

City Council Meeting – Regular Meeting September 3, 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: Scott Nelson, Leah Johnson, Scott Yount, Mark Monahan, Doyle Johnson and Gail Olson-Duck. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson along with City Engineers Mitch Mergen and Nick Borns.

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

Approve Minutes of Aug 20, 2013 Regular Meeting: A motion was made by Leah Johnson, second by Doyle Johnson to approve the Aug 20, 2013 regular meeting minutes – all voted yes, motion carried.

Approve Minutes of Aug 21, 2013 Special Budget Meeting: A motion was made by Doyle Johnson, second by Leah Johnson to approve the Aug 21, 2013 special budget meeting minutes – all voted yes, motion carried.

Deputy Report: Deputy Terrones was present to give his report. He noted that speeding is occurring on Mickelson Road and Cloverleaf Ave. Reminder that 4-wheeler operators driving on public roadways must have a driver's license. There continues to be reports of larcenies from vehicles. Discussion was held on bicycles being allowed in the skate park. Further discussion will be held on this topic at the Sept 17th council meeting.

Ordinances, Resolutions & Hearings:

7:05 Temporary Off-Sale Wine License – Traveling Wines by CJ: The Women of Today are having a wine tasting and fashion show at St. George Parish Center on Sept 9th from 6pm to 9pm. Traveling Wines by CJ has submitted an application for a temporary off-sale wine license as they will be providing samples and sales of SD wines at this event. A motion was made by Monahan, second by Leah Johnson to approve the Temporary Off-Sale Wine License for Traveling Wines by CJ for the Sept 9th event at St George Parish Center between 6pm and 9pm – all voted yes, motion carried.

7:10 Special Event Permit – Homecoming Parade on Oct 4, 2013 – WC Schools: West Central School District has submitted an application for a special events permit to hold the homecoming parade on Oct 4, 2013 from 1pm to 3pm. The parade route remains the same as last year. A motion was made by Leah Johnson, second by Yount to approve the Special Event Permit submitted by West Central School District for the homecoming parade to be held on Oct 4, 2013 between the hours of 1pm and 3pm and for the application fee to be waived – all voted yes, motion carried.

2nd 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 Monahan, second by Doyle Johnson to amend the wording of the ordinance from “Any part of the park may be closed to the public by the city council, if found to be reasonably necessary.” to “Any part of the park may be closed to the public by city council action.” – all voted yes, motion carried. A motion was made by Doyle Johnson, second by Leah Johnson to approve 2nd reading of Ordinance #592 Amendment to Park Hours – all voted yes, motion carried.

1st Reading of Ordinance #593 – 2014 Appropriations: A motion was made by Monahan, second by Leah Johnson to approve 1st Reading of Ordinance #593 – 2014 Appropriations – all voted yes, motion carried.

Old Business:

Sports Complex – Lease Options: The council was provided information regarding different two different options on planting alfalfa on the east side of the sports complex site. One option would be cash rent the land and the other would be to share crop the land. Discussion was held regarding both of these options and what option would be in the best interest of the city. A motion was made by Monahan, second by Doyle Johnson to present at the Sept 17th council meeting a draft lease agreement for alfalfa planting at the sports complex site with the agreement to include a 4 year term, cash rent basis, to be awarded by bid process, and a buyout option for the city – all voted yes, motion carried.

New Business:

Employee Clothing Allowance: The city's current clothing allowance was discussed. A motion was made by Monahan, second by Leah Johnson for the city to purchase matching winter coats and bibs in blue or tan color with the City of Hartford logo for all full time public works personnel and all year round part time public works personnel – all voted yes, motion carried. A motion was made by Monahan, second by Yount to revise the current clothing allowance to include full time and year round part time staff with the exception of the part time code enforcer position – all voted yes, motion carried. A motion was made by Olson-Duck, second by Leah Johnson for the city to purchase shirts for all city council members with the City of Hartford logo and the council member's name to be included – Monahan, Yount and Nelson voted no, with Leah Johnson, Doyle Johnson and Olson-Duck voting yes. Mayor Zimmer casting deciding vote of yes – motion carried. A motion was made by Nelson, second by Doyle Johnson to obtain quotes for council member shirts from both Checkered Grafx and American Sports and purchase shirts from low quote – all voted yes, motion carried.

Reports:

Chamber/HADC Director's Report: Gary Sandholm was present to address the council regarding the recent activities with both the Chamber and HADC. Turnout was high at the Turner County Fair where the Chamber and HADC had a booth to provide promotional information about city. The latest edition of the Chamber newsletter has been mailed. Inter-Lakes Community Action is pursuing a self-help housing project in Hartford where homeowners can use sweat equity to build new homes. Requests for information about Hartford continue to come in from the Governor's Office of Economic Development. The downtown survey has been completed and the response received from residents shows potential for downtown development. The Drive to Revive Downtown Committee continues to meet weekly with the group working on a vision for the downtown district of Hartford. Discussion was held on the Community Center Building Committee. On May 7, 2013 Mayor Zimmer appointed two council members as primary appointments for this committee. At this time, Mayor Zimmer suggested appointing a third council member as a primary appointment. A motion was made by Doyle Johnson, second by Yount to change Council Member Nelson's appointment to the Community Center Building Committee from alternate to primary – Monahan, Olson-Duck and Leah Johnson voted no, with Doyle Johnson and Yount voting yes, with Nelson abstaining – motion failed.

Fire Department Report: Kelly Boysen was not present to give a report.

Public Works Superintendent Report:

Streets – The storm sewer inlet on Hwy 38 has been fixed. Repairs to valve boxes and street patching continues. Work on curbs and sidewalks will started in the next few weeks. The micro surfacing project is complete. The plywood is being installed to the billboards. Mosquitoe spraying is ongoing as needed.

Water –Repair on water valves along with work on manholes continues. Staff is working with contractors on water and sewer installations. Hydrants will be flushed over the next few weeks. Staff will be inspecting the valve boxes and manholes in the new Kelly Point Addition.

Park and Pool – Winterizing of the pool has been started. Minor plumbing repairs are being made to the pump and chemical building. The bathhouse floor is being sand blasted with painting to happen this fall. Shingling will be done yet this fall. Wagner is in the process of obtaining three quotes for the ball field lights.

Public Building – City Hall has been sand blasted. Wagner is getting pricing on having the stucco repaired on the face of City Hall. Once this is done, it will be painted.

City Engineer Report: Nick Borns with Stockwell Engineers updated the city council on projects they are working on. Design work on the West Diamond Trail extension has been completed and illustrations were presented to the council for their review. City Attorney Nelson updated the council on the agreements that were being prepared in regards to the West Diamond Trail extension project. A motion was made by Monahan, second by Leah Johnson to let the West Diamond Trail extension project for bid – all voted yes, motion carried. City engineers have been conducting inspections on phase 3 of the Kelly Point Addition as needed. The bottom lift of asphalt is now in place with the top lift scheduled for next year. Stockwells has reviewed the 5th Street Apartments revised drainage plan and it is their recommendation that the revised drainage plan does not meet the city’s design standards. Repairs to the Hwy 38 bike trail are expected to be made yet this fall.

Finance Officer Report: Wilber provided a highlight of revenues that were received during August along with the all revenues and expenses to date thru July. Wilber reminded the council of the registration deadline for the SDML Annual Conference to be held Oct 8 – 11th in Aberdeen. The council was provided a list of upcoming events for the month of Sept.

City Administrator Report: Final inspection on the crossing signals at Hwy 38 and at Railroad St. have been schedule with the DOT. Work on the Kelly Point creek project began last week. Once complete, Kelly Point Partner’s will file paperwork with FEMA and ensure all affected lots are removed from the flood plain. Roger Munce has been informed of the process to purchase the lot at Main Ave & 1st St. He will be in contact with the city in the near future.

City Council Reports:

Ward 1: Leah Johnson noted that the planning for the 2014 Jamboree Days will start at the kick off meeting on Oct 7th at 6pm at City Hall. Yount noted that the next Sports Complex meeting is Sept 11th at 7pm at City Hall.

Ward 2: Doyle Johnson noted that he attended the Drive to Revive Downtown Committee meeting earlier tonight. Turnout for the meeting was good and excitement is high. Last week he also attended the first organizational meeting for Hometown Christmas.

Ward 3: Olson-Duck noted that she attended the Hometown Christmas meeting last week. The committee will start meeting twice a month until December. Nelson noted that he will attend Chamber and HADC meetings this month.

Mayor’s Report: On behalf of the City of Hartford, Mayor Zimmer expressed sympathy to State Senator Deb Peters and her family on the passing of her father.

Adjournment: A motion was made by Olson-Duck, second by Doyle Johnson to adjourn at 9:10 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