

City Council Agenda
City Council Chambers, City Hall, 612 N. Main Street
September 7, 2021

1. 6:00 P.m. Call To Order

2. Pledge Of Allegiance

3. Invocation: New Home/St. Mary's

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:

[COUNCIL MINUTES 08 16 2021.PDF](#)
[SPECIAL COUNCIL MINUTES 08 30 2021.PDF](#)
[WORK SESSION MINUTES 08 30 2021.PDF](#)

B. Committee Reports

Documents:

[PLANNING COMMISSION SIGNED MINUTES 8-9-21.PDF](#)
[COMMUNITY SERVICES AUGUST 2021 ADVISORY BOARD MEETING MINUTES.PDF](#)

C. Acceptance Of West Nile Grant Funds

Documents:

[AGENDA ITEM REQUEST - ACCEPT WEST NILE GRANT FUNDS.PDF](#)
[MITCHELL.PDF](#)

D. Acceptance Of Section 5310 CRRSAA Grant Funds

Documents:

[AGNEDA REQUEST SD DOT CRRSAA GRANT FUNDS.PDF](#)
[SD DOT CRRSAA GRANT FUNDS.PDF](#)

E. Automatic Supplement To Parks-Recreation Center From Grant Funds In The Amount Of \$550.00

Documents:

[AGENDA ITEM REQUEST - AUTO SUPPLEMENT DEPARTMENT OF HEALTH 9.7.21.PDF](#)
[SUPPLEMENTAL APPROPRIATION - DEPARTMENT OF HEALTH 9.7.21.PDF](#)

F. Surplus Seated Leg Press Machine To Be Donated To Bridgwater/Emery School District

Documents:

[AGENDA ITEM REQUEST - DONATION.PDF](#)

G. Fireworks Permit For The Kernel Bowl To Be Held On September 11, 2021

Documents:

[STAFF REPORT REQUEST FOR KERNEL BOWL FIREWORKS PERMIT.PDF](#)
[2021 MITCHELL KERNEL BOWL DISPLAY PERMIT APPLICATION PG.1.PDF](#)
[2021 CITY-OF-MITCHELL_ALL-STAR-FIREWO_20-21-BASIC-CER_7-26-2021_508420902.PDF](#)

H. Property Tax Abatements For 2020 Taxes Payable 2021

Documents:

[STAFF ABATEMENTS.PDF](#)
[REINER APPLICATION.PDF](#)
[REINER APPLICATION1.PDF](#)

I. Raffle Permits

301 Rodz with the drawing to be held on September 25, 2021

DWU Volleyball with the drawing to be held on October 20, 2021

Corn Palace Shrine Club with the drawing to be held on October 29, 2021

MTC Mavericks Rodeo Team with the drawing to be held on November 20, 2021

Mitchell Skating and Hockey with the drawing to be held in January 2022

Department of SD VFW with the drawing to be held on June 10, 2022

Documents:

[301 RODZ RAFFLE.PDF](#)
[DWU VOLLEYBALL RAFFLE.PDF](#)
[CORN PALACE SHRINE CLUB RAFFLE.PDF](#)
[MTC MAVERICKS RODEO TEAM RAFFLE.PDF](#)
[MITCHELL SKATING AND HOCKEY RAFFLE.PDF](#)
[DEPT OF SD VFW RAFFLE.PDF](#)

J. Change Order #1 To Schoenfelder Construction For 600 Block North Davison Utilities Project #2021-38

Documents:

[DAVISON STREET CHANGE ORDER NO. 1 - STAFF REPORT.PDF](#)
[CHANGE ORDER NO. 1 - 600 BLOCK NORTH DAVISON STREET UTILITY UPGRADE.PDF](#)

K. Set Date For Hearing On September 20, 2021 For Tax Levies To Be Certified To County Auditor

Documents:

[STAFF REPORT-TAX LEVIES.PDF](#)

L. Set Date For Public Hearing On September 20, 2021 For The Mitchell Water System Improvements SRF Application

Documents:

M. Set Date 1:30 P.M., October 14, 2021 For Bid Opening For Cemetery 3 Year Hayland Lease For Years 2022-2023-2024, Project #2022-5

Documents:

[SET DATE FOR CEMETERY HAYLAND BID OPENING - STAFF REPORT.PDF](#)

N. Approval Of Gasoline & Fuel Quotes

Documents:

[SEPTEMBER 7, 2021 MEETING.PDF](#)

[AUGUST 26, 2021 FUEL.PDF](#)

O. Pay Estimates 09-07-2021

Documents:

[PAY ESTIMATES 09-07-2021 STAFF REPORT.PDF](#)

[PAY ESTIMATE SCHEDULE 09-07-2021.PDF](#)

P. 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-090721.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 And Action On An Application For John & Lisa Mentele

John & Lisa Mentele have applied for a front-yard variance of 21 feet vs 25 feet as required for construction of a house addition at 1206 W Hanson Ave, legally described as Lot 9 of Western Heights Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R3 Medium Density Residential District.

Documents:

[MENTELE VARIANCE PERMIT -STAFF REPORT -BOA HEARING.PDF](#)

[MENTELE -APPLICATION.PDF](#)

[MENTELE -NOTICE OF HEARING.PDF](#)

[MENTELE -NEIGHBORS.PDF](#)

[MENTELE -LETTERS FROM NEIGHBORS.PDF](#)

[MENTELE -GIS.PDF](#)

10. Hearing And Action On An Application For Timaysha Enfield

Timaysha Enfield has applied for a conditional use permit to operate a family residential daycare center in her home at 1318 W Ash St, legally described as Lots 7 & 8, Block 6, Potters Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single-Family Residential District.

Documents:

[ENFIELD CONDITIONAL USE PERMIT-STAFF REPORT-BOA HEARING.PDF](#)
[ENFIELD-APPLICATION.PDF](#)
[ENFIELD-NOTICE OF HEARING.PDF](#)
[ENFIELD-NEIGHBORS.PDF](#)
[ENFIELD-LETTERS FROM NEIGHBORS.PDF](#)
[ENFIELD-GIS.PDF](#)

11. Hearing And Action On An Application For Boyd Reimnitz-TABLE To 9-20-21

Boyd Reimnitz has applied for a front-yard variance of 7 feet vs 25 feet as required for construction of an attached garage at 719 S Edmunds St and the application was tabled at the July 26th Planning Commission meeting and August 2nd Board of Adjustment hearing. Boyd Reimnitz has changed his application to a front-yard variance of 19 feet vs 25 feet for a front entry addition, legally described as Lots 5 & 6, Block 9, Van Eps 2nd Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

Documents:

[REIMNITZ VARIANCE PERMIT -STAFF REPORT-BOA HEARING-TABLE.PDF](#)
[REIMNITZ-APPLICATION REVISED.PDF](#)
[REIMNITZ-NOTICE OF HEARING.PDF](#)
[REIMNITZ-NEIGHBORS.PDF](#)
[REIMNITZ-LETTERS FROM NEIGHBORS-ORIGINAL.PDF](#)
[REIMNITZ-GIS.PDF](#)

12. Hearing And Action On An Application For Faith Missionary Church-TABLE To 9-20-21

Faith Missionary Church has applied for a variance of the following:

1. West side yard setback of 0' vs 3' on Lot 3 & E 33' of Lot 4 in Block 3 of Gleasons Addition.
2. East side yard setback of 0' vs 3' on Lot 4 except the E 33' & Lot 5 in Block 3 of Gleasons Addition.
3. Rear yard setback of 20' vs 25' on both above parcels.

All for an addition of a 38' x 57' building crossing parcels lines located at 1025 E 6th St legally described as Lot 4 except the E 33' & Lot 5 in Block 3 of Gleasons Addition, City of Mitchell, Davison County South Dakota and Lot 3 & E 33' of Lot 4 in Block 3 of Gleasons Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R4 High Density Residential District.

Documents:

[FAITH MISSIONARY CHURCH- VARIANCE PERMIT -STAFF REPORT-BOA HEARING.PDF](#)
[FAITH MISSIONARY CHURCH-APPLICATION.PDF](#)
[FAITH MISSIONARY CHURCH-NOTICE OF HEARING.PDF](#)

[FAITH MISSIONARY CHURCH-NEIGHBORS.PDF](#)
[FAITH MISSIONARY CHURCH-LETTERS FROM NEIGHBORS.PDF](#)
[FAITH MISSIONARY CHURCH-GIS.PDF](#)

13. Action To Set Date For Board Of Adjustment Hearing 9-20-21

Brooke Hartman has applied for a conditional use permit to operate a family residential daycare center in her home at 317 E 4th Ave, legally described as Lot 2, Block 27, Original Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single-Family Residential District.

Documents:

[HARTMAN CONDITIONAL USE PERMIT -STAFF REPORT-BOA SET DATE.PDF](#)

14. Action To Set Date For Board Of Adjustment Hearing 9-20-21

Stacy Nettinga has applied for a rear-yard variance of 0 feet vs 3 feet as required for construction of a garage addition at 204 W 11th Ave, legally described as Lot 11, Block 29, Capital Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single-Family Residential District.

Documents:

[NETTINGA VARIANCE PERMIT -STAFF REPORT-BOA SET DATE.PDF](#)

15. Action To Set Date For Board Of Adjustment Hearing 9-20-21

George Morgan has applied for a side-yard variance of 0 feet vs 3 feet as required for enclosing an existing non-conforming carport at 414 N Davison St, legally described as Lot 6A & W ½ of Lot 5A, Block 30, Cooley & Guernsey Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single-Family Residential District.

Documents:

[MORGAN-VARIANCE PERMIT -STAFF REPORT-BOA SET DATE.PDF](#)

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

17. Hearings And Actions On The Following Alcohol License Applications

- a. On the application of the Corn Palace Shrine Club for a Special Event Liquor License located at The Masonic Hall for September 11, 2021 for a wedding

- b. On the application of the Corn Palace Shrine Club for a Special Event Liquor License located at The Masonic Hall for September 18, 2021 for a wedding

- c. On the application of the Palace City Lions for a Special Event Liquor License located at the DWU Sherman Center for September 24, 2021 for the DWU Alumni Blue & White Unite

Documents:

[STAFF REPORT FOR HEARINGS.PDF](#)
[CP SHRINE CLUB 9 11 21 APPLICATION.PDF](#)
[CP SHRINE CLUB 9 18 21 APPLICATION.PDF](#)
[PALACE CITY LIONS APPLICATION.PDF](#)

18. Award Bid For Sidewalk And Curb & Gutter Project For The SDDOT Utility Upgrade Project #2021-55

Documents:

[2021-55 BID AWARD SDDOT STAFF REPORT.PDF](#)
[2021-55 BID TAB ON NOREWAY SIDEWALK FROM EDGERTON TO OHLMAN WITH DOT.PDF](#)
[SDDOT PROJECT FIGURE.PDF](#)

19. Action To Approve Acceptance Of Section 5339 Grant Funds

Documents:

[AGENDA ITEM- SD DOT VEHICLE GRANT FUNDS \(003\).PDF](#)
[BUS AGREEMENT.PDF](#)

20. Action To Approve Agreement #A2021-46, Mitchell Municipal Airport Aerial Applicator Agreements (Updated Terms)

Documents:

[MITCHELL MUNICIPAL AIRPORT AERIAL APPLICATOR AGREEMENT A2021-46 UPDATE STAFF REPORT \(002\).PDF](#)
[AERIAL APPLICATORS AGREEMENT A2021-46.PDF](#)

21. Action To Approve Agreement #A2021-47, Easement Agreement With NorthWestern For Underground Utility

Documents:

[EASEMENT AGREEMENT A2021-47 WITH NORTHWESTERN FOR UNDERGROUND UTILITY STAFF REPORT.PDF](#)
[ELECTRIC UTILITY EASEMENT AGREEMENT.PDF](#)
[SURVEYORS AFFIDAVIT.PDF](#)
[NORTHWESTERN EASEMENT AT AIRPORT LOCATION MAP.PDF](#)
[AIRPORT ELECTRICAL EASEMENT LOCATION MAP.PDF](#)

22. Action To Approve Agreement #A2021-49, Coronavirus Local Fiscal Recovery Fund Financial Assistance Agreement And Assurances Of Compliance With Title VI Of The Civil Rights Act

Documents:

[STAFF REPORT-LOCAL FISCAL RECOVERY FUNDS.PDF](#)
[FINANCIAL ASSISTANCE AGREEMENT.PDF](#)
[ASSURANCES OF COMPLIANCE.PDF](#)

23. Action To Approve Agreement #A2021-51, Corn Palace Renovation Study With Schemmer Associates Inc. (Project #2021-44)

Documents:

[A2021-51 CORN PALACE RENOVATION PLANNING. STAFF REPORT DOCX.PDF](#)
[MITCHELL CORN PALACE PROPOSAL 9.7.21 - COUNCIL.PDF](#)

24. Action To Approve Agreement #A2021-52, Hydro-Klean For Sewer Lining (Project #2021-12)

Documents:

[AGREEMENT WITH HYDRO KLEAN FOR SEWER LINING STAFF REPORT.PDF](#)

[AGREEMENT 2021-52 24 INCH LINING PROPOSAL DRY RUN CREEK.PDF](#)
[SEWER LINER HYDRO KLEAN LLC PROJECT LOCATION.PDF](#)

25. Hearing And Action To Approve Resolution #R2021-48, Levying Business Improvement District #3 Special Assessments For 2021-2022

Documents:

[STAFF REPORT - BID 3 2021 -2022.PDF](#)
[R2021 -48.PDF](#)
[2021 NOH-BID 3 RESOLUTION.PDF](#)

26. Action To Approve Resolution #R2021-59, Accepting Solid Waste Management Program Grant From State Of South Dakota For Landfill Cell #4 And Authorizing Mayor To Sign All Documents

Documents:

[RESOLUTION R2021 - DANR WASTE MANAGEMENT PROGRAM GRANT FOR CELL NO. 4 STAFF REPORT.PDF](#)
[MITCHELL RESOLUTION DANR GRANT FOR LANDFILL R2021 -59-.PDF](#)

27. Adjourn

28. FOR COUNCIL INFORMATION: Planning Commission Unsigned Minutes 8-23-21

Documents:

[PLANNING COMMISSION UNSIGNED MINUTES 8-23-21.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.