

Harrisburg City Council  
Meeting Minutes

The regular meeting of the City Council was called to order on January 9, 2017, at 6:00 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Ryan Olson, Allison Sanderson, and Ryan Wolbrink. Absent was Ryan Berg. Also present from the city were Mary McClung, Alysia Simunek, Michael McMahon, Dan Fink 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 Olson to approve the consent agenda consisting of the following items: 1) January 9, 2017 agenda; 2) December 29, 2016 City Council Meeting Minutes; 3) January 9, 2017 claims, seconded Wolbrink.

3F Cattle – Customer Deposit Refund (Water) \$32.60; Above Standard Cleaning – Utilities (Govt Bldgs) \$80.00; Albers, Mike & Jana – Customer Deposit Refund (Water) \$115.32; All Seasons Inc. – Professional Services/Fees (Weed Control) \$1,870.00; American Planning Association – Professional Services/Fees (Planning/Zoning Board) \$450.00; American Water Works – Professional Services/Fees (Water, Sewer) \$315.00; Barnes & Noble Booksellers – Books (Library) \$41.54; Board of Operator Certifications – Professional Services/Fees (Water, Sewer) \$102.00; Bob's Lock & Key – Supplies/Materials (Water) \$48.30; Bonnema, Steve & Angie – Customer Deposit Refund (Water) \$72.88; Bunger, Myron – Customer Deposit Refund (Water) \$1.84; Dakota Garage Doors, Inc. – Repairs/Maintenance, Supplies/Equipment (Govt Bldgs) \$74.50; Darner, Jeff & Marcia – Customer Deposit Refund (Water) \$138.36; DENR – Professional Services/Fees (Sewer) \$50.00; Dept of Revenue & Regulation – Other Current Expense (Fin Admin) \$2.60; Department of Treasury – Tax Withholdings \$5,287.01; Design Solutions & Integration – Repairs/Maintenance (Sewer) \$209.50; Eich, Stacie – Customer Deposit Refund (Water) \$102.56; Enger, Chris – Customer Deposit Refund (Water) \$117.40; Erickson, Dan & Deb – Customer Deposit Refund (Water) \$121.08; Espeland, Lane or Pamela – Customer Deposit Refund (Water) \$130.54; Finstad, Don – Professional Services/Fees (Fin Admin) \$300.00; First National Bank – Principal & Interest (Water, Sewer) \$43,677.63; First National Bank – Principal & Interest (Water, Sewer, Storm Drainage) \$87,695.82; Gordon, Mike – Customer Deposit Refund (Water) \$117.40; Harrisburg Chamber of Commerce – Professional Services/Fees (Econ Development Promotion, Library) \$350.00; Harrisburg Water – Utilities (Govt Bldgs) \$255.23; HD Supply Waterworks – Machinery/Equipment (Water) \$9,100.00; Henjum, Ron – Customer Deposits (Water) \$109.56; Koehlmooos, Melanie – Customer Deposit (Water) \$127.76; Lewis & Clark Regional Water – Resale of Water (Water) \$11,031.74; Link, Dalene – Customer Deposit Refund (Water) \$102.56; Matheson Tri-Gas Inc – Supplies/Materials (Streets, Water, Sewer, Parks) \$15.04; McElhany, Shannon – Customer Deposit Refund (Water) \$147.32; Midcontinent Communications – Professional Services/Fees (Fin Admin) \$380.00; Monsanto Soybean Inc. – Customer Deposit Refund (Water) \$114.21; Municipal Street Maintenance Association of SD – Professional Services/Fees (Streets) \$35.00; Nelsen, Stacy – Customer Deposit Refund (Water) \$31.60; Novak Sanitary Service – Utilities (Govt Bldgs) \$65.94; Omni-Site – Utilities (Sewer) \$1,932.00; Optilegra, Inc. – Group Ins. (Fin Admin, City Admin, Planner, Streets, Water, Sewer, Parks) \$101.08; Overdrive, Inc. – Repairs/Maintenance, Supplies/Materials (Library) \$1,500.00; Payment Service Network – Professional Services/Fees (Planner, Water, Sewer) \$996.33; Prairie Wind Trailers, LLC – Machinery/Equipment (Streets), Supplies/Materials (Streets, Water, Sewer, Parks) \$4,525.00; Rennich, Merlyn – Customer Deposit Refund (Water) \$7.60; Rural Route 1 Services – Utilities (Govt Bldgs) \$85.85; Rygg, Mychal & Brittany – Customer Deposit Refund (Water) \$117.40; Schmunk, Gary & Sandy – Customer Deposit Refund (Water) \$132.60; Sensus Metering Systems – Professional Services/Fees (Water, Sewer) \$1,665.98; Serck, Nick & Michelle – Customer Deposit Refund (Water) \$87.72; SF Area Chamber of Commerce – Professional Services/Fees (Economic Development Promotion) \$193.00; Smeenck, Norman – Customer Deposit Refund (Water) \$1.84; Soldatke, Sarah & Kenneth – Customer Deposit Refund (Water) \$78.31; SD Assoc of Code Enforcement – Professional Services/Fees (Planner) \$40.00; SD Assoc Rural Water Systems – Professional Services/Fees (Water, Sewer) \$950.00; SD Building Officials Association – Professional Services/Fees (Planner) \$55.00; SD City Management Association – Professional Services/Fees (City Admin) \$150.00; SD Gov Finance Officers Association – Professional Services/Fees (Fin Admin) \$70.00; SD Human Resource Association – Professional Services/Fees (City Admin, Fin Admin) \$50.00; SD Municipal League – Professional Services/Fees (Fin Admin) \$2,599.59; SD Planners Association – Professional Services/Fees (Planner, Building Inspection) \$260.00; SD Supplemental Retirement Plan – SDRS Withholdings \$350.00; SD Unemployment Insurance Division – Unemployment Compensation (Fin

Admin) \$123.94; SD Water & Wastewater Association – Professional Services/Fees (Water, Sewer) \$20.00; SECOG – Professional Services/Fees (Fin Admin) \$7,036.00; SE Electric Cooperative, Inc. – Utilities (Sewer, Street Lighting, Water) \$3,289.68; Sturtz, Holly & Keaton – Customer Deposit Refund (Water) \$102.56; Titan Rentals – Rentals (Snow Removal) \$1,360.00; Ulrich, Keith – Customer Deposit Refund (Water) \$126.84; United States Post Office – Supplies/Materials (Water, Sewer) \$491.19; United States Post Office (Water, Sewer, Fin Admin, Planner) \$470.00; Vast Broadband – Utilities (Govt Bldgs, Library) \$409.22; Web Concentrate – Professional Services/Fees (Fin Admin) \$99.06; Wellmark Blue Cross Blue Shield – Group Insurance (City Admin, Fin Admin, Planner, Streets, Water, Sewer, Parks) \$7,432.47; Xcel Energy – Utilities (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$10,320.07; Zirpel, Dustin – Customer Deposit Refund (Water) \$87.72

Business Item 1: Motion Sanderson to approve Resolution 2017-01 Establishing 2017 Salaries, seconded Olson.

RESOLUTION 2017-01  
A Resolution Establishing the Salaries for 2017

WHEREAS, SDCL 9-14-28 requires that the governing body of every municipality shall fix and determine by ordinance or resolution, the amount of salaries and compensation of all municipal officers and the time at which the same shall be paid; and

WHEREAS, the City council shall publish the salaries for compliance with the provision of SDCL,

NOW, THEREFORE, BE IT RESOLVED by the City Council that the following resolution, repealing all prior salary and wage resolutions, be passed, approved and effective with the first full pay period of 2017. The Mayor, City Council, Planning and Zoning Board and Park Board shall be paid quarterly and all other officers and employees shall be paid bi-weekly at the following yearly salary or hourly wage.

Mayor – Julie Burke-Van Luvanee	\$6,300.00 per year
Alderman – Ryan Berg	\$5,040.00 per year
Alderman – Ryan Olson	\$5,040.00 per year
Alderman – Allison Sanderson	\$5,040.00 per year
Alderman – Ryan Wolbrink	\$5,040.00 per year
Planning & Zoning - Bruce Bicknase	\$ 630.00 per year
Planning & Zoning – Casey Swenson	\$ 630.00 per year
Planning & Zoning – Chris Kindt	\$ 630.00 per year
Planning & Zoning – Danny Tank	\$ 630.00 per year
Planning & Zoning – Jason Schipper	\$ 630.00 per year
Planning & Zoning – Stefanie Bergsmith	\$ 630.00 per year
Planning & Zoning – Daniel Kvasnicka	\$ 630.00 per year
Park Board – Danny Tank	\$ 420.00 per year
Park Board – Jonathan DeBruin	\$ 420.00 per year
Park Board – Lois McMahon	\$ 420.00 per year
Park Board – Chris Kindt	\$ 420.00 per year
Park Board – Todd McKeown	\$ 420.00 per year
Park Board – Daniel Kvasnicka	\$ 420.00 per year
Park Board – Stefanie Bergsmith	\$ 420.00 per year
City Administrator – Andrew Pietrus	\$85,126.34 per year
Finance Officer – Mary McClung	\$62,788.41 per year
Deputy Finance Officer–Alysia Simunek	\$ 20.74 per hour
Planning & Zoning Official– Michael McMahon	\$54,724.07 per year
Building Inspector – Alan Bossman	\$27.00 per inspection
Mechanical Inspector – Steve Robertson	\$25.00 per inspection
Maintenance Supervisor– Dan Fink	\$65,139.73 per year
Wastewater Supervisor/Operator – Toby Huizenga	\$ 22.47 per hour
Maintenance – Mark McClung	\$ 19.98 per hour
Maintenance – Dustin Preheim	\$ 20.40 per hour
Maintenance – Jason Thurston	\$ 18.73 per hour
PT Maintenance – Gene Hammerstrom	\$ 16.87 per hour
PT Maintenance – Larry Plucker	\$ 14.70 per hour
Librarian – Kristi Jones	\$ 16.06 per hour
Librarian – Lisa Hirschhorn	\$ 11.91 per hour
Librarian - JoAnn Helland	\$ 11.91 per hour

BE IT FURTHER RESOLVED that the Mayor and Council shall determine all foregoing salaries and wages.

Dated this 9th day of January, 2017.

CITY OF HARRISBURG

Julie Burke – Van Luvanee  
Mayor, City of Harrisburg, SD

ATTEST:

Mary McClung, Municipal Finance Officer

Business Item 2: Motion Wolbrink to set the holiday get together for city staff for March 4, 2017, seconded Olson.

Business Item 3: Motion Wolbrink to approve the cell phone reimbursement authorizations for Mary McClung and Alysia Simunek beginning in January 2017, seconded Sanderson.

Jon Brown from Stockwell Engineers provided the City Engineer Report.

Fink provided the Public Utilities Department Report.

McMahon provided the Planning & Zoning Department Report.

McClung provided the December Finance Report and Sales Tax Reports.

Pietrus provided the City Administrator Report.

The next meeting of the Planning Commission will be held on Tuesday, January 10, 2017, at 6:00 p.m. at the Harrisburg City Hall Conference Room. The next meeting of the City Council will be held on Monday, January 23, 2017, 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 6:52 p.m., seconded Wolbrink. Motion carried.

Alysia Simunek, Deputy Finance Officer

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