

Hartford City Council Meeting – Regular Meeting August 5, 2025

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Cindy Matson, Shaun Boen, Travis Kuehl, Darrell Horacek, and Michelle Schilling. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Engineers Michael Redenbaugh & Justin Heim, and 9 people from the public.

BUSINESS ITEMS:

- **Approval of the Agenda:** A motion was made by Matson, second by Kuehl to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:**
 - A motion was made by Schilling, second by Horacek to approve the regular meeting minutes from July 15, 2025 – all others voted yes, motion carried.
 - A motion was made by Kuehl, seconded by Boen to approve the special meeting minutes from July 29, 2025 – all voted yes, motion carried.
 - A motion was made by Boen, seconded by Kuehl to approve the special joint City Council and Planning & Zoning meeting minutes from July 29, 2025 – all voted yes, motion carried.

PUBLIC COMMENTS: None

Ryan Horn arrived at 7:04pm

VISITORS:

- Karen Burgers, Troop Leader for Girl Scout Troop #40721, was present to visit with the Council about a possible outdoor project. Her Troop is a group of 7th grade girls that have been working on their Outdoor Journey. The last step of this journey is to do a Take Action Project, which is a project that would improve the community. Since they are doing an outdoor journey, they thought an outdoor project would be a good fit. At the last Council meeting it was mentioned that sign at Lyon Park looks pretty rough. Burgers thought that this would be a good project for the girls to take on, cleaning and repainting the sign. The Council agreed. Wagner will assist as needed.
- Leah Johnson, President of Hartford Jamboree Days, was present to provide the Council a recap of the 2025 event. Despite the hot weather over the weekend, the event was well attended on all days. Many positive comments were received from those attending.
- SMGA President Tyler Tordsen was present to provide the Council with an update on wastewater regionalization efforts and the associated EPA grant.

ORDINANCES, RESOLUTIONS, APPLICATIONS, AGREEMENTS AND HEARINGS:

- **Special Event Permit – WC Booster Club:** Jackie Heier, on behalf of the WC Booster Club was present to request a special event permit for a 5k fun run/walk on Aug 23rd from 8am to 9am. A route map, which includes both streets and trails, was presented. This 5k is one of many events that will be held during the 1st Annual Trojan Fall Kickoff. All other events will be held at WC High School. The City will provide any cones, if needed along the route. A motion was made by Horn, second by Boen to approve the special event permit for the 5k on Aug 23, 2025 as presented – all voted yes, motion carried.
- **Special Event Permit – South Bar:** Lynn Person, on behalf of the South Bar was present to request a special event permit to hold a live music event starting at 6pm on Sept 5th, 2025, to 1am on Sept 6th, 2025. They are requesting the closure of Main Ave from 1st St to Menth Ave, and to allow for the use of alcoholic beverages in this area and on surrounding sidewalks. Discussion was held on how late the music would go. The City's noise ordinance would allow until 11pm. A motion was made by Horn, second by Boen to approve the special event permit as applied for with the exception that the live music would cease by 12am – all voted yes, motion carried.

REPORTS:

- **Sheriff's Department Report:** Deputy Rechtenbaugh was present to provide his report. For the month of July there were 258 calls for service, which is an increase of 18 from last month. Once again, safety concerns regarding scooters was discussed.
- **Engineer Report:** Michael Redenbaugh reported the following:
 - Site plans and plats are continually reviewed as they are received.
 - Observation of public improvements in private developments is ongoing.
 - Engineers continue to work with the State to execute a work order in regard to the TAP grant for the new trail. Design work is anticipated to be completed this summer with construction to start this fall, depending on the weather and contractor availability.

- On the WRRF project, the facility began receiving City wastewater on July 21st, with wastewater flows gradually increased to full flow. This month's work will include electrical completion, HVAC commissioning, architectural finishes, SCADA commissioning, and final cleaning.
 - **Review/Approve Pay Request #22:** Pay app #22 from Rice, Lake Construction Group for work completed through July 31st on the WRRF was presented. A motion was made by Kuehl, second by Boen to approve payment of pay app #22 in the amount of \$148,552 to Rice Lake Construction Group – all voted yes, motion carried.
- The Hwy 38 Water Main Extension project is substantial complete. The ditches have been regraded and reseeded. Once the seed is established, the project will be closed out.
- The storm sewer, sanitary sewer, and water main pipe have been installed in Phase 2 of the Western Ave project. Work continues on the storm junction boxes and inlets as weather allows. Once complete, roadway shaping and prep for paving will begin. Seeding in Phase 1 has been done. The construction site and erosion control devices are being inspected after each rain event with repairs being done as needed to limit sediment transport.
 - **Review/Approve Pay Request #4:** Pay app #4 from D&G Concrete Construction, Inc for work completed through July 29th on the Western Ave project was presented. A motion was made by Horn, second by Boen to approve payment of pay app #4 in the amount of \$754,477.26 to D&G Concrete Construction, Inc. – all voted yes, motion carried.
- The Swenson Parking Lot project bid opening was July 24th. A total of 10 bids were received ranging from \$142,993 to \$218,835. All the bids have been reviewed by ISG, who recommends awarding the bid to low bidder Zacharias Construction, Inc. A motion was made by Kuehl, second by Schilling to award the bid for the Swenson Parking Lot project to Zacharias Construction, Inc. in the amount of \$142,993 – all voted yes, motion carried.
- Engineers continue to work on the Kelley Ave drainage study. A final report will be provided for Council review ahead of the 2026 budget meeting on Aug 27th.
- Engineers have started to gather data for the city-wide water model. Engineers are anticipating that it will take 4 to 6 weeks to create the model once all data has been received.
- **Public Works Report:** Public Works Superintendent Wagner provided his report.
 - Streets – Staff continues to work on street patching as time allows. This past week the part time summer help has been working on storm cleanup. The siren along Western Ave had to be moved as a result of the street project. SVE assisted in the move. The footings for the new street lights at Hwy 38/Colton Rd have been installed. Installation of the poles and electrical is expected to be done in a few weeks.
 - **Review/Discuss Traffic Counts and Signage on Colton Rd:** Reports of the traffic data collected from July 1st to July 15th along the Colton Rd was provided for Council review. The data does indicate that there is speeding issues along this stretch of roadway. Since this is a County road, Wagner has had discussions with the County about placing additional signage. The County has indicated that they will not cost-share in any additional signage but would allow the City to place signage at the City's expense. Wagner has secured a quote for \$9,500 for 3 radar speed signs. Discussion was held on possible locations where this type of signage would be beneficial. It was the consensus of the Council to move forward with this sooner rather than later. Staff was asked to look over the budget for possible unused budget funds that could be used for this unexpected purchase and provide a recommendation at the next meeting.
 - Boulevard Trees: Staff will be monitoring the ash trees in the boulevards and park. Wagner will be putting together an ash tree removal plan.
 - Mosquito – Spraying will be done as needed.
 - Water – The 2nd quarter report has been submitted. Next reporting is due Oct 10th.
 - Sewer – Last Friday a pump went down at the Sagehorn lift station. Staff has since replaced it. The next DMR reporting is due Aug 28th. With the goal of discharging the lagoons again this summer, Staff has started taking samples again.
 - Parks – The post have been set and concrete floor poured for the new restroom. Next week Staff plans on setting the walls. The post for the shade structures at the dog park are set as well.
 - Sports Complex – Once the new parking lot is staked out, Staff will start working on placement of the playground equipment. The foul poles for fields 3 and 4 have been installed.
- **Finance Officer Report:** City Finance Officer Wilber provided her report. Items included a summary of revenues received in July along with an overview of the city's general fund revenues and expenses through June. The August calendar of events was provided.
- **City Administrator Report:** City Administrator Sidel provided her report. The City continues to accept applications for the wastewater plant specialist and public works assistant positions. The pool will close for the season at 5pm on Aug 16th. Fastpitch World, LLC used 4 fields at Swenson Park for their tournament on July 23rd/24th. Positive feedback was received. HASA ran the concessions, which also went well. Greg Hartmann with HASA extended a thank you to the City for the well-equipped concession stand. Sidel will be attending a cybersecurity workshop at DSU on Aug 12th. This workshop will help create an incident response plan should an attack ever happen. There are also funds available through this program for any needed cybersecurity improvements, services, or hardware upgrades. Staff will be busy this month getting ready for the 2026 budget meeting on Aug 27th. An update was provided on the Windsor Group and Assam TIF's.

OLD BUSINESS:

- **Discuss Reinstatement of Sidewalk Committee:** Many discussions have been held in the past about the sidewalk issues throughout Hartford. There are some areas where there are no sidewalks and there are some sidewalks that are in a state of disrepair. In June 2024 a sidewalk committee was formed to try and address some of these issues. Several things have been accomplished since then including creating a map that identifies all sidewalks and trails, all areas where there are no sidewalks, and also any areas that have sidewalk issues. Also, the City secured a TAP grant to construct a trail along Mickelson Rd that will connect the Turtle Creek Highlands to the existing trail at Patrick Ave., which is phase 1 of a 3-phase plan. In an effort to keep moving forward with this sidewalk initiative, discussion was held on reinstating a sidewalk committee. Mayor Jones recommends the appointment of Horn, Horacek, and Schilling to this committee. A motion was made by Kuehl, second by Matson to approve the appointment of Horn, Horacek, and Schilling to the Sidewalk Committee and to allow special meeting pay for each meeting attended – Boen voted no with all others voting yes, motion carried.
- **Review of Current Fireworks Ordinance:** The current fireworks ordinance was reviewed. Currently the City allows the sale of fireworks from 6/27-7/5 and 12/28-1/1, which follows State law. The City allows the use of fireworks from 7/2-7/5 and 12/31-1/1, which is more stringent than State law. State law allows use from 6/27-1st Sunday after the 4th and 12/28-1/1. Some were wondering if it makes sense to allow the use of fireworks during the same timeframe as they are available for purchase. The pros/cons were discussed. No action was taken at this time. This topic will be discussed again next spring.

NEW BUSINESS:

- **Discuss Participation in America’s 250th Anniversary Celebration:** Tyler Tordsen with SMGA was present to discuss America’s 250th Anniversary Celebration. Tordsen is a member of the America 250th South Dakota Commission, which was established to guide the state’s planning for this historic event. This is a national event as well as a statewide celebration. He encourages all municipalities to become involved and partner with America’s 250th South Dakota, which will allow a municipality access to statewide promotional opportunities, planning resources, and more.

EXECUTIVE SESSION: A motion was made by Horn, second by Kuehl to enter executive session pursuant to SDCL 1-25-2(1) for personnel and SDCL 9-34-19 for economic development at 8:47pm – 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

EXECUTIVE SESSION: A motion was made by Matson, second by Horn to exit executive session at 8:58pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Horn, second by Matson to adjourn at 8:59pm – all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel.

I, the undersigned Teresa Sidel, City Administrator 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.

Teresa Sidel, City Administrator