

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on May 5th, 2014, at 6:00 p.m., with Mayor Julie Burke-Bowen presiding. Council members present were Ryan Olson, Allison Sanderson, Rob Handshumaker and Adrienne McKeown. Also present from the city were Mary McClung, Andrew Pietrus, Dan Fink, Dustin Preheim and Jason Thurston. 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.

Council reviewed the agenda.

Motion Mckeown to approve the minutes of the April 21st, 2014 City Council meeting with the following clarification, Adrienne McKeown announced her intended resignation as Alderperson Ward I due to her family moving from Ward I to Ward II, seconded Handshumaker.

Motion McKeown to approve all claims as presented, seconded Olson. Above Standard Cleaning – Utilities (Govt Bldgs) \$80.00; Agora X Inc. – Supplies & Materials (Streets, Water, Sewer, Parks, Snow Removal, Street Cleaning) \$1,587.01; Allied Oil & Tire Company – Repairs & Maintenance (Streets) \$638.00; American Water Works – Professional Services & Fees (Water, Sewer) \$174.00; Banyon Data Systems – Professional Services (Fin Adm) \$195.00; Battery Systems – Supplies & Materials (Streets, Water, Sewer, Parks) \$85.00; Bauer, Jessica – Water Meter Deposit Refund (Water) \$86.35; Best Western Ramkota Inn – Travel & Conference (Streets, P & Z) \$184.98; Blom, Fred & Linda – Water Meter Deposit Refund (Water) \$107.95; Bobs Lock & Key – Supplies & Materials (Parks) \$51.30; Boyer Trucks Sioux Falls – Machinery & Equipment (Streets, Water, Sewer, Parks) \$22,076.82; Bunkers, John – Water Meter Deposit Refund (Water) \$123.25; Campbell Supply – Supplies & Materials (Streets, Water, Sewer, Parks) \$99.07; Cardmember Services – Supplies & Materials (Library, City Council Board, Streets, Water, Sewer, Parks, Economic Dev) Books (Library, P & Z) \$1,883.52; City of Sioux Falls – Professional Services (Water) \$217.50; Code Works – Professional Services (P & Z) \$106.50; Customeyez Designs – Repairs & Maintenance (Parks) Supplies & Materials (Streets, Water, Sewer, Parks) \$1,284.19; Cutler & Donahoe, LLP – Professional Services & Fees (Fin Adm) \$3,714.34; Dataware – Professional Services (Fin Adm) \$380.00; Demco – Supplies & Materials (Library) \$110.48; Department of Treasury – 941 Withholding & FICA Pay Period #9 \$4,350.83; Fastenal Company – Supplies & Materials (Streets, Water, Sewer, Parks) \$15.09; Fink, Dan – Utilities (Govt Bldgs) \$35.00; First National Bank – Payroll April 2014 \$25,097.58; Gillick, Christine – Water Meter Deposit Refund (Water) \$61.75; Hammerstrom, Gene – Utilities (Govt Bldgs) \$35.00; Harrisburg Baseball Association – Subsidy (Rec) \$6,855.00; Harrisburg Fire Department – Professional Services & Fees (Fire) \$24,948.56; Harrisburg Water Service – Utility (Govt Bldgs, Parks) \$225.10; HD Supply – Supplies & Materials (Water) \$2,134.42; HR Green Inc. – Professional Services (Engineering General and Sewer) \$47,174.63; Huizenga, Toby – Utilities (Govt Bldgs) \$35.00; Jansen, Amber & Craig – Water Meter Deposit Refund (Water) \$98.65; John Deere Landscapes – Supplies & Materials (Rec) \$644.58; LaValley Township – Repairs & Maintenance (Streets) \$400.00; Lewis & Clark Regional Water System – Water for Resale (Water) \$9,779.99; Lincoln County Register of Deeds – Professional Services & Fees (P & Z) \$120.00; Mac's – Supplies & Materials (Streets) \$81.95; Malloy Electric – Supplies & Materials (Streets) \$27.64; Marco, Inc. – Repairs & Maintenance, Supplies & Materials (Fin Adm) \$250.45; McClung, Mark – Utilities (Govt Bldgs) \$35.00; Menards – Supplies & Materials (Parks) \$32.38; Myrl & Roy's Paving Inc. – Repairs & Maintenance (Streets) \$274.00; Novak Sanitary Service – Utilities (Govt Bldgs) \$78.60; Petty Cash – Professional Services (Water, Sewer) Supplies & Materials (Water, Sewer, P & Z) \$34.92; Pfeifers – Machinery & Equipment (Parks) \$14,487.00; Pietrus, Andrew – Utilities (Govt Bldgs) \$35.00; Pociask, Jon – Water Meter Deposit Refund (Water) \$74.05; Sams Club GEMB – Supplies & Materials (Library) Books (Library) Professional Services & Fees (Fin Adm, Library) \$229.78; Schoeneman's – Supplies & Materials (Streets, Water, Sewer, Parks, Govt Bldgs) \$361.03; Schomaker, Kristina – Water Meter Deposit Refund (Water) \$123.25; Sioux Falls Humane Society – Professional Services & Fees (Animal Control) \$247.54; Sioux Valley News – Publishing (Ord, Res Proceedings) \$263.53; South Dakota Supplemental Retirement Withholdings – Retirement Withholdings \$100.00; Stan Houston – Supplies & Materials (Streets, Water, Sewer, Parks) \$106.75; Sturdevant's Auto Supply – Supplies & Materials (Streets, Water, Sewer, Parks) \$67.40; Summit Supply Corp of Colorado – Repairs & Maintenance (Parks) \$704.00; United States Post Office – Supplies & Materials (Water, Sewer) \$458.82; United States Post Office – Supplies & Materials (Fin Adm, P & Z, Water, Sewer) \$413.00; Upstart – Supplies & Materials (Library) \$1,645.30; VanDiest Supply Company – Machinery & Equipment (West Nile) \$8,995.00; Vantek Communications, Inc. – Repairs & Maintenance (Water) Rentals (Water, Sewer) \$345.00; WalMart – Supplies & Materials (Fin Adm) \$23.77; Wats Electric LLC – Professional Services & Fees (Library) \$157.49; Wieman, Michelle –

Water Meter Deposit Refund (Water) \$133.48; Xcel – Utility (Sewer) \$3,204.21; Xcel – Utilities (Park Lighting, Govt Bldgs, Streets, Public Safety, Water, Sewer, Street Lighting) \$9,350.78; Zabel Steel Company – Supplies & Materials (Streets, Water, Sewer, Parks) \$88.70

James A. Power was present to introduce himself to the City Council as a candidate for Circuit Court Judge Position G.

Jake Shama and Ellen Ferry, students at Augustana College presented a Marketing Communication Plan to the City Council; a copy of the plan is on file at the city office.

Marc Feinstein was present to introduce himself to the City Council as a candidate for Judge in the Second Judicial Circuit.

New city maintenance employees Dustin Preheim and Jason Thurston introduced themselves to the city council.

Verlon Enger addressed the council and asked for any current information regarding drainage and run off from Legendary Estates that crosses his family's farm east of Harrisburg. City Engineer Bill Moran gave a brief update regarding the detention pond, drainage and flows from Legendary Estates.

Moran gave the monthly engineering report and a copy is on file at the city office.

Mr. Paez is requesting chickens at his property located at 408 S Shebal Avenue. Property has been inspected by Michael McMahon and no code violations were apparent. Motion Handshumaker to approve 6 chickens, no roosters for Mr. Paez at 408 S Shebal Avenue, Olson seconded.

McKeown nominated Handshumaker as President of the Council, Sanderson seconded.

Handshumaker nominated Olson as Vice-President of the Council, Sanderson seconded.

Mayor Burke-Bowen appointed the Sioux Valley News as the city's official newspaper and First National Bank, Home Federal Bank and South Dakota FIT as the official depositories of the City of Harrisburg. There being no objections by the council, appointments stand.

Mayor Burke-Bowen made the following appointments: Allison Sanderson as Parks/Adult, Youth Recreation Commissioner with Robert Handshumaker as secondary; Adrienne McKeown as Harrisburg Economic Develop Corporation Commissioner with Allison Sanderson as secondary; Rob Handshumaker as IT and Technologies Committee Commissioner with Adrienne McKeown as secondary; Allison Sanderson as Library Commissioner with Adrienne McKeown as secondary; Adrienne McKeown as Public Affairs Commissioner with Allison Sanderson as secondary; Ryan Olson as Public Safety (Emergency Medical Services, Fire Protection, Law Enforcement) Commissioner with Rob Handshumaker as secondary; Ryan Olson as Public Works (water/sewer, drainage) Commissioner with Rob Handshumaker as secondary; and Rob Handshumaker as Transportation (streets) Commissioner with Ryan Olson as secondary. With no objections, appointments stand.

McMahon prepared criteria and a process for application and approval for keeping chickens within city limits, discussion held. Motion McKeown to approve the criteria and process for keeping chickens within the city limits, Sanderson seconded.

Council reviewed the 2014-2015 Malt Beverage License Renewals. Motion McKeown to approve the renewal of the 2014-2015 retail on-off sale malt beverage license for Agora X Inc. - Sam's BP, Handshumaker seconded.

Motion McKeown to approve the renewal of the 2014-2015 package off-sale malt beverage and SD Farm Wine license for Casey's General Store, Handshumaker seconded.

Motion Handshumaker to approve the renewal of the 2014-2015 retail on-off sale malt beverage and SD Farm Wine license for Wild Tiger Casino, Sanderson seconded.

Motion Handshumaker to hire Marcus Mahlen for the summer intern position at a rate of \$13.75 per hour up to 400 hours for the 2014 summer, McKeown seconded.

Motion Olson to reschedule the June 16th, 2014 City Council Meeting to June 23, 2014 at 6:00 p.m., Handshumaker seconded.

Pay Request # 2 from H & W Contracting has been reviewed by HR Green and is being submitted for payment. Motion Handshumaker to approve Pay Request #2 to H & W Contracting in the amount of \$870,672.39 minus retainage of \$43,533.62 for a total payment of \$827,138.77, Olson seconded.

Credit Collections Bureau is recommending legal action to assist in the collection of account #3461 in the amount of \$794.16. Motion Sanderson to approve Credit Collections Bureau proceed with legal action on account #3461 in the amount of \$794.16, Handshumaker seconded.

Fink gave the public utilities department report, including updates on clean up day, sewer, water, streets, gardens and parks. Fink asked if the city would be open to help pay for repairs to the Fire Department's pump that the city used during the 2013 spring flood event. The shaft broke during the time the city was using it and repairs cost \$3,500.00. Mayor Burke Bowen asked it be placed on the May 19, 2014 city council agenda.

McClung presented the April Finance report. The April 2014 building permit report was reviewed. The Lewis & Clark Annual Meeting is scheduled for April 22, 2014 in Tea. The delegate will be McClung and the alternate will be Mayor Burke Bowen.

Pietrus gave update on his department, including meetings and contacts that have been made in the last few weeks and upcoming week.

McKeown reminded everyone of the school board election and Harrisburg Chamber luncheon on May 6, 2014.

Mayor Burke-Bowen thanked city maintenance, Olson, Pietrus and McClung for working the successful city clean up day. National Police week is May 12 – 16, 2014 and the City of Harrisburg will provide lunch for the Lincoln County Sheriff's Department.

The next meeting of the Planning & Zoning Commission will be held on Tuesday, May 13th, 2014, at 7:00 p.m. at the Harrisburg Liberty School Board Room. The next meeting of the City Council will be held on Monday, May 19, 2014, at the Liberty School Board Room, 200 E Willow Street at 6:00 p.m.

With no further business, a motion was made by McKeown to adjourn the meeting at 7:46 p.m., Olson seconded.

Mary McClung, Finance Officer

Please publish once at the approximate cost of _____.