

## City Council Agenda

City Council Chambers, City Hall, 612 N. Main Street

March 6, 2017

*Committee Meetings (if any) will be first; immediately followed by the City Council Meeting.*

### 1. 6:30 PM Call To Order

### 2. Pledge Of Allegiance

### 3. Invocation: Grace Reformed

### 4. Roll Call

### 5. Approval Of Consent Agenda Items

*Items appearing on the Consent Agenda may be removed by a City Council Member for discussion at the beginning of the formal agenda items.*

#### A. City Council Minutes

Documents:

[CITY COUNCIL MINUTES 02-21-17.PDF](#)

#### B. Committee Minutes:

Documents:

[PLANNINGCOMMMINUTES2132017.PDF](#)

[PUBLIC HEALTH AND SAFETY MINUTES 02-21-17.PDF](#)

[FEBRUARY 21, 2017 TRAFFIC COMMISSION MINUTES.PDF](#)

#### C. 2016 Annual Report

Documents:

[2016 ANNUAL REPORT.PDF](#)

[ANNUAL REPORT-2016.PDF](#)

#### D. Set Date Of March 20th For Hearing:

*On the application of Imagine Guild Inc. for a Special Event Liquor Beverage License located on Main Street by closing the following: South Main Street from 1st south to Railroad as well as Railroad from ½ block west of Main to East of Main to Lawler Street, include both City of Mitchell parking lots south of 1st Street, also request closing Main Street from 1st Street north to 2nd Street to park motorcycles and poker run entries and to obtain a Special Liquor License, Consumption and Noise permits, Poker Run permit, and associated cost for the Memorial Weekend in Mitchell and Barbecue Cook*

Documents:

[SET DATES IMAGINE GUILD1.PDF](#)

[IMAGINE GUILD APPLICATION.PDF](#)

**E. Appointment Of Larry Jirsa To The City Planning Commission**

**F. Set Date Of March 20th, 2017 For Hearing**

*On the application of Overtime Steakhouse & Sports Bar for a Special Event Liquor License located at the Overtime Event Center, 812 North Rowley, Mitchell on April 1, 2017 for a Birthday Party.*

Documents:

[SET DATES OVERTIME 2.PDF](#)  
[OVERTIME APPLICATION BIRTHDAY PARTY.PDF](#)

**G. Change Order #1 E911 Communications System #2017-8 Contracted To Sioux Falls Two Way In The Amount Of \$22,995.00 Decreasing The Contract Awarded Amount To \$162,822.00**

Documents:

[E-911 CHANGE ORDER STAFF.PDF](#)  
[CHANGE ORDER 1 - E911 COMMUNICATIONS SYSTEM 2017-8 SUPPORTING DOCUMENTATION.PDF](#)

**H. Raffle Permits**

*Dakota Wesleyan University with the drawing to be held on May 1, 2017*

*The Imagine Guild Inc. with the drawing to be held on May 27, 2017*

Documents:

[DWU RAFFLE.PDF](#)  
[IMAGINE GUILD RAFFLE.PDF](#)

**I. On The Application Of The Mitchell Main Street & Beyond For A Special Event Permit\Consumption Permit\Noise Permit Located On Main Street For The Following Thursdays, May 4, June 1, July 6, August 3, September 7, Of 2017 For Downtown Thursday's**

Documents:

[MITCHELL MAIN STREET STAFF1.PDF](#)  
[MITCHELL MAIN STREET AND BEYOND.PDF](#)

**J. Set Date March 15, 1:30 PM, For Bid Opening For Trailer Mounted Hydroseeder City Project #2017-18**

Documents:

[SET DATE FOR HYDROSEEDER CITY PROJECT 2017-18.PDF](#)

**K. PAY ESTIMATES MARCH 6, 2017**

Documents:

[PAY ESTIMATES 03-06-17 STAFF REPORT.PDF](#)  
[PAY ESTIMATES 03-06-17.PDF](#)

**L. Approve Bills, Payroll, Salary Adjustments And New Employee Hires And Authorize Payment Of Recurring And Other Expenses In Advance As Approved By The Finance Officer**

Documents:

[AP PAYMENT REGISTER.PDF](#)

**6. Motion To Approve, Request Public Comment, Roll Call**

**7. Citizens Input**

*If you need to address the Mayor and members of the City Council on an item that was not on the agenda, excluding personnel items, please come forward to the podium and state your name and your concern. Presentations are limited to three minutes. Items will be considered but no action will be taken at this time.*

**8. BOARD OF ADJUSTMENT: Entertain A Motion For The City Council To Recess And Sit As The Board Of Adjustment.**

**9. Hearing On McPeek Properties LLC, 700 N. Sanborn Blvd**

*McPeek Properties LLC has applied for a conditional use for a parking facility at W 47' of Lot 2, Block 2, Rowley's 2nd Addition, City of Mitchell, Davison County (zoned R4)*

Documents:

[AGENDAREQUESTMCPEEK CUP.PDF](#)  
[MCPEEKNOH.PDF](#)  
[PALACECITYPAWN\\_20170228\\_0001.PDF](#)  
[L3-4 B2 ROWLEYS 2ND.PDF](#)  
[MAPMCPEEK.PDF](#)  
[MCPEEKNEIGHBORS.PDF](#)  
[MCPEEKLETTERREYELTS.PDF](#)  
[MCPEEKBEUKELMANLETTER.PDF](#)

**10. Hearing On McPeek Properties LLC, 700 N. Sanborn Blvd (Motion To Table)**

*McPeek Properties LLC has applied for a back yard variance of 10' vs 20', side-yard on a corner of 15' vs 20' and an oversize of 5,550 square feet vs 5,000 to construct a retail and trade business, to be located at 700 N Sanborn Blvd the legal descriptions are as follows Lot 3, Block 2, Rowley's 2nd Addition, Lot 4, Block 2, Rowley's 2nd Addition, City of Mitchell, Davison County, SD and S 6' of Lot 6, Block 2, Crider's 1st Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned (NS) Neighborhood Shopping District. Motion to Table, applicant modifying plan.*

**11. RECONVENE AS CITY COUNCIL: Entertain A Motion For The Board Of Adjustment To Adjourn And The City Council To Reconvene In Regular Session.**

**12. Action To Award Bids For Construction For The Veteran's Park- City Project #2016-43**

Documents:

[VETERANS PARK STAFF REPORT.PDF](#)  
[VETERANS PARK OVERVIEW.PDF](#)  
[MITCHELL VETERANS PARK - BID TABULATION ALL TOTALS.PDF](#)

**13. Approve Veterans Park Contracts, City Project #2016-43 And Authorize Mayor To Sign Contracts**

Documents:

[VETERAN PARK CONTRACT AWARD.PDF](#)

- 14. Veteran's Park Change Orders To Contracts City Project #2016-43 Schedule 1-1 To James Valley Nursery - Deduction Of \$23,094.74 Adjusting Contract Price To \$21,855.19; Schedule 5-1 To Krogman Construction, LLC Deduction Of \$15,000.01 Adjusting Contract Price To \$22,000.00; Schedule 6-1 To Rexwinkel Concrete Inc. Deduction Of \$17,000.00 Adjusting Contract Price To \$33,680.00; Schedule 7-1 To J&D Masonry Deduction Of \$2,500.00 Adjusting Contract Price To \$72,500.00**

Documents:

[CHANGE ORDERS TO VARIOUS CONTRACTS- VETERANS PARK CITY PROJECT 2016-43 STAFF REPORT.PDF](#)  
[CHANGE ORDERS TO VARIOUS CONTRACTS- VETERANS PARK CITY PROJECT 2016-43 SUPPORTING DOCUMENTATION.PDF](#)

- 15. Action To Approve Appointment Of Volunteer Member And Alternate To The Consolidated Boards Of Equalization**

Documents:

[CONSOLIDATED BOARDS OF EQUALIZATION.PDF](#)  
[CONSOLIDATED BOARD LETTER.PDF](#)

- 16. Discussion On Airport Board**

Documents:

[AGENDA ITEM- DISCUSSION ON AIRPORT BOARD.PDF](#)

- 17. Resolution No. R2017-15, A Resolution To Include Federal Regulations For RSVP Employee Background Checks In The City Of Mitchell Personnel Policy Manual**

Documents:

[AGENDA ITEM- RSVP BACKGROUND RESOLUTION.PDF](#)  
[POLICY 5.13 BACKGROUND CHECK.PDF](#)  
[APPENDIX A - FEDERAL BACKGROUND PROCEDURES FOR RSVP EMPLOYEES.PDF](#)  
[RESOLUTION R2017-15 -- APPROVING RSVP BACKGROUND PROCEDURES.PDF](#)

- 18. Action On Resolution No. R2017-16, Resolution Of Intent Regarding JVCC Kitchen Lease**

Documents:

[AGENDA ITEM- ROI JVCC KITCHEN LEASE.PDF](#)  
[RESOLUTION OF INTENT- JVCC KITCHEN LEASE.PDF](#)

- 19. Action On Resolution No. R2017-17, Approve Logo License Form**

Documents:

[AGENDA ITEM- LOGO LICENSE FORM.PDF](#)  
[RESOLUTION APPROVING LOGO LICENSE FORM.PDF](#)

[MODEL LICENSE.PDF](#)

**20. Approve Engineering Letter Of Agreement A2017-8 For Storm Study In Klockwerks Area TIFD City Project #2017-31**

Documents:

[APPROVE ENGINEERING LETTER OF AGREEMENTA2017-8 FOR STORM STUDY KOCKWERKS AREA TIFD CITY PROJECT 2017-31 STAFF REPORT.PDF](#)  
[APPROVE ENGINEERING LETTER OF AGREEMENT A-2017-8 FOR STORM STUDY KOCKWERKS AREA TIF - SUPPORTING DOCUMENTATION.PDF](#)

**21. Action To Approve Agreement A2017-9 Engineering Contract For Phase III Design Of WW Forcemain City Project #2017-12 With SPN & Associates**

Documents:

[AUTHORIZE MAYOR TO SIGN ENGINEERING CONTRACT A2017-9 FOR PHASE III DESIGN OF WW FORCEMAIN CITY PROJECT 2017-12.PDF](#)  
[AUTHORIZE MAYOR TO SIGN ENGINEERING CONTRACT FOR PHASE III DESIGN OF WW FORCEMAIN CITY PROJECT 2017-12 DOCUMENTATIONPDF.PDF](#)

**22. Action To Approve Temporary Easement With School District Agreement A2017-10**

Documents:

[APPROVE TEMPORARY EASEMENT WITH SCHOOL DISTRICT STAFF REPORT.PDF](#)  
[APPROVE TEMPORARY EASEMENT WITH SCHOOL DISTRICT SUPPORTING DOCUMENTATION.PDF](#)

**23. Action To Authorize Mayor To Sign Easements A2017-11 For Storm Sewer For Toshiba And Firesteel**

Documents:

[AUTHORIZE MAYOR TO SIGN EASEMENTS FOR STORM SEWER - TOSHIBA AND FIRESTEEL - STAFF REPORT.PDF](#)  
[AUTHORIZE MAYOR TO SIGN EASEMENTS FOR STORM SEWER - TOSHIBA AND FIRESTEEL - SUPPORTING DOCUMENTATION.PDF](#)

**24. Motion To Adjourn**

**25. FOR COUNCIL INFORMATION: Planning Commission Minutes 02/27/2017**

Documents:

[PLANNINGCOMMMIN2272017.PDF](#)

Individuals with disabilities who require special assistance to take part in this meeting may contact one of the following at City Hall (605) 995-8420 at least 24 hours prior to the meeting with requests for assistance: Human Resources Officer, Finance Officer, Public Works Director, or City Administrator.