

Harrisburg City Council
Unapproved Meeting Minutes

The regular meeting of the City Council was called to order on Sept 20, 2022, at 6:00 pm, with Mayor Wenck presiding. Council members present were Kevin Maxwell, Matt Westerman, Chris Kindt and Tom Anez. Also present from the city were Deb Harris and Andrew Pietrus. A list of all others in attendance is on file at the city office.

Pledge of Allegiance was recited.

Public Comment: No Comment

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

1. Approval of Agenda – Declaration of any potential conflict of interest
2. Approved Sept 6, 2022 City Council Meeting Minutes
3. Approved Sept 20, 2022 Claims
4. Approved proposal from Albers Electric for Electrical work / ceiling fan \$6,509.20
5. Approved the Appointment of Matthew Irish to the Planning Board to fill the remainder of term (2024) of Kristin Larson
6. Approved and Authorize Mayor to sign Temporary Construction easement by Jacob and Leah Drahota and the City of Harrisburg
7. Approved and Authorize the Mayor to sign Permanent Drainage easement by Shane and Kelley Tiegjen and the City of Harrisburg.
8. Approved and Authorize Mayor to sign Permanent Drainage easement by Jacob and Leah Drahota and the City of Harrisburg.
9. Approved and Authorize the Mayor to sign State Water Plan Application for Westside Trunk Sewer – Phase 2.
10. Authorized the removal of two ash trees \$2,995.00
11. Approved and Authorize Mayor to sign Advertisement for Bids – Westside Sanitary Sewer Improvements Phase 1

Upon roll call, all members present in favor.

CC & F Retail-Energy (All Depts) \$1,949.40; Ace Hardware-Supplies/Materials/Repairs/Maintenance (All Depts) \$4,649.19; Dakota Financial Services-Professional Services (Planning Communications) \$100.00; SDPAA-Insurance \$100,654.67; Cardmember Services-Supplies/Materials/Books/Computer Software/Professional Services (All Depts) \$7,576.31; A & B Business-Rentals (Finance) \$128.23; American Playground Co-Machinery/Equipment (Parks) \$4,937.00; American Underground Sprinkler-Repairs/Maintenance (Storm Drainage) \$124.00; Arndt, Sheldon-Community Education (Comm Dir) \$54.27; Augusta Irrigation-Repairs/Maintenance (Parks) \$865.00; Banner Associates-Professional Service/Fee (Engineering) \$3,423.37; Bierschbach Equipment & Supply-Repairs/Maintenance (Streets Sewer Water Parks) \$412.18; Bluepeak-Utilities (Gov't Bld) \$1,579.25; Brandon Lumber Co-Supplies/Materials (Parks) \$434.00; CHS-Rentals (Streets Sewer Water Parks) \$255.00; Cooperative Energy Co-Energy (Streets Sewer Water Parks) \$2,485.65; Core & Main-Supplies/Materials (Water) \$3,964.00; Cutler Law Firm-Professional Service/Fee (Attorney) \$675.00; Dakota Supply Group-Supplies/Materials (Water) \$3,465.47; Econo Signs-Supplies/Materials (Streets) \$57.78; Ellens, Val-Professional Service/Fee (Finance) \$50.00; Fareway Stores-Supplies/Materials (Streets Sewer Water Parks) \$22.24; Fastenal Co-Supplies/Materials (Streets) \$21.19; gWorks-Computer Software (Finance) \$39,544.00; Harrisburg Water-Utilities (Gov't Bld) \$1,922.42; Health Equity-H S A Withholdings \$649.50,

Health Equity-Professional Service/Fee (All Depts) \$35.00; Home Definition Inc-Professional Service/Fee (Gov't Blds) \$25.00; Hutman-Professional Service/Fee (Finance) \$75.00; Innovative Office Solutions-Supplies/Materials (All Depts) \$238.57; Marin, Adam-Travel & Conference (Planning) \$903.27; Matheson Tri-Gas Inc-Supplies/Materials (Streets Sewer Water Parks) \$32.58; Midamerican Energy-Energy \$121.55; Mold Testing Services-Professional Service/Fee (Building Inspection) \$40.00; Novak Sanitary Service-Utilities (Gov't Blds) \$224.26; Old Dominion Brush Co-Repairs/Maintenance (Street Cleaning) \$2,173.60; One Call Systems-Professional Service/Fee (Sewer Water) \$374.85; Olson, Virginia-Professional Service/Fee (Communications) \$150.00; Optilegra-Group Insurance \$169.26; Pfeifer Implement-Machinery/Equipment/Supplies/Material/Repairs (Streets Sewer Water Parks) \$30,926.40; Payment Service Network-Professional Service/Fee (Water Sewer Planner) \$2,748.40; Public Health Laboratory-Professional Services (Water) \$181.00; Qualified Presort-Supplies/Materials (Sewer Water) \$1,445.32; SD Supplemental Retirement-SDRS Withholdings \$100.00; Secretary of State -Professional Service/Fee (Comm Dir Planner) \$60.00; Sioux Falls Networks-Professional Service/Fee (Finance) \$249.30; Stockwell Engineers-Professional Service/Fee (Engineering) \$74,008.86; Sturdevants Auto Supply- Repairs/Maintenance (Streets Sewer Water Parks) \$367.52; Total Fire Protection-Professional Service/Fee (Gov't Blds) \$272.00; Traffic Solutions-Supplies/Materials (Streets) \$603.14; Two Way Solutions-Supplies/Materials (Streets Sewer Water Parks) \$659.97; USA Blue Book-Supplies/Materials (Water) \$250.72; VanDiest Supply Co-Supplies/Materials (West Nile Prevention) \$4,284.50; Verizon Wireless-Utilities (Sewer Water Code Enforcement) \$360.09; Wellmark BC/BS-Group Insurance \$12,425.03; Wellmark BC/BS-Insurance Withholdings \$211.40; White Glove Cleaning Services-Professional Service/Fees (Gov't Blds) \$96.25; Department of Treasury-FICA Withholding \$11,815.78

Public Information

1. Community Programming: Rake the town

Business Item 1. Motion Kindt, seconded Maxwell to approve Ordinance 2022-10 Appropriations Budget. Upon roll call vote; all in favor.

Business Item 2. Motion Maxwell, seconded Kindt to approve Resolution 2022-17 Annual Storm Water Assessment Fee. Upon roll call vote; all in favor.

RESOLUTION 2022-17

A RESOLUTION FOR ANNUAL STORM WATER ASSESSMENTS FEE.

Pursuant to Title 8, Chapter 8.03, Storm Water Drainage, of the Municipal Ordinances of the City of Harrisburg, Lincoln County, South Dakota the City of Harrisburg may levy annually storm water assessments for the purpose of operation, maintenance and capital expenses of the storm sewer and drainage system.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HARRISBURG, LINCOLN COUNTY, SOUTH DAKOTA to direct the city finance officer to add such assessment to the general assessment together with the regular assessment and certify the assessment to the county auditor to be collected as municipal taxes for general purposes. The amount of assessment that shall be levied upon all lots is equal to the runoff weighting factor, multiplied by the parcel area (in square feet), and multiplied by the unit charge rate of \$0.00166, one hundred sixty six one hundred thousandths.

Dated this 20th day of September, 2022.

Derick Wenck
Mayor

ATTEST:

Deb Harris
Finance Officer

Publish: September 29, 2022
Effective: October 19, 2022

Business Item 3. Motion Kindt, seconded Maxwell to approve Resolution 2022-18 Special Maintenance Fee for Maintenance and repair of streets and sidewalks and street lighting system costs. Upon roll call; all in favor.

RESOLUTION NO. 2022-18

A RESOLUTION AUTHORIZING A SPECIAL MAINTENANCE FEE FOR MAINTENANCE AND REPAIR OF STREETS AND SIDEWALKS AND STREET LIGHTING SYSTEM COSTS, PURSUANT TO SDCL 9-43-138.

WHEREAS, the City Council has determined a need to assess an annual special maintenance fee pursuant to SDCL 9-43-138 for the purpose of maintaining and repairing streets, sidewalks and street lighting system costs; and

WHEREAS, the special maintenance fee is based upon the lots fronting and abutting the streets that are maintained by the City of Harrisburg;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Harrisburg, South Dakota:

SECTION 1: To direct the Harrisburg Finance Officer to add such special street maintenance fee to the general assessment together with the regular assessment and certify the assessment to the Lincoln County Auditor to be collected as municipal taxes for general purposes. The amount of special maintenance fee that shall be levied upon all lots fronting and abutting the streets that are maintained by the City shall be at a rate of \$2.50 per front foot.

Dated this 20th day of September, 2022

Derick Wenck
Mayor

ATTEST:

Deb Harris
Finance Officer

(SEAL)

Publish: September 29, 2022
Effective: October 19, 2022

Business Item 4. Motion Maxwell, seconded Anez to approve Resolution 2022-19 Amending Water Rates. Upon roll call vote; all in favor.

RESOLUTION NO. 2022-19
A RESOLUTION AMENDING WATER RATES

WHEREAS, the Harrisburg City Council believes that it is necessary and in the best interest of the City of Harrisburg, in order to pay all costs for the operation and maintenance of the water system, to amend the rates for the sale of water provided by the City of Harrisburg; and

WHEREAS, Section 8.0115 of the Harrisburg Municipal Ordinances gives the Harrisburg City Council the authority to revise water rates by Resolution of the Harrisburg City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Harrisburg City Council as follows:

SECTION 1. That the following base monthly charge is established for the various meter sizes listed below.

<u>Meter Size:</u>	<u>Minimum Charge:</u>
5/8" and 3/4"	\$5.00
1"	\$9.59
1 1/2"	\$21.08
2"	\$34.86
3"	\$67.01
4"	\$112.94
5" and up	TBD

SECTION 2. All single-family dwelling customers shall pay a tiered volume rate per as follows:

- (a) 0 – 3000 gallons at a rate of two dollars and one cents (\$2.01) per one thousand gallons of water used per month,
- (b) 3,001 to 6,000 gallons at a rate of three dollars and two cents (\$3.02) per one thousand gallons of water used per month,
- (c) 6,001 to 18,000 gallons at a rate of seven dollars and fifty-five cents (\$7.55) per thousand gallons or water used per month
- (d) Over 18,001 gallons at a rate of thirty dollars and twenty cents (\$30.20) per thousand gallons of water used per month.

SECTION 3. That all multi family, school district facilities, commercial and industrial customers shall pay a volume rate as follows:

- (a) Four dollars and sixty cents (\$4.60) per one thousand gallons of used per month.

SECTION 4. Any surcharges separately authorized by resolution shall be in addition to the above water rates.

SECTION 5. This rate change is effective beginning January 1, 2023.

Adopted this 20 day of September.

Derick Wenck
Mayor

ATTEST:

Deb Harris
Finance Officer

Publication: September 29, 2022
Effective Date: October 19, 2022

Business Item 5. Motion Anez seconded Westerman to approve Resolution 2022-20 Amending Sewer Rates. Upon roll call vote; all in favor.

RESOLUTION NO. 2022-20
A RESOLUTION AMENDING SEWER RATES

WHEREAS, the Harrisburg City Council believes that it is necessary and in the best interest of the City of Harrisburg, in order to pay all costs for the operation, maintenance, and improvement of the City's sewer system, to amend the rates for the collection and disposal of wastewater provided by the City of Harrisburg; and

WHEREAS, Sections 8.0103 and 8.0366 of the Harrisburg Municipal Ordinances gives the Harrisburg City Council the authority to set sewer rates by Resolution of the Harrisburg City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Harrisburg City Council as follows:

SECTION 1. That all residential single-family dwelling unit customers shall pay:

- (i) a minimum base monthly fee of nine dollars and seventy seven cents (\$9.77) per month (the "Base Fee"), plus four dollars and twelve cents (\$4.12) per one thousand gallons of water used per month (the "Volume Rate"), based on their average use in the months of December, January and February ("winter average").
- (ii) Council authorizes City staff to adopt a written policy for calculating winter usage.

SECTION 2. That all residential multi-family customers shall pay:

- (i) a minimum base monthly fee of nine dollars and seventy seven cents (\$9.77) per month (the “Base Fee”) per living unit, plus nine dollars and seventy nine cents (\$9.79) per one thousand gallons of water used per month (the “Volume Rate”).
- (ii) Council authorizes City staff to adopt a written policy for calculating the number of living units.

SECTION 3. That all school district facilities, commercial customers and industrial customers shall pay:

- (i) a minimum base monthly fee of nine dollars and seventy seven cents (\$9.77) per month (the “Base Fee”), plus eight dollars and fifty five cents (\$8.55) per one thousand gallons of water used per month (the “Volume Rate”).

SECTION 4. Any surcharges separately authorized by resolution shall be in addition to the above sewer rates.

SECTION 5. This rate change is effective beginning with the January 1, 2023 bills.

Adopted this 20th day of September, 2022.

Derick Wenck

Mayor

ATTEST:

Deb Harris

Finance Officer

Publication: September 29, 2022

Effective Date: October 19, 2022

Business Item 6. Motion Maxwell, seconded Anez to approve the recommendation from Stockwell Engineers to award bid for 272nd St Roadway Improvements to RMS Excavation & Construction in the amount of \$1,693,858.28 and to proceed with the notice of award to RMS Excavation & Construction. Upon roll call vote; all in favor.

Stockwell gave an engineer's report

With no further business, a motion was made by Maxwell, seconded Anez 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, October 4, 2022.

Submitted by Jill Johnke, Deputy Finance Officer

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