



**City Council Meeting Agenda**  
City Council Chambers, City Hall, 612 N. Main Street  
July 7, 2025

- 1. 6:00 PM Call to Order**
- 2. Pledge Of Allegiance**
- 3. Invocation: Trinity Lutheran**
- 4. Roll Call**
- 5. Recommendations by Mayor Hanson to Reappoint Department Heads from July 2025-July 2028**
  - Michelle Bathke-Finance Officer
  - Justin Johnson-City Attorney
  - Liz Kitchens-Human Resources
  - Dean Knippling-Chief of Police
  - Kevin Nelson-Parks & Recreation Director
  - Jessica Pickett-Community Services Director
  - Dan Pollreisz-Chief of Fire/EMS
  - Joe Schroeder-Public Works Director
  - Dave Sietsema-Corn Palace Director
- 6. Election of Officers**
  - A. President of City Council
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  - B. Vice-President of City Council
- 7. Mayor Hanson Recommendation of City Council Assignments**
  - Chamber of Commerce Liaison - Jeff Smith
  - Community Services Board Liaison - John Doescher
  - Corn Palace Board Member - Tim Goldammer
  - Golf Board Ex Officio - Dan Sabers
  - Housing & Redevelopment Commission Liaison - John Doescher
  - Library Board Member - Susan Tjarks
  - Mitchell Area Development Corporation Liaison - Mike Bathke
  - Mitchell Main Street & Beyond Liaison - Susan Tjarks
  - Parks & Recreation Board Liaison - Dan Sabers
  - Planning Commission Liaison - John Doescher
  - Sports & Events Authority Committee Member - Kevin McCardle
- 8. 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**

**B. Committee Reports**

**C. Automatic Supplements**

EMS in the amount of \$189,561.14 from grant funds

Parks Sport Complex in the amount of \$7,160 from donation of funds

**D. Raffle Permits**

**E. Volunteer Board Appointments:**

Reappoint Jay Larson to the Community Services Board (Nutrition) for a term to run from July 2025- June 2028.

Reappoint Wendy Linke to the Community Services Board (MVP) for a term to run from July 2025-June 2028.

Reappoint Al Jacklin to the Community Services Board (JVCC) for a term to run from July 2025- June 2028.

Reappoint Kristi Bitterman to the Community Services Board (Transit) for a term to run from July 2025- June 2028.

**F. Special Event Permit Application Palace City Kiwanis Half Marathon, 10K, & 5K on October 5, 2025**

Street Closure (\$100 Fee)

Noise Permit (\$0 Fee)

**G. Declare Suprlus Property-1st Avenue**

**H. Set Bid Opening Date 10:00 AM, July 15, 2025 for Street Sweeper Project #2025-38**

**I. Change Order #2-Final to First Rate Excavating, Inc. for South Wastewater Treatment Plant Phase II -Schedule B Project #2022-01**

**J. Change Order #1 to Schoenfelder Construction, Inc. for 2nd & 4th & Main Streetscape Improvements Project #2023-10**

**K. Set Date of July 21, 2025 for Hearing and Action on the following Alcohol License Applications**

a. Wolfgang Dallmann dba LUPO, 108 North Main Street for a new Retail (on-off sale) Wine and Cider License (Video lottery is not included)

b. Wolfgang Dallmann dba LUPO, 108 North Main Street for a new Retail (on-off sale) Malt Beverage & SD Farm Wine License (Video lottery is not included)

c. On the application to transfer RB-26966 Retail (On-Off) Sale Malt Beverage & SD Farm Wine from Lucky Clovers LLC dba Lucky Clovers, 909 North Main St to Lucky Clovers LLC dba Lucky Clovers, 605 South Sanborn Blvd (Video Lottery is included)

d. On the application to transfer RB-26967 Retail (On-Off) Sale Malt Beverage & SD Farm Wine from Lucky Clovers LLC dba Lucky Clovers, 909 North Main St to Lucky Clovers LLC dba Lucky Clovers, 605 South Sanborn Blvd (Video Lottery is included)

- L. Authorization to Apply for the T-Mobile Hometown Grant to Upgrade to LED Lighting**
  - M. Update Personnel Policy**
  - N. Approval of Gasoline & Fuel Quotes**
  - O. Pay Estimates**
  - P. Approve Bills, Payroll, Salary Adjustments and New Hires, and Authorize Payment of Recurring and Other Expenses in Advance as Approved by the Finance Officer**
- 9. Motion To Approve, Request Public Comment, Roll Call**
- 10. 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.*
- 11. Mayor & City Council Discussion Items**
- 12. BOARD OF ADJUSTMENT: Entertain a Motion For The City Council To Recess And Sit As The Board Of Adjustment**
- A. Hearing and Action on an Application for Maurice & Julie Hartmann-Variance Permit**  
Maurice & Julie Hartmann have applied for a Variance Permit for a rear yard setback of 3' vs 25' for an attached garage. This is located at 1301 Roland Lane, legally described as Lot 14, Block 4, Firesteel Heights Subdivision, City of Mitchell, Davison County, South Dakota. The property is zoned R3 Medium Density Residential District.
  - B. Hearing and Action on an Application for Karl Knight-Variance Permit**  
Karl Knight has applied for a Variance Permit for a rear yard setback of 11' vs 25' for an attached covered patio. This is located at 318 Christine St, legally described as Lot 9, Block 9, Woods First Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R4 High Density Residential District.
  - C. Hearing and Action on an Application for Myron VanBuskirk 2nd Amended & Restated Revoc Trust-Conditional Use Permit**  
Van Buskirk Homes LLC on behalf of Myron VanBuskirk 2nd Amended & Restated Revoc Trust has applied for a conditional use permit for multi-family dwelling units between 5-12 units; located in the 900 block of W Norway Ave, legally described as Lot 16F, a subdivision of Block 16, Sunnyside Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R3 Medium Density Residential District.
- 13. RECONVENE AS CITY COUNCIL: Entertain a Motion For The Board of Adjustment To Adjourn And The City Council To Reconvene In Regular Session**
- 14. Discussion on Request to Make the Municipal Band Part of the Park & Recreation**

**Department**

- 15. Lake Mitchell Project Update by Barr Engineering**
- 16. Action to Award Bid for Cadwell Infield Improvements #2025-23**
- 17. Action to Approve Quote with Williams Masonry, Inc. for Cadwell Dugout Improvements**
- 18. Action to Approve Utility Cost and Annexation Agreement #A2025-40 with Maynard and Betty Hieb 1725 Scenic Court**
- 19. Action to Approve Grant Offer Agreement #A2025-41 for a Infrastructure Investment and Jobs Act (IIJA) Airport Infrastructure Grant (AIG) for the Construction of a Revenue Producing Hangar Grant Offer AIP '33**
- 20. Action to Approve Agreement #A2025-42 with Davison-Hanson Ambulance District for Rural Emergency Medical Services Agreement**
- 21. Action to Approve Resolution #R2025-47, Creating Tax Increment District #43 and Approving Project Plan**
- 22. Action to Approve Resolution #R2025-48, Plat of Tract 2 of Tupper's Addition, in the NE 1/4 of the NE 1/4 of Section 8, T 102 N, R 60 W of the 5th P.M., Davison County, South Dakota**
- 23. Action to Approve Resolution #R2025-49, Plat of Lots 1A, 2B1 and 2C1, Block 4 of Westwood First Addition, and a Portion of Commerce Street**
- 24. Action to Approve Resolution #R2025-50, Plat of Lots 3 and 4 of Singapore Slab Tract 1, a subdivision of the East 1/2 of the SE 1/4 of Section 32, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota**
- 25. Action to Approve Resolution #R2025-51, Plat of Tract 5 of Prairie Ethanol Addition in Lot 1 of the Southwest Quarter of Section 24, Township 104 North, Range 61 West of the 5th P.M., Davison County, South Dakota**
- 26. Action to Approve Resolution #R2025-52, Plat of Tract 6 of Prairie Ethanol Addition in the Northwest Quarter of Section 25, Township 104 North, Range 61 West of the 5th P.M., Davison County, South Dakota**
- 27. Action to Approve Resolution #R2025-53, Plat of Tract 7 of Prairie Ethanol Addition in the Northeast Quarter of Section 25, Township 104 North, Range 61 West of the 5th P.M., Davison County, South Dakota**
- 28. Action to Approve Resolution #R2025-54, Plat of Tract 8 of Prairie Ethanol Addition in the Southeast Quarter of Section 25, Township 104 North, Range 61 West of the 5th P.M., Davison County, South Dakota**
- 29. Action to Approve Resolution R2025-55, Surplus and Auction of Three Trailers and One Building in the 1100 and 1200 Blocks of East 1st Ave**
- 30. Action to Approve Temporary Easement with the South Dakota Department of Transportation for New Bike Path**

- 31. Request to Participate in North American Wetland Conservation Administration Grant (NAWCA) by FarWide Conservation Trust**
- 32. Hearing & Second Reading on Ordinance #O2025-09, Rezoning Lot 2 of Singapore Slab Tract 1, a subdivision of the East 1/2 of the SE 1/4 of Section 32, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; Lot 1 of Singapore Slab Tract 1, a Subdivision of the East 1/2 of the Southeast 1/4 of Section 32, Township 104 North, Range 60 West of the 5<sup>th</sup> P.M., Davison County, South Dakota; Singapore Slab Tract 1, Except Lots 1 and 2 of Singapore Slab Tract 1, a subdivision of the East 1/2 of the SE 1/4 of Section 32, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota; be changed from UD Urban Development District to Lakeshore Planned Unit Development District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME.**
- 33. Motion to Adopt Ordinance #O2025-09, Request Public Comment, Roll Call**
- 34. Motion to Enter into Executive Session According to SDCL 1-25-2 (4) employee negotiations**
- 35. Adjourn**

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.