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

March 3, 2025
6:00 P.M.

PRESENT: Marty Barington, Mike Bathke, John Doescher, Tim Goldammer, Kevin McCardle, Dan Sabers, Susan Tjarks

ABSENT: Jeffrey Smith

PRESIDING: Mayor Jordan Hanson

AGENDA:

Moved by Goldammer, seconded by McCardle, to approve the following items on the consent agenda:

a. City Council Minutes
   1. City Council February 18, 2025
b. Committee Reports
   1. Planning Commission February 10, 2025
   2. Planning Commission February 24, 2025 (unsigned)
c. Automatic Supplement Parks-Sports Complex in the amount of $709.20 from an insurance claim
d. Raffle Permits
   1. Heartland Quilters Guild with the drawing to be held on October 19, 2025
   2. Dakota Wesleyan University Baseball with the drawing to be held March 2-May 10, 2025
   3. Tour de Corn with the drawing to be held on May 1, 2025
   4. St. John Paul II with the drawings to be held throughout May 2026
   5. Mitchell Technical College Foundation with the drawing to be held on April 4, 2025
e. Declare property surplus to be destroyed-stair stepper
f. Special Event Permit for Mitchell Food Pantry Easter Ham Dinner Giveaway on Wednesday, April 16, 2025 contingent upon payment of fees
g. Set date for hearing, March 17, 2025 on the application of Area Community Theatre in Mitchell Inc. dba Area Community Theatre in Mitchell Inc., 700 North Main Street for a new Retail (on-off sale) Malt Beverage & SD Farm Wine License (Video lottery is not included)
h. Set date 1:30 P.M., March 19, 2025 for Airport Hangar Rebid
i. Pay Estimates March 3, 2025

Pay Estimate #36 in the amount of $11,345.50 for Lake Mitchell-Phase II #2021-20 contracted to Barr Engineering

Pay Estimate #27 in the amount of $6,453.54 for Recycling Building #2021-30 contracted to Helms & Associates

Pay Estimate #21 in the amount of $5,167.50 for Jetty & Marina Bike Trail #2023-03 contracted to Brosz Engineering
Pay Estimate #6 in the amount of $147,305.39 for North Harmon Sanitary Sewer Outfall #2023-06 contracted to Halme Inc
Pay Estimate #20 in the amount of $24,314.66 for North Harmon Sanitary Sewer Outfall #2023-06 contracted to SPN & Associates
Pay Estimate #8 in the amount of $3,486.25 for Hitchcock Park Pickleball Courts #2023-14 contracted to SPN & Associates
Pay Estimate #9 in the amount of $3,121.25 for Hitchcock Park Pickleball Courts #2023-14 contracted to SPN & Associates
Pay Estimate #13 in the amount of $35,497.50 for East 5th-Burr to Foster #2024-02 contracted to Brosz Engineering
Pay Estimate #5 in the amount of $10,000.00 for Airport Snow Removal #2024-22 contracted to Quality Cut Lawn
Pay Estimate #1 in the amount of $23,392.65 for North Ohlman-23rd to Kemper #2025-01 contracted to SPN & Associates
Pay Estimate #1 in the amount of $3,867.85 for 1st Avenue-Burr to Foster #2025-06 contracted to SPN & Associates
Pay Estimate #1 in the amount of $9,700.00 for Corn Palace Railing & ADA Seating #2025-18 contracted to Ciavarella Design
Pay Estimate #1 in the amount of $9,465.00 for New Landfill Monitoring #2025-29 contracted to GeoTek Engineering
Pay Estimate #7 in the amount of $4,892.45 for AIP '33 Airport Hangar Design contracted to Helms & Associates
Pay Estimate #3 in the amount of $27,678.84 for AIP '34 Airport Runway 18/36 Reconstruction 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 FEBRUARY 2, 2025 – FEBRUARY 15, 2025: City Council $3,735.28, Mayor $1,614.57, City Administrator $6,841.52, Administrative Boards $2,442.65, Attorney $5,601.88, Finance $14,630.60, Human Resources $4,601.44, Municipal Building $3,595.45, Information Technology $3,453.08, Police $88,004.29, Traffic $5,185.63, Fire $42,106.45, Street $37,159.59, Public Works $26,452.20, Cemetery $5,625.62, Library $17,198.79, Recreation & Aquatics $6,909.66, Recreation Center $19,011.47, Sports Complexes $11,828.74, Parks $14,257.30, Supervision $4,418.10, E911 $24,768.39, Palace Transit $32,473.74, JVCC $1,938.82, Nutrition $5,315.74, Airport $2,669.37, Water Distribution $15,666.43, Sewer $15,636.29, Recycling Program $7,504.94, Waste Collection $7,307.78, Landfill $9,919.24, Corn Palace $26,721.25, Golf Course $4,720.42, Emergency Medical Services $40,561.72

NEW HIRES:

CORN PALACE: Myah Keppen-$12.20

FIRE: Gavin Whitledge-$21.289

NUTRITION: Holly Vreugdenhil-$11.50

POLICE: Destini Allwine-$30.229

SALARY ADJUSTMENTS:

E-911: Kyleena Dumas-$32.418

MUNICIPAL BUILDINGS: Kevin Dykes-$25.561

PALACE TRANSIT: Jacquelyn High-$25.812

POLICE: Bryce Fuchs-$31.450, Crystal Reitzel-$27.132

WARRANTS: A-Ox Welding Supply, Supplies-$422.47; AAA Collections, Curbbox Repair-$75.00; Acrisure Midwest Partners, Liability-$7,133.00; AFLAC, Aflac Withholding-$9,903.60; AFSCME Council 65, Union Dues-$504.00; Amazon Capital Services, Supplies-$1,746.25; Avera Occupational Medicine, Labs-$2,275.60; Axon Enterprise, Supplies-$266.91; Baker & Taylor, Books-$19.43; Barr Engineering, 2021-20 P.E. #PH2-36-$11,345.50; Big Daddy D's, Contract Services-$2,111.40; Brosz Engineering, 2023-3 P.E. #21-$40,665.00; Buckin' Wild Ranch, Sports Authority Promo-$1,000.00; Builders First Source, Supplies-$258.00; Calliopes Lair, Book-$15.50; Carquest Auto Parts, Supplies-$7.64; CDW Government, Supplies-$758.09; Central Electric, Utilities-$1,763.96; Chesterman, Supplies-$2,899.50; CHR Solutions, Billing-$3,800.49; CHS Farmers Alliance, Supplies-$1,622.92; Ciavarella Design, 2025-18 P.E. #1-$9,700.00; City of Mitchell, Golf Course Deductions-$1,244.42; City of Mitchell, Recreation Deductions-$2,464.20; Column Software, Advertising-$281.80; Commercial Recreation Specialist, Maintenance-$780.00; Confluence, Community Project-$1,524.26; Core & Main, Supplies-$12,007.44; Core-Mark, Supplies-$11,392.16; Corporate Translation Service, Translation Services-$103.33; County Fair, Supplies-$119.94; Cvma Chapter 30-2, Sports Authority Prom-$1,500.00; Dakota Diesel Service, Supplies-$871.28; Dakota Pump, Supplies-$228.13; Dakota Supply Group, Maintenance-$223.28; Dale Star, Reimburse-$342.21; Dan London, Reimburse-$25.99; Dan McKittrick, Books-$45.00; Daniel Fechner, Travel-$28.00; Davison County Register of Deeds, Grant Research-$5.00; Delta Dental Plan of South Dakota, Dental Insurance-$16,956.30; Department of Agriculture, Construction Permit-$100.00; Department of Social Services, Child Support-$633.69; Dialed Action Agency, Deposit-$1,740.00; Dakota Wesleyan Golf, Sports Authority Promo-$4,000.00; Dakota Wesleyan Women's Basketball, Sports Authority-$750.00; Easyvista, 2025 Renewal License-$389.40; Ebsco, Supplies-$64.20; Elfstrand's Ace Hardware, Supplies-$18.66; Eric Hieb, Base Contract-$5,115.25; FBI-Leeda, Membership-$50.00; First National Bank Omaha, Cash Back Redemption-$13,955.69; Fisher Scientific, Supplies-$596.34; Fleetpride, Maintenance-$269.11; Flexible Pipe Tools & Equipment, Supplies-$3,982.70; Frontier Precision, Supplies-$378.56; Galls, Supplies-$1,089.03; Geotek Engineering & Testing, 2025-29 P.E. #1-$9,465.00; Halme, 2023-6 P.E. #6-$147,305.39; Helms and Associates, 2021-30 P.E. #27-$39,024.83; Henry Schein, Supplies-$644.89; Ingram Library Services, Books-$1,487.38; Interstate Office Products, Supplies-$714.95; Interstate Tire &

Auto Center, Repair-$30.00; Iverson Maintenance-$459.37; JCL Solutions, Supplies-$148.00; Johnson Controls, Maintenance-$2,168.02; Jones Supplies, Supplies-$2,320.12; Kone, Maintenance-$999.57; Laerdal Medical, Supplies-$2,143.43; Lucky Devils Adult Hockey, Sports Authority-$4,000.00; Make it Mine Designs, Supplies-$187.00; McLeod's Printing, Supplies-$2,112.37; Menard's, Supplies-$1,010.20; Mettler Implement, Maintenance-$115.96; Michelle Bathke, Travel-$205.02; Microsoft, Subscription-$912.00; Midcontinent Communication, Utilities-$221.40; Midcontinent Communication, Advertising-$1,871.00; Midwest Fire & Safety, Professional Service-$54.00; Midwest Oil, Supplies-$575.03; Midwest Turf & Irrigation, Supplies-$1,822.49; Millennium Recycling, Contract Services-$1,762.55; Miscellaneous Vendor, Plambeck, Martin-Refund-$268.30; Mitchell Iron & Supply, Repairs-$530.51; Mitchell Plumbing & Heating, Supplies-$1,720.12; Mitchell School District, Utilities-$1,880.10; Mitchell Telecom, Utilities-$267.68; Mitchell United Way, United Way Deductions-$ 196.00; Mount Vernon School District, Contract Services-$180.00; Muth Electric, Maintenance-$10,483.79; Napa Central, Supplies-$62.12; Nasco Healthcare, Supplies-$1,405.77; Niko Arnold, Reimbursed-$218.00; Nolan Tegels, Reimburse-$30.00; Northwestern Energy, Utilities-$36,718.68; Optilegra, Vision Plan Deductions-$259.84; Palace Transit, Supplies-$200.00; Pepsi Cola, Supplies-$1,342.82; Pioneer Designs, Professional Services-$680.00; Powderhorn Ranch Regulator, Sports Authority-$3,000.00; Premier Pest Control, Maintenance-$525.00; Qualified Presort Service, Postage-$453.20; Quality Cut Lawn & Tree Service, 2024-22RP.E. #5-2024-$10,000.00; Quick Med Claims, Monthly Contract-$4,998.82; Runnings Supply, Supplies-$1,517.61; Ryan Erickson, Reimburse-$74.92; S&M Printing, Supplies-$160.00; Sanford Health Mitchell, Supplies-$90.00; Savvik Buying Group, Supplies-$103.98; Schoenfelder Portables, Rental-$470.00; South Dakota Association of Rural Water, Maintenance-$400.00; South Dakota Retirement System, South Dakota Retirement Contributions-$126,603.36; South Dakota-Supplemental Retirement, Supplemental Retirement-$3,375.00; South Dakota-Supplemental Roth 457, Roth 457 Contributions-$2,117.50; Secretary of State, Notary Fee-$30.00; Sherwin-Williams, Supplies-$596.71; SPN & Associates, 2023-14 P.E. #8-$58,182.66; Standard Insurance, Life Insurance-$2,719.40; Staples, Supplies-$151.48; Stryker Sales, Supplies-$19,200.18; Sturdevants Auto Value, Supplies-$1,942.68; Subway, Meals-$53.94; Sun Gold Sports, Supplies-$242.92; Tapco, Supplies-$362.53; Thune True Value & Appliance, Supplies-$93.31; TMA Stores, Repair-$100.67; Traffic Control, Repair-$1,060.00; United Rotary Brush, Supplies-$1,886.18; UPS Store #4227, Shipping-$47.58; USA Bluebook, Supplies-$97.74; Verizon Wireless, Utilities-$340.19; Vestis, Mat Cleaning-$375.21; Walmart/Capital One, Supplies-$190.94; Ellwein Brothers, Supplies-$1,716.00

Members present voting aye: Barington, Bathke, Doescher, Goldammer, McCardle, Sabers, Tjarks. Members present voting nay: none. Motion carried.

CITIZENS INPUT:

Elizabeth Luczak of Mitchell Main Street & Beyond updated the public on upcoming events including Wingapalooza and the St. Patty's Day Extravaganza.

Patrick Soukup and Terry Aslesen of the Mitchell Exchange Club stated the service groups would like to do curb painting of 911 addresses in Mitchell. Mayor Hanson suggested they work with and notify the Public Works Department when this will be happening.

MAYOR & CITY COUNCIL DISCUSSION ITEMS:

Council Member McCardle congratulated Mitchell Area Development Corporation on being awarded Community of the Year at the Governor's Conference.

Mayor Hanson proclaimed March 3rd as Lakynn Eldeen day. Eldeen raised funds to purchase statues of a fire and a police dog for the public safety building.

Mayor Jordan Hanson reminded the public of the EMS district vote on April 1st.

BOARD OF ADJUSTMENT:

Moved by Goldammer, seconded by Tjarks, 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 Todd and Kay Long for a variance for the following:

1. Minimum lot width for platted subdivision, nonresidential of 44.57' vs 100' for Lot 3A, Block 1
2. Minimum lot width for platted subdivision, nonresidential of 44.57' vs 100' for Lot 4A, Block 1
3. Minimum lot width for platted subdivision, nonresidential of 44.57' vs 100' for Lot 3A, Block 4

This is located for the shelterbelt west of 40692 Chase Ct, to be legally described Lots 3A and 4A, Block 1 and Lot 3A, Block 4, all of Circle K Ranch Second Addition, a subdivision of the SE ¼ of Section 6, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota. The property is zoned UD Urban Development District. The Planning Commission recommended approval of said application. Moved by Goldammer, seconded by Barington, to approve said application. Motion carried.

It was advised that this is the date and time set for hearing on the application of Todd and Nancy Boyd for a rear yard (road side) variance of 17'-10" vs 30' located at 155 South Harmon Drive, legally described as Lots 78 & 79 and the East 26' of Lot 80 of Indian Head Subdivision Lake Mitchell Development Plan, SW ¼ of Section 4, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota. The property is zoned RL Lake Residential District. The Planning Commission recommended approval of said application. Moved by McCardle, seconded by Barington, to approve said application. Motion carried.

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

HEARING:

It was advised that this is the date and time set for hearing on the application to transfer RL-5756 Retail (on-sale) Liquor License from Flats on Havens LLC dba Flats on Havens, 1525 West Havens Avenue to Gjocal Inc dba Amore Italian Ristorante & Bar, 1525 West Havens Avenue. Notice of hearing has been given and affidavit of publication is on file. Moved by Tjarks, seconded by Bathke, to approve said application. Motion carried.

It was advised that this is the date and time set for hearing on the application of Radhe LLC dba Thunderbird Lodge, 1601 South Burr Street for Package Liquor License PL-4686. Moved by McCardle, seconded by Barington, to approve said application. Motion carried.

PRESENTATION:

The City of Mitchell has been asked to support Lifequest's Community Development Block Grant application for their mini home village for people with developmental disabilities. The city would be the sponsoring agency for the grant application and would pass through grant funds to Lifequest if the grant application is approved. Brian Loken and Pam Hanna from Lifequest explained the project and were available to answer questions.

CONSIDER APPROVAL:

Moved by Tjarks, seconded by Sabers, to approve Agreement #A2025-09, 13th & Wisconsin Storm Drainage Improvements with McLaury Engineering Project #2025-08 in an amount not to exceed $79,000.00. Motion carried.

Moved by McCardle, seconded by Sabers, to approve Agreement #A2025-19, Developer's Agreement for Ridgeview on Foster Phase I with Mitchell Area Housing Incorporated (MAHI). Motion carried.

Moved by Goldammer, seconded by Bathke, to approve Agreement #A2025-20, Mitchell Ice Arena Roof Repairs with DesignArc Group, Project #2025-24 for a lump sum fee of $6,500.00. Motion carried.

RESOLUTION:

Moved by Goldammer, seconded by Tjarks, to approve Resolution #R2025-12, Plat of Lots 3A and 4A, Block 1 and Lot 3A, Block 4, all of Circle K Ranch Second Addition, a subdivision of the SE ¼ of Section 6, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota, as follows:

RESOLUTION #R2025-12

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 24th day of February, 2025; and

WHEREAS, it appears from an examination of the PLAT OF LOTS 3A AND 4A, BLOCK 1 AND LOT 3A, BLOCK 4, ALL OF CIRCLE K RANCH SECOND ADDITION, A SUBDIVISION OF THE SE 1/4 OF SECTION 6, T 103 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, 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 LOTS 3A AND 4A, BLOCK 1 AND LOT 3A, BLOCK 4, ALL OF CIRCLE K RANCH SECOND ADDITION, A SUBDIVISION OF THE SE 1/4 OF SECTION 6, T 103 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, 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.

Moved by Tjarks, seconded by Goldammer, to approve Resolution #R2025-13, Plat of Lot 2 in the replat of Tract A, Wild Oak Golf Club Addition, as follows:

RESOLUTION #R2025-13

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 24th day of February, 2025; and

WHEREAS, it appears from an examination of the PLAT OF LOT 2 IN THE REPLAT OF TRACT A, WILD OAK GOLF CLUB ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Nathan L. Jibben, 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 2 IN THE REPLAT OF TRACT A, WILD OAK GOLF CLUB ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Nathan L. Jibben, 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.

Moved by Sabers, seconded by McCardle, to approve Resolution #R2025-14, Plat of Lot 8 in Tract D, Wild Oak Golf Club Addition, as follows:

RESOLUTION #R2025-14

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 24th day of February, 2025; and

WHEREAS, it appears from an examination of the PLAT OF LOT 8 IN TRACT D, WILD OAK GOLF CLUB ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Nathan L. Jibben, 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 8 IN TRACT D, WILD OAK GOLF CLUB ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Nathan L. Jibben, 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.

Moved by Goldammer, seconded by Bathke, to approve Resolution #R2025-15, Plat of Lot 2 of D. Odegaard's First Addition, as follows:

RESOLUTION #R2025-15

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 24th day of February, 2025; and

WHEREAS, it appears from an examination of the PLAT OF LOT 2 OF D. ODEGAARD'S FIRST ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT 5 IN FIALA'S ADDITION, CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, 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 2 OF D. ODEGAARD'S FIRST ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT 5 IN FIALA'S ADDITION, CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Barington abstained. Motion carried and resolution declared duly adopted.

RECOMMENDATION:

Council Members recommended proceeding with black chairs in the Corn Palace like the color sample that was received from Hussey seating and also alternating logos between the Corn Palace, Mitchell Kernels, and Dakota Wesleyan.

DISCUSSION:

City Administrator Stephanie Ellwein discussed multiple 2025 supplemental budget requests which would come from cash reserves. Council Members would like to continue with requests of $65,000 for the design phase of tennis court resurfacing and light replacement, $100,000 for an additional hangar at the airport, and $15,000 for concession stand upgrades at the soccer complex.

CONSIDER APPROVAL:

Moved by Goldammer, seconded by Tjarks, to authorize designating $600,000.00 in Entertainment Tax Reserves towards Corn Palace-Capital Improvement Facilities. Motion carried.

Moved by Barington, seconded by McCardle, to authorize designating $5,750,000.00 in General Fund Reserves towards future capital projects. Motion carried.

Moved by Tjarks, seconded by McCardle, to approve an interfund loan to the Golf Course for maintenance equipment in the amount of $242,000. Motion carried.

EXECUTIVE SESSION:

Moved by Goldammer, seconded by McCardle, to go into Executive Session as permitted by SDCL 1-25-2(3) Legal. Motion carried.

Mayor Hanson declared the board out of executive session at 9:09 p.m. and the City Council to reconvene in regular session at 9:10 p.m.

ADJOURN:

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

Michelle Bathke
Finance Officer

Published once at the approximate cost of _____.