



2024_07_22

**CITY COMMISSION
MEETING**



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

YANKTON BOARD OF CITY COMMISSIONERS

Regular City Commission Meeting beginning at 7:00 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.

I. ROUTINE BUSINESS

1. **Roll Call**

2. **Approve Minutes of Regular Meeting of July 8, 2024**

Attachment I-2

3. **Schedule of Bills**

Attachment I-3

4. **City Manager’s Report**

Attachment I-4

5. **Public Appearances**

Public appearances is a time for persons to address the City Commission on items not listed on the agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Each person has up to three minutes to speak. Comments made during the Public Appearance Comment period of the agenda may be on any subject. There shall be no personal attacks against the Mayor, members of the City Commission, City Staff, or any other individual.

II. CONSENT ITEMS

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the City Commission at one time, without discussion. Approval constitutes following the recommendation of the City Manager on each item.

1. **Budget Meeting**

Setting the date of August 13, 2024 at 3:30 PM in Room #114 of the Career Manufacturing Technical Education Academy to review the 2025 City of Yankton budget.

2. **Approving Current Volunteer Firefighter List**

Consideration of Memorandum #24-158 regarding approving the current list of Volunteer Firefighters per Workers’ Compensation and SDCL requirements.

Attachment II-2

3. Transient Merchant License Application

Consideration of Memorandum #24-161 regarding the application for a transient merchant license from Harry Peaden, d/b/a Country Fresh Farms to sell USDA frozen meat in the Menards parking lot at 3210 Broadway Avenue from July 31, 2024 through August 30, 2024.

Attachment II-3

4. Transient Merchant License Application

Consideration of Memorandum #24-163 regarding the application for a transient merchant license from TJ Stotz dba The Bonesetter Apothecary to engage in the business of Transient Merchant. The applicant is requesting a license to sell pre-packaged coffee, teas, and associated nutrition goods at 215 Mulberry Street (the Bonesetter Chiropractic parking lot) from August 1, 2024 through October 30, 2024.

Attachment II-4

III. OLD BUSINESS

Old business includes items that have previously appeared on the City Commission's agenda and require further consideration or action by the board.

1. Public Hearing for Sale of Alcoholic Beverages

Consideration of Memorandum #24-157 regarding the request for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license effective July 1, 2024 to June 30, 2025 from Onward Yankton, Inc., 328 Walnut Street, Yankton, South Dakota. This alcohol license is not endorsed with video lottery.

Attachment III-1

IV. NEW BUSINESS

New business items are those that have not been discussed by the Commission previously.

1. Change Order No. 1 for 21st Street Water Main and Paving Project

Consideration of Memorandum #24-159 recommending approval of Change Order No. 1 for the 21st Street water main and paving project.

Attachment IV-1

2. Change Order No. 1 for Gehl Drive Project

Consideration of Memorandum #24-160 recommending approval of Change Order No. 1 for the Gehl Drive project.

Attachment IV-2

3. Proposed City Initiated Rezoning of Identified Garden Estates Property

Consideration of Memorandum #24-162, a proposed city-initiated rezoning of Tracts 2 and 3 of Law Addition in the N 1/2 of the SE 1/4 of Section 2, Township 93 North, Range 56 West of the 5th P.M., in the City of Yankton, Yankton County, South Dakota containing 28.06 acres. Location, west of Westbrook Estates.

Attachment IV-3

V. 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.

VI. ADJOURN THE MEETING OF JULY 22, 2024

The City of Yankton Community Meeting Room is accessible to everyone. If you have any additional accommodation requirements, please call 668-5221.

Should you have any reason to believe an open meetings law has been violated please contact the Open Meetings Commission at the South Dakota Office of the Attorney General at: 1302 E. Hwy 14, Suite 1, Pierre, SD 57501-8501 or by phone at 605-773-3215.

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS
YANKTON, SOUTH DAKOTA
JULY 8, 2024**

The regular meeting of the Yankton City Commission was called to order by Mayor Schramm at 7:00 p.m.

Roll Call: Present: Commissioners Benson, Brunick, Carda, Hunhoff, Miner, Moser, Villanueva, Webber, and Mayor Schramm. City Attorney Den Herder, City Manager Leon, and Finance Officer Yardley were also present. Quorum present.

Action 24-199

Moved by Commissioner Webber, seconded by Commissioner Moser, to approve Minutes of Regular Meeting of June 24, 2024. All present voted aye; motion carried, 9-0.

Action 24-200

Moved by Commissioner Hunhoff, seconded by Commissioner Villanueva, that the Schedule of Bills be approved and warrants be issued as listed below. All present voted aye; motion carried, 9-0.

Absolute Science (Meridian Bridge) \$675; Adams/Brian (Sound Tech July 4) \$4,360; Aflac (Premiums) \$5,173.24; AFSCME Council (Union Deductions) \$1,069.96; A-OX (Propane) \$256.22; Avera Health Plans (Health Insurance) \$78,979.48; Banner Associates (Cedar Street Bridge) \$20,124.70; Bow Creek Metal (Repairs) \$475; Butler Machinery Company (Bobcat Attachments) \$14,846.80; Central Square Tech (Software) \$23,181.21; Centurylink (Phone) \$64.64; Chesterman (Concessions) \$715.90; CHS (Bulk Def) \$340; City Of Sioux Falls (Lab Testing) \$29; City Of Vermillion (Joint Powers) \$80,472.56; City Of Yankton-Solid Waste (Landfill) \$17,545.04; City Utilities (WTR-WW Charges) \$9,250.99; Credit Collection (Garnishment) \$50; Credit Collection (Apr/May Collection) \$1,357.80; CSG Forte (CC Processing Fees) \$2,760.24; DANR (Permit Fee) \$5,933; Daugherty/Lisa (Refund) \$42.48; Dept Of Social Services (Child Support) \$2,937.90; Dynamic Cable (Security Camera) \$17,966.36; Electrical Engineering (Generator Repair) \$1,371.75; First Dakota Bank (HSA Contributions) \$10,508.18; First National Bank (Dependent Care) \$2,105.80; Gerstner Oil (Fuel) \$23,158.08; Greatlife (Summer Programs Golf) \$2,082.50; Gulick/Monte (Bridge Centennial) \$400; Hawkins (Chemicals) \$30,880.23; Heartland Environmental (Herbicide) \$676.31; Heatec (Controller) \$499.95; Heiman Fire Equipment (Soap) \$30.95; Hg Klug Sons (Supplies) \$1,519.22; Holiday Outdoor Decor (Christmas Decorations) \$3,040.75; ICMA Retirement (Contributions) \$160; J & H Cleaning (Janitorial Services) \$4,200; Jansen Roofing (Fox Run Clubhouse Roof) \$29,200; JJ Benji's (Shirts) \$910; John T Jones Construction (WW Improvements) \$190,459.37; Kaiser Heating (SAC Roof Repairs) \$18,866.36; Klein's Tree Service (Tree Removal) \$9,000; KLJ Engineering (Design & Bid Services) \$8,000; Knife River (Concrete) \$3,727.25; Koletzky Implement (Repair) \$1,853.08; Locators & Supplies (Rain Gear) \$433.10; Lumen (Internet) \$372.44; Masonry Components (21st St Construction) \$251,843.31; Merkel Electric (Parts & Labor) \$2,962.90; MidAmerican Energy (Fuel) \$4,621.75; MidAmerican Energy (Fuel) \$1,347.80; Midwest Alarm Company (Alarm Testing) \$263.25; Millennium Recycling (Single Stream Fee) \$2,537.85; Mini Melts of America (Concessions) \$5,488; Money Movers (Sac Fee) \$11.25; Morrow/Joseph C. (Design Work) \$3,900; Motor Vehicle Dept (Title & License) \$76.70; Mozak's Floors (Library Flooring) \$1,375.56; Nebraska DOR (Nebraska DOR) \$1,567.64; North Central International (2025 Semi Trailer) \$148,755; Northwestern Energy (Repairs) \$1,391.44; Northwestern Energy (Electricity) \$89,935.42; Not Quite Brothers (Music at The Meridian) \$3,000;

Olson's Pest Technicians (Pest Control) \$219; Payment Service Network (CC Merchant Fees) \$69.85; Phil Baker Music (Family Night) \$500; Ponca State Park (Summer Programs) \$644; Powerphone (Training) \$329; Press & Dakotan (Advertisement) \$221.60; RDG Planning & Design (2024 Comprehensive Plan) \$1,250; Retirement (SD Retirement) \$97,009.96; Saber Shred Solutions (Tires) \$7,761.60; SDSRP (Retirement) \$20,301.44; Shur-Co (Parts) \$1,179.56; Site Works, Inc (Gehl Drive Construction) \$283,255.77; South Dakota 811 (Message Fee) \$365.40; Standard Insurance Company (Dental Insurance) \$8,983.27; Startz/James (Music at The Meridian) \$375; Stryker Medical (AED Service Agreement) \$1,611.20; The Hurdle Life Coach (Summer Program) \$600; Traffic Control (Stop Light) \$392; Transource (Pump) \$96.73; Truist Governmental Finance (Bond Principal) \$467,065.68; Tuff-Go (Metal Trash Can) \$4,170; U.S. Post Office (Utility Billing Postage) \$2,666.32; UKG Workforce Ready (UKG Workforce) \$3,113.76; United Republic Bank (Yankton TID #9) \$22,649.82; United States Postal Service (Postage) \$627.06; United States Treasury (Federal Withholding) \$210,377.46; United Way (Employee Contributions) \$86; Vesperis (Mosquito Spray) \$4,524.69; Wagon Train Tours (Bridge Centennial) \$8,990; Warner/John (Reimbursement) \$100; Wholesale Supply (Concessions) \$4,423.15; Williams & Company (Audit) \$14,520; Xerox Financial Services (Lease & Copies) \$2,345.02; Yankton County Extension Office (Babysitting Clinic) \$400; Yankton School District (Basketball Clinic) \$19,278; Yankton Title (Title Search) \$200. BMO Spend Dynamics \$100,958.04. P-card purchases over \$2,000: Baker-Taylor (Books) \$7,078.19; Bluepeak (Internet/Phone) \$4,700.55; Girton Adams Co (Sludge Heater Parts) \$4,492.29; Hach Company (Lab Meter Repair) \$3,792.35; Los Designs LLC (Bridge Centennial Float) \$2,116.93; JCL Solutions (Cleaning Supplies) \$2,527.22; Menards (Plant Supplies) \$2,867.26; Midwest Laboratories (Nutrients Testing) \$4,017.75; O'Reilly (Brake Rotor/Pad) \$2,055.45; Pizza Ranch (Concessions) \$4,161.50.

Salaries by Department: June 2024: Administration \$61,094.14; Finance \$36,159.82; Community Development \$31,767.76; Police/Dispatch \$226,068.91; Fire \$15,280.14; Engineering / Sr. Citizens \$61,411.99; Streets \$57,594.77; Traffic Control \$4,250.97; Library \$41,322.06; Parks / SAC \$120,246.03; The Huether Family Aquatics Center \$99,537.59; Marne Creek \$6,085.86; Cemetery \$7,961.51; Water \$49,601.10; Wastewater \$45,959.99; Solid Waste \$28,239.18; Joint Powers \$25,776.29; Central Garage \$9,345.39.

New Hires: Public Works Department: Gerry Hastreiter, Sanitation Truck Operator, \$1,700.19 biweekly; Patrick Cox, Sanitation Truck Operator, \$1,700.19 biweekly; Police Department: Ashley Hobza, Public Safety Administrative Assistant, \$2,155.31 biweekly; City Manager's Office: Alvaro Fernandez, Intern, \$15.00/hr; Parks, Recreation and City Events Department: Beau Lofink, Ground Maintenance, \$1,618.31 biweekly; Landon Potts, Water Park Attendant, \$13.00/hr; Caden Kallhoff, Weight Room Supervisor, \$14.00/hr; Andrea Siemonsma, Fitness Instructor, \$16.00/hr; Hailey Bottolfson, Youth Summer Program Instructor, \$14.00/hr; Sonia Perea-Morales, Youth Summer Program Instructor, \$17.00/hr; Chad Losing, Weight Room Supervisor, \$14.00/hr.

Wage Changes: Finance Department: Raelle Hummel, Deputy Finance Officer, \$3,154.38 to \$3,194.11 biweekly; Public Works Department: Garrett Carda, Senior Equipment Operator, \$1,900.30 to \$1,924.26 biweekly; Jeremiah Braxton, Equipment Operator, \$1,743.30 to \$1,765.26 biweekly; Environmental Services Department: Matt Hoilien, \$2,525.80 to \$2,589.84 biweekly; Parks, Recreation and City Events Department: Faye Ireland, Lifeguard, \$14.00-\$15.00/hr; Hannah Tramp, Lifeguard Manager, \$19.00 to \$20.00/hr; Cami Buehlmann, Cashier, \$13.00 to \$14.00; Ella Brummer, Lifeguard, \$17.00 to \$18.00/hr; Addison Brodeur, Cashier, \$13.00 to \$14.00/hr; Braxton Adams,

Lifeguard, \$15.00 to \$16.00/hr; Macy Baker, Lifeguard, \$14.00 to \$15.00/hr; Tate Beste, Cashier, \$13.00 to \$14.00/hr; Nathan Barnes, Lifeguard, \$14.00 to \$15.00/hr; Brianna Berger, Lifeguard, \$18.00 to \$19.00/hr; Annie Baumann, Water Park Attendant, \$13.00 to \$14.00/hr; Ava Dryden, Cashier, \$13.00 to \$14.00/hr; Chayse Drotzmann, Lifeguard, \$18.00 to \$19.00/hr; Allie Dilts, Lifeguard, \$21.00 to \$22.00/hr; Max Diedrichsen, Lifeguard, \$17.00 to \$18.00/hr; Abram Chance, Cashier, \$15.00 to \$16.00; Hunter Cotton, Lifeguard, \$17.00 to \$18.00/hr; Brenna Cuka, Cashier, \$12.00 to \$13.00/hr; Brenna Cuka, Cashier, \$12.00 to \$13.00/hr; Sienna Cuka, Cashier, \$13.00 to \$14.00/hr; Harper DenHerder, Lifeguard, \$14.00 to \$15.00/hr; Lily Diedrichsen, Lifeguard, \$18.25 to \$19.25/hr; Jordan Houdek, Lifeguard, \$18.00 to \$19.00/hr; Rachel Houdek, Facility Manager, \$23.00 to \$24.00/hr; Tatum Hohenthauer, Lifeguard, \$18.00 to \$19.00/hr; Emma Herrboldt, Water Park Attendant, \$13.00 to \$14.00/hr; Benjamin Hebda, Water Park Attendant, \$14.00 to \$15.00/hr; Carson Haak, Facility Manager, \$21.00 to \$22.00/hr; Gracie Gutzmann, Lifeguard, \$14.00 to \$15.00/hr; Samuel Gokie, Cashier, \$13.00 to \$14.00/hr; Kaylee Goeden, Lifeguard, \$15.00 to \$16.00/hr; Savannah Frank, Lifeguard Manager, \$20.00 to \$21.00/hr; Lucas Feimer, Lifeguard, \$14.00 to \$15.00/hr; Kate Fanta, Cashier, \$13.00 to \$14.00/hr; Melania Enfield, Lifeguard, \$15.00 to \$16.00/hr; Emma Eichacker, Lifeguard, \$18.00 to \$19.00/hr; Karalyn Koerner, Lifeguard, \$14.00 to \$15.00/hr; Karson Kral, Cashier, \$13.00 to \$14.00/hr; Claire Kramer, \$15.00 to \$16.00/hr; Kevin Kuhl, Lifeguard, \$17.00 to \$18.00/hr; Remy Kusel-Wenzlaff, Lifeguard, \$14.00 to \$15.00/hr; Landon Potts, Water Park Attendant, \$13.00 to \$14.00/hr; Natalie Konrad, Lifeguard, \$15.00 to \$16.00/hr; Kobe Koletzky, Lifeguard, \$15.00 to \$16.00/hr; Isabella Koerner, Water Park Attendant/Summer Program Instructor, \$14.00 to \$15.00/hr; Brooklynn King, Cashier, \$12.00 to \$13.00/hr; Taeya Kennedy, Lifeguard, \$14.00 to \$15.00/hr; Mark Kathol, Cashier, \$15.00 to \$16.00/hr; Hannah Kathol, Cashier, \$12.00 to \$13.00/hr; Lucas Kampshoff, Water Park Attendant, \$15.00 to \$16.00/hr; Deiken Johnson, Cashier, \$13.00 to \$14.00/hr; Jada Johnson, Cashier, \$12.00 to \$13.00/hr; Mya Johnson, Cashier/Water Park Attendant, \$15.00 to \$16.00/hr; Hannah Jussel, \$18.25 to \$19.25/hr; Navaeh Leonard, Water Park Attendant, \$15.00 to \$16.00/hr; Sarah Liebig, Lifeguard, \$17.00 to \$18.00/hr; Vera Loecker, Cashier, \$12.00 to \$13.00/hr; Elizabeth Logue, Lifeguard, \$17.00 to \$18.00/hr; Kaylor Luellman, Lifeguard, \$14.00 to \$15.00/hr; Brie Luken, Lifeguard, \$15.00 to \$16.00/hr; Micah Maska, Lifeguard, \$15.00 to \$16.00/hr; Camille McDermott, Lifeguard, \$18.00 to \$19.00/hr; Chloe McDermott, Lifeguard, \$18.25 to \$19.25/hr; Timothy Merchen, Lifeguard, \$16.25 to \$17.25/hr; Sarah Messler, Lifeguard, \$14.00 to \$15.00/hr; Bailey Mines, Water Park Attendant, \$13.00 to \$14.00/hr; Tryker Myers, Cashier, \$13.00 to \$14.00/hr; Alaina Nelson, Lifeguard, \$14.00 to \$15.00/hr; Claire Noehren, Cashier, \$13.00 to \$14.00/hr; Bergen O'Brien, Facility Manager, \$18.00 to \$19.00/hr; Taylor Olson, Lifeguard, \$17.00 to \$18.00/hr; Claire Osborne, Cashier, \$13.50 to \$14.50; Eva Paulson, Lifeguard, \$15.00 to \$16.00/hr; Traci Peterson, Cashier, \$16.00 to \$17.00/hr; Rosina Phillips, \$13.00 to \$14.00/hr; Courtney Pinkelman, \$17.00 to \$18.00/hr; Tyson Prouty, \$16.00 to \$17.00/hr; Willow Reese, Cashier, \$15.00 to \$16.00/hr; Tanner Rohde, Lifeguard Manager, \$18.00 to \$19.00/hr; Molly Savey, Water Park Attendant, \$16.00 to \$17.00/hr; Abigail Schmidt, Lifeguard, \$18.25 to \$19.25/hr; Olivia Schmidt, Lifeguard Manager, \$20.00 to \$21.00/hr; Rori Schmidt, Lifeguard Manager, \$19.00 to \$20.00/hr; Zayne Schramm, Lifeguard, \$15.00 to \$16.00/hr; Presley Sedlacek, Water Park Attendant, \$13.00 to \$14.00/hr; Auviana Seiler, Cashier, \$13.00 to \$14.00/hr; Matthew Sheldon, Water Park Attendant, \$15.00 to \$16.00/hr; Jackson Slowey, Lifeguard, \$17.00 to \$18.00/hr; Sam Slowey, Cashier, \$13.00 to \$14.00/hr; Joshua Stapish, Lifeguard, \$15.00 to \$16.00/hr; Abigail Steffen, Lifeguard Manager, \$19.00 to \$20.00/hr; Natalee Steffen, Water Park Attendant, \$13.00 to \$14.00/hr; Carly Sternhagen, Cashier, \$13.00 to \$14.00/hr; Aubrey Stotz, Cashier, \$12.00 to \$13.00/hr; Alexa Suing, Cashier, \$13.00 to \$14.00/hr; Lauren Tereshinski, Lifeguard, \$18.00 to \$19.00/hr; Emily Tramp, Lifeguard, \$15.00 to \$16.00/hr; Trey Tramp, Lifeguard, \$14.00 to \$15.00/hr; Timothy Upton, Lifeguard, \$18.00 to

\$19.00/hr; Hayley Van Essen, Cashier, \$13.00 to \$14.00/hr; Maya Villanueva, Lifeguard, \$14.00 to \$15.00/hr; Cayson Ward, Cashier, \$13.00 to \$14.00/hr; Taylor Wenzlaff, Lifeguard, \$17.00 to \$18.00/hr; Caden Wieman, Lifeguard, \$16.00 to \$17.00/hr; Isabelle Wintz, Lifeguard, \$15.00 to \$16.00/hr; Jackson Wintz, Water Park Attendant, \$15.00 to \$16.00/hr; Madeline Wintz, Lifeguard, \$14.00 to \$15.00/hr; Olivia Wintz, Lifeguard, \$15.00 to \$16.00/hr; Halle Wortmann, Water Park Attendant, \$13.00 to \$14.00/hr; Delaney Youmans, Cashier, \$12.00 to \$13.00/hr; Camden Pietz, Lifeguard, \$14.00 to \$15.00/hr; Thomas Harrell, Lifeguard, \$17.00 to \$18.00/hr.

Position Changes: Public Works Department: Robert Hoefs, Sanitation Truck Operator to Equipment Operator, \$1,634.80 biweekly; Shawn Stuen, Senior Equipment Operator to Airport Maintenance/Traffic Control Superintendent, \$1,948.50 to \$2,286.57 biweekly; Environmental Services Department: Tanner Termansen, Distribution/Collection Operation Specialist to Water Plant Operations Specialist, \$1,949.88 to \$1,973.76 biweekly.

City Manager Leon submitted a written report giving an update on community projects and items of interest.

There were no public appearances at that time.

Action 24-201

Moved by Commissioner Villanueva, seconded by Commissioner Webber, to approve the consent agenda items listed below. All present voted aye; motion carried, 9-0.

1. Setting the date of July 22, 2024 at 6 PM in Room #114 of the Career Manufacturing Technical Education Academy for the next work session of the Yankton City Commission.
2. Establish July 22, 2024 as the date for the public hearing on the application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license effective July 1, from Onward Yankton, 328 Walnut Street.
3. Consideration of Memorandum #24-154 requesting approval of the Special Events Alcoholic Beverage License, Transient Merchant, and Special Events Dance applications from Yankton Rock N Rumble, Inc., 3012 Mary Street, Yankton, SD for a one-day event on Saturday, July 27, 2024.

Action 24-202

This was the time and place for the second reading and public hearing for Ordinance No.1081 AN ORDINANCE TO REZONE PROPERTY FROM AN EXISTING ZONING OF I-1 INDUSTRIAL TO B-3 CENTRAL BUSINESS, LOTS 1-4, AND PART OF LOT 5; AND PART OF LOTS 16-18 LYING WEST OF THE RR, ALL IN BLOCK 49, LOWER YANKTON ADDITION. (Memorandum 24-145) No one was present to speak for or against the adoption of the ordinance. Moved by Commissioner Brunick, seconded by Commissioner Webber, to adopt Ordinance No.1081.

Action 24-203

This was the time and place for the second reading and public hearing for Ordinance No. 1082, AN ORDINANCE TO REZONE PROPERTY FROM AN EXISTING ZONING OF I-1 INDUSTRIAL TO B-2 HIGHWAY BUSINESS ON PARCEL D OF POLLY'S SUBDIVISION. (Memorandum 24-

146) No one was present to speak for or against the adoption of the ordinance. Moved by Commissioner Carda, seconded by Commissioner Webber, to adopt Ordinance No.1082.

Action 24-204

This was the time and place for the public hearing the application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license effective July 10, 2024 from Cedar Street Brews, Inc. dba @ The Bar / The Copper Room, 222 W 3th Street. This alcohol license is not endorsed with video lottery. (Memorandum 24-147) No one was present to speak for or against the application. Moved by Commissioner Moser, seconded by Commissioner Benson to approve the license. All present voted aye; motion carried, 9-0.

Action 24-205

This was the time and place for the public hearing the application for transfer of ownership of a Retail (On-sale) Liquor license from Ben's Brewing Company (Ben Hanten, Owner) to Cedar Street Brews, Inc. dba @ The Bar / The Copper Room (Josh Blom, President), 222 West 3rd Street. This alcohol license is not endorsed with video lottery. (Memorandum 24-148) No one was present to speak for or against the application. Moved by Commissioner Brunick, seconded by Commissioner Benson to approve the license. All present voted aye; motion carried, 9-0.

Action 24-206

This was the time and place for the public hearing the application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license from Riverfront Brewery, 113, 117 & 121 West 3rd Street. This alcohol license is not endorsed with video lottery. (Memorandum 24-149) No one was present to speak for or against the application. Moved by Commissioner Webber, seconded by Commissioner Miner to approve the license. All present voted aye; motion carried, 9-0.

Action 24-207

This was the time and place for the public hearing the application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license from Riverfront Brewery, Inc. dba Brewery, 200 Walnut Street. This alcohol license is not endorsed with video lottery. (Memorandum 24-150) No one was present to speak for or against the application. Moved by Commissioner Webber, seconded by Commissioner Moser to approve the license. All present voted aye; motion carried, 9-0.

Action 24-208

Moved by Commissioner Webber, seconded by Commissioner Benson, to approve Memorandum 24-151 hereby authorizing the City Manager to execute the Release of Option to purchase the described Lot 19. All present voted aye; motion carried, 9-0.

Action 24-209

Moved by Commissioner Hunhoff, seconded by Commissioner Webber to approve Resolution #24-33. (Memorandum 24-152) All present voted aye; motion carried, 9-0.

RESOLUTION #24-33

RESOLUTION IN SUPPORT OF AN APPLICATION FOR FINANCIAL ASSISTANCE TO THE SOUTH DAKOTA HOUSING AND DEVELOPMENT AUTHORITY BY BLUESTEM

RESERVE, LP, AND / OR ITS AFFILIATES, AGENTS, OR ASSIGNS, FOR THE BENEFIT OF MULTIFAMILY DEVELOPMENT

WHEREAS, the City of Yankton and Bluestem Reserve, LP have determined it is necessary to proceed with improvements to the City's infrastructure, thus enabling additional multifamily housing to be constructed in the city limits of Yankton; and

WHEREAS, the City and Developer have determined financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Housing and Development Authority shall be prepared by Bluestem Reserve, LP (Developer) for the proposed development; and

WHEREAS, the City will work with the Developer's engineer to ensure the preliminary project infrastructure plans meet the City's requirements for adequate drinking water, water treatment capacity and distribution, storm sewer, and all other necessary improvements as needed; and

WHEREAS, the City has adequate treatment facilities and water supply to accommodate the proposed development; and

WHEREAS, the City is committed to the ownership and long-term maintenance of said infrastructure upon acceptance and the conditions set forth in the certificate of completion that the said infrastructure and system shall meet the specifications, materials and equipment set forth as shown on the approved plans in said agreement; and

WHEREAS, the City of Yankton recognizes the need for additional multifamily housing in the moderate to market price range, an increase in the variety of housing types, designs, and densities; and

WHEREAS, the City acknowledges that there is a significant housing shortage in City of Yankton and this proposed development will help, but not resolve the housing shortage.

NOW, THEREFORE, BE IT RESOLVED by the City of Yankton as follows:

1. The City hereby supports the submission of an Application for financial assistance by Bluestem Reserve, LP, to the South Dakota Housing and Development Authority.
2. City officials of the City of Yankton are hereby authorized to deliver such other documents as necessary, to assist with the Application.

Action 24-210

Moved by Commissioner Webber, seconded by Commissioner Brunick to approve Resolution #24-34. (Memorandum 24-153) All present voted aye; motion carried, 9-0.

**RESOLUTION #24-34
RESOLUTION IN SUPPORT OF AN APPLICATION FOR FINANCIAL ASSISTANCE TO
THE SOUTH DAKOTA HOUSING AND DEVELOPMENT AUTHORITY BY JC
VENTURES, LLC, AND / OR ITS AFFILIATES, AGENTS, OR ASSIGNS, FOR THE
BENEFIT OF SINGLE FAMILY AND MULTIFAMILY DEVELOPMENT**

WHEREAS, the City of Yankton and JC Ventures, LLC, have determined it is necessary to proceed with improvements to the City's infrastructure, thus enabling additional single and multifamily housing to be constructed in the city limits of Yankton; and

WHEREAS, the City and Developer have determined financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Housing and Development Authority shall be prepared by JC Ventures, LLC (Developer) for the proposed development; and

WHEREAS, the City will work with the Developer's engineer to ensure the preliminary project infrastructure plans meet the City's requirements for adequate drinking water, water treatment capacity and distribution, storm sewer, and all other necessary improvements as needed; and

WHEREAS, the City has adequate treatment facilities and water supply to accommodate the proposed development; and

WHEREAS, the City is committed to the ownership and long-term maintenance of said infrastructure upon acceptance and the conditions set forth in the certificate of completion that the said infrastructure and system shall meet the specifications, materials and equipment set forth as shown on the approved plans in said agreement; and

WHEREAS, the City of Yankton recognizes the need for additional single and multifamily housing in the moderate to market price range, an increase in the variety of housing types, designs, and densities; and

WHEREAS, the City acknowledges that there is a significant housing shortage in City of Yankton and this proposed development will help, but not resolve the housing shortage.

NOW, THEREFORE, BE IT RESOLVED by the City of Yankton as follows:

1. The City hereby supports the submission of an Application for financial assistance by JC Ventures, LLC, to the South Dakota Housing and Development Authority.
2. City officials of the City of Yankton are hereby authorized to deliver such other documents as necessary, to assist with the Application

Action 24-211

This was the time and place for the bid opening of the for the City's 2024-2025 Annual Supply of Transport-Tankwagon Petroleum Products. The following bids were received and opened on June 28, 2024 at 3:00 p.m. Two bids were received from Gerstner Oil, Yankton, SD and New Century FS, Grinnell, IA. The low bidder provided the following bid: New Century FS Gasoline lead free transport \$0.0340 per gal; Gasoline lead free tankwagon \$0.1500 per gal; 10% Ethanol \$0.1500 per gal; Diesel fuel dyed No.1 tankwagon \$0.1500 per gal; Diesel dyed No.2 tankwagon \$0.1500 per gal; Diesel Clear or Hwy No.1 transport \$0.0390 per gal; Diesel clear or Hwy No.2 transport \$0.0390 per gal. (Memorandum #24-155) Moved by Commissioner Moser, seconded by Commissioner Carda, to award the bid to New Century FS. All present voted aye; motion carried, 9-0.

Action 24-212

Moved by Commission Villanueva, seconded by Commissioner Miner to approve Change Order No. 1

July 8, 2024

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for the 21st Street project in the amount of \$80,314.50. (Memorandum 24-156) All present voted aye; motion carried, 9-0.

Action 24-213

Moved by Commissioner Villanueva, seconded by Commissioner Webber, to adjourn at 7:24 p.m. All present voted aye; motion carried, 9-0.

Mason Schramm, Mayor

ATTEST:

Lisa Yardley, Finance Officer

Published on July 17, 2024

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
A-OX WELDING SUPPLY CO I										
	PROPANE	100.61	CHEMICALS & GASES	801.801.240		1379826	081655	P	918	00078
	PROPANE	100.61	CHEMICALS & GASES	801.801.240		1380604	081657	P	918	00075
	PROPANE	83.55	CHEMICALS & GASES	801.801.240		305505	081656	P	918	00079
	PROPANE	86.07	CHEMICALS & GASES	801.801.240		307092	081654	P	918	00077
		370.84	*VENDOR TOTAL							
AASLAND/JOSEPH										
	IRRIGATION REPAIR	1,717.89	3RD ST, GREEN-MAPLE/GREEN	506.572.377		59229	243016	P	918	00097
AVERA EDUCATION & STAFFI										
	CPR CLASSES	500.00	LEARNING	101.111.264		20	241544	P	918	00070
	CPR CLASSES	80.00	CONFERENCE & MEETINGS	208.208.265		20	241544	P	918	00071
	SUMMER PROGRAM	580.00	RECREATION SUPPLIES	203.203.242		745	081258	P	918	00001
		1,160.00	*VENDOR TOTAL							
BANNER ASSOCIATES INC										
	SANITARY SEWER ENGINEER	7,935.00	MARNE CREEK CROSSING	611.611.329		42159	022824	P	918	00092
	SANITARY SEWER ENGINEER	10,580.00	MARNE CREEK CROSSING	611.611.329		42328	022824	P	918	00093
	SANITARY SEWER ENGINEER	13,225.00	MARNE CREEK CROSSING	611.611.329		42601	022824	P	918	00094
		31,740.00	*VENDOR TOTAL							
BARCO MUNICIPAL PRODUCTS										
	PUMP	401.13	REP. & MAINT. - PLANT	601.601.221		IN-248916	240173	P	918	00002
CEDAR KNOX PUBLIC POWER										
	ELECTRIC	832.86	ELECTRICITY	601.601.272		350022554	005176	P	918	00004
	ELECTRIC	302.94	ELECTRICITY	201.201.272		350035355	005243	P	918	00005
		1,135.80	*VENDOR TOTAL							
CHESTERMAN COMPANY										
	CONCESSIONS	289.80	MISCELLANEOUS CONCESSION	202.202.728		3630172	081250	P	918	00003
DEPT OF HEALTH										
	TESTING	282.00	PROFESSIONAL SERVICES	601.601.202		10616174	240165	P	918	00007
	TESTING	90.00	PROFESSIONAL SERVICES	202.202.202		10616174	240165	P	918	00008
	TESTING	75.00	PROFESSIONAL SERVICES	203.203.202		10616174	240165	P	918	00009
		447.00	*VENDOR TOTAL							
DIAMOND VOGEL										
	SOLVENT	408.50	ROAD MATERIALS	101.123.239		287323622	081653	P	918	00076
FERGUSON ENTERPRISES LLC										
	INVOICE CREDIT	12,520.00CR	METER TECHNOLOGY UPGRADE	602.602.351		CM044032	240170	P	918	00011
	INVOICE CREDIT	7,000.00CR	METER TECHNOLOGY UPGRADE	602.602.351		PY0484423	240170	P	918	00012
	WATER METER PROJECT	11,496.04	METER TECHNOLOGY UPGRADE	602.602.351		T053124	240172	P	918	00016
	INVOICE CREDIT	8,062.07CR	METER TECHNOLOGY UPGRADE	602.602.351		T488202	240170	P	918	00013
	WATER METER PROJECT	7,102.09	METER TECHNOLOGY UPGRADE	602.602.351		T490875	240172	P	918	00014
	WATER METER PROJECT	5,232.84	METER TECHNOLOGY UPGRADE	602.602.351		T495671	240172	P	918	00017

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
FERGUSON ENTERPRISES LLC										
	WATER METER PROJECT	74,200.00	METER TECHNOLOGY UPGRADE	602.602.351		477158	240170	P	918	00010
	WATER METER PROJECT	59,470.00	METER TECHNOLOGY UPGRADE	602.602.351		495671	240172	P	918	00015
		129,918.90	*VENDOR TOTAL							
FLYNN/JAMES										
	SLEEVES FOR FLAG	444.00	REP. & MAINT. - BUILDING	201.201.223		75577	022587	P	918	00072
GERSTNER OIL CO										
	OCTANE	15,249.00	GARAGE GASOLINE & LUBRIC	801.801.238		197156	081646	P	918	00084
	FUEL	10,692.63	GARAGE GASOLINE & LUBRIC	801.801.238		197156	081646	P	918	00085
	JET FUEL	25,451.44	GARAGE GASOLINE & LUBRIC	101.127.238		197170	024354	P	918	00018
	AV GAS	15,120.90	GARAGE GASOLINE & LUBRIC	101.127.238		197188	024354	P	918	00019
		66,513.97	*VENDOR TOTAL							
HANSON BRIGGS ADVERTISIN										
	COP CARDS	2,698.89	COP'S CARDS	101.111.245		33381	241541	P	918	00029
HANTEN/BEN										
	IRRIGATION REPAIR	646.48	3RD ST, GREEN-MAPLE/GREEN	506.572.377		25396	243015	P	918	00095
HARN RO SYSTEMS INC										
	CHEMICALS	6,590.00	CHEMICALS & GASES	601.601.240		3451	240167	P	918	00027
HAWKINS INC										
	CHEMICALS	7,956.29	CHEMICALS & GASES	601.601.240		6753681	240168	P	918	00030
	CHEMICALS	4,560.80	CHEMICALS & GASES	202.202.240		6766444	081227	P	918	00023
	CHEMICALS	1,948.22	CHEMICALS & GASES	202.202.240		6792861	081227	P	918	00024
	CHEMICALS	13,920.00	CHEMICALS & GASES	601.601.240		6794399	240164	P	918	00028
	CHEMICALS	3,019.10	CHEMICALS & GASES	202.202.240		6796496	081225	P	918	00025
	CHEMICALS	795.96	CHEMICALS & GASES	203.203.240		6796497	081225	P	918	00026
	CHEMICALS	4,360.06	CHEMICALS & GASES	202.202.240		6800885	081228	P	918	00020
		36,560.43	*VENDOR TOTAL							
HERCU-U-LIFT										
	TIRE DISPOSAL	922.90	GARAGE PARTS	801.801.249		W641362-1	081642	P	918	00089
HOLIDAY OUTDOOR DECOR										
	CHRISTMAS DECORATIONS	2,614.00	SPECIAL PROJECTS	211.231.599		INV15398	024530	P	918	00021
	CHRISTMAS DECORATIONS	2,934.00	SPECIAL PROJECTS	211.231.599		INV15398	024530	P	918	00022
		5,548.00	*VENDOR TOTAL							
JEBRO INC										
	ASPHALT	14,556.88	OPEN ASPHALT	506.572.376		289729	024487	P	918	00074
JOHNSON CONTROLS INC										
	MAINTENANCE CONTRACT	5,770.65	CONTRACTED SERVICES	203.203.204		133455126921	081248	P	918	00032
	MATERIALS & LABOR	3,385.92	REP. & MAINT. - BUILDING	202.202.223		33447868338	081254	P	918	00031
		9,156.57	*VENDOR TOTAL							

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
KLEINS TREE SERVICE	TREE REMOVAL	4,800.00	EMERALD ASH BORE STUMPS	201.201.250		2119	081257	P	918	00033
MILLENNIUM RECYCLING	SINGLE STREAM FEE	2,644.25	CONTRACTED SERVICE-MILLE	631.631.204		482627	081643	P	918	00088
NOVELTY MACHINE INC	PARTS	52.42	REP. & MAINT. - PLANT	601.601.221		19559-02	240169	P	918	00034
	PARTS	8,953.20	REP. & MAINT. - PLANT	601.601.221		19750	240169	P	918	00035
		9,005.62	*VENDOR TOTAL							
OBSERVER	ADVERTISEMENTS	48.00	ADVERTISING	203.203.211		2354	081256	P	918	00036
OVERHEAD DOOR CO	DOOR PARTS	222.50	BUILDING REPAIR & MAINT.	637.637.223		93388	081645	P	918	00086
POWER SOURCE ELECTRIC	PARTS & LABOR	1,186.30	REP. & MAINT. - BUILDING	202.202.223		S-69036	081255	P	918	00037
PRESS & DAKOTAN/YANKTON	LEGAL NOTICE	115.52	PUBLISHING	101.101.211		156632	081120	P	918	00050
	LEGAL NOTICE	133.28	PUBLISHING	101.101.211		156633	081120	P	918	00051
	MINUTES	114.88	PUBLISHING	101.101.211		156863	081632	P	918	00048
	MINUTES	19.84	PUBLISHING	101.101.211		156864	081632	P	918	00049
	LEGAL NOTICE	13.60	PUBLISHING	101.101.211		156982	081121	P	918	00052
	BID NOTICE	36.87	PROFESSIONAL SERVICES	101.123.202		156983	024679	P	918	00043
	LEGAL NOTICE	19.20	PUBLISHING	101.106.211		157243	024636	P	918	00046
	LEGAL NOTICE	7.36	PUBLISHING	101.106.211		157254	024638	P	918	00047
	MINUTES	795.60	PUBLISHING	101.101.211		157374	081901	P	918	00044
	MINUTES	23.36	PUBLISHING	101.101.211		157376	081901	P	918	00045
	LEGAL NOTICE	10.72	PUBLISHING	101.106.211		157455	024639	P	918	00038
	LEGAL NOTICE	11.84	PUBLISHING	101.106.211		157456	024639	P	918	00067
	LEGAL NOTICE	13.28	PUBLISHING	101.101.211		157521	081125	P	918	00039
	LEGAL NOTICE	13.28	PUBLISHING	101.101.211		157522	081125	P	918	00040
	LEGAL NOTICE	13.60	PUBLISHING	101.101.211		157523	081125	P	918	00041
	LEGAL NOTICE	13.60	PUBLISHING	101.101.211		157524	081125	P	918	00042
		1,355.83	*VENDOR TOTAL							
RACOM CORPORATION	BEON ACCESS	35.80	PROFESSIONAL SERVICES	101.111.202		19324	210004	P	918	00053
ROBERT SHARP & ASSOCIATE	DOMAIN RENEWAL	60.00	PROFESSIONAL SERVICES	202.202.202		27253	240016	P	918	00073
RON'S AUTO GLASS REPAIR	DOOR REPAIR	714.00	GARAGE PARTS	801.801.249		106733	081647	P	918	00083
SANITATION PRODUCTS INC	PARTS	291.53	GARAGE PARTS	801.801.249		89769	024689	P	918	00090

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
SANITATION PRODUCTS INC PARTS	291.53 583.06	GARAGE PARTS *VENDOR TOTAL	801.801.249		89850	081659	P 918 00091
SD PUBLIC ASSURANCE ALLI INSURANCE PREMIUM	1,195.00	INSURANCE POLICIES	637.637.201		2025 TRACTOR	024211	P 918 00054
SHUR-CO TARP REPAIRS	1,813.90	EQUIPMENT REPAIR & MAINT	637.637.221		1228998	081650	P 918 00082
TARP REPAIRS	1,179.56	EQUIPMENT REPAIR & MAINT	637.637.221		1233675	081649	P 918 00081
TARP REPAIRS	5,865.12	EQUIPMENT REPAIR & MAINT	637.637.221		1235710	081648	P 918 00080
	8,858.58	*VENDOR TOTAL					
SIGN SOLUTIONS PARK SIGNS	62.36	WESTSIDE PARK IMPROVEMEN	503.545.320		412616	024642	P 918 00068
SOUTH DAKOTA 811 MESSAGE FEE	243.60	LOCATES	601.601.208		01598	240171	P 918 00055
THE COLLISION CENTER REPAIRS	362.50	REP. & MAINT. -VEHICLES	101.111.222		9687	241542	P 918 00006
THE ICEE COMPANY CONCESSIONS	1,745.74	MISCELLANEOUS CONCESSION	202.202.728		7428669	081249	P 918 00057
THIRD MILLENNIUM ASSOCIA UTILITY BILLING	342.95	PROFESSIONAL SERVICES	601.601.202		31586	003880	P 918 00058
UTILITY BILLING	327.69	PROFESSIONAL SERVICES	611.611.202		31586	003880	P 918 00059
UTILITY BILLING	91.44	PROFESSIONAL SERVICES	631.631.202		31586	003880	P 918 00060
	762.08	*VENDOR TOTAL					
TITAN MACHINERY EQUIPMENT REPAIR	17,006.74	REP. & MAINT. - EQUIPMEN	201.201.221		SO0057913-1	024531	P 918 00056
VERIFIED FIRST LLC SEARCH LICENSE	62.50	PROFESSIONAL SERVICES -	101.104.202		INV-000487643	081903	P 918 00062
VESSCO, INC. PARTS	825.46	REP. & MAINT. - PLANT	601.601.221		94518	240166	P 918 00061
WEBBER/JERRY L & JERRY D IRRIGATION REPAIR	633.32	3RD ST, GREEN-MAPLE/GREEN	506.572.377		8746	243014	P 918 00096
WHOLESALE SUPPLY INC CONCESSIONS	446.60	MISCELLANEOUS CONCESSION	202.202.728		165325	081251	P 918 00063
CONCESSIONS	1,144.75	MISCELLANEOUS CONCESSION	202.202.728		465301	081252	P 918 00064
CONCESSIONS	82.20	MISCELLANEOUS CONCESSION	202.202.728		465319	081253	P 918 00065
CONCESSIONS	961.55	MISCELLANEOUS CONCESSION	202.202.728		465342	081259	P 918 00066
	2,635.10	*VENDOR TOTAL					

Schedule of Bills

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
YANKTON COUNTY SHARPSHOO RANGE RENTAL	280.00	PROFESSIONAL SERVICES	101.111.202		07/13/2024	241543 P	918 00069

Schedule of Bills

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
REPORT TOTALS:	366,556.32						

RECORDS PRINTED - 000096

Schedule of Bills

FUND RECAP :

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	46,276.36
201	PARKS AND RECREATION	22,553.68
202	HUETHER FAMILY AQUATICS CTR	23,281.04
203	SUMMIT ACTIVITY CENTER	7,269.61
208	911/DISPATCH	80.00
211	LODGING SALES TAX	5,548.00
503	PARK CAPITAL	62.36
506	SPECIAL CAPITAL IMPROV	17,554.57
601	WATER OPERATION	40,399.91
602	WATER RENEWAL/REPLACEMENT	129,918.90
611	WASTE WATER OPERATION	32,067.69
631	SOLID WASTE	2,735.69
637	JOINT POWER	10,276.08
801	CENTRAL GARAGE	28,532.43
TOTAL ALL FUNDS		366,556.32

BANK RECAP :

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	366,556.32
TOTAL ALL BANKS		366,556.32

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY

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OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 59 NUMBER 13

Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 22, 2024 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Development Department Update

Pathways Shelter for the Homeless is developing an amendment to their 2021 Community Development Block Grant (CDBG) which is funded through Governor's Office of Economic Development (GOED). The City of Yankton is acting as the local government sponsor for the grant. Planning and Development District III manages the grant, funds pass through our accounting system, and the City Manager has been designated to sign the associated grant administration documents. The City has sponsored similar grant applications for several other entities in the past. In early 2021, Pathways used the CDBG funds to acquire an adjacent property with two single family homes. Their grant objective was to renovate the larger structure into additional residential space for clients and working space for staff, and in a second phase to demolish and replace the smaller structure with a Governor's House to provide additional residential client space.

Phase one was completed and has been in use by staff and clients. Production delays and high demand at the Governor's House program meant that the second phase of the project could not occur until a house became available. Inflationary pressure and contractor labor costs increased in the intervening years to the point of making phase two no longer financially viable. District III and Pathways have prepared a grant amendment to GOED to revise the grant scope to demolish the smaller structure and add additional staff and storage space onto the larger previously renovated structure. This change would allow Pathways to access the remaining grant funds while achieving a scaled back version of their original project plan. A public hearing was held on June 21, and staff anticipates that the amendment will be ready for submittal to GOED in the coming weeks. This process does not require City Commission action.

After reviewing last year's record-breaking building numbers, it may appear that building activity is down in 2024. In reality we are probably closer to what has been our historical norm for the first six months of the year. At this point in 2023, our total permit valuation was \$67.9M, driven primarily by large-scale projects like the Trailhead Learning Center and Lewis and Clark Behavioral Health. At the same time, we had issued six single-family residential permits compared to four for this year. Currently, we have a 2024 permit valuation of \$13.2M. Values through June of 2021 and 2022 were nearly equal to this year's at approximately \$12.6M each.

Community Development continues to administer the commercial projects under construction that were started last year in addition to the ten homes permitted in November

and December. We anticipate seeing some significant multi-family projects start in the second half of this year including Bluestem Reserve which is projected to contain 70 apartment units. By the end of the year, it is expected that the wastewater treatment plant upgrade project will be permitted at a projected cost of \$40M. This should bring the construction total for 2024 into the \$80M range which is still above average.

Single-family housing may remain somewhat quiet due to interest rates, lot availability and material pricing. Completion of the infrastructure for the Garden Estates development may spur more homebuilding as we head into 2025.

2) **Public Works Department Update**

Street Department crews recently worked with a milling contractor to mill asphalt on Augusta Circle, Cedar Terrace, and 27th Street east of Broadway. Crews are overlaying a new asphalt surface on the milled streets. Street Department crews are asphalt patching at various locations throughout the City. Crews are also painting pavement markings in the streets and parking lots, and mowing various right-of-way locations in the City.

21st Street from West City Limits Road to Summit Street

The concrete paving is complete and the contractor is working on sawing and sealing the joints. Once the concrete is cured, backfilling the edges and painting the lane striping will occur. City staff will be reinstalling any traffic signs that were removed during construction.

Cedar Street from 2nd Street to 5th Street & Cedar Street Parking Lot

The contractor has notified staff that they will not start the project until mid-August. They have been assisting communities that were damaged by flooding.

8th Street from Burleigh Street to Ferdig Avenue

About half of the asphalt street has been removed. Slowey Construction has started installing sanitary sewer. As of July 15, they have approximately one-third of the 2183 feet of pipe installed. MidAmerican Energy is scheduled to mobilize in so that they can relocate the regulator station which is currently at the intersection of 8th Street and Peninah Street.

Gehl Drive Extension

The bore under Highway 50 for the sanitary sewer is complete. SiteWorks is working with BNSF to complete the boring under the railroad tracks. Scheduling railroad inspection personnel takes some time and is required prior to starting work in the railroad right-of-way.

Chan Gurney Municipal Airport

The annual Oshkosh AirVenture event in Wisconsin typically generates a significant amount of visitor air traffic at Chan Gurney Municipal Airport in Yankton. Yankton is the perfect distance from Oshkosh for travelers to refuel, sleep, and shower at the airport as one of their last pit-stops on their way to Wisconsin. Complimentary food and promotional fuel rates are provided for the pilots and passengers that stop at the airport. Courtesy vans are available for use to get groceries and other supplies. There are also hotel stays generated from travelers stopping through Yankton. This year's promotional event at Chan Gurney will run July 18th-28th.

3) **Parks & Recreation Department Update**

An update on the various activities in the Parks & Recreation Department is included in this packet.

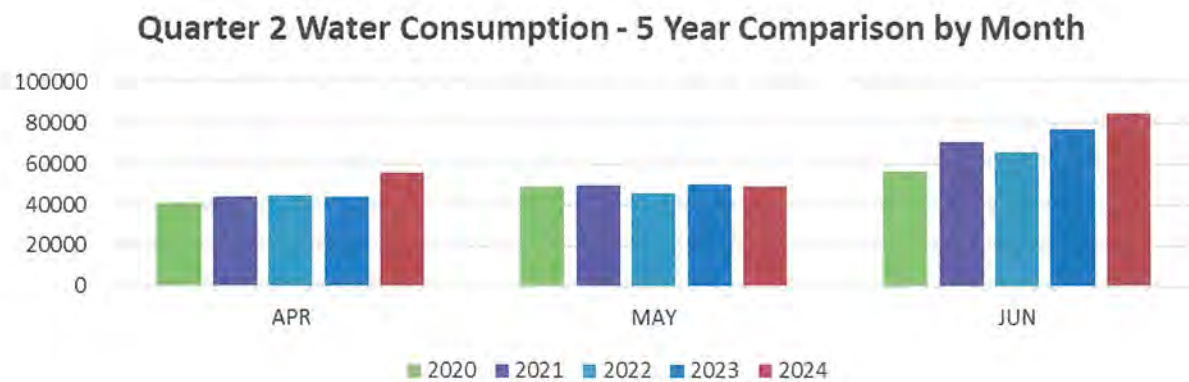
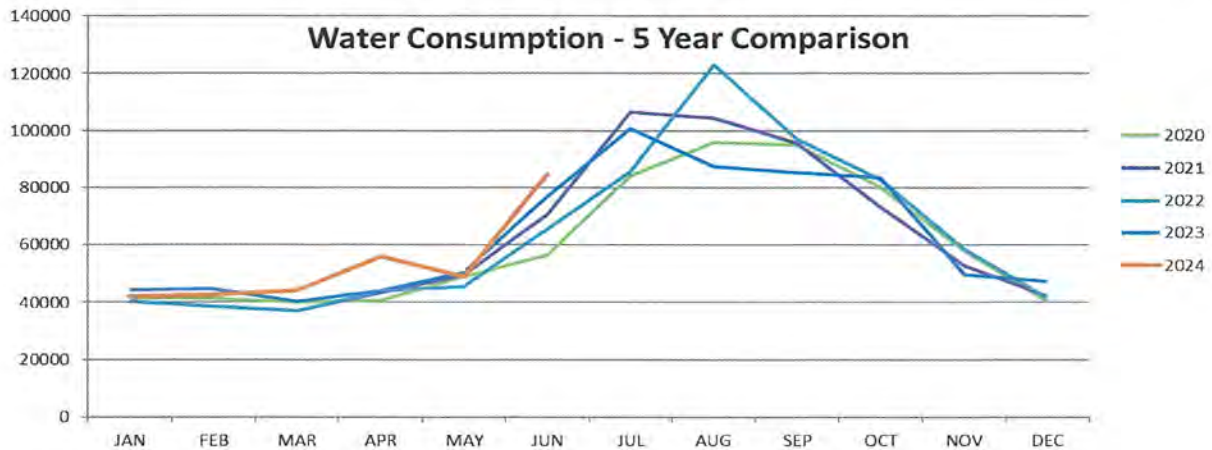
4) Finance Department Update

The auditors from Williams & Company P.C. are wrapping up the 2023 financial audit. A draft of the financial statements and notes are being prepared for internal review before state inspection. The final presentation will tentatively be scheduled for one of the City Commissioner meetings in August.

Restaurant license applications were recently renewed effective July 1. This year we received 66 applications, each with a \$15.00 license fee. To compare, in 2023 we received 64 applications.

The U.S. Postal Service increased postage rates effective July 14, 2024. Finance will see an increase of \$0.05 for each utility bill mailed to customers because of the new first-class mail rates.

The Finance Department has prepared a breakdown of utility customers' monthly water consumption. As of June 30, 2024 consumption is higher than 2023; approximately 9.86% ahead of last year. Below is the 5 Year Comparison and the Q2 Monthly Comparison charts.



Please see the enclosed Finance Monthly Report for June 2024 and the Q2 2024 Revenues and Expenditures Report.

5) **Human Resources & Employee Engagement Department Update**

Applications are still being accepted for the position of Water Distribution/Wastewater Collection Operation Specialist. Interviews are scheduled. The position is open until filled.

We continue to accept applications for Certified Police Officers in our Police Department.

We are currently accepting applications for Water Plant Operations Specialist in the Water Treatment division of the Environmental Services Department. This position is open due to the resignation of Shane Bush.

July's presentation by Well 365 out of Sioux Falls focused on Taking Care of You. The goal of the presentation was to help employees understand what they need to take care of themselves. Often, we are pouring all that we have into others and the presentation will help establish a balance to take care of yourself.

July's wellness challenge is wrapping up. The challenge for July was a kindness variety and employees were asked to complete a variety of kindness activities at least 10 within the 31 days in July. Examples of kindness variety: write a thank you note, donate to a food pantry, let someone go ahead of you in line, compliment three people, etc. Employees were asked to track their exercise and submit their log at the end of the month to be entered into a drawing for a prize.

The Health Insurance Committee held their second meeting to further discussions on health insurance for the 2025 plan year. The meeting was held on Wednesday, July 17.

The Annual Employee Picnic was held July 10th from 11:00 AM – 2:00 PM at Riverside Park. Great food and community were highlighted with enjoyable weather.

AFSCME wage opener negotiations were held on July 15 and FOP wage opener negotiations were held on July 19.

The City of Yankton Employee pool party is scheduled for Wednesday, August 7, from 5:00-7:00 PM at the Huether Family Aquatics Center.

6) **Police Department Update**

Over the Independence Day holiday (July 4 and July 5), the City of Yankton Police Department reported 13 calls for incidents involving fireworks with the majority of calls occurring on July 4. In comparison, 42 similar calls were received last year in that same time frame.

The City of Yankton Police Department hired Ashley Hobza into the new Public Safety Administrative Assistant position on June 26. Ashley will assist Chief Foote and the team with various projects including customer service, calls, scheduling, reports, purchase orders, and general administrative support.

On July 9, Safety City occurred with a Police & K9 demonstration. Officers were present to showcase the police equipment and car, and K9 Corona demonstrated skills in searching for illegal drugs.

On July 9-11, City of Yankton Police Department staff including Chief Foote, Sergeant McNinch, Officer Olson, and Dispatch Communications Supervisor Julia Hussein attended Critical Incident Stress Management training for first responders on assisting individuals in crisis and handling group crisis intervention. It also provided opportunities for attendees to participate in practice scenarios that could occur in real life.

The 18th Annual Tri-State Old Iron Tractor Parade occurred on July 11-12 through Yankton with about 165 tractors participating. The City of Yankton Police Department assisted with traffic control. It was a successful parade with no traffic issues to report.

The EMS, Fire, and Police Departments participated in friendly competition against each other during Yankton's Battle of Badges donor blood drive on July 8, 10 and 12. Blood donors had the opportunity to vote for their favorite first responder group, then the winning group would earn bragging rights for the entire year. The Fire Department received the most votes with EMS and YPD tying for second place. Chief Foote was among the donors who donated lifesaving blood during this event.

On July 12 the Yankton Police Department intern, Jonathan Carlstedt, completed his internship. He was YPD's first paid intern and completed a total of eight weeks of training. He completed a variety of tasks, including new recruit officer training and ride alongs with officers. He returns to Mount Marty University to play his last football season and will graduate in May 2025 with a Bachelor's degree in Criminal Justice. Jonathan mentioned he has future plans after he graduates to apply for a Police Officer position with the Yankton Police Department.

School Resource Officer Russenberger is attending the Annual National School Safety Conference hosted by the National Association of School Resource Officers (NASRO) from July 14-19 in Phoenix, AZ. NASRO is dedicated to making schools and children safer by providing the highest quality training to school-based law enforcement officers. This conference was paid for by the Yankton School District as part of the School Resource Officer contract.

On July 18, the City of Yankton Police Department will be conducting interviews for the second Commander position which has been vacant since 2022 due to a retirement at that time. This is only for internal officers to apply. This will help balance workloads when it comes to managing police squads.

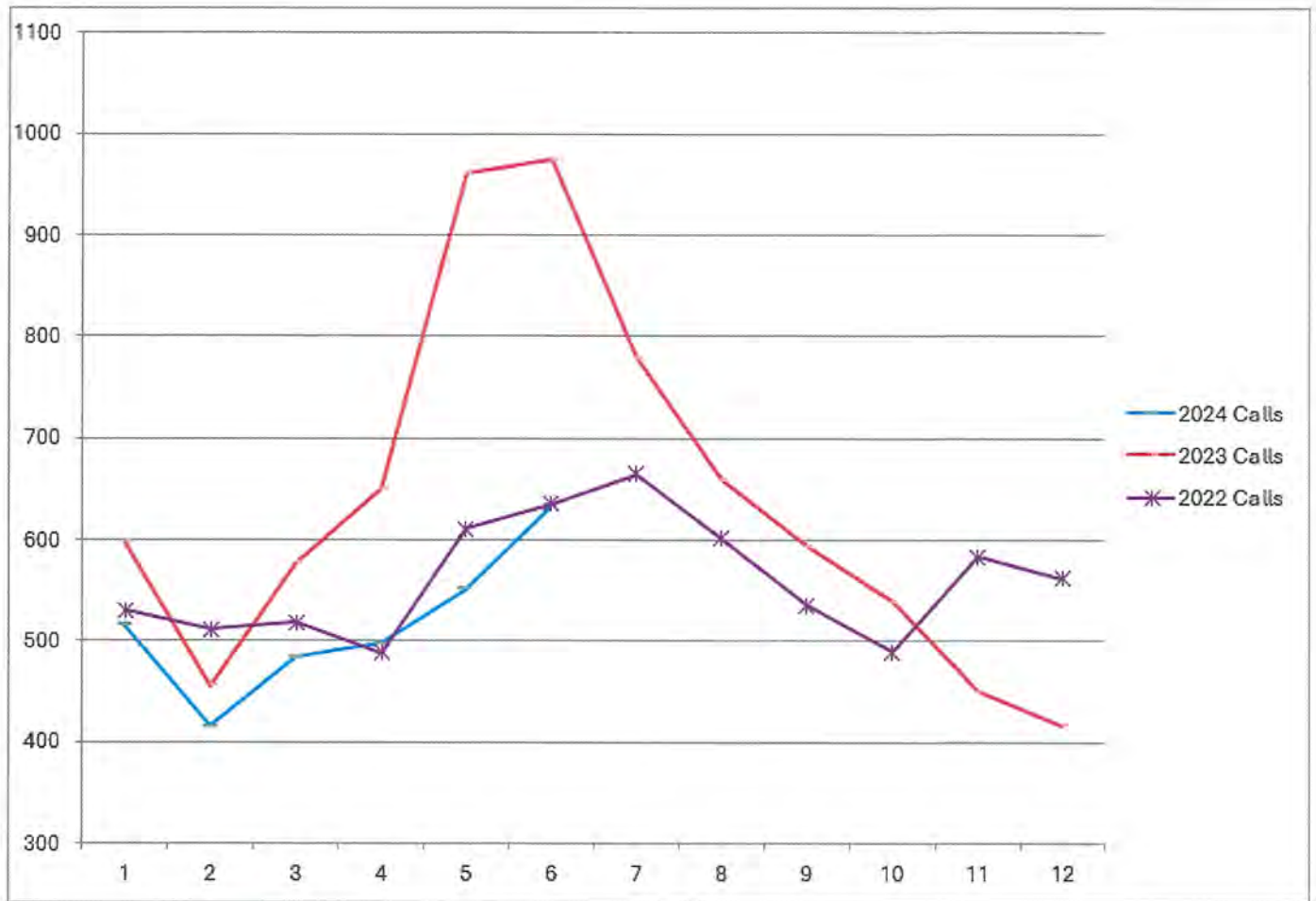
7) Fire Department Update

Chief Linke recently attended a weeklong "Train-the-Trainer" course in Brandon, focusing on active attacker integrated response. This nationally recognized program equips law enforcement and Fire/EMS responders with essential skills to handle active attacker incidents. The goal is to enhance coordination and resource integration during critical events.

During the same week, Yankton Fire responded to a garage fire. Although no one was inside the garage at the time, the incident raised concerns about garages being used as living spaces. As a result, Yankton Fire will now search garages more aggressively if they catch fire.

8) Information & Technology Services Department Update

The state experienced another outage on July 9 that carried over into the early morning hours of July 10. We continue to fine tune our response to outages and communication with the public. 911 calls thru June are at nearly the same level as 2022 but below 2023's record level.



Overall Statistics for 2023 were shared with Yankton County during the City's recent budget request:

2023 STATISTICS

Total Calls for Service: 19,822
Administrative Phone Calls: 63,878
911 Phone Calls: 7,652

2023 Calls Per Agency:

Yankton Police Department: 13,669
Yankton County Sheriff's Office: 3,733
Yankton Fire Department: 474
Yankton County EMS: 2,224
Gayville Fire & First Responders: 79
Irene Fire & First Responders: 82
Lesterville Fire & First Responders: 40
Volin Fire & First Responders: 28

Lake Area First Responders: 97
Yankton County Search & Rescue: 56
Yankton County Coroner: 29
South Dakota Highway Patrol: 93
South Dakota Game, Fish & Parks: 92
Yankton County Emergency Management: 34
South Dakota Division of Criminal Investigation: 16

9) **Library Update**

It's been a great summer exploring our theme "Adventure Begins at Your Library". Program attendance has been strong for events both inside the library and out in the community. Some old favorites like The Zoo Man, LEGOS and The Seed Library continue to be popular.

We welcomed almost 14,000 visitors through the library doors in June! Pool storytime at the Huether Family Aquatic Center has been a huge hit. We will finish up our adult summer programming with an adult field trip to Niobrara, Nebraska, a craft night and an Appetizers Around the World evening. All ages are invited for a community bike ride across the Meridian Bridge on July 20 followed by Omaha Street Percussion in the Riverside Park Amphitheater, and the big wrap up Party in the Park again at Riverside Park on July 29.

The YCL Board of Trustees welcomed Meg Severson and Nathan Johnson to their first meeting on July 10. Sue Otterman was recognized for her two terms of service. Nathan was elected to serve as Vice President for the upcoming year.

YCL received grant funding from the American Library Association to increase the accessibility of our facility to better serve people with disabilities. Work that has already been completed includes electric door openers at the east entrance and floor covering in both entrances. Work is scheduled to begin on the accessible restroom at the beginning of August.

As always, check our Facebook page for the latest info on more fun events, book recommendations, and all things library related!

10) **Environmental Services Department Update**

The water meter project is complete. The contractor installed 4,013 meters. City staff will take over the remaining appointments. City staff will start working this winter on the remainder of the meters that have not been scheduled.

The Wastewater Treatment Plant CMAR process is moving forward. Staff met with the CMAR team and discussed bid packages. The contractor is going to start putting out bid packages this week. Those bid packages will be opened by the contractor sometime in August. Staff is hoping to have a construction contract, including a guaranteed maximum price, before the Commission in September or October. Staff will be monitoring the project budget as bid packages are completed. Staff will be looking at options to possibly cut portions of the project or additional funding as we finalize the project scope.

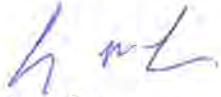
The Wastewater EDA project is finishing up. The electrical sub-contractor is finishing the final work. The project is waiting on an electrical transformer. The contractor is hoping to have the project completed in the next several months.

11) Monthly reports

The minutes from the Airport Advisory Board Meeting and Park Advisory Board Meeting are included for your review.

Have an enjoyable weekend and do not hesitate to contact us if you have any questions about these or other issues. If you will not be able to attend the Commission meeting on Monday, please inform my office.

Sincerely,



Amy Leon
City Manager

PARKS AND RECREATION REPORT

Thursday, July 4, 2024

- **4th of July – SAC Closed**
- **4th of July – Huether Family Aquatics Center open 11:30am-5pm**
 - **Total Attendance: 540**

Monday, July 8, 2024

- **Summer Programs Session 2 Started**
 - Participants – 635 (2023 - 702)

Thursday, July 1-15, 2024 HFAC Library Passes

	Library Pass		
	Adults	kids	coupon
7/2/2024	3	6	2
7/3/2024	12	22	7
7/4/2024	3	5	2
7/5/2024	3	6	2
7/6/2024	10	13	6
7/8/2024	2	3	1
7/9/2024	4	4	3
7/10/2024	4	5	2
7/11/2024	7	5	4
7/12/2024	13	15	8
7/13/2024	9	12	5
7/14/2024	6	10	3
7/15/2024	4	3	3

Huether Aquatic Fitness Classes: First Half of July

- **Aqua Zumba**
 - Participation – 14 Participants
- **Tabata**
 - Participation – 8 Participants
- **Water Fitness**
 - Participation – 16 Participants
- **Yoga**
 - Participation – 5 Participants

Additional Information for First Half of July:

- **Aqua Zumba**
 - Participation – 48 Participants
- **Barre**
 - Participation – 4 Participants
- **Power Abs**
 - Participation – 58 Participants
- **Power Yoga**
 - Participation – 15 Participants
- **Prime Time Senior Class**
 - Participation – 49 Participants
- **Step Aerobics**
 - Participation – 6 Participants
- **Strength & Flexibility**
 - Participation – 19 Participants
- **Tabata**
 - Participation – 56 Participants
- **Trim & Tone**
 - Participation – 29 Participants
- **Wake UP**
 - Participation – 11 Participants
- **Water Aerobics Classes**
 - Participation – 95 Participants
- **Yoga**
 - Participation – 25 Participants
- **Zumba**
 - Participation – 5 Participants
- **Zumba Gold**
 - Participation – 64 Participants
- **Zumba Toning**
 - Participation – 6 Participants

- **Birthday Party Rentals**
 - Participation – 0 Birthday Parties
- **Private Pool Party Rentals**
 - Hours Rented – 0 Hours
- **Auxiliary/Main Gym Rentals**
 - Hours Rented – 0 Hours
- **Theater Rentals**
 - Hours Rented – 0 Hours

PARKS AND RECREATION REPORT

- **Meeting Rooms**
 - Hours Rented – 0 Hours
- **City Hall Rentals**
 - Hours Rented – 4 Hours
- **Capital Building Rentals**
 - Days Rented – 5 dates
- **Park Shelters**
 - Riverside - 4 Rentals
 - Memorial – 3 Rentals
 - Westside – 0 Rental
 - Meridian Bridge – 0 Rental

PARKS AND RECREATION REPORT

• **Summit Activities Center Membership Information:**

	Members			Memberships
	Current	Last	Change	Current
○ Active & Fit/Renew Active/Silver Sneakers	207	206	1	207
○ Adult Annual	80	82	-2	80
○ Adult Annual plus 1	48	48	0	24
○ Adult Annual plus 2	15	15	0	5
○ Adult Annual plus 3	4	4	0	1
○ Adult Annual plus 4	5	5	0	1
○ Adult Annual plus 5	6	6	0	1
○ Adult Annual plus 6	0	0	0	0
○ Adult EFT	20	20	0	20
○ Adult EFT plus 1	28	28	0	14
○ Adult EFT plus 2	3	3	0	1
○ Adult EFT plus 3	8	8	0	2
○ Adult EFT plus 4	0	0	0	0
○ Adult EFT plus 5	6	6	0	1
○ Adult EFT plus 6	0	0	0	0
○ Adult Monthly	98	105	-7	98
○ Adult Monthly plus 1	38	38	0	19
○ Adult Monthly plus 2	21	15	6	7
○ Adult Monthly plus 3	4	8	-4	1
○ Adult Monthly plus 4	0	0	0	0
○ Adult Monthly plus 5	0	0	0	0
○ Adult Monthly plus 6	0	0	0	0
○ City of Yankton Single	63	63	0	63
○ Firefighter Single	18	18	0	18
○ 10 Use Punch card	57	57	0	57
○ Radio	35	34	1	35
○ Youth Annual	29	28	1	29
○ Youth EFT	0	0	0	0
○ Youth Monthly	61	50	11	61
Total # of Active Memberships	854	847	7	745

- Attendance – 1,828 (1,828 SAC, ? GL). We do not have GL numbers at the time of this report.
Compared to 2,357 (1,729 SAC, 628 GL) in 2023.

PARKS AND RECREATION REPORT

- Total Huether Family Aquatics Center Passes Sold: 3,257 (3,605 – 2023)
- Total Cash Revenue at the SAC 7/1-15/24 – \$15,264.32 compared to \$11,172.58 in 2023

PARKS

Luke is working with outside organizations' special event applications and events for this summer and fall.

Riverside Park was prepared for the July 4 and July 5 concerts and events.

The Parks Department will be digging holes and installing posts for the renovated batting cage at the Sertoma 4-plex.

The ball fields at Sertoma Park, Summit Activities Center, and Riverside Park are being dragged and prepared each weekday according to practice and game schedules submitted to the Parks Department.

The Parks staff has and will move bleachers, benches, trash cans, and other items for youth baseball, youth softball, youth soccer, swim team, and other special community events (such as Ribfest) which will be taking place in Yankton on weekends in May, June and July.

FINANCE MONTHLY REPORT

ACTIVITY	JUN 2024	JUN 2023	JUN 2024 YTD	JUN 2023 YTD
UTILITY BILLING:				
Water				
Water Sold (in Millions of Gallons)	84,703	77,113	318,546	300,807
Water Billed	\$771,559.92	\$735,010.85	\$3,392,724.92	\$3,292,439.33
Basic Water Fee/Rate per 1000 gal.	\$27.51/6.30	\$27.51/6.30		
Number of Accounts Billed	5,734	5,725	33,497	33,227
Number of Bills Mailed	5,302	5,725	31,848	33,227
Sewer				
Sewer Billed	\$426,144.99	\$405,308.19	\$2,494,510.43	\$2,320,105.87
Basic Sewer Fee/Rate per 1000 gal.	\$23.84/\$6.80	\$17.53/\$6.80		
Solid Waste				
Solid Waste Billed	\$122,859.47	110,660.83	\$732,485.84	\$659,882.92
Basic Solid Waste Fee	\$26.00	\$23.61		
Tax Billed	\$7,592.04	\$7,156.75	\$45,255.99	\$42,675.58
Misc. Billed	\$2,760.00	\$3,690.00	\$6,600.00	\$9,028.40
Total Utility Billing:	\$1,330,916.42	\$1,261,826.62	\$6,671,577.18	\$6,324,132.10
Adjustment Total:	(\$20.00)	(\$760.00)	(\$591.61)	(\$1,359.78)
Misread Adjustments	\$0.00	\$0.00	\$0.00	\$0.00
Other Adjustments	\$0.00	(\$680.00)	(\$1.61)	(\$1,099.78)
Penalty Adjustments OFF	(\$80.00)	(\$80.00)	(\$810.00)	(\$540.00)
Penalty Adjustments ON	\$60.00	\$0.00	\$220.00	\$280.00
Delinquent Notices	422	353	2,437	2,227
Doorknockers	193	162	995	849
Delinquent Notice Penalties	\$4,220.00	\$3,530.00	\$24,370.00	\$22,270.00
Doorknocker Penalties	\$1,930.00	\$1,620.00	\$9,950.00	\$8,490.00
Other Office Functions:				
Interest Income	\$242,544.43	\$249,893.73	\$1,496,188.03	\$1,329,041.22
Interest Rate-Checking Account	5.73%	5.58%		
Interest Rate-CDs	N/A	N/A		
# of Monthly Vendor Checks	121	125		
Payments Issued to Vendors	\$3,598,205.27	\$4,683,292.89	\$16,355,645.50	\$17,166,416.02
# of Employees on Payroll	313	306		
Monthly Payroll	\$686,369.45	\$649,226.81	\$3,846,041.37	\$3,650,606.69

CITY OF YANKTON
REVENUES AND EXPENDITURES

	01APR2024 30JUN2024	01APR2023 30JUN2023	YTD 2024	YTD 2023
101 General Fund				
Revenues	4,487,950.21	4,632,182.30	7,251,649.55	7,232,548.06
Expenditures	2,611,628.99	2,689,968.03	5,471,828.35	5,097,865.66
201 Parks				
Revenues	12,951.10	29,670.41	19,935.28	38,884.50
Expenditures	418,714.91	640,917.49	775,389.05	906,024.31
202 Huether Family Aquatics Center				
Revenues	296,328.98	396,111.01	475,262.24	591,591.47
Expenditures	622,414.19	639,895.64	651,620.49	649,797.79
203 Summit Activity Center				
Revenues	155,699.06	132,798.52	248,368.66	228,770.42
Expenditures	224,371.30	201,174.42	385,208.00	316,620.84
204 Marne Creek				
Revenues			(3,784,895.10)	(471,582.18)
Expenditures	29,727.35	1,579,653.84	50,137.50	1,734,884.55
205 Casualty Reserve				
Revenues	572.31	533.81	938.99	846.42
Expenditures				
206 Cemetery				
Revenues	6,258.96		12,358.96	
Expenditures	33,982.15		65,546.39	
207 Bridge and Street				
Revenues	10,698.55	13,247.89	10,770.89	14,742.44
Expenditures	115,951.46	14,034.19	83,128.76	14,034.19
208 911/Dispatch				
Revenues	35,629.88	39,535.29	37,795.95	41,870.82
Expenditures	187,241.89	189,251.69	387,632.52	369,084.67
209 Business Improvement District				
Revenues	39,670.19	34,143.57	58,665.95	51,402.29
Expenditures				
211 Lodging Sales Tax				
Revenues	202,815.27	204,425.21	349,415.83	335,795.99
Expenditures	171,447.81	177,141.21	418,208.23	347,330.48
241 Infrastructure Improvement				
Revenue	1,313.31	1,940.94	7,181.38	2,406.25
Expenditures				
501-504 Improvements/Capital				
Revenues		18,510.86	83,678.30	(2,380.10)
Expenditures	296,587.63	132,283.22	227,869.56	70,166.95
505 HFAC Construction				
Revenues		(17,019.06)		
Expenditures				2,650.00
506 Special Capital Improvements				
Revenues	1,942,470.28	2,087,699.53	2,983,863.70	3,001,756.03
Expenditures	336,799.97	1,107,158.96	338,879.38	1,231,026.04
510 TID #5 Menards				
Revenues	76,600.67	82,263.45	99,652.29	94,008.95
Expenditures				
511 TID #6 Westbrook Estates				
Revenues	183,575.10	180,371.36	205,269.40	198,869.25
Expenditures				
512 TID #7 West 10th Street				
Revenues	21,062.55	28,590.25	29,164.02	32,010.72
Expenditures				

CITY OF YANKTON
REVENUES AND EXPENDITURES

	01APR2024 30JUN2024	01APR2023 30JUN2023	YTD 2024	YTD 2023
513 TID #8 Westbrook Phase 2				
Revenues	109,744.10	67,619.00	114,135.29	72,257.67
Expenditures				
514 TID #9 Yankton Mall				
Revenues	22,649.82	505.34	22,649.82	505.34
Expenditures	22,649.82		22,649.82	
515 TID #11 East Yankton / Gehl				
Revenues	1,714.02		1,714.04	
Expenditures	2,442.25		2,442.25	450.00
516 TID #12 Mead Property				
Revenues				
Expenditures		764,681.30	(66,203.69)	883,314.93
601-608 Water				
Revenues	1,873,766.14	2,054,950.84	3,557,208.32	3,707,656.86
Expenditures	2,588,071.04	1,589,849.52	5,417,490.92	4,733,260.23
611-614 Wastewater				
Revenues	1,338,219.82	1,224,042.10	1,458,747.14	(1,519,392.93)
Expenditures	2,294,330.72	1,586,875.13	3,026,032.29	2,177,121.88
631 Solid Waste Collection				
Revenues	386,877.07	348,278.73	764,945.41	688,309.29
Expenditures	325,391.34	312,764.10	719,160.55	672,214.94
637 Joint Powers Landfill				
Revenues	544,320.33	505,496.60	935,601.77	877,896.72
Expenditures	660,549.40	555,112.31	1,022,495.10	987,155.16
641 Fox Run Golf Course				
Revenues	1.00		1.00	1.00
Expenditures	47,730.67	31,273.20	81,613.71	149,788.73

City of Yankton
Airport Advisory Board Meeting Minutes
For
June 19th, 2024

The June 19th, 2024 Airport Advisory Board Meeting was called to order at 8:00AM by Vice Chairman Jake Hoffner

Roll call:

Present from the Airport Advisory Board: Rick Daugherty, Steve Hamilton, Dan Specht, Jake Hoffner, Brian Rippe.

Unable to attend: Mary Boyer and City Commission Representative Amy Miner.

Present from the City of Yankton: Adam Haberman, Mike Roinstead, and Brooke Goeden.

Present from KLJ Engineering: Aaron Storm

24-06 Minutes from March 20th, 2024

MOTION – A motion was made by Specht and seconded by Hoffner to approve the minutes of the June 19th, 2024 Airport Advisory Board Meeting.

VOTE - Voting “Aye” - all members present. Voting “Nay” - none.

MOTION – PASSED

Nominations for New Chairman and Vice Chairman:

Jake Hoffner nominated Rick Daugherty as the new Chairman of the Airport Advisory Board. No other nominations were made and nominations ceased. Rick Daugherty was appointed as new Chairman of the Airport Advisory Board.

Dan Specht nominated Jake Hoffner as the new Vice-Chairman of the Airport Advisory Board. No other nominations were made and nominations ceased. Jake Hoffner was appointed as new Vice-Chairman of the Airport Advisory Board.

Introductions:

Jake Hoffner introduced Brian Rippe, the newest member of the Airport Advisory Board. We welcome Mr. Rippe to the Board!

Monthly Fuel Report:

Mike Roinstead provided the monthly fuel report for May 2024. In May 2024, there were 69 transactions, totaling 4,658.9 gallons sold. For comparison, in May 2023, there were 76 transactions, totaling 3,858.8 gallons sold.

Staff Report:

Adam Haberman stated that we recently had our State inspections and everything went very well. The State was impressed with the airport and noted there are no issues or concerns from them.

Haberman also mentioned Mike Roinstad is finalizing the plans for the Oshkosh promotion scheduled from July 18th, 2024 to July 28th, 2024. YKN airport will be running a fuel promotion and provide food and light beverages for pilots that stop in during that time.

YKN Apron Replacement:

Aaron Storm gave update on the project: last month KLJ Engineering and the City of Yankton met with the FAA to discuss the Capital Improvement Plan (CIP). Many positive conversations were had and we are hoping the funding for the construction phase becomes available in 2025. All necessary applications have been submitted.

Other Business:

Jake Hoffner asked if we are shovel ready to build a new hangar on the available space. Haberman replied that there has been interest, just no formal commitments at this time.

Adjournment:

24-07 MOTION –It was moved by Hoffner and seconded by Specht to adjourn the meeting.
VOTE – Voting “Aye” – all members present. Voting “Nay” – none.

Meeting adjourned at 8:37AM

Respectfully Submitted,

Adam Haberman, Secretary



The MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

MINUTES
YANKTON PARK ADVISORY BOARD
Monday, May 20, 2024, 5:30PM, in the Community Room
CMTEA Building, 1200 W. 21st Street

I. ROUTINE BUSINESS

Roll Call:

Present: Jason Tellus, Brian Bertsch, Nick Severson, and City Commissioner Brian Hunhoff.

Absent: Jeannine Economy-List, Elizabeth Healy, and Tom Bixler.

Also present Director of Parks and Recreation Todd Larson, and Parks Secretary Chasity McHenry.

Public Appearances: Ron Kachena, master gardener. Commented on how Lisa Kortan, urban forester is doing a good job with the Arboretum. They are wondering if there is anything their group could help with and if anything is planned for the Arboretum. There are plans to discuss the Arboretum in the comprehensive planning meetings scheduled in 2024. A fall planning meeting can be organized to meet with the master gardeners group to discuss the arboretum and future improvements (signs for trees, benches, etc.). It was also mentioned that there is little to no information on the City website or Google in regards to the Arboretum. It was suggested that there be photos and tree descriptions added to the website. Try and claim the arboretum as a business on Google so it is listed in searches.

Minutes: March 18, 2024 minutes approved. Tellus motioned. Bertsch second. Motion passed 3-0.

II. OLD BUSINESS

A. The Westside Park Pond Project: A synthetic liner is being installed in the pond and should be done the week of May 20. Work to place clay over the liner on the edges, dirt in the aquatics planting areas and to do the plantings, place back the rock around the island, place back rock around the patio wall, place rock around the entire perimeter of the pond, and redo the landscaping areas around the southeast corner will take quite a bit of time.

III. NEW BUSINESS

A. Westside Park Pickle Ball court conversion- LWCF grant paperwork has been signed by all parties. We had a public meeting on May 7 to get consensus on project items. First items to get scheduled is installation of interior fencing. Then installation of net posts. Painting of the courts will be third. Utilizing the priority list of items discussed at the public meeting remaining project funds will be used to complete other items. No timelines have been established yet. We have until June 30, 2026, to have the work completed that was a part of the grant application (fencing, net posts, nets, painting). Hoping by fall of 2024 it will be done.



The MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

- B. BMX bike dirt track and pump track public meeting was held May 14. There were 12 adults, 2 City Commissioners, 4 City staff, 1 PAB member, and 1 baby in attendance at the meeting. Sam Hummel did a short presentation and we gathered email addresses of those in attendance. Sam will choose a date and time for the first task force meeting and those in attendance will be notified. The first step for the task force will be identifying land that could be used.
- C. Meridian Bridge's Centennial Celebrations. Upcoming events to take note of: July 4 Music at the Meridian with fireworks and then July 5 concerts with drone show. Both of these will be held in Riverside Park.
- D. Luke Youmans, Sonya Wattier, and Jordan Groves are the department's aquatics team and they are now working on getting The Huether Family Aquatics Center prepared for the 2024 season. The facility is scheduled to open Saturday, May 25. We feel grateful as there has been a sufficient number of applicants for lifeguarding and all the positions we need to fill during the summer months.
- E. The City of Yankton Comprehensive Plan effort begins this summer. Some items that will need to be monitored during this process are: 1) any input on The Lawn and its master planning; 2) the amphitheater in Riverside Park; 3) field renovations at the SAC to make a regulation baseball field and a regulation softball field; 4) a children's play area for the Westbrook Estates development. The City has property that can be used in the NE corner of the Westbrook Estates development along West City Limits Road and Marne Creek.

For the Westbrook Estates park development, the City would plan to have a neighborhood meeting in the fall/early winter so we all have an understanding of what the comprehensive plan data is telling us and then to also have the more specific neighborhood input for this neighborhood park development.

The other aspect of this development would be understanding the flood plain in the park area so we know where we can build and where we would not be allowed to build because of the flood plain boundaries.

The City is setting up a meeting with the Yankton Baseball Association, Mount Marty University, and YSD to hear about ideas for renovating the two fields at the SAC property.

IV. OTHER BUSINESS

- A. General discussion items.
 - Jason Tellus mentioned that at Fort Thompson camping area they have concrete bean bag toss boards for people to use while camping.
 - Commission information Memorandums (4 CIMs).
 - Other completed work projects for the department are noted in the CIMs.
 - Next Meeting: Monday, July 15, 2024.

V. ADJOURN

Tellus motioned, Severson second. Motion carried 3-0.

Memorandum #24-158

To: City Commission
From: Tim Linke, Fire Chief
Date: July 9, 2024
Subject: Approving the Current List of Volunteer Firefighters

The South Dakota Municipal League recommends a current roster of volunteer firefighters be noted in the official minutes of the Yankton City Commission at least once per year. This roster pertains to workers' compensation coverage for volunteers. It is our intent to include this annually as a consent agenda item and periodically throughout the year when new members are added.

It is recommended that the City Commission approve the attached current list of volunteer firefighters and include this list in the minutes of the July 22, 2024 City Commission meeting.

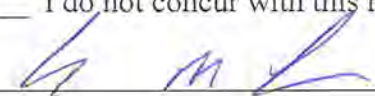
Respectfully,



Timothy K. Linke
Fire Chief

I concur with this recommendation.

I do not concur with this recommendation.



Amy Leon
City Manager

Voice Vote

2024 Yankton Volunteer Fire Department Roster

- Brad Binde
- Tim Binder
- Cole Blom
- Tyler Buckman
- Chistopher Eilers
- Mike Fitzgerald
- Adam Frick
- Brian Frick
- Tom Frick
- Tyler Frick
- Dustin Gusso
- Sam Harris
- Rich Hladky
- Kasey Hofer
- Tom Holmstrom
- Emily Johnson
- Jody Johnson
- Adam King
- Brandon Kneifl
- Gary Kozak
- John Kraft
- Dave Kuehler
- Mark Kuehler
- Tim Linke
- Chad Miller
- Brad Moser
- Jon Moser
- Terry Nickels
- Mark Nickles
- Pat Nolz
- Brennan Novak
- Daniel Prendable
- Austin Reining
- Cody Steiner
- Bill Taggart
- Mike Villanueva
- Josh Wagner
- Jay Walsh
- Jerry Webber
- Brook Woehl
- Toby Woehl

Memorandum #24-161

To: City Manager
From: Finance Department
Date: July 22, 2024
Subject: Transient Merchant License Application

The Finance Department has received an Application for License from Harry Peaden, d/b/a Country Fresh Farms, to engage in the business of Transient Merchant. The applicant is requesting a license to sell USDA frozen meat from a 26-foot freezer truck in the parking lot at 3210 Broadway Avenue (Menards parking lot) from July 31, 2024 through August 30, 2024. The Finance Department is in receipt of a signed Agreement between Country Fresh Farms, Inc. and Menard, Inc.

The Finance Department has provided the above referenced application to the Police Department to ensure that the applicant conforms to the provisions of the City of Yankton Municipal Code of Ordinances. A police check on the applicant revealed no felony convictions or warrants in South Dakota. A check with the South Dakota Department of Revenue revealed that the applicant does have an active sales tax license. After reviewing said information, it appears to the Finance Department that the above applicant is in compliance with the City of Yankton Municipal Code of Ordinances as relates to the submitted application.



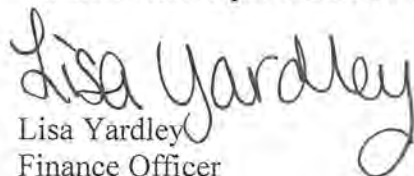
Lisa Yardley
Finance Officer

Memorandum #24-163

To: City Manager
From: Finance Department
Date: July 22, 2024
Subject: Transient Merchant License Application

The Finance Department has received an Application for License from TJ Stotz dba The Bonesetter Apothecary to engage in the business of Transient Merchant. The applicant is requesting a license to sell pre-packaged coffee, teas, and associated nutrition goods at 215 Mulberry Street (the Bonesetter Chiropractic parking lot) from August 1, 2024 through October 30, 2024.

The Finance Department has provided the above referenced application to the Police Department to ensure that the applicant conforms to the provisions of the City of Yankton Municipal Code of Ordinances. A police check on the applicant revealed no felony convictions or warrants in South Dakota. A check with the South Dakota Department of Revenue revealed that the applicant does have an active sales tax license. After reviewing said information, it appears to the Finance Department that the above applicant is in compliance with the City of Yankton Municipal Code of Ordinances as relates to the submitted application.

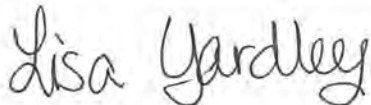

Lisa Yardley
Finance Officer

Memorandum #24-157

To: City Manager
From: Finance Department
Date: July 22, 2024
Subject: Retail (On-off sale) Malt Beverage & SD Farm Wine license
Applicant: Onward Yankton, Inc.

The Finance Department has received an application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license effective July 1, 2024 to June 30, 2025 from Onward Yankton, Inc., 328 Walnut Street, Yankton, South Dakota. This alcohol license is not endorsed with video lottery.

The Finance Department has provided the above referenced application to the Community and Economic Development Department, Fire Department, and Police Department to ensure that the premises and the applicant conform to the provisions of the City of Yankton Municipal Code of Ordinances. An inspection by the Fire Marshal and the Building Inspector revealed that the business premises is in compliance with all building and fire codes. A police check on the applicant revealed no felony convictions or warrants in South Dakota. After reviewing said information, it appears to the Finance Department that the above applicant is in compliance with the City of Yankton Municipal Code of Ordinances as relates to the submitted application.



Lisa Yardley
Finance Officer

Memorandum #24-159

To: Amy Leon, City Manager
From: Bradley Moser, Civil Engineer
Subject: Change Order Number 1 for the 21st Street Water Main and Paving Project
Date: July 15, 2024

Attached is Change Order #1 for the 21st Street water main and paving project. If approved, the change order would have a net increase of \$80,314.50. This would adjust the construction cost from \$1,078,800.00 to \$1,159,114.50.

The majority of the increase is due to two items. The first was replacing 6" fillets with 8" fillets. This was done to match the proposed pavement thickness. The net increase in doing so is \$18,814.50.

The second major expense is for dewatering. As described in the last CIM, the contractor experienced significant ground water approximately halfway through the water main installation. They were unable to adequately control water infiltration into the trench by using conventional methods. Instead, they had to install dewatering wells and continually run pumps to maintain acceptable water levels.

City staff has reviewed the change order request and recommend its approval.

Respectfully submitted,



Bradley Moser
 Civil Engineer

Recommendation: It is recommended that the City Commission approve Change Order No. 1 in the amount of \$80,314.50 as detailed in Memorandum #24-159.

I concur with this recommendation.

I do not concur with this recommendation.



Amy Leon
 City Manager

cc: Adam Haberman (electronic)
 file

Roll Call

CITY OF YANKTON
CHANGE ORDER #1

CONTRACTOR: **Masonry Components**
PROJECT NO. 2023-034
DESCRIPTION: 21 St St. WCLR TO SUMMIT, WATERMAIN AND PAVING

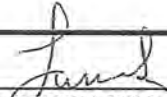
THE FOLLOWING CHANGES ARE HEREBY MADE TO THE CONTRACT DOCUMENTS

ITEM	ORIGINAL	FINAL QUANTITY	CHANGE IN QUANTITIES	PRICE	TOTAL
48. 6" FILLET SECTION (SF)	2109	0	-2109	\$9.50	(\$20,035.50)
50.8" FILLET SECTION (SF)	0	2590	2590	\$15.00	\$38,850.00
51. EXTRA LANE CLOSURE ON 21 ST (LS)	0	1	1	\$1,000.00	\$1,000.00
52. ADJUST MANHOLE (EA)	0	1	1	\$500.00	\$500.00
53. DEWATERING (LS)	0	1	1	\$60,000.00	\$60,000.00

TOTALS FOR CHANGE ORDER #1 **\$80,314.50**

ORIGINAL CONTRACT AMOUNT: 1,078,800.00
THE CONTRACT AMOUNT DUE TO THIS CHANGE ORDER WILL BE INCREASED/ DECREASED BY: 80,314.50
THE NEW CONTRACT AMOUNT INCLUDING THIS CHANGE ORDER WILL BE: 1,159,114.50
ORIGINAL COMPLETION DATE: 7/26/2024
ADJUSTED COMPLETION DATE NA

APPROVALS REQUIRED:
ACCEPTED BY:



CONTRACTOR

ORDERED BY:

CITY OF YANKTON

Memorandum #24-160

To: Amy Leon, City Manager
From: Bradley Moser, Civil Engineer
Subject: Change Order #1 for the Gehl Drive & Sanitary Trunk Sewer Improvements
Date: July 15, 2024

The attached Change Order #1 for the Gehl Drive project indicates an increase due to the addition of three items.

The first item, abandonment and removal of well sites, is for the work associated with properly removing the remnants of two water wells. One well was a large structure with a concrete footing and above ground piping. The other was an exposed capped pipe. The contractor hired to perform the work was a licensed well contractor. The additional cost for this work is \$14,000.00.

The second item is for the removal of concrete, branch piles and other items in various locations on the site. The contractor has asked for an additional \$5,350.00 to complete this task.

The third item on this change order is for costs associated with inspecting the work to complete the installation of a utility crossing the railroad right-of-way. It is a requirement of the BNSF Railroad that their inspectors be present at all times when work is done within railroad right-of-way. This expense is estimated at \$27,187.20.

The combined cost of the three changes resulted in a net increase of \$46,537.20. This would adjust the construction cost from \$3,173,724.84 to \$3,220,262.04.

City staff has reviewed the change order request and recommend its approval.

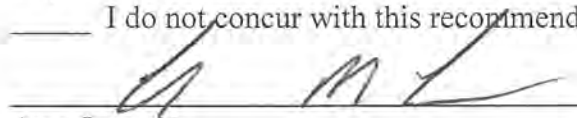
Respectfully submitted,



Bradley Moser
 Civil Engineer

Recommendation: It is recommended that the City Commission approve Change Order No. 1 in the amount of \$46,537.20 as detailed in Memorandum #24-160.

I concur with this recommendation.
 I do not concur with this recommendation.



Amy Leon
 City Manager

cc: Adam Haberman (electronic)
 file

Roll Call

City of Yankton Construction Change Order No. 1

Original Contract Amount:	\$ 3,173,724.84	Project Name:	Gehl Drive & Sanitary Trunk Sewer Improvements			
Net Change by Previous CCOs:	\$ -					
Increase/Decrease this CCO:	\$ 46,537.20	Contractor Name:	Site Works, Inc.			
Current Contract Amount:	\$ 3,220,262.04	SEI No.:	22220			

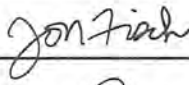

All CCO's must comply with South Dakota Codified Law 5-18B-19. To view the law in its entirety: <http://legis.state.sd.us/statutes/index.aspx>.
The following change in plans and/or specifications for the subject project is hereby made. Attach supporting documents as required.

Line Item(s) or RFP #	Description of Proposed Work	Justification	Cost
1	RFP #1 Abandonment and removal of two wells on site.	See RFP #1	\$ 14,000.00
2	RFP #2 Removal of east tree line junk, branch pile, and A-OX Property Junk Removal	See RFP #2	\$ 5,350.00
3	RFP #3 Railroad Crossing Utility Inspection and Roadway Worker in Charge	See RFP #3	\$ 27,187.20
4			
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See Attachment for Quantities and/or Justifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Net Increase/Decrease this Change Order:	\$ 46,537.20
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Original Completion Date:	Substantial: 10/15/24 Final: 14 calendar days	Net Time Change of Previous CCO's:	None	Time Change Due On This Change Order:	None	Revised Contract Completion Date:	None
Time Extension Justification:							

The changes contained in this Construction Change Order are made in accordance with the provisions of the contract for subject project, and when accepted by the Contractor and upon approval by the City of Yankton, shall become part of said contract.

	Date	Signature
Architect/Engineer Recommendation	7/12/2024	
Contractor Acceptance	7/12/2024	
Mayor Approval		

Memorandum #24-162

To: Amy Leon, City Manager
From: Dave Mingo, AICP Community and Economic Development Director
Subject: Proposed City Initiated Rezoning of Identified Garden Estates Property
Date: July 16, 2024


The proposed rezoning follows the course set when the City Commission approved Tax Incremental District #14, Garden Estates. The area was previously a part of the City extraterritorial zoning jurisdiction. It was annexed in 2023 and, as a part of that process, brought with it the A-1 Agricultural zoning designation that it had in the extra-territorial jurisdiction (ETJ). The proposal would allow the development to include single family and duplex lots. There are no multiple family units planned in this part of the development.

Yankton Thrive is the only property owner in the area and they have agreed to this designation as planned in the TID process.

HEARING SCHEDULE:

July 22, 2024	The City Commission initiates the rezoning.
August 12, 2024	The Planning Commission establishes September 9th, 2024 as the date for a public hearing.
September 9, 2024	The Planning Commission holds a public hearing to consider the issue. All appropriate notices would be published and mailed.
September 23, 2024	The City Commission establishes October 14, 2024 as the date for a public hearing.
October 14, 2024	The City Commission holds a public hearing to consider the issue. All appropriate notices will have been published and mailed. A super majority (6-3) vote of the City Commission cannot be protested out by the neighborhood. A simple majority (5-4) could be protested out.
October 24, 2024	Estimated publication date of record of City Commission action.
November 13, 2024	Estimated date that the City Commission action is effective.

Respectfully submitted,




Dave Mingo
 Community and Economic Development Director

_____ Roll Call

Recommendation: It is recommended that Memorandum #24-162 is approved thereby initiating the process of considering a rezoning of Tracts 2 and 3 of Law Addition in the N 1/2 of the SE 1/4 of Section 2, Township 93 North, Range 56 West of the 5th P.M., City of Yankton, Yankton County, South Dakota containing 28.06 acres.

I concur with this recommendation.

I do not concur with this recommendation.



Amy Leon
City Manager



City of Yankton

Rezone From A-1 Agricultural to R-3 Two-Family Residential
 Tracts 2, 3 and 4 of Law Addition in the N 1/2 of the SE 1/4 of Section 2,
 Township 93 North, Range 56 West of the 5th P.M.,
 City of Yankton, Yankton County, South Dakota containing 28.06 acres.