

**REGULAR MEETING OF THE CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
MITCHELL, SOUTH DAKOTA**

**January 6, 2020
6:00 P.M.**

PRESENT: Dan Allen, Marty Barington, John Doescher, Kevin McCardle, Steve Rice,
Dan Sabers, Jeffrey Smith, Susan Tjarks

ABSENT:

PRESIDING: Mayor Bob Everson

AGENDA:

Moved by McCardle, seconded by Barington, to approve the following items on the consent agenda.

- a. City Council Minutes
 1. City Council December 16, 2019.
- b. Committee Meeting Minutes
 1. Planning Commission December 9, 2019.
- c. Raffle Permits
 1. Heart & Sole with the drawing to be held on February 1, 2020,
 2. Mitchell Area Safehouse with the drawing to be held on March 27, 2020,
 3. Heart & Sole with the drawing to be held on June 19, 2020, and
 4. Palace City Pedalers Tour De Corn Inc. with the drawing to be held on August 15, 2020.
- d. Daily Republic as the Official Newspaper for the City of Mitchell 2020.
- e. Approve Change Order #1 for Sidewalk "Schedule B" Project #2019-4 increasing contract amount by \$1,244.64 for modifications made to the project to Top Grade Concrete, adjust contract amount to \$37,870.74.
- f. Approve Change Order #1 for Sidewalk "Schedule C" Project #2019-4 increasing contract amount by \$762.00 for modifications made to the project to Top Grade Concrete, adjust contract amount to \$27,437.79.
- g. Approve Change Order #1 for Sidewalk "Schedule D" Project #2019-4 increasing contract amount by \$0.00 to adjust the contract amount to reflect installed quantities to Top Grade Concrete, adjust contract amount to \$13,692.43.
- h. Approve Change Order #1 for Sidewalk "Schedule E" Project #2019-4 increasing contract amount by \$1,395.25 for modifications made to the project to Top Grade Concrete, adjust contract amount to \$71,224.84.
- i. Set date on January 21, 2020 for hearing on the application to transfer RB-2842 Retail (On-Off Sale) Malt Beverage License from I-90 Fuel Services Inc dba I-90

Travel Plaza #101, 1821 S Burr St, Suite A, Mitchell to Holiday Stationstore #490, 1821 S Burr St, Mitchell.

- j. Volunteer Board Appointment
 - 1. To appoint Katie Olsen to the Community Services board (representing MVP) to fill an unexpired term January 2020-July 2021.
- k. Pay Estimates 01-06-2020
 - Pay Estimate #1 in the amount of \$6,251.19 for 2018 Airport Pavement Maintenance-City Share contracted to SDDOT-Air-Rail-Transit,
 - Pay Estimate #58 in the amount of \$4,729.20 for E. Central Drainage-Phase I-SS #2018-39 contracted to SPN & Associates,
 - Pay Estimate #59 in the amount of \$3,250.00 for E. Central Drainage-Phase I-SS #2018-39 contracted to SPN & Associates,
 - Pay Estimate #60 in the amount of \$700.00 for E. Central Drainage-Phase I-Water #2018-39 contracted to SPN & Associates,
 - Pay Estimate #61 in the amount of \$1,300.00 for E. Central Drainage-Phase I-WW #2018-39 contracted to SPN & Associates,
 - Pay Estimate #7 in the amount of \$279,065.26 for E. Central Drainage-Phase I #2018-39 contracted to Menning Backhoe, LLC,
 - Pay Estimate #5 in the amount of \$7,689.60 for Water Supply Needs Study #2018-38 contracted to Infrastructure Design Group,
 - Pay Estimate #43 in the amount of \$1,450.00 for Sanborn Phases II & III-Water #2019-22 contracted to SPN & Associates,
 - Pay Estimate #44 in the amount of \$15,990.00 for Sanborn Phases II & III-WW & SS #2019-22 contracted to SPN & Associates,
 - Pay Estimate #45 in the amount of \$4,668.90 for Sanborn Phases II & III-WW & SS #2019-22 contracted to SPN & Associates,
 - Pay Estimate #9 in the amount of \$270,865.60 for Sanborn Phases II & III #2019-22 contracted to H&W Contracting, LLC,
 - Pay Estimate #3 in the amount of \$13,056.20 for Dry Run Creek Analysis #2019-33 contracted to Infrastructure Design Group,
 - Pay Estimate #3 in the amount of \$3,812.20 for Water Model Design-Mitchell #2019-45 contracted to Infrastructure Design Group,
 - Pay Estimate #4 in the amount of \$9,128.35 for Corn Palace Plaza Phase II #2019-48 contracted to Confluence,
 - Pay Estimate #7 in the amount of \$386.35 for Burr Street Median Landscape #2019-51 contracted to Confluence,
 - Pay Estimate #1 in the amount of \$1,522.50 for Sunnyside & University Storm Water Study #2020-8 contracted to McLaury Engineering, Inc, and
 - Pay Estimate #2 in the amount of \$1,950.00 for Sunnyside & University Storm Water Study #2020-8 contracted to McLaury Engineering, Inc.
- 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

PAYROLL DECEMBER 1, 2019 – DECEMBER 14, 2019-City Council \$3,106.48, Mayor \$1,292.65, City Administrator \$5,008.15, Attorney \$4,037.15, Finance \$13,601.70, Human Resources \$3,527.96, Municipal Building \$3,447.32, Information Technology \$2,496.07, Police \$75,250.41, Traffic \$4,255.03, Fire \$47,766.38, Street \$37,506.37, Public Works \$23,379.27, Cemetery \$3,766.39, Emergency Medical Services \$11,383.06, Library \$14,590.31, Recreation & Aquatics \$5,816.37, Recreation Center \$16,801.55, Sports Complexes \$11,718.07, Parks \$9,434.49, Supervision \$5,225.01, E911 \$22,637.91, RSVP \$5,615.25, Palace Transit \$21,368.28, JVCC \$1,484.00, Nutrition \$1,050.88, Water Distribution \$10,524.29, Sewer \$13,070.42, Airport \$2,849.18, Waste Collection \$11,605.01, Landfill \$8,749.87, Corn Palace \$20,133.02, Golf Course \$5,573.49.

PAYROLL DECEMBER 15, 2019 – DECEMBER 28, 2019- City Council \$3,153.60, Mayor \$1,312.04, City Administrator \$5,066.46, Attorney \$4,210.23, Finance \$13,801.71, Human Resources \$3,679.23, Municipal Building \$3,300.34, Information Technology \$2,558.46, Police \$72,495.57, Traffic \$4,156.26, Fire \$50,973.14, Street \$28,858.02, Public Works \$22,042.44, Cemetery \$3,766.41, Emergency Medical Services \$12,166.09, Library \$15,197.23, Recreation & Aquatics \$6,169.30, Recreation Center \$14,757.35, Sports Complexes \$11,120.93, Parks \$9,215.84, Supervision \$5,376.10, E911 \$23,481.17, RSVP \$5,749.88, Palace Transit \$19,534.66, JVCC \$1,431.00, Nutrition \$824.27, Water Distribution \$10,029.48, Sewer \$13,048.21, Airport \$3,030.15, Waste Collection \$10,343.68, Landfill \$8,298.70, Corn Palace \$24,698.55, Golf Course \$5,719.10.

SALARY ADJUSTMENTS:

AIRPORT: Michael Scherschligt-\$29.679.

CORN PALACE: Gary Walton-\$21.267.

WATER: Kevin Sibson-\$22.623.

E-911: Kelsey Braun-\$18.789, Juan'l Whitley-\$18.789.

FIRE DEPARTMENT: Glenn Cacaro-\$19.309, Joe Dolezal-\$24.427.

PALACE TRANSIT: Jacque High-\$18.107.

STREET DEPARTMENT: Dan London-\$19.496, Jason Dicus-\$20.236, Jeffrey Hurt-\$22.068.

RECREATION CENTER: Thomas Gullledge-\$26.564.

POLICE DEPARTMENT: Peter Arnold-\$27.909.

NEW HIRES:

CORN PALACE: Reed Renken-\$9.85, Kiel Nelson-\$10.85, Brooklyn Jarding-\$9.35.

RECREATION CENTER: Allison Gukeisen-\$9.85, Jayda Walton-\$9.85.

SPORTS COMPLEXES: Madalyn Anderson-\$9.85.

JANUARY 1, 2020 SALARIES:

The following is a listing of the salaries for elected officials and full time employees of the City of Mitchell for the year 2020. Please note that salaries are shown as hourly wages unless the individual fills an exempt position:

COUNCIL: Daniel Allen-\$10,249.25, Marty Barington-\$10,249.25, John Doescher-\$10,249.25, Kevin McCardle-\$10,249.25, Steven Rice-\$10,249.25, Dan Sabers-\$10,249.25 Jeffrey Smith-\$10,249.25, Susan Tjarks-\$10,249.25.

MAYOR: Bob Everson-\$34,113.00.

CITY ADMINISTRATOR: Stephanie Ellwein-\$131,728.00

ATTORNEY: Justin Johnson-\$109,466.00.

FINANCE: Michelle Bathke-\$96,738.00, Michele DeVries-\$22,193, Sandi Hieb-\$22,457, Marilyn Jansen-\$21,635, Janice Peterson-\$22,457, Cindy Roth-\$71,107.00.

PUBLIC WORKS: Kyle Croce-\$116,481.00, Joseph Galpin-\$25,396, Deb Hanson-Sudbeck-\$21,648, John Hegg-\$30,570, Terry Johnson-\$88,898.00, Cathy Krall-\$21,906, Wade London-\$24,788, Neil Putnam-\$74,707.00, Joseph Schroeder-\$92,048.00

HUMAN RESOURCES: Billie Kelly-\$95,660.00.

BUILDING MAINTENANCE: Dennis Geidel-\$21,906, Glenn Grohmann-\$20,586.

INFORMATION TECHNOLOGY: Andrew Schneider-\$32,137.

POLICE DEPARTMENT: Peter Arnold-\$28,746, John Badker-\$28,755, Andrew Becker-\$26,352, Bradley Buysse-\$32,117, Logan Crown-\$24,773, Ryan Erickson-\$34,603, Donald Everson-\$81,444.00, Dan Fechner-\$29,106, Sawyer Gibson-\$29,443, Nicholas Jongeling-\$32,117, Dean Knippling-\$33,337, Dan Kopfman-

\$28.755, Mike Koster-\$90,967.00, Brian Larson-\$28.391, Kelly Loudenburg-\$28.400, William Lutjen-\$24.773, Patrick Marler-\$28.755, Kyle McLaughlin-\$26.035, Cindy Mentele-Titze-\$21.635, Patrick Oleson-\$29.115, Glen Still-\$104,160.00, David Sarne-\$24.773, Crystal Reitzel-\$20.093, Casey Tegethoff-\$27.023, Paul Wilson-\$28.755, Niko Arnold-\$24.165, Mandy Juhnke-\$24.165, Justin Stoltenburg-\$24.165, Tyler Urban-\$24.165.

TRAFFIC: Dick Figland-\$29.115, Joshua Harvey-\$22.179.

FIRE DEPARTMENT: Justin Adams-\$20.401, Tiffany Boehmer-\$19.643, Glenn Cacaro-\$19.888, Chad Cody-\$21.695, Zach Dalrymple-\$21.967, Joseph Degen-\$22.241, Joseph Dolezal-\$25.160, Daniel Esh-\$17.576, Matt Geidel-\$17.576, Marius Laursen-\$84,434.00, Brandon Manchester-\$19.400, Matt Rector-\$19.400, Luke Ruml-\$20.401, Shannon Sandoval-\$29.811, Thomas Schaffner-\$20.401, Andrew Shank-\$21.695, Scott Tschetter-\$18.243, Ben Vanden Hoek-\$25.160, Mark White-\$20.401, Abigail Hofer-\$19.161,

EMS: Dakota Gamber-\$19.161, Erika Helleloid-\$21.906, Daniel Pollreisz-\$23.645, Ashly Perez-Franco-\$19.161, McKenzy Young-\$17.576.

STREET: Steve Anderson-\$30.192, Craig Fuerst-\$25.419, Travis Geidd-\$20.081, Randy Hanten-\$25.419, Nathan Hegg-\$27.695, Kevin Hughes-\$23.309, Jeff Hurt-\$22.730, Troy Kokesh-\$25.419, Dan London-\$20.081, Luke Nagel-\$20.081, Pam Punt-\$21.648, Kevin Roth-\$79,397.00, Dale Star-\$21.628, Jason Tuttle-\$25.105, Scott Kaiser-\$18.878.

GOLF COURSE: Jason Gunnare-\$28.024, Kevin Thurman-\$92,104.00.

CEMETERY: Aaron Willis-\$26.035, Scott Ziebart-\$22.457.

LIBRARY: Jacqueline Hess-\$81,394.00, LaJeane Jons-\$23.881, Cynthia Meinen-\$26.360, Jean Patrick-\$25.082, Sandra Spanos-\$29.097, Zackery North-\$21.892.

RECREATION & AQUATICS: Kevin DeVries-\$74,729.00, Jamie Henkel-\$28.400.

PARKS: Bradley Gates-\$23.295, Cody Pohlen-\$20.586, Steven Roth-\$68,506.00, Shane Taylor-\$20.081, Alexander Young-\$20.332.

RECREATION CENTER: Todd Cavanaugh-\$25.713, Christina Cranny-\$21.381, Thomas Gullede-\$27.361, Joseph Haiar-\$23.309.

SPORTS COMPLEXES: Brian Anderson-\$20.844, Daniel Dobesh-\$62,025.00, Jeremy Nielsen-\$25.098, Roger Prewett II-\$20.844, Tyler Vetch-\$20.844.

PARKS, RECREATION & FORESTRY SUPERVISION: Angel DeWaard-\$21,906, Nathan Powell-\$95,543.00.

MITCHELL VOLUNTEER PROGRAM: Amy Hurt-\$23,586, Jessica Pickett-\$88,735.00.

PALACE TRANSIT: Patti Goudy-\$19,845, Kenyon Graves-\$19,358, Wanda Graves-\$21,381, JoLynn Hanson-\$74,729.00, Jacquelyn High-\$18,650, Karol Iburg-\$19,358, Jaelyn Larson-\$20,844, Einar Petersen-\$18,420, Don Trebil-\$18,193, Jonathan Gamber-\$17,968.

E-911: Mary Aronson-\$24,504, Kelsey Braun-\$19,352, Kathy Brink-\$24,811, Kyleena Dumas-\$24,202, Gerald Fradet-\$24,811, Heather Merry-\$18,878, Juan'l Whitley-\$19,352, Dawn Niehoff-\$60,540.00, Ryan Titze-\$24,811, Debbie Vaughn-\$24,504, Hannah Willis-\$19,114.

UTILITIES: Brian Daughters-\$24,788, Jonathan Rehfeldt-\$21,361, Loren Skinner-\$30,211, Jon Vermeulen-\$82,412.00, Eugene Wagaman-\$30,211.

WATER DISTRIBUTION: Tylor Peterson-\$30,211, Kerry Plooster-\$27,040, Darin Richey-\$20,332, Thomas Schuman-\$23,586, Kevin Sibson-\$23,302, Tommy Holleman-\$18,193.

AIRPORT: Michael Scherschlight-\$30,570.

WASTE COLLECTION: Jason Dicus-\$20,844, Michael Dufek-\$25,105, Travis Hohrman-\$21,098, David Schulte-\$23,316, Troy Sipes-\$22,744.

LANDFILL: Megan Davids-\$20,599, Clayton Moore-\$25,105, Travis Platt-\$21,111, Jaylon Tollefson-\$29,097, Stephen Laughlin-\$20,837

CORN PALACE: Kathy Hanks-\$18,431, Jeff Hanson-\$25,396, Jeri Mickelson-\$66,000.00, Diane Mutziger-\$19,857, Doug Greenway-\$83,391.00, Gary Walton-\$21,906.

WARRANTS: A & B Business Solutions, Contract Services-\$4,603.87; A-Ox Welding Supply, Supplies-\$188.52; AAA Collections, Contract Services-\$158.80; AAA Lawn Care and Maintenance, Supplies-\$18.78; Adam Fosness, Contract Service-\$1,065.00; Advance Auto Parts, Repairs-\$49.98; AFSCME Council 65, Union Dues-\$589.45; AIA, Supplies-\$188.21; Alex Young, Reimbursement-\$45.00; Alignment X-Perts, Repair-\$25.00; Amazon Capital Services, Supplies-\$199.95; American Library, Dues-\$300.00; Ameripride Services, Supplies-\$489.26; Andrew Schneider, Reimbursement-\$45.00; Apple Books, Book-\$80.03; Assetworks, Maintenance-\$1,000.00; AT&T Mobility, Utilities-\$8,695.41; Auto Body Specialties, Supplies-\$172.44; Avera Occupational Medicine, Contract

Service-\$353.08; Avera Queen of Peace Hospital, Supplies-\$166.35; Bailey Metal Fabricators, Repairs-\$12.54; Big Daddy D's, Contract Services-\$5,008.50; Billie Kelly, Reimbursement-\$45.00; Blackstone Publishing, Supplies-\$34.95; Boyer Trucks Sioux Falls, Supplies-\$191.55; Brad Gates, Reimbursement-\$45.00; Break Time Portables, Rentals-\$450.00; Brian Andersen, Reimbursement-\$45.00; Buxton, Final Payment-\$5,000.00; BX Civil & Construction, Deposit Refund-\$1,500.00; C & B Operations, Supplies-\$1,633.12; Campbell Supply, Supplies-\$1,378.19; Caribbean Crème, Supplies-\$2,499.00; Carquest Auto Parts, Supplies-\$394.73; CDW Government, Supplies-\$825.00; Center Point Large Print, Books-\$89.28; Central Electric, Supplies-\$17.22; Centurion Technologies, Renewals-\$160.00; Century Link, Utilities-\$1,288.56; CHR Solutions, Postage-\$2,909.51; City of Mitchell, Utilities-\$4,847.00; City of Mitchell, Alcohol Task Force-\$1,000.00; Civicplus, Annual Fees-\$10,068.93; Coca Cola Bottling, Supplies-\$464.80; Cody Pohlen, Reimbursement-\$45.00; Commercial Asphalt/Spencer Quarries, Supplies-\$1,405.60; Confluence, 2019-48 P.E. #4-\$9,514.70; Conrad Repair, Repairs-\$143.82; Cook Implement, Supplies-\$264.87; Core & Main, Supplies-\$730.83; Core-Mark Midcontinent, Supplies-\$4,063.04; Corn Palace, Bull Ride Pay Out-\$6,445.40; Corn Palace Concessions, Supplies-\$12.00; Corporate Translation Service, Translation Service-\$10.79; Credit Collections Bureau, Garnishment-\$247.62; Crystal Reitzel, Supplies-\$117.89; Daily Republic, Renewal-\$223.08; Dak Tech, Supplies-\$785.00; Dakota Fluid Power, Supplies-\$940.13; Dakota Pump, Supplies-\$118.04; Dakota Retail Technologies, Repairs-\$125.00; Dakota Supply Group, Supplies-\$1,091.60; Dan London, Reimbursement-\$120.00; Daniel Dobesh, Reimbursement-\$45.00; David Sarne, Supplies-\$94.99; Dennis Geidel, Reimbursement-\$45.00; Department of Environment & Natural Resources, Renewal-\$114.00; Department of Environment and Natural Resources, Discharge Permit-\$15,500.00; Department of Social Services, Child Support-\$2,502.34; Dick's Towing, Police Tow-\$375.00; Doug Greenway, Reimbursement-\$30.00; Dougherty & Company, Professional Service-\$900.00; Eric Hieb, Reimbursement-\$4,362.86; Farmers Alliance, Supplies-\$3,293.67; Fastenal, Supplies-\$170.46; Fedex, Professional Service-\$13.76; Findaway World, Books-\$288.92; First Dakota National Bank, TID Payments-\$229,619.69; First National Bank Omaha, Loan Payment-\$5,894.88; Fischer, Rounds & Associates, Boiler Insurance-\$5,245.00; Flexible Pipe Tool, Repairs-\$2,708.30; Forum Communications, Advertising-\$92.40; Frontier Precision, Registration-\$100.00; Fuller Williamson Nelsen & Preheim, Professional Fees-\$3,180.50; Future IQ Partners, Professional Service-\$13,300.00; Gary Walton, Reimbursement-\$45.00; Glenn Grohman, Reimbursement-\$45.00; Goverlan, Maintenance-\$220.00; Graham Tire, Supplies-\$403.50; Great Western Bank, Loan Payment-\$171,849.05; H & W Contracting, 2019-22 P.E. #9-\$270,865.60; Harlow's Bus Sales, Supplies-\$33.85; Harve's Sport Shop, Supplies-\$21.99; Henry Schein, Supplies-\$358.92; Howes Oil, Supplies-\$15,504.42; International Association of Fairs, 2020 Dues-\$190.00; Ican, Advertising-\$1,150.00; IRMA Membership Renewals, Renewal-\$1,053.90; Infrastructure Design Group, 2018-38 P.E. #5-\$24,558.00; Innovative Office

Solution, Supplies-\$366.07; Integrity Transcription, Transcribing Service-\$252.45; Interstate Office Products, Supplies-\$15.58; Iverson Chrysler Center, Rental-\$49.95; Jacki Larson, Reimbursement-\$45.00; Jamie Henkel, Reimbursement-\$45.00; Jaylon Tollefson, Reimbursement-\$45.00; JCL Solutions, Supplies-\$221.50; Jeff Hanson, Reimbursement-\$45.00; Jeri Mickelson, Reimbursement-\$45.00; Jessica Pickett, Travel-\$178.24; Joe Galpin, Reimbursement-\$45.00; Joe Haiar, Reimbursement-\$45.00; Joe Schroeder, Reimbursement-\$45.00; John Hegg, Reimbursement-\$123.00; Johnson Controls, Repairs-\$5,425.07; Jolynn Hanson, Reimbursement-\$45.00; Jon Vermeulen, Reimbursement-\$45.00; Jones Supplies, Supplies-\$1,119.55; Kathy Hanks, Reimbursement-\$45.00; Kevin Devries, Reimbursement-\$45.00; Kevin Roth, Reimbursement-\$45.00; Kim Burg, Travel-\$305.00; Krohmer Plumbing, Maintenance-\$720.29; Kyle Croce, Reimbursement-\$45.00; Lawson Products, Supplies-\$236.17; Leads Online, Service Contract-\$2,148.00; Locale 481, 40 & 8, Fundraising-\$400.00; Lori Schmidt, Contract Services-\$80.00; M & T Fire and Safety, Supplies-\$2,705.00; Make It Mine Designs, Supplies-\$30.00; McLaury Engineering, 2020-8 P.E. #1-\$3,472.50; McLeod's Printing, Supplies-\$6,113.25; Meierhenry Sargent, Services as Bond Counsel-\$12,103.75; Melissa A Stange, Refund-\$50.00; Menard's, Supplies-\$928.58; Menning Backhoe, 2018-39 P.E. #7-\$279,065.26; Mettler Implement Menno, Supplies-\$971.99; Meyers Oil, Supplies-\$1,724.84; Michael Todd & Company, Supplies-\$341.48; Michelle Bathke, Reimbursement-\$45.00; Microsoft, Supplies-\$902.00; Midwest Alarm Company, Maintenance-\$795.00; Midwest Laboratories, Testing-\$107.00; Minnesota Valley Testing, Lab-\$1,400.00; Mitchell Animal Rescue, January Payment-\$350.00; Mitchell Boys Basketball, Youth Basketball Camp-\$1,530.00; Mitchell Girls Basketball, Youth Basketball Camp-\$1,530.00; Mitchell Iron & Supply, Supplies-\$21.64; Mitchell Park & Recreation, Youth Basketball Camp-\$1,189.92; Mitchell Plumbing & Heating, Repair-\$182.40; Mitchell United Way, United Way Deductions-\$1,519.38; Mueller Lumber, Supplies-\$117.20; Muth Electric, Repairs-\$20,977.85; Naeir, Supplies-\$473.50; Napa Auto Parts, Supplies-\$472.29; Nate Hegg, Reimbursement-\$45.00; Nathan Powell, Reimbursement-\$45.00; Northern Lake Service, Lab-\$1,239.00; Northern Truck Equipment, Supplies-\$9,686.00; Northwestern Energy & Communications, Utilities-\$35,124.06; O'Connor, Supplies-\$145.74; OPG-3, Renewal-\$6,468.00; Pat Dockendorf, Contract Services-\$50.00; Pepsi Cola, Supplies-\$714.80; Planning & Development District, 2020 Membership Dues-\$17,612.00; Porta Pros, Rental-\$150.00; Premier Specialty Vehicles, Maintenance-\$368.25; Productivity Plus Account, Supplies-\$485.25; Public Agency Training Council, Training-\$525.00; Qualified Presort, Mailing Service-\$599.65; Recorded Books, Supplies-\$30.80; Roger Hazuka, Contract Services-\$150.00; Roger Prewett II, Reimbursement-\$45.00; S & M Printing, Supplies-\$304.00; Santel Communications, Utilities-\$106.16; Schmucker Paul & Nohr, Pay Estimates-\$32,088.10; Schoenfelder Construction, Supplies-\$9,591.85; Scholastic Library Publishing, Book-\$17.99; South Dakota Building Officials, Dues-\$50.00; South Dakota City Management, Dues-\$150.00; South Dakota Department of Agriculture, Registration-\$60.00;

South Dakota Department of Revenue, Title, Plate & Registration-\$21.20; South Dakota Department of Transportation, Maintenance-\$6,251.19; South Dakota Governmental Finance Office, Dues-\$70.00; South Dakota Municipal Attorneys, Dues-\$35.00; South Dakota Municipal League, Dues-\$8,392.40; South Dakota Municipal Street Maintenance, Dues-\$35.00; South Dakota Newspaper Services, Advertising-\$143.40; South Dakota Police Chiefs, Dues-\$257.72; South Dakota Retailers Association, Dues-\$150.00; South Dakota Retirement System, Retirement Contributions-\$104,154.48; South Dakota Supplemental Retirement, Supplemental Retirement Contributions-\$4,831.13; South Dakota Supplemental Roth 457, Roth 457 Contributions-\$850.00; South Dakota Waste Water, Renewal-\$50.00; Sign Pro, Repairs-\$385.00; So Dak Seamless. Supplies-\$250.00; Standard Insurance Company, Insurance Premium-\$440.12; Staples, Supplies-\$641.32; Stephanie Ellwein, Reimbursement-\$45.00; Sterling Codifiers, Hosting Code-\$500.00; Steve Anderson, Reimbursement-\$45.00; Storey Kenworthy/Matt Parr, Supplies-\$481.12; Sturdevant's Auto Parts, Parts-\$1,847.65; Sun Gold Sports, Supplies-\$41.30; Teamsters Local No. 120, Union Dues-\$950.00; Terry Johnson, Reimbursement-\$45.00; Tessier's, Repairs-\$5,547.92; Test America Laboratories, Lab-\$1,591.50; Thomson Reuters West, South Dakota Codified Laws-\$69.62; Three D Security, Monitoring Service-\$600.00; Thune True Value Hardware, Supplies-\$122.94; TK Electric, Repairs-\$21,397.15; Todd Cavanaugh, Reimbursement-\$45.00; Tractor Supply Credit Plan, Professional Services-\$278.96; Transource, Supplies-\$154.21; Trizetto Provider Solution, Service Contract-\$95.90; Two Way Solutions, Repairs-\$5,625.18; Tyler Technologies, Maintenance-\$25,467.23; Tyler Vetch, Reimbursement-\$45.00; United States Postal Service, Postage-\$75.33; USA Blue Book, Supplies-\$336.69; Verizon Wireless, Utilities-\$321.07; Vern Eide Chevrolet Buick, Police Tow-\$145.00; Vern Eide Ford Lincoln, Repairs-\$440.50; Wade London, Reimbursement-\$45.00; Walmart, Supplies-\$101.19; Wells Fargo Bank, TID #18-Starlite Estates/South-\$111,564.56; Wheelco Brake & Supply, Supplies-\$979.91; South Dakota State Treasurer, Sales Tax-\$19,450.42; Cortrust Bank, Supplies-\$102.82; Wellmark of South Dakota, Medical Expenses-\$201,036.41; Wage Works, Flex Expense-\$3,184.55; Mitchell Public Library, Fines-\$238.68; Wells Fargo, 2013 Community Project Bonds-\$266,987.50.

Members present voting aye: Allen, Barington, Doescher, McCardle, Rice, Sabers, Smith, Tjarks. Members present voting nay: none. Motion carried.

CITIZENS INPUT:

Mitchell resident Phillip Spanos spoke in regards to his dissatisfaction with Dependable Recycling and also questioned why the new blue recycle bins were made in Mexico. Public Works Director Kyle Croce stated that the company that the city bought them from has a manufacturing plant in the United States and one in Mexico.

Mayor Bob Everson announced that the Department of Environment and Natural Resources has approved a grant for the City of Mitchell Landfill and Recycling Projects in the amount of \$545,000.00.

Council Member Tjarks and Public Works Director Kyle Croce thanked the public for their support and participation in the recycling program. Croce said that if anyone has any questions on what to recycle or when that they should call the Public Works Department and they will be happy to help them. Croce reminded the public that they are temporarily picking up extra cardboard and that plastic bags cannot be recycled. Council Member Barington asked about recycling for apartment owners. Croce said that if they call down to the Public Works Department, they will be happy to work with them on getting them set up for recycling.

Mayor Bob Everson received a letter from an out of town resident thanking the Public Safety Department and the Cemetery Department for the funeral escort and great work during the snowstorm.

BOARD OF ADJUSTMENT:

Moved by Rice, seconded by Allen, for the City Council to recess and sit as the Board of Adjustment. Motion carried.

Moved by Tjarks, seconded by Allen, to set date for January 21, 2020 on the application of Daren, Devon, and Dustin Long for a height variance of 28' vs 22' and a side-yard on a corner variance of 2' vs 20' for construction of an addition to the existing building located at 520 S Rowley legally described as Lots 7, 8, 9, Block 9, Van Eps 1st Addition, City of Mitchell, South Dakota. The property is zoned R3 Medium Density Residential District. Motion carried.

Moved by Rice, seconded by Tjarks, to set date for January 21, 2020 on the application of Alexis Jennings for a conditional use permit to operate a family residential child care business located at 1309 E 5th Ave, legally described as Lot 4, Block 1, Bridle Acres Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single Family Residential District. Motion carried.

HEARING:

It was advised that this is the date and time set for hearing on the application of Tamara and Mac Müller for a conditional use permit to operate a family residential child care center located at 207 Christine St, legally described as Lot 2, Block 10, The Woods First Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R4 High Density Residential District. Notice of hearing has been given and affidavit of publication is on file. The Planning Commission recommended approval of said application with the following conditions: the permit is nontransferable, if the operation ceases for a period of six months or longer then a new application would be required, pass a fire inspection, and install a fence. Moved by Tjarks, seconded by Sabers, to approve said application with the following conditions: the permit is

nontransferable, if the operation ceases for a period of six months or longer then a new application would be required, pass a fire inspection, and install a fence. Motion carried.

Moved by Allen, seconded by Rice, for the Board of Adjustment to adjourn and the City Council to reconvene in regular session. Motion carried.

DISCUSSIONS:

Public Works Director Kyle Croce discussed with City Council on how the rate increase at the city landfill was calculated. Croce said that the last time it was increased was in 2007. Croce proposed a 1.5% increase over each of the past 13 years setting the fee at \$45.00 per ton. Jeff Miedema, owner of Miedema Sanitation, spoke to City Council regarding the rate increase at the city landfill. Miedema expressed his concerns about the lack of advance notice, the rate increase, the recycling fee, and the impact that it has on his customers.

Discussion took place regarding one-way streets. Mayor Bob Everson stated that he would like to keep the two-way streets open until completion of the Sanborn Street project from 7th Avenue to 15th Avenue to allow traffic flow and access throughout the city. Steve Harms, Melinda Moreno and Linda Peters spoke in opposition. They would like to see the two-way streets put back to one-way streets. They are concerned with parking on the streets and the snow along the curb as it makes the street too narrow to travel through. The City Council asked for this item to be placed on the next City Council meeting agenda.

Friends of the Firesteel Committee President Joe Kippes updated the City Council and public on the progress of the committee. Kippes noted that they are a non-profit organization and their purpose is to reclaim and maintain a treasured Mitchell area water asset. The committee is running a capital campaign and their goal is to fundraise three million dollars to contribute to the City of Mitchell to improve the quality of the lake. The Committee hired Cindy Elifrits Peterson, with Maximizing Excellence, a Certified Fund Raising Executive to help with the fundraising. The Committee is asking the City of Mitchell to help with Phase I Feasibility cost and expenses with an estimated cost of \$32,000.00 of which they are asking the City of Mitchell to pay for 50% of the cost. The timeline of the fundraising is expected from start to finish to be less than two years. The City Council took no action.

CONSIDER APPROVAL:

Moved by Allen, seconded by Rice, to approve the Official Depositories for the City of Mitchell for 2020. Motion carried with Smith abstaining.

AWARD BID:

Bids were opened and read on the Mitchell Airport Snow Removal Rebid on the 11th day of December 2019 in the Council Chambers of City Hall. Moved by Allen, seconded by Rice, to award as follows:

**MITCHELL AIRPORT SNOW REMOVAL
PROJECT #2019-53R2**

Reggie Siegel, Quality Cut Snow, 240 E 54th Street, Mitchell, South Dakota 57301.

Snow Removal as per specifications and contract per year basis-up to 5 years.

Accumulation up to 45"	\$65,000.00
Accumulation greater than 45" to 65"	\$10,000.00
Add Accumulation greater than 65"	\$10,000.00
Total Maximum per winter season	\$85,000.00

Motion carried.

RESOLUTIONS:

Moved by Barington, seconded by McCardle, to approve Resolution #R2020-01, Approval of TIF Handbook and Materials, as follows:

RESOLUTION #R2020-01

A RESOLUTION APPROVING A TAX INCREMENT FINANCING HANDBOOK
AND MATERIALS FOR THE CITY OF MITCHELL, SD

WHEREAS the State of South Dakota has authorized the use of tax increment financing through the provisions of SDCL Chapter 11-9; and

WHEREAS the City of Mitchell authorized use of tax increment financing pursuant to Mitchell City Code Chapter 2-6; and

WHEREAS Mitchell City Code provides that the City Council shall adopt a handbook to govern the application and review of requests for tax increment financing; and

WHEREAS a handbook and materials have been presented to the City Council on January 6, 2020 for approval.

THEREFORE, BE IT RESOLVED by the City Council of the City of Mitchell, SD that the Tax Increment Financing Handbook and supplementary materials presented to Council on January 6, 2020 are hereby adopted and approved.

Motion carried and resolution declared duly adopted.

Moved by Smith, seconded by Allen, to approve Resolution #R2020-02, A Plat of Lot 60 of Maui Farms Second Addition, A Subdivision of the SE 1/4 of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota, as follows:

RESOLUTION #R2020-02

WHEREAS, It appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 30th day of December, 2019; and

WHEREAS, it appears from an examination of the plat of LOT 60 OF MAUI FARMS SECOND ADDITION, A SUBDIVISION OF THE SE 1/4 OF SECTION 31, T 104 N, R 60 W OF THE 5th P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law.

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the plat of LOT 60 OF MAUI FARMS SECOND ADDITION, A SUBDIVISION OF THE SE 1/4 OF SECTION 31, T 104 N, R 60 W OF THE 5th P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

Moved by McCardle, seconded by Rice, to approve Resolution #R2020-03, A Plat of Lot 8-E, Block 7 of Westwood First Addition, A Subdivision of the SW 1/4 of Section 16, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota, as follows:

RESOLUTION #R2020-03

WHEREAS, It appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 30th day of December, 2019; and

WHEREAS, it appears from an examination of the plat of LOT 8-E, BLOCK 7 OF WESTWOOD FIRST ADDITION, A SUBDIVISION OF THE SW 1/4 OF SECTION 16, T 103 N, R 60 W OF THE 5th P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law.

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the plat of LOT 8-E, BLOCK 7 OF WESTWOOD FIRST ADDITION, A SUBDIVISION OF THE SW 1/4 OF SECTION 16, T 103 N, R 60 W OF THE 5th P.M., CITY OF MITCHELL, DAVISON

COUNTY, SOUTH DAKOTA and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

CONSIDER APPROVAL:

Moved by Allen, seconded by Rice, to approve and authorize the Mayor to sign Agreement #A2020-1, Proposal for Consulting Services for Design and Permitting for Dry Run Creek Phase II with Infrastructure Design Group Project #2020-33. Motion carried.

Moved by Rice, seconded by Smith, to approve and authorize the Mayor to sign Agreement #A2020-2, Wastewater Treatment Facility Plan Project #2020-17 with HDR in the estimated amount of \$110,500.00 for engineering services. Motion carried.

EXECUTIVE SESSION:

Moved by McCardle, seconded by Allen, to go into Executive Session as permitted by SDCL 1-25-2 (3) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters and SDCL 9-34-19 Any documentary material or data compiled or received by a municipal corporation, county, or an economic development corporation receiving municipal or county funds, for the purpose of furnishing assistance to a business, to the extent that such material of data consists of trade secrets or commercial or financial information regarding the operation of such business, is not a public record. Any discussion or consideration of such trade secrets or commercial or financial information by a municipal corporation or county may be done in executive session closed to the public. Motion carried.

Mayor Everson declared the board out of executive session at 9:11 p.m. and the City Council to reconvene in regular session at 9:12 p.m.

ADJOURN:

There being no further business to come before the meeting, Mayor Everson adjourned the meeting.



Michelle Bathke
Finance Officer

Published once at the approximate cost of _____.