



**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, November 25, 2024**

**City of Yankton Community Meeting Room**

Located at the Career Manufacturing Technical Education Academy formerly known as  
Technical Education Center • 1200 W. 21<sup>st</sup> 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 November 12, 2024

Attachment I-2

3. Schedule of Bills

Attachment I-3

4. City Manager’s Report

Attachment I-4

5. Public Appearances

Matt Evans, Event Central

*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.*

**NONE**

### 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.*

*Adoption of an ordinance is typically a two-meeting process. At the first meeting, an ordinance is introduced, and the first reading is held. During the second meeting, the ordinance is discussed by the commission and the public and then considered for adoption.*

#### 1. Annual Alcoholic Beverage License Renewals

Consideration of Memorandum #24-231 Renewal of Alcoholic Beverage Licenses for the 2025 licensing period (January 1, 2025 to December 31, 2025).

**Attachment III-1**

#### 2. Second Reading and Public Hearing for Chapter 2 Code of Ordinances

Consideration of Memorandum #24-254 recommending the approval of amendments to Chapter 2 of the City of Yankton Code of Ordinances.

**Attachment III-2**

### IV. NEW BUSINESS

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

#### 1. Library Agreement Renewal Between City of Yankton and Yankton County

Consideration of Memorandum #24-242 and Resolution #24-58 regarding the Library contract between the City of Yankton and Yankton County.

**Attachment IV-1**

#### 2. Write Off of Uncollectible Utility Accounts

Consideration of Memorandum #24-243 recommending that the City Commission authorize the write off of \$2,631.16 as uncollectible utility accounts as per SDCL 9-22-4.

**Attachment IV-2**

#### 3. Addendum to Collective Bargaining Agreement Wages

Consideration of Memorandum #24-244 recommending that the City Commission approve Resolution #24-61 and authorize Mayor Schramm to sign the Addendum to the Collective Bargaining Agreement between the City of Yankton and the American Federation of State, County, and Municipal Employees, AFL-CIO Local 3968 for wages effective January 1, 2025 and grant a one-time, eight (8) hour holiday for December 23, 2024.

**Attachment IV-3**

#### 4. Base Salary Adjustment & Step Plan for Non-Represented Members

Consideration of Memorandum #24-245 recommending that the City Commission approve Resolution #24-62 authorizing the City Manager to implement a base adjustment of 4.0% and a one-step increase on the pay plan effective January 1, 2025 for all regular full-time non-represented employees that are below the maximum of their respective pay range and grant a one-time, eight (8) hour holiday for December 23, 2024.

**Attachment IV-4**

#### 5. Cemetery Rates Recommendation

Consideration of Memorandum #24-246 recommending input from the City Commissioners regarding the rate to charge for an infant grave interment and to approve Resolution #24-59 to implement the new Cemetery rate structure on January 1, 2025.

**Attachment IV-5**

6. **Summit Activities Center Rates Recommendation**  
Consideration of Memorandum #24-247 recommending that the City Commission approve the Summit Activities Center rates including those in Resolution #24-63 for 2025 as presented.  
**Attachment IV-6**
7. **The Huether Family Aquatics Center Rate Recommendation**  
Consideration of Memorandum #24-248 recommending that the City Commission not increase the 2025 Huether Family Aquatics Center membership rates or daily rate at this time as outlined in Resolution #24-64.  
**Attachment IV-7**
8. **Yankton Park Rentals Rate Recommendation**  
Consideration of Memorandum #24-249 recommending that the City Commission increase the rates for park facilities as outlined in this memorandum and Resolution #24-60.  
**Attachment IV-8**
9. **The Huether Family Aquatics Center Caulking**  
Consideration of Memorandum #24-250 recommending that the City Commission authorize the expenditure of caulking the Huether Family Aquatics Center pool to be spent from the long-term Huether Family Aquatics Center maintenance fund, and authorize the City Manager to sign the quote and schedule the work in 2025. In addition, it is recommended that the City Finance Officer make the adjustment in the 2025 capital budget.  
**Attachment IV-9**
10. **Building Code Ordinance Introduction, First Reading, Establish Public Hearing**  
Consideration of Memorandum #24-251, the introduction, first reading of Ordinances 1086, 1087, 1088, 1089 and 1090, and establishing December 9, 2024 as the date for the second reading and public hearing of recommended revisions to building code ordinances.  
**Attachment IV-10**
11. **Wastewater EDA Project Acceptance and Final Payment**  
Consideration of Memorandum #24-252 recommending that the City Commission accept the wastewater EDA project and that the City Finance Officer be authorized to issue a manual check in the amount of \$25,000.00 to John T. Jones Construction Company.  
**Attachment IV-11**
12. **SD DOT Joint Powers Agreement, Marne Creek Sewer Crossing**  
Consideration of Memorandum #24-253 recommending that the City Commission authorize the Mayor to execute the attached “State of South Dakota Joint Powers Maintenance and Encroachment Agreement between Department of Transportation and City of Yankton” contract per State Project Number PT 0050(132)384 PCN 07E9.  
**Attachment IV-12**
13. **Budget Supplement Introduction, First Reading, Establish Public Hearing**  
Consideration of Memorandum #24-241 recommending that the City Commission conduct the Introduction and First Reading, and set December 9, 2024 as the Second Reading and Public Hearing of Ordinance #1085, the second supplement to Ordinance #1074, the 2024 City of Yankton annual budget ordinance.  
**Attachment IV-13**

## **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 INTO EXECUTIVE SESSION TO DISCUSS CONTRACTUAL, LITIGATION AND PERSONNEL MATTERS UNDER SDCL 1-25-2**

*Executive or closed meetings may be held by a majority vote of the governing body for the sole purposes of:*

- Discussing the qualifications, competence, performance, character or fitness of any public officer or employee.*
- Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters.*
- Preparing for contract negotiations or negotiating with employees or employee representatives.*
- Discussing marketing or pricing strategies by a board or commission of a business owned by the City, when public discussion may be harmful to the competitive position of the business.*

*Any official action concerning such matters shall be made at an open official meeting.*

## **VII. RECONVENE AS BOARD OF CITY COMMISSIONERS**

1. Roll Call

## **VIII. ADJOURN THE MEETING OF NOVEMBER 25, 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.*