

Harrisburg City Council
Meeting Minutes

The regular meeting of the City Council was called to order on September 1, 2015, at 6:00 p.m., with Mayor Julie Burke Bowen presiding. Council members present were Ryan Olson, Allison Sanderson, Ryan Berg and Ryan Wolbrink. Also present from the city were Mary McClung, Andrew Pietrus, Michael McMahon, Dan Fink and Marcus Mahlen. 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 to approve the consent agenda consisting of the following items: 1) September 1, 2015 agenda; 2) August 17th, 2015 Meeting Minutes; 3) September 1, 2015 Claims; 4) Write off water accounts #1243 - \$11.37, #2079 - \$5.62, #991 - \$7.92, seconded Wolbrink.

Motion Wolbrink to approve Ordinance 2015-05 Supplement Appropriations Ordinance, seconded Sanderson. Above Standard Cleaning – Utilities (Govt Bldgs) \$80.00; Aflac – Aflac Withholdings \$192.46; Agora X Inc. – Supplies & Materials (Streets, Water, Sewer, Parks) \$1,270.47; Avenet LLC – Repairs & Maintenance (Fin Adm) \$250.00; Avenet LLC – Computer Software (Fin Adm) \$500.00; Banyon Data Systems – Professional Services & Fees (Fin Adm) \$795.00; Battery Systems – Supplies & Materials (Streets, Water, Sewer, Parks) \$324.05; Bertrand, Eric – Customer Deposit Refund (Water) \$109.80; Bierschbach Equipment & Supplies – Supplies & Materials (Streets) \$170.00; Cady, Sarah – Customer Deposit Refund (Water) \$109.80; Campbell Supply – Supplies & Materials (Streets, Water, Sewer, Parks) \$168.61; Cardmember Services – Books, Professional Services, Supplies & Materials, Travel & Conference (Library, Board, Streets, Parks, Water, Sewer, City Adm, Planner) \$3,577.68; Carpenter, Penny – Customer Deposit Refund (Water) \$84.50; Concrete Materials – Repairs & Maintenance (Streets) \$3,653.40; Department of Treasury – 941 Withholdings \$5,353.12; Eden Andrea – Customer Deposit Refund (Water) \$150.00; Fink, Dan – Utility (Govt Bldg) \$35.00; First National Bank – Payroll \$32,919.40; Hammerstrom, Gene – Utility (Govt Bldg) \$35.00; Hale, Steve – Customer Deposit Refund (Water) \$97.15; HD Supply Waterworks – Supplies & Materials (Water, Sewer) \$906.80; Holst, Ben & Kim – Customer Deposit Refund (Water) \$109.80; Huizenga – Utility (Govt Bldg) Supplies & Materials (Streets, Water, Sewer, Parks) \$82.98; Interstate Companies Inc. – Repairs & Maintenance (Sewer) \$2,616.00; Johnson, Scott & Megan – Customer Deposit Refund (Water) \$122.45; Koller, Stephen & Beverly – Customer Deposit Refund (Water) \$59.20; Light & Siren – Supplies & Materials (Streets, Water, Sewer, Parks) \$29.95; Lincoln Co. Register of Deeds – Supplies & Materials, Professional Services & Fees (Planner) \$33.00; Marco, Inc. – Rentals, Supplies & Materials (Fin Adm) \$273.57; Maske, Emily – Customer Deposit Refund (Water) Refund of credit (Water) \$102.93; McClung, Mark – Utility (Govt Bldgs), Supplies & Materials (Streets, Water, Sewer, Parks) \$87.98; Mehus, Aaron – Customer Deposit Refund (Water) \$122.45; McMahon, Michael – Travel & Conference (Planner) \$980.00; Menards – Supplies & Materials (Parks) \$23.88; Myrl & Roys Paving, Inc. – Repairs & Maintenance (Streets) \$198.72; Pietrus, Andrew – Utility (Govt Bldg) \$35.00; Preheim, Dustin – Utility (Govt Bldg) \$35.00; Rural Route 1 Services – Utilities (Govt Bldgs) \$85.85; Schoeneman Bros. Co. – Supplies & Materials (Streets, Water, Sewer, Parks) \$327.44; Sioux Valley News – Publishing (Ord, Res, Proceedings) \$279.30; SD Municipal League – Travel & Conference (City Adm, Fin Adm, Planner) \$300.00; SDPAA – Insurance (Board, Mayor, City Adm, Fin Adm, P & Z Board, Govt Bldgs, Public Safety, Streets, Street Cleaning; Weed Control, Parks, Library, Water, Sewer) \$29,264.28; SD Retirement – Retirement Withholdings \$4,287.88; SD Supplemental Retirement – Retirement Withholdings \$368.00; Stegmaier, Tyler – Customer Deposit Refund (Water) \$84.50; Stockwell Engineers Inc. – Professional Services & Fees Engineering (General, Water, Sewer) \$31,227.13; Stoesser, Lucas – Customer Deposit Refund (Water) \$122.45; Thurston, Jason – Utility (Govt Bldg) \$35.00; Titan Machinery – Supplies & Materials (Streets, Water, Sewer, Parks) \$301.50; Traffic Solutions, Inc. – Supplies & Materials (Streets) \$49.00; United States Post Office – Supplies & Materials (Fin Adm) \$225.00; Vantek Communications Inc. – Repairs & Maintenance, Rentals (Water, Sewer) \$345.00; Witt, Kailey & William – Customer Deposit Refund (Water) \$97.15

2nd Reading of Ordinance 2015-06 2016 Appropriations Ordinance was held, there were no changes made from the first reading. Motion Wolbrink to approve Ordinance 2015-06 2016 Appropriations Ordinance, seconded Sanderson.

Motion Olson to approve Ordinance 2015-07 Supplemental Appropriations Ordinance, seconded Berg.

Motion Olson to accept the 2014 Annual Report as prepared by Don Finstad, seconded Sanderson.

Discussion was held on setting the rates for the Special Maintenance and Storm Water Assessment Fees. Motion Olson to table Resolution 2015-11 Special Maintenance Fee, seconded Sanderson.

Motion Olson to table Resolution 2015-12 Storm Water Assessment Fee, seconded Sanderson.

Motion Wolbrink to approve Resolution 2015-13 Special Assessments for Sidewalk Snow Removal, seconded Sanderson.

RESOLUTION NO. 2015-13

A RESOLUTION APPROVING THE SPECIAL ASSESSMENT ROLL FOR THE SIDEWALK SNOW REMOVAL IN VARIOUS AREAS WITHIN THE CITY OF HARRISBURG, SD.

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

SECTION 1: That the special assessment roll for the sidewalk snow removal in various areas within Harrisburg, SD, is hereby approved and the assessments in the assessment roll are levied against the property described in it. The assessments become a lien against the property when the assessment roll is filed in the office of the Finance Officer.

SECTION 2: The assessment may be paid in one annual installment and shall be collected under Plan One—Collection by County Treasurer as provided in SDCL 9-43.

Dated this 1st day of September, 2015.

Julie Burke Bowen
Mayor

ATTEST:

Mary McClung
Finance Officer
(SEAL)

Publish: September 10, 2015
Effective: October 1, 2015

Harrisburg
Sidewalk Snow Removal (2014 – 2015)

Legal Description	Supposed Property Owner	Interest Due 8/12/14 – 5/01/15 5.25% Per Year	Total Assessment	Invoice
Lot 10 of Block 8 Harvest Acres Addition, City of Harrisburg, SD (100 W Maple Street)	Kelly Cawthorne		\$450.00	20155952
Lot 16 of Block 13 Green Meadows Addition, City of Harrisburg, SD (901 Cottonwood Drive)	SG Investment Enterprises		\$200.00	20156078
Lot 1 of Block 8 Harrisburg Homesites Addition,	Rebecca Goebel		\$200.00	20156079

City of Harrisburg, SD
(421 Pittsburgh Avenue)

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A brief update on the Community Survey was given. The Community Survey draft will be forwarded to council for their review and comments should be returned by Friday. The survey will be sent out within the next two weeks and the city encourages everyone to complete and return promptly.

Further discussion was held on the bathroom/storage building at Ellis Larson Park. City staff recommends the building not be tore down. Staff will explore options for additional lighting of the park and implementing a citywide curfew to deter the continuous vandalism that the building receives.

Brown, Stockwell Engineers Inc. provided the monthly engineer's report. A copy of the report is available at city hall.

Fink provided the city maintenance report including the water usage for the month, the walking path in Harrisburg Homesites has been completed except for some chain link fencing, street asphalt patching is complete, waiting on chip seal and the painting of the crosswalks has been completed. The fire department is interested in placing a trailer on city owned property at the city maintenance facility for training purposes. Details to be worked out on the agreement which would include a hold harmless clause.

McMahon provided the planning & zoning report including the August 2015 building permit report and a report on the Western Planners Conference that he attended.

McClung provided the finance report including the August 2015 finance report. Schoenfish and Co. was in the office last week to complete the 2014 audit and their report should be available within the next few weeks.

Mahlen provided a brief report on the city's new website progress.

Pietrus provided his city administrator's report including meetings that were attended.

Due to a lack of quorum for the October 5, 2015 City Council Meeting, the meeting will be changed to a different date, date to be determined at the September 14th, 2015 City Council Meeting.

The next meeting of the Planning Commission will be held on Tuesday, September 8th, 2015, at 6:00 p.m. at the Harrisburg City Hall Conference Room. The next regular meeting of the City Council will be held on Monday, September 14th, 2015, at the Liberty School Community Room at 6:00 p.m.

With no further business, a motion was made by Olson to adjourn the meeting at 7:33 p.m., seconded Sanderson.

Mary McClung, Finance Officer

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