

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on December 17, 2018, at 6:00 pm, with Mayor Julie Burke – Van Luvanee presiding. Council members present were Ryan Berg, Kevin Maxwell and Ryan Olson. Absent was Joe Stonesifer. Also present from the city were Jill Johnke, Andrew Pietrus, and Michael McMahon. 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, seconded Olson, to approve the consent agenda consisting of the following items:

1. Approval of December 17, 2018 Agenda
2. Approval of the December 3, 2018 City Council Meeting Minutes
3. Approval of December 17, 2018 – Approval of Claims
4. Approval of Request for alcohol consumption at Legion on January 12, 2019 Lisa Larson
5. Approval of Costello Sanitary Sewer -Partial Release Creekside Commercial Addition Lots 1,2,3
6. Approval of Plat and Pre Annexation Agreement for Tract 2A of Allen's Addition, located in the NW1/4 of Section 8, T99N, R49W, 5th P.M., Lincoln County, South Dakota
7. Adoption of Internal Controls Policy Update

Agora X Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$1,268.62; All Seasons Inc. – Professional Services/Fees (Weed Control) \$135.00; Business Archives – Professional Services/Fees (Govt Bldgs) \$42.60; Copper Cottage P & H – Repairs/Maintenance (Govt Bldgs, Sewer) \$3,397.60; Core & Main – Supplies/Materials (Storm Drainage, Water) \$177.62; Costello Investments LLC – Professional Services/Fees (Sewer) \$5,339.57; Department of Treasury – 941 Tax Withholdings \$6,053.84; First National Bank – NSF Check (Sewer) \$100.00; Harrisburg Economic Development Corp. - Subsidies (Economic Dev Promotion) \$7,219.28; Harrisburg Fire Department – Subsidies (Sp Sales Tax Rev Fund – Economic Development) \$20,000.00; Harrisburg Heritage – Principal (TIF #8) \$140.19; Harrisburg School System – Rentals (Library) \$1,500.00; Harrisburg Water – Utilities (Govt Bldgs) \$319.56; Health Equity – H S A Withholdings \$340.00; Health Equity – H S A Withholdings \$20.00; Home Definition Inc. – Professional Services (Govt Bldgs) \$25.00; Lewis & Clark Regional Water – Resale of Water (Water) \$12,112.49; Lincoln Co. Auditor – Professional Services/Fees (Police) \$66,103.22; Linc. Co. Rural Water System – Improvements Other Than Buildings (Sewer) \$34,318.08; Marco Inc. –Rentals (Streets, Water, Sewer, Parks) \$153.82; Matheson Tri-Gas Inc. – Supplies/Materials (Streets, Water, Sewer, Parks) \$18.60; MidAmerican Energy – Utilities (Sewer, Govt Bldgs) \$947.14; Myrl & Roy's Paving, Inc. – Supplies/Materials (Snow Removal) \$4,927.65; Novak Sanitary Sewer – Utilities (Govt Bldgs) \$83.58; Payment Service Network – Professional Services/Fees (Water, Sewer, Planner) \$1,651.27; Pfeifer Implement – Supplies/Materials (Streets, Water, Sewer, Parks) \$199.64; Pick, Irma – Professional Services/Fees (Water) \$69,000.00; Qualified Presort Service, LLC – Supplies/Materials (Sewer, Water) \$1,097.01; Sanford Health Plan – Group Insurance (Streets, Water, Sewer, Parks) \$102.17; Sioux Falls Humane Society – Professional Services/Fees (Animal Control) \$130.00; Sioux Falls Networks – Professional Services/Fees (Fin Admin) \$209.35; Staples Advantage – Supplies/Materials (Library) \$117.98; Stensland Sand & Gravel Co. – Professional Services/Fees (Storm Drainage) \$87.50; South Dakota One Call – Professional Services/Fees (Sewer, Water) \$86.10; South Dak. Retirement Systems – SDRS Withholdings \$5,461.84; SD Supplemental Retirement Plan – SDRS Withholdings \$475.00; Stockwell Engineers Inc. Professional Services/Fees (Engineering(General, Water, Sewer Funds) \$132,807.45; Titan Access Account – Repairs/Maintenance (Streets) \$1,631.40; Titan Machinery – Repairs/Maintenance (Streets) \$41.16; UA Blue Book – Supplies/Materials (Sewer) \$283.13; United States Post Office – Supplies/Materials (Fin Admin, Water, Sewer) \$500.00; Vast Broadband – Utilities (Govt Bldgs, Library) \$618.78; Wellmark Blue Cross Blue Shield – Group Insurance (Planner) \$158.20; White Glove Cleaning Services – Utilities (Govt Bldgs) \$68.75; Zabel Steel Company – Supplies/Materials (Water, Snow Removal) \$56.55

Expression of Appreciation

1. Ryan Wolbrink – City Council
2. Stefanie Bergsmith – Planning and Zoning Board and Park Board
3. Dan Fink – Public Works

No Public Comment

Business Item 1. 2nd Reading – Ordinance 2018-17 Prohibit Planting of Ash Trees in the City of Harrisburg. Motion Maxwell, seconded Olson to approve Ordinance 2018-17 Prohibit Planting of Ash Trees in the City of Harrisburg.

Business Item 2. Consider Petition to Vacate Access Easement along Southeastern Avenue. Motion Berg, seconded Olson to approve the Planning and Zoning Boards recommendation that the petition to stop the bike trail be rejected.

Business Item 3. Approval to pay remainder of Costello Sanitary Sewer Cost Recovery for Creekside Development when platted. Motion Berg, seconded Maxwell to approve the City pay for the remainder capacity of the Costello Sanitary Sewer Cost Recovery for Creekside Development at Platting.

Business Item 4. Approval of Resolution 2018-28 Acceptance of Infrastructure for Legendary Estates Phase 8 and start of warranty period – Motion Olson, seconded Maxwell to approve Resolution 2018-28 Acceptance of Infrastructure for Legendary Estates Phase 8 and to begin the warranty period upon this approval.

RESOLUTION 2018-28

A RESOLUTION TO ACCEPT THE INFRASTRUCTURE
IN PHASE 8 OF THE LEGENDARY ESTATES ADDITION

WHEREAS, the City of Harrisburg has approved engineering and construction plans for Phase 8 of the Legendary Estates Addition; and

WHEREAS, Nielson Development has installed 3,331' of 8" to 12" sanitary sewer main and appurtenances (valued at \$226,550.00), 3,416' of 8" to 12" water main and appurtenances (valued at \$218,120.00), and 3,310' of new paved residential street (Brannon Drive, Katie Drive, Legendary Drive, Miah Street, and Thelma Avenue) with curb, gutter, and signage (valued at \$435,250) for Phase 8 of the Legendary Estates Addition per the City-approved plans; and

WHEREAS, the City Engineer and City staff have inspected and approved the installation of said infrastructure and recommend that this infrastructure be accepted for use and maintenance by the City; and

WHEREAS, the construction plans of Phase 8 of the Legendary Estates Addition has identified 5.015 acres of right-of-way to be dedicated to the public for subdivision streets;

NOW, THEREFORE, BE IT RESOLVED by the City of Harrisburg that the City hereby accepts the public infrastructure improvements made by Nielson Development within the dedicated right-of-way for Brannon Drive, Katie Drive, Legendary Drive, Miah Street and Thelma Avenue, and shall hereafter be responsible for the care and maintenance of said improvements from the date of this resolution; and

BE IT FURTHER RESOLVED that the City of Harrisburg hereby accepts the dedication of the public right-of-way for Brannon Drive, Katie Drive, Legendary Drive, Miah Street and Thelma Avenue; and

BE IT FURTHER RESOLVED that a two-year warranty period for the sanitary sewer and water improvements as well as the one-year warranty period for the street improvements shall begin upon adoption of this resolution by the City Council.

Dated this 17th day of December 2018.

HARRISBURG CITY COUNCIL

Seal:
Attest:

Julie Burke – Van Luvanee
Mayor

Mary McClung
Finance Officer

Business Item 5. Consider Reimbursement to 309 Emmett Trail for incurred expense. Motion Maxwell, seconded Berg to approve the City to pay \$5,304.73 for Emmett Trail's incurred expenses from the sewer backup that occurred on 11/6/18 with the copy of invoices for said expenses.

Business Item 6. Stockwell Engineering Services Agreement Force Account. Motion Berg, seconded Olson to move to approve the Stockwell Engineering Service Agreement Force Account.

Business Item 7. Set Special City Council meeting for End of Year. Motion Berg, seconded Maxwell to set a special meeting of the Harrisburg City Council for Friday, December 28, 2018 at 7:30 am at the Harrisburg City Hall Conference Room.

Business Item 8. Consider Roles and Responsibilities and Reporting Structure. Motion Berg, seconded Olson to direct staff to inquire with external sources for educational purposes and bring to Council at the January 7th meeting.

Business Item 9. Strategic Planning Next Steps. Motion Olson, seconded Berg to discuss Vision Mission and goals at first meeting in January.

Business Item 10. Community Needs Assessment Survey and Next Steps.

Business Item 11. Policy Suggestion: Listing Deliverables in Meeting Minutes via List Recap all in One Motion. Motion Olson, seconded Berg to direct staff to discuss policy listing deliverables, with City Attorney and modifying proposed Action Sheet with the Finance Officer.

Business Item 12. Policy Suggestion: Audio of Video Taping Council Meeting for Residents Post Meeting Viewing.

Business Item 13. Monthly Round Table Schedule Motion Berg, seconded Maxwell to approve the dates of 1/26/19, 2/16/19 and 3/30/19 to be published for roundtable discussion.

Mayor provided council with a recap of the Harrisburg Superintendent Stakeholder meeting that she attended.

Pietrus let council know that we will be having an Open House for Dan Finks retirement on Thursday, Dec. 20 from 3 until 5 at the Public Works building.

Tammy Harms gave an update about the Pool Committee

Business Item 14. Executive Session Pursuant to SDCL -1-25-2 (1) Personnel. Motion Berg, seconded Maxwell to enter into executive session pursuant to SDCL 1-25-2(1) Personnel at 7:12 pm. Mayor declared out of executive session at 8:12pm.

A special meeting of the Harrisburg City Council will be held at 7:30 am on Friday, December 28th, 2018 at the Harrisburg City Hall Conference Room.

The next regular meeting of the Harrisburg City Council will be held at 6:00 pm on Monday, January 7, 2019, at the Liberty School Community Room.

With no further business, a motion was made by Maxwell, seconded by Olson, to adjourn the city council meeting at 8:13 pm.

Submitted by: Jill Johnke, Administrative Assistant