

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on January 4, 2022 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 Toby Huizenga, Jill Johnke, 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 Braille Awareness Week, January 4th – 7th, 2022 Mayoral Proclamation.

Consent Agenda: Motion Tank, seconded Maxwell to approve the consent agenda as presented.

1. Approved Agenda – Declaration of any Potential Conflict of Interest
2. Approved December 30, 2021 City Council Meeting Minutes
3. Approved January 4, 2022 Claims
4. Establish April 12, 2022 as the 2022 Municipal Election Date
5. Approved Authorization of Preapproved Monthly or as Needed Payments to Avoid Late Penalties (Council and Employee wages and payroll deductions, health, vision, retirement, supplemental insurance, employee wage garnishments, credit card, loan payments and bonds, Sioux Falls Utilities, Lewis & Clark Regional Water System, South Eastern Electric Cooperative, Xcel Energy, MidAmerican Energy, Vast Broadband and Verizon Wireless)
6. Approved of 2022 Sioux Empire Water Festival Subsidy - \$500
7. Approved and Authorize Mayor Signature Harrisburg Reclamation Facility Change Order #33 – Final City Sales Tax Total with Documentation – Deduction of \$30,911
8. Approved 2022 Budgeted Items Purchase – Air Compressor and Air Lines (Up to \$2,500)
9. Approved 2022 Budgeted Items Purchase – Toolbox and Misc Tools for 802 Public Works Facility (Up to \$10,000)
10. Approved 2022 Budgeted Items Purchase – Valve Box Cleaner, Hydro-Hitch with Pitot Assembly, Curb Box Auger (Up to \$1,650)
11. Mayoral Proclamation – Braille Awareness Week - January 4th – 7th, 2022

Upon roll call, all members present in favor.

Ace Hardware – Supplies/Materials (Parks) \$30.00; Albers Electric LLC – Repairs/Maintenance (Govt Bldgs) \$86.73; American Water Works – Professional Services/Fees (Water, Sewer) \$355.00; City of Sibley – Professional Services/Fees (Water) \$11,391.00; City of Sibley – Water for Resale (Water) \$9,114.00; DANR – Fiscal Office – Professional Services/Fees (Sewer) \$6,500.00; Department of Treasury – Federal/FICA Withholdings \$8,096.08; Department of Treasury – Federal/FICA Withholdings \$151.28; GWorks – Computer Software (Streets, Water, Sewer, Parks) \$13,740.00; Harrisburg Chamber of Commerce – Professional Services/Fees (Library) \$125.00; Health Equity – H.S. A. Withholdings \$669.50; Health Equity – Group Insurance (City Admin, Dir of Communications/Events, Fin Admin, Streets, Water, Sewer, Parks, Planner) \$22,000.00; Lewis & Clark Regional Water – Professional Services/Fees (Water) \$12,539.00; Lewis & Clark Regional Water – Water for Resale (Water) \$9,718.50; Municipal St. Maint. Assoc of SD – Professional Services/Fees (Streets) \$35.00; Optilegra, Inc. – Group Insurance, Insurance Withholdings (City Admin, Dir of Communications/Events, Fin Admin, Planner, Streets, Water, Sewer, Parks, Engineering) \$159.22; Optilegra, Inc. – Group Insurance, Insurance Withholdings (City Admin, Dir of Communications/Events, Fin Admin, Planner, Streets, Water, Sewer, Parks, Engineering) \$149.18; Payment Service Network – Professional Services/Fees (Planner, Water, Sewer) \$2,225.92; Prairie Wind Trailers, LLC – Machinery/Equipment (Streets, Water, Sewer, Parks) \$13,600.00; Sanborn County Clerk of Courts – Professional Services/Fees (Streets, Water, Sewer, Parks) \$20.00; SD Assoc of Code Enforcement – Professional Services/Fees (Code Enforcement) \$40.00; SD

Assoc. Rural Water System – Professional Services/Fees (Water, Sewer) \$1,240.00; SD Building Officials Assoc. – Professional Services/Fees (Planner) \$60.00; SD City Management Association – Professional Services/Fees (City Admin) \$150.00; SD Department of Labor – Unemployment Insurance (Fin Admin) \$121.31; SD Dept of Revenue – Other Current Expense (Fin Admin) \$2.70; SD Gov Finance Officers Assoc. – Professional Services/Fees (Fin Admin) \$100.00; SD Human Resource Assoc. Professional Services/Fees (Fin Admin, City Admin) \$50.00; SD Municipal League – Professional Services/Fees (Fin Admin) \$3,647.18; SD Supplemental Retirement Plan – SDRS Withholdings \$125.00; SECOG – Professional Services/Fees (Fin Admin) \$7,518.00; SE Electric Cooperative, Inc. – Energy (Sewer, Street Lighting, Water) \$1,519.79; Toshiba Financial Services – Rentals (Fin Admin) \$305.89; United States Postal Service – Supplies/Materials (Fin Admin, Water, Sewer, Planner) \$812.00; Wealth Mgmt TFM SDS – Principal/Interest (Storm Drainage) \$24,342.43; Wealth Mgmt TFM SDS – Principal/Interest (Water) \$22,053.69; Wealth Mgmt TFM SDS – Principal/Interest (Water) \$29,926.63; Wealth Mgmt TFM SDS – Principal/Interest (Sewer) \$11,373.07; Wealth Mgmt TFM SDS – Principal/Interest (Sewer) \$33,268.42; Wealth Mgmt TFM SDS – Principal/Interest (Sewer) \$247,872.29; Wellmark Blue Cross Blue Shield – Group Insurance, Insurance Withholdings (City Admin, Dir of Communications/Events, Fin Admin, Planner, Streets, Water, Sewer, Parks) Professional Services/Fees (Fin Admin) \$9,399.16; Xcel – Energy (Park Lighting, Govt Bldgs, Public Safety, Water, Sewer, Street Lighting) \$11,814.61

Business Item 1. Resolution 2022-01 Establishing Salaries for 2022. Motion Maxwell, seconded Anez to approve Resolution 2022-01 Establishing Salaries for 2022 with the following amendment to the Resolution that was presented; change Kevin Maxwell, Danny Tank, Tom Anez and Chris Kindt yearly salary to be \$6,900.00 year in lieu of \$7,500.00 year to be reflective of a 6% increase. Upon roll call, all members present in favor.

RESOLUTION 2022-01

A Resolution Establishing the Salaries for 2022

WHEREAS, SDCL 9-14-28 requires that the governing body of every municipality shall fix and determine by ordinance or resolution, the amount of salaries and compensation of all municipal officers and the time at which the same shall be paid; and

WHEREAS, the City council shall publish the salaries for compliance with the provision of SDCL,

NOW, THEREFORE, BE IT RESOLVED by the City Council that the following resolution, repealing all prior salary and wage resolutions, be passed, approved and effective beginning January 1, 2022. The Mayor, City Council, Planning and Zoning Board and Park Board shall be paid quarterly, and all other officers and employees shall be paid bi-weekly at the following yearly salary or hourly wage.

Derick Wenck (Mayor) - \$10,000.00 year; Danny Tank (Alderman) - \$6,900.00 year; Kevin Maxwell (Alderman) - \$6,900.00 year; Chris Kindt (Alderman) - \$6,900.00 year; Tom Anez (Alderman) - \$6,900.00 year; Bruce Bicknase (Planning & Zoning Board) - \$1,000.00 year; Wendi Hogan (Planning & Zoning Board) - \$1,000.00 year, (Park Board) \$500.00 year; Branden Hiles (Planning & Zoning Board) - \$1,000.00 year; Jason Schipper (Planning & Zoning Board) - \$1,000.00 year; Robert Doyen (Planning & Zoning Board) - \$1,000.00 year; Kristin Larson (Planning & Zoning Board) - \$1,000.00 year, (Park Board) \$500.00 year; Collin McKenzie - \$1,000.00 year; Lois McMahon (Park Board) - \$500.00 year; Scott Langerock (Park Board) - \$500.00 year; Taylor Berg (Park Board) \$500.00; Ryan Berg (Park Board) \$500.00; Andrew Pietrus (Chief Executive) \$105,860.56 year; Larry Klipfel (Director of Communications and Community Events) \$31.50 per hour; Jill Johnke (Deputy Finance Officer, Admin Assistant) \$25.53 per hour; Mary McClung (Finance Officer) \$90,100.00 year; Deb Harris (Finance Officer) \$74,000 year; Michael McMahon (Planning & Zoning Official) \$83,723.28 year; Brandi Savage (Deputy Building Official) \$24.31 per hour; Steve Robertson (Mechanical Inspector) \$37.00 per inspection; Geoff Fillingsness (Code Official) \$35.00 per hour (Building Inspector) \$37.00 per inspection; Toby Huizenga (Public Works Director) \$82,890.58 year; Dustin Preheim (Public Works Water Reclamation Supervisor and Assistant Public Works Director) \$70,000.00 year; Jason Thurston (Public Works Parks Supervisor) \$29.22 per hour; David Rennich (Public Works) \$23.81 per hour; Chris Kullander (Public Works Water Reclamation Operator) \$26.16 per hour; Nolan Meyer (Public Works Water Supervisor/Operator) \$29.22 per hour; Todd Harris (Public Works) \$20.44 per hour; Gene Hammerstrom (Public Works) \$21.80 per hour; Larry Plucker (Public Works) \$19.64 per hour; Magenta Hammond (Public Works – Parks) \$14.00 per hour; Kristi Jones (Librarian) \$19.89 per hour; Lisa Hirschhorn

(Librarian) \$14.75 per hour; JoAnn Helland (Librarian) \$14.75 per hour; Donaleen Huizenga (Librarian) \$12.25 per hour; Sam Lenz (Librarian) \$11.55 per hour

BE IT FURTHER RESOLVED that the Mayor and Council shall determine all foregoing salaries and wages.

Dated this 4th day of January, 2022.

CITY OF HARRISBURG

Derick Wenck
Mayor, City of Harrisburg, SD

ATTEST:

Mary McClung, Municipal Finance Officer

Business Item 2. Ordinance 2021-23 Rezoning Part of Tract 1 of Green Meadows Addition. Motion Kindt, seconded Maxwell to approve Ordinance 2021-23 Rezoning Part of Tract 1 of Green Meadows Addition from R-2 Low Density Residential District to R-3 Multi Family Residential District. Upon roll call, all members present in favor. Ordinance published separate from the minutes.

Business Item 3. Consider Proposal from Geotek Engineering and Testing Services Inc. for the Proposed West Side Sanitary Sewer Extension (Phase 1) – Not to exceed \$14,500. Motion Kindt, seconded Maxwell to approve the proposal from Geotek Engineering and Testing Services Inc. for the proposed West Side Sanitary Sewer Extension (Phase 1) – Not to exceed \$14,500. Upon roll call, all members present in favor.

Business Item 4. Consider Work Order Proposal from Stockwell Engineers for Develop of GIS Database. Motion Anez, seconded Maxwell to approve the work order proposal from Stockwell Engineers for Develop of GIS Database in an amount not to exceed \$50,000.00. Upon roll call, all members present in favor.

Business Item 5. Consider Approval of CMr for Harrisburg Public Works Addition at 801 Prairie Street. One proposal was received for the addition to the Public Works Facility from MLC Construction Inc. out of Sioux Falls, SD. Stockwell reviewed the proposal and recommend entering into negotiations with MLC to complete the buildout. Motion Anez, seconded Maxwell to approve entering into negotiations with MLC Construction, Inc. as the CMr to complete the buildout at the Harrisburg Public Works Facility. Upon roll call, all members present in favor.

Business Item 6. Approve New Hire – Public Works. Motion Anez, seconded Maxwell to hire Adam Tejral at an hourly wage of \$19.08 plus a cell phone allowance of \$35.00 a month contingent on background check and work physical results. Upon roll call, all members present in favor.

Motion Anez to enter into executive session pursuant to SDCL 1-25-2 (3) Legal Matters at 6:17pm, seconded Maxwell. Upon roll call, all members present in favor.

Mayor declared executive session over at 6:31pm.

The December 2021 Building Permit Reports and Finance Report were distributed for council review.

With no further business, a motion was made by Anez, seconded Maxwell to adjourn the city council meeting at 6:31pm. 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, January 18, 2022.

Submitted by Jill Johnke, Deputy Finance Officer

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