

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on September 6, 2016, at 6:00 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Ryan Olson, Ryan Wolbrink, Allison Sanderson and Ryan Berg. Also present from the city were Mary McClung and Andrew Pietrus. 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 to approve the consent agenda consisting of the following items: 1) September 6, 2016 agenda; 2) August 15, 2016 City Council Meeting Minutes; 3) September 6, 2016 claims; 4) Approval of Mayoral Appointment of Miriah Amolins to the Harrisburg Community Library Board; 5) Approval of Temporary Street Closure Request for Block Party to be held September 10, 2016 on Marie Circle from 3:00pm until 11:00pm; 6) Authorize Mayor to sign FCC notification for Spectrum Manager Lease, seconded Sanderson.

Above Standard Cleaning – Utilities (Govt Bldgs) \$80.00; Adler, Wade & Janelle – Customer Deposit Refund (Water) \$106.40; Aflac – Aflac Withholdings \$253.78; Albers Electric LLC – Repairs/Maintenance (Govt Bldgs) \$163.57; American Engineering Testing – Professional Services/Fees (Sewer) \$2,162.25; Bair, Christopher – Customer Deposit Refund (Water) \$79.04; Banyon Data Systems, Inc. – Professional Services/Fees (Fin Admin) \$795.00; Barnes & Noble Booksellers – Books (Library) \$231.90; Best Western Ramkota Watertown – Travel/Conference (Water, Sewer) \$182.00; Blackburn Mfging Co. – Supplies/Materials (Water) \$98.43; Campbell Supply – Supplies/Materials (Streets, Water, Sewer, Parks) \$15.89; Carolan Rental – Repairs & Maintenance (Streets) \$492.51; Cardmember Services (Supplies/Materials (Streets, Water, Sewer, Parks, City Admin, Library, Govt Bldgs), Books (Library), Repairs/Maintenance (Library) \$3,163.32; Code Works Inc. – Professional Services/Fees (Planner) \$2,020.40; Concrete Materials – Repairs/Maintenance (Streets) \$473.28; Copper Cottage P & H – Repairs/Maintenance (Sewer) \$615.07; Cutler Law Firm, LLP – Professional Services/Fees (Attorney) \$8,311.10; Dakota Fluid Power, Inc. – Supplies/Materials (Streets) \$76.67; Dakota Supply Group – Supplies/Materials (Water) \$26.18; Danko Emergency Equipment – Repairs/Maintenance (Water) \$141.86; Derry, Jim – Customer Deposit Refund (Water) \$24.32; Department of Treasury – Federal Withholding \$5,865.31; Department of Treasury – Federal Withholding \$5,778.77; Ekle, Hillary – Customer Deposit Refund (Water) \$147.63; Fink, Dan – Utilities (Govt Bldgs) \$35.00; First National Bank – August 2016 Payroll \$33,663.93; First National Bank – Refund of NSF Check (Water, Sewer) \$112.00; First National Bank – Refund of NSF Check (Water, Sewer) \$43.60; GFP Licensing – Other Materials for Resale (Rec) \$52.00; Haisch, Kelly & Rebecca – Customer Deposit Refund (Water) \$87.83; Hammerstrom, Gene – Utilities (Govt/ Bldgs) \$35.00; Harrisburg Water – Utilities (Govt Bldgs, Parks) \$1,080.07; HD Supply Waterworks LTD – Supplies/Materials (Sewer) \$523.20; Heyder, Rick – Customer Deposit Refund, Balance on Account refund (Water) \$32.24; Hillyard – Supplies/Materials (Parks) \$53.04; Home Definition, Inc. – Professional Services/Fees (Govt. Bldgs) \$25.00; Huizenga, Toby – Utilities (Govt Bldgs) \$35.00; Johansen, Paul & Joy – Customer Deposit Refund (Water) \$147.63; Johnson, Brandy & Nick – Customer Deposit Refund (Water) \$79.04; Lewis & Clark Regional Water – Water for Resale – (Water) \$14,862.78; Lincoln County Register of Deeds – Professional Services/Fees, Supplies/Materials (Planner) \$71.00; Marco, Inc. – Rentals, Supplies/Materials (Fin Admin) \$382.24; McClung, Mark – Utilities (Govt Bldgs) \$35.00; Menards –East - Supplies/Materials (Water) \$125.93; Michael Todd & Company, Inc. – Supplies/Materials (Streets) \$97.00; Noel, Ashley & JJ – Customer Deposit Refund (Water) \$92.72; Norberg Paints – Supplies/Materials (Streets) \$599.60; Novak Sanitary Services – Utilities (Govt Bldgs) \$65.94; Optilegra, Inc. – Group Insurance - \$101.08; O'Reilly Auto Parts – Supplies/Materials (Streets, Water, Sewer, Parks) \$151.78; Owen, Jeremy – Customer Deposit Refund, Balance on Account Refund (Water) \$175.18; Payment Service Network – Refund of NSF Payment (Water, Sewer) \$43.60; Payment Service Network – Professional Services/Fees (Water, Sewer, Planner) \$1,105.30; Petty Cash – Supplies/Materials (Fin Admin, Planner, Water, Sewer) \$44.92; Pietrus, Andrew – Utilities (Govt Bldgs) \$35.00; Preheim, Dustin – Utilities (Govt Bldgs) \$35.00; Productivity Plus Account (Titan Machinery) – Repairs/Maintenance (Streets, Water, Sewer, Parks) \$685.96; Respec Consulting & Services – Professional Services/Fees (Storm Drainage) \$5,368.11; Rotter, Brendan & Abby – Customer Deposit Refund (Water) \$79.04; Rural Route 1 Services – Utilities (Govt Bldgs) \$85.85; Schoeneman Bros. Co. - Supplies/Materials (Streets, Water, Sewer, Parks, Govt Bldgs) \$502.10; Sigety, Colleen & Kevin - Customer Deposit Refund (Water) \$106.40; Simpson, Steven – Customer Deposit Refund (Water) \$57.27; Sioux Falls Two Way Radio Service – Repairs/Maintenance (Public Safety Siren) \$212.50; Sioux Falls Utilities – Pumping of waste (Sewer) \$46,018.93; Sioux Valley News – Publishing (Ord, Res,

Proceedings) \$169.02; SD Municipal League – Travel/Conference (City Admin, Planner, Fin Admin) \$300.00; SDPAA – Insurance (Board, Mayor, City Admin, Planning & Zoning, Fin Admin, Govt Bldgs, Public Safety, Streets, Water, Sewer, Parks, Library, Street Cleaning) \$31,276.22; SD Retirement (Retirement) \$4,373.14; SD Supplemental Retirement (Retirement) \$350.00; SE Electric Cooperative, Inc. – Utilities (Sewer, Street Lighting, Streets, Water) \$5,076.63; Stan Houston – Repairs/Maintenance, Supplies/Materials (Streets, Water, Sewer, Parks) \$64.33; Staples Advantage – Supplies/Materials (Govt Bldgs) \$159.95; Stellinga, Michelle – Customer Deposit Refund (Water) \$120.08; Sundt, Chad – Customer Deposit (Water) \$30.80; Taylor, Wade & Abbey – Customer Deposits (Water) \$65.36; Thurston, Jason – Utilities (Govt Bldgs) \$35.00; Total Fire Protection Inc. – Repairs/Maintenance (Govt Bldgs) \$200.00; Traffic Solutions Inc. – Repairs/Maintenance (Streets) \$913.26; USA Blue Book – Supplies/Materials (Sewer) \$272.11; United States Post Office – Supplies/Materials (Water, Sewer) \$498.78; United States Post Office – Supplies/Materials (Fin Admin) \$215.00; Vantek Communications, Inc. – Repairs/Maintenance, Rentals (Water, Sewer) \$345.00; Vast Broadband – Utilities (Govt Bldgs, Library) \$399.86; Vostad, Eric & Stephani – Customer Deposit Refund (Water) \$106.40; WalMart Community – Supplies/Materials, Community Education, Books (Library) \$282.58; Widman, Todd – Customer Deposit Refund (Water) \$50.92; Xcel Energy - Utilities (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$10,095.67; Zep Manufacturing Company – Supplies/Materials (Govt Bldgs) \$131.03;

Business Item 6. Motion Berg to authorize our Lewis & Clark Director Mary McClung to sign the Lewis & Clark Rural Water System Agreement to Amend Section 2.3.2(a) of the ARCA, seconded Wolbrink.

Business Item 7. Motion Wolbrink to set Dustin Preheim's wage at \$18.90 for receiving his Class II Wastewater Treatment Certification effective with pay period beginning August 29th, 2016, seconded Sanderson.

Planning and zoning department building permit report for August was presented.

6:05pm – Public Hearing for a Special Temporary On-Sale Malt Beverage License for the Harrisburg America Legion Post 45 for September 17, 2016 at 303 Main Street.

Business Item 1. Motion Sanderson to approve the special temporary on sale malt beverage license for the Harrisburg American Legion Post 45 for use on September 17, 2016 at 303 Main Street, seconded Olson.

Business Item 2. Stockwell gave a presentation regarding wastewater treatment alternatives and the costs associated with the alternatives. The alternatives included were, SAGR, SBR, Aero-Mod SEQUOX, Oxidation Ditch, partial pumping to Sioux Falls and Complete pumping to Sioux Falls, there is also one other alternative called Leachbuster that is being researched. The city council needs to decide if they would like to be placed on the State Water Plan for financing any of these alternatives still including pumping to Sioux Falls. No decision is needed at this time on the alternative that will be used. Public discussion was held.

Motion Wolbrink to authorize the mayor to sign the application to be placed on the State Water Plan, seconded Olson.

Business Item 3. Motion Berg to approve Resolution 2016-10 Annual Maintenance Fee Assessments at a rate of \$1.10 per front foot and to certify the assessment to Lincoln County Auditor to be collected, seconded Wolbrink.

RESOLUTION NO. 2016-10

A RESOLUTION AUTHORIZING A SPECIAL MAINTENANCE FEE FOR MAINTENANCE AND REPAIR OF STREETS AND STREET LIGHTING SYSTEM COSTS, PURSUANT TO SDCL 9-43-138.

WHEREAS, the City Council has determined a need to assess an annual special maintenance fee pursuant to SDCL 9-43-138 for the purpose of maintaining and repairing streets and street lighting system costs; and

WHEREAS, the special maintenance fee is based upon the lots fronting and abutting the streets that are maintained by the City of Harrisburg;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Harrisburg, South Dakota:

SECTION 1: To direct the Harrisburg Finance Officer to add such special street maintenance fee to the general assessment together with the regular assessment and certify the assessment to the Lincoln County Auditor to be collected as municipal taxes for general purposes. The amount of special maintenance fee that shall be levied upon all lots fronting and abutting the streets that are maintained by the City shall be at a rate of \$1.10 per front foot.

Dated this 6th day of September, 2016.

JULIE BURKE-VAN LUVANEE
Mayor

ATTEST:

MARY MCCLUNG
Finance Officer

(SEAL)

Publish: September 15, 2016
Effective: October 5, 2016

Published once at the approximate cost of _____.

Business Item 4. Motion Wolbrink to approve Resolution 2016-11 Annual Storm Drainage Fee Assessments at a unit charge rate of \$0.00110 (zero and one hundred ten hundred-thousandths) and certify to Lincoln County Auditor to be collected, seconded Sanderson.

RESOLUTION 2016-11

A RESOLUTION FOR ANNUAL STORM WATER ASSESSMENTS FEE.

Pursuant to Title 8, Chapter 8.03, Storm Water Drainage, of the Municipal Ordinances of the City of Harrisburg, Lincoln County, South Dakota the City of Harrisburg may levy annually storm water assessments for the purpose of operation, maintenance and capital expenses of the storm sewer and drainage system.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HARRISBURG, LINCOLN COUNTY, SOUTH DAKOTA to direct the city finance officer to add such assessment to the general assessment together with the regular assessment and certify the assessment to the county auditor to be collected as municipal taxes for general purposes. The amount of assessment that shall be levied upon all lots is equal to the runoff weighting factor, multiplied by the parcel area (in square feet), multiplied by the unit charge rate of \$0.00110 zero and one hundred ten hundred-thousandths.

Dated this 6th day of September, 2016.

JULIE BURKE-VAN LUVANEE
Mayor

ATTEST:

MARY MCCLUNG
Finance Officer

Publish: September 15, 2015
Effective: October 5, 2016

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Business Item 5. Public discussion was held on the rates regarding options of basing sewer off of winter water usage and 2nd meters for irrigation and the effect on the rates. A panel of residents and staff will begin meeting on options for billing of sewer. Motion Olson to approve Resolution 2016-12 Amending sewer rates to be effective January 1, 2017 at a base rate (no usage) of \$20.96 + \$6.02/1000 gals + \$1.78/1000 gals surcharge 03 + \$1.28/1000 gals surcharge 04, seconded Sanderson.

RESOLUTION NO. 2016-12

A RESOLUTION AMENDING SEWER RATES

WHEREAS, the Harrisburg City Council believes that it is necessary and in the best interest of the City of Harrisburg, in order to pay all costs for the operation, maintenance, and improvement of the City's sewer system, to amend the rates for the collection and disposal of wastewater provided by the City of Harrisburg; and

WHEREAS, Sections 8.0103 and 8.0366 of the Harrisburg Municipal Ordinances gives the Harrisburg City Council the authority to set sewer rates by Resolution of the Harrisburg City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Harrisburg City Council as follows:

SECTION 1. The sewer rate structure will be as follows:

All single family dwelling units, multiple family dwelling units, school district facilities and commercial/industrial customers shall pay:

- (i) a minimum monthly fee of \$20.96 plus \$6.02 per one thousand gallons of water used per month (the "Volume Rate), plus
- (ii) \$1.78 per one thousand gallons of water used per month as the Surcharge for the Wastewater Improvements Project (C461065-03), plus
- (iii) \$1.28 per one thousand gallons of water used per month as the Surcharge for the Columbia Basin Sanitary Sewer Project (C461065-04).

SECTION 2. This rate change is effective beginning with the January, 2017 bills.

Adopted this 6th day of September, 2016.

JULIE BURKE-VAN LUVANEE
Mayor

ATTEST:

MARY MCCLUNG
Finance Officer

Publication: September 15, 2016

Effective Date: October 5, 2016

Published once at the approximate cost of _____.

Business Item 8. With no changes between the 1st and 2nd reading of the 2017 Appropriations Ordinance, motion Berg to approve Ordinance 2016-06 2017 Appropriations Ordinance as presented, seconded Wolbrink. Published separately.

Engineers report is on file at the city office.

McClung presented the August Finance Report and Sales Tax Reports. Auditors will be conducting the audit later this week and next.

Pietrus presented council with the updates in the public works department and items that he has been working on this past month.

The next meeting of the Planning Commission will be held on Tuesday, September 13, 2016, at 6:00 p.m. at the Liberty School Community Room. The next meeting of the City Council will be held on Monday, September 19, 2016 at 6:00 pm at the Liberty School Community Room.

With no further business, a motion was made by Sanderson to adjourn the meeting at 7:34 p.m., seconded Olson. Motion carried.

Mary McClung, Finance Officer

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