



Mission Statement

To provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage and thrive.

YANKTON BOARD OF CITY COMMISSIONERS

Work Session Meeting beginning at 6:00 P.M.

Monday, July 22, 2024

City of Yankton Community Meeting Room

Located at the Career Manufacturing Technical Education Academy formerly known as Technical Education Center • **1200 W. 21st Street • Room 114**

If you would like to watch the City Commission meeting you can do so by accessing the City of Yankton's YouTube Live Channel. <https://www.youtube.com/c/cityofyankton/live>

TV Schedule: Mondays at 7:03 p.m. and Tuesday following meeting at 1:00 p.m.
on Midco Channel 3 and Bluepeak Channel 98.

- 1. Roll Call**
- 2. Public Appearances**
- 3. Discuss Revision of Chapter 2 of Administrative Code**
- 4. Other Business**

Other business is a time for City Commissioners to address the commission regarding matters not on the agenda. These items will not be deliberated by the governing body and will not be acted upon at this time. Items mentioned may be added to a future City Commission meeting or work session for deliberation or action.

- 5. Adjourn the Work Session of July 22, 2024**

WORK SESSION MEMORANDUM

TO: Yankton City Commission
FROM: Amy Leon, City Manager 
RE: City of Yankton Administrative Code (Chapter 2)
DATE: July 15, 2024

Attached is Chapter 2 of the City of Yankton Code of Ordinances. This Chapter discusses general provisions of how the City of Yankton is structured administratively and outlines how the City of Yankton conducts its business. Staff has found several items within Chapter 2 that we would like to either omit, update, or change. Prior to providing you with a recommendation, however, we would like to have some discussion with the City Commission and the community.

Below is a list of the specific areas of concern. Please note, however, that you may also have additional areas you would like to provide direction on.

Staff is seeking general direction this evening on changes to the administrative code so that the City Attorney can revise the code and provide a recommendation to the City Commission and schedule a first reading associated with the changes.

Section 2-4 Precincts established and described.

Recommendation: Omit. Precincts are no longer valid and are no longer used.

Section 2-5 Approval of expenditures involving five thousand dollars or more.

Recommendation: Discuss. This may be an area of the code the City Commission would like to update due to inflation. The City Attorney and City Finance Officer should advise if this is addressed in state statute.

Section 2-31 Regular meetings.

Recommendation: Discuss and consider changing the regular meeting time to 5:30 pm. Would the Commission like to change this or consider an alternate time? Would the City Commission like to stay on the second and fourth Mondays? Do we want to mention work sessions or continue to set them as needed?

Section 2-34 Quorum.

Recommendation: Consider a rewrite of this section. We will require some interpretation from the City Attorney. Do we need to consider attendance via technology in this section?

Section 2-35 Preparation of agenda.

Recommendation: We need some clarification from the City Attorney. This is not how the agenda preparation works in practice, but could be required by State Statute. It may also be a good "check and balance" for the community and the City Commission between the Finance Officer and the City Manager.

Let's discuss the merits and state law.

Section 2-36 Order of business.

Recommendation: Staff recommends we reword this to reflect how our current agendas look and function.

Section 2.53 Supervision of city officers.

Recommendation: Does the City Commission want the City Manager to supervise the Finance Officer? That is not who the Finance Officer reports to in practice or how we operate now. It may be a good "check and balance" for the community to separate this and maintain supervision of both the City Manager and the City Finance Officer by the City Commission. The City Attorney may need to weigh in on what is outlined in state statute according to our form of government.

Section 2.55 Duties of the finance officer generally.

Recommendation: Staff would like to review the codes of other first class municipalities and compare their language. The Finance Officer may consider an update/rewrite of this section.

DIVISION 5 SISTER CITIES ADVISORY COMMISSION

Recommendation: Discuss. The City Commission may want to redact this section. There was a time this was discussed in the last 12 years but did not come to fruition. We are uncertain if the City of Yankton ever had a Sister City. There could be an economic development opportunity if a Sister City relationship ever developed. It does not hurt to leave it in the code as far as staff is concerned.

DIVISION 7 SOLID WASTE ADVISORY COMMITTEE

Recommendation: Research history. Was this established prior to Joint Powers? Discuss and consider an update. This may be able to be omitted. Should we replace it with language associated with the Joint Powers Board? The City Attorney may need to weigh in on this as that might be covered in state statute or in another chapter of our code since it involves four other governing bodies. Should this stay in the code in case we would ever need it again?

Are there any other sections of this chapter the City Commission would like to discuss?

Chapter 2 - ADMINISTRATION

Footnotes:

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Cross reference— *Fire department, § 8-19 et seq.; city collection of garbage and refuse, § 10-16 et seq.; police department, § 19-16 et seq.; public improvements generally, § 21-18 et seq.; department of utilities, § 26-3.*

ARTICLE I. - IN GENERAL

Sec. 2-1. - City seal described.

The following described seal is hereby declared to be, and is hereby constituted the seal of the city, to wit: A circle within which shall appear in the foreground a river bearing a steamboat. At the exterior of the circle, and within a circumscribed circle shall appear, in the upper part, the words "City of Yankton" and, in the lower part, the words "South Dakota."

(Rev. Ords. 1949, § 1.0601)

State Law reference— Requirement that the city have a seal, SDCL 1967, § 9-1-4.

Sec. 2-2. - Disposition of city revenue.

All moneys belonging to the city derived from taxation, licenses, fines, forfeitures, any public utility owned or operated by the city, or from any other source, shall be paid into the city treasury, and the board of commissioners shall designate by the annual appropriation ordinance to what fund such moneys shall be applied.

(Rev. Ords. 1949, § 1.0301)

State Law reference— For similar provisions, see SDCL 1967, § 9-22-1.

Sec. 2-3. - Compensation of personnel generally.

The compensation of all city officers and employees shall be as established from time to time by resolution by the board of commissioners.

Sec. 2-4. - Precincts established and described.

The following designated and described precincts shall constitute the voting precincts of the city:

(a)

Precinct No. 1: That portion of the city bounded and described as: Beginning at the intersection of the centerlines of Eighth Street and West City Limits Road; thence east to the intersections of the centerlines of Eighth and Locust Streets; thence south to the intersection of the centerlines of Fourth and Locust Streets; thence east to the intersection of the centerlines of Fourth and Walnut Streets; thence north to the intersection of the centerlines of Sixth and Walnut Streets; thence east along the centerline of Sixth Street extended to the section line lying between sections seventeen and eighteen in township 93 north, range 55 west of the 5th PM; thence south along thereinbefore said section lines to the Missouri River bank thence west along said Missouri River bank to its intersection with West City Limits Road extended centerline; thence north to the point of beginning.

- (b) *Precinct No. 2:* That portion of the city bounded and described as: Beginning at the intersection of the extended centerline of Sixth Street with the section line lying between sections seventeen and eighteen, township 93 north, range 55 west; thence west along the extended centerline of Sixth Street to its intersection with the centerline of Walnut Street; thence north to the intersection of the centerlines of Fifteenth and Walnut Streets; thence east to the intersection of the centerlines of Fifteenth and Peninah Streets; thence north to the intersection of the centerlines of Peninah and Twenty-first Street thence east to the intersection of Twenty-first Street with the east city limits; thence south along the east city limits to the Missouri River; thence west along the Missouri River bank to the east property line of lots 1, 4, and 6 of government lot 3, section 17, township 93 north, range 55 west of the 5th PM; thence north along the east property line described above to its intersection with the north right-of-way line of South Dakota Highway 50; thence southwesterly along the north right-of-way line to the point of beginning.
- (c) *Precinct No. 3:* That portion of the city bounded and described as: Beginning at the intersections of the centerlines of Fifteenth and Walnut Streets; thence north to the intersection of the centerlines of Twenty-first and Walnut Streets; thence east to the intersection of the centerlines of Twenty-first Street and Douglas Avenue; thence north to the intersection of the centerlines of Douglas Avenue and James Place; thence east to the intersection of the centerlines of James Place and Peninah Street; thence south to the intersection of the centerlines of Peninah and Fifteenth Streets; thence west to the point of beginning.
- (d) *Precinct No. 4:* That portion of the city bounded and described as: Beginning at the intersection of the centerlines of Eighth Street and West City Limits Road; thence north to the intersection of the centerlines of West City Limits Road and Nineteenth Street; thence east along Nineteenth Street extended to the centerline of Walnut Street; thence south to the intersection of the centerlines of Walnut and Fourth Streets; thence west to the intersection

of the centerlines of Fourth and Locust Streets; thence north to the intersection of the centerlines of Locust and Eighth Streets; thence west along Eighth Street to the point of beginning.

- (e) *Precinct No. 5:* That portion of the city bounded and described as: Beginning at the intersection of the centerlines of Nineteenth Street and West City Limits Road; thence north to the intersection of West City Limits Road and Thirty-first Street; thence east to the intersection of the centerlines Thirty-first Street and the centerline between the north bound lanes of Broadway Avenue (U.S. Highway 81); thence north to the intersection of the centerline of U.S. Highway 81 and north city limits; thence east and south along the north and east city limits to the intersection of Twenty-first Street extended to Ferdig Avenue; thence west to the intersection of the centerlines of Twenty-first and Peninah Streets; thence north to the intersection of the centerlines of Peninah Street and James Place; thence west to the intersection of the centerlines of James Place and Douglas Avenue; thence south to the intersection of the centerlines of Douglas Avenue and Nineteenth Street; thence west along the centerline of Nineteenth Street to the point of beginning.

(Rev. Ords. 1949, §§ 1.0401—1.0410; Ord. No. 212, 6-11-56; Ord. No. 238, 3-28-60; Res. of 2-28-66; Ord. No. 657, § 1, 2-24-92)

Sec. 2-5. - Approval of expenditures involving five thousand dollars or more.

- (a) *Board approval required.* If a contract, whether for the construction of a public improvement or for the purchase of materials, supplies or equipment which involves the expenditure of a sum equal to or in excess of five thousand dollars (\$5,000.00) for general operations and equal to or in excess of seven thousand dollars (\$7,000.00) for municipal utilities, is to be entered into, it shall first be approved by the board of commissioners.
- (b) *Consolidation of items.* For the purposes of determining the sum, homogeneous or kindred items shall be consolidated where possible.

(Ord. No. 521, §§ 2, 3, 1-11-82; Ord. No. 563, § 1, 10-14-85)

State Law reference— Classification of commodities for state purchases, dates of bid openings, bidding on small purchases, SDCL 1967, § 5-23-3.

Secs. 2-6—2-20. - Reserved.

ARTICLE II. - BOARD OF COMMISSIONERS

Footnotes:

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State Law reference— Provisions relating to commissioners in cities having city managers, SDCL 1967, § 9-10-5, et seq.; commissioner form of government generally, SDCL 1967, § 9-9-1, et seq.

DIVISION 1. - GENERALLY

Sec. 2-21. - Composition.

Nine (9) commissioners shall constitute the board of commissioners for the city.

(Rev. Ords. 1949, § 1.101)

State Law reference— Composition of city commission in cities having a city manager, SDCL 1967, § 9-10-5.

Sec. 2-22. - Compensation of members.

The compensation of the members of the board of commissioners shall be as prescribed from time to time by resolution of the board of commissioners.

Secs. 2-23—2-30. - Reserved.

DIVISION 2. - MEETINGS

Footnotes:

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State Law reference— *Regular and special meetings of the governing body, SDCL 1967, §§ 9-10-11, 9-10-12.*

Sec. 2-31. - Regular meetings.

- (a) The regular meetings of the board of commissioners shall be held at the Yankton Community Meeting Room located at the Technical Education Center at 1200 West 21st Street, on the second and fourth Mondays of each month at 7:00 p.m., or such room as the board of commissioners may designate by majority vote. At any meeting, the board of commissioners may change the date of any future regular meeting by majority vote.
- (b) The city manager shall have the power and discretion to cancel any regular meeting of the board of commissioners due to inclement weather or for purposes of protecting the safety of the public, the city's employees, or the board of commissioners. The cancellation shall be posted upon the city's public website in a conspicuous place, and the board of commissioners and the local media shall be notified of the cancellation in a reasonably timely and convenient manner. If any regular meeting is canceled for any reason, the regular meeting may be rescheduled in the same manner

as a special meeting may be called in accordance with state law and city ordinance. Notwithstanding the foregoing, in no event shall there be less than one (1) regular meeting in any given month.

(Rev. Ords. 1949, § 1.102(a); Ord. No. 200, § 1, 6-27-55; Ord. No. 855, 1-26-04; Ord. No. 1005, 3-12-18)

Sec. 2-32. - Special meetings.

- (a) Special meetings of the board of commissioners may be called by the mayor or by any two (2) commissioners at any time to consider such matters as shall be mentioned in the call for the meeting. At any meeting, the board of commissioners may also schedule or change the date of any future special meeting by majority vote.
- (b) The city manager shall have the power and discretion to cancel any special meeting of the board of commissioners due to inclement weather or for purposes of protecting the safety of the public, the city's employees, or the board of commissioners. The cancellation shall be posted upon the city's public website in a conspicuous place, and the board of commissioners and the local media shall be notified of the cancellation in a reasonably timely and convenient manner. If any special meeting is canceled for any reason, the special meeting may be rescheduled in the same manner as a special meeting may be called in accordance with state law and city ordinance.

(Rev. Ords. 1949, § 1.102(b); Ord. No. 1005, 3-12-18)

Sec. 2-33. - Meetings to be open to the public; addressing the board of commissioners.

All meetings of the board of commissioners, whether regular or special, shall be open to the public, but no person not a member of the board shall participate in the deliberations or address the board of commissioners without permission to do so.

(Rev. Ords. 1949, § 1.102(c))

State Law reference— For similar provisions, see SDCL 1967, § 9-9-13.

Sec. 2-34. - Quorum.

A majority of the board of commissioners shall constitute a quorum for the transaction of business, but a smaller number may adjourn from time to time and may compel the attendance of absent members.

(Rev. Ords. 1949, § 1.103)

State Law reference— For similar provisions, see SDCL 1967, § 9-9-14.

Sec. 2-35. - Preparation of agenda.

The finance officer, under the supervision of the city manager, shall prepare the agenda for each meeting

of the board of commissioners.

Sec. 2-36. - Order of business.

(a) The order of business at a meeting of the board of commissioners shall be as follows:

- (1) Routine business.
 - a. Roll call.
 - b. Consideration of previous minutes.
 - c. Recognition of visitors.
- (2) Consent agenda.
 - a. Establish dates for hearings.
 - b. Consider application for licenses.
 - c. Resolutions approving plats outside the city.
 - d. Bills.
 - e. Other routine items.

Any member of the commission may request at the opening of the meeting that an item on the consent agenda be moved to the regular agenda. The city manager may place an item on the regular agenda if there is a need for discussion of the item.

- (3) Old business.
- (4) New business.
- (5) Other business.
- (6) Adjournment.

(b) The provisions of subsection (a) may be temporarily suspended at any meeting by the affirmative vote of two-thirds ($\frac{2}{3}$) of the commissioners present.

(Rev. Ords. 1949, § 1.104; Ord. No. 699, § 1, 6-13-94)

Sec. 2-37. - Voting requirements.

- (a) The yeas and nays shall be taken upon the passage of all ordinances and upon any proposals to create a liability against the city or for the expenditure or appropriation of its money, and in all other cases at the request of any member of the board of commissioners, and shall be entered on the journal of its proceedings.
- (b) The concurrence of a majority of all the members of the board of commissioners shall be necessary to the passage of any such ordinance or proposal, and it shall require the affirmative vote of two-thirds ($\frac{2}{3}$) of all the commissioners elected to transfer any city real property.

(Rev. Ords. 1949, § 1.103(b); Ord. No. 914, § 1, 10-13-08; Ord. No. 916, § 1, 11-24-08)

State Law reference— For similar provisions, see SDCL 1967, §§ 9-9-16, 9-9-17; Ordinances and resolutions, SDCL 1967, § 9-19-1, et seq.

Secs. 2-38—2-48. - Reserved.

ARTICLE III. - OFFICERS

Footnotes:

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Cross reference— *Office of building inspector created, § 7-8; chief of the fire department, § 8-20; health officer, § 11-16 et seq.; plumbing inspector, § 18-26 et seq.; duties of the chief of police generally, § 19-17; director of municipal utilities, § 26-4.*

State Law reference— *Municipal officers and employees, SDCL 1967, § 9-14-1, et seq.*

Sec. 2-49. - Enumerated.

(a) The persons appointed to the following offices shall be deemed to be officers of the city:

- (1) The city manager.
- (2) The finance officer.
- (3) The city attorney.

(b) All other persons employed by the city shall be deemed to be employees of the city.

(Rev. Ords. 1949, § 1.0201; Ord. No. 228, § 1, 4-28-58)

State Law reference— Appointive officers in cities, SDCL 1967, § 9-14-1.

Sec. 2-50. - Appointment.

(a) The board of commissioners shall appoint, by a majority vote of its members the following officers for an indefinite term:

- (1) The city manager.
- (2) The finance officer.
- (3) The city attorney.

(b) All other employees of the city shall be appointed by the city manager.

(Rev. Ords. 1949, § 1.0202)

State Law reference— For similar provisions, see SDCL 1967, § 9-10-9.

Sec. 2-51. - Removal of officers appointed by the board of commissioners.

Any officer appointed by the board of commissioners shall be subject to removal by a majority vote of the members of the board of commissioners at any of its meetings.

(Rev. Ords. 1949, § 1.0202)

Sec. 2-52. - Oath and bond of officers.

All officers of the city shall, before entering upon the duties of their respective offices, execute and file an oath of office and an official bond with security to be approved by the board of commissioners payable to the city, in the penal sum specified for the particular office, and conditioned for the faithful performance of the duties of the office and the payment of all money received by the officer according to the laws of the state and the provisions of this Code and other ordinances of the city. The bonds shall be filed in the manner prescribed by law.

(Rev. Ords. 1949, § 1.0202)

State Law reference— For similar provisions, see SDCL 1967, § 9-14-6.

Sec. 2-53. - Supervision of city officers.

All officers of the city, except the city attorney, shall be subject to the supervision of the city manager.

Sec. 2-54. - City manager: Office created; authority and duties generally.

There is hereby created the office of city manager, who shall have such authority and perform such duties as are prescribed by state law and this Code or other ordinances of the city.

Cross reference— City manager to be on board of health, § 11-27.

State Law reference— City manager SDCL 1967, § 9-10-1, et seq.

Sec. 2-55. - Duties of the finance officer generally.

- (a) The duties of the finance officer shall be such as are prescribed by the laws of the state, and the provisions of this Code and other ordinances of the city, and such other duties as may be prescribed by the board of commissioners.
- (b) The amount of the official bond of the finance officer shall be one-half (½) of the amount of the estimated taxes and special assessments for the current year, which amount shall be fixed each year by resolution of the board of commissioners at the time the finance officer is appointed, and in case bonds are sold, the finance officer shall execute an additional undertaking in the amount thereof.

(Rev. Ords. 1949, § 1.0204)

Cross reference— Licensing procedure generally, § 13-36, et seq.

State Law reference— Finance officer, SDCL 1967, § 9-14-1; for similar provisions, SDCL 1967, § 9-14-7; duties of the auditor, SDCL 1967, § 9-14-7 et seq.

Sec. 2-56. - Duties of the city attorney generally.

The city attorney shall attend all meetings of the board of commissioners and shall at all times give such legal advice to the board of commissioners, or any city officer as may be required of him, and he shall perform such other duties as are prescribed by the laws of the state and the provisions of this Code and other ordinances of the city.

(Rev. Ords. 1949, § 1.0205)

State Law reference— Duties and additional compensation of the city attorney, SDCL 1967, § 9-14-23, et seq.

Secs. 2-57—2-68. - Reserved.

ARTICLE IV. - BOARDS AND COMMISSIONS

Footnotes:

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Cross reference— *Board of health, § 11-26 et seq; city plan commission, § 17-16 et seq.*

DIVISION 1. - GENERALLY

Secs. 2-69—2-75. - Reserved.

DIVISION 2. - THE PARK ADVISORY BOARD

Sec. 2-76. - Created.

There is hereby created a park advisory board.

(Rev. Ords. 1949, § 1.0501; Ord. No. 278, 12-14-64)

Sec. 2-77. - Composition; appointment and qualifications of members.

The park advisory board shall be composed of seven (7) members appointed by the mayor and confirmed by the board of commissioners. The members of the park advisory board shall be residents of the city, one (1) of whom shall be a member of the board of commissioners, other than the mayor.

(Rev. Ords. 1949, § 1.0502A; Ord. No. 278, 12-14-64; Ord. No. 615, § 1, 7-10-89)

Sec. 2-78. - Terms of members.

The terms of office of the six (6) members of the park advisory board, other than the member of the board of commissioners, shall be three (3) years; the term of the board of commissioners member shall be one (1) year. Each term shall begin on the first commission meeting in June. When the park advisory board is enlarged, one (1) additional member shall be appointed for one (1) year and one (1) additional member for two (2) years. All new appointments shall be for three (3) years.

(Rev. Ords. 1949, § 1.0502B; Ord. No. 278, 12-14-64; Ord. No. 615, § 2, 7-10-89)

Sec. 2-79. - Compensation of members.

The members of the park advisory board shall serve as such without compensation except for actual expenses, which expenses shall be subject to the approval of the board of commissioners.

(Rev. Ords. 1949, § 1.0502 D; Ord. No. 278, 12-14-64)

Sec. 2-80. - Park advisory board to act in an advisory capacity.

The chief administrator of the park system of the city shall be the city manager, who shall administer its affairs in the same manner as all other departments under his jurisdiction; the park advisory board shall be an advisory board to advise the city manager and the board of commissioners of the park needs of the city.

(Rev. Ords. 1949, § 1.0502 C; Ord. No. 278, 12-14-64)

Secs. 2-81—2-85. - Reserved.

DIVISION 3. - THE AIRPORT ADVISORY BOARD

Sec. 2-86. - Created.

There is hereby created an airport advisory board.

(Rev. Ords. 1949, § 1.0501; Ord. No. 278, 12-14-64)

State Law reference— Authority to create, SDCL 1967, § 50-6-1.

Sec. 2-87. - Composition; appointment and qualifications of members.

The airport advisory board shall be composed of seven (7) members appointed by the mayor and confirmed by the board of city commissioners. The members of the airport advisory board shall be residents of the city, except that as long as Yankton County participates in providing funding assistance for the airport, one (1) member may be a resident of Yankton County in the area outside of the corporate limits of the city, and one (1) of whom shall be a member of the board of city commissioners, other than the mayor.

(Rev. Ords. 1949, § 1.0503 A; Ord. No. 278, 12-14-64; Ord. No. 614, § 1, 7-10-89; Ord. No. 714, § 1, 6-26-95; Ord. No. 895, 11-27-06)

Sec. 2-88. - Terms of members.

The terms of office of the six (6) members of the airport advisory board, other than the member of the board of commissioners, shall be three (3) years; the term of the board of commissioners member shall be one (1) year. Each term shall begin on the first commission meeting in June. All new appointments shall be for three (3) years. If a current board member is unable to serve their full three (3) years, a replacement board member shall be appointed to serve the remainder of that term.

(Rev. Ords. 1949, § 1.0503 B; Ord. No. 278, 12-14-64; Ord. No. 614, § 2, 7-10-89; Ord. No. 895, 11-27-06)

State Law reference— Similar provisions, SDCL 1967, § 50-6-2.

Sec. 2-89. - Compensation of members.

The members of the airport advisory board shall serve as such without compensation except for actual expenses, which expenses shall be subject to the approval of the board of commissioners.

(Rev. Ords. 1949, § 1.0503 D; Ord. No. 278, 12-14-64)

State Law reference— Similar provisions, SDCL 1967, § 50-6-1.

Sec. 2-90. - Airport advisory board to act in an advisory capacity.

The chief administrator of the airport of the city shall be the city manager, who shall administer its affairs in the same manner as all other departments under his jurisdiction; the airport advisory board shall be an advisory board to advise the city manager and the board of commissioners of the airport needs of the city.

(Rev. Ords. 1949, § 1.0503 C; Ord. No. 278, 12-14-64)

Sec. 2-91. - Officers of the board; quorum and bonding.

- (a) The officers of the board shall be a chairman and a vice chairman.
- (b) A quorum shall be a simple majority of the board members.
- (c) The bond for board members shall be set at zero.

(Ord. No. 868, § 1, 2-14-05)

Sec. 2-92. - Meeting schedule and reporting.

- (a) The frequency of board meetings shall be called at the discretion of the board chairman, but the board shall meet no less than once per calendar quarter.
- (b) The minutes of the board meetings shall be the only required report submitted to the city manager and the board of city commissioners.

(Ord. No. 868, § 1, 2-14-05)

Secs. 2-93—2-96. - Reserved.

DIVISION 4. - LIBRARY BOARD OF TRUSTEES

Footnotes:

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State Law reference— *Library board of trustees to be appointed by the board of commissioners, SDCL 1967, § 9-10-9; municipal libraries, SDCL 1967, § 14-4-1, et seq.*

Sec. 2-97. - Created.

There is hereby created a library board of trustees.

(Rev. Ords. 1949, § 1.0501; Ord. No. 278, 12-14-64)

Sec. 2-98. - Generally.

The membership, terms, duties and compensation of the library board of trustees shall be as set forth in South Dakota Compiled Laws 1967, Chapter 14-4, and amendments thereof.

(Rev. Ords. 1949, § 1.0504; Ord. No. 278, 12-14-64)

Secs. 2-99, 2-100. - Reserved.

DIVISION 5. - SISTER CITIES ADVISORY COMMISSION

Footnotes:

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Editor's note— Ordinance No. 680, adopted June 28, 1993, did not specifically amend this Code; hence, codification of §§ 1—4 of said ordinance as §§ 2-101—2-104 herein was at the editor's discretion.

Sec. 2-101. - Created.

The city hereby authorizes an advisory commission to be known as the Yankton Sister Cities Advisory Commission hereinafter referred to as "commission" to fulfill the purposes of this division.

(Ord. No. 680, § 1, 6-28-93)

Sec. 2-102. - Appointment of members; terms.

The commission shall consist of seven (7) members who shall be appointed by the mayor with the approval of the board of city commissioners. The initial board will be chosen as follows: Two (2) members for a term of one (1) year; three (3) members for a term of two (2) years; and two (2) members for a term of three (3) years. After the initial appointment all appointments shall be for a period of three (3) years or until a successor is qualified.

(Ord. No. 680, § 2, 6-28-93)

Sec. 2-103. - Adoption of bylaws.

The commission shall adopt such bylaws as may be necessary to accomplish the purposes for its organization. These bylaws shall be effective upon adoption by the commission and approval by the Board of City Commissioners of the City of Yankton. The commission shall then organize and select officers as specified in the bylaws.

(Ord. No. 680, § 3, 6-28-93)

Sec. 2-104. - Duties and powers.

The Yankton Sister Cities Advisory Commission shall have the following duties and powers:

- (a) To draft a set of bylaws for such a commission and to periodically review said bylaws for any necessary changes;
- (b) To develop guidelines and a program for a sister city relationship with other cities throughout the world;
- (c)

To prepare an annual report of the activities of the sister city advisory commission for the City of Yankton and to compare the commission's activities to those of similar commissions in the comparable cities throughout the country;

- (d) To develop a budget as necessary for the sister city advisory commission projects to be considered by the board of city commissioners;
- (e) To initiate, sponsor or conduct, alone or in conjunction with other cities or agencies, public programs to further public awareness of and interest in communities throughout the world emphasizing such things as the cultural, historical, and economic aspects of the city's adopted sister cities;
- (f) To advise and assist the city in connection with such other activities as may be referred to the commission by the board of directors;
- (g) To generally stimulate, facilitate, coordinate and cooperate with existing organizations throughout the country for the promotion and development of sister city relationships.

(Ord. No. 680, § 4, 6-28-93)

Secs. 2-105—2-110. - Reserved.

DIVISION 6. - MAYOR'S COMMISSION FOR RECONCILIATION

Footnotes:

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Editor's note— Ordinance No. 684, adopted Aug. 9, 1993, did not specifically amend this Code; hence, codification of §§ 1—3 of said ordinance as §§ 2-111—2-113 herein was at the editor's discretion.

Sec. 2-111. - Created.

The city hereby authorizes an advisory commission to be known as the mayor's commission for reconciliation hereinafter referred to as "commission" to fulfill the purposes of this division.

(Ord. No. 684, § 1, 8-9-93)

Sec. 2-112. - Appointment of members; terms.

The commission shall consist of eight (8) members who shall be appointed by the mayor with the approval of the board of city commissioners. The initial board will be chosen as follows: Five (5) members for a term of two (2) years; and three (3) members for a term of one (1) year. After the initial appointment all appointments shall be for a period of two (2) years or until a successor is qualified.

(Ord. No. 684, § 2, 8-9-93; Ord. No. 704, § 1, 12-12-94)

Sec. 2-113. - Duties and powers.

The mayor's commission for reconciliation shall have the following duties and powers:

- (a) To foster a better understanding amongst citizens.
- (b) To hear concerns from citizens about social inequities.
- (c) To take a proactive approach towards the abatement of prejudice.
- (d) To inform the city commission of ongoing problems and concerns within the City of Yankton.

(Ord. No. 684, § 3, 8-9-93)

Secs. 2-114—2-120. - Reserved.

DIVISION 7. - SOLID WASTE ADVISORY COMMITTEE

Footnotes:

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Editor's note— Ordinance No. 690, adopted Feb. 14, 1994, did not specifically amend this Code; hence, codification of §§ 1—5 of said ordinance as §§ 2-121—2-125 herein was at the editor's discretion.

Cross reference— Garbage and trash, Ch. 10.

Sec. 2-121. - Created.

The city hereby authorizes an advisory commission to be known as the solid waste advisory committee hereinafter referred to as "committee" to fulfill the purposes of this division.

(Ord. No. 690, § 1, 2-14-94)

Sec. 2-122. - Membership.

The commission shall consist of nine (9) members who shall be appointed by the mayor with the approval of the board of city commissioners. The initial board will be chosen as follows: Three (3) members shall be residents of Yankton County and shall reside outside the corporate limits of the City of Yankton; four (4) members shall be residents of the City of Yankton and reside within the corporate limits of the City of Yankton; one (1) member shall be a Yankton City Commissioner and one (1) member shall be a Yankton County Commissioner. The Yankton County Commission shall advise the mayor in the appointment of the three (3) Yankton County members and the Yankton County Commission representative. The terms of the members shall be as follows: The two (2) city and county commission representatives shall be for a term of

one (1) year; four (4) members for a term of two (2) years; and three (3) members for a term of three (3) years. After the initial appointment all appointments shall be for a period of three (3) years or until a successor is qualified.

(Ord. No. 690, § 2, 2-14-94)

Sec. 2-123. - Officers.

The officers of the advisory board shall consist of a chairperson and a secretary. They shall be elected annually for a one-year term at the first regular meeting of the advisory board scheduled after July 1. Their respective powers and duties shall include the following:

- (1) The chairperson shall preside at all meetings.
- (2) In the event of the absence of the chairperson, an acting chairperson shall be appointed for said meeting.
- (3) The secretary shall record, transcribe, and maintain the minutes of all meetings, and shall distribute the minutes of the prior meeting and the agenda for the coming meetings to all members and others entitled to receive same.

(Ord. No. 690, § 3, 2-14-94)

Sec. 2-124. - Adoption of bylaws.

The commission shall adopt such bylaws as may be necessary to accomplish the purposes for its organization. These bylaws shall be effective upon adoption by the commission and approval by the Board of City Commissioners of the City of Yankton. The commission shall then organize and select officers as specified in the bylaws.

(Ord. No. 690, § 4, 2-14-94)

Sec. 2-125. - Duties and powers.

The solid waste advisory committee shall have the following duties and powers:

- (a) To draft a set of bylaws for such a committee and to periodically review said bylaws for any necessary changes.
- (b) To establish a recycling plan for the City of Yankton.
- (c) To open the lines of communication between residents of the community and the City of Yankton and Yankton County to promote ongoing recycling efforts.
- (d) To work actively in an advisory role, to assist the community in determining recycling and solid waste disposal needs.
- (e)

To work with all groups and individuals interested in developing programs to improve the community's environment and to promote a greater understanding of environmental issues.

- (f) To advise and make recommendations as are appropriate to the city commission regarding solid waste and recycling issues.

(Ord. No. 690, § 5, 2-14-94)