

**City Council Agenda**  
City Council Chambers, City Hall, 612 N. Main Street  
April 18, 2022

**1. 5:30 PM Work Session**

- Utility Rate Review
- Motions & Procedures Presentation

Documents:

[MOTIONS AND PROCEDURE PRESENTATION.PDF](#)

**2. 6:00 P.m. Call To Order**

**3. Pledge Of Allegiance**

**4. Invocation: Word Of Life**

**5. Roll Call**

**6. 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:

[COUNCIL MINUTES 04 04 2022.PDF](#)

**B. Committee Reports**

Documents:

[PLANNING COMMISSION SIGNED MINUTES 3-28-22.PDF](#)

[GOLF - CEMETERY BOARD MINUTES \(FEB\).PDF](#)

**C. Department Reports**

Documents:

[SALES TAX COLLECTIONS - MAR.PDF](#)

[FINANCE DEPARTMENT REPORT - MAR.PDF](#)

[BUILDING PERMITS \(MARCH\).PDF](#)

[MARCHPD.PDF](#)

[MARCHFIRE.PDF](#)

[MARCHCODEENF.PDF](#)

[TOTAL RIDER\(CITY HALL\) DECEMBER 2021.PDF](#)

[TOTAL RIDER\(CITY HALL\) JANUARY 2022.PDF](#)

[TOTAL RIDER\(CITY HALL\) FEBRUARY 2022.PDF](#)

[TOTAL RIDER\(CITY HALL\) MARCH 2022.PDF](#)

[WATER \(MARCH\).PDF](#)

[AIRPORT \(MARCH\).PDF](#)

**D. MADC Quarterly Report**

Documents:

**E. Special Event Permit For DWU Graduation Reception On May 8, 2022**

- o Corn Palace Parking Lot Closure 8 AM to 5 PM

Documents:

[DWU GRADUATION SPECIAL EVENT STAFF REPORT.PDF](#)  
[DWU GRADUATION SPECIAL EVENT PERMIT.PDF](#)  
[LOCATION MAP FOR CORN PALACE PLAZA LOT.PDF](#)  
[INSURANCE\\_VERFICATION\\_2021\\_CORN PALACE.PDF](#)

**F. Raffle Permit**

*Mitchell Friends of NRA with the drawing to be held on September 10, 2022*

Documents:

[MITCHELL FRIENDS OF NRA.PDF](#)

**G. LWCF Grant Application For Development Of Pickleball Courts In Mitchell For Public Use**

Documents:

[AGENDA ITEM- REQUEST FORM LWCF GRANT.PDF](#)

**H. Set Date For Bid Opening 2:00 P.M., April 27, 2022 For Mitchell Landfill Cell #4 Project #2021-8**

Documents:

[STAFF REPORT REQUEST SET DATE FOR LANDFILL CELL 4 .DOC LATEST.PDF](#)

**I. Set Date For Hearings On May 2, 2022 For The Following Alcohol Licenses**

On the application of Big Friend Little Friend of the Mitchell Area for a Special Event Liquor/Malt Beverage License Located on Main Street for May 28, 2022 for the Memorial Weekend In Mitchell

On the application of Jlin Crafts LLC dba Board & Brush, 405 North Main, Mitchell for a new Retail (On-Off Sale) Malt Beverage & SD Farm Wine (does not include video lottery)

On the application of Jlin Crafts LLC dba Board & Brush, 405 North Main, Mitchell for a new Retail (On-Off Sale) Wine and Cider (does not include video lottery)

On the application to transfer RL-5757 Retail (On-Sale) Liquor License from Fredericksen Restaurant LLC dba Chef Louies, 601 E Havens, Mitchell to Austen LLC dba Corn Palace Inn, 1001 South Burr Street, Mitchell

On the application to transfer RW-7501 Retail (On-Off Sale) Wine and Cider License from Fredericksen Restaurant LLC dba Chef Louies, 601 E Havens, Mitchell to Austen LLC dba Corn Palace Inn, 1001 South Burr Street, Mitchell (Includes Lottery)

Documents:

SET DATE FOR HEARINGS STAFF.PDF  
BIG FRIEND LITTLE FRIEND APPLICATION.PDF  
JLIN CRAFTS LLC MALT BEV APPLICATION.PDF  
JLIN CRAFTS LLC WINE APPLICATION.PDF  
CORN PALACE INN 1.PDF  
CORN PALACE INN APPLICATION.PDF

#### **J. Approval Of Gasoline & Fuel Quotes**

Documents:

APRIL 18, 2022 MEETING.PDF  
APRIL 6, 2022 FUEL.PDF

#### **K. Pay Estimates 04-18-22**

Documents:

AGENDA REQUEST ITEM FOR PAY ESTIMATES 04-18-2022.PDF  
PAY ESTIMATE SCHEDULE 04-18-22.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 REGULAR DEPARTMENT PAYMENT REGISTER-041822.PDF

#### **7. Motion To Approve, Request Public Comment, Roll Call**

#### **8. 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.*

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

#### **10. Hearing And Action On An Application For Hotz**

Amy Hotz has applied for a conditional use permit to operate a Family Residential Daycare; located at 708 E 2<sup>nd</sup> Ave, legally described as Lot 9, Block 16 F M Greene Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single-Family Residential District.

Documents:

HOTZ-STAFF REPORT-BOA HEARING.PDF  
HOTZ-APPLICATION.PDF  
HOTZ-GIS.PDF  
HOTZ-NOTICE OF HEARING.PDF  
HOTZ-NEIGHBORS.PDF  
HOTZ-LETTERS FROM NEIGHBORS.PDF

#### **11. Hearing And Action On An Application For Lang**

Jasmyn Lang has applied for a conditional use permit to operate a Family Residential Daycare; located at 717 W Ash Ave, legally described as Lot 12, Block 10 of Railroad Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single-Family Residential District.

Documents:

[LANG-STAFF REPORT-BOA HEARING.PDF](#)  
[LANG-APPLICATION.PDF](#)  
[LANG-GIS.PDF](#)  
[LANG-NOTICE OF HEARING.PDF](#)  
[LANG-NEIGHBORS.PDF](#)

## **12. Hearing And Action On An Application For Hauser**

*Mike Hauser has applied for a variance for a combination of attached and detached accessory buildings of 3,270 square feet vs 2,000 square feet and height variance of 24' vs 22' for a new accessory building; located at 2021 W 23rd Ave, legally described as Lot A of Mason's Addition in the NE ¼ of Section 17, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota. The said real property is zoned R4 High Density Residential District.*

Documents:

[HAUSER-STAFF REPORT-BOA HEARING.PDF](#)  
[HAUSER-APPLICATION.PDF](#)  
[HAUSER-GIS.PDF](#)  
[HAUSER-NOTICE OF HEARING.PDF](#)  
[HAUSER-NEIGHBORS.PDF](#)

## **13. Hearing And Action On An Application For Mitchell Prehistoric Indian Village**

*Mitchell Prehistoric Indian Village has applied for a variance for a minimum front yard setback for a Historic Site building of 22' vs 30; located at 3200 Indian Village Road, legally described as Mitchell Prehistoric Indian Village Site in the NE ¼ of Section 9, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota. The said real property is zoned PL Public Lands District.*

Documents:

[MITCHELL PREHISTORIC INDIAN VILLAGE-STAFF REPORT-BOA HEARING.PDF](#)  
[MITCHELL PREHISTORIC INDIAN VILLAGE-APPLICATION.PDF](#)  
[MITCHELL PREHISTORIC INDIAN VILLAGE-GIS.PDF](#)  
[MITCHELL PREHISTORIC INDIAN VILLAGE-SITE PLAN.PDF](#)  
[MITCHELL PREHISTORIC INDIAN VILLAGE-NOTICE OF HEARING.PDF](#)  
[MITCHELL PREHISTORIC INDIAN VILLAGE-NEIGHBORS.PDF](#)

## **14. Action To Set Date For Board Of Adjustment Hearing 5-2-22**

Stephen Laughlin has applied for a variance for an accessory building to be located in the front yard; located at 925 E 7<sup>th</sup> Ave, legally described as Lot 4, Block 6, F.M. Greene Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

Documents:

[LAUGHLIN-APPLICATION.PDF](#)  
[LAUGHLIN-GIS.PDF](#)

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

**16. Hearing And Action On The Application Of The Corn Palace Shrine Club For A Special Event Liquor License Located At The Masonic Hall For April 30, 2022 For A Wedding Dance**

Documents:

[SET DATE FOR HEARINGS3.PDF](#)

[CP SHRINE 04 30 22.PDF](#)

**17. Action To Award Bid For 200-400 Blocks Of East 10th Avenue Utility Upgrade Project #2022-2**

Documents:

[200-400 BLK OF 10TH AVE UTILITY IMP. BID AWARD 2022-2 STAFF REPORT.PDF](#)

[2022-2 10TH AVE BID TAB.PDF](#)

**18. Special Event Application For The Beers & Gears Mountain Bike Race Event July 16, 2022**

- o Camp Arroya Rental

Documents:

[BEERS AND GEARS MOUNTAIN BIKE RACE SPECIAL EVENT STAFF REPORT.PDF](#)

[BEERS AND GEARS MOUNTAIN BIKE RACE SPECIAL EVENT PERMIT.PDF](#)

[BEERS AND GEARS LAKE MITCHELL TRAIL MAP.PDF](#)

**19. Action To Approve SD DOT Section 5339 Grant Funds Amendment For Vehicle Cameras**

Documents:

[AGENDA ITEM- SDDOT 5339 FUNDS AMENDMENT VEHICLE CAMERAS.PDF](#)

[SD DOT SECTION 5339 GRAND FUNDS AMENDMENT FOR VEHICLE CAMERAS.PDF](#)

**20. Action To Approve Agreement #A2022-15, Design Of Quince Street From Miller Street To Wisconsin Street Project #2022-7 With SPN**

Documents:

[A2022-15 QUINCE STREET AGREEMENT WITH SPN STAFF REPORT.PDF](#)

[E-500 AGREEMENT QUINCE STREET.PDF](#)

[QUINCE STREET DESIGN LOCATION MAP.PDF](#)

**21. Action To Approve Agreement #A2022-16, Construction Phase Services With Ducks Unlimited**

Documents:

[FIRESTEEL CREEK WETLAND STAFF REPORT CONSTRUCTION AGREEMENT WITH DUCKS](#)

[UNLIMITED A2022-16.PDF](#)

[SD-757-2 DU LAKE MITCHELL WETLANDS AGREEMENT.PDF](#)

**22. Action To Approve Resolution #R2022-19, Plat Of Lot 1 Of Moore's Addition In The SE 1/4 Of Section 9, T 104 N, R 60 W Of The 5th P.M., Davison County, South Dakota; As Requested By Ashton Connell**

Documents:

[RESOLUTION R2022-19-CONNELL-STAFF REPORT.PDF](#)  
[RESOLUTION R2022-19-CONNELL.PDF](#)  
[CONNELL-PLAT.PDF](#)  
[CONNELL-GIS.PDF](#)

**23. Second Reading And Hearing On Ordinance #O2022-06, Amending Woodland Heights Planned Unit Development**

Ethan Coop Lumber is requesting Lots 10-12, Block 5 of Woodland Heights Planned Development District be added to 10-9B-3 Subarea C. These 3 lots were never designated to a Subarea, the owner wishes to allow permitted uses of single-family dwellings and multi-family dwellings twelve (12) units or less (duplexes fit under multi-family dwellings).

Documents:

[ORDINANCE O2022-06-ETHAN COOP-WOODLAND HEIGHTS AMENDMENT-STAFF REPORT.PDF](#)  
[ORDINANCE O2022-06-ETHAN COOP-WOODLAND HEIGHTS AMENDMENT.PDF](#)  
[ETHAN COOP-WOODLAND HEIGHTS PUD.PDF](#)  
[ETHAN COOP-GIS.PDF](#)  
[ETHAN COOP-SITE PLANS.PDF](#)  
[ETHAN COOP-ORDINANCE O2022-06-NOTICE OF HEARING.PDF](#)  
[ETHAN COOP-NEIGHBORS.PDF](#)  
[ETHAN COOP-LETTER FROM NEIGHBOR-WILLIAMS.PDF](#)

**24. Motion To Adopt Ordinance #O2022-06, Request Public Comment, Roll Call**

**25. Second Reading On Ordinance #O2022-07, Supplemental Appropriations**

Documents:

[SUPPLEMENTAL ORDINANCE OVERVIEW.PDF](#)  
[O2022-07 SUPPLEMENTAL APPROPRIATIONS FOR FY 2022.PDF](#)  
[2022 SUPPLEMENTAL APPROPRIATION DETAILS.PDF](#)

**26. Motion To Adopt Ordinance #O2022-07, Request Public Comment, Roll Call**

**27. Action To Approve Designating Funds In General Fund Reserves**

Documents:

[REQUEST TO DESIGNATE FUNDS.PDF](#)

**28. Hearing And First Reading On Ordinance #O2022-05, Codifying And Amending BID 2**

Documents:

[AGENDA ITEM- ORDINANCE O2022-05, CODIFYING AND AMENDING BID 2.PDF](#)  
[ORDINANCE O2022-05, CODIFYING AND AMENDING BID 2.PDF](#)

**29. Adjourn**

**30. FOR COUNCIL INFORMATION: Planning Commission Unsigned Minutes 4-11-22**

Documents:

[PLANNING COMMISSION UNSIGNED MINUTES 4-11-22.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 or the City Administrator.