

City Council Meeting – Regular Meeting September 3, 2019

Mayor Jeremy Menning called the meeting to order at 7:00pm at Hartford City Hall with the following city council members present: Mark Monahan, Mark Brenneman, Travis Kuehl, Brittany Glanzer and Scott Nelson. Arden Jones was absent with notice. Also present were City Administrator Teresa Sidel, Public Works Superintendent Craig Wagner, City Attorney Larry Nelson and City Engineer Mitch Mergen

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Kuehl, second by Brenneman to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Kuehl, second by Brenneman to approve the regular meeting minutes from August 20, 2019 – Monahan abstained with all others voting yes, motion carried. A motion was made by Kuehl, second by Nelson to approve the special 2020 budget meeting minutes from August 26, 2019 – all voted yes, motion carried.

PUBLIC COMMENTS: None.

APPLICATIONS, HEARINGS, RESOLUTIONS AND ORDINANCES:

- **1st Reading of Ordinance #678 – 2020 Appropriations:** Ordinance #678 is the ordinance that outlines the 2020 budget that was voted on by the Council at the August 26, 2019 special budget meeting. A motion was made by Nelson, second by Brenneman to approve the 1st reading of Ordinance #678 2020 Appropriations – all voted yes, motion carried.

REPORTS:

- **Sheriff's Department Report:** Deputy Phil Ryan was not present but provided a report to the city council review which highlighted service calls during the past month.
- **Engineer Report:** The engineer report was provided. Updates include: Vandemark Roadway Improvements – Curb and gutter are done, and paving is scheduled for the week of September 2nd, with sidewalk and seeding to follow. Change Order #2 was presented to the city council for review and discussion. This change order would include work to improve the gravel section of 9th Street from Vandemark Avenue to Par Tee Drive. This section of roadway has been slowly deteriorating and this would allow the contractor on site to rebuild the base and place additional gravel materials to help stabilize the road. The city engineer vetted question from the council and discussed options. A motion was made by Nelson, second by Kuehl to approve change order #2 to Soukup Construction for \$64, 852.00 – Brenneman voted no, with all others voting yes, motion carried. The city engineer also informed the council that 9th street from Vandemark west to Hwy 38 will most likely be a 2020 project – the contractor believes they cannot do any work this fall and cannot guarantee pricing. Advice from the city engineer was to consider bidding 9th street early next year as a separate project. More discussion will be held at future meetings. Mickelson Road Improvements – This project is substantially complete and open for traffic. The contractor will be completing miscellaneous punch list items over the next few weeks. Pay Application #13 was presented to the council for review. A motion was made by Monahan, second by Kuehl to approve pay application #13 to Soukup Construction for \$185,918.82 – all voted yes, motion carried. Swenson Park Grading – The site has been re-seeded, and the seed is germinating. Engineers will monitor its progress.
- **Public Works Report:** Public Works Superintendent Craig Wagner provided his report to the council. Highlights include:
 - Streets** – Crack sealing will be done in a few weeks. Gravel roads are being maintained. There will be a few more signs placed along Mickelson Road, including some seat buckle signs that were provided by the Minnehaha Sheriff's Department. Traffic counter are out. Wagner did ask the council to possibly consider adding improvements on W 4th Street to next year's projects.
 - Water** – Meter read outs are slowly being changed. Samples have been taken and sent in and Metro Construction will be installing new water mains in the Turtle Creek Development in the coming weeks.
 - Sewer** – 4G update for the main lift station has been received and will be installed shortly. We are discharging from our lagoons.
 - Parks** – Mowing is slowing down, but the city will be fertilizing later this fall.
 - Miscellaneous:** The pool has been closed and winterized. Three benches need to be installed along the bike trails. Some dirt work and seeding need to be completed by the new score boards at the sports complex.
- **Finance Officer Report:** City Finance Officer Karen Wilber was not present but provided a report for city council review that included a summary of the financials and a calendar of events for September.

- **City Administrator Report:** City Administrator Sidel's report was provided to the council. Sidel will be presenting a supplemental appropriation ordinance to the council in the next month or so. The sale of the Vandemark sales tax bond went well and the city received a good rate – closing is set for September 17th. The Western Group will present a draft compensation report to the city this week and hopefully present a formal report to the city council within the next month. A resolution to approve the city's comprehensive plan was denied by the Minnehaha County Commission on August 27th. Although approving this resolution would not guarantee joint jurisdiction, it is one of many steps to seeking joint jurisdiction within the city's growth area. Commissioners wanted to see some public involvement before moving ahead with the process. It was the consensus of the city council to move forward with a public meeting and invite all property owners within the city's growth area and the county commissioners. City council was also asked for their input on subleasing billboards – it was the consensus of the city council that no sublease would be allowed.

NEW BUSINESS:

- **Mayoral Appointments – City Engineer and City Attorney:** Mayor Menning appointed Stockwell Engineers as the City Engineer until September 2020. A motion was made by Nelson, second by Glanzer to approve Mayor Menning's appointment of Stockwell Engineers as the City Engineer until September 2020 – all voted yes, motion carried. Mayor Menning appointed Frieberg, Nelson and Ask as the City Attorney until September 2020. A motion was made by Monahan, second by Brenneman to approve Mayor Menning's appointment of Frieberg, Nelson and Ask as the City Attorney until September 2020 – all voted yes, motion carried.

CORRESPONDENCE: Dave and Victoria Obenauer sent a letter to the City council and Mayor noting their investment into downtown Hartford and hope for continued revitalization. They are pleased with the transformation of the Mundt Building and are excited for the opening of Joshua's Coffee House.

EXECUTIVE SESSION: A motion was made Monahan, second by Kuehl to enter executive session pursuant to SDCL 1-25-2 (1) for personnel at 7:36pm – all voted yes, motion carried. A motion was made by Monahan, second by Brenneman to exit executive session at 7:58pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by Monahan, second by Nelson to adjourn at 7:59pm – 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