

Harrisburg City Council  
Unapproved Meeting Minutes

The regular meeting of the City Council was called to order on October 10, 2023 at 6:00 pm, with Mayor Derick Wenck presiding. Council members were Matt Westerman, Tom Anez, and Kevin Maxwell and Chris Kindt. Also present from the city were Toby Huizenga, Andrew Pietrus, Jill Johnke, Chad Huwe and Deb Harris. A list of all others in attendance is on file at the city office.

Pledge of Allegiance was recited.

No Public Comment

Consent Agenda: Motion Maxwell, seconded Kindt to approve the consent agenda as presented. Upon roll call vote; all present in favor

1. Approved Agenda
2. Approved Sept 19, 2023 City Council Meeting Minutes
3. Approved Sept 21, 2023 Special City Council Meeting Minutes
4. Approved Oct 10, 2023 Claims
5. Approved and authorized Mayor to sign quote for trash cans in the amount of \$4479.05 (Budgeted Item)
6. Approved and authorized Finance Officer to sign account documents opening an interest bearing sweep/savings account at First National Bank.
7. Approved and authorized Mayor to sign quote for 84" HF Double Auger Snow Blower in the amount of \$16,337.85 (Budgeted Item)
8. Approved and authorized Mayor to sign estimate from BHI Construction-Concession Stand Extras- in the amount of \$3185.00 (Budgeted Item)
9. Approved and authorized Mayor to sign Pay App #7 – 272<sup>nd</sup> roadway improvements – Minnesota to Cliff Ave to RMS Drainage & Excavation in the amount of \$45,572.15
10. Approved and authorized Mayor to sign pay app #1 – Asphalt Paving and Curb Repairs to Seal Pros in the amount of \$122,284.35
11. Approved and authorized Mayor to sign Pay App #6 – Harrisburg Roundabout Cliff & Willow to T & R Contracting in the amount of \$1,073,267.28
12. Approved and authorized Mayor to sign work order 23311 – South Cliff Ave Extension – Estimated fee of \$528,100.00.
13. Approved and authorized Mayor to sign Plat of Tract 3 Bramstedt Addition and Pre-Annexation Agreement

A & B Business \$123.90; Accounts Management \$2,535.74; Ace Hardware \$5,322.90; AFLAC \$488.46; Alternative HR \$1,278.75; American Engineering Test \$1,938.00; Automatic Security Co \$750.00; Bender's Sewer & Drain \$20,820.45; Blackburn Mfg Co \$78.01; Bluepeak \$2,711.07; Border States \$270.93; Bumblebee Gibson Inc \$1,900.00; C & B \$199.98; CHS \$5,099.42; City of Harrisburg \$90.00; City of Sibley \$11,775.00; City of Sioux Falls \$629.58; City of Sioux Falls PW \$1,472.60; Core & Main \$14,167.69; Dakota Data Shred \$17.04; Dakota Hardscape Supply \$586.80; DSG \$248.91; Delta Dental \$991.50; Dept of Treasury \$28,470.33; Direct Digital Control \$563.37; Fierce Impressions LLC \$50.00; Frankman Motors \$35,117.00; Harris, Deb \$471.60; Harrisburg Fire Dept \$84,846.26; Health Equity \$1,930.90; Hutman \$75.00; Interstate Power Systems \$1,016.00; KB Sprinklers \$115.00; Korterra \$3,000.00; Kwik Trip Inc \$150.00; Lacey's Rentals \$1,830.00; Lewis & Clark Reg Water \$17,907.00; Lewis, Jonathan \$116.00; Linc Cty Reg of Deeds \$249.00; Linc Cty Rural Water \$2,493.88; Lookout Plan & Code \$1,201.72; Marco \$176.52; Matheson Tri-Gas \$33.65; Menards West \$80.00; Meyer, Jessica \$466.36;

Midamerican Energy \$20.99; Optilegra \$176.52; Pfeifer Implement \$12.23; Preheim, Dustin \$116.00; PS Garage Doors \$882.28; QPS \$749.51; Revier Pressure Washers \$66.60; Riteway \$158.71; RMS Drainage & Excavation \$45,572.15; Rural Route 1 Services \$199.29; Sanitation Products \$483.71; Schoeneman's \$86.86; SD Electrical Commission \$200.00; SD Public Health Lab \$181.00; SDRS 11,393.48; SDRS Supplemental \$200.00; SE Electric \$168.35; SealPros \$122,284.35; Sioux Valley News \$1,303.38; Siteone Landscape \$1,065.78; Stockwell Engineers Inc \$348,132.15; Sturdevants \$154.65; T & R Contracting Inc \$1,073,267.28; Toshiba \$258.43; USA BlueBook \$818.74; Wellmark BC/BS \$11,708.34; White Glove Cleaning \$183.75; Xcel Energy \$32.73; Payroll \$87,829.34

Business Item 1. Motion Maxwell, seconded Anez to approve request from Martha Frowein/ Marlyn Moen to adjust water bill in the amount of \$1541.68. Upon roll call; all present in favor.

Motion Maxwell, seconded Anez to move into executive session pursuant to SDCL 1-25-2(sections 3 & 4) legal matters and contract negotiations at 6:17 PM.

Maxwell leaves at 6:31 PM.

Mayor declares out of Executive Session at 6:48 PM.

Business Item 2. Motion Kindt, seconded Anez to approve the hire of Jennifer Cleveland as Permit Tech at \$33.00/hr. Upon roll call vote; all in favor

Business Item 3. Motion Kindt, seconded Anez to approve Resolution 2023-10 Amending Water Rates. Upon roll call vote; all in favor.

**RESOLUTION NO. 2023-10  
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"	\$6.04
1"	\$10.86
1 1/2"	\$22.92
2"	\$37.39
3"	\$71.15
4"	\$119.38
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 nineteen cents (\$2.19) per one thousand gallons of water used per month,
- (b) 3,001 to 6,000 gallons at a rate of three dollars and twenty-five cents (\$3.25) per one thousand gallons of water used per month,
- (c) 6,001 to 18,000 gallons at a rate of eight dollars and zero cents (\$8.00) per thousand gallons of water used per month
- (d) Over 18,001 gallons at a rate of thirty-one dollars and seventy-nine cents (\$31.79) 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 ninety-one cents (\$4.91) 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, 2024

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023

Derick Wenck  
Mayor

ATTEST:  
Deb Harris Finance  
Officer

Publish: October 19, 2023

Published once at the approximate cost of \_\_\_\_\_.

Business Item #4. Motion Kindt, seconded Westerman to approve Resolution 2023-11 Amending Sewer Rates. Upon roll call vote; all present in favor.

RESOLUTION NO. 2023-11  
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 thirteen dollars and fifty-nine cents (\$13.59) per month (the “Base Fee”), plus four dollars and thirty-three cents (\$4.33) 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 thirteen dollars and fifty-nine cents (\$13.59) per month (the “Base Fee”) per living unit, plus ten dollars and twenty-seven cents (\$10.27) 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 thirteen dollars and fifty-nine cents (\$13.59) per month (the “Base Fee”), plus eight dollars and ninety-eight cents (\$8.98) 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, 2024 bills.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023

Derick Wenck  
Mayor

ATTEST:  
Deb Harris Finance  
Officer

Publish: October 19, 2023

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Business Item #5. Motion Anez, seconded Kindt to approve Resolution 2023-12 Annual Storm Water Assessments Fee. Upon roll call vote; all in favor.

RESOLUTION 2023-12

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 \$0.00173, one hundred seventy-three one hundred thousandths.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023

Derick Wenck  
Mayor

ATTEST:

Deb Harris Finance  
Officer

Publish: October 19, 2023

Published once at the approximate cost of \_\_\_\_\_.

Business Item #6. Motion Anez, seconded Westerman to approve Resolution 2023-13 Annual Street Maintenance Assessments Fee. Upon roll call vote; all in favor.

RESOLUTION NO. 2023-13

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 equal to the land use weighting factor, multiplied by the parcel area (in square feet), and multiplied by the unit charge rate of \$0.00085, eighty-five one hundred thousandths.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023

Derick Wenck  
Mayor

ATTEST:  
Deb Harris Finance  
Officer

Publish: October 19, 2023

Published once at the approximate cost of \_\_\_\_\_.

Business Item # 7. Motion Anez, seconded Kindt to approve Award Bid for Central Park Irrigation Improvements to LT Companies in the amount of \$403,300.00. Upon roll call vote; all present in favor.

Business Item # 8. Motion Kindt, seconded Anez to approve Bid Tabulation and Recommendation of Award and Notice of Award – Biosolids removal to Lagoon Pumping and Dredging Inc in the amount of \$1,263,420.00.

With no further business, a motion was made by Kindt, seconded Maxwell to adjourn the city council meeting at 7:09pm. 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 17, 2023.

Submitted by Jill Johnke, Deputy Finance Officer

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Mayor \_\_\_\_\_

Deputy Finance Officer \_\_\_\_\_

Finance Officer \_\_\_\_\_

