

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on August 20, 2018, at 6:00 pm, with Mayor Julie Burke–Van Luvanee presiding. Council members present were Ryan Berg, Joe Stonesifer, Ryan Olson, and Ryan Wolbrink. Also present from the city were Mary McClung, Michael McMahon, Andrew Pietrus, 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: Berg asked Consent Item #6 be pulled out for discussion.

Motion Wolbrink, seconded Olson to approve the consent agenda with the changes and consisting of the following items:

1. Approval of August 20, 2018 Agenda. Stonesifer requested that Business Item #14 Stockwell Engineers – Annual Engineering Force Account be moved after Business Item #16 Executive Session.
2. Approval of August 6, 2018 City Council Meeting Minutes.
3. Approval of August 9, 2018 Special Meeting Minutes.
4. Approval of August 9, 2018 Open House Minutes
5. Approval of August 20, 2018 approval of claims.

Barnes & Noble Booksellers – Books (Library) \$117.40; BX Civil & Construction Inc. – Repairs/Maintenance (Streets) \$3,182.00; Core & Main – Supplies/Materials (Water, Sewer) \$838.10; Department of Treasury – 941 Withholdings \$6,672.31; Fink, Dan – Utilities (Govt Bldgs) \$35.00; First National Bank – August 2018 Payroll \$41,275.77; First National Bank – NSF Check (Water, Sewer) \$227.00; Geotek Engineering – Professional Services/Fees (Govt Bldgs) \$245.00; Getty Title Exchange Account – Land (Sewer) \$50,250.00; GFP Licensing – Other Materials (Rec) \$12.00; Hammerstrom, Gene – Utilities (Govt Bldgs) \$35.00; Health Equity – H S A Withholdings \$360.00; Home Builders Association – Professional Services/Fees (Planner) \$500.00; Home Definition, Inc. – Professional Services/Fees (Govt Bldgs) \$25.00; Huizenga, Toby – Utilities (Govt Bldgs) \$35.00; Key Solutions – Group Insurance (City Admin, Fin Admin, Planner, Econo Dev Promo, Streets, Water, Sewer, Parks) \$447.30; Kullander, Chris – Utilities (Govt Bldgs) \$35.00; Matheson Tri-Gas Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$19.22; McClung, Mark – Utilities (Govt Bldgs) \$35.00; McClung, Mary – Utilities (Govt Bldgs) \$35.00; McClung, Mary – Travel/Conference (Fin Admin) \$93.19; McMahon, Michael – Travel/Conference (Planner) \$376.05; Optilegra – Group Insurance (City Admin, Fin Admin, Planner, Econ Promo, Streets, Water, Sewer, Parks) \$121.16; Payment Service Network – NSF Check (Water, Sewer) \$210.83; Pederson Ag, LLC – Land (Sewer) \$23,596.81; Pietrus, Andrew – Utilities (Govt Bldgs) \$35.00; Plucker, Larry – Utilities (Govt Bldgs) \$35.00; Prairie Wind Trailers – Repairs/Maintenance (Streets, Water, Sewer, Parks) \$35.00; Preheim, Dustin – Utilities (Govt Bldgs) \$35.00; Sanford Health Plan – Group Insurance (Streets, Water, Sewer, Parks) \$102.17; Simunek, Alysia – Utilities (Govt Bldgs) \$35.00; Sioux Falls Humane Society – Professional Services/Fees (Animal Control) \$130.00; Sioux Falls Networks – Repairs/Maintenance (Govt Bldgs) \$908.35; Sisson Printing Inc. – Supplies/Materials (Water, Sewer) \$1,147.27; SD One Call Systems Inc. – Professional Services/Fees (Water, Sewer) \$189.00; SDPPA – Insurance (Fin Admin, Govt Bldgs, Public Safety, Streets, Water, Sewer, Parks, Library) \$37,905.10; South Dak Retirement System – SDRS Withholdings \$5,522.22; SD Supplemental Retirement Plan – SDRS Withholdings \$475.00; SD Water & Wastewater Assoc. – Travel/Conference (Water, Sewer) \$120.00; Staples Advantage – Supplies/Materials (Fin Admin) \$100.58; Stockwell Engineers, Inc. – Engineering (General, Water, Sewer) \$133,406.25; Thurston, Jason – Utilities (Govt Bldgs) \$35.00; Total Fire Protection Inc. – Professional Services/Fees (Govt Bldgs) \$260.00; Vantek Communications – Repairs/Maintenance, Rentals (Water, Sewer) \$345.00; Verizon Wireless – Utilities (Water) \$40.01; Wellmark Blue Cross Blue Shield – Group Insurance (Planner) \$158.20; Wellmark Blue Cross Blue Shield – Group Insurance Fin Admin, City Admin, Econo Promo, Streets, Water, Sewer, Parks) \$5,652.33; White Glove Cleaning Services – Utilities (Govt Bldgs) \$87.50; Zee Medical Service – Supplies/Materials (Govt Bldgs) \$122.30

Public Comment: Eric Carl voiced concerns over water rates and being charged winter average if summer usage is less than winter usage.

Public Hearings and/or Presentations - None

Business Item 1. Resolution 2018-16 Authorizing a special maintenance fee for maintenance and repair of streets, sidewalks and street lighting system costs. Motion Stonesifer, seconded Wolbrink to approve Resolution 2018-16 Authorizing special maintenance fee for maintenance and repair of streets, sidewalks and street lighting system costs at a rate of \$1.60 per front footage.

RESOLUTION NO. 2018-16

A RESOLUTION AUTHORIZING A SPECIAL MAINTENANCE FEE FOR MAINTENANCE AND REPAIR OF STREETS AND SIDEWALKS 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, sidewalks 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 \$1.60 per front foot.

Dated this 20th day of August 2018.

Julie Burke – Van Luvanee
Mayor

ATTEST:

Mary McClung
Finance Officer
(SEAL)

Publish: August 30, 2018

Effective: September 19, 2018

Published once at the approximate cost of _____.

Business Item 2. Resolution 2018-17 Annual Storm Water Assessment Fee. Motion Stonesifer, seconded Wolbrink to approve Resolution 2018-17 Annual Storm Water Assessment Fee of .00140.

RESOLUTION 2018-17

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), and multiplied by the unit charge rate of \$0.00140, zero and fourteen thousandths.

Dated this 20th day of August 2018.

Julie Burke – Van Luvanee
Mayor

ATTEST:

Mary McClung
Finance Officer

Publish: August 30, 2018

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Business Item 3. Ordinance 2018-13 (1st Reading) – 2019 Appropriations Budget. Motion Berg, seconded Olson to move to set the 2nd Reading of Ordinance 2018-13 2019 Appropriations Budget for Tuesday, September 4, 2018.

Business Item 4. Resolution 2018-18 Establishing Harrisburg's Provisional Legislative Priorities for the 2019 State Legislative Session – No action.

Business Item 5. Resolution 2018-15 Annexation of the NE1/4NE1/4NE1/4 OF Section 12, T99, R50W, 5th P.M., Lincoln County, South Dakota (Approximately 10 Acres) Motion Wolbrink, seconded Olson to approve Resolution 2018-15 Annexation of the NE1/4NE1/4NE1/4 of Section 12, T99N, R50W, 5th P.M., Lincoln County, South Dakota.

Prepared By:
City of Harrisburg
301 E Willow St, PO Box 26
Harrisburg, SD 57032
(605) 743-5872

RESOLUTION 2018-15

A RESOLUTION TO APPROVE A PETITION FOR ANNEXATION OF CERTAIN PROPERTY CONTIGUOUS TO THE CITY OF HARRISBURG, LINCOLN COUNTY, SOUTH DAKOTA.

WHEREAS, the City of Harrisburg has received a written petition for voluntary annexation signed by not less than three-fourths of the registered voters and by the owners of not less than three-fourths of the value of the territory sought to be annexed to the municipality;

WHEREAS, certain territory, hereinafter more particularly described, is contiguous to the City of Harrisburg, South Dakota; and

WHEREAS, the Planning Commission of the City of Harrisburg recommends that said area be annexed thereto;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Harrisburg, South Dakota, that the boundaries of said City of Harrisburg, South Dakota, be and they hereby are extended to include the area contiguous to the City of Harrisburg described as follows:

The NE $\frac{1}{4}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 12, T99N, R50W, 5th P.M., Lincoln County, South Dakota.
(Approximately 10 acres)

NOW THEREFORE BE IT FURTHER RESOLVED by the City of Harrisburg that the within-described territory is hereby designated Rural Service District, thus amending Ordinance #2006-016;

NOW THEREFORE BE IT FURTHER RESOLVED by the City of Harrisburg that the zoning for the within described territory be designated as A1, Agricultural District.

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 20th day of August 2018.

COMMON COUNCIL OF THE CITY OF HARRISBURG

Julie Burke - Van Luvanee
Mayor

Seal:
Attest:
Mary McClung
Finance Officer

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Business Item 6. Resolution 2018-19 Annexation of the E1/2SE1/4 of Section 26, T100N, R50W, 5th P.M., Lincoln County, South Dakota (approximately 61.94 acres) Motion Olson, seconded Berg, to approve Resolution 2018-19 Annexation of the E1/2SE1/4 of Section 26, T100N, R50W, 5th P.M., Lincoln County, SD except the south 530' and except the east 30 rods of the north 10 2/3 rods (2 acres).

Prepared By:
City of Harrisburg
301 E Willow St, PO Box 26
Harrisburg, SD 57032
(605) 743-5872

RESOLUTION 2018-19

A RESOLUTION TO APPROVE A PETITION FOR ANNEXATION OF CERTAIN PROPERTY
CONTIGUOUS TO THE CITY OF HARRISBURG,
LINCOLN COUNTY, SOUTH DAKOTA.

WHEREAS, the City of Harrisburg has received a written petition for voluntary annexation signed by not less than three-fourths of the registered voters and by the owners of not less than three-fourths of the value of the territory sought to be annexed to the municipality;

WHEREAS, certain territory, hereinafter more particularly described, is contiguous to the City of Harrisburg, South Dakota; and

WHEREAS, the Planning Commission of the City of Harrisburg recommends that said area be annexed thereto;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Harrisburg, South Dakota, that the boundaries of said City of Harrisburg, South Dakota, be and they hereby are extended to include the area contiguous to the City of Harrisburg described as follows:

The E½SE¼ of Section 26, T100N, R50W, 5th P.M., Lincoln County, South Dakota except the south 530' and except the east 30 rods of the north 10 2/3 rods (2 acres) thereof.
(Approximately 61.94 acres)

NOW THEREFORE BE IT FURTHER RESOLVED by the City of Harrisburg that the within-described territory is hereby designated: Urban Service District for the east half of the property and Rural Service District for the west half of the property, thus amending Ordinance #2006-016;

NOW THEREFORE BE IT FURTHER RESOLVED by the City of Harrisburg that the zoning for the within described territory be designated as LI, Light Industrial District.

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 20th day of August, 2018.

COMMON COUNCIL OF THE CITY OF HARRISBURG

Julie Burke – Van Luvane
Mayor

Seal:
Attest:
Mary McClung
Finance Officer

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Business Item 7. Approval of Plat of Tract 1 of Hensch Addition, located in the NE1/4 of Section 33, T100N, R50W, 5th P.M. Lincoln County, South Dakota. Motion Berg, seconded Stonesifer to approve the Plat of Tract 1 of Hensch Addition, located in the NE1/4 of Section 33, T100N, R50W, 5th P.M., Lincoln County, South Dakota.

Business Item 8. Approval of a Pre-Annexation Agreement for Tract 1 of Hensch Addition. Motion Berg, seconded Stonesifer to approve the pre-annexation agreement for Tract 1 of Hensch Addition.

Business Item 9. Approval of Plat of Tracts 1 and 2 of CKC Addition, located in the NW1/4 of Section 16, T99N, R49W, 5th P.M., Lincoln County, South Dakota. Motion Olson, seconded Wolbrink to approve the Plat of Tracts 1 and 2 of CKC Addition, located in the NW1/4 of Section 16, T99N, R49W, 5th P.M., Lincoln County, South Dakota.

Business Item 10. Approval of a Pre-Annexation Agreement for Tracts 1 and 2 of CKC Addition. Motion Olson, seconded Wolbrink to approve the pre-annexation agreement for Tracts 1 and 2 of CKC Addition.

Business Item 11. Authorize Mayor's signature on joint-funding agreement 18EMSD0070 with the US Geological Survey for a high-resolution hydrographic mapping project for the Beaver Creek watershed. Motion Berg, seconded Wolbrink to authorize the mayor to sign the joint funding agreement 18EMSD0070 with the US Geological Survey for a high-resolution hydrographic mapping project for the Beaver Creek Watershed.

Business Item 12. Home Builders Association of the Sioux Empire. Motion Berg, seconded Wolbrink to approve joining the Home Builders Association of the Sioux Empire.

Business Item 13. Final Pay Request and Change Order for Street and Water Main Improvements on Elm, Walnut, Perry and Ivy. Motion Olson, seconded Wolbrink to approve the net change order of \$49,350.82 and the 3rd and final pay request in the amount of \$154,838 to Myrl and Roy's for the 2018 Street and Water Main Improvement done on Elm Street, Walnut Street, Perry Land and Ivy Lane.

Business Item 15. Easement Acquisition Approval of Expense. Motion Berg, seconded Olson to approve expending funds for the easement acquisition for the West Side Sanitary Sewer Extension.

Consent Item 6. Partial Release of Green Meadows Cost Recovery – Rix Addition The Costello Cost Recovery and purpose of release was provided to council. Motion Berg, seconded Olson to authorize the Mayor sign the partial release of Green Meadows Cost Recovery – Rix Addition.

Pietrus discussed Personnel Manual updates

Business Item 16. Executive Session. Motion Wolbrink, seconded Stonesifer to enter into executive session pursuant to SDCL 1-25-2 (4) Contract Negotiations and SDCL 1-25-2 (1) Personnel at 7:11 pm

Mayor declared executive session over at 8:30 pm.

Business Item 14. Stockwell Engineers – Annual Engineering Force Account. Motion Stonesifer, seconded Berg to approve the engineering contract and authorize the Mayor to sign for the year 2018.

The next regular meeting of the Harrisburg City Council will be held on Tuesday, September 4, at the Liberty School Community Room.

With no further business, a motion was made by Olson, seconded by Berg to adjourn the meeting at 8:31 pm.

Jill Johnke, Administrative Assistant

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