus of the council to allow Mr. Obenauer 60 days to resolve any personal matters and to revisit the council with a detailed timeline of when he thinks the exterior of the building will be completed.

Ordinances, Resolutions & Hearings:

1st Reading of Ordinance #616 – Prohibited Parking Amendment: Ordinance #616 was presented to the council for their review. This ordinance incorporates a 20ft no parking zone at intersections and/or the use of yellow marking paint to distinguish no parking areas. A motion was made by Nelson, second by Johnson to approve 1st reading of Ordinance #616 – Prohibited Parking Amendment. Discussion was then held regarding the ticketing of such parking violation. Nelson rescinded his motion. A motion was made by Nelson, second by Olson-Duck to approve 1st reading of Ordinance #616 with the addition of “Fine will not be assessed unless a verbal or written warning has been issued to the register owner of the vehicle” – all voted yes, motion carried.

1st Reading of Ordinance #617 – Speed Restrictions: The State is requiring all cities to comply with the changing of their regulatory signs to reflective by 2015. The City has entered into an agreement with the State where the State will change out the regulatory signs at no cost and the City will be responsible for the maintenance of the signs. As part of the program the City needs to update its ordinance to reflect all current speed limits throughout town. Ordinance #617 provides for this update. A motion was made by Johnson, second by Olson-Duck to approve 1st reading of Ordinance #617 – Speed Restrictions – all voted yes, motion carried.

Old Business:

Amphitheater Project – Review of Revenue & Expenses: Terry Hagen was present to provide the council an update on the amphitheater project. The project is nearly complete. Items remaining include some soffit work, building small deck to the back door and painting. To date, the expenses have exceeded the donations collected. Hagen feels that, if provided some time, he will be able to raise additional funds. It was the consensus of the council that Hagen has until Oct to do additional fundraising and report back to the council at the Oct 7th council meeting.

New Business:

Renewal of Chamber Billboard Rental: Councilmember Nelson addressed the council on behalf of the Chamber. The agreement between the City and the Chamber for the rental of billboard #5 will expire in August. The Chamber is interested in renting this billboard again. A motion was made by Nelson, second by Johnson to grant the Chamber a 5 year rental of billboard #5 at no cost. Discussion was held regarding a 5 year rental period versus a 1 year rental period. A substitute motion was made by Campbell, second by Olson-Duck to allow a 1 year rental of billboard #5 to the Chamber at no cost – Nelson and Johnson voted no with all others voting yes, motion carried.

Set Budget Meeting Date & Time: A motion was made by Campbell, second by Nelson to set the budget meeting on Aug 27th at 6pm – all voted yes, motion carried.

Review of Project for GFP LWCF Grant: The SD GF&P is accepting application for the Land & Water Conservation Fund Grant. This grant is to help fund outdoor recreation projects. Both the Sports Complex Committee and Swimming Pool Committee are interested in applying for this grant. After talking with the grant coordinator, it is his recommendation that the city only submit one grant application to help ensure the best chance of receiving the highest grant amount. Kandi Lewin was present on behalf of the Swimming Pool Committee. Lewin stated if they were to apply and receive grant funds they would complete Phase II of their plan which is the zero depth wading pool. Lewin gave an overview of the cost estimate of Phase II and indicated that this project could be scaled back based on the amount of grant funds they receive. Dave Lorang was present on behalf of the Sports Complex Committee. Lorang provided the council with a list of 17 items that they would use the grant funds for. Based on the amount of grant funds received, would determine how many of these items could be purchased. The items were prioritized on the list and included such items as agri-lime, dugouts, bases, foul poles, drag, field marker, storage shed, bench, scorer's table, bleachers, batting cage among others. A motion was made by Campbell, second by Johnson that City Administrator Sidel apply for the GF&P grant on behalf of the Sports Complex Committee – Nelson, Olson-Duck and Monahan voted no with Campbell, Johnson and Yount voting yes. Council President Monahan broke the tie voting no. Motion failed. A motion was made by Yount, second by Johnson that City Administrator Sidel apply for the GF&P grant on behalf of the Swimming Pool Committee – Campbell voted no with all other voting yes, motion carried.

Sump Pump Discharging: The council briefly discussed the topic of sump pump discharging throughout the city.

Correspondence: None

Reports:

Chamber/HADC Director's Report: Gary Sandholm was present to address the council regarding the recent activities with both the Chamber and HADC. The Chamber & HADC will be once again having a booth at the Turner County promoting Hartford and its businesses. Gage Team will be handling the merging of the Chamber information into the HADC website of www.livinghartford.com. The Mutual Self-Help Housing project is still looking for eligible candidates for the program. Hometown Christmas held their first planning meeting. The theme of this year's event will be "The Sights & Sounds of Christmas". Sandholm gave an update on recruitment and development efforts. Discussion was held on land that is for sale to the south of I-90 and the possibility of this land being annexed into the city at a later date. It is the consensus of the council that Sandholm arrange a meeting with the property owner to get their thoughts on this matter.

Fire Department Report: Fire Chief Bryon Shumaker reported that the Fire Dept made 29 calls in July with 13 being in city limits. The dept business meeting will be Aug 13th. Medical training will take place on Aug 18th and Fire training will take place on Aug 27th. The Fire Dept was involved in the lawn mower poker run which was a fundraiser for the department. Shumaker indicate that the dept will be applying for a grant to purchase public access defibrillators for facilities throughout Hartford. Emergency planning was discussed. The next step in this process is to form a committee and that committee will work on drafting a plan. Shumaker suggests that the committee be small at this point with representation from the city, fire dept, county emergency management and law enforcement. A motion was made by Olson-Duck, second by Yount to form an Emergency Planning Committee with members as follows: City Administrator Sidel, Public Works Superintendent Wagner, Deputy Terrones, Bryon Shumaker and Todd Lowe with the Fire Dept, Lynn DeYoung or a representative from County Emergency Mgmt and a member of the council as appointed by the Mayor – all voted yes, motion carried.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on items they are working on. Contracts for the fencing project at the Sports Complex have been sent to American Fence for signature. A punch list of final items on the West Diamond Trail project has been completed by the contractor. Stockwells is working on securing environmental approvals on Phase 3&4 of the bike trail. Meetings with adjacent landowners are ongoing regarding the layout of the East Diamond Trail project. Inspections have been performed in the Kelly Point Development. Stockwells has met with city staff to update the CIP.

Public Works Superintendent Report:

Streets – Micro-surfacing and crack sealing projects are now complete. Based on the quotes received, Wagner indicated that the cost for supplies and labor to install temporary lighting along Hwy 38 during the street light replacement project will be around \$9,500. A motion was made by Olson-Duck, second by Johnson to proceed with installing temporary lighting along Hwy 38 to include the take down and removal of current poles and the installation of temporary poles at a cost not to exceed \$10,000 – all voted yes, motion carried. Wagner has been coordinating with Ulteig Engineering on the sign replacement project. Wagner continues to work with the City of Sioux Falls on gathering mosquito count information. In regards to light poles installed by developers that become the property of the city, Wagner provided information to the council regarding the repairs of these poles if they were to be damaged. The city has a maintenance contract with Sioux Valley Energy to provide the maintenance and repairs of all light poles throughout the city. A maintenance fee is incorporated into the electrical rate that is charged for the street lights. A meeting will be set up for Wagner and Sidel to meet with Sioux Valley Energy to go over the contract to make sure all terms and conditions are up to date. Wagner obtained a quote amount of \$1.20 per gallon for a second application of mag water this fall. He also provided a listing of all the gravel streets throughout the city and how many gallons would be needed on each street. The cost to do all the streets would be just over \$16,000. A motion was made by Nelson, second by Yount to apply mag water to Railroad St. from Hwy 38 to Feyder Ave at a cost not to exceed \$5,500 with no more than \$3,500 to be paid for out of reserves – Nelson and Yount voted yes with all others voting no, motion failed.

Water – Discharging of Pond 3 is complete. The wastewater inspection that was done by DENR last week went well. Staff has started exercising the water valves and hopes to complete next week.

Park and Pool – The pool is going good. Painting continues in the parks. Fencing has been installed around the storm sewer outlet at Turtle Creek Park. Staff has sprayed for weeds.

Public Buildings – Wagner hopes to start the shop addition in the next few weeks.

Wagner requested approval for himself and Jesse O’Kane to attend the SD Water and Wastewater Annual Conf to be held Sept 17th – 19th in Watertown. A motion was made by Olson-Duck, second by Nelson to allow Wagner and O’Kane to attend the SDWWA Annual Conf on Sept 17th – 19th – all voted yes, motion carried.

Finance Officer Report: Wilber provided a highlight of revenues that were received during July along with the general fund revenues and expenses to date thru June. The fall pet clinic will be Saturday Aug 9th at Hartford Vet Clinic from 9am to 12pm. The swimming pool will close for the season at 5pm on Aug 19th. Wilber provided information on the SDML Annual Conference to be held Oct 7th – 10th. Monahan and Campbell expressed interest in attending. Wagner requested approval to attend this conference. A motion was made by Olson-Duck, second by Yount that Wagner attends the SDML Annual Conference to be held in Spearfish Oct 7th – 10th – all voted yes, motion carried. The calendar of events was provided to the council.

City Administrator Report: In the coming week Sidel will finish up meetings with property owners regarding the placement of East Diamond Trail. Once these meetings are done, a suggest plan for placement of the road will be presented to the council. The city now has ownership of the two parcels of land on Vandemark Ave across from the pool. Demolition of the trailer houses on these lots will take place in the coming weeks. FEMA has approved the revised LOMR for the channel work done by Kelly Point. City Attorney is working on the document to transfer Lot 1B, Block 1 of Maras Addn to the HADC. In preparation for the 2015 budget, Sidel has met with City Engineers to review the current CIP and update as needed. Sidel will attend the next school board meeting to ask for a permanent easement to relocate a section of phase 3 of the bike trail onto the school’s property.

Committee Reports by Liaison:

Mark Monahan – Bike/Rec & Fire Department: The Bike/Rec Trail Committee will not meet in Aug.

Scott Yount – Swimming Pool: The Swimming Pool Committee will meet on Aug 25th 7pm Pizza Ranch.

Bill Campbell – Sports Complex: Nothing to report.

Gail Olson-Duck – Jamboree Days & Hometown Christmas: Nothing to report.

Doyle Johnson – Downtown: Nothing to report.

Scott Nelson – HADC & Chamber: Nelson invited residents of the Hartford community to reach out with monetary donations for the amphitheater project. Nelson acknowledged both Costellos and the hotel investment group for the work done thus far on their respective projects. Nelson also noted that the Chamber & HADC are launching a hash tag social media campaign.

Mayor's Report: No present.

Adjournment: A motion was made by Olson-Duck, second by Johnson to adjourn at 10:08 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