

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on March 3, 2020 at 6:00 pm, with Mayor Julie Burke-Van Luvanee presiding. Council members present were Kevin Maxwell, Ryan Olson and Ryan Berg. Absent, Danny Tank. Also present from the city were Mary McClung, Jill Johnke, Joe Stonesifer, Dustin Preheim, Cole Wedel and Toby Huizenga. A list of all others in attendance is on file at the city office.

Pledge of Allegiance was recited.

Consent Agenda: Motion Berg, seconded Olson to approve the consent agenda consisting of the following items:

1. Approved March 3, 2020 Agenda
2. Approved February 18, 2020 City Council Meeting Minutes
3. Approved March 3, 2020 Approval of Claims
4. Set Annual City Wide Clean Up day for Saturday May 2, 2020 from 8:00 am – 11:00 am and include two additional evenings of 4/28/20 and 4/30/20 from 4:00 pm – 7:00 pm.
5. Approved and authorized Mayor to sign Schoenfish & Co. Inc. Engagement Letter for Audit Report.
6. Approved Advertisement of Publications – Notice to Bidders for Willow Street Bioretention Project, bids to be open March 26th, 2020
7. Approved Quote from GeoTek for Materials Testing Services for Harrisburg WWTF Forcemain Project – not to exceed \$4,000.00
8. Authorized Mayor to Sign CapFirst Lease with the Option to Purchase Agreement and Required Documents for Street Sweeper.
9. Approved and Authorized Mayor to sign Encroachment Agreement with Northern Natural Gas for the City of Harrisburg/SDDOT Willow Street Trail Project.
10. Approved and Authorized Mayor to sign Application for Abatement of Property Tax for Parcel 270.55.75.4000 Creekside Plaza LLC (New parcel 270.55.75.H02)
11. Set Joint City Council and Planning Commission Meeting date for April 21, 2020 at 6:00 pm.

Upon roll call vote; all in favor

Ace Hardware – Supplies/Materials, Repairs/Maintenance (Streets, Water, Sewer, Parks) \$1,322.73; Aflac – Aflac Withholdings \$479.60; Automatic Security Company Inc. – Professional Services/Fees (Govt Bldgs) \$125.00; Brandon Lumber Co. Inc. – Supplies/Materials (Govt Bldgs) \$128.20; Bucher, Brian & Keilane – Customer Deposit Refund (Water) \$57.44; CapFirst Equipment Finance Inc. – Principal (Street Cleaning) \$34,172.00; Cardmember Services (Supplies/Materials, Publishing, Professional Services/Fees, Books, Energy (Planner, Streets, Water, Sewer, Parks, Fin Admin, Govt Bldgs, City Admin, Library, Engineer) \$2,814.61; Clark Equipment Co. dba Bobcat – Machinery/Equipment, Supplies/Materials (Streets, Water, Sewer, Parks)\$54,788.69; Copper Cottage P & H – Repairs/Maintenance (Sewer) \$576.56; Core & Main – Supplies/Materials (Water) \$396.60; Cutler Law Firm, LLP – Professional Services/Fees (Attorney - General and Sewer) \$2,653.75; Dakota Supply Group – Supplies/Materials (Govt Bldgs) \$432.72; Department of Treasury – Federal Withholdings \$6,690.47; Engineering & Technical Service – Professional Services/Fees (Planner) \$1,500.00; Frisbee Plbg & Htgng – Supplies/Materials (Govt Bldgs) \$60.66; Fosness, Gordon – Customer Deposit Refund (Water) \$85.86; Glamour Defined – Customer Deposit Refund (Water) \$107.00; Glamour Defined – Customer Deposit Refund (Water) \$103.49; Grainger – Supplies/Materials (Water, Sewer) \$50.85; Health

Equity – H.S.A. Withholdings \$404.00; Hensch, Daniel – Land (Sewer) \$55,900.00; Home Definition, Inc. – Professional Services/Fees (Govt Bldgs) \$25.00; IMS Infrastructure Mgmt Service – Professional Services/Fees (Streets) \$1,497.50; Johnson Feed, Inc. – Supplies/Materials (Snow Removal) \$5,164.60; Light & Siren – Supplies/Materials (Streets, Water, Sewer, Parks) \$1,775.00; Linc. Co. Register of Deeds – Professional Services/Fees (Sewer) \$690.00; Marco, Inc. – Rentals, Supplies/Materials (Fin Admin) \$409.20; Menards East – Supplies/Materials (Streets, Water, Sewer, Parks, Fin Admin) \$1,125.09; MSA Safety Sales, LLC – Supplies/Materials (Sewer) \$295.00; North Central Rental & Leasing – Rentals (Snow Removal) \$5,100.00; Optilegra Inc. – Group Insurance, Insurance Withholdings (City Admin, Fin Admin, Planner, Engineer, Streets, Water, Sewer, Parks) \$111.12; Orchard View Properties – Land (Sewer) \$14,100.00; Payment Service Network – Professional Services/Fees (Water, Sewer, Planner) \$1,574.44; Pheasantland Industries – Supplies/Materials (Streets) \$75.60; Preheim, Dustin – Supplies/Materials (Streets, Water, Sewer, Parks) \$55.98; Pryor Learning Solutions, Inc. – Travel/Conference (Engineer, Streets, Water, Sewer, Parks, City Admin) \$476.07; R & L Supply – Supplies/Materials (Govt Bldgs) \$243.60; Ramkota Hotel – Travel/Conference (Streets) \$100.40; Rasmusson, Peter C & Joan C – Land (Sewer) \$24,200.00; Rennich, David – Travel/Conference (Streets) \$85.00; Rushmore Service Center – Garnishment Withholdings \$224.87; Sams Club Gemb – Supplies/Materials, Books (Library) \$93.36; Sanitation Products – Supplies/Materials (Street Cleaning) \$362.34; Schoenman Bros. Co. Supplies/Materials (Streets, Water, Sewer, Parks) \$215.79; SDPPA – Insurance (Streets) \$188.78; Sioux Falls Humane Society – Professional Services (Animal Control) \$275.56; Sioux Falls Networks – Supplies/Materials, Machinery/Equipment (Streets, Water, Sewer, Parks, Fin Admin) \$5,375.00; Sioux Falls Networks – Supplies/Materials (Planner) \$145.00; Sioux Falls Utilities (Sewer) \$89,847.00; Sioux International – Machinery/Equipment (Streets, Water, Sewer, Parks) \$12,150.00; Sioux Valley News – Publishing (Ord, Res, Proceedings, Streets, Water, Sewer, Parks) \$968.33; South Dak Municipal League – Travel/Conference (Fin Admin, City Admin) \$78.00; SD Supplemental Retirement Plan – SDRS Withholdings \$325.00; Two Way Solutions, Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$8,443.91; USA Bluebook – Supplies/Materials (Streets, Water, Sewer, Parks) \$466.26; Vis, Kelly & Sheila – Customer Deposit Refund (Water) \$105.29; Voels, David V & Donna K – Land (Sewer) \$12,200.00; Vogel – Sara & Alex – Customer Deposit Refund (Water) \$103.29; Walth, Frank & Phyllis – Customer Deposit Refund (Water) \$84.84; White Glove Cleaning Services – Utility (Govt Bldgs) \$75.00

No public comment was offered.

Business Item 1. Consider Recommendation to Accept and Award the 2020 Slurry Seal Contract to Missouri Petroleum Products Company, LLC. The City of Sioux Falls was lead on this project bid. Three bids were received. Missouri Petroleum Products Company, LLC - \$63,494.32, Asphalt Surface Technologies \$70,627.92 and Intermountain Slurry Seal, Inc \$83,893.60 were the bids for Harrisburg's portion. Motion Olson, seconded Maxwell to accept and award the low bid for the 2020 Slurry Seal Contract to Missouri Petroleum Products Company, LLC in the amount of \$63,494.32 contingent on award of bid by City of Sioux Falls. Upon roll call vote; all in favor.

Business Item 2. Consider Recommendation to Accept and Award the bid for Columbia Street Extension (Foundation Drive to Central Park Drive) Seven bids were received. Bidders included Hulstein Excavating \$698,696.16, Asco \$604,160.05, H & W Contracting \$586,037.87, Double H Paving \$583,263.95, Myrl & Roy's Paving \$578,491.10, Black Top Paving \$562,957.30 and apparent low bid is First Rate Excavate \$548,443.91. Motion Maxwell, seconded Olson to accept and award the low bid for Columbia Street Extension (Foundation Drive to Central Park Drive) to First Rate Excavate in the amount of \$548,443.91. Upon roll call vote; all in favor.

Business Item 3. Consider Dakota Pump Proposal C920-001 Additional SCADA Cloud 9 Services. Motion Berg, seconded Maxwell to approve Dakota Pump's proposal C920-001 – for additional SCADA Cloud 9 services for the water towers and city's lift station at a cost of \$5,495.00. Upon roll call vote; all in favor.

Business Item 4. Consider Recommendation to Approve 4-way stop at the intersection of Legendary Drive and N Perry Lane. Motion Olson, seconded Maxwell to approve installation of a 4 way stop at the intersection of Legendary Drive and N Perry Lane. Upon roll call vote; all in favor.

Business Item 5. Approve Joint Powers Agreement between Harrisburg District 42-1 and City of Harrisburg. Motion Berg, seconded Maxwell to approve the joint powers agreement between the Harrisburg District 42-1 and the City of Harrisburg for the westside sanitary sewer. Upon roll call vote; all in favor.

Business Item 6. Approve New Full Time Public Works Hire. Motion Olson, seconded Maxwell to approve hiring Nolan Meyer for the full time Public Works Employee position at the rate of \$18.00 per hour with a monthly cell phone allowance of \$35.00 beginning March 23, 2020 contingent on background check. Upon roll call vote; all in favor.

Business Item 7. 1st Reading Ordinance 2020-01 Supplement to the 2020 Budget. Motion Olson, seconded Maxwell to set the 2nd reading of Ordinance 2020-01 Supplement to the 2020 Budget for Tuesday, March 17, 2020. Upon roll call vote; all in favor.

Business Item 8. 2020 Municipal Election – April 14, 2020 7:00 am – 7:00 pm.

- a) Location – Harrisburg Liberty School Community Conference Room
- b) Appointment of Election workers and compensation (Bertha Hilmer (superintendent), Bark Kieffer, Judy Fickbohm) (\$175.00 for the day)

Motion Berg, seconded Maxwell to approve the location of the April 14, 2020 municipal election be held at the Liberty School Community Conference Room from 7:00 am - 7:00 pm and to appoint Barb Keiffer, Bertha Hilmer and Judy Fickbohm as the election workers at a pay rate of \$175.00 each for the day. Upon roll call vote; all in favor.

Business Item 9. Strategic Planning Session. Discussed waiting until the new Mayor is elected before finalizing a date. No action taken.

Reports: City Engineer Stonesifer gave an update on the Capital Improvement Plan process and projects.

The Local Review Board Meeting will be held at 6:00 pm on Monday, March 16, 2020 at the Liberty Elementary School Board Room.

The next regular meeting of the Harrisburg City Council will be held at 6:00 pm on Tuesday, March 17, 2020 at Liberty Elementary School Board Room.

With no further business, a motion was made by Olson, seconded Maxwell, to adjourn the city council meeting at 6:25pm.

Submitted by Jill Johnke, Deputy Finance Officer

Published once at the approximate cost of _____.