



CITY OF YANKTON

2021_07_26

**CITY COMMISSION
MEETING**



Mission Statement

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

YANKTON BOARD OF CITY COMMISSIONERS

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

Monday, July 26, 2021

City of Yankton Community Meeting Room

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

If you would like to watch the City Commission meeting you can do so by accessing the City of Yankton’s YouTube Live Channel.

<https://www.youtube.com/channel/UCD1a1hf1dIkiLVSXnmdRQg/live>

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

I. ROUTINE BUSINESS

1. **Roll Call**

2. **Approve Minutes of regular meeting of July 12, 2021**

Attachment I-2

3. **City Manager’s Report**

Attachment I-3

4. **Public Appearances**

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

II. CONSENT ITEMS

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

1. **Transient Merchant License and Special Events Dance License**

Consideration of Memorandum #21-157 recommending approval of the application from Martha’s Crafts for Transient Merchant License for Martha’s Crafts from July 27, 2021 – August 27, 2021

Attachment II-1

2. Establishing public hearing for sale of alcoholic beverages

Establish August 9, 2021, as the date for the public hearing on the request for a Special Events Malt Beverage (on-sale) Liquor License for September 24-26, 2021 from Stripes, Inc. dba Mojo's 3rd Street Pizza (Jeff Dayhuff, Owner), Riverside Park, Yankton, South Dakota.

Attachment II-2

3. Establishing public hearing for sale of alcoholic beverages

Establish August 9, 2021, as the date for the public hearing on the request for a Special Events RETAIL (on-sale) Liquor License for 1 day, August 15, 2021 from Boomer's Inc., (Gary W. Boom, President) d/b/a Boomer's Lounge, Zombie's Realm, 109 E 3rd St., Yankton, South Dakota.

Attachment II-3

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.

NONE

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. Planning Commission Recommendation – CUP

Consideration of Memorandum #21-153 regarding Resolution #21-60, a Conditional Use Permit for an expansion of the current use in the form of an outdoor event shelter on Lots 11 and 12, Outlot 130 in the City of Yankton, Yankton County, South Dakota. The Center, applicant. Address, 900 Whiting Drive.

Attachment IV-1

2. Planning Commission Recommendation – Plat Review

Consideration of Memorandum #21-154 regarding Resolution #21-61, a plat of Lots A and B of Lot 5, Flake's Subdivision, City and County of Yankton, South Dakota. Kelly Investments, LLC., owner. Address, 610 W. 23rd Street.

Attachment IV-2

3. Yankton County Pre-Disaster Mitigation Plan Projects

Consideration of Memorandum #21-156 regarding 2021-2026 Yankton County Pre-Disaster Mitigation Plan Projects

Attachment IV-3

4. Addendum to Collective Bargaining Agreement

Consideration of Memorandum #21-158 regarding Addendum to Collective Bargaining Agreement between AFSCME and City of Yankton

Attachment IV-4

5. Bike Repair Station – Memorial Park

Consideration of Memorandum #21-159 regarding Bike Repair Station in Memorial Park in conjunction with Eagle Scout Project

Attachment IV-5

6. Special Events Parking Request – March to the Meridian

Consideration of Memorandum #21-162 and Resolution #21-63 regarding request by Yankton High School for Special Events Parking Ordinance #933 to be in place during March to the Meridian on October 9, 2021

Attachment IV-6

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 JULY 26, 2021

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

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

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS
YANKTON, SOUTH DAKOTA
JULY 12TH, 2021**

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

Roll Call: Present: Commissioners Benson, Brunick, Johnson, Maibaum, Miner, Schramm, Webber and Villanueva. City Attorney Den Herder and City Manager Leon were also present.

Quorum present.

Action 21-185

Moved by Commissioner Johnson, seconded by Commissioner Benson, to approve Minutes of work session of June 28, 2021 and regular meeting of June 28, 2021.

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

Motion adopted.

Action 21-186

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

1 Office Solution - Chairs - \$837.93; 3 Star Inc. - Investigative Police Tow - \$170.86; 3D Specialties Inc. - Wedge Plate Kit - \$239.53; Adobe Creative Cloud - Computer Program - \$85.18; Adobe Stock - Computer Program - \$31.94; AFSCME Council 65 - AFSCME - \$963.62; AI's Technologies Inc. - Ammunition - \$626.35; Amazon - Pool Music - \$10.64; Amazon - Concession Cup Dispenser - \$84.49; Amazon - Fatigue Mats - \$106.89; Amazon - Laser Measurer - \$69.00; Amazon - Office Supplies - \$220.35; Amazon - Summer Programs - \$26.28; Amazon - Summer Program Supplies - \$18.98; Amazon - DVD's - \$46.80; Amazon - Summer Reading Supplies - \$8.98; Amazon - Books - \$102.40; Amazon - Tennis Rackets - \$121.11; Amazon - Bungee Cords - \$11.99; Amazon - Concession Food Warmers - \$402.72; Amazon - Microphone And Tri-Pod - \$57.34; Amazon - HDMI Cable - \$25.97; Amazon - Summer Program Supplies - \$256.07; Amazon - Safety Board - \$49.50; Amazon - Book - \$17.98; Amazon - Merchandise - \$282.36; Amazon - Straw Dispenser - \$25.99; Amazon - Goggles - \$63.56; Amazon - Cash Drawers - \$130.35; Amazon - Straw Dispenser - \$25.99; Amazon - Flotation Device - \$51.29; Amazon - Towels - \$89.94; Amazon - Janitorial Supplies - \$69.44; Amazon - DVD - \$23.92; Amazon - Book - \$5.57; Amazon - Goggles - \$64.95; Amazon - Card Scanner - \$229.90; Amazon - Summer Program Supplies - \$60.70; Amazon - 4th Of July - \$71.19; Amazon - Office Supplies - \$51.54; Amazon - Summer Program Supplies - \$6.22; Amazon - DVD's - \$122.67; Amazon - DVD's - \$133.69; Amazon - Cell Phone Case - \$71.28; Amazon - Goggles - \$127.12; American Family Life Corp - Employee Deduction - \$12,202.45; American Red Cross - Lifeguard Certifications - \$335.00; AT&T - Cell Phone - \$82.09; AT&T - Mobile Data - \$2,099.00; AutoZone - Battery - \$280.75; Axvoice Inc. - Dialer Service - \$21.44; Bailey/Amy - HFAC Chairs - \$585.00; Baker-Taylor - Books - \$3,741.85; Becker And Associates - Manual Grounding Reel - \$335.72; Blackstrap Inc. - Road Salt - \$1,663.71; Bomgaar's - Pool Maintenance - \$3,919.08; Book Page - Subscription - \$354.00; Broadcast Music Inc. - Music Subscription - \$368.00; Buhl's Cleaners - Towel Cleaning - \$671.94; C & B Yankton - John Deer Repairs - \$19.00; Campbell Oil Co Inc. - Jet Fuel - \$19,295.54; Carda/Brian - Safety Glasses - \$60.00; Carpenter/Stephanie - Refund Deposit - \$66.07; Cedar Knox Public Power Dist - Electricity - \$1,240.19; Cenex - Fuel - State Fire School - \$41.71; Cenex - Travel - \$44.88; Center Point - Large Print Books - \$161.93; CenturyLink -

Phone - \$1,291.83; Chesterman Company - Concessions - \$4,250.00; Chewy.Com - K9 Meds-Max - \$79.86; Child Safety Solutions - Safety City - \$59.85; Christensen Radiator - Radiator - \$511.06; City Of Vermillion - Jt Power Cash Trans - \$76,641.78; City Of Yankton-Central Garage - Rubbish - \$81.90; City Of Yankton-Parks - Landfill - \$262.79; City Of Yankton-Sac - Petty Cash - \$200.00; City Of Yankton-Solid Waste - Compacted Garbage - \$16,784.45; City Of Yankton-Water - Garbage - \$183.95; City Utilities - Water-WW Charges - \$112.68; City Utilities - WTR-WW Charges - \$7,711.72; Concrete Material - Concrete - \$1,625.25; Concrete Materials - Park Supplies - \$126.00; Cornwell D-P Tools Inc. - Hex Bit Set - \$66.25; Credit Collection Service Inc. - UT Collection - \$246.80; Crescent Electric - Park Lamps - \$625.29; D & G Concrete - Spruce St Reconstruction - \$78,162.15; Dairy Queen - Background Investigation - \$8.89; Danko Emergency Equipment - Gear Bag - \$51.75; David Stevens Construction Inc. - Memorial Park Trails - \$23,400.00; De Anda/Adriana - HFAC Pass Refund - \$67.00; Dean/James - Music At The Meridian - \$100.00; Delight Donuts - Staff Appreciation - \$15.05; Department Of Environment - Permit - \$102.50; Dept Of Corrections - Doc Work Program - \$571.20; Dept Of Social Services - State Of SD Child Supp - \$1,274.84; Design Solutions & Integration - Service Call - \$482.50; Dollar Tree - Sunscreen Product Tubes - \$27.37; Downtown Screen Printing - HFAC Recreation Supplies - \$1,316.94; Eco Waters - Professional Services - \$108.00; Efting/William - Consulting - \$600.00; Ehresmann Engineering - Equipment Maintenance - \$61.78; Electair Inc - Dispatch Consulting - \$200.00; Embroidery & Screen - Carrier Name Alteration - \$22.00; Erickson/Jeffrey - Kids In The Park - \$300.00; Facebook - Advertisement - \$5.16; Fair Mfg Inc. - Snow Blower - \$118,100.00; Family Memorials By Gibson - Pre-Stress Foundation - \$330.15; Fastenal Company 01sdy - Degreaser, Cable Ties - \$1,368.18; Fejfar Plumbing & Heating - Sertoma Field Box Repair - \$860.66; Findaway - Wonderbooks - \$693.35; First Dakota Nat'l Bank HSA - HSA Contributions - \$10,505.94; First National Bank FSA - Cafeteria Plan - \$1,178.32; Frick/Tyler - Travel Expense - \$195.40; Frontier Mills - Grass Mix - \$129.10; Gerstner Oil Co - Fuel - \$14,571.12; GPSI Club Car Connect - Connect Rental - \$1,920.00; Grainger - Plumbing Fillings - \$13.78; Graymont - Chemicals - \$18,722.51; Great Plains Zoo - Event - \$237.00; Guardian Alliance - Background Check - \$100.00; Hach Company - Lab Supplies - \$430.75; Hanson Briggs - HFAC Signs - \$2,217.44; Hawkins - Chemicals - \$56,119.30; Health Partners - Insurance - \$182,978.74; Heilman/Kyla - Season Pass Refund - \$67.00; Heiman Fire Equipment - Name Patch - \$76.01; Hofer/Kasey - Travel Expense - \$111.00; Holiday Inn - Lodging - \$1,664.85; Holiday Inn - Lodging - \$196.00; Holiday Stations - Fuel - \$47.85; Hy-Vee - Buns - \$546.91; ICMA Retirement Trust - ICMA Retirement - \$6,562.02; Inland Truck Parts - Steering Gear - \$2,140.87; J & H Care & Cleaning Company - Janitorial Service - \$6,800.00; J2 Metrofax - Fax Service - \$9.95; Jacks Uniforms - Officer Uniform - \$432.78; JCL Solutions - Janitorial Supplies - \$2,268.59; JCL Solutions/Janitors Closet - Drain Cleaner - \$51.28; Jebro Inc. - Asphalt - \$51,540.46; JJ Benjis - Appreciation - \$12.42; JJ Benji's - Uniforms - \$2,878.50; Johnson/Jody - Travel Expense - \$111.00; Johnson/Lynn - Refund - \$100.00; Kahoot As - Professional Services - \$72.00; Kaiser Heating & Cooling Inc. - Park Shop Repairs - \$812.35; Kaiser Refrigeration - Equipment Repairs - \$266.83; Kellen & Streit - Park Supplies - \$15.00; Klein's Tree Service - Nuisance Abatement - \$2,100.00; Koletzky Implement Inc. - Bolt - \$4.20; Koletzky Implement Inc - Axle - \$2,122.12; Kopetsky's Ace - Promo Event - \$1,503.06; KYNT - Advertisement - \$2,524.50; Lacroix/Brittany - Program Refund - \$42.60; Lambertz/Ashley - Program Refund - \$31.95; Larry's Heating And Cooling - A/C Repairs - \$178.00; Lewis & Clark Bhs - Evaluation - \$355.50; Lewis And Clark Ford - Steps - \$638.99; Lobepro Rotary Pumps - Pump - \$17,038.43; Locators & Supplies - Marking Paint - \$225.00; Locators & Supplies Inc. - Marking Paint - \$160.50; Log Me In - Gotomeeting - \$1,344.00; Lumen - Fiber Bill - \$694.72; Markertek Video Supply - Softball Field Supplies - \$15.55; Mark's Machinery - Mower - \$12,830.59; Mark's Machinery Inc. - Handle - \$873.58; Mead Cultural Education Center - Cemetery Walk - \$547.50; Mead Lumber -

Mural Wood - \$178.91; Med Vet International - Sharps Containers - \$249.80; Menards - Mulch - \$6,052.75; Menards - Safety Supplies - \$85.86; Merkel Electric - Repairs - \$331.10; MidAmerican Energy - Fuel - \$3,051.67; MidAmerican Energy - Fuel - \$1,694.91; MidAmerican Energy - Wastewater Fuel - \$54,086.32; Midwest Alarm Company Inc. - Fire Alarm Monitoring - \$162.00; Midwest Laboratories - Nutrient Testing - \$259.68; Midwest Mini Melts - Concessions - \$7,728.00; Midwest Tape - Av - \$354.91; Midwest Tire And Muffler - Tire And Installation - \$1,533.21; Millennium Recycling - Single Stream Recycling - \$3,107.65; Minnesota Life Insurance Co - Life Insurance Premium - \$648.65; Morrow/Joseph C. - Design Work - \$2,880.00; Napa Auto Parts - Love Joy Hub - \$1,297.79; National Field Archery Assn - Summer Programs - \$1,871.90; Nebraska Air Filter - Filters - \$290.32; Nebraska Child Support - Child Support - \$943.00; Nebraska DOR - Ne Income Tax - \$1,423.31; Nickles/Larry - Travel Expense - \$79.00; Nickolite/Kelsey Rae - Season Pass Refund - \$67.00; Northwestern Energy - Electricity - \$1,547.37; Northwestern Energy - Electricity - \$80,890.16; Novak/Brennan - Travel Expense - \$111.00; Observer - Advertisement - \$48.00; Odens/Janet - Program Refund - \$63.90; Olson's Pest - Pest Control - \$210.00; Olson's Pest Technician - Pest Control - \$845.00; Omaha Street Percussion - Music At The Meridian - \$1,500.00; OPIS - OPIS Rack Report - \$1,513.00; O'Reilly Auto Parts - Brake Roter And Pads - \$158.87; OTC Brands Inc. - Promotion Give Away's - \$125.67; Overdrive Dist - E-Books - \$2,277.92; PayPal - SRT Helmet Mounts - \$222.59; PB Leasing - Postage Fees - \$122.00; Petroleum Traders Corp - Fuel - \$19,754.22; Pilot - Fuel - \$60.00; Pizza Ranch - Concessions - \$3,056.00; Press Dakota - HFAC Lake Guide - \$3,871.66; Principal - Dental Insurance - \$13,518.99; Racom Corporation - Replace Speaker Mic - \$198.01; Ramkota Hotel & Confer - Finance Officer School - \$318.00; Recreation Supply - Rope Hooks - \$129.96; Restaurant Design Equipment - HFAC Equipment - \$10,788.30; Riverside Hydraulics - Hydraulic Hose/Cylinder - \$470.06; Rogers/Charles - Book - \$18.00; Ron's Auto Glass - Replace Glass-Shag Truck - \$156.00; Royal Sports Shop - Plate Engraving - \$37.98; Sanitation Products Inc. - Cart Tippers - \$13,500.00; Scalefusion - Mobile Device Management - \$240.00; SD Firefighters Assc. - Registration-Fire School - \$120.00; SD Municipal Attorneys Assn - Professional Services - \$18.00; SD Retirement System - SDRS 401(A) Special Pay - \$14,517.99; SDML - Workshop - \$50.00; SDNAFVSA - Membership Dues - \$200.00; SDSRP - SDSRP Retirement Plan - \$15,442.00; Shell Oil - Fuel - \$39.00; Sherwin Williams - Paint - \$441.69; Shur-Co - Tarp Repair - \$384.25; Sioux City Journal - Ad - \$319.15; South Dakota Dept Of Labor - Federal Withholding Tax - \$173,729.18; South Dakota Magazine - Summer Reading Program - \$25.00; South Dakota Redbook - Books & Subscriptions - \$1,485.00; South Dakota Retirement - SD Retirement - \$82,256.36; Sp Roar Postal - Postage Machine Sealer - \$22.00; Spencer Quarries - Type 2a Chips - \$14,955.84; Standard Insurance Company - Vision Insurance - \$1,433.22; Stockwell Engineers Inc. - Aquatics Facility Design - \$33,662.85; Sturdivant's - Filters - \$1,737.15; Tessman Company - Chemicals - \$230.00; The Forum - Surplus Auction Notice - \$22.15; The Icee Company - Concessions - \$2,026.98; The Lodge At Deadwood - Chiefs Conference - \$162.00; The Upholstery Shop - Repairs - \$30.00; The Ups Store - Special Events - \$48.00; Third Millennium Asso - Utility Billing - \$627.22; Thomson Reuters - Local Govt Law - \$1,125.00; Tom's Electric - Replace Lighting Breaker - \$166.13; Tractor Supply Co - Flower Pots - \$39.98; Traffic Control Corp - Lights - \$2,259.00; Transource - Pressure Sensor - \$1,216.03; Trittech Forensics - Investigative Supplies - \$69.50; TRK Hosting - Web Hosting - \$22.90; Truck Trailer Sales - Fuel Tank Strap - \$660.23; Truck Trailer Sales Inc. - Semi Repairs - \$1,766.86; Trugreen Commercial - Lawn Treatment - \$242.23; U.S. Post Office - USPS Utility Billing - \$2,055.98; UKG Workforce Ready - Payroll/HR/TLM Software - \$2,400.50; Uline Ship Supplies - Marker Boards - \$421.95; United Airlines - Airline Ticket - \$380.40; United Airlines - Airline Fees - \$32.00; United Airlines - Airline Fees - \$49.00; United Airlines - Airline Fees - \$49.00; United States Postal Service - Postage Meter - \$590.01; United Way - United Way Contribution - \$118.00; Us Bank

Equipment Finance - Copier Lease - \$366.62; USPS Po - Mail Evidence - \$124.63; Vast Broadband - Internet - \$3,562.06; Vessco Inc. - Tubing - \$1,008.32; Viddler Inc. - Video Hosting - \$41.39; Vogel Paint Inc. - Paint - \$1,146.00; Wagner/Josh - Travel Expense - \$250.72; Walgreens - Batteries - \$33.72; Wal-Mart - Air Conditioner - \$1,812.51; Wal-Mart - Appreciation - \$85.58; Wal-Mart - Safety Town - \$563.64; Wholesale Supply Inc. - Concessions - \$7,437.75; Woehl/Brook - Travel Expense - \$111.00; Woehl/Toby - Travel Expense - \$128.96; Xerox Financial Services - Copier Lease - \$1,437.26; Yankton Chamber - Employee Appreciation - \$207.25; Yankton Co 4-H - Babysitting Clinic - \$375.00; Yankton Fire & Safety Co - Hood & Ext Inspections - \$124.75; Yankton Media Inc. - Publication - \$90.06; Yankton Nurseries LLC - Plants - \$143.91; Yankton Riverboat Days - 2021 Funding - \$20,000.00; Yankton School District - Yearly Lease - \$23,916.35; Yankton Transit Inc. - 1/2 Sp Approp - \$22,500.00; Yankton Vol Fire Department - Fire Calls - \$1,200.00; Yankton Winnelson - Park Supplies - \$177.54; Ykt Janitorial - Janitorial Supplies - \$674.85; Zoro Tools Inc. - Padlocks - \$668.18

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

Motion adopted

June 2021 Salaries by Dept: Administration \$52,215.17; Finance \$32,886.91; Community Development \$26,304.78; Police/Dispatch \$188,895.48; Fire \$13,395.34; Engineering / Sr. Citizens \$54,787.10; Streets \$42,889.91; Traffic Control \$1,722.83; Library \$29,072.25; Parks / SAC \$100,331.87; Huether Aquatic Center \$62,766.69; Marne Creek \$5,454.24; Water \$37,782.43; Wastewater \$54,564.47; Cemetery \$6,464.20; Solid Waste \$24,393.59; Landfill / Recycle \$23,310.21; Central Garage \$7,673.84

New Hires: Recreation Department: Abigail Steffen \$11.00 hr, Chayse Drotzmann \$11.00 hr, Gavin Swanson \$11.00 hr, George Cutts \$11.00 hr, Alexis Aune \$11.00 hr, Christopher Kinsley \$11.00 hr, Xander Brown \$11.00 hr, Amy Shoemaker \$10.00 hr, Ben Hebda \$10.00 hr, Kayla Van Osdel \$10.00 hr, Kirsten Rezac \$10.00 hr, Max Tramp \$10.00 hr. Engineering Department: Ashley Bouza, Sr Project Manager, \$2,147.69 Bi-weekly. Public Works: Sasha Renteria, Housing Manager, \$1,377.08 Bi-weekly. Police Department: Dillon Bollinger, Patrol Officer, \$1,898.35 Bi-weekly; Jeff Johnson, Certified Officer \$25.00 hr.

Wage Changes: Recreation Department: Joseph Gokie \$10.25 hr; Sophie Kouri \$11.25 hr; Walker Hunhoff \$11.25 hr.

Position Changes: Police Department: Jason Foote from Commander at \$3,010.42 to Police Chief at \$3,697.46 Bi-weekly; Dylan Wilson from SRO at \$2,053.88 to Patrol Officer at \$2,053.88 Bi-weekly; Kyler Pekarek from K-9 Officer at \$2,188.5 Bi-weekly to Patrol Officer at \$26.36 hr. Street Department: Shawn Stuen from Equipment Operator at \$1,503.19 to Sr Equipment Operator at \$1,618.26 Bi-weekly; Dylan Gobel from Equipment Operator/Traffic Control at \$1,620.46 to Sr Equipment Operator at \$1,722.81 Bi-weekly. Solid Waste Department: David Walsh from Transfer Station Attendant at \$1,503.19 to Sanitation Truck Driver at \$1,503.19 Bi-weekly; Josh Voeltz from Sanitation Truck Driver at \$1,394.42 to Transfer Station Attendant Landfill at \$1,394.42 Bi-weekly. Wastewater Department: Matt Hoilien from Sr Wastewater Plant Specialist at \$1,784.96 to Sr Wastewater Plant Lab Tech at \$2,057.73 Bi-weekly.

Mayor Moser read proclamations declaring the City of Yankton as A Purple Heart Community and July 18th, 2021 as Steve “Chopper” Johnson Day.

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

There were no public appearances for items not on agenda, but Garrett Haas and Andrew Kuchta, Boy Scouts, were in attendance as part of their Boy Scout responsibilities.

Action 21-187

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

1. Transient Merchant License

Consideration of Memorandum #21-148 recommending approval of the application from Yankton County 4H for:

A) Transient Merchant License for August 6-7, 2021.

2. Work Session

Setting date of July 26, 2021, at 6:00 pm in Room #114 of the Career Manufacturing Technical Education Academy for the next work session of the Yankton City Commission

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

Motion adopted.

Action 21-188

This was the time and place for the public hearing of the request for a transfer of ownership of a Retail (on-off-sale) Malt Beverage & SD Farm Wine for July 1, 2021, to June 30, 2022, from Annis Properties, Inc. d/b/a Patriot Express 02 (Kevin Annis, President), to Israel Martako d/b/a Chaparos Tacos, 100 East 4th Street, Yankton, S.D. (Memorandum 21-149) No one was present to speak for or against the transfer.

Moved by Commissioner Benson, seconded by Commissioner Johnson, to approve the license transfer.

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

Motion adopted.

Action 21-189

This was the time and place for the second reading and public hearing for Ordinance No. 1053, AN ORDINANCE ADOPTING PROVISIONS FOR ADMINISTRATIVE APPROVAL OF PLATS PURSUANT TO SDCL 11-3-6. (Memorandum 21-146) No one was present to speak for or against the adoption of the ordinance.

Moved by Commissioner Johnson, seconded by Commissioner Benson, to approve Ordinance No. 1053.

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

Motion adopted.

Action 21-190

Moved by Commissioner Webber, seconded by Commissioner Benson, to approve the Proposal for Professional Services from Stockwell Engineers, Inc. for the not to exceed amount of \$27,810.00. (Memorandum 21-150)

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

Motion adopted.

Action 21-191

Moved by Commissioner Benson, seconded by Commissioner Schramm, to approve Resolution 21-59. (Memorandum 21-152)

RESOLUTION 21-59

WHEREAS, the City of Yankton owns property known as The South 139 Feet of the East 210 Feet of Lot 2 AND the North 161 Feet of the East 210 Feet, Lot 3 Airport Addition, EXC LT H-1, City and County of Yankton, South Dakota (The Legal description shall be updated to reflect the insurable legal description contained within the owner’s policy of title insurance), and

WHEREAS, Yankton thrive has offered to purchase the approximate 1.44 acre parcel of land for \$1.15 per square foot (\$59,892.00), and

WHEREAS, said transfer to Yankton Thrive is contingent upon the subsequent transfer to a third party as described in the associated agreement, and

WHEREAS, the Yankton Board of City Commissioners desires to sell the described land for the long term goal of community and economic development.

NOW, THEREFORE BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, hereby agrees to transfer the described property to Yankton Thrive for the purpose of sale to a third party, and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute all documents associated with the described transfer.

The South 139 Feet of the East 210 Feet of Lot 2 AND the North 161 Feet of the East 210 Feet, Lot 3 Airport Addition, EXC LT H-1, City and County of Yankton, South Dakota as depicted on the attached “Exhibit A.” The Legal description shall be updated to reflect the insurable legal description contained within the owner’s policy of title insurance.

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

Motion adopted.

Action 21-192

This was the time and place for the bid opening of the Active Transportation Project – Sidewalk Installation on 20th Street/Burleigh Street/21st Street. The following bids were received and opened on July 1st, 2021 at 3:00 p.m.: Masonry Components, Inc., Yankton, SD for \$116,069.00; C&C Concrete Construction, Yankton, SD for \$119,291.79; RP&H, Inc., Reliance, SD for \$137,734.00; Hulstein Excavating, Inc., Edgerton, MN for \$167,721.00; 605 Companies, Inc., Sioux Falls, SD for

\$189,121.00; and D&G Concrete Construction, Inc., Sioux Falls, SD for \$206,562.00. (Memorandum 21-151)

Moved by Commissioner Johnson, seconded by Commissioner Villanueva, to award the contract to Masonry Components, Inc., for \$116,069.00.

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

Motion adopted.

Action 21-193

Moved by Commissioner Brunick, seconded by Commissioner Webber, to adjourn at 7:29 p.m.

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

Motion adopted.

Stephanie Moser
Mayor

ATTEST:

Al Viereck
Finance Officer



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 56, NUMBER 14

Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 26, 2021, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

We are very happy that the Oshkosh AirVenture (Fly-In) event is being held the last week of July this year after having been cancelled in 2020 because of COVID-19. Why should Yankton be excited about something happening in Oshkosh Wisconsin? The event is typically attended by over 650,000 people. Many of those people travel to Oshkosh in their private airplanes and Yankton is a perfect stopping / refueling point for pilots from the west. Stopping in Yankton leaves pilots from western portions of the country a 3-4 hour final leg of their trip into Wisconsin. Some of the pilots **and passengers** that stop spend a night in Yankton **and others** also make their way into town to visit restaurants and pick up supplies for their week in Wisconsin.

The City of Yankton and Chan Gurney Municipal Airport have developed an excellent reputation among traveling pilots. We have grab and go food in crock pots available that is provided by volunteers. We have courtesy vehicles available for pilots to use to get into town. We also run a fuel discount promotion to generate additional air traffic. We will be discounting fuel by \$0.50 per gallon for 10 days as we have traditionally. We have a \$1.00 standard mark up on AV-gas and \$2.00 mark up on Jet fuel. In past years we have sold almost 8,000 gallons of fuel during the promotion. That level of sales typically means over 130 transactions by people that may not have otherwise even come to Yankton! When you consider each plane is carrying two or more people, that's a significant number of aviation enthusiasts visiting Yankton. This year's fuel promotion will be offered from July 22nd to August 1st.

2) Parks and Recreation Department Update

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

3) Police Department Update

Officer Cole Larson wrote a citizen a ticket for a traffic offense. This citizen was impressed with Cole's professionalism and wanted to show their support for Law Enforcement by donating \$40.00 to the police department.

Chief Foote has received a lot of support from the community in regards to the passing of Ares both on social media and in person. The community continues to support officers and the department during times of joy and times of sorrow. This support is greatly appreciated and we cannot thank this community enough.

Officers participated in Kids In The Park Event on July 17, 2021, handing out stickers and talking to kids and their parents. This has been a great program and a good time to interact with the public on a positive note.

The hiring process for new officers continues to progress with background checks and other special testing. We hope to have a start date for these new officers in August. Backgrounds are also being conducted for the open dispatch positions.

The Yankton Police Department along with the NFAA, FBI, and the State Fusion Center met to discuss plans for the National Field Archery Association events in September. We will continue to work and plan for this event as it gets closer.

4) Finance Department Update

The State of South Dakota will have their American Rescue Plan Act (ARPA) portal ready in early August. The City of Yankton expects to receive \$1,248,737.90 for the first half – or “tranche” – within 60 days after applying for funds through the state portal. Municipalities are responsible for retaining all information and reporting to the federal government on the appropriate expenditure of all funds.

Enclosed in your packet is the Monthly Finance Report for June activity and the second quarter 2021 Revenues and Expenditures Report comparing quarterly and year-to-date totals with 2020 figures.

5) Environmental Services Department Update

Staff is working with HDR to develop the scope and plan for the water distribution and wastewater collection system modeling and planning as part of the EDA Project. The final master plans will outline future capital improvements needed to address aging infrastructure and capacity issues. HDR submitted the plans and specifications for the construction portion of the project to EDA for review. We are hoping the review will be completed within 60 days but have not been given a definite time frame. Staff hopes to bid the project out this fall with most of the construction taking place next summer. A final completion in the spring of 2023.

Wastewater treatment staff experienced another overload this past week. An oil-based material overloaded the system causing a drop in dissolved oxygen levels causing issues with activated sludge process. Staff were called in at approximately 10 pm for low dissolved oxygen levels in the system. Staff followed the spill back by checking manholes and have a general area where the material originated from. Staff have reached out to customers in that area to help prevent the issue from happening again. At this time, we do not know what the material was or where it came from. Staff was able to maintain treatment and stay in compliance with our permit limits.

6) Human Resources Update

UKG is running smoothly. We are continuing our Hypercare meetings and continuing to learn more every day. Please continue to call Jana Lane, 668-5222, for questions regarding UKG.

We have extended two offers for the sanitation truck operator position. We look forward to them starting within the next couple of weeks.

The employee committee has decided to have a private rental for city employees at the Huether Family Aquatic Center on August 7th from 9 a.m. to 11 a.m. This is something new and we are excited to have fun at this great facility.

7) Public Works Department Update

23rd Street Construction and Utility Installation

Staff has been working with Hulstein on a schedule for this project.

Spruce Street Reconstruction

Curb and gutter has been installed, on the entire project. The contractor will turn their attention to the sidewalks and driveways, that need to be replaced. Main line paving will be one of the last concrete items to be completed.

Active Transportation

A Notice of Award has been sent to Masonry Components for this project. We will follow our typical process for contract administration.

8) Library Update

After a whirlwind couple of months full of activities, books and fun, it is hard to believe we will be wrapping up our Summer Reading Program soon! There are 253 children registered who have logged over 105,000 minutes of reading so far! Additionally, we have had 69 teens and 67 adults joining in to track their reading over the summer. Our last week will include the Zoo Man on Monday, July 26, a virtual One Book South Dakota author visit on Tuesday, July 27, an after-hours teen event on Wednesday, July 28 and an end of summer dance party featuring the musical talents of Red Beard, Blue Beard on Friday, July 30!

Our staff have kept their creative juices flowing as we plan out our Fall activities for the library. We will reintroduce some old favorites like Adult Craft Nights and a series of Historic Home Walking Tours. We will also incorporate some new programs such as a Fantasy Football 101 class and a library league, a walk across the Meridian Bridge with a corresponding presentation about the flora and fauna around the river and many more fun events to come!

9) Information Services Department Update

We are still working to fill the two open 911 / Dispatcher positions. Staff has initiated the website redesign and completed the initial documentation to start the process. Our next meeting will include analysis of the user interface and suggest changes to the way the site navigates and the user experience. The overall site design process is expected to be completed in 2022.

10) Monthly reports / Minutes

Minutes from the Planning Commission and Park Advisory Board are included.

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

Sincerely,

Amy Leon
City Manager

PARKS AND RECREATION DEPARTMENT

SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS

The SAC has created an operations plan to coincide with Yankton School District operations. The SAC operation, which is located in a shared facility with the Yankton School District, is working under two goals:

- 1) safety of everyone- staff and patrons.
- 2) Help in the effort to have in-school classes.

There will be no rentals through Labor Day 2021.

- o SAC member attendance for July 1 – 15 – 1,053 visits
(2020- 848 visits, 2019- 2,084 visits, 2018- 2,343 visits, 2017- 2,196 visits)
- o New Members Joined– 19
(2020- 10 people, 2019- 38 new members, 2018- 34 people, 2017- 4 people)

Capital Building Rentals

- o Days Rented – 6 Dates

Park Shelter Rentals

- o Riverside- 9 Rentals
- o Memorial – 1 Rentals
- o Westside – 1 Rentals
- o Rotary – 0 Rentals
- o Sertoma – 0 Rentals
- o Tripp – 0 Rentals
- o Meridian Bridge – 0 Rentals

The Huether Family Aquatics Center July 1 through July 15 data:

- The Huether Family Aquatics Center operated on July 4 from 11:30am to 5:00pm. Attendance was 737.
- Season passes sold in July: 148
- Total season Passes sold through 7-15-2021: 3,900
- Average daily attendance in July- 736
- Average daily pass sales in July- 243
- Average daily gross concession sales in July- \$1,369
- AM check-ins (includes swim team, lap swimmers, water walkers)- July 6 was largest day with 196 check-ins. Average check-ins was 102.

Monday, July 12- Second session of summer recreation programs began. 755 participants.

Brittany L. has been working with groups to schedule events for the summer and fall of 2021.

PARKS

July 4 fireworks. Had a great crowd in and around Riverside Park.

Music at the Meridian concert series is on-going on Thursday nights.

Kids in the Park event series on Saturday mornings is on-going. The events have had very good attendance.

The Parks Department continues to install flag holders along the walking paths in Fantle Memorial Park.

The ball fields at Sertoma Park, Summit Activities Center, and Riverside Park are being dragged and prepared each weekday according to game schedules submitted to the Parks Department. Special Olympics softball, High School softball, and Mount Marty University fall softball will be starting.

The Parks Staff are delivering picnic tables, benches, trash cans, dumpsters, fence, and other event support materials as scheduled prior to the community's weekend events.

The parks staff will move bleachers, benches, goals, trash cans, and other items in the coming weeks as needed for any sports tournaments that are scheduled.

	01Apr2021 30Jun2021	01Apr2020 30Jun2020	YTD 2021	YTD 2020
101 General Fund				
Revenues	4,758,239.89	3,576,936.53	6,469,179.86	4,919,147.60
Expenditures	2,939,427.28	2,392,515.07	4,650,456.82	4,440,734.94
201 Parks				
Revenues	9,208.94	495.00	12,898.76	2,716.94
Expenditures	402,499.73	417,171.72	631,590.67	664,939.97
202 Memorial Pool				
Revenues	331,257.28	208.87	339,746.45	428.62
Expenditures	617,120.25	467,233.75	618,062.42	467,395.96
203 Summit Activity Center				
Revenues	92,069.89	15,391.84	135,479.49	150,801.98
Expenditures	184,484.50	162,973.41	273,527.72	300,510.48
204 Marne Creek				
Revenues		135,731.96		67,078.16
Expenditures	61,200.45	26,662.38	306,789.59	111,525.11
205 Casualty Reserve				
Revenues	42.49	140.29	70.32	288.72
Expenditures		1,993.00		1,993.00
207 Bridge and Street				
Revenues	10,877.03	11,264.19	11,000.14	11,766.60
Expenditures	6,479.56	895.68	6,479.56	
208 911/Dispatch				
Revenues	31,955.71	36,750.51	32,310.41	52,313.21
Expenditures	162,167.91	157,138.32	287,384.82	287,525.31
209 Business Improvement District				
Revenues	34,236.05	22,149.53	48,407.99	37,648.07
Expenditures		143,212.16	100,231.52	15,912.46
211 Lodging Sales Tax				
Revenues	159,380.60	102,783.17	252,002.01	202,840.83
Expenditures	125,051.72	121,703.51	333,719.88	262,153.82
241 Infrastructure Improvement				
Revenue	3,767.99	53,772.29	3,931.99	55,159.36
Expenditures				
501-504 Improvements/Capital				
Revenues		100,584.31	91,941.22	57,269.50
Expenditures	49,079.50	1,046,635.51	78,397.80	1,174,612.95
505 Huether Family Aquatic Center				
Revenues	16,458.69	189,458.88	179,327.48	231,546.65
Expenditures	2,180,029.77	1,064,389.60	2,959,573.22	1,167,408.51
506 Special Capital Improvements				
Revenues	1,167,261.81	849,108.01	2,398,007.81	1,952,504.43
Expenditures	149,614.29	479,792.05	150,383.00	428,916.90
509 TID #2 Morgan Square				
Revenues		20,682.84		20,682.84
Expenditures		4,984.07		4,984.07
510 TID #5 Menards				
Revenues	82,218.53	73,002.31	91,214.34	74,357.98
Expenditures				

CITY OF YANKTON
Revenues and Expenditures

	01Apr2021 30Jun2021	01Apr2020 30Jun2020	YTD 2021	YTD 2020
511 TID #6 Westbrook Estates				
Revenues	170,826.75	146,456.63	181,364.26	159,883.31
Expenditures		154,590.44		154,590.44
512 TID #7 West 10th Street				
Revenues	18,048.09	9,213.72	26,216.09	12,022.21
Expenditures		12,022.21		12,022.21
513 TID #8 Westbrook Phase 2				
Revenues	32,600.92	21,289.02	32,600.92	36,677.89
Expenditures				
601-608 Water				
Revenues	1,807,410.13	1,665,790.98	3,251,339.14	4,766,833.98
Expenditures	1,872,975.09	2,538,429.33	4,151,549.05	3,978,492.22
611 Wastewater				
Revenues	1,064,076.14	1,004,677.34	2,046,432.53	2,005,483.97
Expenditures	1,655,752.58	991,116.77	2,305,095.39	1,381,720.16
621 Cemetery				
Revenues	6,943.99	7,898.70	11,691.75	11,139.77
Expenditures	36,663.04	26,253.45	52,940.75	51,960.10
631 Solid Waste Collection				
Revenues	328,674.54	317,816.10	653,955.92	633,146.72
Expenditures	419,852.43	311,701.13	584,002.42	506,408.52
637 Joint Powers Landfill				
Revenues	430,670.04	383,191.34	818,863.40	684,171.24
Expenditures	475,146.70	386,992.15	761,776.18	674,521.55
641 Fox Run Golf Course				
Revenues	10,000.02	10,000.02	20,000.04	20,000.04
Expenditures	64,119.64	57,750.15	84,853.32	86,263.31

FINANCE MONTHLY REPORT

Activity	June-21	June-20	JUNE-21 YTD	JUNE-20YTD
UTILITY BILLING:				
Water				
Water Sold (in gallons per 1,000)	70,599 M	55,103 M	279,877 M	264,812 M
Water Billed	\$685,824.16	\$571,212.10	\$3,140,017.99	\$2,977,340.41
Basic Water Fee/Rate per 1000 gal.*	\$27.51/6.30	\$27.51/\$6.12		
Number of Accounts Billed	5,598	5,525	32,606	32,329
Number of Bills Mailed	5,598	5,525	32,606	32,329
Total Meters Read	5,879	5,813	35,148	35,020
Meter Changes/pulled	3	5	31	22
Total Days Meter Reading	1	1	6	6
Misreads found prior to billing	0	0	0	0
Customers requesting Rereads	0	0	0	0
Sewer				
Sewer Billed	\$359,782.43	\$344,852.65	\$2,039,730.53	\$1,984,126.40
Basic Sewer Fee/Rate per 1000 gal.*	\$11.22/\$6.80	\$10.69/\$6.48		
Solid Waste				
Solid Waste Billed	\$108,650.81	\$104,697.75	\$648,049.59	\$623,314.65
Basic Solid Waste Fee*	\$23.61	\$22.92		
Total Utility Billing:	\$1,154,257.40	\$1,020,762.50	\$5,827,798.11	\$5,584,781.46
Adjustment Total:	(\$130.56)	(\$259.80)	(\$526.16)	(\$1,957.04)
Misread Adjustments	\$0.00	\$0.00	\$0.00	\$0.00
Other Adjustments	(\$130.56)	(\$9.80)	(\$66.16)	(\$227.04)
Penalty Adjustments OFF	(\$40.00)	(\$250.00)	(\$550.00)	(\$1,830.00)
Penalty Adjustments ON	\$30.00	\$0.00	\$80.00	\$100.00
New Accounts/Connects	177	110	499	478
Accounts Finaled/Disconnects	84	74	361	334
New Accounts Set up	11	4	45	29
Delinquent Notices	364	386	2,152	2,479
Doorknockers	116	122	693	967
Delinquent Call List	85	88	402	662
Notice of Termination Letters	12	13	73	82
Shut-off for Non-payment	8	6	38	41
Delinquent Notice Penalties	\$3,640.00	\$3,860.00	\$21,520.00	\$24,790.00
Doorknocker Penalties	\$1,160.00	\$1,220.00	\$6,930.00	\$9,670.00
Bad debts/Accts listed at Collections	\$117,916.48	\$105,714.04	\$118,584.69	\$106,085.08
Other Office Functions:				
Interest Income	\$16,104.59	\$18,983.43	\$98,916.56	\$346,976.98
Interest Rate-Checking Account	0.40%	0.43%		
Interest Rate-CDs	N/A	N/A		
# of Monthly Vendor Checks	113	171		
Payments Issued to Vendors	\$ 3,565,019.65	\$ 4,380,480.73	\$ 13,678,225.04	\$ 15,445,188.81
# of Employees on Payroll	262	172		
Monthly Payroll *	\$ 539,783.68	\$ 449,113.94	\$ 3,066,585.83	\$ 2,860,906.55

CITY of YANKTON
PLANNING COMMISSION MEETING MINUTES
for
Monday, July 12th, 2021

The meeting was called to order at 5:30PM by Planning Commission Chairman Steve Pier.

ROLL CALL:

Present: Brad Wenande, Deb Specht, Sean Wamble, Marc Mooney, Steve Pier, City Commission Liaison, Mason Schramm, and ETJ Member Michael Welch.

Unable to attend: Mike Healy, Lynn Peterson, Evie Sime and Warren Erickson.

Chairman Pier asked for the consideration of the June 14, 2021 meeting minutes.

MINUTES - June 14, 2021

21-37

MOTION - It was moved by Commissioner Wenande and seconded by Commissioner Mooney to approve the minutes from June 14, 2021, as they are presented.

VOTE - Voting "Aye" – all members present. Voting "Nay" – none.

MOTION - PASSED

OLD BUSINESS ITEMS:

Chairman Pier moved on to Old Business Items to conduct a public hearing for a Conditional Use Permit for an expansion of the current use in the form of an outdoor event shelter on Lots 11 and 12, Outlot 130 in the City of Yankton, Yankton County, South Dakota. The Center, applicant. Address, 900 Whiting Drive.

Dave Mingo explained the permit request was for an outdoor events shelter that would look much like a large picnic shelter. The ordinance does not specifically reference this type of expansion, but staff has a few observations about the proposal. Lighting should be carefully placed so that it is not more than what a typical residential structure would produce. And, the occupancy will be subject to all other code requirements like the noise ordinance.

City Commission Liaison Mason Schramm asked about stormwater management issues associated with the project. Mingo responded that while detention is not required, the project should not increase the flow of stormwater onto adjacent private properties. That issue will need to be addressed when the grades are set as a part of the building permit process.

Christy Hauer, Director of The Center, was present to discuss the project. She described that it would have a solid north wall with the possibility of barn door type closures on the east and west sides. She said it would mostly be used during the day with occasional evening events.

Sharon Fiedler, 903 East 11th Street appeared and asked many questions of Ms. Hauer. Some of the questions were about others, not from The Center, potentially using the facility without The

Center's permission. It appears that some non-members already occupy the existing yard at various hours of the day and night. Ms. Hauer answered the questions and Ms. Fielder concluded her statements with the comment that she is not opposed to the project.

Commissioner Wamble disclosed that his wife manages a neighboring apartment building and that is not a conflict so he plans to vote on the issue.

21-38 **MOTION** - It was moved by Commissioner Wenande and seconded by Commissioner Wamble to recommend approval of a Conditional Use Permit for an expansion of the current use in the form of an outdoor event shelter on Lots 11 and 12, Outlot 130 in the City of Yankton, Yankton County, South Dakota. The Center, applicant. Address, 900 Whiting Drive.

VOTE - Voting "Aye" – all members present. Voting "Nay" – None.

MOTION - PASSED

MEETING SCHEDULE:

July 26, 2021: City Commission reviews the permit and takes action.

NEW BUSINESS:

Chairman Pier moved on to New Business to discuss a Plat review of Lots A and B of Lot 5, Flake's Subdivision, City and County of Yankton, South Dakota. Kelly Investments, LLC., owner. Address, 610 W. 23rd Street.

Dave Mingo stated the proposed plat divides the lot so that the north area containing Marne Creek is separated from the south area with structures. The owner has preliminarily agreed to transfer the north creek lot to the city if he is allowed to continue counting the square footage in area and density calculations.

Staff recommends approval of the proposed plat with the provision allowing the overall density and coverage calculations.

21-39 **MOTION** - It was moved by Commissioner Mooney and seconded by Commissioner Specht to recommend approval of the plat of Lots A and B of Lot 5, Flake's Subdivision, City and County of Yankton, South Dakota. Kelly Investments, LLC., owner. Address, 610 W. 23rd Street with the resolution further stating that the square footage in the north lot is included for the coverage and density calculations for the south lot.

VOTE - Voting "Aye" - all members present. Voting "Nay" - None.

MOTION - PASSED

MEETING SCHEDULE:

July 26, 2021: City Commission reviews the plat and takes action.

Chairman Pier moved on to the review of the draft Five Year Capital Improvement Plan.

Chairman Pier introduced City Manager, Amy Leon, to all attendees. Leon gave the annual presentation of the Five Year Capital Improvement Plan providing highlights and allowing for any questions from Commission members. Members had questions about 15th Street, Summit to West City Limits Road and the Fire Station #2 debt service. Leon answered the 15th Street question and stated she would follow-up and provide an email answer regarding the debt service.

After some other general discussion and questions from the Planning Commission, action was taken.

Planning Commissioner Mooney Left at this time (6:17).

21-40 **MOTION** - It was moved by Commissioner Wenande and seconded by Commissioner Wamble to recommend the approval of the draft CIP to the City Commission as presented.

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

MOTION – PASSED

OTHER BUSINESS:

Chairman Pier moved on to Other Business to discuss the June 2021 Building Permit Report. Year to date totals are slightly behind 2020 but ahead of the 10-year average if we discount a couple larger projects from past years.

ADJOURNMENT

21-41 **MOTION** – It was moved by Commissioner Specht and seconded by Commissioner Wamble to adjourn at 6:35PM.

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

MOTION – PASSED

Respectfully submitted,

A handwritten signature in blue ink that reads "Dave Mingo". The signature is written in a cursive, flowing style.

Dave Mingo, Secretary



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

**MINUTES
YANKTON PARK ADVISORY BOARD
Monday, May 17, 2021, 5:30PM, in the Community Room
CMTEA Building, 1200 W. 21st Street
Masks are required in the building per Yankton School District Policy.**

I. ROUTINE BUSINESS

Roll Call:

Present: Jeannine Economy, Elizabeth Healy, Katelyn Schramm, Daniel Prendable, and Jason Tellus.

Absent: Darcy Briggs and Commissioner Bridget Benson.

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

Public Appearances: None.

Minutes: March 15, 2021 minutes approved. Healy motioned. Economy second. Motion passes 5-0.

II. OLD BUSINESS

A. The Huether Family Aquatics Center update. The week of May 24 will have a lot of action out at the facility. On-site trainings will start to occur with front desk staff, concessions staff, and with the lifeguards. Also, we will have times for people to come pick-up the season pass and have their picture taken. An open house will also be held for people to come and walk around on a self-guided tour.

On-site pass sales or pick-up: Tues., May 25 11am-5pm
On-site pass sales or pick-up: Wed., May 26 from 3pm-7pm
On-site pass sales or pick-up along with the open house: Thurs., May 27 from 9am-1pm

Saturday, May 29, will be the ribbon-cutting and people who get to do the "firsts" at each amenity from 11:00am to Noon. We also need to have a couple of private pool parties that day to reward the local school grade levels that raised the most money during the penny drive promoted by Dive-In-Yankton. Those will happen between 1:00 and 4:00pm. On Sunday, May 30, the facility will have a soft-opening and will promote a season pass holder appreciation day from 11:30am to 5:00pm. Those who already have purchased a season pass or those that purchase a season pass on that day will be allowed to use the facility during the scheduled time. 607 season passes have been sold as of Wednesday, May 12. Saturday and Sunday give us the chance to have the facility fully staffed and operate short open swims to work out any kinks that may arise. Then on Monday, May 31, the grand opening and the facility will operate on its daily schedule starting at 6:00am with lap swimming and water walking in the lazy river. Open swim starts at 11:30. Vast will provide Wi-Fi for facility patrons for free. The phone and internet hook ups are on Tuesday. Appliances are being delivered this week.



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III. NEW BUSINESS

- A. Westside Park Born Learning Trail. Grand opening is scheduled for Saturday, May 22, from 11:00am to 1:00pm. Artists are working to finish up the painting on the trail for those signs that have the artwork on the trail. There are a few other “artful” pieces that will be installed later this summer to coincide with the signs that they will be located by. There continues to be a community interest in this park with the approval of the master plan a couple of years ago.
- B. 2021 Capital Projects update. Metal roof installation is complete on the two larger shelters in Sertoma Park. A metal roof was also installed on shelter 5 at Riverside Park. A new metal roof, which is now at a slant versus being flat, was installed on the restroom building located between the Amphitheater and the Capitol Building in Riverside Park.

More trail replacement at Fantle Memorial Park has begun. The length of trail from the Memorial in the center of the park south to the perimeter sidewalk on the south side will be replaced with concrete. This leaves two sections of interior trail in the park that will need to be replaced. The first section is north of the tennis courts and runs from east to west. The second section is west of the restroom building on the south side of the park and again runs from east to west. Once of those sections may be replaced later this summer depending on remaining budget funds and if the increased costs of construction projects that are happening in 2021 make it too expensive.

Two light poles were replaced at Riverside Softball field by the infield. One pole blew over in the wind this winter. So, both poles were replaced and taller poles were used.

All the light poles at the Sertoma Park flag football field are being replaced also. New lights will be installed on the light poles.

The wood barriers around the horse shoe pits in Fantle Memorial Park were replaced this spring.

- C. General Discussion. There was a Parks Department employee that retired in April and the position was filled with William Jensen. Jensen’s position was filled by Liz Suing.

The City Hall Gym is now available for rentals.

IV. OTHER BUSINESS

- A. Beginning Tuesday, May 11, 2021, pickleball enthusiasts now have an option to play pickleball year-round on one of two new courts at the NFAA Easton Yankton Archery Center.

The pickleball courts will be available on a first-come-first serve bases:

Monday - Friday, 9:00 am - 8:00 pm
Saturday, 10:00 am - 6:00 pm
Sunday, 12:00 pm - 6:00 pm



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- B. Commission information Memorandums (4 CIM attachments).
- C. Next Meeting: Monday, July 19, 2021. Meeting will be in person and since it is in a school facility masks will be required.

V. ADJOURN

Schramm motioned, Tellus second. Motion carried 5-0.

Memorandum #21-155

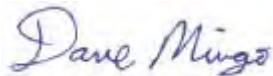
To: Amy Leon, City Manager
From: Dave Mingo, AICP Community and Economic Development Director
Subject: Planning Commission Recommendation on the Five-Year Capital Improvement Plan
Date: July 14, 2021

Thank you for presenting the proposed Five-Year Capital Improvement Plan (CIP) to the Planning Commission at their meeting on July 12, 2021. The Yankton City Planning Commission made a recommendation on the CIP after your presentation and the subsequent discussion of items in the plan.

In Planning Commission Action #21-40 the Planning Commission recommended approval of the Draft 2021 – 2025, Five Year CIP as presented.

Please reference the minutes from the July 12, 2021 Planning Commission meeting for further details regarding the discussion that led to this recommendation when they are available.

Respectfully submitted,



Dave Mingo, AICP
Community and Economic Development Director

Recommendation: It is recommended that the City Commission consider the Planning Commission's recommendation on the CIP as the budget moves through the adoption process.

Memorandum #21-157

To: City Manager
From: Finance Department
Date: July 14, 2021
Subject: Transient Merchant

We have received the following application from Martha's Crafts:

Martha's Crafts/Rustic Designs
JoDean's Frontage
2809 Broadway Avenue
Yankton, SD 57078

The applicant is requesting a license to have a craft booth at JoDean's Frontage, 2809 Broadway Avenue on July 27 thru August 27, 2021.

A check with the State Sales Tax office revealed that the applicant does pay State Sales Tax.

City Code also requires the applicant to pay a fee of \$50.00 per month and file insurance with the Finance Officer. We have received the fee.



Al Viereck
Finance Officer

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Events (on-sale) Liquor License for September 24-26, 2021 from Stripes, Inc. dba Mojo's 3rd Street Pizza (Jeff Dayhuff, Owner), Riverside Park, Yankton, South Dakota.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, August 9, 2021 at 7:00 p.m. in the City of Yankton Community Meeting Room at the Career Manufacturing Technical Education Academy, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,
this 26th day of July, 2021.



Al Viereck
FINANCE OFFICER

____ Voice vote

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Events RETAIL (on-sale) Liquor License for 1 day, August 14, 2021 from Boomer's Inc., (Gary W. Boom, President) d/b/a Boomer's Lounge, Zombie's Realm, 109 E 3rd St., Yankton, South Dakota.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, August 9, 2021 at 7:00 p.m. in the City of Yankton Community Meeting Room at the Career Manufacturing Technical Education Academy, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,
This 26th day of July, 2021.



Al Viereck
FINANCE OFFICER

____ Voice vote

Memorandum #21-153

To: Amy Leon, City Manager
From: Dave Mingo, AICP Community and Economic Development Director
Subject: Planning Commission Action #21-38 / Resolution #21-60
Date: July 14, 2021

CONDITIONAL USE REQUEST

ACTION NUMBER: 21-38

E.T.J. MEMBER ACTION REQUIRED: No

APPLICANT / OWNER: Applicant, The Center. Owner, City of Yankton

ADDRESS / LOCATION: 900 Whiting Drive

PROPERTY DESCRIPTION: Lot 11 and 12, Outlot 130 in the City of Yankton, Yankton County, South Dakota.

ZONING DISTRICT: R-4 Multiple-Family Residential

PREVIOUS ACTION: Previous Conditional Use Permit Approval for the initial construction of the main facility on Lot 12 in October, 1977.

Previous Conditional Use Permit for the construction of the west parking lot in 2005.

COMMENTS: The applicant is requesting a conditional use permit for an outdoor events shelter. The structure will look much like a picnic shelter (see the attached drawings). The proposed location meets the setback requirements for such a structure. The request constitutes an expansion of a prior conditional use that was approved and therefore must be considered in the same manner as the original permit.

Unlike a permit for something like a self-storage facility, our ordinance does not have specific requirements associated with constructing the described shelter at the identified location. There are a couple of items that are covered in other sections of city code that we feel all parties should be aware of.

- All lighting should be positioned in a manner that does not spill excessive light onto adjacent residential properties. By that we mean lighting that would be in excess of what may be there if the site was occupied by a principle permitted use like a house or apartment building.

- The occupancy will be subject to all other city codes including the noise ordinance.

Staff did not receive any comments after publishing the hearing notice and mailing it to adjacent property owners.

There was a neighbor in attendance at the Planning Commission hearing. They were not opposed to the project. They were seeking more detailed information which the applicant provided.

HEARING SCHEDULE:

- | | |
|----------------|--|
| June 14, 2021: | The Planning Commission established July 12, 2021, as the date for public hearing on the proposed request. |
| July 12, 2021: | Planning Commission conducted a hearing and makes a recommendation to the City Commission. |
| July 26, 2021: | City Commission considers a resolution and makes the final decision. |

Planning Commission results: The Planning Commission recommended approval of the proposed request.

RESOLUTION #21-60
Conditional Use Permit

WHEREAS, The Center is an applicant requesting a Conditional Use Permit for property legally described as Lot 11 and 12, Outlot 130 in the City of Yankton, Yankton County, South Dakota, 900 Whiting Drive, and

WHEREAS, the above described property is zoned R-4 Multiple Family Residential which allows conditional uses under the City of Yankton's Zoning Ordinance No. 711 as amended, and

WHEREAS, a Conditional Use Permit is necessary for the construction and occupancy of an outdoor event shelter and the associated plans have been reviewed and recommended for approval by a vote of the City Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the City of Yankton, South Dakota hereby approves a Conditional Use Permit for an outdoor event shelter as depicted in the associated documentation, on the above described property.

Adopted:

Stephanie Moser, Mayor

ATTEST:

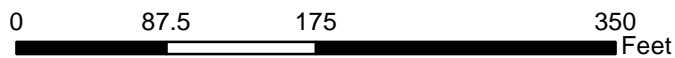
Al Viereck, Finance Officer

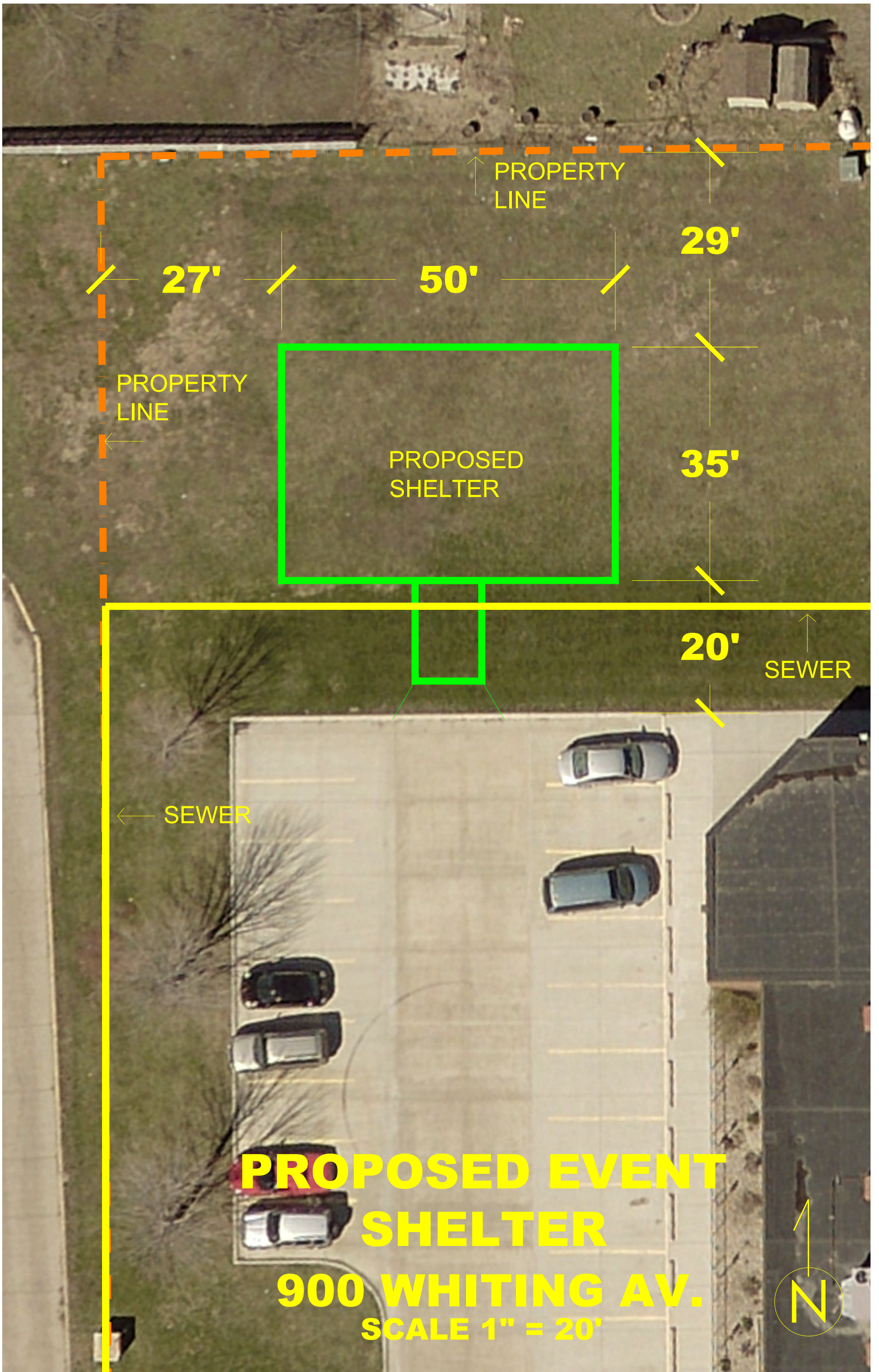


City of Yankton

Conditional Use Permit Request

900 Whiting Drive
in the City of Yankton, South Dakota.





PROPERTY LINE

PROPERTY LINE

27'

50'

29'

PROPOSED SHELTER

35'

SEWER

SEWER

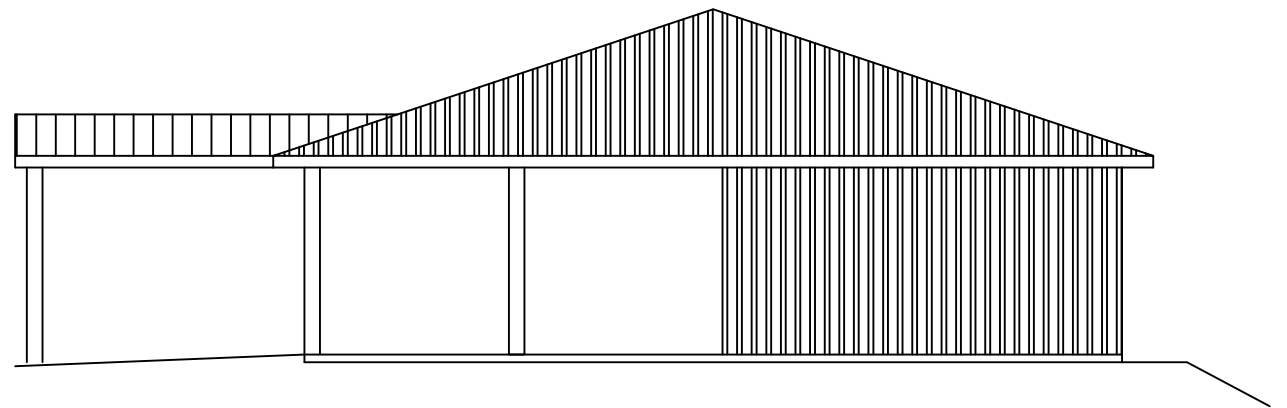
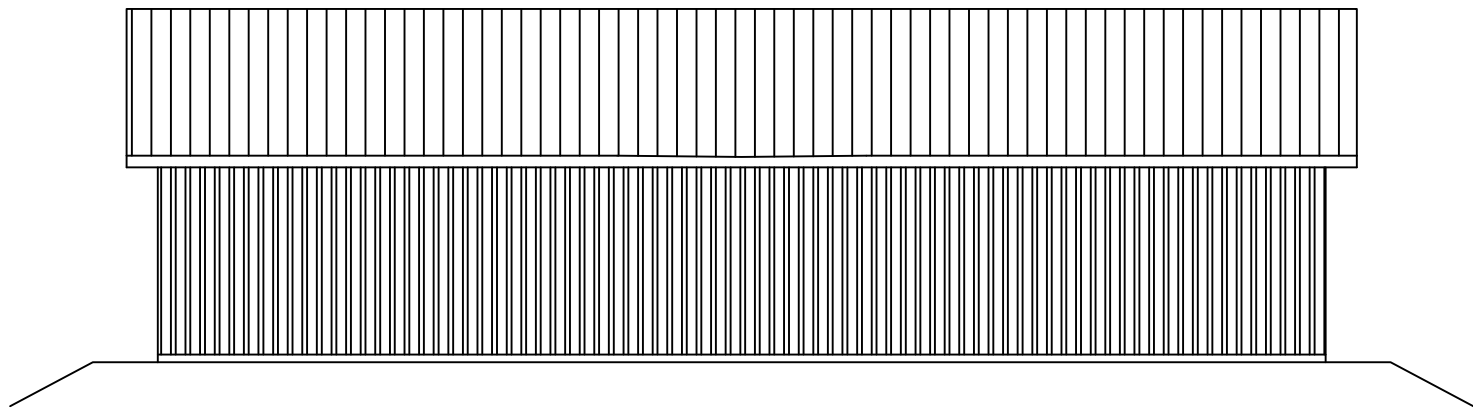
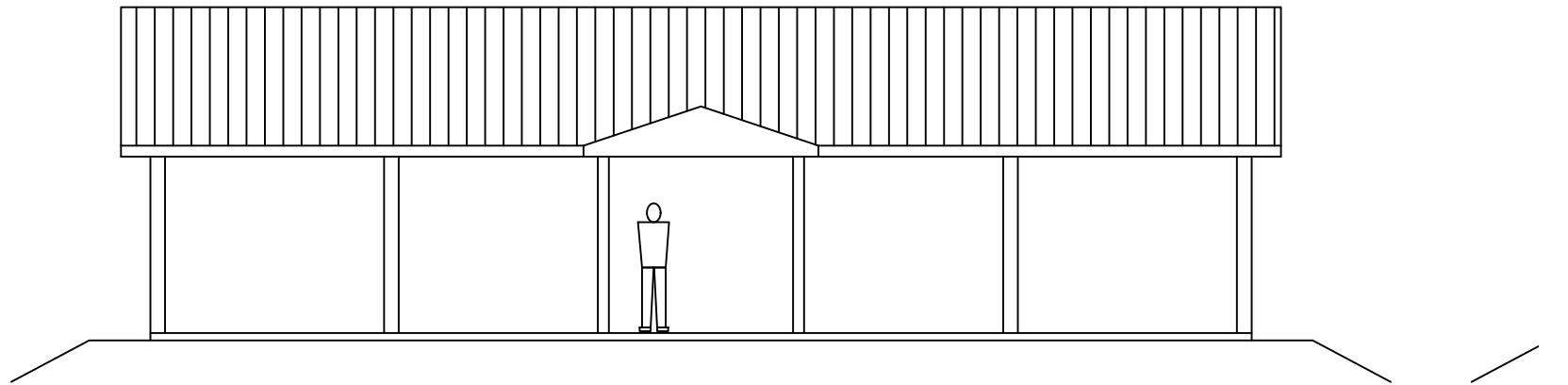
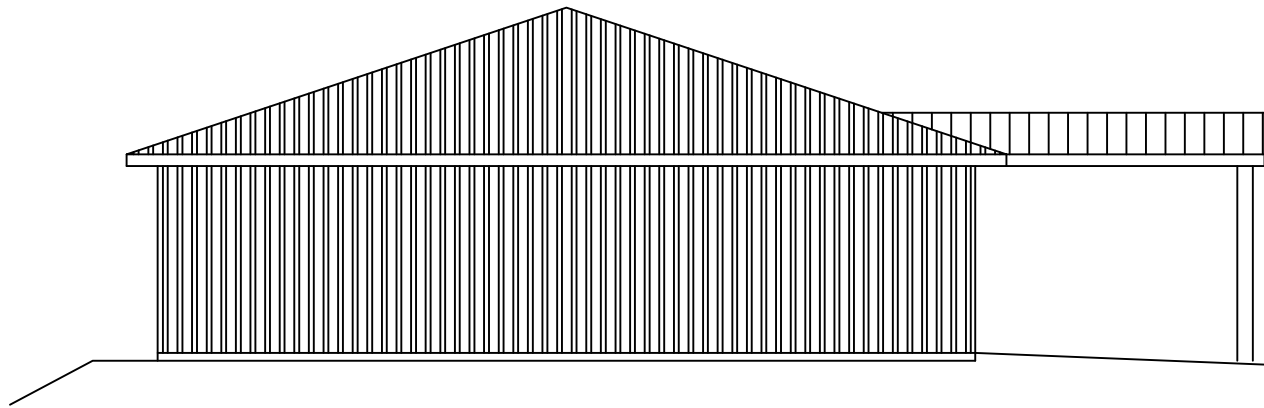
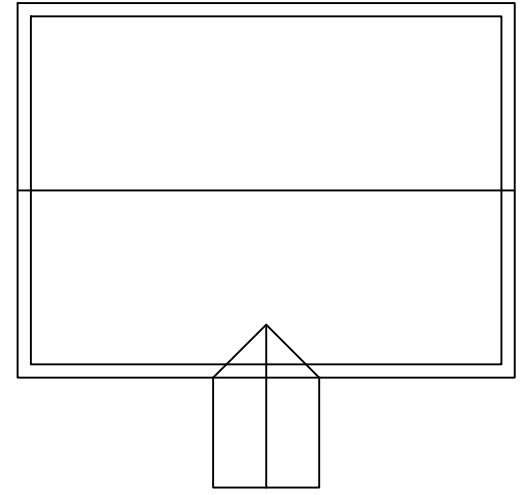
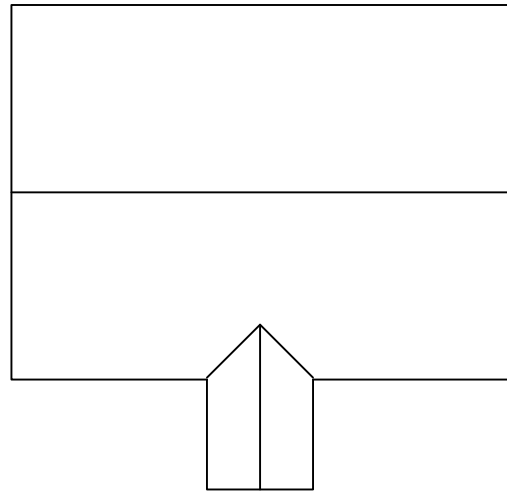
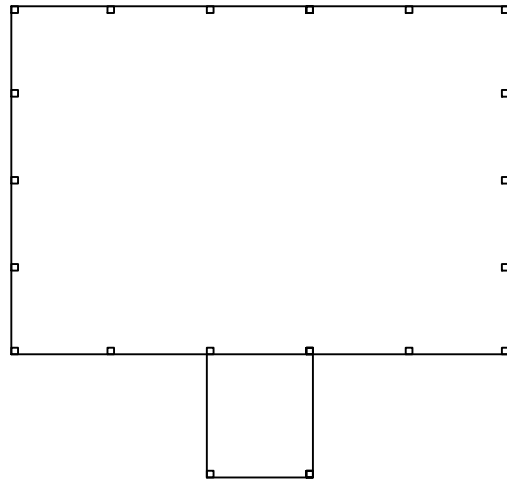
20'

PROPOSED EVENT SHELTER

900 WHITING AV.

SCALE 1" = 20'

N



Memorandum #21-154

To: Amy Leon, City Manager
From: Dave Mingo, AICP Community and Economic Development Director
Subject: Planning Commission Action #21-39 / Resolution #21-61
Date: July 14, 2021

PLAT REVIEW

ACTION NUMBER: 21-39

E.T.J. MEMBER ACTION REQUIRED: No

OWNER / APPLICANT: Kelly Investments, LLC, owner.

ADDRESS / LOCATION: South side of the 610 W. 23rd Street.

PROPERTY DESCRIPTION: Lots A and B of Lot 5, Flake's Subdivision, City and County of Yankton, South Dakota.

ZONING DISTRICT: I-1 Industrial.

PREVIOUS ACTION: None.

COMMENTS: The proposed plat divides Lot 5 of flakes Subdivision into two lots. The south lot will continue its use as home to the professional building. The north, undevelopable lot is planned to become part of the Marne Creek Greenbelt and stormwater management corridor.

The city is interested in owning the Marne Creek corridor and the property owner in this case, is voluntarily signing the plat and has indicated a willingness to transfer the north lot to the city. The transfer would include a statement in the resolution that the north lot could continue to be included in the calculation of overall lot coverage density.

Staff recommends approval of the plat.

MEETING SCHEDULE:

July 12, 2021: Planning Commission reviews plat and makes recommendation to the City Commission.

July 26, 2021: City Commission reviews the plat and makes a final decision.

Planning Commission results: The Planning Commission recommended approval of the proposed plat with the resolution including a statement about the north lot being included for the coverage and density calculations for the south lot.

RESOLUTION #21-61

WHEREAS, the Lots A and B of Lot 5, Flake's Subdivision, City and County of Yankton, South Dakota has been prepared by Brett R. Kennedy, 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, and

WHEREAS, said property located in Lot B shall hereafter continue to be included in all development calculations associated with Lot A in the future. Specifically, the entire square footage of Lot 5 shall be considered when calculating allowable densities and coverage areas on Lot A.

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:

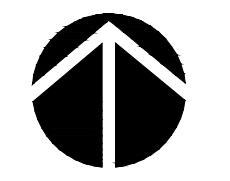
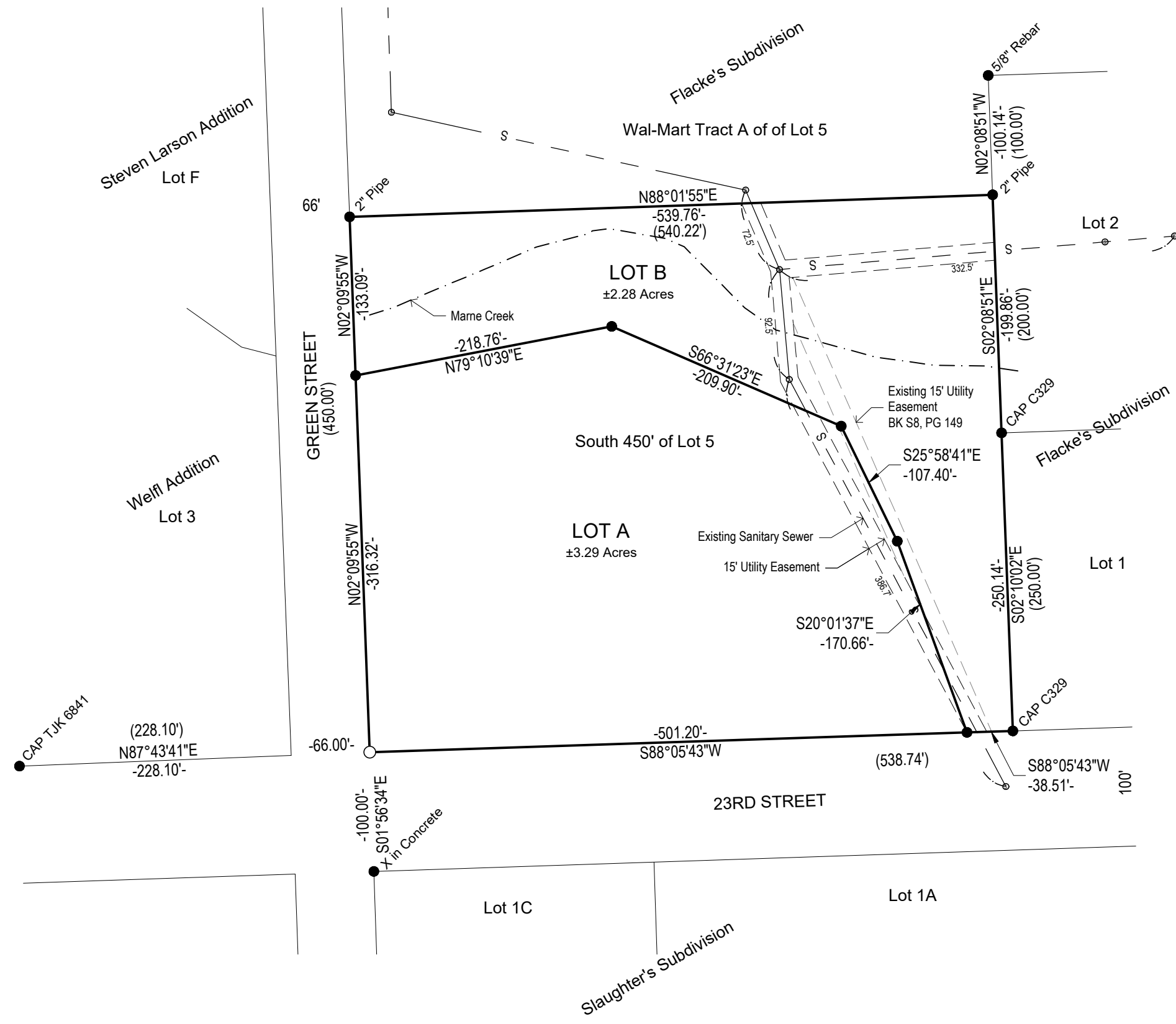
Stephanie Moser, Mayor

ATTEST:

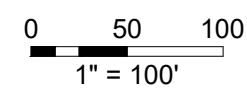
Al Viereck, Finance Officer

PLAT OF LOTS A AND B OF LOT 5
FLAKE'S SUBDIVISION
 CITY AND COUNTY OF YANKTON, SOUTH DAKOTA.

File Location: F:\PROJECTS\2021\2151-15 Flake's Add Plat\Drawings\2151-15 Flake's Add Plat.dwg Plot Date: 6/10/2021 10:29 AM
 Drawing: GENERAL
 Revision: JMT/LLH/LLC

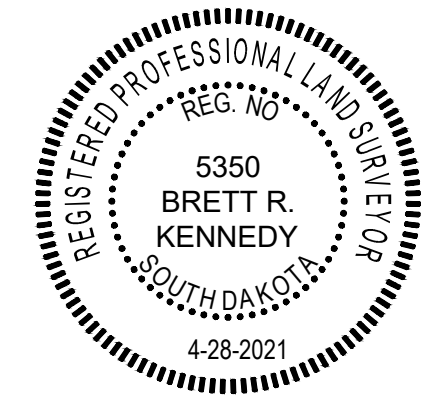


BASIS OF BEARING
 YANKTON DATUM



LEGEND

- FOUND CORNER AS NOTED ●
- SET 5/8" REBAR WITH CAP ○
- STAMPED LS 5350
- RECORD DISTANCE (1427.23')



SURVEYOR'S NOTES

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT PURPORT TO SHOW EASEMENTS OF RECORD, IF ANY.

FLAKE'S SUBDIVISION
LOTS A AND B OF LOT 5
 YANKTON, SOUTH DAKOTA
 SEE PROJECT #: 2151

Revisions:

PLAT OF LOTS A AND B OF LOT 5
FLAKE'S SUBDIVISION
CITY AND COUNTY OF YANKTON, SOUTH DAKOTA.



SURVEYOR'S CERTIFICATE

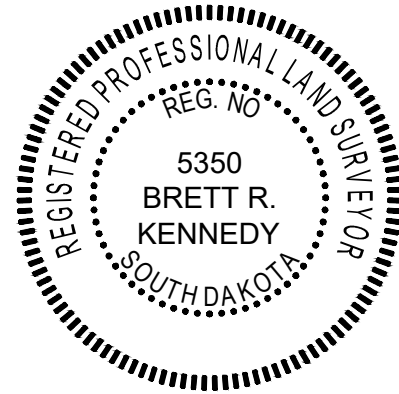
I, Brett R. Kennedy, a Licensed Land Surveyor in the state of South Dakota, do hereby certify that at the request of Kelly Investments, L.L.C., as owner, and under their direction, did on or prior to June 10, 2021 survey the land described as follows:

A PLAT OF LOTS A AND B OF LOT 5, FLAKE'S SUBDIVISION, CITY AND COUNTY OF YANKTON, SOUTH DAKOTA.

I also hereby certify that this plat is to the best of my knowledge and belief, in all respects, a true description of said property.

I have executed this document this 11th day of June 2021.

Brett R. Kennedy, LS 5350



OWNER'S CERTIFICATE

I, the undersigned, hereby certify that Kelly Investments, L.L.C., is the absolute and unqualified owner of the land included in this plat being entitled: A PLAT OF LOTS A AND B OF LOT 5, FLAKE'S SUBDIVISION, CITY AND COUNTY OF YANKTON, SOUTH DAKOTA; that the plat was made at my request and under my direction, for the purpose of defining and describing the property as shown by this plat; that the development of this land shall conform to all existing applicable zoning, subdivision and erosion and sediment control regulations, and I hereby dedicate to the public, for public use forever as such, the right-of-ways and easements, as shown and marked on this plat.

In witness whereof I have hereunto set my hand this _____ day of _____, _____.

Kelly Investments, L.L.C.

By _____

Title _____

STATE OF _____)
)
COUNTY OF _____)

Be it remembered that on this ____ day of _____, _____ before me the undersigned, a Notary Public within and for the county and state aforesaid, personally appeared _____ as _____ of Kelly Investments, L.L.C., known to me to be the person who is described in and who executed the within and foregoing instrument and certificate and acknowledged to me that he executed the same.

My commission expires _____.

Seal

Notary Public, _____ County, South Dakota

RESOLUTION OF APPROVAL

Whereas it appears that the owner thereof has caused a plat to be made of the following described real property: A PLAT OF LOTS A AND B OF LOT 5, FLAKE'S SUBDIVISION, CITY AND COUNTY OF YANKTON, SOUTH DAKOTA for approval; and

Whereas such plat has been submitted to the Planning Commission of the City of Yankton, South Dakota for a report and recommendations thereon to the City Commission as required by law;

Therefore be it resolved that such plat has been executed according to the law and the same is hereby approved and the City Finance Officer is hereby authorized and directed to endorse on such plat a copy of this resolution and certify the same.

Mayor, City of Yankton, South Dakota

I, _____, City Finance Officer of the City of Yankton, South Dakota, do hereby certify that the within and foregoing is a true copy of the resolution passed by the City Commission of the City of Yankton, South Dakota on this _____ day of _____, _____.

City Finance Officer, Yankton, South Dakota

DIRECTOR OF EQUALIZATION

I, the undersigned, County Director of Equalization for Yankton County, South Dakota, do hereby certify that a copy of the above plat has been filed at my office.

Dated this _____ day of _____, _____.

Director of Equalization, Yankton County

CERTIFICATE OF COUNTY TREASURER

I, the undersigned, County Treasurer for Yankton County, South Dakota, do hereby certify that all taxes which are liens upon any land included in the above and foregoing plat as shown by the records of my office have been fully paid.

Dated this _____ day of _____, _____.

County Treasurer, Yankton County

CERTIFICATE OF REGISTER OF DEEDS

STATE OF SOUTH DAKOTA)
)
COUNTY OF YANKTON)

Filed for record this _____ day of _____, 20 ____ at _____ o'clock _____ M. and recorded in Book _____ of Plats on page herein.

Register of Deeds, Yankton County

FLAKE'S SUBDIVISION
LOTS A AND B OF LOT 5
YANKTON, SOUTH DAKOTA
SEE PROJECT #: 21151

Revisions:

SHEET 2 OF 2

TEXT

File Location: F:\PROJECTS\2021\21151-LS Flake's Add Plat\Drawings\21151-LS Flake's Add Plat.dwg Plot Date: 6/10/2021 10:33 AM

Drawn By: BKENNEDY
Reviewed By: JMHILLLOCK



City of Yankton

Plat Location Map

Plat of Lots A & B, Lot 5, Flake's Subdivision,
City and County of Yankton, South Dakota.

Memorandum #21-156

To: Amy Leon, City Manager
From: Dave Mingo, AICP, Community and Economic Development Director
Subject: 2021-2026 Yankton County Pre-Disaster Mitigation Plan Projects
Date: July 19, 2021

Staff from several departments have been participating in the Yankton County Pre-Disaster Mitigation Plan (PDM Plan) update. This is a periodic revision of the county-wide PDM Plan coordinated by Planning and Development District III and encompassing all the jurisdictions in the county. The plan identifies and analyzes the hazards that the county is susceptible to, and proposes a mitigation strategy to minimize future damage that may be caused by those hazards. The document serves as a strategic planning tool in efforts to mitigate against future disaster events.

Part of the five-year revision process includes identifying potential future hazard mitigation projects that each community might undertake during the period covered by the plan. Inclusion in the plan doesn't obligate the City to pursue the projects, but describes the types of efforts for which the City might pursue including seeking grant funding. Some of the identified mitigation actions/projects are more routine services/outreach efforts that don't have specific future grant projects attached to them but help maintain our preparedness for disasters. Staff has identified the following mitigation projects/actions for inclusion in the plan:

- Continue National Flood Insurance Program participation and floodplain development regulation.
- Projects along Marne Creek and other mapped special flood hazard areas including stream flow and stream monitoring/studies, flood monitoring/warning devices, property acquisition, bank stabilization and other physical improvements/mitigation measures.
- Continue enforcement and periodic adoption of revised ICC Building Codes.
- Continue upgrading storm sewer infrastructure.
- Work toward Certified Floodplain Manager status for local floodplain administrator.
- Tornado shelter construction/acquisition for public gathering/critical facilities.
- Generator acquisition for emergency power at critical facilities.
- Begin participating in StormReady Community Program.

Once a draft plan has been completed and reviewed by FEMA a final draft version will be provided for review and approval by each of the governing bodies in covered jurisdictions.

Respectfully Submitted,

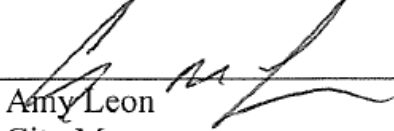


Dave Mingo, AICP
Community and Economic Development Director

Recommendation: It is recommended that the City Commission approve the inclusion of the identified hazard mitigation actions and projects in the revision to Yankton County Pre-Disaster Mitigation Plan.

I concur with the recommendation.

I do not concur with the recommendation.



Amy Leon
City Manager

____ Roll Call

Memorandum No. 21-158

TO: Mayor and City Commissioners
FROM: Amy Leon, City Manager
RE: Addendum to Collective Bargaining Agreement
DATE: July 19, 2021

The City of Yankton has worked with its Collective Bargaining Unit (the American Federation of State, County and Municipal Employees AFL-CIO, Local 3968) to renegotiate our labor contract with represented employees.

AFSCME representatives and City of Yankton representatives met on June 22, 2021 to negotiate wages for the next two years effective 2022 and 2023.

The language tentatively agreed upon is attached. Of interest the cost of living increase for those AFSCME union eligible employees is 4% in 2022 and a step for those eligible to receive a step, and in 2023, a cost of living increase of 3% for those AFSCME union eligible employees and a step for AFSCME union eligible employees that are eligible to receive the step.

Recommendation: It is recommended that the City Commission approve and authorize Mayor Moser to sign the Addendum to Collective Bargaining Agreement between the City of Yankton and the American Federation of State, County, and Municipal Employees, AFL-CIO Local 3968 for wages effective January 1, 2022 and January 1, 2023.

ADDENDUM TO COLLECTIVE BARGAINING AGREEMENT

On the 13th day of November, 2019, a written *Collective Bargaining Agreement* (the "CBA") was entered into by and between the City of Yankton, a political subdivision of the State of South Dakota, hereinafter referred to as the "City," and Local 3968, American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union." Pursuant to Section 23.0 of the CBA, the parties hereby agree to amend the CBA to replace Sections 13.0 and 13.3 and to add a new Section 13.5 to read as follows:

Section 13.0 Pay ranges and wage rates for Union Eligible Positions are attached hereto and incorporated herein. Effective January 1, 2019, each eligible employee will receive a Three Percent (3%) base adjustment increase and a One (1) Step increase on the pay scale, if eligible. Effective January 1, 2020, each eligible employee will receive a Three Percent (3%) base adjustment increase and a One (1) Step increase on the pay scale, if eligible. Effective January 1, 2021, each eligible employee will receive a Three Percent (3%) base adjustment increase and a One (1) Step increase on the pay scale, if eligible. Effective January 1, 2022, each eligible employee will receive a Four Percent (4%) cost of living base adjustment increase, and a One (1) step increase on the pay scale, if eligible. Effective January 1, 2023, each eligible employee will receive a Three Percent (3%) cost of living base adjustment increase, and a One (1) step increase on the pay scale, if eligible.

Section 13.3 Shift Differential. An employee classified as a differential shift employee or an employee working a differential shift shall be paid a shift differential of \$1.00 per hour in addition to their regular base hourly rate of pay for the differential shift.

Section 13.5 Incentive Pay and Market Adjustments. The union understands that in some situations, department heads or city management may wish to recognize an employee for work performed above and beyond expectations (examples may include but are not limited to: special projects, advanced certifications, etc.) by awarding increases on the pay scale at the discretion of the City Manager. In order to maintain competitiveness or to retain quality employees in the employment marketplace, sometimes city management must increase

pay for specific positions or classes of positions or grant specific employees increases as determined necessary at the discretion of the City Manager. The union also acknowledges that the contract sets a baseline and is not intended to serve as a mechanism to halt or impede employee performance that goes above and beyond, or to prevent the City's efforts to recruit or retain quality employees in a competitive employment marketplace. The city shall notify the Union president and Union representative via email about any additional compensation awarded to bargaining unit employees and the reasons the extra compensation is given. This notification will occur one week before the additional compensation becomes effective. All efforts will be made to ensure that such additional compensation is being awarded and approved by the City Manager in an impartial manner for the reasons so reported.

All other provisions contained within the CBA dated November 13, 2019, are incorporated herein by this reference and remain in full force and effect.

Dated this ____ day of July, 2021

Dated this ____ day of July, 2021.

**AMERICAN FEDERATION
OF STATE, COUNTY AND
MUNICIPAL EMPLOYEES,
AFL-CIO, LOCAL 3968**

CITY OF YANKTON

By: Stephanie Moser, Mayor

By:

Attest:

Al Viereck, Finance Officer

Memorandum No. 21-159

TO: Mayor and City Commissioners
FROM: Peyton Mueller, City Manager Intern
RE: Bike Repair Station at Memorial Park
DATE: July 16, 2021

The City has been asked to partner with a high school student on an Eagle Scout Project. The City has partnered with the Boy Scouts numerous times in the past to help scouts fulfill their requirement to become an Eagle Scout.

The Eagle Scout Project shows that the individual possesses leadership qualities while also performing the project to the benefit of the community. This particular Eagle Scout has chosen to have a bike repair station at Memorial Park.

Attached are pictures of the repair station and air pump, both of which will go into the area by the bike racks at Memorial Park. This project will cost approximately \$1,700 with Kopetzky Ace Hardware agreeing to pay for half of the cost. The remaining cost will be the responsibility of the City in the approximate amount of \$850. This would be unbudgeted amount for 2021.

With the opening of the Huether Family Aquatics Center and the influx of kids using the facility, there are more bikes in the park. This project aims to help kids or adults, whose bike is broken and needs to be repaired so they can get home or wherever they are going without needing a ride or having to walk their bike. The City already has one bike repair station at the new Water Treatment Plant and the installation of this bike repair station will enable bikers to have two options in different areas of town, increasing the opportunity to reach more bikers.

Recommendation: It is recommended that the City Commission approve the funding to purchase the bike repair station and air pump for Memorial Park.

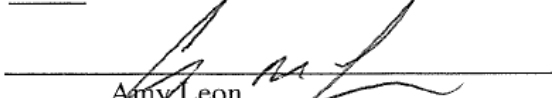
Respectfully Submitted,



Peyton Mueller
 City Manager Intern

I concur with the recommendation.

I do not concur with the recommendation.



Amy Leon
 City Manager

Roll call





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PHIL-UP PUBLIC BIKE PUMP

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QTY

1

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Do you have any questions? I'm happy to help

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MOUNTING OPTIONS +

Surface Mounted

COLOR (POWDER COATED FINISH ONLY) BLACK



ADDITIONAL OPTIONS

REMOVABLE ZINC ANCHORS

\$6.29

ADD

TAMPER RESISTANT ZINC ANCHORS

\$11.59

ADD

Do you have any questions? I'm happy to help

Memorandum #21-162

To: Amy Leon, City Manager
From: Brittany LaCroix, Events and Promotions Coordinator
Subject: Request by Yankton High School for Special Events Parking Ordinance #933 to be in place during their March to the Meridian event
Date: July 20, 2021

The Yankton High School is hosting the third annual March to the Meridian band competition event on Saturday, October 9, 2021. The organizing committee is requesting a Special Events No Parking on October 9, 2021 from 6:00 AM to 2:00 PM for the following areas.

***Walnut Street from 2nd to 3rd Street – including the Walnut and 2nd Street intersection
 3rd Street from Walnut to Mulberry***

And a Street Closure Request for the following areas:

Levee Street from Mulberry to Capitol for bus parking

The committee is also requesting to close the lower level of the Meridian Bridge during this time. The top deck will remain open to the public for use.

During this event, various schools will be participating and march through the parade route, starting on the Nebraska side of the Meridian Bridge, at their competition time between 9:30 AM and 12:00 PM. The event will be utilizing Riverside Park as the awards ceremony location immediately after the marching band competition.

As this is not a typical parade, there needs to be ample time and space between each band for judging. The organizing committee is seeking classic car organizations to host mini car shows in between each band as fillers for the audience. This was done in previous years, but they hope to get more cars involved to fill the empty space.

The committee is working with the Events Coordinator to arrange for barricades, bleachers, and police traffic control, along with special event signs to be picked up or delivered by the parks and streets departments.

In 2010, the City Commission adopted an ordinance allowing for a no parking designation for special events designated by a resolution before the governing body. This resolution would authorize the City to tow vehicles that are parked in the defined area and times.

Yankton High School is requesting that Special Events Parking zone identifying boundaries of the zone and Tow Authorization be granted during this event for car traffic. Yankton High School will place no parking signs 48 hours prior to the event on Wednesday, October 6, 2021. Yankton High School will create a temporary sign to attach identifying details of the event. Yankton High School is also requesting A-frame be provided to hang no parking signs and

_____ Roll call

barricades to be used to close the streets as mentioned above. Yankton High School will coordinate with the Streets & Parks Departments to locate signs in appropriate areas.

Recommendation: It is recommended that the Commission approve the special event with the special event parking ordinance in force for Walnut Street from 2nd to 3rd Street, including the 2nd street intersection, 3rd Street from Walnut to Mulberry and from 6:00 AM to 2:00 PM on October 9, 2021.

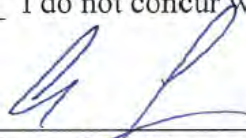
Respectfully submitted,



Brittany LaCroix
Events & Promotions Coordinator

I concur with this recommendation.

I do not concur with this recommendation.



Amy Leon, City Manager

____ Roll call

Resolution #21-63

Special Events Parking Request

WHEREAS, the City Commission adopted an Ordinance allowing for no parking designation for special events within the City of Yankton; and

WHEREAS, this Resolution would authorize the City of Yankton to tow vehicles that are parked in the defined are or areas and times specified for Special Events; and

WHEREAS, Yankton High School has made a request to enact this no parking zone for their event on October 9, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the City of Yankton, South Dakota hereby approves the Special Event Parking Request on Walnut Street from 2nd to 3rd Street, including the 2nd street intersection, 3rd Street from Walnut to Mulberry and from 6:00 AM to 2:00 PM on October 9, 2021.

Adopted:

Stephanie Moser, Mayor

ATTEST:

Al Viereck, Finance Officer

City of Yankton

March to the
Meridian Event
October 9, 2021

Legend

 Special Event -
No Parking



0 100 200 400
Feet

