

Harrisburg City Council  
Meeting Minutes

The regular meeting of the City Council was called to order on October 15, 2018, at 4:00 pm, with Mayor Julie Burke–Van Luvanee presiding. Council members present were Ryan Berg, Ryan Wolbrink, and Ryan Olson. Also present from the city were Mary McClung, Andrew Pietrus, Michael McMahon, Jason Thurston and Alysia Simunek. 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.

Mayor Burke-Van Luvanee moved Consent Agenda Item #2 – October 1, 2018 City Council Meeting Minutes to Business Item A.1.

Alderman Stonesifer arrived at 4:01 pm.

Motion Berg, seconded Wolbrink, to approve the consent agenda consisting of the following items:

1. Approval of October 15, 2018 Agenda
2. Approval of October 15, 2018 – Approval of Claims
3. Surplus of Library Books – Weeding Log dated 9/27/18

Agora X Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$1,686.64; All Seasons Inc. – Professional Services/Fees (Weed Control) \$270.00; Barnes & Noble Booksellers – Books (Library) \$1,070.33; Battery Systems – Repairs/Maintenance (Parks) \$80.48; Bumblebee Gibson – Supplies/Materials (Snow Removal) \$500.00; Campbell Supply – Repairs/Maintenance (Weed Control) \$4.28; City of Sioux Falls – Professional Services/Fees (Water) \$261.00; Code Works Inc. – Professional Services/Fees (Planner) \$1,003.00; Core & Main – Supplies/Materials (Water) \$2,007.04; Dakota Constructors Inc. – Improvements other than Bldgs. (Storm Drainage Fund) \$1,717.49; Dakota Fluid Power, Inc. – Repairs/Maintenance (Streets, Water, Sewer, Parks) \$375.95; Dakota Hardscape Supply Inc. - Improvements other than bldgs. (Parks) \$6,203.60; Department of Treasury – Federal Withholdings \$6,326.77; Diz Electric Inc. – Professional Services/Fees (Parks) \$410.72; Fareway Stores Inc. #178 – Supplies/Materials (City Admin) \$17.94; First National Bank – NSF Check (Water, Sewer) \$98.90; Follett School Solutions, Inc. – Professional services/Fees (Library) \$885.00; Great Plains Zoo – Community Event (Parks) \$312.12; Harrisburg Water – Utilities (Govt Bldgs, Parks) \$360.44; Health Equity – H S A Withholdings and Fees \$360.00; Lewis & Clark Regional Water System – Resale of Water, Professional Services/Fees (Water) \$15,326.21; Lincoln County Sheriff – Professional Services/Fees (Police) \$1,122.70; Matheson Tri-Gas Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$18.60; MidAmerican Energy – Utilities (Sewer, Govt Bldgs) \$142.85; Myrl & Roy's Paving, Inc. – Supplies/Materials (Storm Drainage) \$384.03; Nielson Construction

– Professional Services/Fees (Storm Drainage) \$22,500.00; Norberg Paints – Supplies/Materials (Streets) \$62.20; Novak Sanitary Service – Utilities (Govt Bldgs) \$88.58; Old Dominion Brush – Repairs/Maintenance (Street Cleaning) \$739.69; Payment Service Network – Professional Services/Fees (Planner, Water, Sewer) \$1,525.77; Prairie Wind Trailers, LLC – Repairs/Maintenance (Streets, Water, Sewer, Parks) \$195.00; Qualified Presort Service, LLC – Supplies/Materials (Water, Sewer) \$1,085.76; Rural Route 1 Services Inc. – Utilities (Govt Bldgs) \$85.85; Sanford Health Plan – Group Insurance (Streets, Water, Sewer, Parks) \$102.17; Sioux Falls Networks – Professional Services/Fees (Fin Admin) \$209.35; Sioux Valley News – Supplies/Materials (Fin Admin) \$30.00; South Dak Retirement System – Retirement Withholdings \$691.36; SD Supplemental Retirement Plan – Retirement Withholdings \$475.00; SD Unemployment Insurance Division – Unemployment Compensation (Fin Admin) \$157.67; SE Electric Cooperative, Inc. Utilities (Sewer, Street Lighting, Water) \$4,528.80; Staples Advantage – Supplies/Materials (Fin Admin) \$353.68; Stockwell Engineers Inc. – Professional Services/Fees (Engineering General, Storm Sewer, Sewer) \$46,263.90; Sturdevant’s Auto Supply – Repairs/Maintenance (Streets, Sewer, Water, Parks) \$1,051.12; US Bank National Association – Principal/Interest (Sewer) \$11,373.07; US Bank National Association – Principal/Interest (Storm Drainage) \$24,342.43; US Bank National Association – Principal/Interest (Water) \$29,926.63; US Bank National Association – Principal/Interest (Water) \$22,053.69; Vast Broadband – Utilities (Library, Govt Bldgs) \$512.64; Wellmark Blue Cross Blue Shield – Group Insurance (Planner) \$158.20; White Glove Cleaning Services – Utilities (Govt Bldgs) \$81.25; Zee Medical Service Inc. – Supplies/Materials (Govt Bldgs) \$138.05

Public Comment – Lincoln County Sheriff candidate David Miller introduced himself to council and guests.

Public Presentation – No public presentation.

Business Item A.1. October 1, 2018 City Council Meeting Minutes. Mayor Burke Van Luvanee requested the minutes be amended to replace “Mayor Burke-Van Luvanee doesn’t feel comfortable going with the firm that is writing the RFP and also bidding on it” to state that “Mayor Burke- Van Luvanee advises both the City Council and the City Staff that she thinks it is a conflict of interest for a company to both write and bid on the same RFP”. Motion Berg, seconded Olson, to approve the October 15, 2018, minutes as amended.

Business Item 1. Position Description – City Engineer. Alderman Stonesifer abstains. Motion Berg, seconded Olson, to approve the position description for a city engineer. Upon roll call vote, Stonesifer – abstains, Berg – Aye, Wolbrink – Aye, Olson – Aye, motion passed.

Business Item 2. Special Consideration of Wastewater Bills.

Business Item 2a. Eric Carl – Mr. Carl was in attendance to discuss his bill. Motion Stonesifer, seconded Berg, to approve to move Eric Carl’s account to pay for actual

usage instead of the average winter usage beginning with October's statement through February's statement.

Business Item 2b. Donald Winter - Council requested a written notice from Donald Winter in regard to his situation and request.

Business Item 3. Park Board Recommendation. Authorization of \$10,000 for Improvements to Field A in Legion Park. HBA is requesting \$10,000 for improvements to Field A. Discussion included plans for improvements to Field's B & C. Council requests HBA attend to address these concerns before moving forward with this request. Motion Berg, seconded Wolbrink, to table the Park Board Recommendation until the November 5<sup>th</sup>, 2018 meeting.

Business Item 4. Award Bid – Commerce Avenue Sanitary Sewer Extension. Bids were open on October 2 for the extension of the sanitary sewer up Commerce Avenue to the Dynamic Development. Bids received were Metro Construction \$496,936.80, SiteWorks, LLC \$436,458.45, H&W Contracting \$552,469.82, and J&J Earthworks, Inc. \$479,955.25. Motion Berg, seconded Wolbrink, to award the bid for the Commerce Avenue Sanitary Sewer Extension to SiteWorks, LLC., in the amount of \$436,458.45 and contingent upon lot requisition from KN Construction.

Business Item 5. Maintenance Building – Underground waste and vent quote approval. Motion Wolbrink, seconded Olson, to approve the quote from Hai Plumbing in the amount of \$825.00 for the underground waste and vent for the new cold storage maintenance building.

Business Item 6. Engineering Proposal for High School and Youth Ball Fields. No action taken.

Business Item 7. Wastewater Treatment Facility.

Business Item 7a. WWTF Construction Delivery Method/ Stockwell Team. Presentation by Jon Brown of Stockwell Engineers and Bob Winkels of Winkels Group Inc. Brown also provided resumes on the Stockwell team.

Motion Berg, seconded Olson, to recess the city council meeting at 5:42 pm.

Mayor resumed the city council meeting at 5:55 pm.

Business Item 7b. RFP for Design, Bidding and Construction Administration Services. Presented by Brown. No action.

Business Item 7c. RFP for Construction Manager at Risk. No Action.

Business Item 7d. WWTF Stockwell/Winkels Design Agreement. Agreement. Agreement consists of civil engineering design and management consulting services for the future WWTF in the amount of \$3,041,884.00. Motion Berg, seconded Olson, to enter into the Wastewater Treatment Facility Stockwell/Winkels Design Agreement.

Business Item 8. Document Templates.

Business Item 8a. Policy Template. Motion, Berg, seconded Stonesifer, to approve the policy template.

Business Item 8b. Procedure Template. Motion Olson, seconded Wolbrink, to approve the procedure template.

Business Item 9. Public Survey for Resource needs. No action taken.

Reports:

City Engineer provided the Harrisburg Wastewater Treatment Facility Site update.

No council reports at this time.

Alderman Wolbrink announced his resignation from City Council effective November 1<sup>st</sup>, 2018.

The next regular meeting of the Harrisburg City Council will be held at 6:00 pm on Monday, November 5, at the Liberty School Community Room.

With no further business, a motion was made by Olson, seconded by Stonesifer, to recess the city council meeting at 6:29 pm.

Submitted by: Alysia Simunek, Deputy Finance Officer

The City Council reconvened with the Planning and Zoning Board in joint session at 6:40 pm.

Discussion items with City Council:

Status of wastewater treatment

Brown provided a report on the City's wastewater treatment efforts. Commission members asked several questions about the new plant and possible future uses of the lagoons.

Arterial street funding update

Brown and McMahon provided an update of the Committee's meetings and the research that needs to be done before the Committee will meet again. The Council and Commission discussed new street standards, the new County roundabout, and when a platting fee might be implemented.

Vision Committee

McMahon reported on the results of the Vision Committee's work.

Comprehensive Plan update

McMahon reported that SECOG staff will be delivering several updated chapters of the Comprehensive Plan next week and that he hopes to have a draft update ready for discussion by the Planning Commission at their November meeting.

Potential development impacts from installation of the sewer line to the new elementary school.

The Council and Commission considered whether an out of town sewer rate should be created. Brown noted that Pre-Annexation Agreements are being secured with the right-of-way for the new sewer main. The group also discussed future connections to this line as well as providing water service, fire protection flows, stormwater modeling, and road standards for this growth area.

Tank moved, with Schipper seconding, to adjourn Planning and Zoning Board Meeting at 8:00 pm. The motion was approved by a unanimous vote.

Berg moved with Stonesifer seconding, to adjourn the City Council Meeting at 8:00 pm.

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

Michael McMahon, Planning & Zoning Administrator  
Jill Johnke, Administrative Assistant