

Harrisburg City Council  
Meeting Minutes

The regular meeting of the City Council was called to order on December 6, 2021 at 6:00 pm, with Mayor Wenck presiding. Council members present were Tom Anez, Chris Kindt, Kevin Maxwell, and Danny Tank. Also present from the city were Jill Johnke, Larry Klipfel, Andrew Pietrus, and Mary McClung. A list of all others in attendance is on file at the city office.

Pledge of Allegiance was recited.

No public comment was offered.

Mayor acknowledged the Harrisburg Championship Football Team Day 2021 Mayoral Proclamation.

Consent Agenda: Motion Tank, seconded Maxwell to approve the consent agenda as presented. Approved of December 6, 2021 Agenda

1. Approved November 16, 2021 City Council Meeting Minutes
2. Approved December 6, 2021 Claims
3. Approved Pay Application#2 from Soukup Construction for Central Park Phase 2 Grading Project – \$100,844.25
4. Approved and Authorized Mayor to Sign Water Reclamation Facility Change Order #32 – Change Bracket on Type T Fixture - \$872
5. Approve Order and Purchase from Prairie Wind Trailers a 2022 Midsota TB-22 Trailer - \$13,900 (2022 Budgeted Item – Purchase and Possession in 2022)
6. Approved Parks Employee Job Description
7. Approved to Advertise for a Full Time Parks Department Employee
8. Acknowledged Filed Quit Claim Deed for Tracts 1 and 2 in Block 6 of Sunny Haven Estates, an Addition to the City of Harrisburg, Lincoln County, South Dakota.
9. Approved Request for Proposals for Construction Manager at Risk (CMr) Services for Harrisburg Public Works Facility
10. Approved and Authorized Mayor to Sign Purchase Agreement for H Lot 1 in Lot 1 Block 17 Creekside Addition
11. Approved Pay Adjustment – Nolan Meyer Water Distribution Class 2 Certification – Effective December 13, 2021 - \$21.40/hour
12. Mayoral Proclamation – Championship Football Team Day 2021 – December 15, 2021

Upon roll call, all members present in favor.

A & B Business Inc. – Rentals (Engineering) \$125.90; Ace Hardware – Supplies/Materials (Streets, Water, Sewer, Parks, Snow Removal, Fin Admin, Dir of Communications/Events) \$1,423.85; Achen, Frank & Christenson, Pam – Customer Deposit Refund (Water) \$58.53; Adams, Danika & James – Customer Deposit Refund (Water) \$109.70; AE2S – Professional Services/fees (Engineering - Sewer) \$4,527.00; Aflac – Aflac Withholdings \$479.60; Archaeology Laboratory – Professional Services/Fees (Sewer) \$3,202.00; Bailey – Metered and Flat Retate Water Refund (Water) \$148.81; Bierschbach Equipment & Supply – Repairs/Maintenance (Storm Drainage) \$332.77; Blake, Cassandra – Customer Deposit Refund (Water) \$98.20; BSN Sports, LLC – Machinery/Equipment (Parks) \$7,833.00; Bumblebee Gibson – Repairs/Maintenance (Streets) \$2,521.33; Cardmember Services – Professional Services/Fee, Travel/Conference, Supplies/Materials, Publishing, Fooks, Machinery/Equipment (Planner, Board, Mayor, Dir of Communications/Events, Fin Admin, City Admin, Engineering, Library, Streets, Water, Sewer, Parks) \$4,263.73; CC & F Retail, Inc. – Energy (Streets, Water, Sewer, Parks, Planner, Engineer) \$1,340.05; CHS – Supplies/Materials (Sewer) \$418.40; City of Sibley – Water for Resale (Water) \$8,820.00; Code Works Inc. – Professional Services/Fees (Planner) \$3,274.80; Cooperative Energy Company – Energy (Sewer, Streets, Water, Parks) \$2,897.06; Core & Main – Supplies/Materials

(Water) \$4,168.24; Dakota Fluid Power, Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$94.66; Dakota Pump – Repairs/Maintenance (Water) \$2,136.48; Dakota Supply Group – Repairs/Maintenance, Supplies/Materials (Water, Sewer) \$971.18; Department of Treasury – Federal Withholdings \$8,787.92; Falls Nursery – Supplies/Materials (Forestry) \$18,600.00; First National Bank – Professional Services/Fees (Streets) \$25.00; First National Bank – Professional Services/Fees (Fin Admin) \$16.08; Geotek Engineering – Professional Services/Fees (Sewer) \$1,704.50; Grainger – Supplies/Materials (Streets, Water, Sewer, Parks) \$202.34; Hallman, Hilary & Samuel – Customer Deposit Refund (Water) \$116.09; Harrisburg School System – Rentals (Library) \$1,500.00; Harrisburg Water System – Utilities (Govt Bldgs, Sewer, Parks) \$519.45; Health Equity – H.S.A. Withholdings \$504.62; Health Equity – Professional Services/Fees (City Admin, Fin Admin, Dir of Comm/Events, Planner, Engineer, Streets, Water, Sewer, Parks) \$30.00; Henry Carlson Construction, LLC – Improvements Other Than Bldgs (Sewer) \$289,049.00; Hierholzer, Mark – Professional Services/Fees (Sewer) \$1,562.50; Home Definition, Inc. – Professional Services/Fees (Govt Bldgs) \$25.00; Humble, Sheila – Customer Deposit Refund (Water) \$132.90; Hutman – Professional Services/Fees (Fin Admin) \$112.50; Infrastructure Design Group – Professional Services/Fees (Engineering) \$58,738.25; Interstate Power Systems, Inc. – Repairs/Maintenance (Sewer) \$590.95; Kut and Kill, Inc. – Repairs/Maintenance (Parks) \$400.00; Lewis & Clark Reginal Water – Water for Resale (Water) \$9,405.00; Lewis, Lee & Kari – Customer Deposit Refund (Water) \$101.91; Linc. Co. Register of Deeds – Supplies/Materials, Professional Services/Fees (Planner) \$69.00; Linc. Co. Rural Water System – Water for Resale (Water) \$1,724.03; Mack, Kendra & Hybertson, Patrick – Customer Deposit Refund (Water) \$120.89; Marco, Inc. – Rentals, Supplies/Materials (Streets, Water, Sewer, Parks) \$165.16; Menards – East – Supplies/Materials (Streets, Water, Sewer, Parks) \$66.21; Michel, Jason & Kendra – Customer Deposit Refund (Water) \$150.00; Niess, Dawn & Mick – Customer Deposit Refund (Water) \$117.97; Novak, Angie – Customer Deposit Refund (Water) \$150.00; Novak Sanitary Sewer – Professional Services/Fees (Parks), Utilities (Sewer, Govt Bldgs) \$736.02; Payment Service Network – Professional Services/Fees (Water, Sewer, Planner) \$2,257.25; Pederson Contracting – Customer Deposit Refund (Water) \$150.00; Pheasantland Industries – Supplies/Materials (Streets) \$75.60; Prairie Wind Trailers, LLC – Supplies/Materials (Snow Removal) \$97.00; Qualified Presort Service, LLC – Supplies/Materials (Water, Sewer) \$1,319.85; Quality Plumbing & Service, LLC – Repairs/Maintenance (Water) \$373.01; Riteway Business Forms & Acct – Supplies/Materials (Fin Admin) \$76.00; Running Supply, Inc. – Supplies/Materials (Sewer) \$90.54; Rural Route 1 Services – Utilities (Govt Bldgs) \$176.00; Sams Club GEMB – Supplies/Materials (Sewer) \$535.55; Seal Pros, Inc. – Repairs/Maintenance (Streets) \$50,001.11; Sioux Falls Networks – Professional Services/Fees, Supplies/Materials (Fin Admin, Sewer) \$759.12; Sioux Valley News – Professional Services/Fees, Publishing (Fin Admin, Sewer, Engineering, Ord., Res., Proceedings) \$1,074.05; 605 Dirtworks – Repairs/Maintenance (Streets) \$1,827.81; SDPAA – Insurance (Sewer) \$31,359.26; SD Supplemental Retirement Plan – SDRS Withholdings \$225.00; SD Water & Wastewater Assoc. – Professional Services/Fees (Water, Sewer) \$30.00; SE Electric Cooperative, Inc. – Energy – Sewer, Street Lighting, Water) \$1,545.79; Stockwell Engineers Inc. – Engineering Professional Services/Fees (Sewer, Storm Drainage, General) \$106,882.79; Sturdevant’s Auto Supply – Supplies/Materials (Streets, Water, Sewer, Parks) \$14.84; Toshiba Financial Services – Rentals (Fin Admin) \$305.89; Truist Governmental Finance – Principal/Interest (Sewer) \$92,503.99; Truist Governmental Finance – Principal/Interest (Water) \$45,109.99; VanMaanen, Chelsey & Cory – Customer Deposit Refund (Water) \$116.09; Vast Broadband – Utilities (Sewer) \$697.88; Vast Broadband – Utilities (Govt Bldgs, Library) \$861.03; Verizon Wireless – Utilities (Water, Sewer, Engineering) \$240.06; Walz, Jeff – Customer Deposit Refund (Water) \$150.00; Wellmark Blue Cross Blue Shield – Group Insurance (Planner) \$197.70; Wellmark Blue Cross Blue Shield – Group Insurance, Insurance Withholdings (Fin Admin, City Admin, Dir of Communications/Events, Planner, Streets, Water, Sewer, Parks, Engineering) \$10,487.44; White Glove Cleaning Services – Utilities (Govt Bldgs) \$156.25; Xcel – Energy (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$7,422.65

Business Item 1. Resolution 2021-46 Adopting a Revised Planning & Building Services Fee Schedule. Motion Tank, seconded Maxwell to approve and authorize the mayor to sign Resolution 2021-46 Adopting a revised planning and building services fee schedule to be effective January 1, 2022.

RESOLUTION 2021-46  
A RESOLUTION ADOPTING A REVISED PLANNING & BUILDING SERVICES FEE  
SCHEDULE

WHEREAS, the City Of Harrisburg has adopted a Planning Fee Schedule by Resolution 2020-27; and

WHEREAS, the City Engineer has reviewed the City's current Planning Fee Schedule and recommends that the Schedule be revised to ensure that the City's costs of issuing permits and accepting applications are covered; and

WHEREAS, the Harrisburg City Council has considered this recommendation and finds it to be reasonable and in the best interests of the residents of the City;

NOW, THEREFORE, BE IT RESOLVED by the Harrisburg City Council to approve and adopt the Planning & Building Services Fee Schedule as shown in attached Exhibit A.

Dated this 6th day of December, 2021.

HARRISBURG CITY COUNCIL

Derick Wenck  
Mayor

Seal:  
Attest:  
Mary McClung  
Finance Officer

Published: December 16, 2021  
Effective: January 1, 2022

Exhibit A available at Harrisburg City Hall.

Business Item 2. Request for Approval of Change Order #2 for Central Park Grading Project – Additional Erosion Control. This change order also includes various quantity modifications for the project. Motion Kindt, seconded Anez to approve Change Order #2 for Central Park Grading Project for additional erosion control and quantity modifications in the deduct amount of \$3,445.80. Upon roll call, all members present in favor.

Business Item 3. Consider Work Order from Stockwell Engineers for Harrisburg Roundabout Cliff Avenue & Willow Street - \$47,000. Services include right of way and easement acquisition, private utility coordination, and streetscape and landscape design for the proposed project. Motion Maxwell, seconded Anez to approve work order from Stockwell Engineers for the Harrisburg Roundabout Cliff Avenue and Willow Street in the amount of \$47,000. Upon roll call, all members present in favor.

Business Item 4. Consider Work Order from Stockwell Engineers for Legendary Estates Drainage Improvements - \$149,200. Services include design, bid and construction administration of improvements. Motion Kindt, seconded Tank to approve work order from Stockwell Engineers for the Legendary Estates Drainage Improvements in the amount of \$149,200. Upon roll call, all members present in favor.

Business Item 5. Consider Work Order from Stockwell Engineers for Shindler Basin Sanitary Sewer Preliminary Plan Design - \$92,500. Services include schematic design for the project. Motion Maxwell, seconded Anez to approve work order from Stockwell Engineers for Shindler Basin Sanitary Sewer Preliminary Design in the amount of \$92,500. Upon roll call, all members present in favor.

Business Item 6. Consider Agreement for Professional Services from Stockwell Engineers for Municipal Landscape Architecture. Agreement includes provided municipal landscape architecture services. Motion Anez, seconded Maxwell to approve the professional services agreement with Stockwell Engineers for municipal landscape architecture on a per hour basis as requested. Upon roll call, all members present in favor.

Reminder of Special City Council Meeting on Thursday, December 30, 2021 at 8:00 am, to be held at Harrisburg City Hall Conference Room.

November 2021 Building Reports, Finance Report and Sales Tax Report were distributed for council review.

With no further business, a motion was made by Maxwell, seconded Tank to adjourn the city council meeting at 6:18 pm. Upon roll call, all members present in favor.

The next regular meeting of the Harrisburg City Council will be held at 6:00 pm on Tuesday, December 21, 2021.

Submitted by Jill Johnke, Deputy Finance Officer

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