

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on August 19, 2019, at 6:00 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Kevin Maxwell, Ryan Olson, and Danny Tank. and Ryan Berg. Also present from the city were Mary McClung, Andrew Pietrus, Michael McMahon, 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 Tank, seconded Maxwell, to approve the consent agenda consisting of the following items:

1. Approval of August 19, 2019 Agenda.
2. Approval of August 5, 2019 City Council Meeting Minutes
3. Approval of August 19, 2019 Approval of Claims
4. Approval of Surplus of Misc Items to be taken to the Sioux Falls Annual Surplus Auction as the items are no longer of value for what were acquired for. (list available at City Hall)
5. Approval of Temporary Street Closure for September 7, 2019 from noon until 10:00 p.m., entire length of Lien Avenue for block party

Upon Roll call vote; Tank -aye, Olson- aye, Maxwell – aye, Berg – aye.

AE2S – Professional Services (Engineering) \$4,463.75; All Seasons Inc. – Professional Services/Fees (Weed Control) \$5,620.00; Avera Occupational Medicine – Professional Services/Fees (Streets, Water, Sewer, Parks) \$141.25; Bumblebee Gibson – Repairs/Maintenance (Streets) \$2,749.84; Concrete Materials – Repairs/Maintenance (Streets) \$342.20; Core & Main – Supplies/Materials (Water, Sewer) \$8,714.47; Crouch Recreational Design Inc. – Supplies/Materials (Parks) \$5,100.00; Davenport Evans Hurwitz Smith – Professional Services/Fees (Sewer) \$24,563.67; Department of Treasury – Federal Tax Withholdings \$6,993.10; First National Bank – August 2019 Payroll \$46,715.37; Geotek Engineering – Professional Services/Fees (Streets, Water) \$787.50; Hammerstrom, Gene – Utilities (Govt Bldgs) \$35.00; Harrisburgers – Community Event (Parks) \$3,162.50; Health Equity – H.S.A. Withholdings \$265.00; Health Equity – Professional Services/Fees (City Admin, Fin Admin, Streets, Water, Sewer, Parks) \$17.50; Heiman Fire – Supplies/Materials (Govt Bldgs) \$568.50; Home Definition, Inc. – Professional Services/Fees (Govt bldgs) \$25.00; Huizenga, Toby – Utilities (Govt Bldgs) \$35.00; I & S Group, Inc. – Improvements other than Buildings (Storm Drainage) \$1,006.00; Interstate Power Systems Inc. – Repairs/Maintenance (Sewer, Water) \$3,978.05; Johnke, Jill – Utilities (Govt Bldgs) \$35.00; Krump Concrete Construction – Repairs/Maintenance (Streets) \$12,901.04; Kullander, Chris, Utilities (Govt Bldgs) \$35.00; Kullander, Chris (Supplies/Materials) \$129.99; Laceys – Utilities (Parks) \$63.90; Lane, Julie – Community Garden Plot Fee Refund (Garden Plot) \$35.00; Linc. Co. Rural Water System – Improvements other than Buildings (Water) \$63,436.37; Marco Inc. – Rentals, Supplies/Materials (Streets, Water, Sewer, Parks) \$153.74; McClung, Mary – Utilities (Govt Bldgs) \$35.00; McMahon, Michael – Travel/Conference (Planner) \$359.60; MidAmerican Energy – Energy (Sewer, Govt Bldgs) \$130.49; Novak Sanitary Service – Utilities (Govt Bldgs) \$34.75; One Call Systems Inc. – Professional Services/Fees (Water, Sewer) \$223.66; Optilegra, Inc. – Group Insurance, Insurance Withholdings (City Admin, Fin Admin, Planning, Engineering, Streets, Water, Sewer, Parks) \$111.12; Peterson, Jessica – Utilities (Govt Bldgs) \$35.00; Pheasantland Industries – Supplies/Materials (Parks) \$90.00; Pietrus,

Andrew – Utilities (Govt Bldgs) \$35.00; Plucker, Larry – Utilities (Govt Bldgs) \$35.00; PMI Sioux Empire – Travel/Conference (City Admin, Fin Admin, Engineering, Streets, Water, Sewer, Parks) \$760.00; Prairie Wind Trailers, LLC – Supplies/Materials (Streets, Water, Sewer, Parks) \$20.00; Preheim, Dustin – Utilities (Govt Bldgs) \$35.00; Qualified Presort Service, LLC – Supplies/Materials (Water, Sewer) \$1,122.64; Rennich, David – Utilities (Govt Bldgs) \$35.00; Rural Route 1 Services – Utilities (Govt Bldgs) \$116.50; Seal Pros, Inc. – Repairs/Maintenance (Streets) \$36,139.66; Sioux Falls Humane Society – Professional Services/Fees (Animal Control) \$130.00; Sioux Falls Networks – Professional Services/Fees (Fin Admin) \$224.35; Sioux International – Supplies/Materials (Streets, Water, Sewer, Parks) \$31.75; Sisson Printing Inc. – Supplies/Materials (Parks) \$121.90; SD Supplemental Retirement Plan – Retirement Withholdings \$325.00; South Dakota Retirement System – Retirement Withholdings \$5,854.80; Southeastern Electric Cooperative, Inc. – Improvements Other Than Bldgs (Parks) \$984.25; Stockwell Engineers Inc. – Engineering Professional Services/Fees (Water, Sewer, Storm Drainage, General) \$275,328.73; Stonesifer, Joe – Utilities (Govt Bldgs) \$35.00; Thurston, Jason – Utilities (Govt Bldgs) \$35.00; Titan Access Account – Repairs/Maintenance, Rentals (Streets, Water, Sewer, Parks, Snow Removal) \$604.13; Verizon Wireless – Utilities (Water, Sewer) \$80.02; Wedel, Cole – Travel/Conference (Planner) \$19.72; Wellmark Blue Cross Blue Shield – Group Insurance (Planner) \$158.20; Wellmark Blue Cross Blue Shield – Group Insurance (City Admin, Fin Admin, Streets, Water, Sewer, Parks) \$3,939.78; White Glove Cleaning Services – Utilities (Govt Bldgs) \$75.00

Public Comment – Resident Joe Bergsmith submitted an invoice to the city for replacement of his mailbox due to damage that may have occurred in 2017 during snow removal. Item will be placed on the September 3, 2019 agenda for review. Resident Carrie Hill would like answers regarding the RFP process for the WWTF from the council. It was recommended that she and those council members meet to discuss.

6:06 pm - Public Hearing to accept public input on Request to Rezone the Balance of Tract 6 of the Harvest Acres Addition from GB General Business District to R-2 Low Density Residential District. No public input was offered.

Business Item 1. Ordinance 2019-09 Rezone the Balance of Tract 6 of Harvest Acres Addition from GB General Business District to R-2 Low Density Residential District. – 1st Reading. Motion Maxwell, seconded Tank to set the 2nd reading of Ordinance 2019-09 to rezone the balance of Tract 6 of the Harvest Acres Addition from GB General Business District to R-2 Low Density Residential District for Tuesday, September 3, 2019.

Business Item 2. Ordinance 2019-07 Street Lighting Service Fee – 2nd Reading. Motion Tank, seconded Olson to approve and have the Mayor sign Ordinance 2019-07 Imposing a Street Light Service Fee for the Municipality of Harrisburg. Upon Roll call vote; Tank – aye, Olson – aye, Maxwell – nay, Berg – aye.

Business Item 3 – Ordinance 2019-08 – Amend Zoning Regulation Criteria for Mini-Warehouses (Storage) Units and Conditional Use Permits – 2nd Reading. Motion Tank, seconded Maxwell to approve and have the Mayor sign Ordinance 2019-08 Amend Zoning Regulations Criteria for Mini-Warehouses (Storage) Units and Conditional Use Permits.

Business Item 4 – Consider Lifting the Moratorium on New Storage Units Effective Date to Coincide with Ordinance 2019-08. Motion Olson, seconded Berg to approve lifting the moratorium that is currently in effect on any new storage units being constructed, effective date to coincide with the effective date of Ordinance 2019-08.

Business Item 5 – Resolution 2019-17 Annual Special Maintenance Fee for Maintenance and Repair of Streets and Sidewalks and Street Lighting System Costs. This is an annual maintenance fee assessed to each property at a rate of \$1.85 per front foot. Motion Berg, seconded Maxwell to approve Resolution 2019-17 Annual Special Maintenance Fee.

RESOLUTION NO. 2019-17

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 \$1.85 per front foot.

Dated this 19th day of August 2019.

Julie Burke – Van Luvanee
Mayor

ATTEST:
Mary McClung
Finance Officer
(SEAL)

Publish: August 29, 2019
Effective: September 18, 2019

Published once at the approximate cost of _____.

Business Item 6 – Resolution 2019-18 Annual Storm Water Assessments Fee. This is an annual storm water assessment fee assessed to each property at a rate of .00145 (calculated by the lot square footage and lot use). Motion Olson, seconded Tank to approve Resolution 2019-18 Annual Storm Water Assessments Fee.

RESOLUTION 2019-18

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 \$0.00145, zero and one hundred forty-five thousandths.

Dated this 19th day of August 2019.

Julie Burke – Van Luvanee
Mayor

ATTEST:

Mary McClung
Finance Officer

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Business Item 7 – Consider Traffic Impact Study Proposal. Stonesifer and McMahon presented a proposal from Infrastructure Design Group, Inc in the amount of \$54,875.00 to complete a traffic impact study that will assist with development and working with Lincoln County. Motion Tank seconded Berg to approve the proposal from Infrastructure Design Group, Inc. in the amount of \$54,875.00 for a Traffic Impact Study.

Business Item 8 – Consider Phase 1 Public Works Facility Parking Lot Proposal. Stonesifer presented a proposal from Soukup Construction, Inc. for Phase 1 of parking lot improvements at the Public Works Facility in the amount of \$39,749.50. Motion Berg, seconded Maxwell to approve the proposal from Soukup Construction, Inc. for Phase 1 of the parking lot improvements at the Public Works Facility in the amount of \$39,749.50 plus any excise taxes owed.

Business Item 9 – Consider Brannon Drive Drainage Improvement Engineering Proposal. Stonesifer presented a proposal to prepare a basic plan for drainage improvements on Brannon Drive from Ehrhart Griffin & Associates in the amount of \$1,700.00. Motion Tank, seconded Maxwell to approve the proposal from Ehrhart Griffin & Associates in the amount of \$1,700.00 for preparing a plan to construct a sump line in the Block of 17 in Legendary Estates that would connect to the inlet located on Brannon Drive to improve drainage. In addition, construction staking at an additional cost of \$1,100.00.

Business Item 10 – Ordinance 2019-06 Amend Animal Control Regulations. McMahon reviewed the proposed amendments. Motion Tank, seconded Maxwell to set the 2nd Reading of Ordinance 2019-06 amending the animal control regulations for Tuesday, September 3, 2019.

Business Item 11 – Ordinance 2019-11 Amend Traffic Code Ordinance. McMahon reviewed the proposed amendments. Motion Tank, seconded Maxwell to set the 2nd Reading of Ordinance 2019-11 amending the traffic code ordinance for Tuesday, September 3, 2019.

Business Item 12 – Ordinance 2019-12 Amend Municipal Utilities Regulations. McMahon review the proposed amendments. Motion Tank, seconded Olson to set the 2nd Reading of Ordinance 2019-12 amending the municipal utilities regulations for Tuesday, September 3, 2019.

Business Items 13 – Authorize Mayor to Sign Joint Jurisdiction with Lincoln County Discussion Letter. Per the City’s Comprehensive Plan one of the action items is to seek joint jurisdiction with Lincoln County over land use within our future growth planning area. Motion Olson, seconded Tank to authorize the Mayor sign the joint jurisdiction with Lincoln County discussion letter.

Business Item 14 – Consider Directing Staff to Develop a Communication Plan. Mayor requested council to consider developing an external communication plan and to revisit the current internal communication policy. Motion Maxwell seconded Olson to direct staff to develop a communication plan for council review at the September 16, 2019 City Council Meeting.

Business Item 15 – Purchase of property located at 500 E Willow St. Hsbg 191’ of S 330’ O.L. 16 and Authorize Mayor to Sign the Purchase Agreement. Motion Tank, seconded Maxwell to purchase the real estate located at 500 E Willow St. Hsbg W 191’ of S 330’ O.L. 16 in the amount of \$190,000, plus closing costs, using cash on hand in the general fund, and approve the Mayor to sign the purchase agreement for said real estate.

Reports:

Mergen, Stockwell Engineers gave their engineer report.

I & S Group Engineer’s presented the low impact design for the Willow Street bioretention on Willow Street with a proposed project schedule including submission of letter to prospective contractors, acceptance of quotes, awarding of proposal with completed by June 2020. No action required at this time.

Council reviewed the proposed resolution for Provisional Legislative Priorities for the 2020 State Legislative Session and gave their consensus to place on the next city council meeting agenda for adoption.

2020 Appropriations Ordinance Review. Staff reviewed the rough draft 2020 budget with council. Mayor suggested council further review items and that a special work session meeting be held to finalize the budget numbers. Council set a special work session City Council meeting for Monday, August 26, 2019 at 5:00 p.m. at the Harrisburg City Hall Conference Room.

The next regular meeting of the Harrisburg City Council will be held at 6:00 pm on Tuesday, September 3, 2019 at the Liberty School Board Room.

With no further business, a motion was made by Tank, seconded Maxwell, to adjourn the city council meeting at 8:17 pm.

Submitted by Mary McClung, Finance Officer