

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on January 16, 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, Alysia Simunek, Toby Huizenga, Dustin Preheim, Jason Thurston, 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 16, 2018 Agenda with the addition of Business Item #16. Update on Harrisburg Days website development
2. Approval of Minutes – Approval of January 2, 2018 City Council Meeting Minutes
3. Approval of Minutes – Approval of January 4, 2018 Joint City Council and Planning Commission Meeting Minutes.
4. Approval of January 16, 2018 - Approval of Claims
5. Authorization of preapproved payments – Preapproved for payment once a month (or as needed): Council and employee wages and payroll deductions; health, vision, retirement and supplemental insurance, employee wage garnishments, credit card, loan payments and bonds, Sioux Falls Utilities, Lewis & Clark Regional Water System, South Eastern Electric Cooperative, Xcel Entergy, MidAmerican Energy and Vast Broadband.

Above Standard Cleaning – Utilities (Govt Bldgs) \$160.00; Banner Associates, Inc. – Professional Services/Fees (Sewer/Engineering) \$3,990.50; Bumblebee Gibson – Supplies/Materials (Snow Removal) \$672.50; Cargill Inc. – Supplies/Materials (Snow Removal) \$3,151.20; City of Sioux Falls – Professional Services/Fees (Water) \$261.00; Concrete Materials – Supplies/Materials (Snow Removal) \$2,442.27; C & R Supply Inc. – Repairs/Maintenance (Streets) \$136.04; Copper Cottage P & H – Repairs/Maintenance (Sewer) \$112.50; Core & Main – Supplies/Materials (Water) \$1,506.48; Dakota Fluid Power, Inc. – Repairs/Maintenance (Snow Removal) \$220.90; Dakota Pump – Professional Services/Fees (Sewer) \$1,998.00 – Department of Treasury – 941 Tax Withholding \$5,953.96; Fastenal Company – Supplies/Materials (Snow Removal) \$144.91; Frisbee Plbg. & Heating – Supplies/Materials (Streets) \$10.64; Grainger – Supplies/Materials (Snow Removal, Govt Bldgs) \$44.26; Harrisburg Chamber of Commerce – Subsidies (Harrisburg Economic Development Promo) \$20,000.00; Harrisburg Water – Utilities (Govt Bldgs) \$210.71; HR Green Inc. – Professional Services/Fees (Engineering) \$2,705.48; Interstate Power Systems Inc. – Repairs/Maintenance (Sewer) \$645.83; Lewis & Clark Regional Water – Resale of Water (Water) \$10,893.79; Matheson Tri-Gas Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$17.36; MidAmerican Energy – Utilities (Sewer, Govt Bldgs) \$1,259.92; Myrl & Roys Paving, Inc. – Supplies/Materials (Snow Removal) \$1,444.50; Novak Sanitary Service – Utilities (Govt Bldgs) \$68.06; Optilegra, Inc. – Group Insurance (Fin Admin, City Admin, Planner, Econ Dev Promo, Streets, Water, Sewer, Parks) \$111.12; Payment Service Network – Professional Services/Fees (Water, Sewer, Planner) \$1,189.19; Pfeifer Implement – Machinery/Equipment (Streets, Parks, Water, Sewer) \$36,390.00; Pietrus, Andrew – Supplies/Materials (Streets, Water, Sewer, Parks) \$43.50; Respec Consulting & Service – Professional Services/Fees (Storm Drainage) \$15,047.39; Rural Route 1 Services – Utilities (Govt Bldgs) \$85.85; Sanford Health Plan – Group Insurance (Streets, Water, Sewer, Parks) \$102.16; Sioux Empire Water Festival – Subsidies (Water) \$500.00; Sioux Falls Humane Society – Professional Services/Fees (Animal Control) \$130.00; Sioux Falls Networks – Professional Services/Fees (Fin Admin) \$209.35; Sioux Falls Utilities – Pumping Charges (Sewer) \$111,661.74; SD One Call Systems Inc. – Professional Services/Fees (Water, Sewer) \$71.40; SDPAA – Insurance (Streets) \$169.11; SD Supplemental Retirement Plan – SDRS Withholdings \$425.00; SD Water & Wastewater Assoc. – Travel/Conference (Water, Sewer) \$60.00; Titan Machinery – Machinery/Equipment (Streets, Water, Sewer, Parks) \$140,442.00; Titan Rentals – Rentals (Snow Removal) \$2,010.00; US Bank National Association – Principal/Interest (Water) \$22,053.69; US Bank National Association – Principal/Interest (Water) \$29,926.63; US Bank National Association – Principal/Interest (Storm Drainage) \$24,342.43; US Bank National Association – Principal/Interest (Sewer) \$11,373.07; Vast Broadband – Utilities (Library, Govt

Bldgs) \$613.02; Xcel – Utilities (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$10,716.36; Zep Manufacturing Company – Supplies/Materials (Govt Bldgs) \$107.84

Business Item 16. Harrisburg Days website development. Simunek shared the proposal from Web Concentrate for the development of Harrisburg Days website. It will be linked to the City's website.

Todd Peterson representing the American Legion Leatherneck Marine Corp group presented a request to the city council to hold a one day fund raising event. They have tentatively set the date of the event to be July 22nd, 2018 and if all goes well would consider holding it on an annual basis. The event consists of a car/bike show, vendors and a band in the evening. They would like the streets to be closed by the Legion, with the American Legion Men serving food and beer. They are open to a different location within Harrisburg if that would work better. Mayor and Council directed Peterson to work directly with Pietrus and city staff on coordinating the items needed for holding their event.

6:09 Public Hearing – Vacation of undeveloped, platted right-of-way for Columbia Street North and future street right-of-way in the Harrisburg School Addition to the City of Harrisburg.

Business Item 1. Resolution 2018-02 Vacation of platted right of way for Columbia Street North and future street right-of-way in the Harrisburg School Addition. Motion Berg, seconded Wolbrink to approve Resolution 2018-02 Vacation of platted right of way for Columbia Street North and future street right-of-way in the Harrisburg School Addition.

RESOLUTION 2018-02

A RESOLUTION TO VACATE PUBLIC RIGHT-OF-WAY.

WHEREAS, a plat has been submitted to the Planning & Zoning Administrator that requests the vacation of the undeveloped, platted right-of-way for Columbia Street North and future street right-of-way in the Harrisburg School Addition to the City of Harrisburg; and

WHEREAS, the platted rights-of-way have not served the purpose of public access or been used as a street or alley to serve adjoining properties for well over twenty years; and

WHEREAS, the vacation of these rights-of-way will assist in the development of the City's Central Park; and

WHEREAS, the City Council has held a public hearing to accept public input on the proposed right-of-way vacations after publication as required by SDCL 9-45-10 and 11;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Harrisburg, South Dakota, that the public rights-of-way so described above are hereby vacated and may be included in the plat of Lots 1, 2, 3, Columbia Street, and Foundation Drive of Central Park Addition to the City of Harrisburg;

NOW THEREFORE BE IT FURTHER RESOLVED by the City of Harrisburg that this resolution shall become effective according to law.

Dated at Harrisburg, South Dakota, this 16th day of January, 2018.

COMMON COUNCIL OF THE CITY OF HARRISBURG

Seal:
Attest:

Julie Burke – Van Luvanee
Mayor

Mary McClung
Finance Officer

Published: January 25, 2018
Effective: February 15, 2018

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Business Item 2. Authorize Mayor's signature on plat of Lots 1, 2, 3 Columbia Street and Foundation Drive of Central Park Addition to the City of Harrisburg. Motion Berg, seconded Wolbrink, to authorize the mayor to sign the plat of Lots 1, 2, 3 Columbia Street and Foundation Drive of Central Park addition to the City of Harrisburg.

Business Item 3. Recommendation of Planning/Zoning Board to approve Resolution 2018-03 to adopt Tax Increment District #4. Toby Morris and Clint Ackerman were present to review the creation of Tax Increment District #4. Motion Wolbrink, seconded Olson to approve Resolution 2018-03 to adopt Tax Increment District #4 and the project plan.

RESOLUTION 2018 - 03
RESOLUTION PROVIDING FOR THE CREATION OF TAX INCREMENTAL DISTRICT
NUMBER FOUR, CITY OF HARRISBURG, SOUTH DAKOTA

WHEREAS, the Planning Commission of the City of Harrisburg has recommended the District Boundaries for Tax Incremental District Number Four, City of Harrisburg, South Dakota, and has recommended its creation; and

WHEREAS, the City Council of the City of Harrisburg, South Dakota (the "City), has the powers, pursuant to SDCL 11-9-2, to create Tax Incremental District Number Four, City of Harrisburg, South Dakota, and to define its boundaries.

NOW THEREFORE, IT IS HEREBY RESOLVED:

1. Authority and Declaration of Necessity. The City of Harrisburg, South Dakota, declares the necessity for the creation of Tax Incremental District Number Four, City of Harrisburg, South Dakota (hereinafter sometimes referred to as the "District"), pursuant to SDCL Chapter 11-9. Further, the City finds that the improvement of the area within the District is likely to enhance significantly the value of substantially all of the other real property in the District and is necessary for economic development within the City of Harrisburg by the construction of commercial and residential developments.
2. Findings. The City Council makes the following findings with regard to economic development:
 - a. More than 50% of the property in the District by area will stimulate and develop the general economic welfare and prosperity of the City of Harrisburg;
 - b. Improvements to the District will significantly and substantially enhance the value of all property within the District;
 - c. Development of the District will enhance sales tax revenue.
 - d. Development of the District for commercial and residential purposes will improve the quality of life for residents of the City of Harrisburg by providing a place to purchase goods locally that residents would have had otherwise leave the City of Harrisburg for and fill a gap in the residential housing market.
3. Findings of Maximum Percentage of Tax Incremental Districts. The aggregate assessed value of the taxable property in the District, plus all other tax incremental districts does not exceed ten (10%) percent of the total assessed valuation of the City.
4. Creation of District. There is hereby created, pursuant to SDCL Chapter 11-9, Tax Incremental District Number Four, City of Harrisburg, South Dakota. The District is hereby created on the day this Resolution becomes effective which shall be twenty (20) days after publication of this Resolution.
5. Designation of District Boundaries. The District shall be located with the northern, southern, western, and eastern boundaries of the following described real property:

The Southeast Quarter of Section 35, Township 100 North, Range 50 West of the 5th Principal Meridian, Lincoln County, South Dakota, containing 160.17 acres [including 5.01 acres of Right of Way (Easement)]; and excluding 0.42 acres of Lot H1 contained therein
6. Creation of Tax Incremental Fund. There is hereby created, pursuant to SDCL 11-9-31, a Tax Incremental District Number Four Fund, which shall be a segregated asset account. All tax increments collected pursuant to Tax Incremental District Number Four shall be deposited into the Tax Incremental District Number Four Fund. All funds in the Tax Incremental District Number Four Fund shall be used solely for those purposes expressly stated and reasonably inferred in SDCL Chapter 11-9.
7. Adoption of Project Plan. The City hereby adopts the Project Plan for Tax Incremental District Number Four.

Adopted this 16th day of January, 2018.

CITY OF HARRISBURG
Julie Burke – Van Luvanee
Mayor

ATTEST:
Mary McClung
Finance Officer

Publication: January 25, 2018
Effective Date: February 15, 2018

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Business Item 4. Set moratorium for further residential Tax Increment District's from being adopted. Motion Wolbrink, seconded Berg to set a moratorium for any further residential Tax Increment District's being adopted within the Harrisburg City limits.

Water and Sewer Rate Committee Finding and Recommendations. Denise Berg gave a presentation on behalf of the Water and Sewer Rate Committee of their findings and recommendations. They proposed a Tiered rate structure using winter usage for determining sewer, and meters to be read to the nearest 100 gallons, instead of 1000 gallons, so month to month bills are more consistent. They also would like to see more of a descriptive billing, so it is easier for residents to understand. Council will revisit the recommendations at the February 20th City Council meeting.

Business Item 5. Recommendation of Planning/Zoning Board to approve Engineering Design Standards. Motion Berg, seconded Wolbrink to approve and adopt the updated Engineering Design Standards.

Business Item 6. Tabled Item – Stockwell Comprehensive Water System Plan. Motion Olson, seconded Wolbrink to take the Stockwell Comprehensive Water System Plan from the table for further discussion. Motion Berg, seconded Wolbrink to approve the Stockwell agreement for professional services for a Comprehensive Water Study for the City of Harrisburg in the amount of \$43,700.00.

Business Item 7. Tabled Item – SimpleCity GIS. Motion Wolbrink, seconded Olson to take SimpleCity GIS from the table for further discussion. Motion Wolbrink, seconded Olson to approve the GIS SimpleCity proposal in the amount of \$24,950.00 for the 1st year with annual subscriptions of \$6,000.00.

Business Item 8. Stockwell Engineer Proposal – Columbia Street Sanitary Sewer Extension. Motion Wolbrink, seconded Olson to approve the Stockwell agreement for professional services for the Columbia Street Sanitary Sewer Extension for the City of Harrisburg in the amount of \$60,800.00.

Business Item 9. Appointment of City Vision Committee Members. Mayor appointed with council approval, the following committee members to the City Vision Committee. Members include Ryan Berg, Stefanie Bergsmith, Chris Kindt, Danny Tank, Adrienne McKeown, Adam Walsh, and a member of the School board to be determined.

Business Item 10. Authorize Mayor to sign request to State DENR to pay off Drinking Water #1 loan. Cash on hand in the water fund will be used to pay off the loan. Motion Wolbrink, seconded Berg to authorize the Mayor to sign the request letter to the State DENR to pay off Drinking Water #1 SRF Loan.

Business Item 11. Purchase of tool sets (City Maintenance) Motion Olson, seconded Wolbrink to approve the purchase of 5 sets of tools from Stan Houston Equipment Co (Impact Drill, 2 batteries, charger, Sawzall, grinder) in the total amount of \$2,849.70.

Business Item 12. Surplus of 2007 Case 621D Payloader and Designation of three real property owners for determination of Value. Wolbrink abstained as he will be one of the real property owners that will be used for determining the value. Motion Olson, seconded Berg to declare the 2007 Case 621 D Payloader serial number JEE0200100 as surplus, with the value to be determined by three real property owners, George Skinner, Marshall Drexler and Ryan Wolbrink. Roll Call Vote; Olson – Aye, Berg – Aye, Wolbrink – Abstained. Motion carried.

Business Item 13. Surplus of property located at 300 E Elm Street (Harrisburg Lot 13 & W ½ of Lot 14 – Blk 2) Motion Wolbrink, seconded Berg to declare the property located at 300 E Elm Street (Harrisburg Lot 13 and W ½ of Lot 14 –Blk 2) surplus and to proceed with determining a value and give notice of sale.

Business Item 14. Executive Session pursuant to SDCL 1-25-2 (1) Motion Wolbrink, seconded Olson to enter into Executive Session pursuant to SDCL 1-25-2 (1) at 7:24 p.m.

Mayor declared executive session over at 7:29 p.m.

Business Item 15. Employee Salary Adjustment. Motion Wolbrink, seconded Olson, to approve setting Michael McMahon's wage at \$59,913.04.

The next meeting of the Harrisburg City Council will be held on Monday, February 5, at 6:00 pm at the Liberty School Community Room.

With no further business, a motion was made by Berg, seconded by Wolbrink to adjourn the meeting at 7:30 pm.

Jill Johnke, Administrative Assistant

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