

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on October 3, 2016, at 6:00 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Ryan Olson, Allison Sanderson and Ryan Berg, absent Ryan Wolbrink. Also present from the city were Mary McClung, Andrew Pietrus, Dan Fink 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 Berg to approve the consent agenda consisting of the following items: 1) October 3, 2016 agenda; 2) September 19, 2016 City Council Meeting Minutes; 3) October 3, 2016 claims; 4) Amend approved City Council meeting minutes of September 6, 2016 to read Business Item 7. Motion Wolbrink to set Dustin Preheim's wage at \$18.90 for receiving his Class II Water Distribution Certification effective with pay period beginning August 29th, 2016, seconded Sanderson.; 5) Write off Water Account #10-00002151-00-4 in the amount of \$19.05, seconded Sanderson.

Above Standard Cleaning – Utilities (Govt Bldgs) \$80.00; Aflac – Insurance (Employee Paid) \$253.78; Arkwright, Chris – Customer Deposit Refund (Water) \$106.40; Bandstra, Bruce – Customer Deposit Refund (Water) \$120.08; Barnes & Noble Booksellers – Books (Library) \$187.71; Battery Systems – Supplies/Materials (Streets) \$236.95; Campbell Supply – Supplies/Materials (Weed Control) \$22.75; Cardmember Services – Supplies/Materials (Sewer, Economic Development, Sewer, Water) \$1,141.20; Cartridge World – Supplies/Materials (Streets, Water, Sewer, Parks) \$111.95; Cutler Law Firm LLP – Professional Services/Fees (Attorney) \$6,409.22; Department of Revenue – Professional Services/Fees (Water) \$362.00; Department of Treasury – 941 Taxes \$3,681.72; Department of Treasury- 941 Taxes \$5,898.54; Fink, Dan – Utilities (Govt Bldgs) \$35.00; Finstad, Don – Professional Services/Fees (Fin Admin) \$9,875.00; First National Bank – NSF Check (Water, Sewer) \$70.96; First National Bank NSF Check (Water, Sewer) \$87.20; First National Bank – Principal and Interest (Water) \$10,409.21; First National Bank – Principal and Interest (Water) \$22,053.69; First National Bank – Principal and Interest (Water) \$29,926.63; First National Bank – Principal and Interest (Sewer) \$33,268.42; First National Bank – Principal and Interest (Sewer) \$11,373.07; First National Bank – Principal and Interest (Storm Drainage Fund) \$24,342.43; First National Bank – September 2016 Payroll \$37,365.13; Freed, Cassandra & Brian – Customer Deposit Refund (Water) \$92.72; Grainger – Repairs/Maintenance (Storm Drainage) \$21.68; GFP Licensing – Other Materials for Sale (Recreation) \$405.00; Hammerstrom, Gene – Utilities (Govt Bldgs) \$35.00; Harrisburg Water – Utilities (Govt Bldgs, Parks) \$571.75; Holman, Brittany – Customer Deposit Refund (Water) \$92.72; Home Definition, Inc. – Professional Services/Fees (Govt Bldgs) \$25.00; Huizenga, Toby – Utilities (Govt Bldgs) \$35.00; Inland Truck Parts and Services – Repairs/Maintenance (Streets) \$2,004.39; Jaskulka, Tom & Ashton – Customer Deposit Refund (Water) \$106.40; Jones, Kristi – Supplies/Materials (Library) \$25.00; Kastner, Brent & Amy – Customer Deposit Refund (Water) \$92.72; Linc. Co. Register of Deeds – Supplies/Materials (Planner) \$35.00; Lucius, Chad – Customer Deposit Refund (Water) \$120.08; Luke, Julia – Customer Deposit Refund (Water) \$35.57; Mac's – Supplies/Materials (Streets, Water, Sewer, Parks) \$187.55; McClung, Mark – Utilities (Govt Bldgs) \$35.00; McMahon, Michael – Travel/Conference (Planner) \$108.00; Menards – Repairs/Maintenance (Streets) \$88.00; Myrl & Roy's Paving, Inc. – Supplies/Materials (Streets) \$134.49; Novak Sanitary Service – Utilities (Govt Bldgs) \$65.94; O'Reilly Auto Parts – Supplies/Materials (Streets, Water, Sewer, Parks) \$105.19; Peters, Chad & Amy – Customer Deposit Refund (Water) \$86.94; Pheasantland Industries – Supplies/Materials (Fin Admin) \$119.37; Pietrus, Andrew – Utilities (Govt Bldgs) \$35.00; Preheim, Dustin – Utilities (Govt Bldgs) \$35.00; Renken, Dustin & Rosalee – Customer Deposit Refund (Water) \$106.40; Roetzel, Daniel – Customer Deposit Refund (Water) \$105.73; Rozeboom, Zach – Customer Deposit Refund (Water) \$120.08; Rural Route 1 Services – Utilities (Govt Bldgs) \$85.85; Sanitation Products – Supplies/Materials (Sewer) \$25.79; Schoeneman Bros. Co. – Supplies/Materials (Streets, Water, Sewer, Parks, Govt bldgs.) \$324.80; Sioux Falls Utilities – Pumping of Waste to Sioux Falls (Sewer) \$69,788.91; Sioux Valley News – Publishing (Ord, Res, Proceedings) \$1,146.79; Sioux Valley News – Supplies/Materials (Fin Admin) \$27.50; South Dak Retirement System – Retirement Contributions - \$4,400.48; SD State Treasurer UCP – Customer Deposit Refund (Water) \$109.01; SD Planners Associations – Professional Services/Fees (Planner and Planning Board) \$130.00; SD Supplemental Retirement Plan – SDRS Withholdings \$350.00; Stan Houston – Repairs/Maintenance (Parks) \$57.90; Staples Advantage – Supplies/Materials (Fin Admin) \$43.79; Stockwell Engineers Inc. – Professional Services/Fees (Engineering – General, Water, Sewer, Storm Drainage) \$73,315.74; Tessman Seed Company – Supplies/Materials (Parks) \$154.78; Thurston, Jason – Utilities (Govt Bldgs) \$35.00; Tilstra,

Jaris and Katelyn – Customer Deposit Refund (Water) \$92.72; United States Postal Service – Supplies/Materials (Water, Sewer) \$500.99; United States Postal Service – Supplies/Materials (Water, Sewer) \$470.00; VanDiest Supply Company – Supplies/Materials (West Nile Prevention) \$681.50; Walmart Community – Books (Library), Supplies/Materials (Library, Govt Bldgs) \$298.45; Web Concentrate – Professional Services/Fees (Fin Admin) \$99.06; Xcel – Utilities (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$9,797.58

Informational Items – Wastewater Treatment Option Review/Questions – Jon Brown, Stockwell Engineers reviewed the treatment summary options with the council. The City is on the State Water Plan and a decision will need to be made by the end of 2016 on the option that they would like to pursue.

Brown reviewed items that the engineers have been working on this past month including the plan of the Devitt Regional Detention Facility. The engineers report is on file at the city office.

Business Item 1. 2nd Reading- Ordinance 2016-07 Rezone of Devitt Farms. No changes from the 1st Reading. Motion Sanderson to approve Ordinance 2016-07 Rezone of Devitt Farms Addition, seconded Olson.

Business Item 2. 2nd Reading – Ordinance 2016-08 Amendments to the Zoning Regulations. No changes from the 1st Reading. Motion Sanderson to approve Ordinance 2016-08 Amendments to the Zoning Regulations, seconded Berg.

Business Item 3. Approve Agreement to purchase snowblower from Titan Machinery in 2017 Motion Olson to approve the agreement to purchase a used Snowblast snowblower from Titan Machinery in January 2017 in the amount of \$23,000.00, seconded Sanderson.

Business Item 4. Lamp Post / Flag Pole for City Hall – Eagle Scout Project Request to have the Boy Scout present his flag pole project to the park board his plan for the flag pole and for them to bring the recommendation to the council. No action needed at this time.

McMahon gave the building permit report for the month of September and year to date.

Business Item 5. Policy 2016-01 – Internal Control Policy. Motion Sanderson to approve Policy 2016-01 Internal Control Policy, seconded Olson.

Business Item 6. Policy 2016-02 – Conflict of Interest Policy. Motion Berg to approve Policy 2016-02 Conflict of Interest Policy, seconded Olson.

Business Item 7. Resident request for reimbursement of expenses incurred. Tyler Christiansen of 1001 Ash Grove did some work within his boulevard including adding dirt and planting grass, improvements that were part of the Greyhawk Utility and Street Improvement project the contactor was ultimately responsible for. Christiansen is seeking reimbursement of costs incurred. Council requested receipts of incurred expenses before taking action.

Fink gave the maintenance department's report on what they have been working on this past month, including the chip seal project and moving dirt.

Pietrus presented council with the updates on items that he has been working on this past month.

Item 8. Executive Session Pursuant to SDCL 1-25-2 (3) Motion Sanderson to enter into executive session pursuant to SDCL 1-25-2(3) to review communications regarding contractual matters, seconded Olson.

Mayor declared executive session over at 7:02 p.m.

The next meeting of the Planning Commission will be held on Tuesday, October 11, 2016, at 6:00 p.m. at the Harrisburg City Hall Conference Room. The next meeting of the City Council will be held on Monday, October 17, 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 7:03 p.m., seconded 7:03. Motion carried.

Mary McClung, Finance Officer

Please publish once at the approximate cost of _____.