

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS  
YANKTON, SOUTH DAKOTA  
AUGUST 12, 2024**

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

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

**Action 24-225**

Moved by Commissioner Carda, seconded by Commissioner Miner, to approve Minutes of Work Session and Regular Meeting of July 22, 2024. All present voted aye; motion carried, 7-0.

**Action 24-226**

Moved by Commissioner Miner, seconded by Commissioner Benson, that the Schedule of Bills be approved and warrants be issued as listed below. All present voted aye; motion carried, 7-0.

Sprinklerwhse (Irrigation) \$313.74; 818 Auto Value (Filters) \$922.54; Academy Of Dance (Summer Program) \$481.95; ACT Riverboat Days (Parade) \$33.95; Adobe (Promotional Design) \$184.58; Alfa Laval (Parts) \$2,901.84; Amazon (Books) \$190.84; Amazon (Parts) \$1,011.37; Amazon (Janitorial Supplies) \$205.07; Amazon (Concessions) \$68.46; Amazon (Chair Cylinder) \$65.21; Amazon (Irrigation Parts) \$95.80; Amazon (Janitorial Supplies) \$161.69; Amazon (Office Supplies) \$56.89; Amazon (Books) \$132.81; Amazon (Janitorial Supplies) \$245.17; Amazon (Office Supplies) \$116.79; Amazon (Irrigation Parts) \$67.20; Amazon (Concessions) \$123.03; Amazon (Office Chairs) \$359.96; Amazon (Office Chair) \$229.96; Amazon (Books) \$60.31; Amazon (Pool Supplies) \$68.99; Amazon (Chair Repair) \$15.98; Amazon (Parts) \$55.95; Amazon (Desk Chair Mat) \$47.52; American Red Cross (Lifeguard Certification) \$41.30; Amzn (Uniform Pants) \$176; Amzn (Books) \$47.40; Amzn (DVD) \$26.99; Amzn (Calculator Tape) \$31.99; Amzn (Irrigation Parts) \$559.80; Amzn (Irrigation Parts) \$159.99; Amzn (Ink Cartridge) \$44.59; Amzn (Folders) \$21.96; Amzn (DVD) \$8.42; Amzn (Book) \$39.49; Amzn (Cleaning Supplies) \$44.60; APA (Subscription) \$497; Arby's (Travel Expense) \$18.64; ATT (Mobile Data) \$1,254.35; Automatic Building Controls (Fire Alarm check) \$1,885; AutoZone (Batteries) \$732.93; Avera Sacred Heart (Pre Employment) \$86; Axvoice (Dialer Service) \$21.44; Banner Associates (Cedar Street Bridge) \$20,927; Battery Sharks (Maintenance) \$51.67; Ben's Brewing (Music at the Meridian) \$627.85; Blaha/Jon (Bridge Celebration) \$300; BluePeak (Internet) \$4,391.74; Boller Printing (Prints) \$110.08; Bomgaars (Vehicle Vacuum) \$1,013.35; Bosch Auto (Subscription) \$781.90; Brian's Electric (Meridian Centennial) \$480; BSN Sports (Leagues) \$150; Burger King (Travel Expense) \$24.91; C&B (Mower Parts) \$79.62; Canva (Software) \$119.40; Carr/Todd (Family Night) \$600; Caseys (Fuel) \$54.58; Caseys (Fuel) \$46.01; Metrofax (Fax) \$12.69; Center Point Large Print (Books) \$145.02; Centurylink (Phone) \$1,448.49; Chesterman (Concessions) \$922.55; Chick-Fil-A (Travel Expense) \$26.46; City Of Vermillion (July Jt Powers) \$86,741.48; Sportsmens Bar (Summer Reading) \$160; Clarks Rentals (Starter Rope) \$68.75; Environmentalexprs (Glucose Glutamic Acid) \$101.56; Credit Collections (Garnishment) \$50; Culvers (Meeting Expense) \$58.07; Dash Medical (Exam Gloves) \$170.76; Defensive Edge (Course Registration) \$550; Dept Of Health (Water Samples) \$1,608; Design Solutions (Service Call) \$3,226.25; Dustrol (Asphalt Milling) \$17,904.80; Ebay (Toner) \$224.99; Ecomm Most Dependable (Pool Repairs) \$378.67; Fairfield Inn

(Music At Meridian) \$1,300; Fastenal (Drill Bits) \$915.53; Fejfar Plumbing (Irrigation Repair) \$2,178.78; Firehouse Subs (Travel Expense) \$25.73; Fryn Pan (Employee Engagement) \$43.68; Full Source (Safety Vest) \$117.74; Gerstner Oil (Fuel) \$25,038.60; Government Finance (GAAFR Book) \$199; Graham Tire (Mower Tires) \$77.94; Graybar Electric (Repair Parts) \$25,195.07; Greatlife Golf (Summer Program) \$1,338.75; Hach Company (Reagents) \$791.91; Hanson Briggs (Cops Cards) \$150.06; Harn Ro Systems (Chemicals) \$59,520; Hawkins (Sodium Hydroxide) \$72,120.95; Hillcrest Country Club (Advertising) \$200; Holiday Inn (4th Of July Lodging) \$292; Holiday Outdoor Decor (Christmas Lights) \$6,646; Hotel.com (Travel Expense) \$742.31; Starbucks (Bid Board Meeting) \$33.78; Hy-Vee (Logan Mize Snacks) \$285.71; Ibach/Eileen (Reimbursement) \$20.75; Go To Glass (Chip Repairs) \$120; House Of Brands (Meridian Hats) \$2,371; Powers Port A Pot (Dog Park Porta Potty) \$135; Sepi Marketing (Advertising) \$388; Southeast South Dakota (Professional Services) \$275; Industrial (Compressor Belts) \$324.04; J & H Cleaning (Janitorial) \$4,200; Jacks Small Engines (Pump) \$610.90; Jacks Uniforms (Shirt) \$157.38; JCL Solutions (Cleaning Supplies) \$2,832.86; Jebro (Asphalt) \$47,747.39; Jersey Mikes (Travel Expense) \$39.29; Jessica Anderson (Tree Reimbursement) \$100.00; JJ Benji's (Hats & Polo) \$233; Johnson Controls (Boilers Repairs) \$156.47; Kaiser Heating (AC Repairs) \$543.25; Kaiser (Chainsaw Maintenance) \$132.96; Kleins Tree Service (Tree Removal) \$5,700; Kleinschmit Locker (Employee Engagement) \$241.24; KLJ Engineering (North Taxiway) \$14,000; Knife River (Asphalt) \$137,240.96; Koletzky Implement (Mower Repairs) \$228.80; Koletzky Implement (Kubota Repairs) \$197.89; Kopetskys Ace Hdwe (Agricultural Supplies) \$1,170.83; Language Line (Translation Services) \$186.52, Larrys Heating (Repairs) \$229; Law Enforcement Seminar (Training) \$425; List Electric (City Hall Rewiring) \$24,574.98; Locators & Supplies (Insect Repellent) \$157.96; Macqueen Emergency (Replacement Parts) \$785.65; Malloy Electric (Motor) \$362.15; Marissa Ferro (Refund) \$47.79; Masonry Components (21st Street Construction) \$819,056.87; Mcleods Printing (Envelopes) \$15; Mead Lumber (Building Materials) \$736.57; Menards (Fans/Pump) \$2,714.92; Meridian Eye Care (Pre Employment) \$50; Merkel Electric (Service Call) \$76.50; Midamerican Energy (Fuel) \$1,048; Midwest Tire (Tires) \$5,036; Midwest Turf (Deck Belts) \$738.10; Napa Auto Parts (Oil) \$193.29; Noodles & Co (Travel Expense) \$42.18; Northwestern Energy (Replace Pole) \$1,480.33; Observer (Advertisement) \$48; One Office (Office Supplies) \$5.35; OReilly (Disc Pads, Brake Rotors) \$1,367.38; Outsound Productions (July 4th Stage) \$6,967; Overdrive Dist (Ebooks) \$1,525.56; Smoothie King (Travel Expense) \$25.34; Paypal Advancedpol (Training) \$99; Paypal Dbcreativef (Centennial Celebration) \$290; Paypal Ebay (Toner) \$613.12; Healthworks (Pre Employment) \$36.60; PlanIt Geo (Tree Inventory) \$45,000; Playaway Products (Wonderbooks) \$968.82; Pool Supply (Pool Vaccum Clip) \$75.65; Power Source Electric (Antenna Work) \$1,221.84; Premiere Dance Complex (Overpayment) \$51.35; Presho Oil (Fuel) \$61.36; P&D (Advertisement) \$869.97; PRI Management Group (Training) \$1,195; Provantage (Network Supplies) \$510.97; Push Pedal Pull (Fitness Equipment Repair) \$2,829.99; Pizza Ranch (Concessions) \$3,903.50; Pizza Ranch (Travel Expense) \$33.35; Qt (Fuel) \$68.10; Quadient (Postage Lease) \$678; Racom (Beon Access) \$35.80; RDG (Comprehensive Plan) \$7,503.30; Recreonics (Wibit) \$12,521; River District (Pre Employment Exam) \$550; Riverfront Broadcasting (Special Events) \$3,382.50; Riverside Hydraulics (Filler Cap Strainer) \$163.35; Riverside Hydraulics (Parts) \$8,987.50; Rivistas Subscription (Magazine) \$3,149.60; Russenberger/Courtney (Reimbursement) \$21.96; Sanitation Products (Parts) \$625.72; Sherwin Williams (Boat Dock Bathroom) \$411; Sign Solutions (Street Signs) \$213.37; Site Works (Gehl Drive Construction) \$798,313.78; Smoke Box Cafe (Travel Expense) \$34.76; Kore Essentials (Duty Belt) \$337.81; Blue Tequila (Travel Expense) \$28.21; Buhls Cleaners (Uniform Alterations) \$60; Hanson Briggs (Parade Car Magnet) \$92.70; Midwest Radiator (Shop Supplies) \$93.28; Stanley Petroleum (Filter Replacement) \$2,877.70; Target (Travel Expense) \$12.29; Tessman Company (Chemicals) \$1,098.41; The Association For Ru (ARSL Conference) \$395;

The Collision Center (Repair) \$1,209.50; The Icee Company (Concessions) \$1,452.82; The UPS Store (Shipping) \$425.17; Third Millennium (Utility Billing) \$771.89; Titan Machinery (Lens) \$18.05; Star Design Concept (Parts) \$138; Tractor Supply (K-9 Food) \$88.99; Traffic Control (Stop Lights) \$392; Transource Truck (Repairs/ Parts) \$5,401.92; TRK Hosting (Internet Access) \$7.95; Truck Trailer Sales(Wheel Studs/Lug Nuts) \$398.25; Truck Trailer Sales (Parts) \$4,454.84; Huhot Mongolian (Travel Expense) \$70.65; Scotts Kitchen (Travel Expense) \$41.53; Two Way Solutions (Pager Replacement) \$778.23; United (Travel Expense) \$327.95; United (Travel Expense) \$107; United (Travel Expense) \$107; United Rentals (Centennial) \$782.73; USPS (July Postage) \$560.19; United Way (Special Appropriation) \$11,250; UPS (Shipping) \$25.20; USPS (Postage) \$84.35; Van Diest Supply (Insecticide) \$5,200; Vesperis (Pesticide) \$2,719.44; Vessco (Parts) \$448; Viddler (Video Hosting) \$38.20; Vistaprint (Business Cards) \$33.98; VWR International (Lab Supplies) \$336.48; Vzwrlls (Internet Access) \$1,160.36; Wahltek (Maintenance) \$3,543.75; Walgreens (Office Supplies) \$110.10; Wal-Mart (Concessions & Supplies) \$811.84; Wholesale Supply (Concessions) \$7,500.95; Williams & Company (Audit) \$16,700; Walmart (Rec Supplies) \$916.13; The Dam Fools (Conference Registration) \$450; Olsons (Pest Control) \$278; Radiotech.com (Holster) \$51; Xerox (Copies) \$1,592.06; Xtreme (Car Washes) \$573.60; Yankton Co Auditor (Safety Center Share) \$9,676.26; Yankton Janitorial (Supplies) \$1,117.60; Yankton Media (Newspaper Sub) \$8.99; Yankton Medical Clinic (Pre Employment) \$1,014; Yankton Nurseries (Water Plants) \$1,126.53; Yankton Police Dept (Petty Cash) \$47.75; Yankton Radio (Advertising) \$1,002; Rexall Drug (Board Supplies) \$6.58; Yankton School District (Service 2nd Quarter) \$34,421.96; Yankton School District (Summer Programs) \$8,604; Yankton Thrive (Special Appropriation) \$115,000; Yankton Thrive (City/County Discussion) \$140; Yankton Transit (Special Appropriation) \$22,500; Yankton Winnelson (Bathroom Repairs) \$92.81; Yanktonmediainc (Newspaper Subscription) \$458.15; YC Library (Overpayment) \$138.05

Salaries by Department: July 2024: Administration \$62,782.91; Finance \$35,677.18; Community Development \$31,756.62; Police/Dispatch \$242,408.22; Fire \$15,310.14; Engineering / Sr. Citizens \$61,452.69; Streets \$58,655.49; Traffic Control \$4,370.68; Library \$41,164.51; Parks / SAC \$123,197.66; The Huether Family Aquatics Center \$116,489.58; Marne Creek \$5,811.60; Cemetery \$7,672.76; Water \$50,589.03; Wastewater \$45,445.34; Solid Waste \$35,082.04; Joint Powers \$27,451.96; Central Garage \$9,345.39.

#### New Hires

Parks, Recreation and City Events Department: Felipe Ramirez, Umpire, \$26/game; Casey Mier, Umpire, \$26/game

#### Position Changes

Parks, Recreation and City Events Department: Chasity McHenry, Secretary to Office Manager, \$1,834.76 to \$1,903.00 biweekly.

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

Dr. Julia Hellwege presented the needs assessment and focus group findings from the Library Feasibility Study.

#### Action 24-227

Moved by Commissioner Miner, seconded by Commissioner Carda, to approve the following consent agenda items:

1. Set the date of August 26, 2024 at 6:00 PM in Room #114 of the Career Manufacturing Technical Education Academy for the next work session.
2. The public is invited to attend the Comprehensive Plan Community Roundtable Meeting which will be held on Tuesday, August 20, 2024 from 6:00 – 7:30 PM at the Elks Lodge (504 W 27th Street). No City Commission action will take place if a quorum of the City Commission is present.

**Action 24-228**

Moved by Commissioner Hunhoff, seconded by Commissioner Brunick, to approve listing all city purchases including p-card transactions in the published meeting minutes. Commissioner Hunhoff spoke on SDCL 9-18-1 and public preference to publish all p-card transactions plus support Yankton’s daily newspaper. Dennis Menke and Gary Wood also spoke on the matter. (Memorandum 24-169) All present voted aye; motion carried, 7-0.

**Action 24-229**

Moved by Commissioner Benson, seconded by Commissioner Brunick to approve Resolution #24-35. (Memorandum 24-167) All present voted aye; motion carried, 7-0.

**RESOLUTION #24-35**

WHEREAS Yankton Business Improvement District 1 was created in conformance with South Dakota Codified Law and defined in City Ordinance #953, and

WHEREAS, The Business Improvement District #1 Board of Directors is therein authorized to make recommendations to the Yankton Board of City Commissioners regarding governance of the District including its revenues and expenditures, and

WHEREAS, at their meeting on July 15, 2024, the Yankton Business Improvement District #1 approved a recommendation that the City Commission provide funding to Yankton Thrive for a marketing software purchase as described in the minutes of the meeting, and

WHEREAS said funding shall be in the amount of \$10,000 provided in one lump sum in 2024, and

NOW THEREFORE, BE IT RESOLVED that the Yankton Board of City Commissioners, based on the recommendation of the Business Improvement District #1 Board of Directors does hereby authorize the above-described disbursement of funds, and

BE IT FURTHER RESOLVED that the Yankton City Manager be authorized to execute any documents associated with said disbursement.

**Action 24-230**

Moved by Commissioner Villanueva, seconded by Commissioner Brunick to approve Resolution #24-

36. (Memorandum 24-168) All present voted aye; motion carried, 7-0.

**RESOLUTION #24-36**

WHEREAS Yankton Business Improvement District 1 was created in conformance with South Dakota Codified Law and defined in City Ordinance #953, and

WHEREAS, The Business Improvement District #1 Board of Directors is therein authorized to make recommendations to the Yankton Board of City Commissioners regarding governance of the District including its revenues and expenditures, and

WHEREAS, at their meeting on July 15, 2024, the Yankton Business Improvement District #1 approved a recommendation that the City Commission provide funding to the Mead Museum for the permanent Dakota Territory exhibit as described in the meeting minutes and presentation provided by Mead officials, and

WHEREAS, said funding obligation shall be a pledge until such time that the Mead Museum officials provide City staff with confirmation that the remaining funds for the project have been committed and the project would occur, and

WHEREAS, said funding shall be in the amount of \$50,000, and

WHEREAS, the described payments may be made through the local economic development corporation (Yankton Thrive).

NOW THEREFORE, BE IT RESOLVED that the Yankton Board of City Commissioners, based on the recommendation of the Business Improvement District #1 Board of Directors does hereby authorize the above-described disbursement of funds, and

BE IT FURTHER RESOLVED that the Yankton City Manager be authorized to execute any documents associated with said disbursement.

**Action 24-231**

This was the time and place for the bid opening for the City's 2024-2025 annual supply of bulk de-icing salt. The following bids were received and opened on August 1, 2024 at 3:00 p.m. Three bids were received from the following: Blackstrap Inc, Neligh, NE, \$65.80/ton; Central Salt, Lyons, KS, \$66.10/ton; and Nebraska Salt & Grain, Gothenburg, NE, \$82.74/ton. (Memorandum #24-174) Moved by Commissioner Villanueva, seconded by Commissioner Benson, to award the bid to Blackstrap Inc in the amount of \$65.80 per ton. All present voted aye; motion carried, 7-0.

**Action 24-232**

Moved by Commission Brunick, seconded by Commissioner Miner, to approve Change Order No. 3 for the Wastewater EDA Project in the amount of \$22,679.00 increasing the project cost to a total of \$9,981,375. (Memorandum 24-176) All present voted aye; motion carried, 7-0.

**Action 24-233**

Moved by Commissioner Benson, seconded by Commissioner Villanueva, to accept the completed

work of the water meter installation project and authorize the Finance Officer to issue a manual check to Ferguson Waterworks, LLC in the amount of \$82,563.00. (Memorandum 24-177) All present voted aye; motion carried, 7-0.

**Action 24-234**

Moved by Commissioner Hunhoff, seconded by Commissioner Villanueva, to approve Change Order No. 5, accept the completed work of the Mead Property Development, and authorize the Finance Officer to issue a manual check to Slowey Construction, Inc in the amount of \$98,695.68. (Memorandum 24-178) All present voted aye; motion carried, 7-0.

**Action 24-235**

Moved by Commissioner Villanueva, seconded by Commissioner Hunhoff, to approve the applications for three Special On-sale Liquor Licenses for August 24, September 7, and September 14, 2024 from Riverfront Brewery, Inc. d/b/a Brewery, 101 E. 3<sup>rd</sup> Street at the Meridian Venue. (Memorandum 24-165) All present voted aye; motion carried, 7-0.

**Action 24-236**

Moved by Commissioner Brunick, seconded by Commissioner Carda, to approve the application for a Special On-sale Liquor License for one day, October 19, 2024 from Riverfront Brewery Inc d/b/a Brewery, 101 E. 3<sup>rd</sup> Street at NFAA Easton Yankton Archery Center, 800 Archery Lane, Yankton, SD. (Memorandum 24-166) All present voted aye; motion carried, 7-0.

**Action 24-237**

Moved by Commissioner Villanueva, seconded by Commissioner Benson, to approve the application for a Special On-sale Liquor License for one day, September 20, 2024 from Czeckers, Inc., 407 Walnut Street at Ruth Donohoe First Dakota Fieldhouse, 1105 W. 8<sup>th</sup> Street, Yankton, SD. (Memorandum 24-173) All present voted aye; motion carried, 7-0.

**Action 24-238**

Moved by Commissioner Villanueva, seconded by Commissioner Miner, to approve the application for a Special On-sale Malt Beverage Retailers License and a Special On-sale Wine Retailers License for one day, September 19, 2024 from The Center, 900 Whiting Drive at The Center. (Memorandum 24-175) All present voted aye; motion carried, 7-0.

**Action 24-239**

Moved by Commissioner Miner, seconded by Commissioner Villanueva, to approve Change Order No. 1, accept the completed work of the 2024 Cold Applied Plastic Pavement Marking Installation Project, and authorize the Finance Officer to issue a \$60,082.51 manual check to Traffic Solutions, Inc. (Memorandum 24-164) All present voted aye; motion carried, 7-0.

**Action 24-240**

Moved by Commissioner Villanueva, seconded by Commissioner Benson, to adjourn into Executive Session at 7:50 p.m. to discuss contractual and personnel matters under SDCL 1-25-2. All present voted aye; motion carried, 7-0.

Regular meeting of the Board of City Commissioners of the City of Yankton was reconvened by Mayor Schramm at 8:37 p.m.

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

**Action 24-241**

Moved by Commissioner Benson, seconded by Commissioner Miner, to adjourn at 8:37 p.m. All present voted aye; motion carried, 7-0.

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Mason Schramm, Mayor

ATTEST:

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Lisa Yardley, Finance Officer

Published on August 21, 2024