

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on May 2nd, 2016, at 5:31 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Ryan Olson, Allison Sanderson, and Ryan Berg. Also present from the city were Mary McClung, Andrew Pietrus, and Michael McMahon. 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 Olson to approve the consent agenda consisting of the following items: 1) May 2, 2016 agenda with the addition business items #9 Temporary street closure on May 7, 2016 on Main Street from 303 Main Street west to Prairie Street; 2) April 18, 2016 City Council Meeting Minutes; 3) May 2, 2016 claims; 4) Acknowledgement of DENR Secretary's Award for Drinking Water Excellence; 5) Acknowledgement of DENR Certificate of Achievement Awards 1) Dan Fink b) Toby Huizenga c) Mark McClung d) Dustin Preheim, seconded Sanderson. Motion carried.

Aflac – Aflac Withholdings \$192.46; Banyon Data Systems – Professional Services/Fees (Fin Adm) \$195.00; Barnes & Noble Booksellers – Books (Library) \$295.52; Bergsmith, Stephanie – Supplies/Materials (Parks) \$119.38; Bymers, Jared & Sarah – Customer Deposit Refund (Water) \$51.68; Campbell Supply – Supplies (Streets, Water, Sewer, Parks) \$275.00; Cardmember Services – Supplies/Materials, Professional Services (Govt Bldgs, Streets, Water, Sewer, Parks, Planner, Board, Mayor, Fin Admin, Library) \$1,581.77; Cutler Law Firm, LLP – Professional Services/Fees (Attorney) \$4,575.00; Department of Treasury – Federal Withholdings \$8,540.80; Division of Motor Vehicles – Professional Services/Fees (Streets) \$2.20; Faris, Jon – Customer Deposit Refund (Water) \$92.72; First National Bank – Professional Services/Fees (Streets) \$20.00; Friessen Construction Co. Inc. – Repairs/Maintenance (Streets) \$10,258.90; Gange, Debbie – Customer Deposit Refund (Water) \$92.72; Geerhard, Oudman & Alexandra – Customer Deposit Refund (Water) \$106.40; Harrisburg Economic Development – Subsidy (Econ Dev) \$25,000.00; Harrisburg Water – Utilities (Govt Bldgs, Parks) \$251.11; Hawk, Michelle – Customer Deposit Refund (Water) \$21.76; Lincoln Conservation District – Supplies/Materials (Parks) \$135.00; Linc. Co. Register of Deeds – Professional Services/Fees, Supplies/Materials (Planner) \$129.00; McCabe, Sarah – Customer Deposit Refund (Water) \$150.00; Michael Todd & Company, Inc. – Repairs/Maintenance (Parks) \$65.78; Novak Sanitary Service – Utilities (Govt Bldgs) \$56.75; Old Dominion Brush – Repairs/Maintenance (Street Cleaning) \$647.47; Pfeifer Implement – Supplies/Materials (Streets, Water, Sewer, Parks) \$52.91; Ramkota Inn – Travel/Conference (Sewer) \$203.98; Sams Club Gemb – Professional Services, Supplies/Materials, Books (Fin Admin, Library, Planner) \$299.25; Schoeneman Bros. Co. – Supplies/Materials (Streets, Water, Sewer, Parks) \$81.18; Sioux International – Supplies/Materials (Streets, Parks) \$59.92; Sioux Valley News – Publishing (Ord, Res, Proceedings) \$237.72; Sisson Printing – Supplies/Materials (Parks) \$134.10; Site One Landscape Supply, LLC – Supplies/Materials (Parks) \$859.53; SD Municipal League – Travel/Conference (Fin Admin) \$25.00; SD Supplemental Retirement – SDRS Withholdings \$350.00; Stan Houston – Supplies/Materials (Weed Control) \$99.92; Stockwell Engineers Inc. – Professional Services (Engineering) \$37,250.03; Sturdevant's Auto Supply – Supplies/Materials (Streets, Water, Sewer, Parks) \$156.93; Tessman Seed Company – Supplies/Materials (Parks, Govt Bldgs) \$54.66; United States Post Office – Supplies/Materials (Water, Sewer) \$490.62; United States Post Office – Supplies/Materials (Water, Sewer, Fin Adm, Planner) \$376.00; VanDiest Supply Company – Supplies/Materials (West Nile Prevention) \$1,421.20; Vast Broadband – Utilities (Planner) \$272.79; WalMart Community – Books, Supplies/Materials (Library) \$241.45; Wolf, Tyler – Customer Deposit Refund (Water) \$106.40; Wollman, Stephanie & Clifford – Customer Deposit Refund (Water) \$120.08

Motion Berg to approve Ordinance 2016-03 Amending Chapter 8.02 Water Provisions of the Municipal Ordinances, seconded Olson. Ordinance published separate from the minutes.

With no further business, a motion was made by Olson to adjourn the meeting and sine die this council at 5:33 pm, seconded Berg.

City Administrator Andrew Pietrus in his capacity as a Notary Public delivered the Oath of Offices. Julie Burke-Van Luvanee was sworn into office for a 4-year term as Mayor. Allison Sanderson was sworn into office for a 3-year term as Ward II Alderwoman.

The Harrisburg City Council reconvened at 5:37 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Ryan Olson, Ryan Berg, and Allison Sanderson. Also present from the city were Mary McClung, Andrew Pietrus, Michael McMahon and Alysia Simunek. A list of all others in attendance is on file at the city office. All motions were by majority vote and approved unanimously by those members present unless otherwise indicated.

Mayor Burke-Van Luvanee designates the Sioux Valley News as the city's official newspaper and First National Bank, Home Federal Bank and South Dakota FIT as the official depositories of the City of Harrisburg. There being no objections by the council, designations stand.

Mayor Burke-Van Luvanee appointed Christopher Woodson to the Planning & Zoning Board for a 5-year term. There being no objection by council, appointments stand.

Mayor Burke-Van Luvanee appointed Danny Tank and Daniel Kvasnicka to the Park Board for 3-year terms each. There being no objection by council, appointments stand.

Mayor Burke-Van Luvanee made the following designations: Ryan Berg as Parks/Adult, Youth Recreation Commissioner with Ryan Olson as secondary; Ryan Wolbrink as Harrisburg Economic Development Corporation and Chamber Commissioner with Allison Sanderson as secondary; Allison Sanderson as Library Commissioner with Ryan Wolbrink as secondary; Ryan Olson as Public Safety (Emergency Medical Services, Fire Protection, Law Enforcement) Commissioner with Ryan Wolbrink as secondary; Ryan Olson as Public Works (water/sewer, drainage and streets) Commissioner with Ryan Berg as secondary. With no objections, appointments stand.

2015-2016 Group Insurance renewals were discussed. Motion Olson to approve the health insurance renewal for 2016-2017 from Wellmark Blue Cross Blue Shield in the amount of \$7,662.33 per month, seconded Sanderson. No change in premium from Optilegra for vision insurance and will renew at a cost of \$10.04 per employee per month.

Motion Sanderson to have the following signatories on the First National Bank Signatory Authorization; Mary McClung, Alysia Simunek, Julie Burke-Van Luvanee, and Ryan Olson, seconded Berg.

Council reviewed the recommendation for a no parking zone on Hickory Lane. Motion Berg to approve a no parking zone on the east side of the Hickory Lane from 15 ft. south of 612 Hickory Lane's driveway to 15 ft. past the fire hydrant at the same address for safety and clearer visibility at this corner, seconded Sanderson.

RESOLUTION 2016-04

A RESOLUTION TO PROHIBIT PARKING ON A PORTION OF HICKORY LANE IN THE CITY OF HARRISBURG, SOUTH DAKOTA

WHEREAS, City of Harrisburg staff has received traffic safety complaints caused by the increase in parking on the northern corner of Hickory Lane and

WHEREAS, investigation of said traffic safety complaints has confirmed that the increase in parking on northern corner of Hickory Lane is causing unsafe driving conditions in this area;

NOW, THEREFORE, BE IT RESOLVED by the City of Harrisburg that the City hereby prohibits parking on the east side of Hickory Lane 15 feet south of the driveway of 612 Hickory Lane and 15 feet east of the fire hydrant located at 612 Hickory Lane as a means of reducing unsafe driving conditions along Hickory Lane.

Dated this 2nd day of May, 2016.

Julie Burke-Van Luvanee
Mayor

ATTEST:

Mary McClung
Finance Officer
(SEAL)

The 2016 Chip Seal project bids were received, opened and reviewed by Stockwell Engineers. Three bids were received. Asphalt Surfacing Co. - \$70,970.00, Topkote, Inc. - \$95,381.80 and the Road Guy \$105,750.00. Stockwell considers Asphalt Surfacing Co. to be a responsible contractor and the bids are in order and recommend award of the contract to the low bidder, Asphalt Surfacing Co., in the amount of \$70,970.00. Olson move to approve the award for the 2016 Chip Seal project to the low bidder Asphalt Surfacing Co. in the amount of \$70,970.00, seconded Sanderson.

Motion Berg to set Jason Thurston's wage at \$17.84 for receiving his Water Distribution Class I Certification on April 19, 2016, new rate will be effective with pay period beginning April 25, 2016, seconded Olson.

Motion Olson to hire Larry Plucker at a rate of \$14.00/hour for the temporary summer part time maintenance position, seconded Sanderson.

No action taken on the hire of a summer intern.

Discussion held on rescheduling the 1st meeting in June due to staff conflicts, council will review their schedules and a decision will be made at the May 16, 2016 city council meeting.

Motion Sanderson to approve the temporary street closure request for May 7, 2016 on Main Street between Prairie Street and 305 Main Street between the hours of 4:00 pm and 2:00 am for the benefit being held at the American Legion Hall, seconded Olson.

Wolbrink joined meeting at 5:50 pm.

Pietrus delivered the Oath of Office to Ryan Wolbrink. Ryan Wolbrink was sworn into office for a 3-year term as Ward I Alderman.

Olson nominated Sanderson as President of the Council and that nominations cease, Wolbrink seconded. With only one nomination, Mayor Burke-Van Luvanee declared Sanderson as President of the Council.

Wolbrink nominated Berg as Vice-President of the Council and that nominations cease, Olson seconded. With only one nomination, Mayor Burke-Van Luvanee declared Berg as Vice-President of the Council.

Mitch Mergen with Stockwell provided the city engineer report, on file at city hall.

Pietrus updated the items that the city maintenance will be working on this next week.

McMahon provided the Planning and Zoning Department report including the letter received from the Census on the preliminary numbers, a recap of the park boards successful Arbor Day event, the April building permit report and an update on the city's MS-4 application and territory covered.

McClung provided the April 2016 finance report.

Pietrus asked for input from the council on the assistance that the city would be willing to provide to the Harrisburg Days for the 2016 Harrisburg Days event. Discussion last year revolved around the city helping with garbage service, porta-potty service, electrical and extra police coverage. Pietrus will meet with the park board and they will bring a recommendation to council.

Mayor Burke-Van Luvanee thanked the Park Board for hosting the Arbor Day Event and also thanked the council for their public service

At 6:15 pm at public hearing was held for the Special Event Temporary On-Sale Liquor License Application received from the Harrisburg Days Foundation for the annual Harrisburg Days event. Motion Sanderson to approve the special event temporary on sale liquor license for Harrisburg Days Foundation for June 10, 2016 through June 12, 2016 and to waive the license fee, seconded Wolbrink.

A brief discussion was held on the city's website updates.

The next meeting of the City Council will be held jointly with the Harrisburg Planning Commission on Monday, May 16th, 2016, at the Liberty School Board Room, 200 E Willow Street at 6:00 pm.

With no further business, a motion was made by Wolbrink to adjourn the meeting at 6:22 p.m., seconded Sanderson.

Mary McClung, Finance Officer

Please publish once at the approximate cost of _____.