

WORK SESSION OF THE CITY COUNCIL  
MITCHELL, SOUTH DAKOTA

October 18, 2021  
5:00 P.M.

**PRESENT:** Mayor Bob Everson, Dan Allen, Marty Barington, Steve Rice,  
Dan Sabers, Jeffrey Smith, Susan Tjarks

**ABSENT:** John Doescher

**PRESIDING:** Council President Kevin McCardle

**REVIEW:**

The City Council met October 18, 2021 for a work session in the Council Chambers of City Hall with the following items for discussion:

- 2022 Budget Planning Discussion
- 2022 Subsidy Applications
  - 2022 Capital Improvement Projects

The work session recessed at 6:00 p.m. for the regular City Council meeting. The work session reconvened at 6:30 p.m. Barington has left the work session.

**ADJOURN:**

There being no further business to come before the meeting, Council President McCardle adjourned the work session at 7:00 p.m.



Michelle Bathke  
Finance Officer

Published once at the approximate cost of \_\_\_\_\_.

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

**October 18, 2021  
6:00 P.M.**

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

**ABSENT:** John Doescher

**PRESIDING:** Mayor Bob Everson

**AGENDA:**

Council Member Smith requested the raffle for the Pro Hockey Hunt be moved to the regular agenda. Moved by Allen, seconded by McCardle, to approve the following items on the consent agenda:

- a. City Council Minutes
  - 1. City Council October 4, 2021.
- b. Committee Meeting Minutes
  - 1. Planning Commission September 27, 2021.
- c. Department Reports
  - 1. Sales Tax Collections (September),
  - 2. Finance (September),
  - 3. Building Permits (September),
  - 4. Police (September)
  - 5. Fire/EMS (September)
  - 6. Code Enforcement/Mowing (August/September),
  - 7. Palace Transit (August),
  - 8. Airport (September),
  - 9. Water (September), and
  - 10. Public Works Project Update-Quarterly.
- d. MADC Quarterly Report.
- e. Authorization to apply for Walmart Community Grant.
- f. Declare Surplus Items from Corn Palace to be sold on Purple Wave Auction.
- g. Raffle Permits
  - 1. Abbott House with the drawing to be held on December 1, 2021,
  - 2. Palace City All-Stars with the drawing to be held on December 3, 2021,
  - 3. Dakota Riptide with the drawings to be held 3 days per week in 2022, and
  - 4. Mitchell Quarterback Club with the drawing to be held in January 2022.
- h. Approval of Gas and Fuel Quotes

| <u>Vollan Oil Company</u>    | <u>Requested Gallons</u> | <u>Bid Gallons</u> | <u>Price per Product</u> | <u>Total Bid</u>    |
|------------------------------|--------------------------|--------------------|--------------------------|---------------------|
| On Road Diesel #2            | 1,200                    | 1,200              | \$2.8789                 | \$ 3,454.68*        |
| Unleaded Gas<br>-10% ethanol | 6,300                    | 6,300              | \$2.5589                 | \$16,121.07*        |
|                              |                          | <b>Total Bid:</b>  |                          | <b>\$19,575.75*</b> |

i. Pay Estimates October 18, 2021

Pay Estimate #49 in the amount of \$148.50 for East Central Drainage Phase II #2019-39 contracted to SPN & Associates,

Pay Estimate #50 in the amount of \$3,845.55 for East Central Drainage Phase II #2019-39 contracted to SPN & Associates,

Pay Estimate #51 in the amount of \$3,151.00 for East Central Drainage Phase II #2019-39 contracted to SPN & Associates,

Pay Estimate #11 in the amount of \$2,754.00 for Sunnyside/University Storm Water Study #2020-8 contracted to McLaury Engineering Inc.,

Pay Estimate #52 in the amount of \$1,109.25 for Crafty Fox Window Repairs #2020-24 contracted to Custom Carpentry/Doug Driggs,

Pay Estimate #53 in the amount of \$816.00 for Crafty Fox Window Repairs #2020-24 contracted to Custom Carpentry/Doug Driggs,

Pay Estimate #4 in the amount of \$15,707.50 for West Harmon Shoreline Restoration #2020-40 contracted to Brosz Engineering, Inc.,

Pay Estimate #7 in the amount of \$14,500.00 for Foster Street Bridge Rehabilitation #2021-2 contracted to Brosz Engineering, Inc.,

Pay Estimate #4 in the amount of \$4,762.50 for West Side Water Tower #2021-3 contracted to SPN & Associates,

Pay Estimate #6 in the amount of \$4,853.00 for 9th-Sanborn to Lawler/5<sup>th</sup>-Sanborn to Main #2021-7 contracted to McLaury Engineering, Inc.,

Pay Estimate #9 in the amount of \$1,516.60 for Landfill Cell #4 #2021-8 contracted to Helms & Associates,

Pay Estimate #1 in the amount of \$66,335.00 for Recycled Asphalt Crushing #2021-9 contracted to Dakota Constructors,

Pay Estimate #1 in the amount of \$84,800.00 for Lake Mitchell Dredging #2021-20 contracted to Barr Engineering,

Pay Estimate #2 in the amount of \$53,210.00 for Lake Mitchell Dredging #2021-20 contracted to Barr Engineering,

Pay Estimate #7 in the amount of \$58,670.00 for North Wastewater Treatment Plant Improvements #2021-31 contracted to HDR Engineering Inc.,

Pay Estimate #1 in the amount of \$171,556.20 for Drake Turf Field #2021-54 contracted to Mid-America Golf & Landscape Inc., and

Pay Estimate #15 in the amount of \$7,439.26 for AIP '28 Airport ALP/Master Plan contracted to Helms & Associates.

j. 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 SEPTEMBER 19, 2021 – OCTOBER 2, 2021:** City Council \$3,303.68, Mayor \$1,374.69, City Administrator \$5,296.46, Attorney \$4,401.38, Finance \$12,377.30, Human Resources \$3,542.93, Municipal Building \$3,003.28, Information Technology \$2,721.28, Police \$70,464.54, Traffic \$4,155.46, Fire \$32,291.74, Street \$29,192.12, Public Works \$18,418.31, Cemetery \$5,141.02, Animal Control \$1,559.28, Library \$15,689.25, Recreation & Aquatics \$7,710.93, Recreation Center \$16,326.49, Sports Complexes \$8,993.57, Ballpark Concessions \$14.18, Parks \$15,069.23, Supervision \$5,696.47, E911 \$22,338.78, MVP \$777.55, Palace Transit \$22,815.28, JVCC \$277.08, Nutrition \$3,525.31, Water Distribution \$13,519.47, Sewer \$13,306.80, Airport \$2,556.64, Recycling Program \$6,179.38, Waste Collection \$6,015.54, Landfill \$9,241.69, Corn Palace \$16,914.62, Golf Course \$5,549.83, Campground \$1,314.00, Emergency Medical Services \$29,643.13.

**NEW HIRES:**

CORN PALACE: Delaney Degen-\$9.45, Kaden Soukup-\$11.95

E-911: Hannah Willis-\$19.491

RECREATION CENTER: Kaylie Zens-\$11.45

**SALARY ADJUSTMENTS:**

E-911: Mary Aronson-\$25.937

FIRE: Justin Adams-\$23.836

RECREATION CENTER: Todd Cavanaugh-\$27.217

WASTE WATER: Thomas Holleman-\$21.783

**TERMINATIONS:**

CAMPGROUND: William Karl, Yvonne Karl

E-911: Juan Whitley

LANDFILL: Stephen Laughlin

PALACE TRANSIT: Christopher Wehrmann

PARKS: Elisebeth Dickson, Joann Streyle

RECREATION CENTER: Hannah Sebert, Kaylie Zens

SPORTS COMPLEXES: Coy Olson

WATER DISTRIBUTION: Lincoln Andersen

**WARRANTS:** A-Ox Welding Supply, Supplies-\$371.93; Advance Auto Parts, Supplies-\$10.11; AFSCME Council 65, Union Dues-\$453.02; Agronomy Plus, Supplies-\$102.50; Alex Air Apparatus, Repair-\$135.00; Alignment X-Perts, Supplies-\$48.00; Amazon Capital Services, Supplies-\$381.32; Andrew Becker, Training-\$180.00; Aqua-Pure, Supplies-\$3,190.00; Aramark Uniform Services, Contract Services-\$383.86; Armstrong Journal, Advertising-\$60.00; ATY Holdings, Llc Dbm Mitchell Telecom-\$2,493.61; Auto Body Specialties, Supplies-\$38.68; Automatic Building Control, Contract Services-\$886.74; Avera Heart Hospital of South Dakota, Supplies-\$347.00; Avera Medical Group, Service-\$171.00; Avera Occupational Medicine, Service-\$1,925.00; B-Y Water District, Utilities-\$96,058.60; Baete-Forseth HVAC, Maintenance-\$2,156.00; Baker & Taylor, Books-\$806.29; Barco Municipal Products, Supplies-\$769.00; Barr Engineering, 2021-20 P.E. #1-\$138,010.00; Big Daddy D's, Contract Services-\$4,591.48; Blackstone Publishing, Audio Book-\$63.99; Blackstrap, Supplies-\$1,985.20; Boyer Trucks, Maintenance-\$900.72; Brosz Engineering, 2020-40 P.E. #4-\$30,207.50; Buhl's Drycleaning, Professional Service-\$27.00; Butler Machinery, Repairs-\$226.00; C & B Operations, Supplies-\$136.58; Cengage Learning Inc/Gale, Books-\$703.98; Center Point Large Print, Books-\$113.09; Central Electric Cooperative, Utilities-\$10,356.00; Century Link, Utilities-\$58.79; Charlie's Shoe Repair, Supplies-\$35.00; City of Mitchell, Bid Tax-\$64.50; City of Mitchell, Reimbursements-\$300.00; CK Bicycles & Locks, Supplies-\$33.00; Coborns, Contract Services-\$399.00; Coca Cola Bottling, Supplies-\$100.80; Commercial Asphalt/Spencer Quarries, Supplies-\$7,288.28; Connections, Training-\$1,307.61; Core & Main, Supplies-\$298.30; Core-Mark Midcontinent, Supplies-\$2,863.62; Corn Palace, Supplies-\$24.00; County Fair, Contract Services-\$724.50; Dakota Constructors, 2021-9 P.E. #1-\$66,335.00; Dakota Counseling, 4th Quarter 2021 Allocation-\$6,562.50; Dakota Heartland Development, 4th Quarter Contribution-\$7,500.00; Dakota Pump, Supplies-\$1,377.64; Dakota Supply Group, Supplies-\$294.06; Dale Steffen, Testing-\$90.00; Darrington Water Conditioning, Rental-\$43.05; Davison Rural Water System, October Fees-\$791.10; Demco, Supplies-\$45.02; Department of Motor Vehicle, Plate & Registration-\$32.40; Department of Social Services, Child Support-\$600.87; Derksen Floors, Supplies-\$400.00; Detco, Supplies-\$1,475.82; Dick's Towing, Tow-\$125.00; Direct Digital Control, Repairs-\$220.00; Doug L Driggs, 2020-24 P.E. #52-\$1,925.25; Doug's Custom Paint & Body, Repair-\$37.98; Dug Out, Contract Services-\$770.00; Farmers Alliance, Supplies-\$2,577.00; Foreup Golf Software Billing, Supplies-\$1,483.20; Forum Communications, Advertising-\$1,073.51; G & R Controls, Maintenance-\$7,988.00; Gaylen's Homegrown Popcorn, Supplies-\$823.20; Golden West Industrial Supply, Utilities-\$89.97; Graham Tire, Supplies-\$492.92; Grainger, Supplies-\$61.14; Great Western Tire, Repairs, \$763.44; Guardian Alliance Technology, Supplies-\$150.00; Harve's Pro Prints, Volleyball Camp-\$462.00; HDR Engineering, 2021-31 P.E. #7-\$58,670.00; Heartland Ag Systems, Maintenance-\$516.97; Helms and Associates, 2021-8 P.E. #9-\$8,955.86; Henry Schein, Supplies-\$504.59; Hohbach Electric, Capital Improvement-\$2,064.01; Ican, Advertising-\$750.00; Ingram Library Services, Supplies-\$1,928.12; Innovative Office Solution, Supplies-\$179.71; Interstate Office Products, Supplies-\$24.23; Interstate Power Systems, Repairs-\$1,163.95; Iverson Chrysler Center, Rental-\$59.95; JCL Solutions, Maintenance-\$886.59; John

Badker, Reimbursement-\$150.00; Johnson South Dakota, Supplies-\$634.34; Jones Supplies, Supplies-\$1,014.18; Kathy Kaye Foods, Supplies-\$3,648.00; Krohmer Plumbing, Repair-\$503.04; Lakeview Veterinary Clinic, Supplies-\$1,120.84; Lifequest, Supplies-\$118.66; M & T Fire and Safety, Supplies-\$211.87; Make It Mine Designs, Supplies-\$180.00; Master Blaster Cleaning, Maintenance-\$57.74; McLaury Engineering, 2020-8 P.E. #11-\$7,607.00; McLeod's Printing, Supplies-\$449.90; Menard's, Supplies-\$340.22; Mettler Implement, Repair-\$552.19; Meyers Oil, Supplies-\$3,308.53; Michael Frederick, Books-\$48.00; Michelle Bathke, South Dakota Municipal League-\$302.80; Mid-America Golf & Landscaping, 2021-53 P.E. #1-\$171,566.20; Midamerica Books, Books-\$252.35; Midcontinent Communication, Advertising-\$1,314.00; Grammer William Refund-\$132.45; Mitchell Animal Rescue, January thru October 2021-\$3,500.00; Mitchell Area Development, 2021 4th Quarter Budget Allocation-\$51,326.00; Mitchell Convention & Visitors Bureau, 2021 Festival Marketing-\$39,116.64; Mitchell High School Volleyball, Coaches Fees-\$2,094.50; Mitchell Iron & Supply, Supplies-\$84.68; Mitchell Main Street and Beyond, 2021 4th Quarter Allocation Funding-\$6,562.50; Mitchell Recreation Center, Volleyball Revenue-\$830.20; Mitchell United Way, United Way Deductions-\$195.00; Motorola Solutions, Maintenance-\$212,500.00; Mount Vernon School District, Contract Services-\$115.50; Mueller Lumber, Supplies-\$7.13; Muth Electric, Repair-\$1,123.54; Napa Auto Parts, Supplies-\$399.53; Nathan Helm, Deposit Refund-\$1,500.00; Nathan Powell, NRPA Conference-\$206.00; Nespors Contracting, Repair-\$4,705.63; North Central Seed, Supplies-\$937.50; Northwestern Energy & Communications, Utilities-\$71,393.21; Oclc, Cataloging Subscription-\$361.72; One Source the Background, Background Checks-\$224.00; Overdrive, Book-\$524.04; Overtime Steak House and Service, Contract Services-\$2,122.75; Parkeon, Professional Service-\$60.00; Parkston Area Youth Football, Supplies-\$100.00; Pepsi Cola, Supplies-\$380.53; Peterbilt of Sioux Falls, Parts-\$1,448.46; Prehistoric Indian Village, 4th Quarter 2021 Subsidy-\$2,812.50; Premier Equipment, Supplies-\$699.71; Premier Pest Control, Contract Services-\$600.00; Public Health Laboratory, Testing-\$447.00; Qualified Presort, Mailing Service-\$382.92; Quick Med Claims, Contract-\$3,533.78; Radiant Heat of South Dakota, Supplies-\$457.94; Robert B Everson Jr, South Dakota Municipal Conference-\$308.80; Runnings Supply, Supplies-\$4,076.12; Saga Communications of South Dakota, Advertising-\$882.50; Santel Communications, Utilities-\$106.16; Savvik, Supplies-\$739.17; Sawyer Gibson, Training-\$180.00; Schmucker Paul & Nohr, 2019-39 P.E. #49-\$11,907.55; South Dakota Department of Environment & Natural Resources, Solid Waste Management 2,642.21; South Dakota Federal Property Agency, Supplies-\$70.50; South Dakota Newspaper Services, Advertising-\$642.42; South Dakota Police Chiefs, Professional Service-\$745.50; South Dakota Retirement System, Retirement Contribution-\$51,730.81; South Dakota Supplemental Roth 457, Roth 457 Contributions-\$1,458.50; South Dakota Supplemental Retirement, Supplemental Retirement-\$3,129.80; Sherwin-Williams, Supplies-\$1,305.47; Siteone Landscape Supply, Supplies-\$1,499.22; Standard Insurance, Life Insurance-\$418.65; Staples, Supplies-\$357.02; Stop Stick, Shipping-\$17.00; Sturdevants Mitchell, Supplies-\$2,565.98; Subway, Meals-\$20.97; Sun Gold Sports, Supplies-\$48.00; Teamsters Local No. 120, Union Dues-\$1,402.00; Thomson Reuters West, Subscription-\$827.49; Thune True Value Hardware, Supplies-\$235.69; TMA Stores, Repair-\$90.42; Tractor Supply Credit Plan, Supplies-\$148.25; Trizetto Provider Solution, Professional Service-\$71.70; US Bank, Loan Fee-\$500.00; Verizon Wireless, Utilities-\$706.00; Vern Eide Chevrolet Buick, Tow-\$175.00; Vern Eide Ford Lincoln, Supplies-\$40.00; Vernon Holding, Closing Fee - 223 N Main Street-\$269.00; Walmart/Capital One, Supplies-\$222.44;

Watertown Wholesale, Supplies-\$63.02; Wheelco Brake & Supply, Supplies-\$303.59; Wholesale Electronics, Supplies-\$24.95; Williams Musical and Office Equipment, Maintenance-\$60.00; Wireless Links, Utilities-\$333.60; Young Grave Service, 2021 Stone Restoration-\$2,500.00; Wage Works, Flex Expense-\$3,358.90; Wellmark of South Dakota, Administration, Prescription, Medical-\$189,059.77; Ellwein Brother, Supplies-\$585.00; South Dakota State Treasurer, Sales Tax Payment-\$19,136.56.

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

**CONSIDER APPROVAL:**

Moved by Barington, seconded by Rice, to approve the raffle for the Pro Hockey Hunt with the drawings to be held on November 2-3, 2021.

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

**CITIZENS INPUT:**

Geri Beck, Executive Director of the Mitchell Area Development Corporation and Chamber of Commerce, presented the 3<sup>rd</sup> Quarterly Report for 2021.

Sonya Vanerdewyk, Mitchell Township resident, spoke regarding covid vaccines.

**BOARD OF ADJUSTMENT:**

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

It was advised that this is the date and time set for hearing on the application of Abbott House for a conditional use permit to construct an asphalt parking facility located at 1812 North Minnesota Street, legally described as Lot 6 except the south 16 feet, Block 9, Fullerton Properties 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 applicant has withdrawn the application.

It was advised that this is the date and time set for hearing on the application of Ryan & April Kirkpatrick for a side yard on a corner variance of 0 feet vs 20 feet to construct an attached pergola located at 823 East 5<sup>th</sup> Avenue, legally described as Lot 1, Block 11, FM Greene Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2, Single Family Residential District. Notice of hearing has been given and affidavit of publication is on file. Planning Commission recommended approval of said application. Moved by McCardle, seconded by Barington, to approve said application. Motion carried.

Moved by Rice, seconded by Allen. to set date for November 1, 2021 on the application of Ricardo Cruz for a side yard on a corner variance of 0 feet vs 15 feet to construct a carport located at 1320 South Rowley Street, legally described as Lot 7, Block 26, University Addition, City of Mitchell, Davison County, South Dakota. Motion carried.

Moved by Tjarks, seconded by Barington, to set date for November 1, 2021 on the application of Montessori School Mitchell for a conditional use permit for a childcare, preschool, and nursery located at 620 East 4<sup>th</sup> Avenue, legally described as Lot 2, Block 31, Cooley & Guernsey Addition, City of Mitchell, Davison County, South Dakota. Motion carried.

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

**AWARD BID:**

Bids were opened and read on Cemetery Hayland Lease Project #2022-5 on the 14<sup>th</sup> day of October, 2021. Moved by McCardle, seconded by Rice, to award as follows:

**CEMETERY HAYLAND LEASE  
PROJECT #2022-5**

Paul Stevenson, 40316 254<sup>th</sup> Avenue, Mitchell, SD 57301

|                         |                 |
|-------------------------|-----------------|
| 3 year Lease            | \$2,323.00/year |
| Total Lease for 3 years | \$6,969.00      |

Motion carried.

**CONSIDER APPROVAL:**

Moved by Sabers, seconded by Barington, to approve the request from William Goldammer for a private access road for the construction of a single family residence. The private road will be constructed at the sole cost to the owner and the City will not maintain or move snow from said private road. The owner may be subject to a future assessment project. Motion carried.

Moved by Rice, seconded by Smith, to approve Agreement #A2021-56, Spruce Street Railroad Crossing Design and Bidding Services with Brosz Engineering Inc. in an amount not to exceed \$49,980.00. Motion carried.

**RESOLUTIONS:**

Moved by Allen, seconded by McCardle, to approve Resolution #R2021-70, Plat of Lot 13, Block 5, Woods First Addition, City of Mitchell, Davison County, South Dakota, as follows:



**RESOLUTION NO. R2021-70**

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 12<sup>th</sup> day of October, 2021; and

WHEREAS, it appears from an examination of the plat of LOT 13, BLOCK 5 OF THE WOODS FIRST ADDITION, A SUBDIVISION OF THE EAST ½ OF THE SW/ ¼ OF SECTION 23, T 103 N, R 60 W OF THE 5<sup>TH</sup> P.M. CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA as prepared by Paul J. Reiland, a duly licensed Land Surveyor in and for the State of 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 13, BLOCK 5 OF THE WOODS FIRST ADDITION, A SUBDIVISION OF THE EAST ½ OF THE SW/ ¼ OF SECTION 23, T 103 N, R 60 W OF THE 5<sup>TH</sup> P.M. CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA prepared by Paul J. Reiland, be 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.

**RECESS:**

Moved by Rice, seconded by Barington, to recess the regular session and go in to the work session at 6:30 p.m. Motion carried.

Barington has left the meeting.

**RECONVENE:**

Mayor Everson reconvened the regular session of City Council at 7:00 p.m.

**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. Motion carried.

Mayor Everson declared the board out of executive session at 7:18 p.m. and the City Council to reconvene in regular session at 7:19 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 \_\_\_\_\_.