

Harrisburg City Council  
Meeting Minutes

The regular meeting of the City Council was called to order on October 6<sup>th</sup>, 2014, at 6:00 p.m., with Mayor Julie Burke-Bowen presiding. Council members present were Allison Sanderson, Ryan Berg and Rob Handshumaker. Absent was Ryan Olson. Also present from the city were Toby Huizenga, Michael McMahon, Mary McClung and Alysia Simunek. 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.

Council reviewed the agenda. Council added the 2-Bay Extension to the existing maintenance facility to the agenda as item 8.

Motion Berg to approve the September 15<sup>th</sup> 2014, Harrisburg City Council Meeting Minutes as presented with no changes, seconded Sanderson.

Motion Handshumaker to approve all claims as presented, seconded Berg. Above Standard Cleaning – Utilities (Govt Bldgs) \$160.00; Aflac Insurance – Aflac Withholdings \$192.46; Agora-X Inc. – Supplies & Materials (Streets, Water, Sewer, Parks, Street Cleaning) \$1,987.30; A-1 Portable Toilets - Utilities (Parks) \$180.00; Best Western – Travel and Conference (Water, Sewer) \$295.65; Business Forms and Accounting – Supplies & Materials (Fin Admin) \$196.31; BX Civil & Construction Inc. – Repairs and Maintenance (Streets) \$2,758.78; Campbell Supply – Supplies & Materials (Streets) \$59.42; Cardmember Services – Supplies & Materials (Fin Admin, City Admin, Parks, Economic Dev, Water) \$200.42; Code Works – Professional Services & Fees (Planning & Zoning) \$337.00; Concrete Materials – Supplies & Materials (Storm Drainage) \$371.45; Crouch Recreational Design Inc – Supplies & Materials (Parks) \$2,785.00; Cutler & Donahoe, LLP – Professional Services & Fees (Fin Admin) \$1,966.50; Dakota Fluid Power, Inc. – Supplies & Materials (Streets) \$32.80; Dataware – Professional Services & Fees (Fin Admin) \$380.00; Department of Treasury – Federal and Fica Withholdings \$11,382.16; Fink, Dan – Utilities (Govt Bldgs) \$35.00; First National Bank – September 2014 Payroll \$33,589.05; First National Bank – Principal and Interest (Water) \$10,409.21; First National Bank – Principal & Interest (Sewer) \$33,268.42; Frisbee Plbg & Htgng – Repairs and Maintenance (Govt Bldgs) \$25.48; Geotek Engineers – Professional Services & Fees (Sewer, Storm Drainage) \$174.00; Hammerstrom, Gene – Utilities (Govt Bldg) \$35.00; Harrisburg School System – Rentals (Library) \$500.00; Harris, Dan – Water Meter deposit Refund (Water) \$123.25; Harrisburg Water – Utilities (Govt Bldgs, Parks) \$283.65; HR Green Inc. – Professional Services (General Fund, Water, Sewer) \$37,159.22; Huizenga, Toby – Utilities (Govt Bldg) \$35.00; H & W Contracting – Improvements other than bldgs (Sewer) \$243,593.22; Johansen, Darrel – Water Meter Deposit Refund (Water) \$150.00; John Deere Landscapes – Supplies & Materials (Streets, Water, Sewer, Parks) \$44.30; Kolb, Jared - Water Meter Deposit Refund (Water) \$110.95; Leach, Jason and Bridget – Water Meter Deposit Refund (Water) \$74.05; Lefdal, Richard – Water Meter Deposit Refund (Water) \$61.75; Leonard, Sean & Dena – Water Meter Deposit Refund (Water) \$98.65; Lewis & Clark Regional Water System – Water for Resale (Water) \$10,799.45; Lincoln County Register of Deeds – Professional Services and Fees (Planning & Zoning) \$2.00; Marco Inc. – Rentals and Supplies & Materials (Fin Admin) \$249.20; McClung, Mark – Utilities (Govt Bldgs) \$35.00 Supplies & Materials (Streets, Water, Sewer, Parks) \$114.99; McMahon, Michael – Travel & Conference (Planning & Zoning) \$246.40; MidAmerican Energy – Utilities (Govt Bldgs, Sewer) \$141.99; Novak Sanitary Service – Utilities (Govt Bldgs) \$51.00; Office of Child Support – Other Withholdings \$554.10; Pete Wodzinski Construction – Repairs and Maintenance (Govt Bldgs) \$4,000.00; Pepper, Dustin & Sara – Water Meter Deposit Refund (Water) \$98.65; Pietrus, Andrew – Utilities (Govt Bldgs) \$35.00; Preheim, Dustin – Utilities (Govt Bldgs) \$35.00; Rural Route 1 Services – Utilities (Govt Bldgs) \$85.85; Scherr, Anna – Water Meter Deposit Refund (Water) \$110.95; Schoeneman Bros Co – Supplies & Materials (Streets, Water, Sewer, Parks) \$662.72; Sioux Falls Humane Society – Professional Services & Fees (Animal Control) \$17.50; Sioux Valley News – Publishing (Ord, Res) \$564.40; Sioux Valley News – Supplies & Materials (Fin Admin) \$27.50; SD Department of Revenue – Professional Services & Fees (Water) \$176.00; SD Retirement System – Retirement Withholdings \$3,946.28; SD Supplemental Retirement System – Retirement Withholdings \$300.00; SD Unemployment Insurance Division – Unemployment \$246.81; Stanton, Jeff or Solum, Jenna – Water Meter Deposit Refund (Water) \$86.35; Sturdevants Auto Supply – Supplies & Materials (Streets, Water, Sewer, Parks) \$133.39; Thedens, Bradley & Erika – Water Meter Deposit Refund (Water) \$110.95; The Road Guy Construction Co. – Repairs and Maintenance (Streets) \$71,129.73; Thurston, Jason – Utilities (Govt Bldg) \$35.00; United States Post Office - Supplies & Materials (Water, Sewer) \$470.04; USA Blue Book – Supplies and Materials (Sewer) \$408.08; Vantek Communications – Repairs & Maintenance, Rentals (Water, Sewer) \$345.00; Wiersma, Evan – Water Meter Deposit Refund (Water) \$110.95; Xcel Energy – Utilities (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$9,216.28; Zee Medical Service – Supplies & Materials (Govt Bldgs) \$89.15.

Motion Sanderson, to Resolution 2014-12 Municipal Record Destruction List, seconded Handshumaker.

**RESOLUTION # 2014-12**

**MUNICIPAL RECORDS DESTRUCTION LIST**

WHEREAS, the City of Harrisburg has had independent audit reports done on the general purpose financial statements of the Municipality of Harrisburg, from 1991 and through the year ended December 31, 2009; and

WHEREAS, the City has determined that the following list of records meet the minimum amount of time they must be retained before they can legally be destroyed, and are no longer required;

BE IT RESOLVED by the City Council, that the City of Harrisburg hereby authorizes the Finance Officer to dispose of the records listed pursuant to the records retention and destruction schedules prepared by the State of South Dakota Bureau of Administration Records Management program.

Dated this 6<sup>th</sup> day of October, 2014.

Julie Burke Bowen  
Mayor

ATTEST:  
Mary McClung  
Finance Officer

(SEAL)  
Publish:           October 16, 2014  
Effective:         November 6, 2014

Motion Handshumaker, to approve Lincoln County Rural Water to provide water service to the applicant Mike & Jamie DeJong at Lot 13 of Springdale Estates Addition, 27120 Cardinal Place, until such time as City service is available, seconded Sanderson.

Motion Handshumaker to approve the following unclaimed water meter deposits be submitted to the State of South Dakota Unclaimed Property: Carol Wilson - \$150.00; Rachel Strandell - \$111.24, Nicole Kallenberger - \$100.20; Lacy Jackson - \$9.74, seconded Sanderson.

Motion Berg, to accept the 2013 Audit Report as prepared and presented by Schoenefish & Co., seconded Handshumaker.

Motion Sanderson, to surplus the 2002 John Deere Gator , seconded Handshumaker.

Motion Handshumaker, to approve the purchase of a post hole auger from Anita Preheim in the amount of \$1,000.00, seconded Berg.

McMahon presented the proposed address changes for Cedar Circle and Juniper Circle in Green Meadows to include the changing of house numbers and approval of the incurred costs. Mike & Randy Murphy were present to request that Juniper Circle remain the same. The city will request all parties that would be affected by the address change to be present at the next meeting to discuss which solution the city will implement.

Motion Handshumaker to approve contracting Steve Pederson for architectural and design services for the 2-bay extension to the existing maintenance building pending attorney's approval, seconded Berg.

Bill Moran from HR Green gave the monthly engineering report and a copy is on file at the city office.

McMahon presented the Planning & Zoning department report to the council including the building report for September.

Huizenga presented the Public Utilities report to the council.

McClung presented the Finance Report and updated the council on the upcoming Lewis & Clark Regional Water System construction loan vote. Council consensus was to approve the construction loan vote at the October 23, 2014 Lewis & Clark meeting.

The Park Board meeting will be moved to October 15<sup>th</sup>, 2014.

Mayor Burke-Bowen would like the city to begin the process of request for proposals for general engineering services.

The next meeting of the Planning & Zoning Commission will be held on Tuesday, October 14<sup>th</sup>, 2014, at 7:00 p.m. at the Harrisburg Liberty School Board Room. The next meeting of the City Council will be held on Monday, October 20<sup>th</sup>, 2014, at the Liberty School Community Room, 200 E Willow Street at 6:00 p.m.

With no further business, a motion was made by Handshumaker to adjourn the meeting at 7:15 p.m., seconded Berg.

Alysia Simunek, Deputy Finance Officer

Please publish once at the approximate cost of \_\_\_\_\_.