

City Council Meeting – Regular Meeting, September 18, 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, Mark Brenneman, Travis Kuehl and Scott Nelson. Arden Jones was absent with notice. Also present were City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert, City Attorney Larry Nelson and City Engineer Mitch Mergen.

BUSINESS ITEMS:

- **Approve Agenda:** Mayor Menning informed the council that the appointment to fill the vacancy of Ward 2 would not be done at this meeting. A motion was made by Monahan, second by Nelson to approve the agenda with the removal of the appointment to fill the vacancy of Ward 2 - all voted yes, motion carried.
- **Approval of the Minutes:** Regular Meeting Minutes from September 4, 2018 were reviewed by the council. A motion was made by Monahan, second by Kuehl to approve the September 4, 2018 regular meeting minutes – all voted yes, motion carried. The meeting minutes from the special meeting on September 12, 2018 were reviewed by the council. A motion was made by Monahan, second by Kuehl to approve the September 12, 2018 special meeting minutes – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Monahan, second by Brenneman to approve the bills submitted for payment – all voted yes, motion carried.

PUBLIC COMMENTS: State Representative Michael Clark was present to give the council an update on the special legislative session that was held earlier in September.

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

- **2nd Reading of Ordinance #658 – 2019 Appropriations:** Ordinance #658 is the ordinance that outlines the 2019 budget that was voted on by the Council at the August 20, 2018 special budget meeting. A motion was made by Monahan, second by Nelson to approve the 2nd reading of Ordinance #658 2019 Appropriations – all voted yes, motion carried.

VISITORS:

- **Matt Evans:** Matt Evens was not present.

REPORTS:

- **Fire Department Report:** Chief Bryon Shumaker was not present.
- **Chamber & Economic Development Director Report:** Director Jesse Fonkert's report was provided to the council for their review. Highlights include: held the first Chamber of Commerce annual golf tournament, working on Chamber newsletter, meetings with new members, had a booth promoting Hartford at the Turner County Fair, worked on ongoing marketing plans for HADC & Hartford, continued work on daycare project and possible dog park project, attended several different meetings/events in the area.
- **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 with landowners are now complete, exhibits are being prepared for second round of meetings to take place in Oct. Vandemark Ave Sewer Extension – preconstruction meeting was held Sept 12th with an anticipated started date of late Sept or early Oct. Vandemark Ave Roadway Improvements – an amendment to the Vandemark Ave contract was provided. This will provide engineering services for the roadway improvement portion of the project. Discussion was held by the council on various items including project costs, assessment revenue and right-away. A motion was made by Brenneman, second by Kuehl to approve the amendment for engineering services for the Vandemark Ave Roadway Improvement project in the amount of \$203,700 – all voted yes, motion carried. Swenson Park Grading – The grading is nearly complete. There is more leftover material than anticipated so the excess is being stockpiled on the City's lot north of the project. Change Order #1 in the amount of \$1,560 for the removal of a concrete structure/rubble that was found during the grading process was presented to the council. A motion was made by Nelson, second by Monahan to approve Change Order #1 in the amount of \$1,560 – all voted yes, motion carried. Mickelson Rd Improvements – work continues on install of concrete curb/gutter. Once complete, asphalt paving will begin. Mike Franken Trail – Stockwell is coordinating with DOT to finalize the project.
- **Public Works Report:** Public Works Superintendent, Craig Wagner's report was provided to the council for their review. Highlights include:
Streets – Wagner will be discussing cross walk painting with contractor this week. Mag water has been applied. Sweeping was done last week and will do more as time allows. The '94 dump truck is in for repairs. It is the consensus of the council to address just the fuel pump at this time. The new payload loader has been ordered. Mosquito spraying is being done as needed.

Sewer – Repairs were made to a pump that went down at the Sagehorn lift station. All is working well now. The gates of Pond A are now open to lower the water so work can be done on the aerators.

Emerald Ash Borer: In the coming weeks staff will provide the council some ideas on a possible procedure for maintenance of ash trees.

Bike Trail – The new shelter is done. Staff will pour concrete around one more bench near the school yet this fall.

Pool – Winterizing is now done.

- **Finance Officer Report:** City Finance Officer Wilber's report was provided to the council. Items included the cash balances and sales tax revenue as of August 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. The library project is now completed, and total cost is on target for what was estimated. Employee mid-year evaluations will be conducted in the coming weeks. The city will be having an ISO audit on our building code enforcement department. Sidel will be working with Paul Clarke to gather the necessary information for this.

OLD BUSINESS:

- **Consider Contract Revision on Water Tower Space Lease with SpeedConnect:** The city has a lease with SpeedConnect to lease space on the water tower for their equipment. This lease renews on Nov 18, 2019 for another 5-year term. Per the terms of the lease, either party can terminate the lease with written notice 90 days prior to renewal. SpeedConnect provided written notice on Aug 23, 2018 stating they do not wish to renew for another 5-year term but instead continue on a month to month basis. They provide an amendment to the lease for consideration. Since this request was not received 90 days prior to the renewal of the lease, the city is under no obligation to change the terms. It is the opinion of City Attorney Nelson that the city does not renegotiate the lease. The council took no action and the lease will remain as is.

NEW BUSINESS:

- **Approve Release of 2018 Hometown Christmas Funds:** The Hometown Christmas Committee is requesting their 2018 appropriation of \$8,000. A motion was made by Monahan, second by Nelson to approve the release of \$8,000 for the Hometown Christmas Committee – all voted yes, motion carried.
- **Action to Terminate Tower Lease Agreement Between City and West Central School:** The School District recently entered into a lease agreement with the city to lease space on the water tower for their communication equipment. It has been determined that this location is not going to work, and the school as asked to terminate the lease. Discussion was held about the costs the city had to incur in drafting the lease. A motion was made by Monahan, second by Brenneman to terminate the lease with the school district and requiring no reimbursement of costs – all voted yes, motion carried.
- **Discussion/Approval of Payment for Right-of Way Acquisition:** In regard to the Vandemark Ave Roadway Improvement project, Roger Haugo has suggested a price of \$15,000 per acre for his right-of-way along N Vandemark Ave. The city needs .38 acres, or 33 feet, which would amount to \$5,700. A motion was made by Kuehl, second by Monahan to purchase .38 acres of right-a-way from Roger Haugo a price of \$5,700 – all voted yes, motion carried.

CORRESPONDENCE: None.

EXECUTIVE SESSION: A motion was made Monahan, second by Kuehl to enter executive session pursuant to SDCL 1-25-2 (1) for personnel and SDCL 1-25-2 (3) for legal at 7:53 p.m. – all voted yes, motion carried. A motion was made by Brenneman, second by Monahan to exit executive session at 9:01 p.m. – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Brenneman, second by Kuehl to adjourn at 9:02 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