

Harrisburg City Council  
Meeting Minutes

The special meeting of the City Council was called to order at the Harrisburg City Hall Conference Room on December 30, 2015, at 8:00 a.m., with Mayor Julie Burke Bowen presiding. Council members present Ryan Olson, Ryan Berg and Ryan Wolbrink. Absent was Allison Sanderson. Also present from the city were Mary McClung, Andrew Pietrus, Michael McMahon, 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.

Consent Agenda: Motion Berg to approve the consent agenda consisting of the following items: 1) December 30, 2015 agenda; 2) December 21, 2015 City Council Meeting Minutes; 3) December 30, 2015 claims 4) Assignment of Water Account 00-00002151 for legal action to assist in collection 5) Write Off Water Account 00-00000198, seconded Olson.

Above Standard Cleaning – Utilities (Govt Bldgs) \$80.00; Ackerman, Michael – Customer Deposit Refund (Water) \$97.15; Aflac – Aflac Withholdings \$192.46; Cutler Law Firm, LLP – Professional Services (Attorney) \$5,548.68; Department of Treasury – 941 Taxes Pay Period 26 \$5,007.44; Department of Treasury – 941 Taxes 2<sup>nd</sup> Quarter Payroll \$3,474.62; Division of Motor Vehicles – Supplies & Materials (Streets) \$10.00; Ebright, Todd & Terresa – Customer Deposit Refund (Water) \$150.00; Fink, Dan – Utilities (Govt Bldgs) \$35.00; First National Bank – December 2015 Payroll \$34,340.52; Hammerstrom, Gene – Utilities (Govt Bldgs) \$35.00; Harrisburg Days – Land (Parks) \$85,181.37; HD Supply Waterworks – Supplies & Materials (Water) \$2,007.04; Huizenga, Toby – Utilities (Govt Bldgs) \$35.00; Huizenga, Toby – Supplies & Materials (Streets, Water, Sewer, Parks) \$121.98; Johnson, Kim – Customer Deposit Refund (Water) \$109.80; McClung, Mark – Utilities (Govt Bldgs) \$35.00; McMahon, Michael – Travel & Conference (Planner) \$34.50; Nordquist, Caleb & Dawn – Customer Deposit Refund (Water) \$97.15; Petty Cash – Supplies & Materials (Fin Admin, Water, Sewer) \$17.60; Pietrus, Andrew – Utilities (Govt Bldgs) \$35.00; Preheim, Dustin – Utilities (Govt Bldgs) \$35.00; Sams Club GEMB – Supplies & Materials (Govt Bldgs) \$39.72; Schoeneman Bros. Co. – Supplies & Materials (Streets, Water, Sewer, Parks, Snow Removal) \$247.93; Scott, Mike – Refund of payment made in error (Water, Sewer) \$412.40; Sioux Valley News – Publishing (Ord, Res, Proceedings) \$328.29; South Dakota Retirement System – Retirement Withholdings \$4,269.44; Stockwell Engineers Inc. – Professional Services & Fees (Engineering) \$3,079.83; Sturdevant's Auto Supply – Supplies & Materials (Streets, Water, Sewer, Parks) \$53.75; Thurston, Jason – Utilities (Govt Bldgs) \$35.00; United States Post Office – Supplies & Materials (Water, Sewer) \$507.32; VanderHaags – Supplies & Materials (Streets) \$36.30

Motion Wolbrink to approve the 2016 Agreement for Professional Services with Stockwell Engineers, seconded Olson.

Motion Berg to approve the Mayor to sign and execute the assignment and assumption and settlement agreements for the purchase of Central Park, seconded Wolbrink.

Motion Olson to table the amendment to the personnel vacation policy that hours will be held in a vacation leave bank with a cap of 240 hours and can be used in addition to the annual allotment during the year, seconded Wolbrink.

Motion Berg to approve Resolution 2015-15 2015 Contingency Transfer, seconded Wolbrink.

#### RESOLUTION 2015-15

Transfer from 2015 Contingency fund to departments to meet the obligations of the city for 2015.

BE IT RESOLVED BY THE CITY COUNCIL OF HARRISBURG, SOUTH DAKOTA, that the following sums are transferred from the contingency fund to the following departments at the end of year to meet the obligations of the city:

Dept – 41220– City Administrator		
Object of Expense - 41100 – Salaries and Wages		\$ 2,500.00
42200 – Professional Services		\$ 1,110.00
Dept – 44120 – Animal Control		
Object of Expense – 42200 – Professional Services		\$ 1,000.00

Dept – 45500 – Library	
Object of Expense – 43420 – Books	<u>\$ 1,000.00</u>
Total transfers	\$ 5,610.00

Source of funding	
Contingency fund	\$ 5,610.00

Adopted this 30th day of December, 2015.

JULIE BURKE BOWEN  
Mayor, City of Harrisburg, SD

ATTEST:  
MARY MCCLUNG  
Municipal Finance Officer

The next regular meeting of the City Council will be held on Monday, January 4, 2016, at the Liberty School Board Room at 6:00 p.m. The next meeting of the Planning Commission will be held on Tuesday, January 12, 2016, at 6:00 p.m. at the Harrisburg City Hall Conference Room.

With no further business, a motion was made by Wolbrink to adjourn the meeting at 8:20 a.m., seconded Olson.

Alysia Simunek, Deputy Finance Officer

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