



**CITY OF YANKTON**

**2018\_03\_26**

**COMMISSION MEETING**



**Mission Statement**

*To provide cost-effective public services as required by its citizens and to provide an environment so that both its citizens and the economy prosper.*

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**YANKTON BOARD OF CITY COMMISSIONERS**

Regular City Commission Meeting beginning at 7:00 P.M.

**Monday, March 26, 2018**

City of Yankton Community Meeting Room

Located at the Technical Education Center • 1200 W. 21<sup>st</sup> Street • Room 114

Rebroadcast Schedule: Tuesday @ 7:30pm, Thursday @ 6:30 pm, on channels 3 & 45

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**I. ROUTINE BUSINESS**

1. **Roll Call**

2. **Approve Minutes of regular meeting of March 12, 2018**

**Attachment I-2**

3. **Proclamation – Yankton High School Basketball Team**

**Attachment I-3**

4. **City Manager’s Report**

**Attachment I-4**

5. **Public Appearances - Lauren Hanson United Way**

*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. **Possible Quorum Event**

March 28, 2018, for City Commission Forum to be held at 1 Million Cups, no official commission action

**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 #18-56 regarding the request for a Special Events (on-sale) Liquor License for 1 day, June 2, 2018, from Drotzmann & Portillo, LLC (Steve Drotzmann, Partner), d/b/a Rounding 3<sup>rd</sup> Bar and Casino, 304 W. 3<sup>rd</sup> Street and 309 Cedar Street, Diagram attached, Yankton, S.D.

Attachment III-1

2. **Public hearing for sale of alcoholic beverages**  
Consideration of Memorandum #18-55 regarding the request for a Special Events RETAIL (on-sale) Liquor License for 1 day, April 23, 2018, from Boomer's Inc., (Gary W. Boom, President) d/b/a Boomer's Lounge, NFAA, 800 Archery Lane, Yankton, South Dakota.

Attachment III-2

3. **Mayor's Appointments to Consolidated Board of Equalization**  
Consideration of Memorandum #18-57 recommending approval of the Mayor's Appointments to the Consolidated Board of Equalization

Attachment III-3

*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.*

#### IV. **NEW BUSINESS**

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

1. **Downtown Yankton Façade Grant Recommendations**  
Consideration of Memorandum #18-58 regarding Downtown Yankton Façade Grant Recommendations
- Attachment IV-1
2. **Bid Award – 37,000 GVW 4x2 Class Truck**  
Consideration of Memorandum #18-61 regarding Bid Award for Model 37,000 GVW 4 x 2 Class Truck
- Attachment IV-2
3. **Bid Award – 56,000 GVW 6 x 4 Class Truck**  
Consideration of Memorandum #18-60 regarding Bid Award for Model 56,000 GVW 6x4 Class Truck
- Attachment IV-3
4. **Bid Award – Transfer Station Walking Floor Trailer**  
Consideration of Memorandum #18-59 regarding Bid Award for Transfer Station Walking Floor Trailer
- Attachment IV-4
5. **Introduction and First Reading – License Fees**  
Introduction, first reading of Ordinance #1006, the first reading and establishing April 9, 2018, as the date for the second reading and public hearing regarding the License Fees
- Attachment IV-5

**6. Planning Commission – Plat Review**

Consideration of Memorandum #18-62 regarding Resolution #18-15, a plat of Lots 1A, 1B, and 1C of Block 6, Westbrook Estates Addition to the City of Yankton, Yankton County, South Dakota. Address, 2403 and 2405 West City Limits Road. Westbrook Estates, LLC, owner.

**Attachment IV-6**

**7. Planning Commission – Plat Review**

Consideration of Memorandum #18-63 regarding Resolution #18-16, a plat of Tract 2, Whitetail Run, in the NE 1/4 of the SE 1/4 of Section 16, T93N, R56W, of the 5th P.M., Yankton County, South Dakota. Address, 3900 Gary Avenue. Deerfield Truck and Equipment Company, owner.

**Attachment IV-7**

**8. Chan Gurney Airport – Hangar Lease Transfer**

Consideration of Memorandum #18-64 regarding Resolution #18-17, an Airport Hanger #27 Land Lease Agreement Transfer Request from Larry Clark to Nohr Aviation, LLC.

**Attachment IV-8**

**V. OTHER BUSINESS**

*Other business is a time for City Commissioners to address the commission regarding matters not on the agenda. These items will 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 MARCH 26, 2018**

*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  
MARCH 12, 2018**

Board of City Commissioners of the City of Yankton was called to order by Mayor Hoffner.

**Roll Call:** Present: Commissioners Carda, Ferdig, Gross, Johnson, Knoff, Maibaum and Moser. City Attorney Den Herder and City Manager Nelson were also present. Absent: Commissioner Miner. Quorum present.

Action 18-72

Moved by Commissioner Ferdig, seconded by Commissioner Gross, to approve the Minutes of the regular meeting of February 26, 2018 and Work Session of February 26, 2018.

**Roll Call:** All members present voting "Aye;" voting "Nay:" None.

Motion adopted.

Action 18-73

Moved by Commissioner Gross, seconded by Commissioner Carda, that the Schedule of Bills be approved and warrants be issued.

AFSCME Council-Employee Deduction-\$1,371.66; American Family Life Corp-Cancer & ICU Premiums-\$7,736.92; Avera Health Plans-Health Ins-\$83,000.84; Avera McKennan Hospital-EAP Insurance-\$5,792.00; Delta Dental-Dental Ins-\$8,140.26; Dept Of Social Services-Employee Deduction-\$1,697.50; Drotzmann Construction-Sidewalk Oversizing-\$1,168.00; Erickson/Joseph-Training-\$570.00; First Natl Bank-Employee Deduction-\$2,682.46; Foote/Jason-K9 Conference-\$520.00; GOSCMA-Conference Registration-\$150.00; Jonathan May-Replace Check-\$300.00; Jones/Matthew-Midwest Region P&R Conf-\$1,250.00; Minnesota Life Insurance Co-Life Insurance-\$727.89; Murguia/Javier-Training-\$80.00; Neumayer/Brian-Training-\$220.00; Nolz/Pat-Training-\$139.00; Postmaster-Postage Permit Fee-\$225.00; Retirement SD-SD Retirement -\$72,524.09; Sd Public Assurance Alliance-Prop/Liability Insurance-\$305,865.68; SDCMA-Registration SDCMA-\$100.00; SDDOT-Office Air Rail Transit-Airports Conference-\$150.00; SDML-Municipal League Meeting-\$165.00; SDSRP-Employee Deduction-\$7,228.06; Summit Activity Center-Employee Deduction-\$775.60; Sun Life Financial-Vision Insurance-\$2,279.68; Suriani/Mario-Replace Check-\$40.85; United Way-Employee Deduction-\$118.00; Vast-Internet Service-\$3,653.16; Wegner Auto Co Inc-2018 Ram Pickup-\$28,444.00; AOx Welding-Compressed Gases-\$225.08; Ace Hardware-Grind Wheel-\$28.77; AMG Occupational Medicine-Drug Test-\$31.50; Associated Supply Co-Mem Pool Maint Supplies-\$3,274.37; Auto Value Parts Store-Battery-\$298.11; Automated Drive Systems LLC-Wastewater Pumps-\$6,717.14; Automatic Building Controls-Fire Alarm Inspection-\$1,829.00; Avera Education & Staffing-CPR Cards-\$520.00; Avera Sacred Heart Hospital-Dot CDL Drug Testing-\$116.00; Binder/Tim-Lumber-\$208.64; Bow Creek Metal Inc-Tee Markers-\$1,086.80; Brenntag Great Lakes-WW Chemicals-\$1,224.60; Brian Paulson-Travel Expense-\$58.00; Innovative Office Solutions-Paper-\$527.58; Cedar Knox Public Power Dist-Water Electric-\$1,294.16; Centurylink-Phone Service-\$1,491.17; Christensen Radiator & Repair-Repair Controller-\$405.55; City Of Vermillion-Jt Power Cash Trans-\$46,318.54; City Of Yankton-Fox Run-Construction Landfill-\$41.16; City Of Yankton-Parks-Licensed Garbage-\$16.37; City Of Yankton-Solid Waste-Compacted Garbage-\$9,091.47; City Utilities-WTR/WW Charges-\$4,217.61; Conduent Enterprises Solutions-Maint Program Support-\$2,138.00; Conkling Dist-Beer-\$192.75; Credit Collection Service Inc-Collections-\$123.59; Crescent Electric-Lights-\$2,382.00; Dakota Beverage Co Inc-Beer-\$57.00; Dakota Playground-Trash Can Holder Lids-\$525.00; Dept Of Corrections-Doc Work Program-\$745.88; Dept Of Revenue-Lab Testing-\$472.00; Dex Media East-Phone Book-\$37.68; D'z Sweet Treats-Employee Appreciation-\$168.00; Ehresmann Engineering Inc-Steel-\$445.26; Ethanol Products LLC-Carbon Dioxide-\$1,003.08; Falkenberg Construction-Nuisance Abatement-\$278.00; Feimer Construction-Repair Main Break-\$2,120.00; Fejfar Plumbing Inc-Clear Blocked Sewer-\$93.73; Feld Equipment-Helmet Headband-\$59.00; Ferguson Water Works Supply-Software Maint-\$2,400.00; Finance, Dept Of-Travel Expense-\$33.00; First Dakota National Bank-Lease Agreement Annual Fee-\$1,000.00; Flannery/Kirt-Officer Stipend-\$25.00; Frick/Adam-Officer Stipend-\$25.00; Frick/Brian-Officer Stipend-\$50.00; Gerstner Oil-Jet Fuel-\$21,455.22; Glass Cutter-Repair Opener-\$79.48; Govt. Finance Officer Assn-Annual Newsletter-\$50.00; Graymont Capital Inc-Lime-\$9,449.44; Hawkins Inc-SAC Pool Chemicals-\$4,189.58; HDR Engineering Inc-Water Plant Construction-\$79,817.84; J & H Care & Cleaning Company-Janitorial Services-\$2,795.00; John T Jones Construction-Water Plant Construction-\$555,395.09; Kaiser Heating & Cooling Inc-Replace Thermostat-\$257.79; Larry's Home Center-HVAC Repairs-\$789.48; Library Ideas LLC-Freegal Subscription-\$1,750.00; Longs Propane Inc-Propane-\$494.50; Mach 3 Enterprises-Summer Reading Program-\$300.00; McGrath North Mullin & Kratz-Professional Services-\$4,236.00; McLeods Printing-Traffic Tickets-\$1,114.80; Menards-

Office Supplies-\$13.48; Midamerican Energy-Fuel-\$16,874.47; Midamerican Energy-Fuel-\$16,383.38; Midwest Alarm Company Inc-Alarm Maintenance-\$1,060.53; Midwest Tape-Audio Books-\$598.83; Midwest Wheel Companies-Toolbox-\$17.02; Millenium Recycling-Single Stream Fee-\$1,656.50; Miller Painting & Decorating-Mem Pool Paint-\$3,730.00; Moser/Brad-Officer Stipend-\$25.00; Motor Vehicle Dept-License Plate-\$6.00; NADA Appraisal Guides-Pop-\$41.35; NOHR Engineering Co-Antenna Plan Review-\$980.00; Northwestern Energy-Elect-\$43,436.55; O'Connor Company-Air Filters-\$1,033.28; Observer-Advertisement-\$48.00; Peace Officers Assn/SD-Membership-\$50.00; Police Chiefs Assn-Conference Registration-\$85.00; Power Source Electric-Install Outlet-\$302.91; Press Dakota Mstar Solutions-Advertisement-\$982.44; Push Pedal Pull-Workout Equipment-\$14,069.94; Rasmussen Mechanical Services-Boiler Maintenance-\$2,267.12; Reinhart Foods Inc-Entree-\$365.14; Sam Bruening-Boot Allowance-\$125.00; Sanitation Products Inc-Blk SW Carts-\$3,250.00; Sherwin Williams Co-Paint Equipment-\$9,359.49; South Dakota One Call-One Call Message Fees-\$706.65; Stern Oil Co Inc-Fuel-\$21,207.70; Stockwell Engineers Inc-Streetscape Design-\$8,808.00; Titleist-Range Balls-\$8,523.73; Tour Edge Golf Group Inc-Golf Equipment-\$280.00; Truck Trailer Sales Inc-Truck Repairs-\$2,070.40; U.S. Post Office-Utility Postage-\$1,400.00; Ultramax Ammunition-Arms Launcher-\$1,025.00; United Parcel Service-Delivery Service-\$108.00; United States Postal Service-Postage-\$662.00; Us Bank Equipment Finance-Copier Lease-\$323.63; Us Bank Spa Lockbox-Drinking Water-\$416,369.70; Venture Ballistic Composites-Ballistic Shield-\$3,500.00; Villanueva/Mike-Travel Exp-\$90.00; Wage Works Inc-FSA Service Fee-\$135.00; Westy's Electric LLC-Locker Room Maintenance-\$503.67; Wholesale Supply Inc-Candy-\$29.90; Woehl/Toby-Officer Stipend-\$25.00; Xerox Corporation-Copier Lease-\$1,411.95; Yankton Ag Service-Parks Supplies-\$20.89; Yankton Area Arts Assn-Summer Band-\$3,600.00; Yankton Area Ice Association-Reimbursement-\$423.95; Yankton Area Prog Growth-Meeting Registration-\$30.00; Yankton County Auditor-YC Capital Improve Cost-\$15,740.81; Yankton Fire & Safety Co-Annual Inspection-\$598.50; Yankton Janitor Supply Inc-Supplies-\$104.80; Yankton Medical Clinic-Employment Screening-\$523.00; Yankton School District-SAC 4th Qtr Exp-\$30,975.04; Yankton Vol Fire Department-Fire Calls/Drill-\$1,700.00; Ziegler/William-Travel Exp-\$140.00; 3D Specialties Inc-Signs-\$97.72; Accucut-Supplies-\$115.00; Amazon-DVDS-\$1,556.87; Amazon-Friends Games-\$576.78; Amazon.Com-Office Supplies-\$286.04; Amazon.Com-Disposable Gloves-\$148.04; American Library Assn-Library Supplies-\$196.50; American Public Works-APWA Annual Membership-\$196.00; American Red Cross-Lifeguard Books-\$481.19; Appeara-Towels-\$277.48; Arbys-Doc Work Program-\$35.42; AT&T-Patrol Cars Cell Access-\$695.21; Autozone-Wiper Blade,Washer Fluid-\$240.66; B & B Technologies Inc-Equipment Repairs-\$628.46; Bomgaars-Shop Supplies-\$876.78; Border States Electric-Lab Air Handler-\$188.43; Boyer Ford Trucks-Actuator-\$39.09; Brenntag Great Lakes-Chlorine-\$966.00; Broadway Chrysler-Replaced Pump Assembly-\$2,029.82; Casey's Gen Store-Staff Appreciation-\$7.12; Caseys Gen Store-Staff Appreciation-\$36.16; Cedar Shore Resort-SDSPLS Meeting-\$57.00; Center Point -Large Print Books-\$271.44; Channing Bete-Training Manuals-\$112.15; Chewy.Com-K9 Reno Meds-\$142.42; Chief Supply-Patrol Car Equipment-\$374.95; Chops-Jumpstart Meeting-\$22.00; Christensen Radiator-Snowplow Truck Repair-\$757.54; City Of Yankton Park-Parks Conference-\$905.00; Clarks Rentals Custom-Scaffolding Rental-\$135.00; Clothing Shop Online-Uniforms-\$87.69; Coffee Cup-Jumpstart Meeting-\$62.81; Concrete Materials-Park Supplies-\$166.50; Conoco-Gas Exp-\$31.22; Conoco-Testify Port Yankton-\$31.19; Core & Main-GBT Check Valve Repair-\$437.23; Cornwell Tools-Diagnosis Scanner-\$2,806.85; Cowboy-Training Fuel-\$20.32; Cox Auto Supply-Equipment Repairs-\$255.91; Crescent Electric-Replacement Ballast-\$441.86; Culvers-Investigation Expense-\$8.91; Wall St Journal-Wall Street Journal-\$582.40; Dayhuff Enterprises-Center Supplies-\$2,117.18; Days Inn-Wastewater Class Hotel-\$296.00; Delmar Deli-Travel Expense-\$6.17; Demco Inc-Supplies-\$129.27; Detco Industries-Janitorial Supplies-\$889.04; Dropbox-Parks 2018 Dropbox Fee-\$99.00; DX Service-Salt-\$3,193.58; Echo Electric Supply-Volt Plugs-\$51.96; Ehresmann Engineering-Shop Supplies-\$49.12; Embroidery & Screen-Uniform Hats-\$384.30; Exxonmobil-Windshield Fluid-\$3.72; Fastenal-Janitorial Supplies-\$720.68; Fedex-Evidence Mailing-\$15.20; Fenner Drives Inc-Belt-\$79.02; Flat Breadz Las-Travel Expense-\$30.70; Fred Haar Company-Equipment Repair-\$27.88; GCSAA Eifg-Membership Dues-\$380.00; Girton Adams Co-Pressure Relief Valve-\$846.50; Governors Inn-Jumpstart Meeting-\$165.32; Hach Company-Lab Supplies-\$976.66; Hatch Furniture-Carpeting-\$250.00; Hedahls-Shop Supplies-\$29.32; Hobby Lobby-Adult Craft Night Supply-\$161.94; Holiday Stnstore-Training Fuel-\$81.80; HyVee-Concessions-\$346.08; IACPNET-IACP Yearly Dues-\$875.00; Independence Waste-Porta Pottys-\$621.90; Intl SOC Arboriculture-Membership Dues-\$165.00; Midwest Alarm-Alarm-\$63.00; J.J. Benji-League Shirts-\$3,267.20; Jacks Uniforms -New Officer Equipment-\$940.19; JCL Solution-Janitorial Supplies-\$915.58; Kaiser Refrigeration-Filters-\$252.87; Kendell Doors-New Door The Center-\$203.15; Kohlls Epc-K9 Reno Meds-\$50.00; Kopetskys Ace-Building Repairs-\$762.05; Language Line-Interp Fee-\$22.11; Larry S Plumbing-Street Shop Supplies-\$11.10; Larsen Carpet-Floor Sealer-\$88.00; Lewis And Clark Ford -Retaining Kit & Moulding-\$183.38; Lobepro-Pump Shipping-\$378.60; Logmein Central-Software Logmein-\$899.99; Long S Propane Service-Supplies-

\$30.00; MacQueen Equipment-Fan Shaft-\$690.33; Marks Machinery Inc-Equipment Maintenance-\$180.64; Marshall Bond Pumps-Urethane Check Ball-\$283.14; Mc & R Pools Inc-Training-\$620.00; McDonalds-Doc Work Program-\$53.06; McMaster-Air Filter Regulator-\$633.77; Mead Lumber-Treated Lumber-\$211.41; Med Vet-Sharps Containers-\$447.00; Menards-Cemetery Supplies-\$2,441.10; Midwest Laboratories-Monthly Nutrient Testing-\$107.56; Midwest Turf & Irrigat-Golf Course Equipment-\$482.76; Minerva's Grill And Bar-SRP Jumpstart Expense-\$58.74; Nebraska Golf Association-Schooling-\$80.00; Nebraska PGA-Schooling-\$30.00; Northtown Automotive-Vehicle Repairs-\$6,201.06; Olsons Pest Technician-Pest Control-\$81.00; One Office Solution-Office Supplies-\$224.06; Onlineaha.Org-Training-\$60.00; Oreilly Auto-Evaporator Core-\$312.23; Overdrive Dist-Ebooks-\$3,159.89; Pancho's Mexican Gril-Code Exam Travel Expense-\$12.15; Paypal-2018 Membership MNRR-\$125.00; Paypal-Monitor Adapters-\$168.15; Paypal-Office Supplies-\$109.99; Paypal-NTOA Dues-\$150.00; Perkins-Jumpstart Meeting-\$30.88; Pictometry-Pictometry Online-\$1,650.00; Pierre Clubhouse Hotel-Testify Port Yankton-\$535.60; Portable Computer Syst-Netmotion Software-\$2,931.00; Postage Refill-Postage Refill-\$200.00; Randomhouse-Audiobook-\$10.00; Push Pedal Pull-Equipment Repairs-\$375.40; Rayallen.Com-K9 Equipment-\$40.59; Red Rossa Italian Grill-Jumpstart Meeting-\$43.20; Riverside Hydraulics-Cylinder Repair, Bushing-\$621.68; Rosemount Measure-Tower Level Transducer-\$1,367.95; Rothhammer International-Water Steps-\$709.32; Royal Sport Shop-Office Supplies-\$49.34; Safariland-Evidence Packaging Equip-\$76.24; SD Lib Association-SDLA Membership-\$175.00; SESAC Inc-Membership Dues-\$417.00; SF Regional Airport-Airport Parking Garage-\$25.00; Shell Oil-Fuel Rental Car-\$15.10; Sherwin Williams-Park Supplies-\$78.71; Skydine Sioux Falls-Travel Expense-\$15.89; So Pt Coronado Cafe-Travel Expense-\$52.87; So Pt Hotel And Casino-Hotel Room-\$782.25; Spikers-Travel Expense-\$22.10; State Hygienic Lab-Source Water Testing-\$911.00; Sturdevant-Switch Assembly-\$80.60; Subway-Testify Port Yankton-\$41.95; Taxi Svc Las Vegas-Taxi-\$36.74; Teledyne Instruments-Sampler Tubing/Strainer-\$448.37; Tessman Company-Plants-\$1,115.86; Ups Store-Water Sample Shipping-\$215.25; Thomas Scientific-Lab Rubber Bulbs-\$63.54; TMA Yankton-Patrol Car Repairs-\$19.72; Truck Trailer Sales-Alternator-\$651.75; True Surface-Equipment Repair-\$674.25; Uline-Sample Boxes-\$41.66; United Laboratories-Degreaser Wipes-\$719.62; USPS-Book Bag Shipping-\$34.76; Vessco Inc-Actuators-\$10,705.00; Viddler Inc-Video Hosting-\$41.33; Vistaprint-Summer Reading Clings-\$222.71; Vogt's Fine Cleaners-Parks Repair-\$30.00; VWR International-Lab Bod Bottles-\$480.06; Vzwrllss-Internet Access-\$516.18; Walmart-Srp Jumpstart Supplies-\$417.07; Walmart-Program Supplies-\$6.72; Walmart-DVD-\$14.99; Watch Guard Video-Patrol Video System-\$32.00; Wendy-Doc Work Program-\$40.75; Wild Water Car Wash-Supplies-\$9.00; Wm Supercenter-DVDS-\$495.03; WW Grainger-Ball Valve Repair Kits-\$1,257.81; Xtreme Car Wash-K9 Wash-\$9.00; Yankton Area Chamber-Chamber Event-\$60.00; Yankton-Program Supplies-\$20.00; Yankton Media Inc-Subscription-\$212.03; Yearli.Com-1095 Form Correction-\$3.29; Zenshin Asian Restaurant-Travel Expense-\$27.89; Domino's Pizza-Employee Appreciation-\$120.25

**Roll Call:** All members present voting "Aye;" voting "Nay;" None.  
Motion adopted.

Salaries: Administration \$39,480.73; Finance \$32,217.03; Community Development \$23,331.54; Police/A.C./Dispatch \$148,114.74; Fire\$13,008.78; Engineering / Sr. Citizens\$41,148.65; Streets \$43,588.13; Snow & Ice \$11,068.98; Traffic Control \$3,537.98; Library \$28,477.71; Parks / SAC \$65,933.82; Marne Creek \$3,747.35; Water \$38,050.50; Wastewater \$37,302.23; Cemetary \$3,695.24; Solid Waste \$20,780.21; Landfill / Recycle \$18,109.64; Golf Course \$15,162.69; Central Garage \$7,361.70.

New Hires: Joseph Gokie-\$9.50 hr-Rec. Division; Cassandra Santiago-\$11.50 hr -Rec. Division; Alexandria Max-\$9.50 hr-Library

Mayor Hoffner read the proclamation declaring March 2018 to be National Social Work Month.

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

#### Action 18-74

Moved by Commissioner Johnson, seconded by Commissioner Moser, that the following items on the Consent Agenda be approved.

1. Possible Quorum Event  
March 15, 2018, for CVB Presentation, no official commission action

2. Possible Quorum Event  
March 27, 2018, for Chamber Annual Dinner, no official commission action
3. Possible Quorum Event  
April 5, 2018, for City Commission Forum, no official commission action
4. Establish public hearing for sale of alcoholic beverages  
Establish March 26, 2018, as the date for the public hearing on the request for a Special Events (on-sale) Liquor License for 1 day, June 2, 2018, from Drotzmann & Portillo, LLC (Steve Drotzmann, Partner), d/b/a Rounding 3<sup>rd</sup> Bar and Casino, 304 W. 3<sup>rd</sup> Street and 309 Cedar Street, Diagram attached, Yankton, S.D.
5. Possible Quorum Event  
March 26, 2018, for Social for Commissioner Knoff, no official commission action
6. Establish public hearing for sale of alcoholic beverages  
Establish March 26, 2018, as the date for the public hearing on the request for a Special Events RETAIL (on-sale) Liquor License for 1 day, April 23, 2018, from Boomer’s Inc., (Gary W. Boom, President) d/b/a Boomer’s Lounge, NFAA, 800 Archery Lane, Yankton, South Dakota.
7. Possible Quorum Event  
March 26, 2018, for Interchange Forum, no official commission action

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-75

It was the time and place for the public hearing on the application for a Special Malt Beverage (on-sale) Retailers License for 1 day, August 18, 2018, from Yankton Rodeo Association (Douglas O Hevle, President), Rodeo Grounds, 404 Paddle Wheel Drive, Yankton, S.D. (Memorandum 18-43) No one was present to speak for or against the approval of the license application.

Moved by Commissioner Carda, seconded by Commissioner Knoff, to approve the license.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-76

This was the time and place for the second reading and public hearing for Ordinance No. 1004, AN ORDINANCE AMENDING CERTAIN LANGUAGE IN IDENTIFIED SECTIONS OF CHAPTER 17; AMENDMENTS TO THE CITY OF YANKTON CODE OF ORDINANCES ALLOWING THE CITY MANAGER TO APPOINT STAFF SUPPORT FOR THE PLANNING COMMISSION, CHANGING THE ANNUAL REORGANIZATION FROM MAY TO JUNE AND ALLOWING THE CHAIRMAN OF THE PLANNING COMMISSION TO DETERMINE A MEETING IS NOT NECESSARY IF THERE ARE NO REQUESTS FOR ACTION TO BE CONSIDERED. (Memorandum 18-47) No one was present to speak for or against adoption of the ordinance. Moved by Commissioner Knoff, seconded by Commissioner Gross, to adopt Ordinance No. 1004.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-77

This was the time and place for the second reading and public hearing for Ordinance No. 1005, AN ORDINANCE CREATING A PROCESS TO CANCEL OR POSTPONE A REGULAR OR SPECIAL MEETING OF THE BOARD OF COMMISSIONERS FOR THE CITY OF YANKTON. (Memorandum 18-52) No one was present to speak for or against adoption of the ordinance. Moved by Commissioner Johnson, seconded by Commissioner Knoff, to adopt Ordinance No. 1005.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-78

Moved by Commissioner Carda, seconded by Commissioner Ferdig, to enter into a written agreement with the Yankton Boys and Girls Club for bus storage at the Parks Shop. (Memorandum 18-44)

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-79

Moved by Commissioner Moser, seconded by Commissioner Gross, to adopt Resolution 18-13. (Memorandum 18-45)

**RESOLUTION 18-13**

**BRIDGE RE-INSPECTION PROGRAM RESOLUTION**

**FOR USE WITH SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION (SDDOT)  
RETAINER CONTRACT**

WHEREAS, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and re-inspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are re-inspected at intervals not to exceed four years.

THEREFORE, the City of Yankton is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City of Yankton requests SDDOT to hire Banner Associates, Inc. (Consulting Engineers) for the inspection work. SDDOT will secure Federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City of Yankton will be responsible for the required 20% matching funds.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-80

Moved by Commissioner Ferdig, seconded by Commissioner Knoff, to approve the recommendation of election workers for the City of Yankton election on April 10, 2018, and establishing the compensation for said election workers. (Memorandum 18-46)

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

No action was taken on the agenda item for consideration of Memorandum 18-42 regarding Mayor’s appointments to consolidated Board of Equalization. Consensus was to bring this item back to a future meeting.

Action 18-81

Moved by Commissioner Carda, seconded by Commissioner Moser, to approve camping in Riverside Park on Friday night, May 25, for the South Dakota Kayak Association event. (Memorandum 18-49)

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 18-82

Moved by Commissioner Gross, seconded by Commissioner Knoff, to approve Fox Run Golf Course to purchase the Jacobsen Greens King IV Plus mower for \$25,692.00. (Memorandum 18-50)

**Roll Call:** Voting “Aye” were Commissioners Carda, Ferdig, Gross, Johnson, Knoff, Moser and Mayor Hoffner. Voting “Nay” was Commissioner Maibaum.  
Motion adopted.

Action 18-83

Moved by Commissioner Maibaum, seconded by Commissioner Knoff, to adopt Resolution 18-14. After first motion, discussion occurred and no vote taken. (Memorandum 18-51)

A second motion moved by Commissioner Gross, seconded by Maibaum to amend the resolution and set fees at

1. \$20.00
2. \$50.00
3. \$50.00 and \$60.00
4. \$30.00
5. \$50.00

**Roll Call:** Voting “Aye” were Commissioners Ferdig, Gross, and Maibaum. Voting “Nay” were Commissioners Carda, Johnson, Knoff, Moser and Hoffner. Motion failed. Discussion continued.

A third motion moved by Commissioner Knoff, seconded by Maibaum to amend the resolution and set fees at the following:

1. \$10.00
2. \$50.00
3. \$50.00 and \$60.00
4. \$30.00
5. \$50.00

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Moved by Commissioner Maibaum, seconded by Commissioner Knoff, to adopt Resolution 18-14. (Memorandum 18-51)

**RESOLUTION 18-14**

WHEREAS, the City of Yankton has determined that it is necessary to adjust certain fees for Utility users, and

WHEREAS, the city of Yankton last adjusted these fees on January 1, 2007, and

WHEREAS, the City Commission has discussed these fees,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners:

That the following municipal service fees be adopted;

1. Delinquent Account late fees from the current \$10.00 to \$10.00. (no change)
2. Turning water back on for utility shut-offs from the current \$45.00 to \$50.00.
3. Hourly service call fees from the current \$45.00 hourly service call fee during normal working hours and \$60.00 per hour for other times, plus actual cost of any materials needed, to normal working hours fee of \$50.00 and other hours fee of \$60.00.
4. Turning water on or getting a reading to change an account form one name to another from the current fee of \$25.00 to \$30.00.
5. Hydrant meter fees from the current \$25.00 a month plus customary usage fees to \$50.00.
6. These fees shall be effective June 1, 2018.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

**Action 18-85**

Moved by Commissioner Knoff, seconded by Commissioner Moser, to approve the Pipeline License Agreement and authorize the City Manager to enter into the Agreement with BNSF. (Memorandum 18-53)

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

**Action 18-86**

Moved by Commissioner Carda, seconded by Commissioner Moser, to approve moving forward with the Pine Street Bridge replacement project. (Memorandum 18-54)

**Roll Call:** Voting “Aye” were Commissioners Carda, Ferdig, Gross, Johnson, Knoff, Moser and Mayor Hoffner. Voting “Nay” was Commissioner Maibaum.  
Motion adopted.

**Action 18-87**

Moved by Commissioner Ferdig, seconded by Commissioner Johnson, to adjourn into the Zoning Board of Adjustment at 8:13 p.m. to discuss variance request.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

The Zoning Board of Adjustment meeting was called to order by Mayor Hoffner.

**Roll Call:** Present: Commissioners Carda, Ferdig, Gross, Johnson, Knoff, Maibaum and Moser. City Attorney Den Herder and City Manager Nelson were also present. Absent: Commissioner Miner. Quorum present.

Action 18-88

Moved by Commissioner Carda, seconded by Commissioner Knoff, to approve the Minutes of the regular meeting of February 26, 2018.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

Action 18-89

This was the time and place for the second reading and public hearing to consider a proposed variance from rear yard setback and lot coverage requirements in an R-3 two-family residential district on the South 67 feet of Lot 2, Block 10, Willow Ridge Subdivision in the City of Yankton, South Dakota. Address, 2831 Mary Street. Darwin Tessier, owner. (Memorandum 18-48) Darwin Tessier, home owner, was present in favor of approval. No one was present to speak against the variance.

Moved to deny by Commissioner Carda, seconded by Commissioner Gross, the variance request.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

Action 18-90

Moved by Commissioner Gross, seconded by Commissioner Ferdig, to adjourn the Zoning Board of Adjustment and reconvene as the Board of City Commissioners.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

Regular meeting of the Board of City Commissioners of the City of Yankton was reconvened by Mayor Hoffner.

**Roll Call:** Present: Commissioners Carda, Ferdig, Gross, Johnson, Knoff, Maibaum and Moser. City Attorney Den Herder and City Manager Nelson were also present. Absent: Commissioner Miner. Quorum present.

Action 18-91

Moved by Commissioner Carda, seconded by Commissioner Ferdig, to adjourn at 8:35 p.m.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

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Jake Hoffner  
Mayor

ATTEST:

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Al Viereck  
Finance Officer



# PROCLAMATION OF APPRECIATION YANKTON BUCKS BASKETBALL TEAM

***WHEREAS***, the Yankton Bucks are the the South Dakota State Basketball Champs for the 2017-18 season, and

***WHEREAS***, the city of Yankton is grateful for the players, staff, coaches, cheerleaders, and fans who displayed professional sportsmanship during this season and especially during the state tournament in Sioux Falls, and

***WHEREAS***, our great city of Yankton recognizes the economic uplifting generated by this positive spirit displayed this season, and

***WHEREAS***, a successful sports team is part of a strong school system preparing the next generation to be become leaders, skilled workers, and responsible, healthy citizens in our community.

**NOW, THEREFORE**, I, Jake Hoffner, Mayor of Yankton, South Dakota, and my fellow City Commissioners and the citizens of Yankton, South Dakota, would like to proclaim heartfelt appreciation to the 2017-18 Yankton Bucks Basketball Team for their time, energy, skills, fulfilment and commitment they have put in toward attaining the title of State Champions and proclaim March 17, 2018 at Yankton Bucks Day.

Mayor Jake Hoffner

March 26, 2018

Finance Officer Al Viereck

March 26, 2018





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## OFFICE OF THE CITY MANAGER

[www.cityofyankton.org](http://www.cityofyankton.org)

VOL. 53, NUMBER 6

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, March 26, 2018, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Information Services Department Update

Courtney Russenberger and Samantha Kooiker completed the state dispatcher course in Pierre on March 9, 2018 and have met the standards to become state certified 911 dispatchers. National telecommunicators week will be April 8-14, 2018. This annual event recognizes the commitment and service that 911 operators provide for the community. Dispatchers provide a vital link between the community and fire, medical and law enforcement agencies.

We have been working on the PEG equipment replacement options. Staff purchased a used piece of equipment to replace the failed switch and allowed regular programming to continue. Staff has contacted content providers to determine compatibility with changing over to a video file submission vs. DVD or VHS media. So far the response has been overwhelmingly positive. We will be demoing a couple of solutions over the next few weeks.

IT staff is also working with the utilities and Community and Economic Development Departments to scan some of the existing paper records to electronic files. The scanning of the documents will help preserve the paper copies by creating an electronic copy and reduce the damage caused by handling the originals repeatedly.

##### 2) Community Development Update

Over the past several months Community and Economic Development Staff has received inquiries from communication tower contractors, developers, and builders for projects near the Chan Gurney Municipal Airport. Due to the height and location of these projects, some of these projects may require approval from the Federal Aviation Administration (FAA). In general, if a proposed structure is within two miles from the nearest boundary of the airport and is tall enough to penetrate a 100:1 slope ratio from the airport property, or is over 200 feet tall, the FAA requires that the builder or developer submit an FAA Form 7460-1 "Notice of Proposed Construction." The purpose of the notice is to limit hazards that pilots may encounter during take-off and landings. As one of the functions of the Community and Economic Development Office, staff guides developers and contractors through the submittal process by providing topography information from the Chan Gurney Airport Layout Plan. A typical review period by the FAA for a Notice of Proposed Construction is from 30 to 120 days. City Commission investments in technology like "Pictometry" assist us with the process and help make Yankton a more development friendly city.

### **3) Human Resources Department Update**

Sheldon Lee, Transfer Station Attendant, resigned from employment effective March 8. We have been advertising for this position and will close on applications March 21. After that date, the applications will be reviewed and selection for interviews will be made.

### **4) Public Works Department Update**

Yankton Citywide Cleanup is scheduled to begin curbside pickup April 2, 2018. Placing items curbside before March 24 is not permitted, and those items may be removed at the property owner's expense. The Transfer Station will begin accepting no charge drop-off from regular collection route customers on March 17. Residents may also participate, at no additional cost, by placing items into sorted piles, by type, at their homes. Please have items placed curbside by your regular collection day. Piles should be located directly in front of your property, not in the street, alley, or neighboring property. Items not eligible for disposal include: tires, grass clippings, leaves, recyclables, refrigerator, air conditioners, dehumidifiers, paint, chemicals or household hazardous waste, oils, and batteries. Motor oil may be taken to the transfer station and disposed of free of charge year around. Please place garbage cans for regular collection at your normal collection point and away from piles. For more information, on citywide cleanup and Transfer Station hours, visit [www.cityofyankton.org](http://www.cityofyankton.org) or call (605) 668-5211.

As the temperatures fluctuate, the street crews continue to address street breakup and potholes throughout the City's street system. Crews are also shaping gravel alleys as the frost comes out.

A preconstruction meeting for the 8<sup>th</sup> Street project was held on March 20. At the meeting, items such as utility relocation, scheduling and miscellaneous construction details were discussed. As per the general contractor, Slowey Construction, construction could begin in early April. The schedule that was provided has them completing the project well in advance of the deadline date. However, this schedule does not take into consideration weather or other setbacks.

A preconstruction meeting for West City Limits Road has been scheduled for April 3, 2018. More information will be available once the meeting is conducted. We will be inviting representatives from BNSF Railroad with the intent of coordinating the railroad crossing work with the West City Limits Road reconstruction project.

Bids for the Walnut Street project will be opened on March 29. Staff will have a recommendation for the April 9 City Commission meeting.

### **5) Parks and Recreation Department Update**

Enclosed in your packet is an update on the various activities in the Parks and Recreation Department.

### **6) Library Update**

We have received another 21-hour resignation, so we will be hiring two new 21 hour circulation assistants soon. After that search is wrapped up, we will work on the Library Page applications.

The second weekend of our Oscars Movie Marathon is set for the weekend of March 24-25. The lineup is as follows: *Ferdinand* (PG), *Call Me By Your Name* (R), and *The Shape of Water* (R) on Saturday, March 24; and *The Big Sick* (R) and *Get Out* (R) on Sunday, March 25.

We are also working on summer reading planning in earnest for both the youth and adult activities.

## **7) Finance Department Update**

The deadline for voter registration for the April 10 municipal election is Monday, March 26, 2018. It is also the beginning date that absentee voting is available and will be held only at the City Hall Finance Office for this election.

There will be only two municipal vote centers for this April 10 election. They will be located at Yankton City Hall and JoDean's Steakhouse. As in the past several elections, voters will be able to vote at either one of the designated vote centers.

The Finance Office will be doing its annual sewer rate adjustments for residential utility customers in the coming week. Customers' maximum sewer rates for the coming year are based on an average of their water consumption during the months of December, January and February as billed in January, February and March of each year. Sewer rates are adjusted each spring and are reflected in the April utility billing.

The Finance Office underwent its annual SDML Workers' Compensation audit on Monday, March 12, 2018.

Please see the Finance Monthly Report for February enclosed in your packet.

## **8) Environmental Services Department Update**

Work continues on the water plant. John T. Jones will be leak testing the basins on the lower level in the next week or two. Once the test pass, Slowey Construction can begin back filling around the structure. This should allow the contractor to take advantage of some additional space for staging. The additional space and some dry weather should allow the contractor to work on some site cleanup before summer. Slowey Construction will also be working on installing the piping to the west side of the bridge to tie in the reservoirs.

The advertisement for the gravity sewer project is out. A pre-bid meeting is scheduled for March 29 and a bid opening for April 12. Staff will bring the project forward to the City Commission at their April 23 meeting. The project would be scheduled to be completed by November.

Distribution staff is busy planning for construction season. Staff will be installing some new valves along the 8<sup>th</sup> Street Project to reduce the number and time customers will be out of service due to the water main replacement. Staff will also be exercising the valves in the area to make sure they operate correctly prior to the project starting.

## **9) Police Department Update**

Yankton Police Department is working with the Boys and Girls Club on their safety plan. We work with a number of entities on their safety plan but this is the first year with Boys and Girls Club.

We continue to seek an SRO replacement and have an interview scheduled for Monday. We also are getting inquiries about the position.

YPD monitored the National Walk Out last week but took no action with the small number of people who participated in a quiet protest.

Last Thursday, March 15, 2018, the Salt Lake City FBI presented Lt. Todd Brandt a plaque for his involvement in the arrest of Lyle Jeffs last June. Todd will also be receiving the State's John Wainman Sr. award in April at the SD Sheriff and Chief's conference in Deadwood on April 18, 2018.

**10) Fire Department Update**

The Yankton Fire Department along with the Yankton Police Department and Yankton County Sheriff's Office had the honor of escorting the 2018 State AA Champion Yankton Bucks Basketball Team to the Summit Center for their welcome home ceremony.

The Yankton Fire Department is currently holding a South Dakota Certified Firefighter Course each Wednesday night through May. There are currently 13 students in the course of which 5 are Yankton's newest firefighters. This is the basic structural firefighting course which is required training to be a member of the fire department.

**11) Monthly reports**

Joint Powers Solid Waste monthly report is 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 Nelson  
City Manager

Commission Information Memorandum

PARKS AND RECREATION DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

1st - half of March information:

Fitness Classes-	
Early Bird Boot Camp class	31 participants
Power Abs	83 participants
Prime Time Senior class	48 participants
Tabata class	114 participants
Water aerobics	95 participants
Work-Out Express class	81 participants
Yoga classes	no classes
Zumba class	27 participants
Booty Blaster class	23 participants

Rentals-	
o Birthday rentals-	8 parties
o SAC courts-	6 hours
o Theater-	10 hours
o Meeting rooms-	34 hours
o City Hall courts-	25 hours
o Capital Building-	1 dates
o Riverside shelters-	0 rentals
o Memorial shelters-	0 rentals
o Westside shelter-	0 rentals
o Rotary outdoor classroom-	0 rentals
o Sertoma shelter-	0 rentals
o Tripp shelter-	0 rentals
o Meridian Bridge	0 rental

SAC members-	2,395 people
SAC memberships-	1,134
SAC attendance-	3,424 visits
New members-	62 people

The Summit Activities Center no longer has a Yoga instructor on staff. The City will continue to search for a Yoga instructor to add to our part-time staff, but until that time, the SAC will not be able to offer Yoga classes.

Friday, March 2- Co-ed Dodgeball Registration Deadline. 5 teams.

Friday, March 2- Women's Basketball League Registration Deadline. 0 teams.

Saturday, March 3- Quickstart Tennis Program. 19 participants.

Sunday, March 14- All Adult Volleyball Leagues concluded. 45 teams.

Friday, March 9- NO School Special. 45 paid participants. SAC members attend for free.

Monday, March 12- SAC pool closed and drained for bi-annual maintenance and cleaning. Scheduled to re-open on Friday, March 23.

Tuesday, March 13- Online Registration for Spring Swim Lessons began.

Todd, Colleen, and the Recreation staff are planning for the Midwest Park and Recreation Conference that will be held in Yankton on April 23, 24, and 25, 2018. The preliminary schedule and the registration have been released and are being sent to the different state park and recreation organizations in the region. The conference preview document and the registration can be found on the South Dakota Park and Recreation Association website: <http://www.sdpra.com/> or on the City's website: <http://www.cityofyankton.org/departments-services/parks-recreation-128>.

Brittany LaCroix is working on the fireworks order for July 4, 2018.

## **PARKS**

The Parks Staff met with representatives from the Chopper Johnson Foundation and discussed the installation of the brick pavers leading up to Shelter #3 in Riverside Park. The Parks Department will plan to install the new path along with its concrete border in the month of June.

Todd has been providing updated copy and new pictures for the City's pages on the Convention and Visitor's Bureau website.

The Parks, Trails, and Cemetery staff remove snow and ice as needed from City properties or public right-of-ways. The Trails staff will monitor the trail for flooding during the spring thaw. The low-water crossings will be closed periodically as the Marne Creek flows rise enough to have the crossings under water.

Parks staff are trimming trees in parks and green spaces maintained by the City. The Street Department helps in this effort with large limbs and also helps with removing trees from the City's Parks and ROW areas.

When the weather starts to change, nights warm up, and things dry out the City Parks Staff will work on these items at Riverside Softball Field:

1. Paint the foul poles orange
2. Knock down the crown at the pitcher's mound and move the agri-lime back towards short stop and second base. We can utilize the City Engineering Department to help with the slopes.
3. Re-align bases with foul poles starting with 1st and 3rd then aligning second base and the pitcher's plate. We can utilize the City Engineering Department to help with this alignment.

## **FOX RUN GOLF COURSE**

The golf simulator is up and in operation at the clubhouse. Winter simulator leagues began in December.

Summer Golf League Meetings will be:

Monday, 3-26 @ 7 pm: Men's Leagues (NEW for 2018 will be a Scramble league)

Tuesday, 3-27 @ 7 pm: Senior League

Wednesday, 3-28 @ 7 pm: Ladies League

Leagues begin week of April 16th

The 2018 Facebook Advertising/Marketing Campaign has begun.

The Golf staff have been making improvements to the Clubhouse at Fox Run. Improvements include painting, air vent cleaning and painting, and removing the half-wall that separated the pro shop area and the rest of the clubhouse. The staff is planning to have the chairs re-upholstered.

## **New for 2018 PGA Jr. League**

PGA Jr. League brings friends & family together around fun, team golf experiences with expert coaching from a PGA Professional.

Fox Run is forming 2 teams of 8 to 12 players. Players must not turn 14 before 8-1 and may be of any skill level. We will play teams from Hillcrest & The Bluffs.

**An All Star Team consisting of players from Fox Run , Hillcrest and The Bluffs will be chosen to compete for a chance to play in a National Tournament.**

**If you are interested in or have questions about the PGA Jr. League contact Fox Run Golf Course at (605)668-5205**

## **Also keep in Mind:**

**Fox Run's Junior Golf Program Beginning in June.**

Look for some exciting new additions to our program such as the NEW \*Yearly Junior Club Rental.

***\*You no longer need to spend \$150 or more on a set your kids will grow out of in 1 year.***

**Sign up starts April 17th at the Summit Center.**

## FINANCE MONTHLY REPORT

Activity	FEB 2018	FEB 2017	FEB 2018 YTD	FEB 2017 YTD
<b>UTILITY BILLING:</b>				
<b>Water</b>				
Water Sold (in gallons per 1,000)	44,168	43,310	88,017	88,017
Water Billed	\$419,610.92	\$385,882.24	\$834,356.72	\$780,842.99
Basic Water Fee/Rate per 1000 gal	\$21.71/\$5.55	\$18.81/\$5.39		
Number of Accounts Billed	5,230	5,202	10,470	10,408
Number of Bills Mailed	5,230	5,202	10,470	10,408
Total Meters Read	5,679	5,623	11,355	11,238
Meter Changes/pulled	7	3	18	8
Total Days Meter Reading	1	1	2	2
Misreads found prior to billing	0	0	0	0
Customers requesting Rereads	0	0	0	0
<b>Sewer</b>				
Sewer Billed	\$299,651.62	\$281,246.06	\$593,845.09	\$566,709.62
Basic Sewer Fee/Rate per 1000 gal	\$9.69/\$5.87	\$9.23/\$5.59		
<b>Solid Waste</b>				
Solid Waste Billed	\$98,140.25	\$95,092.63	\$196,496.44	\$190,188.14
Basic Solid Waste Fee	\$20.79	\$20.18		
<b>Total Utility Billing:</b>	<b>\$817,402.79</b>	<b>\$762,220.93</b>	<b>\$1,624,698.25</b>	<b>\$1,537,740.75</b>
<b>Adjustment Total:</b>	<b>(\$110.00)</b>	<b>(\$204.84)</b>	<b>(\$296.84)</b>	<b>(\$425.22)</b>
Misread Adjustments	\$0.00	\$0.00	\$0.00	\$0.00
Other Adjustments	\$0.00	(\$44.84)	(\$86.84)	(\$45.22)
Penalty Adjustments OFF	(\$120.00)	(\$160.00)	(\$220.00)	(\$380.00)
Penalty Adjustments ON	\$10.00	\$0.00	\$10.00	\$0.00
New Accounts/Connects	36	50	82	108
Accounts Finaled/Disconnects	46	48	85	112
New Accounts Set up	2	9	10	20
Delinquent Notices	368	341	802	759
Doorknockers	168	157	335	294
Delinquent Call List	101	87	198	176
Notice of Termination Letters	11	14	19	30
Shut-off for Non-payment	6	7	10	13
Delinquent Notice Penalties	\$3,680.00	\$3,410.00	\$8,020.00	\$7,590.00
Doorknocker Penalties	\$1,680.00	\$1,570.00	\$3,350.00	\$2,940.00
<b>Other Office Functions:</b>				
Interest Income	\$33,462.05	\$21,090.69	\$70,763.34	\$44,130.00
Interest Rate-Checking Account	1.85%	1.03%		
Interest Rate-CDs	0	0		
# of Monthly Vendor Checks	153	135		
Payments Issued to Vendors	\$1,797,130.49	\$1,266,142.63	\$4,238,399.84	\$3,040,368.63
# of Employees on Payroll	215	214		
Monthly Payroll	\$426,027.48	\$404,447.01	\$876,949.69	\$856,089.53



Joint Powers Solid Waste Authority  
Financial Report Thru February 28, 2018

Description	Yankton Transfer	Vermillion Landfill	Total Joint	2 Month Budget	Legal 2018 Budget
<b>Joint Power Transfer/Landfill</b>					
<i>Total Revenue</i>	\$151,270.76	\$98,783.26	\$250,054.02	\$312,560.00	\$1,875,360.00
<i>Expenses:</i>					
Personal Services	42,155.63	57,262.51	99,418.14	112,948.83	677,693.00
Operating Expenses	57,062.45	48,552.47	105,614.92	126,162.00	756,972.00
Depreciation (est)	22,568.38	46,775.66	69,344.04	66,742.83	400,457.00
Trench Depletion	0.00	17,063.62	17,063.62	34,644.67	207,868.00
Closure/Postclosure Resrv	0.00	1,103.20	1,103.20	1,436.83	8,621.00
Amortization of Permit	0.00	144.52	144.52	188.33	1,130.00
<i>Total Operating Expenses</i>	121,786.46	170,901.98	292,688.44	342,123.50	2,052,741.00
<i>Non Operating Expense-Interest</i>	0.00	11,005.25	11,005.25	19,980.17	119,881.00
<i>Landfill Operating Income</i>	29,484.30	(83,123.97)	(53,639.67)	(49,543.67)	(297,262.00)
<b>Joint Recycling Center</b>					
<i>Total Revenue</i>	66.00	11,433.59	11,499.59	38,875.83	233,255.00
<i>Expenses:</i>					
Personal Services	0.00	37,180.57	37,180.57	36,724.17	220,345.00
Operating Expenses	239.57	7,160.79	7,400.36	19,583.33	117,500.00
Depreciation (est)	6,706.80	6,192.66	12,899.46	12,666.17	75,997.00
<i>Total Operating Expenses</i>	6,946.37	50,534.02	57,480.39	68,973.67	413,842.00
<i>Non Operating Expense-Interest</i>	0.00	0.00	0.00	0.00	0.00
<i>Recycling Operating Income</i>	(6,880.37)	(39,100.43)	(45,980.80)	(30,097.83)	(180,587.00)
<i>Total Operating Income</i>	\$22,603.93	(\$122,224.40)	(\$99,620.47)	(\$79,641.50)	(\$477,849.00)
<b>Tonage in Trench:</b>	<u>2/28/2017</u>	<u>2/28/2018</u>			
Asbestos	4.51	4.08	4.08	8.33	50.00
Centerville	38.89	31.20	31.20	46.67	280.00
Beresford	173.39	195.12	195.12	237.50	1,425.00
Clay County Garbage	1,557.19	1,654.78	1,654.78	2,216.67	13,300.00
Elk Point	165.58	152.40	152.40	188.33	1,130.00
Yankton County Garbage	2,989.79	2,977.00	2,977.00	3,833.33	23,000.00
<i>Total Tonage in Trench</i>	4,929.35	5,014.58	5,014.58	6,530.83	39,185.00
Operating Cost per ton			\$58.37	\$55.45	\$55.45

This report is based on the following:

Revenue accrual thru February 28, 2018

Expenses cash thru February 28, 2018 with March's Bills

Joint Powers Solid Waste Authority  
Financial Report Thru February 28, 2018

Description	Yankton Transfer	Vermillion Landfill	Total Joint	2 Month Budget	Legal 2018 Budget
<b>Source of Funds</b>					
<i>Beginning Balance</i>	\$667,904.00	\$1,049,572.00	\$1,717,476.00	\$1,717,476.00	\$1,717,476.00
<i>Operating Revenue:</i>					
Net Income	22,603.93	(122,224.40)	(99,620.47)	(79,641.50)	(477,849.00)
Depreciation	29,275.18	52,968.32	82,243.50	79,409.00	476,454.00
Trench Depletion	0.00	17,063.62	17,063.62	34,644.67	207,868.00
Amortization of Permit	0.00	144.52	144.52	188.33	1,130.00
<i>Non Operating Revenue:</i>					
Grant	0.00	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00	0.00
Contributed Capital	0.00	0.00	0.00	0.00	0.00
Sale Proceeds	0.00	0.00	0.00	0.00	0.00
Comp. for Loss & Damage	0.00	0.00	0.00	0.00	0.00
Fire Related Expenses	0.00	0.00	0.00	0.00	0.00
Interest	853.22	2,250.44	3,103.66	1,300.00	7,800.00
<i>Cash Flow Transfer:</i>					
Joint Power Transfer/Landfill	(98,960.06)	98,960.06	0.00	18,670.33	112,022.00
Joint Recycling Center	0.00	0.00	0.00	0.00	0.00
<i>Total Funds Available</i>	<u>621,676.27</u>	<u>1,098,734.56</u>	<u>1,720,410.83</u>	<u>1,772,046.83</u>	<u>2,044,901.00</u>
<b>Application of Funds Available</b>					
<i>Joint Power Transfer/Landfill</i>					
Equipment	6.54	0.00	6.54	57,000.00	342,000.00
Trench	0.00	0.00	0.00	0.00	0.00
Closure/Postclosure Cash Res.	0.00	1,103.20	1,103.20	1,436.83	8,621.00
<i>Joint Recycling Center</i>					
Equipment	0.00	0.00	0.00	25,833.33	155,000.00
<i>Payment Principal</i>	0.00	16,313.96	16,313.96	39,664.17	237,985.00
<i>Appropriation to Reserve</i>	0.00	0.00	0.00	0.00	0.00
<i>Total Applied</i>	<u>6.54</u>	<u>17,417.16</u>	<u>17,423.70</u>	<u>123,934.33</u>	<u>743,606.00</u>
<i>Ending Balance</i>	<u><u>\$621,669.73</u></u>	<u><u>\$1,081,317.40</u></u>	<u><u>\$1,702,987.13</u></u>	<u><u>\$1,648,112.50</u></u>	<u><u>\$1,301,295.00</u></u>

<b>Joint Power Transfer/Landfill Description</b>	<b>Yankton Transfer</b>	<b>Vermillion Landfill</b>	<b>Total Joint</b>	<b>2 Month Budget</b>	<b>Legal 2018 Budget</b>
<i>Revenue: (accrual)</i>					
Asbestos	\$0.00	\$265.22	\$265.22	\$583.33	\$3,500.00
Elk Point	0.00	7,115.40	7,115.40	8,757.50	\$52,545.00
Centerville	0.00	1,457.69	1,457.69	2,170.00	13,020.00
Beresford	0.00	9,112.37	9,112.37	11,050.00	66,300.00
Clay County Garbage	0.00	79,078.32	79,078.32	110,575.00	663,450.00
Compost-Yd Waste-Wood	0.00	843.22	843.22	833.33	5,000.00
Contaminated Soil	0.00	20.44	20.44	666.67	4,000.00
White Goods	0.00	168.50	168.50	833.33	5,000.00
Tires	0.00	362.10	362.10	666.67	4,000.00
Electronics	0.00	360.00	360.00	833.33	5,000.00
Other Revenue	2,655.27	0.00	2,655.27	3,350.00	20,100.00
Less Recycling Tipping Fee	0.00	0.00	0.00	(19,425.83)	(116,555.00)
Cash long	0.60	0.00	0.60	0.00	0.00
Yard Waste	0.00	0.00	0.00	0.00	0.00
Rubble	3,169.46	0.00	3,169.46	8,666.67	52,000.00
Transfer Fees	145,445.43	0.00	145,445.43	183,000.00	1,098,000.00
Other Operational - Solid Waste	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>151,270.76</b>	<b>98,783.26</b>	<b>250,054.02</b>	<b>312,560.00</b>	<b>1,875,360.00</b>
<i>Expenses: (cash)</i>					
Personal Services	42,155.63	57,262.51	99,418.14	112,948.83	677,693.00
Insurance	15,067.43	(89.77)	14,977.66	4,459.50	26,757.00
Professional Service/Fees	1,697.12	12,249.72	13,946.84	12,000.00	72,000.00
Non Professional Fees	0.00	0.00	0.00	0.00	0.00
Processing- Reduction	0.00	0.00	0.00	0.00	0.00
State Fees	0.00	5,014.58	5,014.58	6,500.00	39,000.00
Professional - Legal/Audit	0.00	0.00	0.00	208.33	1,250.00
Publishing & Advertising	0.00	300.00	300.00	300.00	1,800.00
Rental	0.00	0.00	0.00	83.33	500.00
Hauling fee	0.00	0.00	0.00	0.00	0.00
Equipment repair	18.41	1,208.29	1,226.70	9,333.33	56,000.00
Motor vehicle repair	0.00	2,541.53	2,541.53	3,916.67	23,500.00
Vehicle fuel & maintenance	27,476.33	4,661.54	32,137.87	39,000.00	234,000.00
Equip, Mat'l & Labor	3,621.28	0.00	3,621.28	2,000.00	12,000.00
Building repair	360.39	333.84	694.23	4,000.00	24,000.00
Facility repair & maintenance	0.00	0.00	0.00	5,833.33	35,000.00
Postage	81.83	3.31	85.14	125.00	750.00
Office supplies	654.79	337.28	992.07	533.33	3,200.00
Copy supplies	19.08	0.00	19.08	62.50	375.00
Uniforms	0.00	603.83	603.83	783.33	4,700.00
Small Tools & Hardware	0.00	0.00	0.00	41.67	250.00
Travel & Training	0.00	375.00	375.00	750.00	4,500.00
Operating supply	447.00	12,273.73	12,720.73	24,600.00	147,600.00
Electricity	1,893.74	1,954.44	3,848.18	5,033.33	30,200.00
Heating Fuel - Gas	4,948.69	6,428.40	11,377.09	5,333.33	32,000.00
Water	361.98	43.60	405.58	500.00	3,000.00
WW service	191.38	0.00	191.38	216.67	1,300.00
Landfill	41.58	0.00	41.58	33.33	200.00
Telephone	181.42	313.15	494.57	515.00	3,090.00
Depreciation (est)	22,568.38	46,775.66	69,344.04	66,742.83	400,457.00
Trench Depletion		17,063.62	17,063.62	34,644.67	207,868.00
Closure/Postclosure Resrv		1,103.20	1,103.20	1,436.83	8,621.00
Amortization of Permit		144.52	144.52	188.33	1,130.00
<b>Total Op Expenses</b>	<b>121,786.46</b>	<b>170,901.98</b>	<b>292,688.44</b>	<b>342,123.50</b>	<b>2,052,741.00</b>

Joint Power Transfer/Landfill Description	Yankton Transfer	Vermillion Landfill	Total Joint	2 Month Budget	Legal 2018 Budget
<i>Non Operating Expense-Interest</i>	0.00	11,005.25	11,005.25	19,980.17	119,881.00
<i>Operating Income (Loss)</i>	\$29,484.30	(\$83,123.97)	(\$53,639.67)	(\$49,543.67)	(\$297,262.00)
<i>Capital:</i>					
Capital Outlay	\$6.54	\$0.00	\$6.54	\$57,000.00	\$342,000.00
Landfill Development	0.00	0.00	0.00	42,333.33	\$254,000.00
Capital Lease	0.00	0.00	0.00	0.00	\$0.00
<i>Total Capital Expenditures</i>	\$6.54	\$0.00	\$6.54	\$99,333.33	\$596,000.00
<i>Grant Reimbursement</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Equipment Sale Proceeds</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Cash Flow Transfer</i>	(\$98,960.06)	\$98,960.06	\$0.00	\$0.00	\$0.00
<i>Tonage in Trench:</i>					
Asbestos		4.08	4.08	8.33	50.00
Beresford		195.12	195.12	237.50	1,425.00
Centerville Garbage		31.20	31.20	46.67	280.00
Clay County Garbage		1,654.78	1,654.78	2,216.67	13,300.00
Elk Point		152.40	152.40	188.33	1,130.00
Yankton County Garbage		2,977.00	2,977.00	3,833.33	23,000.00
<i>Total Tonage in Trench</i>		5,014.58	5,014.58	6,530.83	39,185.00
Operating Cost per ton			\$58.37	\$55.45	\$55.45

Joint Recycling Center Description	Yankton Transfer	Vermillion Center	Total Joint	2 Month Budget	Legal 2018 Budget
<i>Revenue:</i>					
Tipping Fees	\$0.00	0.00	\$0.00	19,425.83	116,555.00
Magazines	0.00	0.00	0.00	500.00	3,000.00
Metal/Tin	66.00	(593.00)	(527.00)	1,033.33	6,200.00
Plastic	0.00	(1,037.72)	(1,037.72)	2,500.00	15,000.00
Aluminum	0.00	0.00	0.00	2,333.33	14,000.00
Newsprint	0.00	1,658.06	1,658.06	2,000.00	12,000.00
Cardboard	0.00	9,489.90	9,489.90	7,500.00	45,000.00
High Grade Paper	0.00	(21.90)	(21.90)	833.33	5,000.00
Other Material	0.00	1,938.25	1,938.25	1,333.33	8,000.00
Contributions/Operating Grants	0.00	0.00	0.00	1,416.67	8,500.00
<b>Total Revenue</b>	<b>66.00</b>	<b>11,433.59</b>	<b>11,499.59</b>	<b>38,875.83</b>	<b>233,255.00</b>
<i>Expenses:</i>					
Personal Services	0.00	37,180.57	37,180.57	36,724.17	220,345.00
Insurance	239.57	61.73	301.30	466.67	2,800.00
Professional Service/Fees	0.00	0.00	0.00	3,000.00	18,000.00
Hazardous Waste Collection	0.00	340.52	340.52	5,666.67	34,000.00
Professional-Legal	0.00	0.00	0.00	0.00	0.00
Publishing & Advertising	0.00	0.00	0.00	333.33	2,000.00
Rental	0.00	0.00	0.00	0.00	0.00
Equipment repair	0.00	754.39	754.39	1,791.67	10,750.00
Vehicle repair & maintenance	0.00	0.00	0.00	125.00	750.00
Vehicle fuel	0.00	392.92	392.92	833.33	5,000.00
Building repair & maintenance	0.00	746.86	746.86	500.00	3,000.00
Postage	0.00	0.83	0.83	108.33	650.00
Freight	0.00	1,110.00	1,110.00	333.33	2,000.00
Office supplies	0.00	75.00	75.00	166.67	1,000.00
Uniforms	0.00	0.00	0.00	83.33	500.00
Materials Purchases	0.00	577.25	577.25	750.00	4,500.00
Travel & Training	0.00	500.00	500.00	250.00	1,500.00
Operating Supplies	0.00	175.97	175.97	1,666.67	10,000.00
Copy Supply	0.00	0.11	0.11	58.33	350.00
Electricity	0.00	938.14	938.14	1,083.33	6,500.00
Heating Fuel-Gas	0.00	1,130.01	1,130.01	750.00	4,500.00
Water	0.00	88.81	88.81	108.33	650.00
WW service	0.00	139.78	139.78	200.00	1,200.00
Telephone	0.00	128.47	128.47	141.67	850.00
Revenue Sharing	0.00	0.00	0.00	1,166.67	7,000.00
Transportation to Vermillion	0.00	0.00	0.00	0.00	0.00
Processing Recyclables	0.00	0.00	0.00	0.00	0.00
Depreciation (est)	6,706.80	6,192.66	12,899.46	12,666.17	75,997.00
<b>Total Op Expenses</b>	<b>6,946.37</b>	<b>50,534.02</b>	<b>57,480.39</b>	<b>68,973.67</b>	<b>413,842.00</b>
<i>Non Operating Expense-Interest</i>	0.00	0.00	0.00	0.00	0.00
<b>Operating Income (Loss)</b>	<b>(\$6,880.37)</b>	<b>(\$39,100.43)</b>	<b>(\$45,980.80)</b>	<b>(\$30,097.83)</b>	<b>(\$180,587.00)</b>
<b>Capital Outlay</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,833.33</b>	<b>\$155,000.00</b>
<b>Grant Reimbursement/Donations</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Cash Flow Transfer</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

This report is based on the following:

Revenue accrual thru February 28, 2018

Expenses cash thru February 28, 2018 with March's Bills

## 2018 Joint Powers Total Operations Recap

Month	Yankton Transfer	Vermillion Landfill	Total	Total Tons	\$ per ton	Recycling			Yankton Operations	Vermillion Operations	Total Operations
						Yankton	Vermillion	Total			
January	19,339.54	(32,788.43)	(13,448.89)	2,696.97	53.89	(3,298.40)	(27,733.35)	(31,031.75)	16,041.14	(60,521.78)	(44,480.64)
February	9,906.98	(39,330.29)	(29,423.31)	2,317.61	63.58	(3,581.97)	(11,367.08)	(14,949.05)	6,325.01	(50,697.37)	(44,372.36)
Subtotal	29,246.52	(72,118.72)	(42,872.20)	5,014.58	58.37	(6,880.37)	(39,100.43)	(45,980.80)	22,366.15	(111,219.15)	(88,853.00)

2/28/2018

City of Yankton Transfer Station  
Recap of Customer Tonnage

Date	City	Licensed Haulers						Sub-Total	All Other	Total Transfer
	Compactors (577)	Janssen (547)	Arts (586)	Fischer (590)	Independence (627)	Loren Fischer (648)	Kortan (673)			
January 2017	227.38	502.19	367.33	35.07	0.00	65.26	7.51	977.36	273.30	1,478.04
February 2017	202.70	484.93	336.77	29.14	0.00	59.30	11.20	921.34	288.46	1,412.50
March 2017	237.30	616.06	434.47	12.48	0.00	63.43	11.30	1,137.74	417.16	1,792.20
April 2017	227.30	591.85	486.98	0.00	0.00	64.29	13.47	1,156.59	771.69	2,155.58
May 2017	252.91	693.56	536.92	0.00	0.00	75.06	7.97	1,313.51	465.54	2,031.96
June 2017	239.77	701.18	649.20	0.00	0.00	85.82	18.33	1,454.53	483.34	2,177.64
July 2017	235.82	669.19	465.38	0.00	0.00	84.20	12.77	1,231.54	509.76	1,977.12
August 2017	270.08	737.19	577.34	0.00	0.00	85.68	13.52	1,413.73	498.79	2,182.60
September 2017	235.66	641.84	464.10	0.00	0.00	83.83	18.47	1,208.24	529.19	1,973.09
October 2017	237.61	699.36	554.25	0.00	19.20	81.27	18.07	1,372.15	398.57	2,008.33
November 2017	249.77	615.69	457.07	0.00	1.69	110.42	17.48	1,202.35	400.12	1,852.24
December 2017	225.56	519.09	483.74	0.00	0.00	91.53	14.08	1,108.44	357.59	1,691.59
2017 Total	2,841.86	7,472.13	5,813.55	76.69	20.89	950.09	164.17	14,497.52	5,393.51	22,732.89
January 2018	239.65	530.30	436.12	0.00	0.00	81.67	7.84	1,055.93	252.70	1,548.28
February 2018	181.66	488.25	370.51	0.00	0.00	77.18	10.55	946.49	234.16	1,362.31
2018 Total	421.31	1,018.55	806.63	0.00	0.00	158.85	18.39	2,002.42	486.86	2,910.59





Publishing Dates: March 16 & March 23, 2018

NOTICE TO BIDDERS

Sealed bids will be received by the City Commission of the City of Yankton, South Dakota, at 416 Walnut Street Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 P.M. or may be hand delivered to the place of opening at 3:00 P. M. on the 29th day of March, 2018, at which time they will be publicly opened and read in the Second Floor Meeting Room of City Hall, Yankton, South Dakota. Disposition of said bid will be held on the 9th day of April, 2018, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids will be received on the following:

**ANNUAL SUPPLY BITUMINOUS MIX**

Copies of the specifications may be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

All bids must be submitted on forms provided by the City of Yankton.

The City of Yankton, South Dakota reserves the right to reject any or all bids and to waive any informalities therein to determine which is the best and the most advantageous bid to the City, and to approve the bond, if required.

Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: March 16, 2018

-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-

Publishing Dates: March 16 & March 23, 2018

NOTICE TO BIDDERS

Sealed bids will be received by the City Commission of the City of Yankton, South Dakota, at 416 Walnut Street Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 P.M. or may be hand delivered to the place of opening at 3:00 P. M. on the 29th day of March, 2018, at which time they will be publicly opened and read in the Second Floor Meeting Room of City Hall, Yankton, South Dakota. Disposition of said bid will be held on the 9th day of April, 2018, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids will be received on the following:

**ANNUAL SUPPLY OF LIQUID ASPHALT**

Copies of the specifications may be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

All bids must be submitted on forms provided by the City of Yankton.

The City of Yankton, South Dakota reserves the right to reject any or all bids and to waive any informalities therein to determine which is the best and the most advantageous bid to the City, and to approve the bond, if required.

Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: March 16, 2018

Publishing Dates: March 16 & March 23, 2018

## **NOTICE TO BIDDERS**

Sealed bids will be received by the City Commission of the City of Yankton, South Dakota, at 416 Walnut Street Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 P.M. or may be hand delivered to the place of opening at 3:00 P. M. on the 29th day of March, 2018, at which time they will be publicly opened and read in the Second Floor Meeting Room of City Hall, Yankton, South Dakota. Disposition of said bid will be held on the 9<sup>th</sup> day of April, 2018, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids will be received on the following:

### **ONE (1) NEW 2018 MODEL 16 CUBIC YARD REAR LOADING REFUSE BODY**

#### **FOR THE PUBLIC WORKS DEPARTMENT SOLID WASTE DIVISION**

Copies of the specifications and bidding forms can be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

All bids must be submitted on forms provided by the City of Yankton.

The City of Yankton, South Dakota reserves the right to reject any or all bids and to waive any informalities therein to determine which is the best and most advantageous bid to the City.

Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: March 15, 2018

**-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-**

***Memorandum #18-56***

*To: City Manager*  
*From: Finance Department*  
*Date: March 12, 2018*  
*Subject: Special Events Liquor License-Rounding 3<sup>rd</sup> Bar & Casino*

We have received an application for a Special Events (on-sale) Liquor License for 1 day, June 2, 2018, from Drotzmann & Portillo, LLC (Steve Drotzmann, Partner), d/b/a Rounding 3<sup>rd</sup> Bar & Casino, NFAA, 304 W. 3<sup>rd</sup> Street and 309 Cedar Street, Diagram attached, Yankton, S.D.

The above applicant is in compliance with the City Code of Ordinances, as checked by the Department of Finance. A police check on the applicant revealed no felony convictions or wants. The applicant is in compliance with all building and fire codes.



Al Viereck  
Finance Officer

***Memorandum #18-55***

*To: City Manager*  
*From: Finance Department*  
*Date: March 12, 2018*  
*Subject: Special Events RETAIL (on-sale) Liquor License*

We have received an application for a Special Events RETAIL (on-sale) Liquor License for one day, April 23, 2018, from Boomer's Inc., (Gary W. Boom, President) d/b/a Boomer's Lounge, NFAA, 800 Archery Lane, Yankton, South Dakota.

The above applicant is in compliance with the City Code of Ordinances, as checked by the Department of Finance. A police check on the applicant revealed no felony convictions or wants. The applicant is in compliance with all building and fire codes.



Al Viereck  
Finance Officer

## *Memorandum #18-57*

**To:** City Commission  
**From:** Finance Officer  
**Date:** 3/21/2018  
**Subject:** Mayor's Appointments to Consolidated Board of Equalization

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The Yankton County Commission, Yankton City Commission, and the Yankton School Board have, by resolution, formed a Consolidated Board of Equalization to hear valuation, classification, and assessment questions and appeals. The Consolidated Board will be comprised of the five Yankton County Commissioners, three members of the Yankton City Commission (Charlie Gross, Craig Sommer, and Dave Carda served in 2017 with Tony Maibaum as the alternate) and one member of the Yankton School Board.

The board shall meet annually on April 27, 2018 at 12:00 noon and continue in session, adjourning from time to time, until all properly filed appeals have been determined and equalization is completed. The board shall remain in session no longer than three weeks after the second Tuesday of April (SDCL 10-11-71). Municipal board members may participate and vote only in the equalization of property within the boundaries of the City's taxing district.

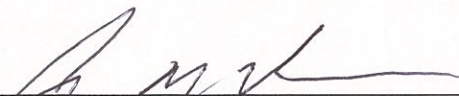
The Mayor, at this Commission Meeting, shall appoint three commissioners to serve on this Consolidated Board of Equalization. The action then needs to be approved by the City Commission.

Thank you,



Al Viereck  
Finance Officer

I concur with the above recommendation  
 I do not concur with the above recommendation




---

Amy Nelson, City Manager

Roll call

## *Memorandum #18-58*

**To:** Mayor & City Commission  
**From:** Amy Nelson, City Manager  
**Date:** March 19, 2018  
**Subject:** Downtown Yankton Façade Grant Recommendations

---

Interest was once again strong for the third year of the downtown façade grant program. Community and Economic Development staff promoted the program through local print media, radio, social media, Meridian District leadership, and a direct mailing to downtown property and business owners. Staff received numerous calls and inquires about the program, ultimately receiving 7 applications. After conversations with applicants over the past several years, staff believes that the straightforward application process and guidelines helped encourage the continuing healthy number of submitted applications.

The applications were carefully reviewed by representatives from the Yankton County Historical Society, Planning Commission, and City Commission. The City Manager, and staff from the Community and Economic Development Department were also involved. I'd like to recognize Crystal Nelson, Brennan Ewald, Mike Healy, and Tony Maibaum who generously offered their time to help with this project. Many of the applications included historic restorations, but new non-historic façade improvements are also part of the proposals.

The committee recommends funding three projects. The total amount proposed is \$14,200, which if approved and matched with private dollars, will represent an investment of \$34,642 in the downtown area. The committee had considerable difficulty selecting the finalists and was impressed with the quality of the applications and the enhancements proposed.

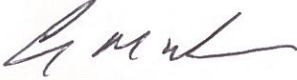
Projects recommended for funding:

- 114 Douglas Avenue, Cody Richardson/Richardson Development LLC: Replacement of two overhead garage doors with storefront glass and walk in doors completing transition of the property into retail space. Funding recommendation: \$8,000.00.
- 413 West 4th Street, Dan Warren/Tastee Treet Drive-In: Rehabilitation of the original 1950s era neon sign, exterior painting, walk in door replacement, and window tinting. Funding recommendation: \$2,700.
- 100 Douglas Avenue, Paul Lowrie: Replacement of hand railings along former loading dock, addition of two awnings, and installation of new light fixtures. Funding recommendation: \$3,500.00.



If approved, staff will contact the awarded grantees and make arrangements to begin the projects. Most projects will begin within a few weeks with completion in summer or fall of 2018.

Respectfully,



Amy Nelson  
City Manager

**Recommendation: It is recommended that the City Commission approve offering grant agreements to the projects selected by the committee.**



**Memorandum #18-61**

**To:** Amy Nelson, City Manager  
**From:** Corey Potts, Public Works Manager  
**Subject:** Bid award for a New 2019 Model 37,000 GVW 4x2 Class Truck for the Public Works Department, Solid Waste Division  
**Date:** March 16, 2018

Bid packets were furnished to five equipment dealers and the city received the three (3) bids outlined below for a new 2019 37,000 GVW 4x2 class truck.

<i>Bidder Name</i>	<i>Acknowledge Addendum</i>	<i>Specified Equipment Cost</i>
North Central International of Sioux Falls, Inc. Sioux Falls, SD 57104-0449	Yes	\$76,189.00
I-State Truck Center Sioux City, IA		\$77,756.00
Boyer Truck Sioux Falls, SD 57104	Yes	\$82,310.00

The proposed truck and refuse body are a replacement for equipment presently in operation. The compactor truck that is to be replaced is Unit #218, a 1999 Chevy 8500 truck with refuse body. Replacement of this equipment is in accordance with the approved replacement plan of thirteen (13) years.

The new truck will be equipped with a refuse body. (The refuse body will be bid March 29, 2018 which will include rear tippers installed at the factory). The new truck and refuse body will be used for garbage and recycling collection

The 2018 adopted budget allowed \$165,000 for the purchase of a replacement truck for the Department of Public Works, Solid Waste Division. The bid Price for the new truck of \$76,189, will leave \$88,811 for the purchase of the refuse body and tippers.

The low bid on the new 2019 Model 37,000 4x2 class truck does meet specifications. Therefore, it is recommended that the 2019 model 37,000 4x2 truck bid for \$76,189 be awarded to North Central International, Sioux Falls, South Dakota.


Respectfully submitted,



Corey Potts  
Public Works Manager

**Recommendation: It is recommended that the City Commission approve Memorandum 18-61 to award the bid for the New 2019 Model 37,000 GVW 4x2 class truck to North Central International of Sioux Falls, South Dakota in the amount of \$76,189.00 for the Department of Public Works, Solid Waste Division.**

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

  
\_\_\_\_\_  
Amy Nelson  
City Manager

cc: Adam Haberman  
mlr

\_\_\_\_ Roll call

**Memorandum #18-60**

**To:** Amy Nelson, City Manager  
**From:** Corey Potts, Public Works Manager  
**Subject:** Bid award for a New 2019 Model 56,000 GVW 6x4 Class Truck and dump body for the Public Works Department  
**Date:** March 16, 2018

---

Bid packets were furnished to five equipment dealers and the City received the three (3) bids outlined below for a new 2019 56,000 GVW 6X4 class truck.

<i>Bidder Name</i>	<i>Acknowledge Addendum</i>	<i>Specified Equipment Cost</i>
North Central International of Sioux Falls, Inc. Sioux Falls, SD 57104-0449	Yes	\$88,502.00
I-State Truck Center Sioux City, IA	Yes	\$91,898.00
Boyer Truck Sioux Falls, SD 57104	Yes	\$90,540.00

The truck that is scheduled to be replaced is Unit #2, a 2006 International plow truck. This existing truck is 12 years old and has been used extensively around the City of Yankton for construction and snow removal operations. Unit # 2 truck will be transferred to the Solid Waste Division to replace International truck #200, which is used in compost activities and is a backup plow truck for the Street Department. The International truck unit #200, will then be surplus.

South Dakota bid laws allow us to purchase off of an existing contract as long as the supplier agrees to the same bid price, the specifications are the same, and it be purchased within 1 year of the original contract. Sanitation Products Inc., of Sioux Falls, South Dakota, will honor the Dump Body and Hydraulic specifications dated 4-25-2017 with the City of Yankton, for the purchase price of \$28,558.00.

The 2018 adopted budget allowed \$140,000 for the purchase of a replacement truck for the Department of Public Works, Street Division. The bid price for the new truck of \$88,502.00 and the bid price for dump body and hydraulics of \$28,558.00 for a total of \$117,060.00 which is \$22,940.00 below the budgeted amount.

The low bid on the new 2019 Model 56,000 GVW 6x4 truck does meet specifications. Therefore, it is recommended that the 2019 model 56,000 GVW 6x4 truck bid for \$88,502.00 be awarded to North Central



International, Sioux Falls, SD. It is further recommended that dump body and hydraulics for \$28,558.00 be awarded to Sanitation Products, Inc., Sioux Falls, South Dakota.


Respectfully submitted,



Corey Potts  
Public Works Manager

**Recommendation: It is recommended, that by separate motion, the City Commissions award the 56,000 GVW class Truck for \$88,502.00 to North Central International of Sioux Falls, South Dakota and the Dump Body and Hydraulics for \$28,558.00 be awarded to Sanitation Products, Inc., Sioux Falls, South Dakota, as detailed in Memorandum #18-60 for the Department of Public Works, Street Division.**

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



Amy Nelson  
City Manager

cc: Adam Haberman  
mlr

\_\_\_\_\_ Roll call

**Memorandum #18-59**

**To:** Amy Nelson, City Manager  
**From:** Corey Potts, Public Works Manager  
**Subject:** Bid award for a new Steel Transfer Station Walking Floor Trailer for the Department of Public Works, City of Yankton/Joint Powers Department  
**Date:** March 16, 2018

---

Eleven bid packets for a new walking floor trailer were sent to equipment dealers and the three (3) bids outlined below were received.

<i>Bidder</i>	<i>Total Cost</i>
<i>Somerset Welding &amp; Steel Inc. 10558 Somerset Pike Somerset, PA 15501</i>	<b><i>\$75,800.00</i></b>
<i>Northern Truck &amp; Equipment 47213 Schweigers Circle Sioux Falls, SD 57107</i>	<b><i>\$64,981.00</i></b>
<i>Wilkins Industries 184 South County Road 22, Morris, MN 56267</i>	<b><i>\$68,512.00</i></b>

The 2018 Joint Powers budget provides \$80,000 for the purchase of a new steel walking floor trailer for the City of Yankton, Public Works Department, Joint Powers Operation.

The steel walking floor trailers are an important part of the Yankton Transfer Station operation. Yankton is permitted to accept municipal solid waste (MSW) for transport to the landfill located in Clay County. MSW and construction debris are transported in the walking floor trailers to the landfill.

The trailers are located in the pits at the transfer station for loading purposes. Solid waste is dumped from the tipping floor into these trailers. The loads are arranged and packed to get the most weight on the trailers. They are then covered and moved to an outside staging area for transfer to the Vermillion Landfill.

The trailers are 48 feet in length with a walking floor mechanism to unload the solid waste. The trailers also have a roll tarp that is securely fastened down according to state laws while transporting solid waste to Vermillion to prevent material from blowing out of the trailer.

All bids received meet the minimum specifications. The low bid submitted by Northern Truck & Equipment of Sioux Falls, SD is similar to the ones presently in service, having the same major components, such as the walking floor mechanism, landing gear, tarp components, suspension and axles. The steel trailers have proven to be more durable for the transfer operation than the previously used aluminum trailers when the transfer operation first began.

City Staff recommends that the bid for \$64,981.00 be awarded to Northern Truck & Equipment of Sioux Falls, SD, which is \$15,019.00 under the budgeted amount.

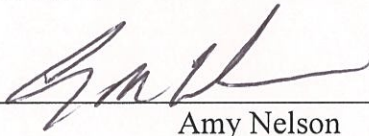
Respectfully submitted,



Corey Potts  
Public Works Manager

**Recommendation: It is recommended the City Commission approve Memorandum #18-59 to award the bid for a New Steel Transfer Station Walking Floor Trailer for \$64,981.00 to Northern Truck & Equipment of Sioux Falls, South Dakota.**

  X   I concur with this recommendation  
       I do not concur with this recommendation

  
\_\_\_\_\_  
Amy Nelson  
City Manager

cc: Adam Haberman  
mlr

\_\_\_\_\_ Roll call



## **Memorandum #18-65**

**To:** City Commission  
**From:** Finance Officer  
**Date:** 3/21/2018  
**Subject:** Introduction and First Reading of Ordinance #1006 Amending Chapter 13, Article III, Division 4, Section 13-96 of the Yankton Code of Ordinances and Setting April 9, 2018 as the Second Reading and Public Hearing of Said Ordinance

---

Commissioners Tony Maibaum and Nathan Johnson have requested the Finance Office to bring forth a proposal increasing our Peddler/Solicitor licensing fees. They had noticed that in our Yankton Code of Ordinances these fees were established in 1949. The attachment to this memorandum specifies our current Code language pertaining to peddlers and solicitors. Our local statute references Chapter 37-13 of South Dakota Codified Law which may have been more specific about the amount of the fee and/or that it had to be set by Ordinance, but that chapter in state code was repealed in 1992 leaving municipalities with a much broader authority to regulate peddlers and solicitors:

*SDCL 9-34-8. Hawkers, peddlers, pawnbrokers, scalpers, employment agencies-- Provisions not applicable to peddling or soliciting telecommunications services. Every municipality may license, tax, regulate, or prohibit hawkers, peddlers, solicitors, pawnbrokers, ticket scalpers, and employment agencies. However, the provisions of § 9-34-18 and this section do not apply to the peddling or soliciting of telecommunications services subject to the provisions of chapter 49-13 or 49-31.*

**Source:** SL 1890, ch 37, art V, § 1, subdiv 30; RPolC 1903, § 1229, subdiv 30; SL 1913, ch 119, § 53, subdiv 30; RC 1919, § 6169 (55); SL 1925, ch 245; SDC 1939, § 45.0201 (73); SL 1992, ch 65.

*SDCL 9-34-18. Local regulation of peddling and soliciting. Any county or municipality may regulate door-to-door sales, peddlers and solicitors.*

**Source:** SL 1925, ch 252, § 15; SDC 1939, § 54.0607; SL 1967, ch 245, § 2; SDCL, § 37-13-16; SL 1992, ch 276, § 16.

My recommendation would be for the Commission to first amend our Ordinance to allow the license fee to be set by Resolution, which requires only one meeting for future rate changes, thus simplifying the process. If the Commission supports and adopts the Ordinance Amendment, at the April 9, 2018 City Commission meeting, an ensuing Resolution later in that agenda can be adopted, establishing new license fees for Peddlers/Solicitors.

**It is recommended that the City Commission introduce and conduct the first reading of Ordinance #1006 and set April 9, 2018 as the second reading and public hearing of said Ordinance.**

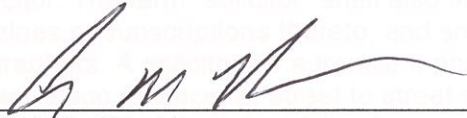
Thank you,



Al Viereck  
Finance Officer

I concur with the above recommendation

I do not concur with the above recommendation



Amy Nelson, City Manager



- **Sec. 13-93. - License required.**

No person shall engage in business in the city as a peddler or as a solicitor without first obtaining a license therefor as provided in this division.

- **Sec. 13-94. - Application for license.**

To obtain a license required by this division, the applicant shall file in the office of the finance officer a written application, on a form furnished by the finance officer, which shall give the following information:

- (a) His/her name and residence, legal and local.
- (b) A description and identification of the place in which he/she proposes to do business; and if he/she expects to use a vehicle, its description along with the license number and state of registration.
- (c) A statement as to whether or not the applicant has been convicted of any crime, misdemeanor, or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefor.
- (d) A list of such reliable evidence as may be necessary for an investigator to properly evaluate the character and business responsibility of the applicant.

(Rev. Ords. 1949, § 6.1406; Ord. No. 584, § 1, 12-22-86)

**Sec. 13-95. - Investigation of license applicant.**

- (a) Upon receipt of an application for a license required by this division, the original shall be referred to the chief of police, who shall cause such an investigation of the applicant's business and moral character to be made as he deems necessary for the protection of the public.
- (b) If as a result of an investigation made pursuant to subsection (a), the applicant's character or business responsibility is found to be unsatisfactory, the chief of police shall endorse on the application his disapproval and his reasons for the disapproval and return the application to the finance officer, who shall notify the applicant that his application is disapproved and that no license will be issued.
- (c) If as a result of an investigation made pursuant to subsection (a), the character and business responsibility of the applicant are found to be satisfactory, the chief of police shall endorse on the application his approval and return the application to the finance officer, who shall notify the applicant that his application is approved and that a license will be issued.

(Rev. Ords. 1949, § 6.1407(a))

- **Sec. 13-96. - Annual license fees.**

The fee for a license required by this division shall be as follows:

- (a) ~~Each foot peddler or solicitor, per year ..... \$ 5.00~~

~~(b) Each peddler or solicitor operating with a motor vehicle, per year ..... 10.00~~

...*set from time to time by Resolution of the Yankton City Commission.*

(Rev. Ords. 1949, § 6.1403)

## Memorandum #18-62

**To:** Amy Nelson, City Manager  
**From:** Dave Mingo, AICP Community and Economic Development Director  
**Subject:** Planning Commission Action #18-16 / Resolution #18-15  
**Date:** March 20, 2018



---

### PLAT REVIEW

**ACTION NUMBER: 18-16**

**E.T.J. MEMBER ACTION REQUIRED: No**

**OWNER / APPLICANT:** Westbrook Estates, LLC.

**ADDRESS / LOCATION:** West side of the 2403 and 2405 West City Limits Road.

**PROPERTY DESCRIPTION:** Lots 1A, 1B, and 1C of Block 6, Westbrook Estates Addition to the City of Yankton, Yankton County, South Dakota.

**ZONING DISTRICT:** R-4 Multiple Family Residential.

**PREVIOUS ACTION:** Annexation, rezoning and Phase 1 plat in 2015.

**COMMENTS:** The proposed plat lies within the previously platted Westbrook Estates. Block 6 was covered by the original Developer's Agreement and all other provisions associated with annexation, platting and rezoning in 2015 created during Phase 1 of the development.

The proposed plat further subdivides Lot 6 in a manner that provides for multiple ownerships of units in an apartment complex development area having multiple structures. Of primary note to the City is the provision of access for residents and utilities.

Construction plans for the associated infrastructure have been presented to the City Engineer for review and they have been approved. B-Y Water also has been involved in the plan review as required.

Staff recommends approval of the proposed plat.

**MEETING SCHEDULE:**

Marcy 12, 2018: Planning Commission reviews plat and makes recommendation to the City Commission.

March 26, 2018: City Commission reviews the plat and makes a final decision.

**Planning Commission results:** The Planning Commission recommended approval of the proposed plat.

\_\_\_\_\_ Roll Call

**RESOLUTION #18-15**

WHEREAS, it appears from an examination of the plat of Lots 1A, 1B, and 1C of Block 6, Westbrook Estates Addition to the City of Yankton, Yankton County, South Dakota prepared by Nathan L. Jibben, a registered land surveyor in the state of South Dakota, and

WHEREAS, such plat has been prepared according to law and is consistent with the City's overall Comprehensive Development Plan.

NOW, THEREFORE BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, that the plat for the above described property is hereby approved.

Adopted:

\_\_\_\_\_  
Jake Hoffner, Mayor

ATTEST:

\_\_\_\_\_  
Al Viereck, Finance Officer





# City of Yankton

## Plat Location Map

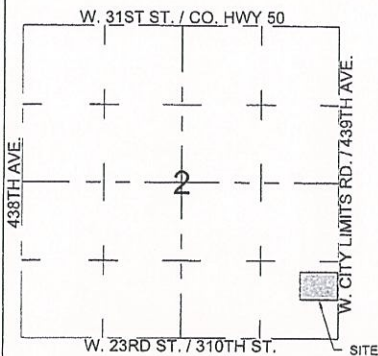
Plat of Lots 1A, 2B, and 1C of Block 6, in Westbrook Estates Addition to the City of Yankton, South Dakota





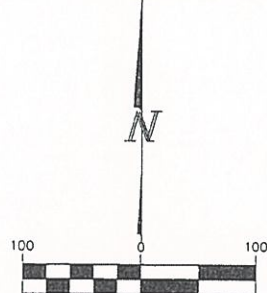
PLAT OF  
**LOTS 1A, 1B, & 1C OF BLOCK 6,  
 WESTBROOK ESTATES**

LOCATED IN THE EAST 700 FEET OF THE EAST HALF OF THE SOUTHEAST QUARTER,  
 EXCEPT THE SOUTH 580 FEET AND LESS R.O.W. THEREOF,  
 SECTION 2, TOWNSHIP 93 NORTH, RANGE 56 WEST OF THE 5TH P.M.,  
 CITY OF YANKTON, SOUTH DAKOTA

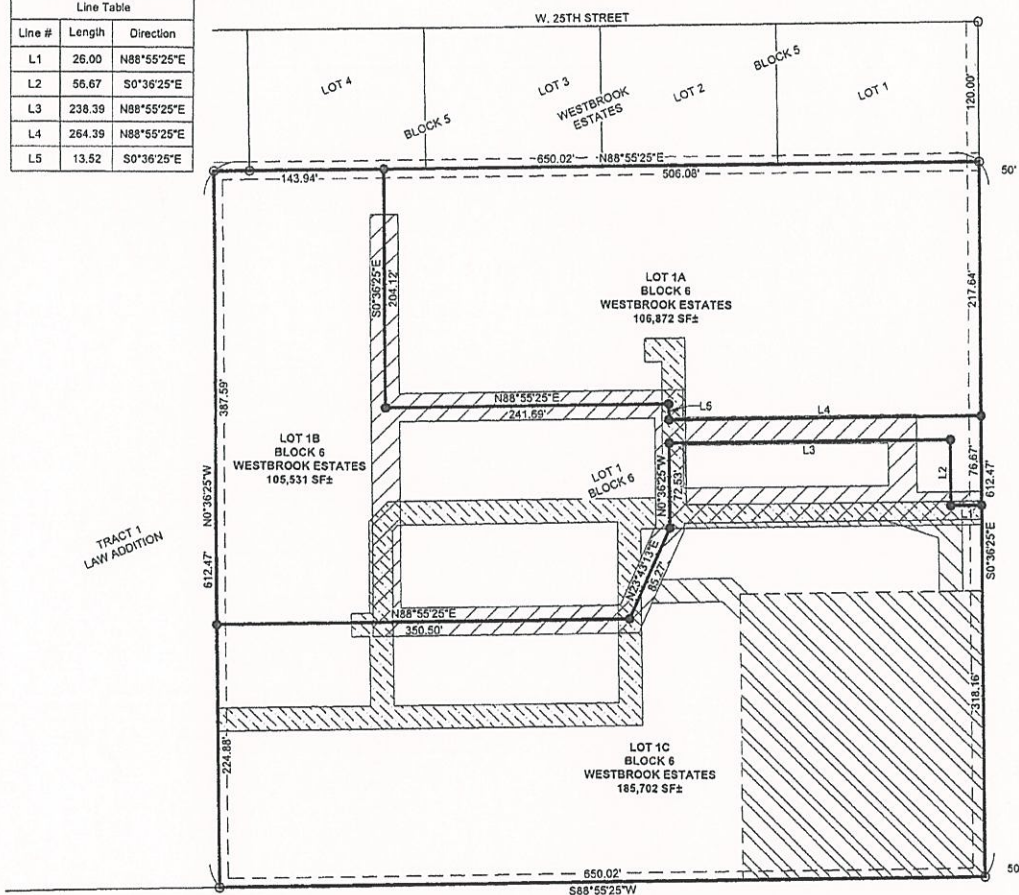


**VICINITY MAP**  
 SEC 2, T93N, R56W

- LEGEND**
- = PROPOSED MUTUAL ACCESS EASEMENT & UTILITY EASEMENT
  - = PROPOSED STORM SEWER EASEMENT
  - = PROPOSED WATER-MAIN EASEMENT
  - = EXISTING DRAINAGE EASEMENT
  - = FOUND IRON PIN
  - = SET 5/8" REBAR W/CAP #8295



Line #	Length	Direction
L1	26.00	N88°55'25"E
L2	56.67	S0°36'25"E
L3	238.39	N88°55'25"E
L4	264.39	N88°55'25"E
L5	13.52	S0°36'25"E



UNPLATTED  
 SE1/4 SE1/4  
 SECTION 2, TOWNSHIP 93  
 NORTH, RANGE 56 WEST

**SURVEYOR'S CERTIFICATE**

I, NATHAN L. JIBBEN, OF JSA CONSULTING ENGINEERS/LAND SURVEYORS, INC., A REGISTERED LAND SURVEYOR IN THE STATE OF SOUTH DAKOTA, DO HEREBY CERTIFY THAT I DID, ON OR BEFORE JANUARY 29, 2018, SURVEY ALL OF LOT 1 OF BLOCK 6, WESTBROOK ESTATES LOCATED IN THE EAST 700 FEET OF THE EAST HALF OF THE SOUTHEAST QUARTER, EXCEPT THE SOUTH 580 FEET AND LESS R.O.W. THEREOF, SECTION 2, TOWNSHIP 93 NORTH, RANGE 56 WEST OF THE 5TH P.M., CITY OF YANKTON, SOUTH DAKOTA; AS SHOWN ON THE ABOVE PLAT. THAT PORTION OF LAND SHALL HEREAFTER BE KNOWN AND DESCRIBED AS LOTS 1A, 1B, & 1C OF BLOCK 6, WESTBROOK ESTATES LOCATED IN THE EAST 700 FEET OF THE EAST HALF OF THE SOUTHEAST QUARTER, EXCEPT THE SOUTH 580 FEET AND LESS R.O.W. THEREOF, SECTION 2, TOWNSHIP 93 NORTH, RANGE 56 WEST OF THE 5TH P.M., CITY OF YANKTON, SOUTH DAKOTA CONTAINING 9.14 ACRES.





I FURTHER CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ABOVE PLAT CORRECTLY REPRESENTS THE SAME, IS TRUE AND CORRECT AND THAT IT WAS MADE UNDER MY DIRECT SUPERVISION.

DATED THIS 28<sup>TH</sup> DAY OF February, 2018

NATHAN L. JIBBEN, RLS 8295



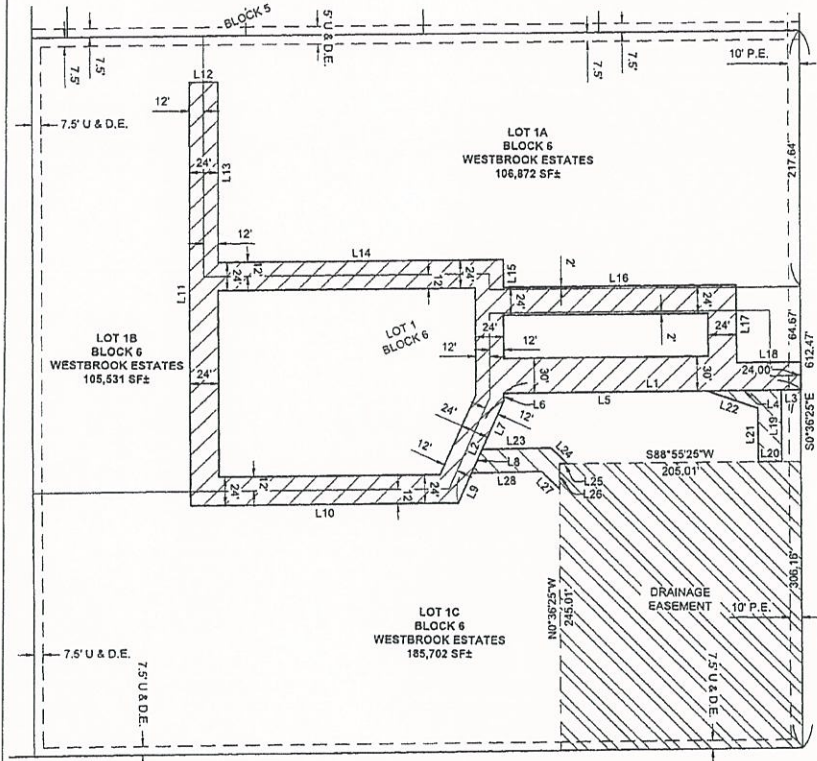
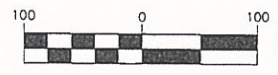


- LEGEND**
-  = PROPOSED MUTUAL ACCESS EASEMENT & UTILITY EASEMENT
  -  = PROPOSED STORM SEWER EASEMENT
  -  = PROPOSED WATER-MAIN EASEMENT (RECORDED IN BOOK 531, PAGE 493)
  -  = EXISTING DRAINAGE EASEMENT
  - U & D.E. = UTILITY AND DRAINAGE EASEMENT
  - P.E. = PEDESTRIAN EASEMENT

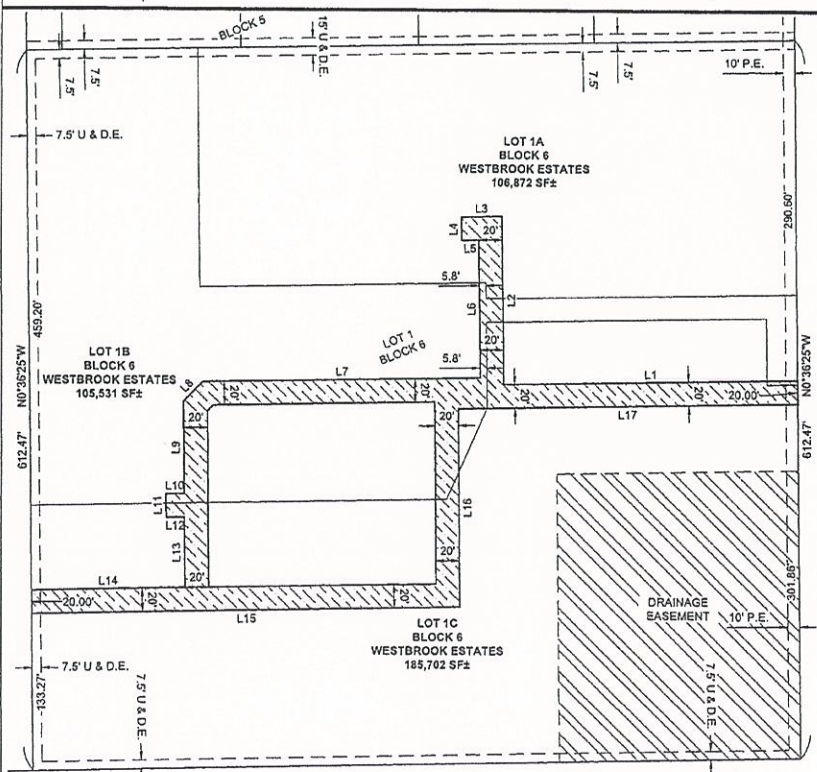
PLAT OF  
**LOTS 1A, 1B, & 1C OF BLOCK 6,  
 WESTBROOK ESTATES**

LOCATED IN THE EAST 700 FEET OF THE EAST HALF OF THE SOUTHEAST QUARTER,  
 EXCEPT THE SOUTH 560 FEET AND LESS R.O.W. THEREOF,  
 SECTION 2, TOWNSHIP 93 NORTH, RANGE 56 WEST OF THE 5TH P.M.,  
 CITY OF YANKTON, SOUTH DAKOTA

**NOTE:**  
 EXISTING EASEMENTS CREATED BY LOT 1  
 OF BLOCK 6, WESTBROOK ESTATES PLAT  
 RECORDED IN BOOK S20, PAGE 111



Line #	Length	Direction
L1	252.39	N88°55'25"E
L2	95.04	N23°43'13"E
L3	16.77	N88°55'25"E
L4	63.55	N88°55'25"E
L5	172.07	N88°55'25"E
L6	6.55	N0°36'25"W
L7	45.28	N23°43'13"E
L8	22.13	N23°43'13"E
L9	27.65	N23°43'13"E
L10	226.33	N88°55'25"E
L11	360.93	S0°36'25"E
L12	24.00	S88°55'25"W
L13	153.46	N0°36'25"W
L14	241.69	S88°55'25"W
L15	23.52	N0°36'25"W
L16	197.97	S88°55'25"W
L17	66.67	N0°36'25"W
L18	54.42	S88°55'25"W
L19	61.15	N1°04'50"W
L20	20.00	N88°55'25"E
L21	45.97	N1°04'50"W
L22	46.12	N71°51'53"W
L23	58.85	N88°22'30"E
L24	19.47	S46°38'32"E
L25	6.63	N88°55'25"E
L26	21.34	N0°36'25"W
L27	21.27	S46°38'32"E
L28	60.04	N88°22'30"E



Line #	Length	Direction
L1	250.18	N88°55'25"E
L2	143.01	S0°36'25"E
L3	34.65	N88°55'25"E
L4	20.00	N0°34'29"W
L5	14.86	S88°55'25"W
L6	116.84	N0°36'25"W
L7	234.56	N88°55'25"E
L8	23.05	N43°56'47"E
L9	78.82	S0°36'25"E
L10	15.63	N88°55'25"E
L11	20.00	N1°05'17"W
L12	15.47	S88°55'25"W
L13	59.65	N0°36'25"W
L14	129.10	N88°55'25"E
L15	360.80	S88°55'25"W
L16	168.60	S0°36'25"E
L17	289.22	S88°55'25"W



## Memorandum #18-63

**To:** Amy Nelson, City Manager  
**From:** Dave Mingo, AICP Community and Economic Development Director  
**Subject:** Planning Commission Action #18-17 / Resolution #18-16  
**Date:** March 20, 2018



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### PLAT REVIEW

**ACTION NUMBER: 18-17**

**E.T.J. MEMBER ACTION REQUIRED: No**

**APPLICANT / OWNER:** Dennis L. Christensen, President, Deerfield Truck and Equipment Company.

**ADDRESS / LOCATION:** West side of the 3900 Gary Avenue. Please reference the attached Plat Location Map.

**PROPERTY DESCRIPTION:** Tract 2, Whitetail Run, in the NE 1/4 of the SE 1/4 of Section 16, T93N, R56W of the 5<sup>th</sup> P.M., Yankton County, South Dakota.

**ZONING DISTRICT:** County jurisdiction.

**PREVIOUS ACTION:** Tract 1, Whitetail Run in 2014.

**COMMENTS:** The proposed plat divides a little over six acres from an agricultural parcel. The location of the proposed parcel within the City's three mile plating jurisdiction allows the City to require the dedication of right-of-way along the extension of the planned street grid. In the area that this plat is located, dedications would include right-of-way corridors along sections lines, quarter lines and sixteenth lines.

The proposed plat meets the requirements of the City's review criteria. The proposal will be subject to county platting and land use approval requirements as it moves forward through that process.

Staff recommends approval of the proposed plat.

#### HEARING SCHEDULE:

March 12, 2018: Planning Commission reviews the plat and makes a recommendation to the City Commission.

March 26, 2018: City Commission reviews the plat and makes a final decision.

**Planning Commission results:** The Planning Commission recommended approval of the proposed plat.

\_\_\_\_\_ Roll Call



**RESOLUTION #18-16**

WHEREAS, it appears from an examination of the plat of Tract 2, Whitetail Run, in the NE 1/4 of the SE 1/4 of Section 16, T93N, R56W of the 5<sup>th</sup> P.M., Yankton County, South Dakota prepared by John L. Brandt, a registered land surveyor in the state of South Dakota, and

WHEREAS, such plat has been prepared according to law and is consistent with the City's overall Comprehensive Development Plan.

NOW, THEREFORE BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, that the plat for the above described property is hereby approved.

Adopted:

\_\_\_\_\_  
Jake Hoffner, Mayor

ATTEST:

\_\_\_\_\_  
Al Viereck, Finance Officer





# City of Yankton

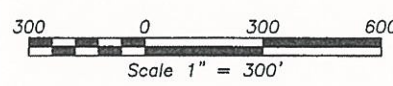
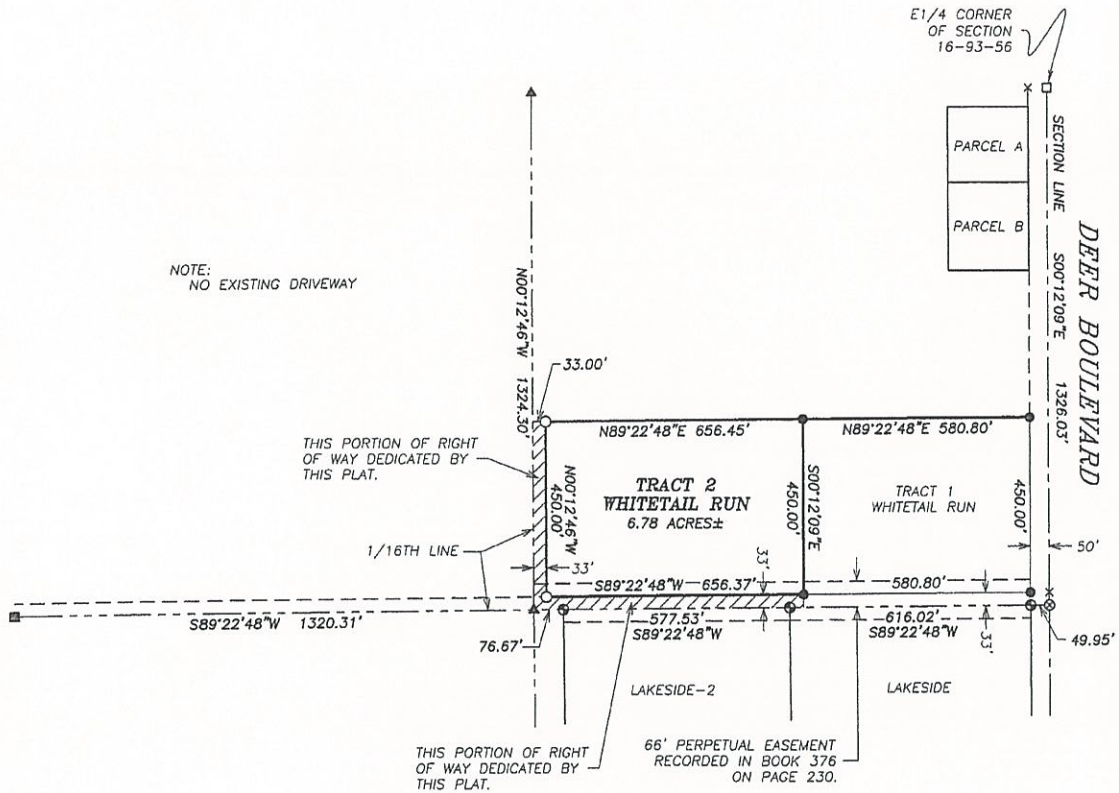
## Plat Location Map

Plat of Tract 2, Whitetail Run located in the NE1/4 of the SE1/4 of Section 16, T93N, R56W of the 5th P.M., Yankton County, South Dakota





PLAT OF TRACT 2, WHITETAIL RUN, IN THE NE1/4 OF THE SE1/4 OF SECTION 16,  
T93N, R56W, OF THE 5TH P.M., YANKTON COUNTY, SOUTH DAKOTA.

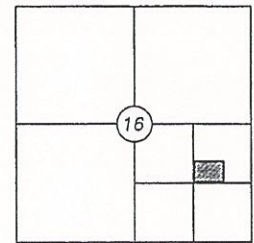


LEGEND

- SET 5/8" REBAR WITH L.S. CAP STAMPED "J. BRANDT R.L.S. 5349"
- FOUND 5/8" REBAR WITH L.S. CAP STAMPED "J. BRANDT R.L.S. 5349"
- FOUND 5/8" REBAR
- FOUND T-POST WITH CAP IN IRON PIPE
- ⊗ FOUND P-K NAIL
- ⊙ FOUND 5/8" REBAR WITH L.S. CAP STAMPED "TOM WEEK PELS 2912"
- ▲ FOUND IRON PIPE WITH L.S. CAP STAMPED "SKROCH 9110"
- × CALCULATED CORNER

NOTE:  
BASIS OF BEARING  
BY GPS OBSERVATION

PREPARED BY:  
BRANDT LAND SURVEYING  
1202 WILLOWDALE ROAD  
YANKTON, SD 57078  
(605) 665-8455



**Memorandum #18-64**

**To:** Amy Nelson, City Manager  
**From:** Mike Roinstad, Airport Supervisor  
**Subject:** Airport Hangar #27 Land Lease Agreement Transfer from Larry Clark to Nohr Aviation LLC  
**Date:** March 19, 2018

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We have received a request to transfer a land lease for a private hangar owned by Larry Clark to Rodney Nohr d/b/a Nohr Aviation LLC Hangar #27 as shown on the attached Exhibit A. The land lease is assignable by the lessee subject to the approval by the City of Yankton.

Attached is an Assigned Lease Agreement signed by Larry Clark and Rodney Nohr d/b/a Nohr Aviation LLC. Until the time of expiration, the terms and conditions of the lease remain in place and can be transferred subject to the approval of the City of Yankton.

The attached Resolution No 18-17 supporting the reassignment of the lease to Rodney Nohr d/b/a Nohr Aviation LLC is recommended for approval.

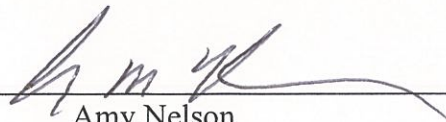
Respectfully submitted,



Mike Roinstad  
Airport Supervisor

**Recommendation:** It is recommended that the City Commission approve Resolution #18-17 and the Assigned Lease Agreement to transfer the airport hangar #27 land lease from Larry Clark to Rodney Nohr d/b/a Nohr Aviation LLC as explained in Memorandum #18-64.

I concur with the recommendation.  
 I do not concur with the recommendation.



Amy Nelson  
City Manager

cc: Dave Mingo

\_\_\_\_ Roll call

## RESOLUTION #18-17

### A RESOLUTION TRANSFERRING A HANGAR LAND LEASE AGREEMENT FROM LARRY CLARK TO NOHR AVIATION LLC

WHEREAS, The City of Yankton has been given the authority to approve the airport hangar ground lease agreement transfer for the airport hangar #27 owned by Larry Clark; and,

WHEREAS, Rodney Nohr d/b/a Nohr Aviation LLC wishes to assume ownership of the hangar from Larry Clark; and,

WHEREAS, Rodney Nohr d/b/a Nohr Aviation LLC has signed an agreement assuming the responsibilities and obligations of the current lease agreement; and,

WHEREAS, it is in the best interest of the City of Yankton and the operations of Chan Gurney Municipal Airport to approve the transfer of the ownership of this airport hangar and to approve the assignment of the land lease agreement to Rodney Nohr d/b/a Nohr Aviation LLC,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, SD, that the transfer of the ownership of the airport hangar and the assignment of the land lease agreement from Larry Clark to Rodney Nohr d/b/a Nohr Aviation LLC is hereby approved.

Adopted:

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By: Jake Hoffner, Mayor  
City of Yankton

ATTEST:

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Al Viereck  
Finance Officer



**ASSIGNMENT OF LEASE AGREEMENT  
FOR HANGAR #27 AS SHOWN ON THE ATTACHED EXHIBIT A**

WHEREAS, the lease agreement currently in effect was made and entered into on the 12th day of March, 2012 between the City of Yankton, a municipal corporation, and Larry Clark; and,

WHEREAS, Nohr Aviation, LLC (Rodney Nohr) is purchasing said hangar from Larry Clark; and,

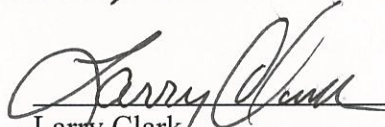
WHEREAS, said lease agreement of this hangar is assignable by lessee subject to approval of the City of Yankton.


NOW, THEREFORE, I Larry Clark, hereby assign the leasehold interests of the lessee including all rights, responsibilities, and obligations of said lease according to the terms therein to Nohr Aviation, LLC (Rodney Nohr).

NOW, THEREFORE, I, Nohr Aviation, LLC (Rodney Nohr), as assignee, hereby agrees to assume all rights, responsibilities, and obligations of said lessee according to the terms of the lease therein.

IN TESTIMONY WHEREOF, all parties have hereunto set their hands the day and year first above written.

Date of Assignor and Assignee signatures March 14, 2018

  
\_\_\_\_\_  
Larry Clark  
Assignor/Lessee

  
\_\_\_\_\_  
Nohr Aviation, LLC (Rodney Nohr)  
Assignee/Lessee

\_\_\_\_\_  
By: Jake Hoffner, Mayor  
City of Yankton

ATTEST:

\_\_\_\_\_  
Al Viereck  
Finance Officer

\_\_\_\_\_  
Date of City Commission Action



# EXHIBIT A

