

City Council Meeting – Regular Meeting September 4, 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, Arden Jones, Mark Brenneman, Travis Kuehl and Scott Nelson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber and Economic Development Director Jesse Fonkert and City Engineers Mitch Mergen and Ross Kuchta.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Monahan, second by Jones to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** The meeting minutes from the special budget meeting on August 20, 2018 were reviewed by the council. A motion was made by Kuehl, second by Brenneman to approve the August 20, 2018 special budget meeting minutes – all voted yes, motion carried. The regular meeting minutes from August 21, 2018 were reviewed. A motion was made by Kuehl, second by Jones to approve the August 21, 2018 regular meeting minutes – all voted yes, motion carried.

PUBLIC COMMENTS: - Terry Hagen was present to extend a thank you to Bryan Matthies and Dennis Binkerd for their work on rebuilding the horseshoe pits in the park.

ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

- **7:05 Public Hearing – Application for Retail On/Off Sale Malt Beverage & SD Wine License for Buffalo Ridge Brewing Project, LLC:** Chris Tuschen was present on behalf of Buffalo Ridge Brewing Project, LLC requesting approval for a malt beverage & SD wine license. A motion was made by Nelson, second by Brenneman to approve the Retail On/Off Sale Malt Beverage & SD Wine License for Buffalo Ridge Brewing Project, LLC – all voted yes, motion carried.
- **1st 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 1st reading of Ordinance #658 2019 Appropriations – all voted yes, motion carried.

VISITORS:

- **Amy Sebert:** Pool Manager Amy Sebert gave a report on how the pool preformed this year. She recognized all the lifeguards and assistant managers that staffed the pool this year. Swimming lessons were offered twice during the season and were well attended. Passes sold included 246 family and 98 individuals in addition there were 22 pool parties booked. Barb Thaler was a great help with training and conducting drills throughout the summer.

REPORTS:

- **Sheriff's Department Report:** Deputy Tyrone Albers was present to give the council an update on recent activities within the city. For the month of August there were 198 calls for service and 21 traffic stops. He noted the uptick in drug related crimes happening around Hartford and other nearby communities. He gave a reminder to residents to make sure and lock all vehicles as car thefts are still happening. He urged all to report crimes to law enforcement as soon as possible as this help authorities with their investigations.
- **Fire Department Report:** Fire Chief Bryon Shumaker was present to give a fire dept update. Shumaker reported that July had 24 total calls with 11 in city limits and August had 41 total calls with 24 in city limits. An update was given on the various trainings that were held during the month for fire and EMS services. Fire Prevention Week is coming up in October with activities to take place at West Central Schools. Mayor Menning extended a thank you for all the volunteers that responded to the recent garage fire at the Howling Plains Apartments. Shumaker noted it was a joint effort, recognizing all the other cities that responded along with all the dept volunteers. He thanked the Council for their support as the equipment the dept has acquired played a huge role in fighting this fire.
- **Engineer Report:** Mitch Mergen and Ross Kuchta were the city engineers present. Kuchta reported that a preconstruction meeting is scheduled for next week on the Vandemark Ave sewer extension project. Another phase of this project will be the roadway improvements portion. Stockwells presented an Amendment for Engineering Services to include the scope of work for this portion. After further discussion it was the consensus of the council to delay any action on the amendment until city staff and engineers gather more information as to the total estimated project cost and possible revenue sources to fund the project. Grading work continues on the Swenson Park project. Due to lack of available time, the contractor is not interested in adding the ag-lime portion to his scope of work. It is the opinion of Mergen to let the seed grow and then dig it out and do the ag-lime rather than doing before seeding. The second pay

application was submitted for payment of work completed to date. A motion was made by Monahan, second by Jones to approve pay application #2 to RMS Drainage & Excavation for \$172,341.96 – all voted yes, motion carried. An update was also given on the Mickelson Road Project. The fourth pay application was submitted for payment of work completed to date. A motion was made by Brenneman, second by Monahan to approve pay application #4 to Soukup Construction for \$260,156.39 – all voted yes, motion carried.

- **Public Works Report:** Public Works Superintendent, Craig Wagner’s report was provided to the council for their review. Highlights include:
Streets – The slurry-seal coating and striping of the streets is now complete. Sweeping is planned for this week. Mag water is scheduled to be applied again yet this fall.
Sewer – Levels in pond A are being lowered so work can be completed on the aerators.
Tree Branch Disposal: The contractor continues chipping work on the tree branch pile.
Bike Trail – Staff will be pouring concrete around one more bench on the trail yet this fall. Work is scheduled to start this week on the new shelter.
Pool – Staff will be winterizing in the coming weeks.
Public Buildings – All work is now complete at the Library.
- **Finance Officer Report:** City Finance Officer Wilber’s report was provided to the council. Items included a summary of revenues received in August along with a review of the city’s cash balances, revenues and expenses to date. The Sept calendar of events was also provided.
- **City Administrator Report:** City Administrator Sidel’s report was provided which included the following: Interviews for the Recreational Director position have been done. Sidel will be gathering further information before any offer is made. A reminder was given to the council about the registration deadline for the SDML Conference coming up in October. There will be two ribbon cuttings coming up: the library on Sept 7th at 10am and the Mike Franken Trail on Sept 15th at 11am. The Planning & Zoning board will be reviewing building permit fees along with working on joint jurisdiction regulations. An Emerald Ash Borer plan will be presented to the council in the coming weeks.

OLD BUSINESS: None

NEW BUSINESS:

- **Mayoral Appointments – City Engineer and City Attorney:** Mayor Menning appoints Stockwell Engineers as the City Engineer until September 2019. A motion was made by Nelson, second by Kuehl to approve Mayor Menning’s appointment of Stockwell Engineers as the City Engineer until September 2019 – all voted yes, motion carried. Mayor Menning appoints Frieberg, Nelson and Ask as the City Attorney until September 2019. A motion was made by Monahan, second by Nelson to approve Mayor Menning’s appointment of Frieberg, Nelson and Ask as the City Attorney until September 2019 – all voted yes, motion carried.
- **Review/Approve 2017 Audit Report:** The 2017 Financial Statements and Audit Report was reviewed. A motion was made by Monahan, second by Kuehl to approve the 2017 Financial Statements and Audit Report – all voted yes, motion carried.
- **Consider Contract Revision on Water Tower Space Lease with SpeedConnect:** SpeedConnect currently has a lease agreement with the City for the use of space on the water tower for their broadband equipment. They would like to make a change to the terms of the lease and have submitted an amendment to the lease for consideration. The terms of the current lease and proposed changes were discussed. City Attorney Nelson has not had a chance to review the amendment document. A motion was made by Brenneman, second by Jones to table this item until the next council meeting to allow time for Attorney Nelson to review – all voted yes, motion carried.

CORRESPONDENCE: None

ADJOURNMENT: A motion was made by Monahan, second by Brenneman to adjourn at 8:25 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