

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on January 2, 2018, at 6:00 pm, with Mayor Julie Burke – Van Luvanee presiding. Council members present were Ryan Berg, Ryan Wolbrink and Ryan Olson. Also present from the city were Mary McClung, Michael McMahon, Andrew Pietrus, Dan Fink, and Jill Johnke. A list of all others in attendance is on file at the city office. Motions: All motions were by majority vote and approved unanimously by those members present unless otherwise indicated.

Pledge of Allegiance was recited.

Consent Agenda: Motion Wolbrink, seconded Olson, to approve the consent agenda consisting of the following items:

1. Approval of January 2, 2018 Agenda.
2. Approval of Minutes – Approval of December 29, 2017 City Council Meeting Minutes
3. Approval of January 2, 2018 - Approval of Claims
4. Authorize Harrisburg Days Subsidy – Harrisburg Chamber

American Water Works – Professional Services/Fees (Water, Sewer) \$315.00; Board of Operator Certifications – Professional Services/Fees (Water, Sewer) \$102.00; DENR – Professional Services/Fees (Sewer) \$50.00; Dept of Revenue & Regulation – Other Current Expense (Fin Admin) \$.33; Diaz, Jimmy & Paula - Customer Deposit Refund (Water) \$29.88; Gross, Scott & Sheri – Customer Deposit Refund (Water) \$58.04; Harrisburg Chamber of Commerce – Professional Services/Fees (Econ Development Promotion, Library) \$650.00; Jansma, Greg – Customer Deposit Refund (Water) \$72.88; OnSolve, LLC – Professional Services/Fees (Water, Sewer, Streets, Parks) \$3,379.00; Optilegra, Inc. – Group Insurance - (Fin Admin, City Admin, Planner, Streets, Water, Sewer, Parks) \$111.12; Sedars, Dustin & Debra – Customer Deposit Refund (Water) \$102.56; SF Area Chamber of Commerce – Professional Services/Fees (Economic Development Promotion) \$196.00; SD Assoc of Code Enforcement – Professional Services/Fees (Planner) \$40.00; SD Assoc Rural Water Systems – Professional Services/Fees (Water, Sewer) \$975.00; SD Building Officials Association – Professional Services/Fees (Planner) \$55.00; SD City Management Association – Professional Services/Fees (City Admin) \$150.00; SD Gov Finance Officers Association – Professional Services/Fees (Fin Admin) \$70.00; SD Human Resource Association – Professional Services/Fees (City Admin, Fin Admin) \$50.00; SD Municipal League – Professional Services/Fees (Fin Admin) \$2,696.73; SD Municipal Street Maintenance Assoc – Professional Services/Fees (Streets) \$35.00; SD Supplemental Retirement Plan – SDRS Withholdings \$425.00; SD Unemployment Insurance Division – Unemployment Compensation (Fin Admin) \$143.67; SD Water & Wastewater Association – Professional Services/Fees (Water, Sewer) \$20.00; SEAFOG – Professional Services/Fees (Fin Admin) \$60.00; SECOG – Professional Services/Fees (Fin Admin) \$7,106.00; SE Electric Cooperative, Inc. – Utilities (Sewer, Street Lighting, Water) \$2,355.65; US Bank National Association – Principal, Interest (Water) \$10,409.21; US Bank National Association – Principal, Interest (Sewer) \$33,268.42; Vissia, Jacob – Customer Deposit Refund (Water) \$117.40; Wellmark Blue Cross Blue Shield – Group Insurance (City Admin, Fin Admin, Planner, Streets, Water, Sewer, Parks) \$7,432.67

Business Item 1. Resolution 2018-01 Establishing Salaries for 2018. Motion Berg, seconded Wolbrink to approve Resolution 2018-01 Establishing Salaries for 2018.

RESOLUTION 2018-01

A Resolution Establishing the Salaries for 2018

WHEREAS, SDCL 9-14-28 requires that the governing body of every municipality shall fix and determine by ordinance or resolution, the amount of salaries and compensation of all municipal officers and the time at which the same shall be paid; and

WHEREAS, the City council shall publish the salaries for compliance with the provision of SDCL, NOW, THEREFORE, BE IT RESOLVED by the City Council that the following resolution, repealing all prior salary and wage resolutions, be passed, approved and effective with the first full pay period of 2018. The Mayor, City Council, Planning and Zoning Board and Park Board shall be paid quarterly and all other officers and employees shall be paid bi-weekly at the following yearly salary or hourly wage.

Mayor – Julie Burke-Van Luvanee	\$ 6,300.00 per year
Alderman – Ryan Berg	\$ 5,040.00 per year

Alderman – Ryan Olson	\$ 5,040.00 per year
Alderman – Ryan Wolbrink	\$ 5,040.00 per year
Planning & Zoning - Bruce Bicknase	\$ 630.00 per year
Planning & Zoning – Todd McKeown	\$ 630.00 per year
Planning & Zoning – Chris Kindt	\$ 630.00 per year
Planning & Zoning – Danny Tank	\$ 630.00 per year
Planning & Zoning – Jason Schipper	\$ 630.00 per year
Planning & Zoning – Stefanie Bergsmith	\$ 630.00 per year
Planning & Zoning – Joe Stonesifer	\$ 630.00 per year
Park Board – Danny Tank	\$ 420.00 per year
Park Board – Jonathan DeBruin	\$ 420.00 per year
Park Board – Lois McMahon	\$ 420.00 per year
Park Board – Chris Kindt	\$ 420.00 per year
Park Board – Kevin Maxwell	\$ 420.00 per year
Park Board – Kristin Larson	\$ 420.00 per year
Park Board – Stefanie Bergsmith	\$ 420.00 per year
City Administrator – Andrew Pietrus	\$86,828.86 per year
Administrative Assistant – Jill Johnke	\$ 15.23 per hour
Finance Officer – Mary McClung	\$65,299.94 per year
Deputy Finance Officer–Alysia Simunek	\$ 21.36 per hour
Planning & Zoning Official– Michael McMahon	\$56,913.04 per year
Building Inspector – Alan Bossman	\$30.00 per inspection
Mechanical Inspector – Steve Robertson	\$30.00 per inspection
Maintenance Supervisor– Dan Fink	\$69,153.92 per year
Wastewater Supervisor/Operator – Toby Huizenga	\$ 23.14 per hour
Maintenance – Mark McClung	\$ 20.58 per hour
Maintenance – Dustin Preheim	\$ 21.01 per hour
Maintenance – Jason Thurston	\$ 19.29 per hour
PT Maintenance – Gene Hammerstrom	\$ 17.38 per hour
PT Maintenance – Larry Plucker	\$ 15.14 per hour
PT Seasonal Snow Removal – Ben Merrill	\$ 16.00 per hour
Librarian – Kristi Jones	\$ 16.54 per hour
Librarian – Lisa Hirschhorn	\$ 12.27 per hour
Librarian - JoAnn Helland	\$ 12.27 per hour
Librarian – Sarah Heinz	\$ 10.82 per hour

BE IT FURTHER RESOLVED that the Mayor and Council shall determine all foregoing salaries and wages.

Dated this 2nd day of January, 2018.

CITY OF HARRISBURG

Julie Burke - Van Luvanee
Mayor, City of Harrisburg, SD

ATTEST:

Mary McClung, Municipal Finance Officer

Business Item 2. Assignment and Pledge Agreement (Mills Creek Addition). Motion Olson, seconded Wolbrink to authorize the mayor to sign the assignment and pledge agreement for TIF #3. (Mills Creek Addition)

Business Item 3. Sewer Video Proposals. 2 proposals were received. Motion Wolbrink, seconded Berg to approve the proposal from Roto Rooter in the amount of \$1,850.00 for televising the sanitary sewer lines on the three street segments in the 2018 Street Improvement Project.

Business Item 4. Surplus Street Signs, posts, sign brackets and holders. Due to the SD DOT street signing and delineation project that was completed in 2017 we have a surplus of signs, posts and brackets. Motion Wolbrink, seconded Olson to approve the surplus of street signs, posts, sign brackets, and holders as they are no longer useful for what they were acquired for and have no value.

Business Item 5. Tabled Item – Stockwell – Comprehensive Water System Plan. Motion Berg, seconded Wolbrink to take Stockwell Comprehensive Water System plan from the table for further discussion. Motion Wolbrink, seconded Berg, to retable until 1/16/18.

Business Item 6. Table Item – SimpleCity GIS – Leave Tabled

Business Item 7. Set 2018 Municipal Election Date. Motion Wolbrink, seconded Olson, to set the 2018 Municipal Election date for April 10, 2018.

Business Item 8. Motion Berg, seconded Olson to set the holiday party for 1/19/18 at 6:00 pm, place to be determined.

Rex from Stockwell gave updates on the 2018 Street Repairs that will consist of water main and pavement replacement on Ivy Lane from Willow Street to Perry Lane, and overlay with curb repairs on Elm Street from Grand Avenue to Elm Circle and Walnut Street from Perry Lane to Grand Avenue. Easement and ROW documents have been drafted by Stockwell Staff and mailed to adjacent property owners. Land negotiations with property owners are ongoing. CIP is being updated and will be presented at the special meeting held on January 4th. Stockwell is awaiting preliminary plans from the developer to identify the sewer alignment across the Thornton Property. Phase 1 of apartments is under construction in the Mills Creek addition. Work will resume in the spring of 2018 on the Devitt Farms Addition. Phase 8 plans have been submitted and reviewed in Legendary Estates Addition.

Fink gave an update on snow removal and that the light should be installed outside City Hall this week.

McMahon gave the building report for December, as well as the 2017 Activity Report which includes 2 annexations, 4 rezonings, 2 conditional use permits, 2 preliminary plans approved, 24 plats filed, and 338 building permits for a construction value of \$30,817,550, 760 inspections and 160 code enforcement cases.

McClung gave the December 2017 finance report, update on the number of parking tickets issued during the last snow storm, election information, appointment to the Public Funds Investment Board, annual report workshop on 01/11/18 and the Municipal Day in Pierre to be held February 7, 2018.

Pietrus gave the City Administration report.

A joint meeting of the Harrisburg City Council and Planning Commission will be held on Thursday, January 4, 2018 at 3:30 pm at the Liberty School Community Room. The next meeting of the Harrisburg City Council will be held on Tuesday, January 16, at 6:00 pm at the Liberty School Community Room.

With no further business, a motion was made by Wolbrink, seconded by Berg to adjourn the meeting at 6:57 pm.

Jill Johnke, Administrative Assistant

Please publish once at the approximate cost of _____.