

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on June 3, 2019, at 6:00 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Ryan Berg, Kevin Maxwell, Ryan Olson & Danny Tank. Also present from the city were Mary McClung, Jill Johnke, Andrew Pietrus, Michael McMahan, Toby Huizenga, and Joe Stonesifer. 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, seconded Maxwell, to approve the consent agenda consisting of the following items:

1. Approval of June 3, 2019 Agenda.
2. Approval of May 20, 2019 City Council Meeting Minutes
3. Approval of June 3, 2019 – Approval of Claims
4. Approval of 2019-2020 Garbage Hauler License Permit Renewals
 - a.) A-OK Sanitary
 - b.) Bolte's Sunrise Sanitary Service Inc
 - c.) Novak Sanitary Service, Inc
 - d.) RBS Sanitation
 - e.) Roo's Sanitation, LLC
 - f.) Waste Management
5. Acceptance of 2018 Annual Report

Upon Roll call vote; all in favor.

Ace Hardware – Supplies/Materials (Streets, Water, Sewer, Parks, Public Safety) \$2,020.78; Albers Electric – Repairs/Maintenance (Sewer) \$540.90; Assoc of State Floodplain Managers – Professional Services/Fees (Planner) \$80.00; Barnes & Noble Booksellers – Books (Library) \$361.79; Bartol, Rachel – Customer Deposit Refund (Water) \$56.58; BB&T Governmental Finance – Principal/Interest (Sewer) \$91,051.20; Blackburn Mfging Co. – Supplies/Materials (Water) \$111.97; Bucholz, Carol – Refund of Community Garden Plot Fees - \$70.00; Cardmember Services – Community Education/Events, Supplies/Materials, Professional Services/Fees, Publishing, Books (Library, Planner, Fin Admin, Solid Waste Disposal, Police, Streets, Water, Sewer, Parks, Code Enforcement, Economic Dev Promo, Library) \$2,596.98; Core & Main – Supplies/Materials, Machinery/Equipment, Repairs/Maintenance (Water) \$8,196.64; Dauby Sports – Supplies/Materials, Machinery/Equipment (Parks, Economic Dev. Promo) \$2,042.98; Dakota Kids Pedal Pull – Professional Services/Fees (Economic Dev. Promo) \$346.10; Demco – Supplies/Materials (Library) \$91.86; Department of Treasury – Federal and FICA Withholdings \$6,181.35; Department of Treasury – Federal and FICA Withholdings \$907.02; Eggstein, Casie – Customer Deposit Refund (Water) \$150.00; First National Bank – NSF (Water) \$50.60; First National Bank – Payroll \$43,779.16; First Rate Excavate, Inc. – Repairs/Maintenance (Sewer) \$3,608.17; Geotek Engineering – Professional Services/Fees (Sewer) \$538.00; Haar, Callin & Kate – Customer Deposit Refund (Water) \$73.40; Hakeman, Bryan & Rebekah – Customer Deposit Refund (Water) \$90.22; Harrisburg Economic Development – Subsidy (3rd Penny) \$40,000.00; Harrisburg School System – Rentals (Library) \$1,500.00; Health Equity – Group Insurance (Streets, Water, Sewer, Parks) \$1,167.00; Health Equity – H S A Withholdings \$265.00; Holm, Johnny – Professional Services/Fees (Economic Dev. Promo) \$8,500.00; Interstate Power Systems Inc. – Repairs/Maintenance (Sewer)

\$288.75; Jensen, Tom – Customer Deposit Refund (Water) \$107.04; Laird, Jacob & Lacy – Customer Deposit Refund (Water) \$38.70; Lewis and Clark Regional Water – Resale of Water (Water) \$11,720.88; Linc. Co. Register of Deeds – Professional Services/Fees, Supplies/Materials (Planner) \$95.00; Lincoln Co. Rural Water System – Improvements Other Than Buildings (Water) \$114,771.82; Lincoln Co. Transfer Station – Professional Services/Fees (Solid Waste Disposal) \$40.00; Marco, Inc. – Rentals, Supplies/Materials (Fin Admin) \$425.04; McMahon, Michael – Travel/Conference (Planner) \$150.80; Metzger, Ben & Patrice – Customer Deposit Refund (Water) \$73.40; Northern Truck Equipment Corp – Machinery/Equipment (Streets, Water, Sewer, Parks) \$22,020.00; Novak Sanitary – Utilities (Govt Bldgs), Professional Services/Fees (Solid Waste Disposal) \$2,203.50; Payment Service Network – NSF (Water, Sewer) \$132.52; Petty Cash (Harrisburg Days) - \$1,050.00; Pheasantland Industries – Supplies/Materials (Streets, Water, Sewer, Parks) \$45.00; Prairie Wind Trailers, LLC – Supplies/Materials, Repairs/Maintenance (Streets, Water, Sewer, Parks) \$216.00; Qualified Presort Service, LLC – Supplies/Materials (Water, Sewer) \$1,110.26; Rural Route 1 Services – Utilities (Govt Bldgs) \$116.50; Sams Club Gemb – Professional Services/Fees (Fin Admin) \$7.52; Schoeneman Bros. Co. – Supplies/Materials (Streets, Water, Sewer, Parks) \$59.19; Sioux Falls Networks – Supplies/Materials (Streets, Water, Sewer, Parks) Professional Services/Fees (Fin Admin) \$912.85; Sioux Falls Utilities – Pumping to Sioux Falls (Sewer) \$24,800.02; Sioux Valley News – Publishing (Ord, Res, Proceedings, Streets, Water, Sewer, Parks) \$564.30; Sisson Printing, Inc. – Supplies/Materials (Economic Dev. Promo) \$268.65; Siteone Landscape Supply, LLC – Supplies/Materials (Weed Control) \$222.58; South Dak Municipal League – Travel/Conference (Fin Admin, Board, Engineering, Streets, Water, Sewer, Parks) \$100.00; South Dak Retirement System – SDRS Withholdings \$5,805.08; SD Supplemental Retirement Plan – SDRS Withholdings \$325.00; Stark, Adam & Jennifer – Customer Deposit Refund (Water) \$96.22; Stockwell Engineers Inc. – Professional Services/Fees (Engineering) \$6,246.50; Thoms, Jeremiah & Christina – Customer Deposit Refund (Water) \$90.22; Undercover Band – Professional Services/Fees (Economic Dev. Promo) \$2,500.00; United States Geological Survey – Machinery/Equipment (Storm Drainage) \$15,000.00; Vantek Communications, Inc. – Repairs/Maintenance, Rentals (Water, Sewer) \$345.00; Van't Hul, Jon & Jen – Customer Deposit Refund (Water) \$3.69; Vanvoorst, Grant – Customer Deposit Refund (Water) \$5.36; Verizon Wireless – Utilities (Library, Govt Bldgs) \$662.03; Wedel, Cole – Travel/Conference (Planner) \$35.96; White Glove Cleaning Services – Utilities (Govt Bldgs) \$75.00; Xcel – Utilities (Govt Bldgs) \$64.06; Xcel – Utilities (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$10,778.22

Public Comment – Wendi Hogan requested information regarding the Wastewater Treatment Plant Facility and how Stockwell got the contract, why there is a third-party engineer involved, what the bidding process was and who bid and was asked for bids. Andrew will prepare the timeline and process and present to council at next meeting.

Business Item 1. Harrisburg Baseball Association Update and Subsidy Request for 2019. John Ratzloff gave a brief update and requested the 2019 HBA subsidy. Motion Maxwell, seconded Tank to approve the 2019 subsidy to the HBA in the amount of \$15,000.00. Upon roll call vote; all in favor.

Business Item 2. Authorization of pre-approved payments. This is in addition to the motion for pre-approved payments that was approved by council at the January 7th, 2019 city council meeting. Motion Maxwell, seconded Olson to approve preapproved payments for any incidental claims requiring immediate payment, not to exceed \$2,500.00. Upon roll call vote; all in favor.

Business Item 3. Consider Low Impact Design Stormwater Pilot Project Proposal. This would include design for an area on Willow Street between Columbia Street and Prairie Street. Motion Tank, seconded

Olson to approve ISG's professional services proposal for Willow Street bioretention in the amount of \$6519.00 from Storm Drainage Fund cash on hand. Upon roll call vote; all in favor.

Business Item 4. Consider GeoTek Proposal for Standard Compaction Testing for Watermain Installation on HWY 115 Project. Motion Olson, seconded Maxwell to approve the GeoTek proposal for standard compaction testing for watermain installation on Hwy 115 project in an amount not to exceed \$2,500.00. Upon roll call vote; all in favor.

Business Item 5. Consider Stockwell Proposal for Eastside Drainage Study. This is an area that will include Willow Street and Southeastern Avenue on the east side of Harrisburg. Motion Tank, seconded Maxwell to approve Stockwell's project proposal for Willow Street & Southeastern Avenue Drainage Analysis in an amount not to exceed \$40,632.30 from the Storm Drainage Fund cash on hand. Upon roll call vote; all in favor.

SDML Work Comp Fund Administrator Brad Wilson presented a 25-year Membership plaque to City of Harrisburg.

Business Item 6. Consider Grading Plan Proposal for Harrisburg Public Works Facility Paving Project. Motion Maxwell, seconded Tank to approve the KCDS proposal for grading plans the Harrisburg Public Works Facility Paving Project in the amount up to \$1750.00. Upon roll call vote; all in favor.

Business Item 7. Skill Inventory for Strategic Planning Gap Analysis. No action taken

Business Item 8. Mayors request for Council to Approve and Set Round Table Dates. Mayor will set dates and provide to council if they would like to attend.

Business Item 9. Initiatives for Strategic Planning Meeting. Tank suggested we bring back a Vision Committee or Leadership group to meet quarterly. No action taken.

Business Item 10. Consider alternate date for June 22, 2019 Special Strategic Planning workshop meeting. Motion Tank, seconded Maxwell to set June 17, 2019 at 5:30 pm for a special city council meeting for strategic planning work session and to include members of HEDC.

Verbal reports were given by Stonesifer, Huizenga, Pietrus, McMahon provided the May building permit report, and McClung provided the May finance report.

There will also be a Special Strategic Planning Workshop meeting on Monday, June 17th, 2019 at the Liberty School Community Room. The next regular meeting of the Harrisburg City Council will be held at 6:00 pm on Wednesday, June 19, 2019 at the Liberty School Community Room.

With no further business, a motion was made by Maxwell, seconded Tank, to adjourn the city council meeting at 8:06 pm.

Submitted by Jill Johnke, Administrative Assistant/Deputy Finance Officer