



**CITY OF YANKTON**

**2016\_01\_11**

**COMMISSION MEETING**

# **YANKTON BOARD OF CITY COMMISSIONERS**

Regular City Commission Meeting beginning at 7:00 P.M.

**Monday, January 11, 2016**

City of Yankton Community Meeting Room

Located at the Technical Education Center • 1200 W. 21<sup>st</sup> Street • Room 114

Rebroadcast Schedule: Tuesday @ 7:30pm, Thursday @ 6:30 pm, on channels 3 & 45

## **I. ROUTINE BUSINESS**

### **1. Roll Call**

### **2. Approve Minutes of regular meeting of December 21, 2015**

**Attachment I-2**

### **3. Schedule of Bills**

**Attachment I-3**

### **4. City Manager's Report**

**Attachment I-4**

### **5. Public Appearances**

## **II. CONSENT ITEMS**

### **1. Establishing public hearing for sale of alcoholic beverages**

Establish January 25, 2016, as the date for the public hearing on the request for a Special Events Retail (on-sale) Malt Beverage and a Special Retail (on-sale) Wine Dealers License for three days, August 19-21, 2016, from Yankton Area Riverboat Days Inc., (Milissa Wuebben, treasurer) Riverside Park, Yankton, SD.

**Attachment II-1**

### **2. Establishing public hearing for sale of alcoholic beverages**

Establish January 25, 2016, as the date for the public hearing on the request for a Special Events Retail (on-sale) Malt Beverage and a Special Retail (on-sale) Wine Dealers License for three days, August 19-21, 2016, from Yankton Area Riverboat Days Inc., (Milissa Wuebben, treasurer) City Hall Auditorium, Yankton, SD.

**Attachment II-2**

### **3. Establishing public hearing for sale of alcoholic beverages**

Establish January 25, 2016, as the date for the public hearing on the request for a Special Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for one day, June 3-4, 2016, from Historic Downtown Yankton, Inc., d/b/a Rockin Ribfest, (Kathy Church, Sec./Treas.) Memorial Park, 2000 Douglas Avenue, Yankton, SD.

**Attachment II-3**

### **4. Peddler's License Application**

Consideration of Memorandum #16-01 recommending approval of an application for a Peddler's License for Dennis Schumacher, 55287 888<sup>th</sup> Road, Crofton, Neb., to perform tree stump removals in the city

**Attachment II-4**

**5. Establishing public hearing for sale of alcoholic beverages**

Establish January 25, 2016, as the date for the public hearing on the request for a Special Events Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for 1 day, April 30, 2016, from The Center (Christy Hauer, Executive Director), 900 Whiting Drive, Yankton, S.D

**Attachment II-5**

**6. Establishing public hearing for sale of alcoholic beverages**

Establish January 25, 2016, as the date for the public hearing on the request for a Special RETAIL (on-sale) Wine Dealers License for 1 day, January 29, 2016, from Lewis & Clark Theatre Company, (Tara Gill, President) 328 Walnut, Yankton, SD 57078

**Attachment II-6**

**7. Establish public hearing for a New Retail Wine License**

Establish January 25, 2016, as the date for the public hearing on the request for a New Retail (on-off sale) Wine License for January 1, 2016, to December 31, 2016, from Coraima's LLC., d/b/a Coraima's Mexican Store, (Edras Chua, Partner) 401 Picotte Street, Yankton, S.D.

**Attachment II-7**

**8. Establish public hearing for a transfer of ownership**

Establish January 25, 2016, as the date for the public hearing on the transfer of ownership of a Package (off-sale) Liquor License for January 1, 2016, to December 31, 2016, from Shree, LLC, (Dipan Patel, Business Owner) d/b/a JR's Oasis, to Shreenish, LLC, (Dipan Patel, Business Owner) d/b/a JR's Oasis, 2404 E. Highway 50, Yankton, S.D.

**Attachment II-8**

**9. Establish public hearing for a transfer of Malt Beverage & SD Farm Wine**

Establish January 25, 2016, as the date for the public hearing on the request for the transfer of a Retail (on-off sale) Malt Beverage & SD Farm Wine License for July 1, 2015, to June 30, 2016, from KA-CHING KA-CHING, Inc., dba KA-CHING KA-CHING, 807 Bill Baggs Road, to Shree, LLC, (Dipan Patel, Business Owner) d/b/a Muggsy's Sub Galley, 821 Broadway, Yankton, S.D.

**Attachment II-9**

**10. Work Session**

Setting date of January 25, 2016, at 6:00 pm in Room #114 of the Regional Technical Education Center for the next work session of the Yankton City Commission to discuss current tax ordinance

**III. OLD BUSINESS**

None

**IV. NEW BUSINESS**

**1. Bid – Police Vehicle**

Consideration of Memorandum #16-03, regarding New Vehicle for Yankton Police Department

**Attachment IV-1**

2. **Change Order – Raw Water Line**  
Consideration of Memorandum #16-05 regarding Change Order for Raw Water Line  
**Attachment IV-2**
  3. **Request from Rockin’ Ribfest for Funding**  
Consideration of Memorandum #16-04 regarding request for additional funding for Rockin’ Ribfest for an addition of the Dakotronics unit  
**Attachment IV-3**
  4. **Yankton Land Parcel**  
Consideration of Memorandum #16-09, an offer to purchase approximately 1.92 acres of City owned land in Parcel B of Fox Run Subdivision through Yankton Area Progressive Growth  
**Attachment IV-4**
  5. **Annexation of City Owned Grove School Addition**  
Consideration of Memorandum #16-07 recommending approval of Resolution #16-01 annexing Grove School Addition and the adjacent Ferdig Avenue right-of-way in the SE 1/4 of the SW 1/4, Section 8, T93N, R55W of the 5th P.M. being approximately 1 acre; and, Lots 3 and 4, Frick’s Subdivision in the SW 1/4, SW 1/4 of the NW 1/4 and in Government Lot 4, Section 17, T93N, R55W of the 5th P.M. being approximately 41 Acres  
**Attachment IV-5**
  6. **Bid Award - Chemicals**  
Consideration of Memorandum #16-10 regarding Bid Award for Chemicals  
**Attachment IV-6**
  7. **Tipping Fees – Joint Powers Transfer Station**  
Consideration of Memorandum #16-11 in support of Resolution #16-02 Adjusting tipping fees at the City of Yankton Joint Powers Transfer Station  
**Attachment IV-7**
  8. **Boys & Girls Club 2015 Expenditures**  
Consideration of Memorandum #16-12 in Support of Resolution #16-03 Authorizing Publication of Expenditures for Boys & Girls Club – 2015 Expenditures  
**Attachment IV-8**
  9. **EAP Coverage for Volunteer Firefighters**  
Consideration of Memorandum #16-13 regarding Employee Assistance Program Coverage for Volunteer Firefighters  
**Attachment IV-9**
  10. **City Committee and Board Adjustments**  
Consideration of Memorandum #16-14 regarding City Committee and Board Adjustments  
**Attachment IV-10**
  11. **Towing Agreements**  
Consideration of Memorandum #16-08 regarding Towing Agreement between City and Towing companies  
**Attachment IV-11**
- V. **ADJOURN THE MEETING OF JANUARY 11, 2016**

The City of Yankton Community Meeting Room is accessible to everyone. If you have any additional accommodation requirements, please call 668-5221.

Should you have any reason to believe an open meetings law has been violated please contact the Open Meetings Commission at the South Dakota Office of the Attorney General at: 1302 E. Hwy 14, Suite 1, Pierre, SD 57501-8501 or by phone at 605-773-3215.

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS  
YANKTON, SOUTH DAKOTA  
12 NOON - DECEMBER 21, 2015**

Regular meeting of the Board of City Commissioners of the City of Yankton was called to order by Mayor Carda.

**Roll Call:** Present: Commissioners Ferdig, Hoffner, Johnson, Sommer, and Woerner. City Attorney Den Herder and City Manager Nelson were also present. Absent: Commissioners Gross, Knoff, and Miner.

Quorum present.

Action 15-408

Moved by Commissioner Woerner, seconded by Commissioner Sommer, to approve the Minutes of the regular meeting of December 14, 2015.

**Roll Call:** All members present voting "Aye;" voting "Nay:" None.

Motion adopted.

Action 15-409

Moved by Commissioner Sommer, seconded by Commissioner Ferdig, that the Schedule of Bills be approved and warrants be issued.

ACE HARDWARE-ICE MELT-\$25.98; ACS GOVERNMENT INF SERVICE-MAINT PROGRAM SUPPORT-\$1,937.87; AMERIZON WIRELESS-RADIOS-\$1,158.22; BANNER ASSOCIATES INC-DESIGN SCALE-\$19,350.00; BOYS & GIRLS CLUB-CDGB GRANT #1-\$1,981.80; BROCK WHITE COMPANY LLC-IGNITION-\$87.84; CEDAR KNOX PUBLIC POWER DIST-ELECT-NOV-\$1,174.71; CHAMBER OF COMMERCE-SERVICE AWARDS-\$275.00; CHRISTENSEN RADIATOR & REPAIR-V-PLOW-\$5,651.00; CITY OF YANKTON-CITY HALL GARBAGE-\$19.24; CONCRETE MATERIAL-CONCRETE-\$288.52; CORNHUSKER INTL TRUCK INC-WIPER BLADES-\$237.28; EISENBRAUN AND ASSOCIATES-DOUGLAS AVE/WILSON RD-\$1,956.65; FASTENAL COMPANY-JACKETS-\$96.94; GEOTEK ENG & TESTING SERVICE INC-TESTING/INSPECTIONS-\$570.00; GERSTNER OIL CO-OIL-\$3,841.75; GRAYMONT CAPITAL INC-LIME-\$4,359.26; HAWKINS INC-CHEMICALS-\$2,840.00; HEDAHL'S PARTS PLUS-FILTERS-\$197.26; IN CONTROL INC-AERATION BLOWER CONTROL-\$3,579.76; KELLEN & STREIT INC-SAND-\$255.75; LANGUAGE LINE SERVICES-INTERPRET FEE-\$77.21; LOCATORS & SUPPLIES INC-SIGN STAND-\$143.24; MIDWEST STRIPING-LIGHTS-\$628.89; MOTOR VEHICLE DEPT SD-LICENSE/TITLE-\$14.00; NORTHEAST NEBRASKA NEWS CO-ADVERTISING-\$114.80; NORTHERN TOOL & EQUIPMENT-HOIST/JACK STANDS-\$8,590.47; PETROLEUM TRADERS CORP-FUEL-\$7,692.76; PLANNING & DEVELOPMENT-MAPPING MAINTENANCE-\$1,500.00; PRO AUTO-TOW VEHICLE-\$80.00; REGISTER OF DEEDS-COPIES-\$229.00; SIOUX EQUIPMENT COMPANY INC-ANNUAL INSPECTION-\$2,730.40; STEVENS CONSTRUCTION LLC-CART PATH-\$10,200.00; TMA-TIRES-\$1,584.00; TRAFFIC CONTROL CORP-SIGNAL LIGHT-\$764.00; TRUCK TRAILER SALES INC-DOT INSPECTIONS-\$996.50; US POST OFFICE-UTIL-UT POSTAGE-DEC-\$1,500.00; WAGE WORKS-FLEX SERVICE FEE-NOV-\$85.00; YANKTON MEDICAL CLINIC-RANDOM DRUG/ALCOHOL TESTS-\$886.00.

**Roll Call:** Members present voting "Aye:" Commissioners Ferdig, Hoffner, Johnson, and Sommer and Mayor Carda; voting "Nay:" None; Abstaining: Commissioner Woerner.

Motion adopted.

Commissioner Knoff entered the meeting at this time.

City Manager Nelson submitted a written report giving an update on community projects and items of interest.

Action 15-410

Moved by Commissioner Johnson, seconded by Commissioner Ferdig, that the following items on the consent agenda be approved.

1. Special City Commission Meeting – set date and location  
Special City Commission meeting for January 7, 2016, at 6:30 pm in Room 114 at the Regional Technical Education Center
2. Possible Quorum Event  
January 8, 2016, for Strategic Planning Session, no official commission action

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

Action 15-411

This was the time and place for the public hearing on the application for transfer of ownership of a Retail (on-off sale) Malt Beverage License for July 1, 2015, to June 30, 2016, from J & J Convenience, LLC, (Judy Lane, Owner) dba Gramps to Xtreme, Inc., (Jeff Koster, President) dba Gramps, 700 E. 4th Street, Yankton, South Dakota. (Memorandum 15-321) No one was present to speak for or against approval of the license. Moved by Commissioner Ferdig, seconded by Commissioner Knoff, to approve the license application.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

Action 15-412

This was the time and place for the public hearing on the application for a Special Events Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for one day, January 9, 2016, from The Center (Christy Hauer, Executive Director), 900 Whiting Drive, Yankton, South Dakota. (Memorandum 15-322) No one was present to speak for or against approval of the license. Moved by Commissioner Knoff, seconded by Commissioner Woerner, to approve the license application.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.

Motion adopted.

Action 15-413

Moved by Commissioner Sommer, seconded by Commissioner Woerner, to adopt Resolution 15-85.

RESOLUTION 15-85

WHEREAS, SDCL 9-14-28 requires that the salaries of municipal officers be fixed and determined by City resolution,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, effective January 1, 2016, that the salary of the Finance Officer shall be at an annual rate of \$87,880.80.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 15-414

Moved by Commissioner Woerner, seconded by Commissioner Johnson, to adopt Resolution 15-86.

RESOLUTION 15-86

WHEREAS, SDCL 9-14-28 requires that the salaries of municipal officers be fixed and determined by City resolution,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, effective January 1, 2016, that the salary of the City Attorney shall be at an annual rate of \$41,306.48.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 15-415

Moved by Commissioner Woerner, seconded by Commissioner Sommer, to adopt Resolution 15-87.

RESOLUTION 15-87

WHEREAS, SDCL 9-14-28 requires that the salaries of municipal officers be fixed and determined by City resolution,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, effective January 1, 2016, that the salary of the City Manager shall be at an annual rate of \$102,683.75.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

Action 15-416

Moved by Commissioner Woerner, seconded by Commissioner Ferdig, to adjourn at 12:08 p.m.

**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

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David Carda  
Mayor

ATTEST:

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Al Viereck  
Finance Officer

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
	AFSCME COUNCIL 65	06454							
	EMPLOYEE DEDUCTIONS	684.71	MISC. EMP. DED.	711.2079		005136	F	208	00006
	EMPLOYEE DEDUCTIONS	682.40	MISC. EMP. DED.	711.2079		005136	F	208	00032
	EMPLOYEE DEDUCTIONS	143.97	MISC. EMP. DED.	711.2079		005136	F	208	00040
		1,511.08	*TOTAL						
	AMERICAN FAMILY LIFE COR	00025							
	CANCER & ICU PREMIUMS	6,438.00	CANCER & ICU SUPPLEMENTA	711.2075		001234	F	208	00037
	ASSURANT EMPLOYEE BENEFI	06804							
	VISION INSURANCE-JANUARY	679.62	HEALTH INSURANCE	711.2068		005313	F	208	00045
	BARNES/STACY	07020							
	1500 DAKOTA W/WW	4,982.66	15TH ST - SUMMIT TO WCLR	504.581.395		014181	F	208	00027
	CONNECTIONS INC	06807							
	EAP INSURANCE - DECEMBER	274.82	HEALTH INSURANCE	711.2068		005314	F	208	00008
	DEPT OF SOCIAL SERVICES	01681							
	EMPLOYEE DEDUCTIONS	917.50	MISC. EMP. DED.	711.2079		003562	F	208	00007
	EMPLOYEE DEDUCTIONS	917.50	MISC. EMP. DED.	711.2079		003562	F	208	00035
		1,835.00	*TOTAL						
	FIRST NATL BANK SOUTH DA	04389							
	EMPLOYEE DEDUCTIONS	624.99	AFLAC DAYCARE	711.2077		003301	F	208	00004
	EMPLOYEE DEDUCTIONS	416.66	AFLAC DAYCARE	711.2077		003301	F	208	00033
	EMPLOYEE DEDUCTIONS	669.73	AFLAC MEDICAL	711.2078		003301	F	208	00005
	EMPLOYEE DEDUCTIONS	669.73	AFLAC MEDICAL	711.2078		003301	F	208	00034
		2,381.11	*TOTAL						
	ICMA RETIREMENT TRUST -	00287							
	EMPLOYEE DEDUCTIONS	1,391.93	ICMA DEFERRED COMPENSATI	711.2067		002876	F	208	00001
	EMPLOYEE DEDUCTIONS	1,386.93	ICMA DEFERRED COMPENSATI	711.2067		002876	F	208	00029
		2,778.86	*TOTAL						
	LEONARD/ALI	.14245							
	REPLACE CHECK	27.48	TEMPORARY WAGES	203.203.102		005506	F	208	00026
	MCNINCH/JEREMY	06828							
	TRAINING	80.00	LEARNING	101.111.264		005507	F	208	00047
	MINNESOTA LIFE INSURANCE	06544							
	LIFE INSURANCE-JANUARY	711.33	LIFE INSURANCE	711.2069		005179	F	208	00044
	RETIREMENT, SD	00519							
	SD RETIREMENT - DECEMBER	100,581.12	SD RETIREMENT SYSTEM	711.2066		002809	F	208	00048
	SDSRP	04992							
	EMPLOYEE DEDUCTIONS	525.00	ROTH 457 SDRS-SRP	711.2056		003591	F	208	00003
	EMPLOYEE DEDUCTIONS	525.00	ROTH 457 SDRS-SRP	711.2056		003591	F	208	00031
	EMPLOYEE DEDUCTION	525.00	ROTH 457 SDRS-SRP	711.2056		003591	F	208	00042
	EMPLOYEE DEDUCTIONS	1,765.00	SDRS SUPPLEMENTAL RETIRE	711.2058		003591	F	208	00002
	EMPLOYEE DEDUCTIONS	1,765.00	SDRS SUPPLEMENTAL RETIRE	711.2058		003591	F	208	00030
	EMPLOYEE DEDUCTION	1,765.00	SDRS SUPPLEMENTAL RETIRE	711.2058		003591	F	208	00041
		6,870.00	*TOTAL						
	SHOBERG/GREG	05447							
	TRAINING	150.00	LEARNING	101.111.264		005508	F	208	00046
	SOUTHEAST PROPERTIES	05903							
	TID REIMBURSEMENT	28,343.79	SOUTHEAST PROPERTIES, LL	509.509.204		017731	F	208	00039



Manual Check Register

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
	SUMMIT ACTIVITY CENTER	03787							
	EMPLOYEE DEDUCTIONS	815.15	SUMMIT ACTIVITIES CENTER	711.2062		002981	F	208	00036
	T & R CONTRACTING INC	06143							
	DOUGLAS AVE & WILSON RD	133,944.14	DOUGLAS AVE/WILSON RD TI	510.588.360		014112	F	208	00028
	UNITED WAY	00918							
	EMPLOYEE DEDUCTION	105.00	UNITED FUND	711.2070		001142	F	208	00043
	VAST BROADBAND	06976							
	PHONE BILL	182.59	TELEPHONE	101.102.271		003513	F	208	00010
	PHONE BILL	324.91	TELEPHONE	101.104.271		003513	F	208	00011
	INTERNET SERVICES	841.40	INTERNET ACCESS	101.105.270		003751	F	208	00009
	PHONE BILL	44.55	TELEPHONE	101.105.271		003513	F	208	00012
	PHONE BILL	175.34	TELEPHONE	101.106.271		003513	F	208	00013
	PHONE BILL	56.38	TELEPHONE	101.111.271		003513	F	208	00014
	PHONE BILL	181.44	TELEPHONE	101.114.271		003513	F	208	00015
	PHONE BILL	350.45	TELEPHONE	101.122.271		003513	F	208	00016
	PHONE BILL	131.33	TELEPHONE	101.123.271		003513	F	208	00017
	PHONE BILL	155.28	TELEPHONE	101.142.271		003513	F	208	00018
	PHONE BILL	407.52	TELEPHONE	201.201.271		003513	F	208	00019
	PHONE BILL	57.93	TELEPHONE	202.202.271		003513	F	208	00020
	PHONE BILL	386.14	TELEPHONE	203.203.271		003513	F	208	00021
	PHONE BILL	247.26	TELEPHONE	601.601.271		003513	F	208	00022
	PHONE BILL	37.41	TELEPHONE	611.611.271		003513	F	208	00023
	PHONE BILL	59.34	TELEPHONE	637.637.271		003513	F	208	00024
	PHONE BILL	111.72	TELEPHONE	641.641.271		003513	F	208	00025
		3,750.99	*TOTAL						
	WELLMARK BLUE CROSS & BL	06799							
	HEALTH INS - JANUARY	90,167.41	HEALTH INSURANCE	711.2068		005310	F	208	00038
		386,427.56	**CLAIMS TOTAL						

Manual Check Register

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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
REPORT TOTALS:		386,427.56							

RECORDS PRINTED - 000048

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	2,673.67
201	PARKS AND RECREATION	407.52
202	PARK IMPROVEMENT	57.93
203	SUMMIT ACTIVITY CENTER	413.62
504	INFRASTRUCT IMP CONSTRUCT	4,982.66
509	TID #2 MORGAN SQUARE	28,343.79
510	TID #5 - MENARDS	133,944.14
601	WATER OPERATION	247.26
611	WASTE WATER OPERATION	37.41
637	JOINT POWER	59.34
641	GOLF COURSE	111.72
711	EMPLOYEE BENEFIT	215,148.50
TOTAL ALL FUNDS		386,427.56

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	386,427.56
TOTAL ALL BANKS		386,427.56

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
A & B BUSINESS INC.	COPIER MAINTENANCE	401.30	RENTALS & XEROX SUPPLIES	101.142.212		WIBBELS, KATHL		237 00312
ACCUCUT	OFFICE SUPPLIES	112.00	OFFICE SUPPLIES	101.142.232		008610		P 237 00002
ACE HARDWARE	CLEANING SUPPLIES	11.96	JANITORIAL SUPPLIES	641.641.236		DOBY, KEVIN C		237 00256
	PARK SUPPLIES	23.99	REP. & MAINT. - BUILDING	201.201.223		ESKENS, REBECC		237 00346
	SHOP SUPPLIES	9.49	REP. & MAINT. - BUILDING	201.201.223		ESKENS, REBECC		237 00348
	SHOP SUPPLIES	30.45	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00081
	SHOP SUPPLIES	19.97	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00082
	ACID	46.56	REP. & MAINT. - PLANT	601.601.221		HINES, GORDON		237 00229
	SHOP SUPPLIES	13.98	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00190
	SHOP SUPPLIES	27.98	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00192
	SUPPLIES	20.97	SMALL TOOLS & HARDWARE	601.601.247		KIRCHNER, LESL		237 00194
	EQUIPMENT SUPPLIES	89.98	REP. & MAINT. - EQUIPMEN	201.201.221		KORTAN, LISA A		237 00342
	COFFEE POT	139.99	REP. & MAINT. - BUILDING	101.114.223		KURTENBACH, TH		237 00027
	LOCK DEICER	2.49	REP. & MAINT. - EQUIPMEN	101.114.221		KURTENBACH, TH		237 00028
	HVAC FILTERS	19.98	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00210
	HVAC FILTERS	9.98	REP. & MAINT. - BUILDING	101.141.223		MILES, CONNIE		237 00215
	FLAG POLE ROPE	30.98	REP. & MAINT. - BUILDING	101.141.223		MILES, CONNIE		237 00219
	BROOM, NOZZLE, BOX, HOSE	51.44	SMALL TOOLS & HARDWARE	101.114.247		NICKLES, LARRY		237 00302
	CONCRETE	5.99	ROAD MATERIALS	101.123.239		POTTS, COREY		237 00275
	PAINT	11.98	REP. & MAINT. - BUILDING	101.127.223		ROINSTAD, MIKE		237 00202
	POWER STEERING FLUID	5.49	REP. & MAINT. -VEHICLES	101.127.222		ROINSTAD, MIKE		237 00204
	SPRAY PAINT	9.98	REP. & MAINT. - EQUIPMEN	101.126.221		RYKEN, ROBERT		237 00148
	SHOP SUPPLIES	7.49	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00049
	PARK SUPPLIES	9.90	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00052
	SHOP SUPPLIES	11.99	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00055
	RECREATION SUPPLIES	53.97	RECREATION SUPPLIES	203.203.242		SNYDER, ROBERT		237 00088
	SHOP SUPPLIES	54.99	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00090
	CHRISTMAS SUPPLIES	36.96	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00093
		758.93	*VENDOR TOTAL					
AIRNAV	WEB SITE RENEWAL	77.00	PROFESSIONAL SERVICES -	101.127.202		ROINSTAD, MIKE		237 00205
ALLEGNT*TRAVEL	MEETING	1,574.83	CONFERENCE & MEETINGS	101.102.265		NELSON, AMY		237 00294
AMAZON MKTPLACE PMTS	UNIFORM ALLOWANCE	104.85	UNIFORMS	101.111.244		BURGESON, MICH		237 00167
	BATTERIES	35.98	REP. & MAINT. -VEHICLES	101.111.222		PAYER, MARK E		237 00115
	BOOK	6.99	BOOKS	101.142.340		WIBBELS, KATHL		237 00310
	PROGRAM SUPPLIES	17.37	PROGRAM SUPPLIES	101.142.242		WIBBELS, KATHL		237 00311
	BOOK	18.62	BOOKS	101.142.340		WIBBELS, KATHL		237 00319
	OFFICE SUPPLIES	72.09	OFFICE SUPPLIES	101.142.232		WIBBELS, KATHL		237 00326
		255.90	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
AMAZON.COM								
	BOOK	16.00	ANIMAL SHELTER SUPPLIES	101.113.246		BRASEL, LISA M		237 00260
	UNIFORM ALLOWANCE	40.47	UNIFORMS	101.111.244		BURGESON, MICH		237 00168
	RECREATION SUPPLIES	174.42	RECREATION SUPPLIES	203.203.242		GROTENHUIS, TR		237 00298
	DVD	19.96	AV - CAPITAL	101.142.342		WIBBELS, KATHL		238 00032
	BOOK	24.50	BOOKS	101.142.340		WIBBELS, KATHL		238 00033
		275.35	*VENDOR TOTAL					
AMERICAN FLOOR MATS	MATS	333.48	REP. & MAINT. - BUILDING	101.114.223		KURTENBACH, TH		237 00024
APPEARA	TOWELS	239.65	CONTRACTED SERVICES	203.203.204		MCHENRY, CHASI		237 00172
ARBYS 8376								
	TRAVEL EXPENSE	7.59	TRAVEL EXPENSE	101.111.263		BRANDT, TODD M		237 00286
	TRAVEL EXPENSE	7.80	TRAVEL EXPENSE	101.111.263		NOLZ, PAT		237 00307
		15.39	*VENDOR TOTAL					
ARC*SERVICES/TRAINING								
	RED CROSS FEES	650.00	CONTRACTED SERVICES	203.203.204		ORR, BRITTANY		237 00036
	RED CROSS FEES	300.00	RECREATION SUPPLIES	202.202.242		ORR, BRITTANY		237 00037
		950.00	*VENDOR TOTAL					
AT&T*BILL PAYMENT	AT&T MOBILITY	314.32	PROFESSIONAL SERVICES	101.111.202		PAYER, MARK E		237 00112
BAKER-TAYLOR								
	BOOKS	3,481.44	BOOKS	101.142.340		WIBBELS, KATHL		238 00029
	POSTAGE	33.85	POSTAGE	101.142.231		WIBBELS, KATHL		238 00030
	BOOKS	52.52	BOOKS	701.701.340		WIBBELS, KATHL		238 00031
		3,567.81	*VENDOR TOTAL					
BOMGAARS #2 YANKTON								
	SUPPLIES	25.96	REP. & MAINT. - PLANT	611.611.221		ARENS, R.MICHA		237 00208
	PARK SUPPLIES	33.98	REP. & MAINT. - BUILDING	201.201.223		BORNITZ, CHRIS		237 00045
	CEMETERY SUPPLIES	15.51	REP. & MAINT. - EQUIPMEN	621.621.221		BORNITZ, CHRIS		237 00046
	UNIFORMS	119.98	UNIFORMS & DRY GOODS	201.201.244		ESKENS, REBECC		237 00347
	OVERSHOES	34.99	UNIFORMS & DRY GOODS	601.601.244		GARVEY, TIMOTH		237 00291
	SHOP SUPPLIES	14.79	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00070
	CHRISTMAS STORAGE	15.47	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00076
	CHRISTMAS STORAGE	59.52	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00079
	SHOP SUPPLIES	10.98	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00080
	SHOP SUPPLIES	72.44	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00186
	SUPPLIES	66.93	SMALL TOOLS & HARDWARE	601.601.247		KIRCHNER, LESL		237 00196
	SUPPLIES	27.89	REP. & MAINT. - DISTRIBU	601.601.226		KIRCHNER, LESL		237 00198
	SUPPLIES	45.81	SMALL TOOLS & HARDWARE	601.601.247		KIRCHNER, LESL		237 00199
	SUPPLIES	13.52	SMALL TOOLS & HARDWARE	601.601.247		KIRCHNER, LESL		237 00200
	GLOVES	35.98	REP. & MAINT. - BUILDING	201.201.223		KORTAN, LISA A		237 00344

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
BOMGAARS #2 YANKTON								
	SUPPLIES	24.99	REP. & MAINT. - COLLECTI	611.611.226		KUEHLER, DAVE		237 00206
	HIGH VISABILITY JACKET	39.99	UNIFORMS	637.637.244		KULHAVY, KEVIN		237 00235
	HAMMER DRILL	199.88	SMALL TOOLS & HARDWARE	101.123.247		KULHAVY, KEVIN		237 00238
	WHEEL CHARGER, HOSE REEL	949.93	SMALL TOOLS & HARDWARE	801.801.247		KULHAVY, KEVIN		237 00242
	JACK	42.99	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		238 00020
	CABLE PULLERS	119.98	SMALL TOOLS & HARDWARE	801.801.247		KULHAVY, KEVIN		238 00021
	CUTTING WHEELS	318.00	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		238 00025
	GREASE GUN,WELDING GLOVE	289.96	SMALL TOOLS & HARDWARE	801.801.247		KULHAVY, KEVIN		238 00026
	SCRAPER	24.99	EQUIPMENT REPAIR & MAINT	637.637.221		KULHAVY, KEVIN		238 00027
	SCRUBBING TOWELS	12.49	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		238 00028
	TOOL BOX AND LINER	24.97	SMALL TOOLS & HARDWARE	101.114.247		KURTENBACH, TH		237 00022
	HOOK BOLT	9.54	REP. & MAINT. - EQUIPMEN	101.114.221		NICKLES, LARRY		237 00301
	PRY BAR	7.99	SMALL TOOLS & HARDWARE	101.114.247		NICKLES, LARRY		237 00303
	BULB	5.99	REP. & MAINT. - BUILDING	101.114.223		NICKLES, LARRY		237 00305
	CHOPSAW WHEELS	79.80	GARAGE PARTS	801.801.249		POTTS, COREY		237 00268
	ICE SCRAPER	31.98	SMALL TOOLS & HARDWARE	637.637.247		POTTS, COREY		237 00274
	SUPPLIES	4.36	SMALL TOOLS & HARDWARE	601.601.247		ROBINSON, DONN		237 00201
	CAULK	4.39	REP. & MAINT. - EQUIPMEN	101.126.221		RYKEN, ROBERT		238 00012
	ICE MELT	23.98	REP. & MAINT. - BUILDING	101.127.223		RYKEN, ROBERT		238 00013
	PARK SUPPLIES	49.99	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00048
	SHOP SUPPLIES	6.99	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00050
	PARK SUPPLIES	15.14	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00054
	SHOP SUPPLIES	10.47	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00094
	CHRISTMAS STORAGE	16.18	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00100
	CHRISTMAS STORAGE	16.99	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00101
	PARK SUPPLIES	26.48	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00102
	PARK SUPPLIES	20.97	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00105
	TRAIL SUPPLIES	14.99	REP. & MAINT. - EQUIPMEN	204.204.221		WUBBEN, ROBERT		237 00065
	TRAIL SUPPLIES	3.59	REP. & MAINT. - EQUIPMEN	204.204.221		WUBBEN, ROBERT		237 00066
		2,991.74	*VENDOR TOTAL					
BP#6611677COFFEE CUQPS								
	MILEAGE FBI MINNEAPOLIS	19.40	MILEAGE	101.111.262		PAULSEN, BRIAN		237 00107
BRODART SUPPLIES								
	OFFICE SUPPLIES	20.83	OFFICE SUPPLIES	101.142.232		WIBBELS, KATHL		237 00333
BULLEX DIGITAL SAFET								
	FIRE EXT. TRAINER	5,149.06	EQUIPMENT	101.114.350		KURTENBACH, TH		237 00029
BUTLER MACHINERY-04								
	SLOTTED NUT	83.44	GARAGE PARTS	801.801.249		STEFFEN, MARVI		237 00144
CASEYS GEN STORE 2260								
	STAFF APPRECIATION	15.98	RECREATION SUPPLIES	701.701.242		BRUNKEN, JOYCE		237 00001
CASTAWAYS								
	TRAVEL EXPENSE	13.62	TRAVEL EXPENSE	101.111.263		BRANDT, TODD M		237 00285

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
CENTER POINT LARGE PRI	BOOKS	156.49	BOOKS	101.142.340		WIBBELS, KATHL		237 00324
CHRISTENSEN RADIATOR &	ICE MELT SPREADER REPAIR	57.11	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00211
	ICE SPREADER PARTS	50.16	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00223
	EQUIPMENT SUPPLIES	165.65	REP. & MAINT. - EQUIPMEN	204.204.221		WUBBEN, ROBERT		237 00058
		272.92	*VENDOR TOTAL					
CONSOLIDATED PLASTICS	OFFICE FURNITURE	353.97	EQUIPMENT	611.611.350		HANSON, TANNER		237 00283
COSMOPOLITAN MAGAZINE	MAGAZINE SUBSCRIPTION	34.97	SUBSCRIPTIONS & PUBLICAT	101.142.235		WIBBELS, KATHL		237 00335
COX AUTO SUPPLY	SHOP SUPPLIES	6.90	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00189
	SHOP SUPPLIES	2.50	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00193
	BENCH GRINDERS	493.52	SMALL TOOLS & HARDWARE	801.801.247		KULHAVY, KEVIN		237 00239
	SOCKET AND CABLE CUTTER	55.48	SMALL TOOLS & HARDWARE	101.114.247		KURTENBACH, TH		237 00025
	TOOL DRAWER UNIT	408.23	SMALL TOOLS & HARDWARE	101.114.247		NICKLES, LARRY		237 00304
	U-JOINT	13.99	GARAGE PARTS	801.801.249		STEFFEN, MARVI		237 00145
		980.62	*VENDOR TOTAL					
CRESCENT ELECTRIC 029	AIR COMPRESSOR CONTACT	45.46	REP. & MAINT. - PLANT	611.611.221		HANSON, TANNER		237 00276
	LAMPS	223.59	REP. & MAINT. - PLANT	601.601.221		HINES, GORDON		237 00227
	LIGHT BULBS	37.08	REP. & MAINT. - BUILDING	801.801.223		POTTS, COREY		237 00270
	SAFETY LIGHT BATTERY	78.73	MEDICAL, SAFETY, & LAB. S	611.611.243		RYE, TERRY		237 00263
	BATTERY EXCHANGE	30.23CR	MEDICAL, SAFETY, & LAB. S	611.611.243		RYE, TERRY		237 00264
	BULBS	127.72	REP. & MAINT. - EQUIPMEN	101.126.221		RYKEN, ROBERT		237 00151
	LAMPS	64.74	REP. & MAINT. - EQUIPMEN	101.126.221		RYKEN, ROBERT		237 00154
	LAMPS	540.00	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		237 00159
	PARK SUPPLIES	79.16	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00047
	PARK SUPPLIES	385.51	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00053
		1,551.76	*VENDOR TOTAL					
CULVER S OF MITCHE	TRAVEL EXPENSE	10.35	LEARNING	101.114.264		KURTENBACH, TH		237 00014
D J*WALL ST JOURNAL	NEWSPAPER SUBSCRIPTION	536.80	SUBSCRIPTIONS & PUBLICAT	101.142.235		WIBBELS, KATHL		237 00338
DAYHUFF ENTERPRISES IN	MULTIFOLD TOWELS	70.00	JANITORIAL SUPPLIES	611.611.236		HANSON, TANNER		237 00279
	ICE MELT	87.80	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00209
	JANITORIAL SUPPLIES	186.40	JANITORIAL SUPPLIES	101.125.236		MILES, CONNIE		237 00220
		344.20	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DELTA								
	MEETING	503.70	CONFERENCE & MEETINGS	101.102.265		NELSON, AMY		237 00295
	MEETING	503.70	CONFERENCE & MEETINGS	101.102.265		NELSON, AMY		237 00296
		1,007.40	*VENDOR TOTAL					
DOGTRA COMPANY								
	ELECTRIC COLLAR	233.99	REP. & MAINT. - EQUIPMEN	101.111.221		NOLZ, PAT		237 00308
DOLLAMUR SPORTS SURFAC								
	TAPE MATS	79.98	REP. & MAINT. - EQUIPMEN	101.111.221		PAYER, MARK E		237 00117
DOLRTREE 2456 00024562								
	OFFICE SUPPLIES	28.62	REP. & MAINT. - BUILDING	101.125.223		MORROW, JOSEPH		237 00134
	CHRISTMAS SUPPLIES	7.00	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00095
		35.62	*VENDOR TOTAL					
DUNHAMS 122								
	RECREATION SUPPLIES	44.99	RECREATION SUPPLIES	203.203.242		SNYDER, ROBERT		237 00087
EHRESMANN ENGINEERING								
	PARK SUPPLIES	111.62	REP. & MAINT. - BUILDING	201.201.223		ESKENS, REBECC		237 00345
	CHRISTMAS STORAGE	55.81	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00077
	CHRISTMAS STORAGE	275.27	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00078
	SUPPLIES	38.98	REP. & MAINT. - DISTRIBU	601.601.226		KIRCHNER, LESL		237 00195
		481.68	*VENDOR TOTAL					
ENVISION WARE								
	PROFESSIONAL SERVICES	891.95	PROFESSIONAL SERVICES	101.142.202		JOHNSON, DUANE		237 00122
FACTORYOUTLETSTORE.COM								
	RADIO BATTERY	29.95	REP. & MAINT. - EQUIPMEN	101.124.221		ROBB, MARY L		237 00137
FARM & HOME PUBLISHERS								
	BOOK	33.60	BOOKS	101.142.340		WIBBELS, KATHL		237 00328
	BOOKS	67.20	BOOKS	101.142.340		WIBBELS, KATHL		237 00329
		100.80	*VENDOR TOTAL					
FASTENAL COMPANY01								
	PARK SUPPLIES	4.75	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00072
	CHRISTMAS STORAGE	29.84	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00073
	TERMINALS	41.66	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00243
	CLEANING SUPPLIES	188.68	JANITORIAL SUPPLIES	203.203.236		ORR, BRITTANY		237 00041
	BOLTS SIGNS	19.19	ROAD MATERIALS	101.123.239		POTTS, COREY		237 00267
	ACRYLIC SEALANT	32.10	REP. & MAINT. - EQUIPMEN	101.126.221		RYKEN, ROBERT		237 00150
	BOLTS	8.44	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		238 00016
	CONNECTORS	32.94	REP. & MAINT. - EQUIPMEN	101.126.221		RYKEN, ROBERT		238 00017
	BOLTS	2.75	GARAGE PARTS	801.801.249		STEFFEN, MARVI		237 00140
	CHRISTMAS STORAGE	1.62	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00098
	SAC POOL REPAIR	23.86	REP. & MAINT. - BUILDING	203.203.223		VANWINKLE, MIC		237 00099



VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
FASTENAL COMPANY01 PARK SUPPLIES	7.30 393.13	REP. & MAINT. - BUILDING *VENDOR TOTAL	201.201.223		WUBBEN, ROBERT		237 00059
FLATLANDERS KITCHEN &T TRAVEL EXPENSE	21.00	LEARNING	101.114.264		KURTENBACH, TH		237 00016
FRED HAAR COMPANY YANK EQUIPMENT REPAIR	138.09	REP. & MAINT. - EQUIPMEN	201.201.221		GLEICH, JOHN E		237 00085
FUDDRUCKERS 7183 TRAVEL EXPENSE	11.75	TRAVEL EXPENSE	101.111.263		BASS, STEWART		237 00170
GLOCK PROFESSIONAL INC SCHOOL SCHOOL	250.00 250.00 500.00	LEARNING LEARNING *VENDOR TOTAL	101.111.264 101.111.264		BURGESON, MICH BURGESON, MICH		237 00165 237 00166
GOOD HOUSEKEEPING MAGA MAGAZINE SUBSCRIPTION	7.77	SUBSCRIPTIONS & PUBLICAT	101.142.235		WIBBELS, KATHL		237 00322
GREY HOUSE PUBLISHING BOOK	292.75	BOOKS	101.142.340		WIBBELS, KATHL		237 00323
HAMPTON INN AND SUITES LODGING	294.78	LEARNING	101.114.264		KURTENBACH, TH		237 00020
HARDING GLASS BUILDING REPAIR - MIRROR	801.02	REP. & MAINT. - BUILDING	203.203.223		MCHENRY, CHASI		237 00182
HEDAHLS - YANKTON SHOP SUPPLIES OIL BATTERIES SOCKET NITRILE GLOVES BATTERY WIPER BLADES	46.07 92.51 208.41 5.99 105.84 95.45 41.00 595.27	REP. & MAINT. - BUILDING GARAGE PARTS GARAGE PARTS SMALL TOOLS & HARDWARE GARAGE PARTS GARAGE PARTS REP. & MAINT. - EQUIPMEN *VENDOR TOTAL	641.641.223 801.801.249 801.801.249 801.801.247 801.801.249 801.801.249 101.127.221		JENSEN, DOUGLA KULHAVY, KEVIN KULHAVY, KEVIN KULHAVY, KEVIN KULHAVY, KEVIN KULHAVY, KEVIN RYKEN, ROBERT		237 00187 237 00233 237 00234 237 00241 237 00244 237 00247 237 00153
HOLIDAY STNSTORE 0393 MILEAGE FBI MINNEAPOLIS	8.10	MILEAGE	101.111.262		PAULSEN, BRIAN		237 00108
HOLIDAY STNSTORE 3501 FUEL	28.98	LEARNING	101.114.264		KURTENBACH, TH		237 00017
HOMEDEPOT.COM DRILL PRESS	847.59	SMALL TOOLS & HARDWARE	801.801.247		POTTS, COREY		237 00273

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HY VEE GAS 5899	FUEL	28.00	TRAVEL EXPENSE	201.201.263		MCHENRY, CHASI		237 00174
HY VEE 1899	MEETING	106.98	CONFERENCE & MEETINGS	101.102.265		BAILEY, COLLEE		237 00129
	RETIREMENT RECEPTION	54.99	EMPLOYEE COMMITTEE	101.101.141		BERKE-HANSON,		237 00127
	OFFICE SUPPLIES	11.97	OFFICE SUPPLIES	101.104.232		CLOUGH, ANN L		237 00226
	DOC WORK PROGRAM	8.96	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00188
	RECREATION SUPPLIES	6.99	RECREATION SUPPLIES	203.203.242		MCHENRY, CHASI		237 00177
	DOC WORK PROGRAM	9.80	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00089
		199.69	*VENDOR TOTAL					
IACP	MEMBERSHIP	150.00	MEMBERSHIP DUES	101.111.261		PAULSEN, BRIAN		237 00109
IN *NEU POND & LANDSCA	RETAINING WALL AT BRIDGE	1,200.00	DOWNTOWN IMPROVEMENTS	506.572.389		LARSON, TODD R		237 00033
INDEPENDENCE WASTE	PORTA POTTYS	278.95	CONTRACTED SERVICES-OPER	641.641.204		MCHENRY, CHASI		237 00180
	PORTA POTTYS	154.95	CONTRACTED SERVICES - OP	201.201.204		MCHENRY, CHASI		237 00181
		433.90	*VENDOR TOTAL					
INLAND TRUCK PARTS #	YOKE	62.07	GARAGE PARTS	801.801.249		STEFFEN, MARVI		237 00146
INT L CODE COUNCIL INC	2015 CODE BOOKS	1,170.99	OFFICE SUPPLIES	101.106.232		MORROW, JOSEPH		237 00131
JACK S UNIFORMS & EQUI	UNIFORM	159.95	UNIFORMS & DRY GOODS	208.208.244		PAYER, MARK E		237 00110
	UNIFORM	71.05	UNIFORMS & DRY GOODS	208.208.244		PAYER, MARK E		237 00111
	UNIFORMS	111.89	UNIFORMS	101.111.244		PAYER, MARK E		237 00116
		342.89	*VENDOR TOTAL					
JCL SOLUTIONS-SPENCER	CLEANING SUPPLIES	292.65	JANITORIAL SUPPLIES	203.203.236		GROTENHUIS, TR		237 00297
JCPENNEY 0495	UNIFORM ALLOWANCE	140.94	UNIFORMS	101.111.244		BURGESON, MICH		237 00169
JIMMY JOHNS - 1792	TRAVEL EXPENSE	9.88	TRAVEL EXPENSE	101.111.263		BRANDT, TODD M		237 00287
JOHN E. REID AND ASSOC	TRAINING	500.00	LEARNING	101.111.264		BASS, STEWART		237 00171
KAISER HEATING AND COO	HVAC FILTERS	45.37	REP. & MAINT. - BUILDING	101.141.223		MILES, CONNIE		237 00216
	HVAC FILTERS	2.57CR	REP. & MAINT. - BUILDING	101.141.223		MILES, CONNIE		237 00217
	HVAC FILTERS	116.52	REP. & MAINT. - BUILDING	101.141.223		MILES, CONNIE		237 00221

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
KAISER HEATING AND COO	HVAC FILTERS	6.60CR	REP. & MAINT. - BUILDING	101.141.223		MILES, CONNIE		237 00222
		152.72	*VENDOR TOTAL					
KAISER REFRIGERATION I	PARK SUPPLIES	369.99	REP. & MAINT. - BUILDING	201.201.223		KORTAN, LISA A		237 00343
	EQUIPMENT REPAIR	85.97	REP. & MAINT. - EQUIPMEN	204.204.221		WUBBEN, ROBERT		237 00067
		455.96	*VENDOR TOTAL					
KMART 4813	PAPER TOWELS	59.94	JANITORIAL SUPPLIES	611.611.236		HANSON, TANNER		237 00280
	JANITORIAL SUPPLIES	46.97	JANITORIAL SUPPLIES	601.601.236		MASON, DAN		237 00207
		106.91	*VENDOR TOTAL					
KWIK TRIP 33400003343	MILEAGE FBI MINNEAPOLIS	27.50	MILEAGE	101.111.262		PAULSEN, BRIAN		237 00106
LARRYS HEATING AND	BUILDING REPAIR	216.19	REP. & MAINT. - BUILDING	201.201.223		MCHENRY, CHASI		237 00185
LARSEN CARPET	GYM FLOOR GLUE	180.00	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00218
LEUPOLD AND STEVENS IN	MERCHANDISE	1,420.11	MERCHANDISE	641.641.766		DOBY, KEVIN C		237 00255
LOCATORS AND SUPPLIES	EQUIPMENT REPAIR	2,746.72	REP. & MAINT. - PLANT	601.601.221		GOODMANSON, KY		237 00161
MARK S MACHINERY INC	EQUIPMENT REPAIR	193.74	REP. & MAINT. - EQUIPMEN	201.201.221		GLEICH, JOHN E		237 00069
	EQUIPMENT REPAIR	344.01	REP. & MAINT. - EQUIPMEN	201.201.221		GLEICH, JOHN E		237 00071
	EQUIPMENT REPAIR	90.87	REP. & MAINT. - EQUIPMEN	621.621.221		GLEICH, JOHN E		237 00083
	FILTERS	57.48	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00236
	TIRE, CUTTER BLADES	1,001.39	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		237 00147
	LIGHT	130.00	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		237 00149
	COUPLERS, HOSE	67.32	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		237 00158
	HOSES, COUPLER	173.87	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		237 00160
		2,058.68	*VENDOR TOTAL					
MAVERICKLABEL.COM	GOLF CART PERMITS	215.29	PROFESSIONAL SERVICES	101.111.202		PAYER, MARK E		237 00113
MAVERICKS STEAK AND CO	TRAVEL EXPENSE	17.67	LEARNING	101.114.264		KURTENBACH, TH		237 00018
MCDONALD S F12100	TRAVEL EXPENSE	16.46	TRAVEL EXPENSE	101.111.263		BRANDT, TODD M		237 00288

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
MEAD LUMBER								
	CHRISTMAS STORAGE	40.91	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00075
	CHRISTMAS STORAGE	12.45	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00097
	PARK SUPPLIES	12.08	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00103
		65.44	*VENDOR TOTAL					
MENARDS E-COMMERCE								
	ON-DEMAND WATER HEATERS	400.68	REP. & MAINT. - BUILDING	101.125.223		MORROW, JOSEPH		237 00133
MENARDS YANKTON SD								
	PARK REPAIR	12.96	REP. & MAINT. - BUILDING	201.201.223		FRICK, BRIAN M		237 00056
	SUPPLIES	63.92	REP. & MAINT. - DISTRIBUT	601.601.226		GARVEY, TIMOTH		237 00292
	CHRISTMAS STORAGE	17.44	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00074
	PLIERS	24.27	SMALL TOOLS & HARDWARE	601.601.247		HINES, GORDON		237 00228
	STORAGE CONTAINER	18.80	REP. & MAINT. - PLANT	601.601.221		HINES, GORDON		237 00230
	TARP	6.99	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		238 00018
	PALLET JACK	225.00	SMALL TOOLS & HARDWARE	101.123.247		KULHAVY, KEVIN		238 00019
	HARDWARE	10.21	REP. & MAINT. - EQUIPMEN	101.114.221		KURTENBACH, TH		237 00013
	FLOOR LEVELER	34.76	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00212
	PLYWOOD	42.57	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00213
	ABRASIVE PAPER	12.52	REP. & MAINT. - BUILDING	101.125.223		MILES, CONNIE		237 00214
	LIGHT BULBS	200.55	REP. & MAINT. - BUILDING	801.801.223		POTTS, COREY		237 00265
	SIGN POST	35.58	ROAD MATERIALS	101.123.239		POTTS, COREY		237 00272
	COFFEE MACHINE	29.99	OFFICE SUPPLIES	611.611.232		RYE, TERRY		237 00262
	FAUCETS & PLUMBING	263.19	REP. & MAINT. - BUILDING	101.127.223		RYKEN, ROBERT		237 00155
	WASHERS, TRAP	10.85	REP. & MAINT. - BUILDING	101.127.223		RYKEN, ROBERT		237 00156
	TRAP CREDIT	14.99CR	REP. & MAINT. - BUILDING	101.127.223		RYKEN, ROBERT		237 00157
	SHOVELS	45.98	SMALL TOOLS & HARDWARE	101.127.247		RYKEN, ROBERT		238 00010
	ALUMINUM TAPE	23.38	BUILDING REPAIR & MAINT.	637.637.223		RYKEN, ROBERT		238 00011
	TORCH	75.87	SMALL TOOLS & HARDWARE	101.126.247		RYKEN, ROBERT		238 00014
	PLUMBING SUPPLIES	81.22	REP. & MAINT. - BUILDING	101.127.223		RYKEN, ROBERT		238 00015
	PARK REPAIR	20.96	REP. & MAINT. - BUILDING	201.201.223		SNOOK, JAMES D		237 00051
	SHOP SUPPLIES	59.90	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00091
	SHOP SUPPLIES REFUND	59.90CR	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00092
	CHRISTMAS SUPPLIES	48.92	REP. & MAINT. - BUILDING	201.201.223		VANWINKLE, MIC		237 00096
	PARK SUPPLIES	183.10	REP. & MAINT. - BUILDING	201.201.223		WUBBEN, ROBERT		237 00060
	PARK SUPPLIES	119.76	REP. & MAINT. - BUILDING	201.201.223		WUBBEN, ROBERT		237 00061
	PARK SUPPLIES	59.88CR	REP. & MAINT. - BUILDING	201.201.223		WUBBEN, ROBERT		237 00062
	PARK SUPPLIES	27.92	REP. & MAINT. - BUILDING	201.201.223		WUBBEN, ROBERT		237 00063
	PARK SUPPLIES	26.11	REP. & MAINT. - BUILDING	201.201.223		WUBBEN, ROBERT		237 00064
		1,587.95	*VENDOR TOTAL					
MICROFILM IMAGING SYST								
	MICROFILM MAINTENANCE CO	1,510.00	RENTALS & XEROX SUPPLIES	101.142.212		WIBBELS, KATHL		237 00337
MIDWEST RADIATOR								
	TRUCK REPAIR	308.00	REP. & MAINT. -VEHICLES	201.201.222		GLEICH, JOHN E		237 00068
MUTT MITT								
	PARK SUPPLIES	1,504.20	REP. & MAINT. - BUILDING	201.201.223		MCHENRY, CHASI		237 00178

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
MYERS TIRE SUPPLY.	TIRE PATCHES	161.17	GARAGE PARTS	801.801.249		POTTS, COREY		237 00269
N B GOLF CARS	CLUB CAR REPAIR	137.05	REP. & MAINT. -VEHICLES	641.641.222		DOBY, KEVIN C		237 00251
NBS CALIBRATIONS	A&D BALANCE	149.00	MEDICAL, SAFETY, & LAB. S	611.611.243		HANSON, TANNER		237 00282
NFPA NATL FIRE PROTECT	NATIONAL FIRE CODE SUBSC	1,331.10	SUBSCRIPTIONS & PUBLICAT	101.114.235		KURTENBACH, TH		237 00015
NORFOLK DAILY NEWS	NEWSPAPER SUBSCRIPTION	243.00	SUBSCRIPTIONS & PUBLICAT	101.142.235		WIBBELS, KATHL		237 00327
NORTHERN TRUCK EQUIPME	EQUIPMENT PARTS	582.81	REP. & MAINT. - EQUIPMEN	621.621.221		BORNITZ, CHRIS		237 00043
	TRUCK REPAIR	506.62	REP. & MAINT. -VEHICLES	621.621.222		BORNITZ, CHRIS		237 00044
		1,089.43	*VENDOR TOTAL					
NORTHTOWN AUTOMOTIVE	HARNES	279.16	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00245
	SWITCH	15.39	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00246
		294.55	*VENDOR TOTAL					
OLSONS PEST TECHNICIAN	CHEMICALS	68.00	CHEMICALS & GASES	641.641.240		DOBY, KEVIN C		237 00252
OREILLY AUTO 00032326	OIL	36.76	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00231
	STARTER	138.03	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00232
		174.79	*VENDOR TOTAL					
ORIENTAL TRADING CO	SUMMER READING	44.99	RECREATION SUPPLIES	701.701.242		BRUNKEN, JOYCE		238 00001
	PROGRAM SUPPLIES	48.94	PROGRAM SUPPLIES	101.142.242		BRUNKEN, JOYCE		238 00002
		93.93	*VENDOR TOTAL					
OVERHEAD DOOR CO	SHOP REPAIR	105.50	REP. & MAINT. - BUILDING	641.641.223		JENSEN, DOUGLA		237 00191
PAYPAL *BUYFITNESSO	RECREATION SUPPLIES	169.94	RECREATION SUPPLIES	203.203.242		GROTENHUIS, TR		237 00300
PAYPAL *FFC	MEMBERSHIP	100.00	MEMBERSHIP DUES	101.114.261		KURTENBACH, TH		237 00026
PAYPAL *FUSEREXPERT	OFFICE SUPPLIES	59.00	OFFICE SUPPLIES	641.641.232		JOHNSON, DUANE		237 00121

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
PAYPAL	*PRINTERXPER OFFICE SUPPLIES	23.37	OFFICE SUPPLIES	101.105.232		JOHNSON, DUANE		237 00120
PAYPAL	*TACTICALGEA BOOTS	259.19	UNIFORMS & DRY GOODS	101.114.244		KURTENBACH, TH		237 00011
PAYPAL	*WALMART COM MOBILE DRY ERASE BOARD	636.31	LEARNING	101.114.264		KURTENBACH, TH		237 00023
PBI*	LEASEDEQUIPMENT MAILSTATION RENTAL	104.00	POSTAGE	101.142.231		WIBBELS, KATHL		237 00331
PCL	LIQUIDATIONS.COM LAB TEMP CONTROL	218.42	REP. & MAINT. - PLANT	611.611.221		HANSON, TANNER		237 00277
POPULAR MECHANICS	MAGA MAGAZINE SUBSCRIPTION	12.00	SUBSCRIPTIONS & PUBLICAT	101.142.235		WIBBELS, KATHL		237 00341
POSTAGE	REFILL MAILSTATION POSTAGE	100.00	POSTAGE	101.142.231		WIBBELS, KATHL		237 00313
QDOBA	MEXICAN GRILLQPS TRAVEL EXPENSE	8.35	TRAVEL EXPENSE	101.111.263		NOLZ, PAT		237 00306
QUILL CORPORATION	OFFICE SUPPLIES	93.17	OFFICE SUPPLIES	101.142.232		WIBBELS, KATHL		237 00325
	OFFICE SUPPLIES	27.15	OFFICE SUPPLIES	101.142.232		WIBBELS, KATHL		237 00339
	OFFICE SUPPLIES	32.97	OFFICE SUPPLIES	101.142.232		WIBBELS, KATHL		237 00340
		153.29	*VENDOR TOTAL					
RAMADA INNS	SALES TAX REFUND SDPA CO	5.52CR	CONFERENCE & MEETINGS	101.106.265		MINGO, DAVID W		237 00130
RESEARCH TECHNOLOGY	IN DISC CLEANING SUPPLIES	70.50	RECREATION SUPPLIES	701.701.242		REIFENRATH, LO		237 00010
RH	*BOOKSONTAPE.COM BOOK	21.00	BOOKS	101.142.340		WIBBELS, KATHL		237 00315
RIVERSIDE HYDRAULICS	HYDRAULIC HOSES	26.06	REP. & MAINT. - EQUIPMEN	101.124.221		422369		P 237 00271
SD FIREFIGHTERS ASSOCI	MEMBERSHIP	100.00	MEMBERSHIP DUES	101.114.261		KURTENBACH, TH		237 00012
SEARS HOMETOWN 3278	PARK SUPPLIES	117.98	REP. & MAINT. - BUILDING	201.201.223		FRICK, BRIAN M		237 00057
SESAC INC	MUSIC LICENSING FEES SAC	378.00	MEMBERSHIP DUES	203.203.261		LARSON, TODD R		237 00034

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
SEVERN TRENT WATER PUR PART	1,054.60	REP. & MAINT. - PLANT	601.601.221		TWEEDY, RAY M		237 00162
SHUR-CO OUTLETSERVICE TARP ADHESIVE	77.12	GARAGE PARTS	801.801.249		POTTS, COREY		237 00266
SOUTH DAKOTA GOLF ASSO HANDICAP FEES	5,065.00	HANDICAPING	641.641.756		DOBY, KEVIN C		237 00249
SOUTH DAKOTA STATE HIS MICROFILM	32.00	AV - CAPITAL	101.142.342		WIBBELS, KATHL		237 00334
STK*SHUTTERSTOCK PROFESSIONAL SERVICES	44.00	PROFESSIONAL SERVICES	101.142.202		190880		P 237 00314
CLIP ART	9.99	PROFESSIONAL SERVICES	101.142.202		190880		P 237 00336
	53.99	*VENDOR TOTAL					
STURDEVANTS-YANKTON #1 SUPPLIES	5.65	REP. & MAINT. - DISTRIBU	601.601.226		KIRCHNER, LESL		237 00197
SUMMIT SIGN AND SAFETY HIGH VISABILITY PARKAS	220.05	UNIFORMS & DRY GOODS	101.114.244		KURTENBACH, TH		237 00030
SWANK MOTION PICTURES MOVIE LICENSING	396.00	PROFESSIONAL SERVICES	101.142.202		WIBBELS, KATHL		237 00330
TARGET 00000760 STAFF APPRECIATION	10.00	RECREATION SUPPLIES	701.701.242		LIPPERT, SUSAN		237 00309
THE BODYGUARD STAFF APPRECIATION	116.66	RECREATION SUPPLIES	701.701.242		BRUNKEN, JOYCE		237 00006
THOMSON WEST*TCD BOOKS	92.25	BOOKS	101.142.340		WIBBELS, KATHL		237 00332
TITAN MACHINERY CASE I LEVER	10.55	GARAGE PARTS	801.801.249		STEFFEN, MARVI		237 00138
TMA YANKTON TIRES	242.65	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00240
TIRES	340.00	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		237 00248
CREDIT	323.40CR	REP. & MAINT. - BUILDING	201.201.223		MCHENRY, CHASI		237 00183
PARK SUPPLIES	323.40	REP. & MAINT. - BUILDING	201.201.223		MCHENRY, CHASI		237 00184
TIRE TUBES	20.00	REP. & MAINT. - EQUIPMEN	101.127.221		RYKEN, ROBERT		237 00152
	602.65	*VENDOR TOTAL					
TRACTOR-SUPPLY-CO #026 SHELTER SUPPLIES	22.22	ANIMAL SHELTER SUPPLIES	101.113.246		BRASEL, LISA M		237 00261
IMPACT SOCKET	6.99	SMALL TOOLS & HARDWARE	101.123.247		KULHAVY, KEVIN		238 00022
BATTERY CHARGER	79.99	SMALL TOOLS & HARDWARE	637.637.247		KULHAVY, KEVIN		238 00023
3' REFLECTIVE LETTERS	20.70	GARAGE PARTS	801.801.249		KULHAVY, KEVIN		238 00024

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
TRACTOR-SUPPLY-CO #026 FLASHLIGHT SET	9.99 139.89	SMALL TOOLS & HARDWARE *VENDOR TOTAL	101.114.247		KURTENBACH, TH		237 00019
TRI-ELECTRONICS BATTERY	55.18	REP. & MAINT. - EQUIPMEN	101.114.221		KURTENBACH, TH		237 00031
TRK HOSTING WEB HOSTING	68.85	INTERNET ACCESS	101.105.270		JOHNSON, DUANE		237 00119
TRUCK TRAILER SALES & AIR TESTER & CHUCK BRAKE CHAMBER CLEVIS & CHAMBER RECEPTICLE VALVE	53.00 71.50 89.00 13.75 40.80 268.05	SMALL TOOLS & HARDWARE GARAGE PARTS GARAGE PARTS GARAGE PARTS GARAGE PARTS *VENDOR TOTAL	637.637.247 801.801.249 801.801.249 801.801.249 801.801.249		KULHAVY, KEVIN STEFFEN, MARVI STEFFEN, MARVI STEFFEN, MARVI STEFFEN, MARVI		237 00237 237 00139 237 00141 237 00142 237 00143
U OF M MINITEX OFFICE SUPPLIES	339.00	OFFICE SUPPLIES	101.142.232		WIBBELS, KATHL		237 00317
UNIVERSAL PRINTING SOL OFFICE SUPPLIES	81.19	OFFICE SUPPLIES	201.201.232		MCHENRY, CHASI		237 00175
UPS*00004AF454 POSTAGE	14.65	POSTAGE	641.641.231		DOBY, KEVIN C		237 00253
USA BLUE BOOK SUPPLIES VALVE	147.69 149.42 297.11	REP. & MAINT. - DISTRIBU REP. & MAINT. - PLANT *VENDOR TOTAL	601.601.226 601.601.221		GARVEY, TIMOTH TWEEDY, RAY M		237 00290 237 00163
USPS 46981000730100234 POSTAGE STAMPS POSTAGE	19.60 58.44 78.04	POSTAGE POSTAGE *VENDOR TOTAL	101.142.231 101.111.231		BRUNKEN, JOYCE O FARRELL, SAR		237 00004 237 00257
VANDERHULE MOVING & ST SHOP SUPPLIES	17.00	REP. & MAINT. - BUILDING	201.201.223		GLEICH, JOHN E		237 00084
VCN*YANKTONRODCTR HWY 50 DEEDS REGISTER REGISTER OF DEEDS REGISTER OF DEEDS	288.40 42.50 62.50 393.40	PUBLISHING PUBLISHING PUBLISHING *VENDOR TOTAL	101.106.211 101.106.211 101.106.211		BENDA, MICHAEL BENDA, MICHAEL MORROW, JOSEPH		237 00135 237 00136 237 00132
VIDDLER INC VIDEO HOSTING	25.00	PROFESSIONAL SERVICES	101.101.202		JOHNSON, DUANE		237 00118



VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
VZWRLSS*MY VZ VB P								
	INTERNET ACCESS	426.06	INTERNET ACCESS	101.105.270		JOHNSON, DUANE		237 00123
	INTERNET ACCESS	40.01	PROFESSIONAL SERVICES	201.201.202		JOHNSON, DUANE		238 00008
	INTERNET ACCESS	40.01	PROFESSIONAL SERVICES	601.601.202		JOHNSON, DUANE		238 00009
		506.08	*VENDOR TOTAL					
WAL-MART #1483								
	OFFICE SUPPLIES	119.94	OFFICE SUPPLIES	101.102.232		BAILEY, COLLEE		237 00128
	RETIREMENT RECEPTION	97.48	EMPLOYEE COMMITTEE	101.101.141		BERKE-HANSON,		237 00124
	STAFF APPRECIATION	8.57	RECREATION SUPPLIES	701.701.242		BRUNKEN, JOYCE		237 00005
	OFFICE SUPPLIES	67.94	OFFICE SUPPLIES	641.641.232		DOBY, KEVIN C		237 00250
	RECREATION SUPPLIES	44.42	RECREATION SUPPLIES	203.203.242		GROTENHUIS, TR		237 00299
	OFFICE SUPPLIES	45.26	OFFICE SUPPLIES	611.611.232		HANSON, TANNER		237 00278
	CONTAINERS AND HARDWARE	10.42	REP. & MAINT. - EQUIPMEN	101.114.221		KURTENBACH, TH		237 00021
	OFFICE SUPPLIES	87.18	OFFICE SUPPLIES	203.203.232		MCHENRY, CHASI		237 00173
	PROGRAM SUPPLIES	17.94	PROGRAM SUPPLIES	101.142.242		MOORE, JOYCE		237 00289
	FRUIT FOR FRIDAY	19.64	RECREATION SUPPLIES	203.203.242		ORR, BRITTANY		237 00038
	FRUIT FOR FRIDAY	40.73	RECREATION SUPPLIES	203.203.242		ORR, BRITTANY		237 00040
	OFFICE SUPPLIES	49.97	OFFICE SUPPLIES	201.201.232		VANWINKLE, MIC		237 00104
	PROGRAM SUPPLIES	22.86	RECREATION SUPPLIES	701.701.242		WIBBELS, KATHL		237 00316
		632.35	*VENDOR TOTAL					
WALGREENS #9806								
	STAFF APPRECIATION	8.98	RECREATION SUPPLIES	701.701.242		BRUNKEN, JOYCE		237 00003
WALMART.COM								
	OFFICE SUPPLIES	284.26	OFFICE SUPPLIES	203.203.232		MCHENRY, CHASI		237 00179
WESTERN OFFICE PRODUCT								
	OFFICE EQUIPMENT	6.49	OFFICE SUPPLIES	101.111.232		BRASEL, LISA M		237 00258
	OFFICE EQUIPMENT	131.76	OFFICE SUPPLIES	101.111.232		BRASEL, LISA M		237 00259
	OFFICE SUPPLIES	127.25	OFFICE SUPPLIES	101.104.232		CLOUGH, ANN L		237 00225
	SUPPLIES	17.00	OFFICE SUPPLIES	601.601.232		GARVEY, TIMOTH		237 00293
	OFFICE SUPPLIES	25.57	OFFICE SUPPLIES	611.611.232		HANSON, TANNER		237 00281
	OFFICE FURNITURE	1,116.00	EQUIPMENT	611.611.350		HANSON, TANNER		237 00284
	OFFICE SUPPLIES	7.52	OFFICE SUPPLIES	201.201.232		MCHENRY, CHASI		237 00176
	NOTARY STAMPS	76.85	PROFESSIONAL SERVICES	101.111.202		PAYER, MARK E		237 00114
	OFFICE SUPPLIES	109.75	REP. & MAINT. - BUILDING	101.127.223		ROINSTAD, MIKE		237 00203
		1,618.19	*VENDOR TOTAL					
WM SUPERCENTER #1483								
	CHRISTMAS PARTY SUPPLIES	10.00	EMPLOYEE COMMITTEE	101.101.141		BERKE-HANSON,		237 00125
	CHRISTMAS PARTY SUPPLIES	15.69	EMPLOYEE COMMITTEE	101.101.141		BERKE-HANSON,		237 00126
	OFFICE SUPPLY	70.48	OFFICE SUPPLIES	101.104.232		CLOUGH, ANN L		237 00224
	DVDS	61.84	AV - CAPITAL	101.142.342		DOBROVOLNY, LI		238 00003
	OFFICE SUPPLIES	17.91	OFFICE SUPPLIES	101.142.232		DOBROVOLNY, LI		238 00004
	STAFF APPRECIATION	32.89	RECREATION SUPPLIES	701.701.242		DOBROVOLNY, LI		238 00005
	OFFICE SUPPLIES	33.41	OFFICE SUPPLIES	641.641.232		DOBY, KEVIN C		237 00254
	FRUIT FOR FRIDAY	17.98	RECREATION SUPPLIES	203.203.242		ORR, BRITTANY		237 00035
	FRUIT FOR FRIDAY	19.81	RECREATION SUPPLIES	203.203.242		ORR, BRITTANY		237 00039

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
WM SUPERCENTER #1483	RECREATION SUPPLIES	44.95	RECREATION SUPPLIES	203.203.242		SNYDER, ROBERT		237 00086
	DVDS	37.92	AV - CAPITAL	101.142.342		WIBBELS, KATHL		237 00321
		362.88	*VENDOR TOTAL					
WORLD BOOK SCHOOL & LI	BOOKS	899.00	BOOKS	101.142.340		WIBBELS, KATHL		237 00318
WW GRAINGER	JANITORIAL SUPPLIES	11.64	JANITORIAL SUPPLIES	101.142.236		REIFENRATH, LO		237 00007
	JANITORIAL SUPPLIES	65.39	JANITORIAL SUPPLIES	101.142.236		REIFENRATH, LO		237 00008
	JANITORIAL SUPPLIES	33.86	JANITORIAL SUPPLIES	101.142.236		REIFENRATH, LO		237 00009
	OFFICE SUPPLIES	59.44	OFFICE SUPPLIES	101.142.232		REIFENRATH, LO		238 00006
	JANITORIAL SUPPLIES	121.66	JANITORIAL SUPPLIES	101.142.236		REIFENRATH, LO		238 00007
	ASCO KIT	197.25	REP. & MAINT. - PLANT	601.601.221		TWEEDY, RAY M		237 00164
		489.24	*VENDOR TOTAL					
YANKTON MEDICAL CLINIC	FIREFIGHTER PHYSICALS	1,976.50	EXAMINATIONS	101.114.205		KURTENBACH, TH		237 00032
YANKTON PIZZA RANCH	PARENTS' NIGHT OUT	77.00	RECREATION SUPPLIES	701.701.242		WIBBELS, KATHL		237 00320
ZIMCO SUPPLY CO	RECREATION SUPPLIES	150.90	RECREATION SUPPLIES	641.641.242		WAMPOL, ROCKIE		237 00042

P-Card Schedule of Bills

VENDOR NAME								
DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
REPORT TOTALS:	68,698.86							

RECORDS PRINTED - 000381

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	34,908.75
201	PARKS AND RECREATION	5,750.37
202	PARK IMPROVEMENT	300.00
203	SUMMIT ACTIVITY CENTER	3,583.14
204	MARNE CREEK	270.20
208	911/DISPATCH	231.00
506	SPECIAL CAPITAL IMPROV	1,200.00
601	WATER OPERATION	5,035.90
611	WASTE WATER OPERATION	2,213.06
621	CEMETERY OPERATION	1,195.81
637	JOINT POWER	253.33
641	GOLF COURSE	7,591.30
701	LIBRARY TRUST	460.95
801	CENTRAL GARAGE	5,705.05
TOTAL ALL FUNDS		68,698.86

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	68,698.86
TOTAL ALL BANKS		68,698.86

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....

.....

.....

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
A T & T	@FY@ CELL PHONE	29.65	TELEPHONE	101.127.271			006463	P	234	00001
	@FY@ CELL PHONE	45.93	TELEPHONE	101.111.271			006463	P	234	00002
	@FY@ CELL PHONE	25.13	TELEPHONE	101.106.271			006463	P	234	00003
	@FY@ CELL PHONE	28.57	TELEPHONE	101.127.271			006463	P	234	00004
	@FY@ CELL PHONE	49.74	TELEPHONE	201.201.271			006463	P	234	00005
	@FY@ CELL PHONE	27.34	TELEPHONE	204.204.271			006463	P	234	00006
	@FY@ CELL PHONE	49.38	TELEPHONE	601.601.271			006463	P	234	00007
	@FY@ CELL PHONE	65.80	TELEPHONE	611.611.271			006463	P	234	00008
	@FY@ CELL PHONE	68.91	TELEPHONE	101.123.271			006463	P	234	00009
		390.45	*VENDOR TOTAL							
A-OX WELDING SUPPLY CO I	@FY@ RECHARGE EXT	10.50	REP. & MAINT. - EQUIPMEN	101.114.221		905246	075372	P	225	00003
ADVANCED WEIGHING SYSTEM	LANDFILL SW RENEWAL	1,595.00	PROFESSIONAL SERVICES &	637.637.202		20150688	015390	P	224	00001
ASSOCIATED SUPPLY CO.	@FY@ SAC POOL GAUGE	314.84	REP. & MAINT. - BUILDING	203.203.223		79531	076155	P	225	00002
	@FY@ SAC POOL SEAL KIT	658.50	REP. & MAINT. - BUILDING	203.203.223		79532	076156	P	225	00001
		973.34	*VENDOR TOTAL							
BANNER ASSOCIATES INC	@FY@ DESIGN SW SCALE	15,750.00	BUILDING & STRUCTURES	637.638.320		25896	014993	P	234	00015
BERING SALES	@FY@ NAME BADGE	24.84	OFFICE SUPPLIES	101.142.232		2808	015114	P	227	00001
BIERSCHBACH EQUIP & SUPP	@FY@ BANDIT	621.25	ROAD MATERIALS	101.123.239		3519400	017548	P	234	00011
	@FY@ BANDIT	621.25	REP. & MAINT. - EQUIPMEN	101.126.221		3519400	017548	P	234	00012
		1,242.50	*VENDOR TOTAL							
BLACKSTRAP INC	@FY@ ROAD SALT	11,516.85	CHEMICALS	101.124.240		12.16.15	015080	P	225	00007
BORCHER'S SUPPLY INC	@FY@ CHEMICALS	2,775.00	CHEMICALS & GASES	204.204.240		3968	076187	P	225	00004
BOYS & GIRLS CLUB	@FY@ CDBG GRANT #3	15,241.92	BOYS & GIRLS CLUB CDBG G	501.501.383		12.29.15	015399	P	225	00008
	@FY@ CDBG GRANT #2	22,746.50	BOYS & GIRLS CLUB CDBG G	501.501.383		2	015396	P	225	00005
		37,988.42	*VENDOR TOTAL							
BROSZ ENGINEERING INC	@FY@ PINE ST BRIDGE	2,497.50	PINE ST BRIDGE	207.221.391		2796	013785	P	234	00013
	@FY@ CEDAR ST BRIDGE	18,947.50	CEDAR STREET WALK BRIDGE	207.221.397		2797	013787	P	234	00014
		21,445.00	*VENDOR TOTAL							

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
BUHL'S LAUNDRY CLEANERS									
@FY@ UNIFORMS	9.00	UNIFORMS	101.111.244		11408	070659	P	225	00006
@FY@ UNIFORMS	3.60	UNIFORMS	101.111.244		11408	070663	P	234	00016
	12.60	*VENDOR TOTAL							
CENTURYLINK									
@FY@ PHONE-DEC	4.35	TELEPHONE	101.102.271		1.5.16	002262	P	234	00018
@FY@ PHONE-DEC	8.63	TELEPHONE	101.104.271		1.5.16	002262	P	234	00019
@FY@ PHONE-DEC	3.93	TELEPHONE	101.122.271		1.5.16	002262	P	234	00020
@FY@ PHONE-DEC	21.48	TELEPHONE	101.111.271		1.5.16	002262	P	234	00021
@FY@ PHONE-DEC	11.09	TELEPHONE	101.114.271		1.5.16	002262	P	234	00022
@FY@ PHONE-DEC	0.28	TELEPHONE	101.115.271		1.5.16	002262	P	234	00023
@FY@ PHONE-DEC	1.19	TELEPHONE	101.123.271		1.5.16	002262	P	234	00024
@FY@ PHONE-DEC	1.82	TELEPHONE	101.127.271		1.5.16	002262	P	234	00025
@FY@ PHONE-DEC	4.63	TELEPHONE	201.201.271		1.5.16	002262	P	234	00026
@FY@ PHONE-DEC	4.98	TELEPHONE	601.601.271		1.5.16	002262	P	234	00027
@FY@ PHONE-DEC	2.52	TELEPHONE	611.611.271		1.5.16	002262	P	234	00028
@FY@ PHONE-DEC	1.68	TELEPHONE	637.637.271		1.5.16	002262	P	234	00029
@FY@ PHONE-DEC	3.62	TELEPHONE	801.801.271		1.5.16	002262	P	234	00030
@FY@ PHONE-DEC	51.55	TELEPHONE	101.123.271		1.5.16	002832	P	234	00043
@FY@ PHONE-DEC	53.71	TELEPHONE	611.611.271		1.5.16	003065	P	234	00044
@FY@ PHONE-DEC	83.20	TELEPHONE	601.601.271		12.31.15	003059	P	234	00031
@FY@ PHONE-DEC	83.20	TELEPHONE	611.611.271		12.31.15	003059	P	234	00032
@FY@ PHONE-DEC	177.05	TELEPHONE	101.127.271		12.31.15	002528	P	234	00033
@FY@ PHONE-DEC	134.60	TELEPHONE	601.601.271		12.31.15	002528	P	234	00034
@FY@ PHONE-DEC	249.60	TELEPHONE	611.611.271		12.31.15	002528	P	234	00035
@FY@ PHONE-DEC	581.26	TELEPHONE	101.111.271		12.31.15	002820	P	234	00036
@FY@ PHONE-DEC	168.48	TELEPHONE	101.123.271		12.31.15	002820	P	234	00037
	1,652.85	*VENDOR TOTAL							
CHESTERMAN COMPANY									
@FY@ POP	11.25	POP	641.641.720		1164454	075555	P	225	00035
@FY@ POP	87.90	POP	641.641.720		715-155	075551	P	225	00036
	99.15	*VENDOR TOTAL							
CITY OF VERMILLION									
@FY@ JT POWER CASH TRANS	31,830.09	COST OF SERVICE PROVIDED	637.637.206		1.4.16	003067	P	234	00017
CITY OF YANKTON-CENTRAL									
@FY@ RUBBISH	30.00	LANDFILL	801.801.276		1.4.16	003723	P	234	00042
CITY OF YANKTON-PARKS									
@FY@ GARBAGE	62.55	LANDFILL	201.201.276		519	003889	P	225	00009
CITY OF YANKTON-SOLID WA									
@FY@ COMPACTED GARBAGE	11,855.25	LANDFILL TIPPING FEE	631.631.219		1.4.16	002222	P	234	00040
CITY OF YANKTON-STREET									
@FY@ RUBBISH	5.00	SPECIAL RUBBISH TIPPING	101.123.205		1.4.16	003727	P	234	00041

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CITY UTILITIES										
@FY@	WATER-WW CHARGES	128.62	WATER SERVICE	101.127.274		12.21.15	002642	P	225	00010
@FY@	WATER-WW CHARGES	81.19	WASTEWATER SERVICE	101.127.275		12.21.15	002642	P	225	00011
@FY@	WATER-WW CHARGES	34.26	LANDFILL	101.127.276		12.21.15	002642	P	225	00012
@FY@	WATER-WW CHARGES	126.61	WATER SERVICE	101.125.274		12.21.15	002642	P	225	00013
@FY@	WATER-WW CHARGES	72.63	SEWER SERVICE	101.125.275		12.21.15	002642	P	225	00014
@FY@	WATER-WW CHARGES	142.52	WATER	637.637.274		12.21.15	002642	P	225	00015
@FY@	WATER-WW CHARGES	81.42	WW SERVICE	637.637.275		12.21.15	002642	P	225	00016
@FY@	WATER-WW CHARGES	17.13	LANDFILL	637.637.276		12.21.15	002642	P	225	00017
@FY@	WATER-WW CHARGES	97.45	WATER SERVICE	101.114.274		12.21.15	002642	P	225	00018
@FY@	WATER-WW CHARGES	22.90	SEWER SERVICE	101.114.275		12.21.15	002642	P	225	00019
@FY@	WATER-WW CHARGES	28.37	WATER SERVICE	631.631.274		12.21.15	002642	P	225	00020
@FY@	WATER-WW CHARGES	8.79	SEWER SERVICE	631.631.275		12.21.15	002642	P	225	00021
@FY@	WATER-WW CHARGES	57.75	WATER PURCHASED	801.801.274		12.21.15	002642	P	225	00022
@FY@	WATER-WW CHARGES	51.35	SEWER SERVICE	801.801.275		12.21.15	002642	P	225	00023
@FY@	WATER-WW CHARGES	17.13	LANDFILL	801.801.276		12.21.15	002642	P	225	00024
@FY@	WATER-WW CHARGES	313.92	WATER SERVICE	201.201.274		12.21.15	002642	P	225	00025
@FY@	WATER-WW CHARGES	88.36	SEWER SERVICE	201.201.275		12.21.15	002642	P	225	00026
@FY@	WATER-WW CHARGES	890.50	WATER SERVICE	611.611.274		12.21.15	002642	P	225	00027
@FY@	WATER-WW CHARGES	147.53	WATER SERVICE	101.141.274		12.21.15	002642	P	225	00028
@FY@	WATER-WW CHARGES	93.91	SEWER SERVICE	101.141.275		12.21.15	002642	P	225	00029
@FY@	WATER-WW CHARGES	126.83	WATER SERVICE	641.641.274		12.21.15	002642	P	225	00030
@FY@	WATER-WW CHARGES	65.46	SEWER SERVICE	641.641.275		12.21.15	002642	P	225	00031
@FY@	WATER-WW CHARGES	354.53	WATER SERVICE	203.203.274		12.21.15	002642	P	225	00032
@FY@	WATER-WW CHARGES	109.87	SEWER SERVICE	203.203.275		12.21.15	002642	P	225	00033
@FY@	WATER-WW CHARGES	117.28	WATER SERVICE	101.142.274		12.21.15	002793	P	227	00002
@FY@	WATER-WW CHARGES	99.23	SEWER SERVICE	101.142.275		12.21.15	002793	P	227	00003
		3,375.54	*VENDOR TOTAL							
CONKLING DIST/JOHN A										
@FY@	BEER	9.35	BEER	641.641.718		122706	075552	P	225	00037
CREDIT COLLECTION SERVIC										
@FY@	UT COLLECTION-NOV	85.00	PROFESSIONAL SERVICES	601.601.202		12.18.15	001858	P	225	00038
@FY@	UT COLLECTION-NOV	47.20	PROFESSIONAL SERVICES	611.611.202		12.18.15	001858	P	225	00039
@FY@	UT COLLECTION-NOV	89.97	PROFESSIONAL SERVICES	631.631.202		12.18.15	001858	P	225	00040
		222.17	*VENDOR TOTAL							
CSI SOFTWARE										
@FY@	MONTHLY FEES	599.00	CONTRACTED SERVICES	203.203.204		33052	076183	P	225	00041
D-P TOOLS										
@FY@	WRENCH	374.15	SMALL TOOLS & HARDWARE	801.801.247		400320	075644	P	225	00046
DAKOTA BEVERAGE CO INC										
@FY@	BEER	133.15	BEER	641.641.718		382-1907-382	075279	P	225	00048
@FY@	BEER	26.60	BEER	641.641.718		382-1947	075553	P	225	00047
		159.75	*VENDOR TOTAL							

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM INVOICE	PO#	F/P ID LINE
DANKO EMERGENCY EQUIPMEN							
	@FY@ AXE-CLAMP	58.50	SMALL TOOLS & HARDWARE	101.114.247	71591	075370	P 225 00045
	@FY@ SUPPLIES	104.97	REP. & MAINT. - EQUIPMEN	101.114.221	71592	075369	P 225 00044
	@FY@ CLAMPS	103.35	REP. & MAINT. - VEHICLES	101.114.222	71698	075368	P 225 00043
	@FY@ CLAMPS	34.78	REP. & MAINT. - EQUIPMEN	101.114.221	71843	075375	P 225 00042
		301.60	*VENDOR TOTAL				
DEPARTMENT OF REVENUE							
	LICENSE FEE	275.00	LICENSES	641.641.209	14522	015250	P 224 00003
DEPT OF CORRECTIONS							
	@FY@ DOC WORK PROGRAM	300.43	REP. & MAINT. - BUILDING	201.201.223	18D6245	076181	P 225 00049
	@FY@ DOC WORK PROGRAM	300.43	REP. & MAINT. - TRAIL	204.204.223	18D6245	076181	P 225 00050
	@FY@ DOC WORK PROGRAM	300.43	REP. & MAINT. - BUILDING	621.621.223	18D6245		225 00051
	@FY@ DOC WORK PROGRAM	300.42	REP. & MAINT. - BUILDING	641.641.223	18D6245		225 00052
		1,201.71	*VENDOR TOTAL				
DEPT OF REVENUE							
	ANNUAL WASTEWATER FEE	12,500.00	STATE PERMIT FEES	611.611.205	23396	017684	P 224 00002
DEX MEDIA EAST							
	@FY@ PHONE BOOK	8.83	PUBLISHING	101.101.211	1.5.16	003458	P 234 00045
	@FY@ PHONE BOOK	13.34	PUBLISHING	101.111.211	1.5.16	003458	P 234 00046
	@FY@ PHONE BOOK	8.83	SUBSCRIPTIONS & PUBLICAT	101.114.235	1.5.16	003458	P 234 00047
		31.00	*VENDOR TOTAL				
DOUGHERTY & COMPANY LLC							
	@FY@ SERVICE FEE	700.00	PROFESSIONAL SERVICES	611.611.202	12.21.15	017734	P 225 00053
ETHANOL PRODUCTS LLC							
	@FY@ CARBON DIOXIDE	65.46	CHEMICALS & GASES	601.601.240	2151777	015285	P 225 00054
FEDEX							
	@FY@ POSTAGE	11.81	POSTAGE	101.111.231	5-256-74927	017424	P 225 00058
FEIMER CONSTRUCTION							
	@FY@ WATERMAIN C-9-15	523,163.76	RAW WATER TRANSMISSION M	602.602.369	1.4.16	013348	P 234 00048
FINANCE, DEPT OF							
	@FY@ PETTY CASH	29.42	EMPLOYEE COMMITTEE	101.101.141	12.29.15	002604	P 225 00034
FLANNERY/KIRT							
	@FY@ OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202	12.28.15	013795	P 225 00056
FRICK/ADAM							
	@FY@ OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202	12.28.15	013794	P 225 00055
FRICK/BRIAN							
	@FY@ OFFICER STIPEND	50.00	PROFESSIONAL SERV.-VOLUN	101.114.202	12.28.15	013792	P 225 00057



VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HANCOCK CONCRETE PRODUCT	@FY@ PIPE	2,054.40	STORM SEWER CONSTRUCTION	506.573.390		1176948	015367	P	225	00059
	@FY@ PIPE	4,325.42	STORM SEWER CONSTRUCTION	506.573.390		9.21.15	015084	P	225	00066
		6,379.82	*VENDOR TOTAL							
HANSON BRIGGS ADVERTISIN	@FY@ WO FORMS	198.30	OFFICE SUPPLIES	801.801.232		18114	013277	P	225	00060
	@FY@ WATER BOTTLES	707.52	STORM WATER II REQUIREME	101.123.285		18174	017551	P	234	00053
		905.82	*VENDOR TOTAL							
HAWKINS INC	@FY@ SAC CHEMICALS	391.64	CHEMICALS & GASES	203.203.240		3805611	076154	P	225	00061
	@FY@ HYDROXIDE	1,254.00	CHEMICALS & GASES	611.611.240		3807511	014827	P	234	00052
	@FY@ SAC CHEMICALS	570.16	CHEMICALS & GASES	203.203.240		3812553	076159	P	225	00062
	@FY@ HYDROXIDE	1,254.00	CHEMICALS & GASES	611.611.240		3918778	014833	P	234	00051
		3,469.80	*VENDOR TOTAL							
HEDAHL'S PARTS PLUS	@FY@ FILTERS	62.29	GARAGE PARTS	801.801.249		49-177952	075642	P	225	00064
	@FY@ FILTERS	105.03	GARAGE PARTS	801.801.249		49-178088	075645	P	225	00065
	@FY@ FILTERS	46.34	GARAGE PARTS	801.801.249		49-178270	075646	P	225	00063
	@FY@ FILTERS	23.64	GARAGE PARTS	801.801.249		49-178467	075648	P	234	00054
	@FY@ FILTERS	29.19	OPERATING SUPPLIES & MAT	637.637.240		49-178467	075648	P	234	00055
	@FY@ FILTERS	173.17	GARAGE PARTS	801.801.249		49-178527	075649	P	234	00049
	@FY@ MASTER CYLINDERS	344.05	GARAGE PARTS	801.801.249		49-178632	075650	P	234	00050
		783.71	*VENDOR TOTAL							
INTL INST OF MUN CLERKS	MEMBERSHIP RENEWAL	95.00	MEMBERSHIP DUES	101.104.261		12.21.15	015398	P	224	00004
	MEMBERSHIP RENEWAL	155.00	MEMBERSHIP DUES	101.104.261		12.21.15	017732	P	224	00005
		250.00	*VENDOR TOTAL							
J & H CARE & CLEANING CO	@FY@ JANITORIAL SERVICE	2,795.00	PROFESSIONAL SERVICES	203.203.202		10874	076188	P	225	00067
KADRMAS LEE & JACKSON IN	@FY@ APRON EXPANSION	6,889.50	APRON EXPANSION & REPLAC	502.511.394		10062356	014994	P	225	00068
KAISER HEATING & COOLING	@FY@ REPAIRS	69.00	REP. & MAINT. - BUILDING	101.114.223		44521	075371	P	225	00071
	@FY@ REPAIRS	154.46	REP. & MAINT. - BUILDING	101.114.223		5-44568	075367	P	225	00072
		223.46	*VENDOR TOTAL							
KLINES JEWELRY	@FY@ RETIREMENT WATCH	90.99	PROFESSIONAL SERVICES	101.101.202		12.8.15	076311	P	225	00069
KUEHLER/DAVE	@FY@ SAFETY GLASSES	60.00	PROFESSIONAL SERVICES	601.601.202		12.16.15	076313	P	225	00073

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
KVHT RADIO STATION	@FY@ HOLIDAY ADS	60.00	ADVERTISING	203.203.211		11.29.15	076182	P	225	00070
LIGHT AND SIREN	@FY@ LIGHTS	347.25	EQUIPMENT	101.114.350		10791	013596	P	225	00075
LIST ELECTRIC INC	@FY@ LIGHT REPLACEMENT	408.17	REP. & MAINT. - BUILDING	801.801.223		4310	017544	P	225	00076
	@FY@ LIGHT REPLACEMENT	408.16	REP. & MAINT. - EQUIPMEN	101.123.221		4310	017544	P	225	00077
	@FY@ LIGHT REPLACEMENT	408.16	REP. & MAINT. - EQUIPMEN	631.631.221		4310	017544	P	225	00078
		1,224.49	*VENDOR TOTAL							
LOGIN INC DBA IACP NET	SUBSCRIPTION	875.00	SUBSCRIPTIONS & PUBLICAT	101.111.235		26990	017426	P	224	00006
LONG'S PROPANE INC	@FY@ PROPANE	347.80	FUEL-HEATING	641.641.273		70285	074854	P	225	00074
MCGRATH NORTH MULLIN & K	@FY@ PROFESSIONAL SERV	174.00	PROFESSIONAL SERVICES	101.103.202		433702	017473	P	225	00086
MEJORANDO GROUP	STRATEGIC PLAN SESSION	13,000.00	PROFESSIONAL SERVICES	101.102.202		12.21.15	017475	P	224	00007
MIDAMERICAN ENERGY	@FY@ FUEL-DEC	314.73	FUEL-HEATING	101.142.273		12.28.15	002794	P	227	00004
	@FY@ FUEL-DEC	17.11	FUEL-GENERATOR	101.115.273		12.31.15	003252	P	234	00058
	@FY@ FUEL-DEC	425.21	FUEL-HEATING	101.141.273		12.31.15	003252	P	234	00059
	@FY@ FUEL-DEC	931.65	HEATING FUEL - GAS	637.637.273		12.31.15	003252	P	234	00060
	@FY@ FUEL-DEC	9.66	FUEL-HEATING	611.611.273		12.31.15	003252	P	234	00061
	@FY@ FUEL-DEC	532.60	FUEL-HEATING	601.601.273		12.31.15	003252	P	234	00062
	@FY@ FUEL-DEC	435.27	FUEL-HEATING	101.114.273		12.31.15	003253	P	234	00063
	@FY@ FUEL-DEC	77.90	FUEL-HEATING	641.641.273		12.31.15	003253	P	234	00064
	@FY@ FUEL-DEC	579.50	FUEL-HEATING	201.201.273		12.31.15	003253	P	234	00065
	@FY@ FUEL-DEC	859.65	FUEL-HEATING	101.127.273		12.31.15	003254	P	234	00066
	@FY@ FUEL-DEC	511.26	FUEL-HEATING	801.801.273		12.31.15	003254	P	234	00067
	@FY@ FUEL-DEC	1,030.32	FUEL-HEATING	101.125.273		12.31.15	003254	P	234	00068
	@FY@ FUEL-DEC	50.00	ROAD MATERIALS	101.123.239		12.31.15	003254	P	234	00069
		5,774.86	*VENDOR TOTAL							
MIDAMERICAN ENERGY	@FY@ FUEL-NOV	2,682.51	FUEL-HEATING	601.601.273		12.23.15	002904	P	225	00082
	@FY@ FUEL-NOV	4,521.86	FUEL-HEATING	611.611.273		12.23.15	002904	P	225	00083
		7,204.37	*VENDOR TOTAL							
MIDWEST ALARM COMPANY IN	@FY@ FIRE ALARM MONITOR	78.00	PROFESSIONAL SERVICES	801.801.202		11124-25	015374	P	225	00087
	@FY@ FIRE ALARM MONITOR	78.00	PROFESSIONAL SERVICES &	637.637.202		11124-25	015374	P	225	00088
		156.00	*VENDOR TOTAL							

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MIDWEST LABORATORIES, IN	@FY@ LAB TESTING	2,408.60	PROFESSIONAL SERVICES	611.611.202		785735	014832	P	225	00079
MIDWEST TAPE	@FY@ AUDIO BOOKS	520.87	AV - CAPITAL	101.142.342		12.15.15	015115	P	227	00005
MIDWEST TURF & IRRIGATIO	@FY@ CREDIT	79.30CR	REP. & MAINT. - EQUIPMEN	641.641.221		10.19.15	017534	P	225	00091
	@FY@ SUPPLIES	313.21	REP. & MAINT. - EQUIPMEN	641.641.221		3706629	015212	P	225	00089
	@FY@ SUPPLIES	62.47	REP. & MAINT. - EQUIPMEN	641.641.221		3707221	015213	P	225	00090
	@FY@ PART	1,495.68	REP. & MAINT. - EQUIPMEN	641.641.221		3707584	015216	P	225	00084
	@FY@ PARTS	410.65	REP. & MAINT. - EQUIPMEN	641.641.221		3708371-00	015217	P	225	00095
	@FY@ TIE ROD END	123.03	REP. & MAINT. - EQUIPMEN	641.641.221		3708620-00	015218	P	225	00094
		2,325.74	*VENDOR TOTAL							
MINERVA'S	@FY@ CHRISTMAS PARTY	4,019.89	EMPLOYEE COMMITTEE	101.101.141		12.21.15	017474	P	225	00085
MITCHELL/ABBIE	@FY@ WINTER WORK OUT	480.00	SAC PROGRAMS	203.3746		12.22.15	076186	P	225	00080
MITCHELL/DAN	@FY@ WINTER WORK OUT	480.00	SAC PROGRAMS	203.3746		12.22.15	076191	P	225	00081
MOSER/BRAD	@FY@ OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202		12.29.15	013797	P	225	00093
MOSER/DARREN	@FY@ TRAVEL EXPENSE	12.60	TRAVEL EXPENSE	101.111.263		12.22.15	070664	P	234	00056
MW AUTOMOTIVE SERVICES	@FY@ VEHICLE TOWING	80.00	PROFESSIONAL SERVICES	101.111.202		12.17.15	017422	P	225	00092
NEBRASKA JOURNAL-LEADER	@FY@ HOLIDAY AD	29.95	ADVERTISING	203.203.211		1381	076185	P	225	00096
NORTHWESTERN ENERGY	@FY@ ELECT-DEC	1,575.99	ELECTRICITY	101.142.272		12.21.15	002795	P	227	00006
	@FY@ ELECT-DEC	1,547.27	ELECTRICITY	101.127.272		12.30.15	003132	P	234	00072
	@FY@ ELECT-DEC	157.91	ELECTRICITY	621.621.272		12.30.15	003132	P	234	00073
	@FY@ ELECT-DEC	1,277.30	ELECTRICITY	801.801.272		12.30.15	003132	P	234	00074
	@FY@ ELECT-DEC	1,689.65	ELECTRICITY	101.125.272		12.30.15	003132	P	234	00075
	@FY@ ELECT-DEC	70.15	ELECTRICITY	101.115.272		12.30.15	003132	P	234	00076
	@FY@ ELECT-DEC	621.77	ELECTRICITY	101.114.272		12.30.15	003133	P	234	00077
	@FY@ ELECT-DEC	699.69	ELECTRICITY	641.641.272		12.30.15	003133	P	234	00078
	@FY@ ELECT-DEC	126.50	ELECTRICITY	637.637.272		12.30.15	003133	P	234	00079
	@FY@ ELECT-DEC	136.06	ELECTRICITY	202.202.272		12.30.15	003133	P	234	00080
	@FY@ ELECT-DEC	1,776.22	ELECTRICITY	101.141.272		12.30.15	003133	P	234	00081
	@FY@ ELECT-DEC	124.75	ELECTRICITY	101.123.272		12.30.15	003134	P	234	00082
	@FY@ ELECT-DEC	466.58	ELECTRICITY	637.637.272		12.30.15	003134	P	234	00083
	@FY@ ELECT-DEC	13,365.28	ELECTRICITY	601.601.272		12.30.15	003134	P	234	00084

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
NORTHWESTERN ENERGY										
	@FY@ ELECT-DEC	12,421.31	ELECTRICITY	611.611.272		12.30.15	003134	P	234	00085
	@FY@ ELECT-DEC	22,395.53	ELECTRICITY - STREET LIG	101.126.272		12.30.15	003135	P	234	00086
	@FY@ ELECT-DEC	2,338.13	ELECTRICITY	201.201.272		12.30.15	003137	P	225	00129
	@FY@ ELECT-DEC	5,292.13	ELECTRICITY - STREET LIG	101.126.272		12.30.15	003136	P	225	00130
		66,082.22	*VENDOR TOTAL							
OBSERVER										
	@FY@ BIRTHDAY AD	48.00	ADVERTISING	203.203.211		11.30.15	076190	P	225	00097
OIL PRICE INFORMATION SE										
	@FY@ REPORT	768.00	GARAGE GASOLINE & LUBRIC	101.127.238		269063	014125	P	234	00087
OLSON/JEREMY										
	@FY@ BOOT REIMBURSEMENT	125.00	UNIFORMS	101.111.244		12.21.15	070660	P	225	00098
OLSON'S PEST TECHNICIANS										
	@FY@ CHEMICALS	68.00	CHEMICALS & GASES	641.641.240		40607	075554	P	225	00099
OVERHEAD DOOR CO										
	@FY@ DOOR REPAIRS	100.00	REP. & MAINT. - BUILDING	801.801.223		013192	015376	P	225	00100
PETROLEUM TRADERS CORP										
	@FY@ FUEL	6,844.40	GARAGE GASOLINE & LUBRIC	801.801.238		964972	017553	P	234	00088
QUILL CORPORATION										
	@FY@ OFFICE SUPPLIES	77.98	OFFICE SUPPLIES	101.122.232		65679395	017609	P	225	00101
RACOM CORPORATION										
	@FY@ RADIO ACCESS	1,370.46	PROFESSIONAL SERVICES	208.208.202		152017	017425	P	225	00102
	MAINTENANCE CONTRACT	8,637.62	PROFESSIONAL SERVICES	208.208.202		2016	017418	P	224	00008
		10,008.08	*VENDOR TOTAL							
RIVERSIDE HYDRAULICS INC										
	@FY@ COUPLER	89.70	GARAGE PARTS	801.801.249		49109	075647	P	225	00103
SD PUBLIC ASSURANCE ALLI										
	@FY@ ADD INSURANCE	481.95	INSURANCE	611.611.201		222098	015397	P	225	00106
SHEEHAN MACK SALES & EQ.										
	@FY@ PARTS	4,189.25	GARAGE PARTS	801.801.249		12226	017542	P	234	00090
	@FY@ REPAIRS	789.60	MOTOR VEHICLE REPAIR & M	637.637.222		553620C	017549	P	225	00104
		4,978.85	*VENDOR TOTAL							
SHOBERG/GREG										
	@FY@ BOOT REIMBURSEMENT	96.25	UNIFORMS	101.111.244		57299	070662	P	234	00091
SIOUX CITY FOUNDRY CO										
	@FY@ BLADES	390.00	GARAGE PARTS	801.801.249		977368	017543	P	225	00105

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
SIoux CITY FOUNDRY CO	@FY@ BLADES	739.60	GARAGE PARTS	801.801.249		978136	017554	P	234	00089
		1,129.60	*VENDOR TOTAL							
SIoux FALLS TWO WAY RADI	@FY@ CONNECTORS	35.94	GARAGE PARTS	801.801.249		99833	015377	P	225	00107
SOUTH DAKOTA FIREFIGHTER	MEMBERSHIP DUES	1,075.00	MEMBERSHIP DUES	101.114.261		12.22.15	075373	P	224	00009
TASK FORCE TIPS	@FY@ SHIPPING	10.05	REP. & MAINT. - EQUIPMEN	101.114.221		1185607	075357	P	225	00111
TOM'S ELECTRIC	@FY@ LIGHT	5,425.70	REP. & MAINT. - BUILDING	201.201.223		12.28.15	075478	P	225	00109
	@FY@ REPAIR LIGHTS	1,343.35	REP. & MAINT. - BUILDING	101.114.223		3781	075377	P	225	00110
	@FY@ REPAIR LIGHTS	799.45	REP. & MAINT. - BUILDING	101.114.223		3782	075376	F	225	00108
		7,568.50	*VENDOR TOTAL							
TRAFFIC CONTROL CORP	@FY@ BRACKET ASSEMBLY	170.00	REP. & MAINT. - EQUIPMEN	101.126.221		88307	015373	P	225	00112
TURFWERKS	@FY@ SUPPLIES	283.71	REP. & MAINT. - EQUIPMEN	641.641.221		37981	015215	P	225	00113
	@FY@ SUPPLIES	1,255.97	REP. & MAINT. - EQUIPMEN	641.641.221		40171	015214	P	225	00114
		1,539.68	*VENDOR TOTAL							
UNITED PARCEL SERVICE, I	@FY@ POSTAGE-DEC	235.39	POSTAGE	611.611.231		572347525	003830	P	234	00092
	@FY@ POSTAGE-DEC	49.38	REP. & MAINT. - EQUIPMEN	101.126.221		572347525	003830	P	234	00093
		284.77	*VENDOR TOTAL							
VELLEK/FRANK	RANGE LEASE	900.00	PROFESSIONAL SERVICES	101.111.202		2016	017419	P	224	00010
VOYLES/JESSE	@FY@ REFUND	864.00	QUARTERLY MEMBERSHIPS	203.3742		12.15.15	076176	P	225	00115
	@FY@ REFUND	60.48	SALES TAX PAYABLE	203.2073		12.15.15	076176	P	225	00116
		924.48	*VENDOR TOTAL							
WALT'S HOMESTYLE FOODS I	@FY@ ENTREE	50.40	ENTREE	641.641.710		142552	075550	P	225	00119
WELFL CONSTRUCTION CORP	@FY@ COLLECTOR WELL	59,896.65	COLLECTOR WELL	602.602.360		1.4.16	013349	P	234	00094
WESTERN OFFICE PRODUCTS	@FY@ EASEL	214.21	LEARNING	101.114.264		1476885-0	075358	P	225	00118

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
WOEHL/TOBY	@FY@ OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202		12.28.15	013796	P	225	00117
XEROX CORPORATION	@FY@ COPIER LEASE	261.46	ACCOUNTS RECEIVABLE	713.1311		82582733	003853	P	225	00126
XEROX CORPORATION	@FY@ COPIER LEASE	112.40	ACCOUNTS RECEIVABLE	713.1311		52758068	003976	P	225	00131
	@FY@ COPIER LEASE	225.01	COPIES	101.111.234		82758070	003976	P	234	00095
		337.41	*VENDOR TOTAL							
YANKTON AG SERVICE	@FY@ CHEMICALS	357.50	CHEMICALS & GASES	204.204.240		38825	076184	P	225	00128
YANKTON AREA ICE ASSOCIA	@FY@ NOV/DEC PAYMENT	3,188.07	CONTRACTUAL AGREEMENT	203.203.213		12.23.15	014962	P	225	00121
YANKTON COUNTY WEED DEPT	@FY@ LARVICIDE	1,259.50	PROFESSIONAL SERVICES	101.122.202		12.21.15	017733	P	225	00127
YANKTON POLICE DEPARTMEN	@FY@ PETTY CASH	10.00	PROFESSIONAL SERVICES	101.111.202		12.29.15	070661	P	225	00122
	@FY@ PETTY CASH	10.00	K-9 UNIT MEDICAL CARE	101.111.246		12.29.15	070661	P	225	00123
	@FY@ PETTY CASH	10.00	PROFESSIONAL SERVICES	101.111.202		12.29.15	070661	P	225	00124
		30.00	*VENDOR TOTAL							
YANKTON VOL FIRE DEPARTM	@FY@ FIRE CALLS NOV/DEC	3,930.00	PROFESSIONAL SERV.-VOLUN	101.114.202		12.28.15	075374	P	225	00125
ZIEGLER/WILLIAM P	@FY@ OFFICER STIPEND	50.00	PROFESSIONAL SERV.-VOLUN	101.114.202		12.28.15	013793	P	225	00120

VENDOR NAME								
DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
REPORT TOTALS:	916,780.28							

RECORDS PRINTED - 000236

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
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101	GENERAL FUND	85,645.70
201	PARKS AND RECREATION	9,162.96
202	PARK IMPROVEMENT	136.06
203	SUMMIT ACTIVITY CENTER	11,004.04
204	MARNE CREEK	3,460.27
207	BRIDGE AND STREET	21,445.00
208	911/DISPATCH	10,008.08
501	PUBLIC IMPROVEMENT	37,988.42
502	AIRPORT CAPITAL	6,889.50
506	SPECIAL CAPITAL IMPROV	6,379.82
601	WATER OPERATION	17,063.01
602	WATER RENEWAL/REPLACEMENT	583,060.41
611	WASTE WATER OPERATION	37,179.30
621	CEMETERY OPERATION	458.34
631	SOLID WASTE	12,390.54
637	JOINT POWER	51,839.36
641	GOLF COURSE	6,145.17
713	COPIES & POSTAGE	373.86
801	CENTRAL GARAGE	16,150.44
TOTAL ALL FUNDS		916,780.28

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
1DAK	FIRST DAKOTA NAT'L BANK CORP	916,780.28
TOTAL ALL BANKS		916,780.28

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....

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**OFFICE OF THE CITY MANAGER**

[www.cityofyankton.org](http://www.cityofyankton.org)

VOL. 51, NUMBER 1

**Commission Information Memorandum**

The Yankton City Commission meeting on Monday, January 11, 2016, will begin at 7:00 pm.

**Non-Agenda Items of Interest**

**1) Human Resources Update**

Applications have closed on the Events and Promotions Coordinator position. The applications are being reviewed and calls will begin to schedule interview appointments. Todd Larson, Director of Parks, Recreation and City Events, and Brad Bies, Research Specialist and Code Enforcement Official, will be conducting the interviews.

Applications were received for the Transfer Station Attendant position. Those interviews are in the process of being scheduled.

Adam Haberman has been hired as Director of Public Works.

We are currently advertising for the Golf Operations Manager for Fox Run Golf Course. Deadline for application is January 25.

We are currently advertising for Public Works Manager, vacated by the promotion of Adam Haberman to Public Works Director. Applications are being accepted through January 27, 2016.

**2) Community Development Update**

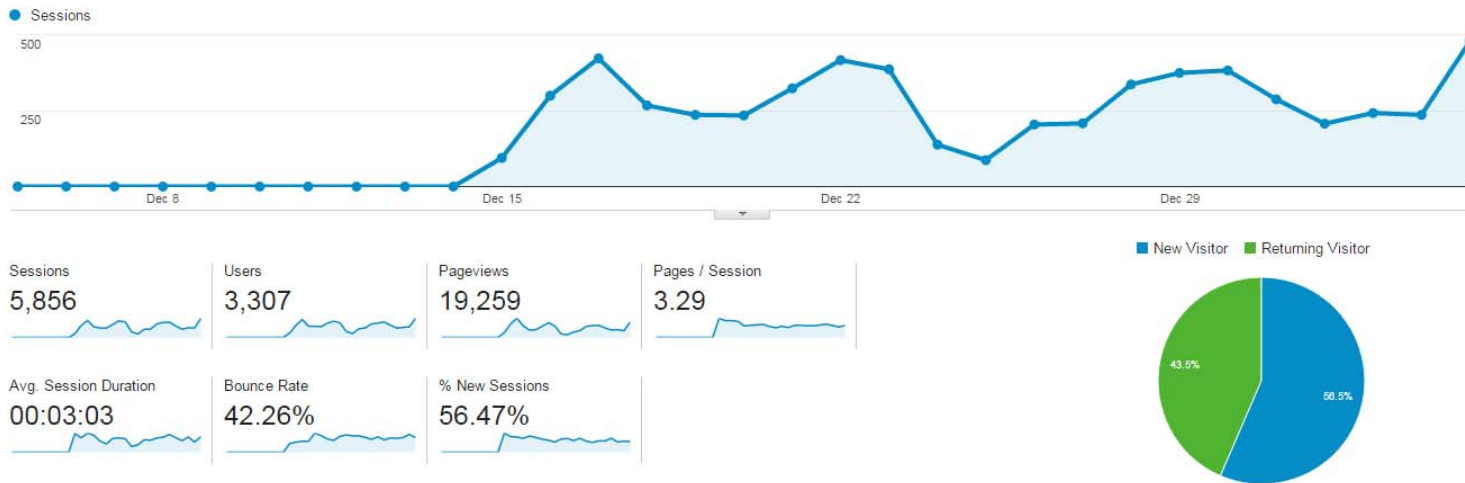
Enclosed in the packet is the 2015 building permit activity information. As noted, there were 33 new single family home starts in 2015, this is up from 21 homes in 2014. There were also permits for 2 townhomes (6 housing units) which brings the new housing starts for this category to 39 units. The City's 10 year average for single family home starts is 27.0 homes per year and 5.9 townhome units per year. Additionally, 76 apartments units have been added with the largest project being the 70 unit Westbrook Apartment Complex. A total of 115 housing units have been started in 2015 which is a record number, up from 98 units that were recorded in 2007.

The 2015 commercial sector projects include: Great Clips & Shoe Sensations (Groseth Crossing), Avera Sacred Heart Hospital 4<sup>th</sup> & 5<sup>th</sup> floor renovations, the Truxedo Inc. 40,000 square ft. addition, Avera Sacred Heart Dialysis renovation, Yankton Boys and Girls Club, Menards Mezzanine renovation and the Yankton Medical Clinic Fluoroscopy renovation.

Based what we are seeing, we anticipate that 2016 will be an above average year in the housing and commercial sector.

### 3) Information Services Update

The City's new website went live on December 15<sup>th</sup>. The information below is a summary of web traffic since that date. Of the 3,307 unique users visiting the City's website about 56% are using a desktop, 33% a mobile device and roughly 10% a tablet. More of the return user session are done via a desktop with the total for desktops increasing to 65%. Demographics of the site visitors is estimated to be roughly 54% male and 76.5% under the age of 45.



### 4) Fire Department Update

Wind and ice recently caused the Yankton public safety paging radio antenna and the Pierre Police Department radio antenna to be blown from the west water tower. Temporary repairs were quickly made to the paging system and the Police Department was able to work with a temporary fix until the repairs were done. The repairs included separating the two antennas to different supports so that the chances of losing both systems at the same time is reduced.

Deputy Chief Nickles recently spoke to the Yankton Community Forum group and Rotary regarding the Museum project.

### 5) Parks and Recreation Department Update

Enclosed in your packet is an update on the various activities in the Parks and Recreation Department.

### 6) Finance Update

The Finance Office is working on End of Fiscal Year 2015 activities. Employee W-2 Wage and Tax Statement forms and the Affordable Care Act (ACA) 1095-C health insurance forms will be issued to employees before January 31. As these are required paper documents, they will not be distributed necessarily on a payroll day. Vendor 1099 tax forms will also be issued before January 31 to the applicable vendors who have provided services over the past year.

The City's annual municipal election is scheduled for Tuesday, April 12, 2016. Commissioners whose terms expire in May are Charlie Gross, Brad Woerner, and Amy Miner. The Notice of Vacancy for the three expiring commission seats will be published January 21 and 28. Circulation of nominating petitions may begin on Friday, January 29. Petitions may be picked up at the City Finance Office at 416 Walnut or obtained online at the Secretary of State's website. The deadline for filing nominating petitions is Friday, February 26 at 5:00 p.m. A copy of the Finance Office municipal election calendar is included in the commission packet.

## **7) Library Update**

Enclosed in your packet is an update on the various activities in the Library.

## **8) Police Department Update**

Yankton Police made conditional offers to two dispatcher candidates. These two hires will bring us to full strength in dispatch. Our two officers in Pierre have reached the half-way point of training, with graduation in February, 2016.

We have 8 candidates in the upcoming Citizens Academy and would like to have 2-3 more before the start on February 23, 2016.

We are currently looking at a couple of our ordinances; parking enforcement and our new 12 hour shifts along with inspection and monitoring our local taxi services. In the last couple of weeks, we've fielded a few calls on both parking and the taxi service.

This year there will be no Polar Plunge with the Special Olympics, rather a bowling event here in town. Details are being coordinated presently and we hope to have more information out soon.

In my absence, Lt Mark Payer will take my place as Acting Chief. I'm confident that the transition and leadership from Mark will be seamless.

## **9) Environmental Services Update**

The water department would like to remind residents to remove snow from around fire hydrants and not to pile snow on or next to fire hydrants. If resident are having issues locating hydrant because of heavy snow, they may contact the water department and staff can flag the hydrant.

Water and wastewater staff are finishing up the end of the year compliance reporting. Water plant staff will begin doing the annual maintenance of the plants. Staff will be taking each plant down for several weeks for cleaning and inspections of all the basins and tanks.

The wastewater plant experienced another large petroleum based spill. The wastewater plant treatment system is a biological process. These large petroleum based spills are toxic to the microorganisms that are needed for wastewater treatment causing issues at the wastewater plant. They can also lead to safety concerns in the collection system with air quality hazards in the lift stations. As the vapors are released it can also create a possible explosive environment within the lift station. Staff has taken measures to prevent a hazardous situation.

## **10) Public Works Department Update**

Bid advertisements for the Douglas Avenue and 15<sup>th</sup> Street projects have been published. Plan and specification sets are being distributed to prospective bidders. The bid closing date for Douglas Avenue, from Anna Street to 31<sup>st</sup> Street is January 28, 2016, with an anticipated bid award proposed for the February 8, 2016 City Commission meeting. The 15<sup>th</sup> Street bid closing date is February 4, 2016, with proposed bid award at the February 22, 2016 City Commission meeting.

Street Department personnel continue to clean up after the recent snow events, as well as prepare equipment for future snow events.

The bid advertisement for the Transfer Station Scale Site Improvements Project has been published. Plan sets are being distributed to bidders for a January 28, 2016 bid opening and an anticipated bid award at the February 8, 2016 City Commission meeting.

Attached are the advertisements for a garbage compactor truck for the Solid Waste department and a snow plow truck for the Street Department.

**11) Monthly reports**

Salary and Building monthly reports are included for your review. Minutes from the Golf Advisory Board are also included for your review.

Have an enjoyable weekend and do not hesitate to contact us if you have any questions about these or other issues. If you will not be able to attend the Commission meeting on Monday, please inform my office.

Sincerely,

Amy Nelson  
City Manager

**1996 - 2015 Building Permit Summary, Yankton South Dakota**

Total Valuations and Housing Units			Category/Number of Permits/Valuations							
Year	Total Permit Valuations For Year	Total Housing Units for Single Family, Town Homes & Apartments	Nursing Home, Assisted Living & Congregate Living	Single Family Homes	Average Permit Valuation Per Single Family Home	Town Homes	Apartments	New Commercial	Commercial Additions & Remodels	Residential Additions, Remodels, Garages, Shingling
2015	\$25,743,008	115 Housing Units	0	33 Homes \$5,076,459	\$153,832	6 Units \$768,312	76 Units \$5,235,000	\$5,047,802	\$7,938,996	\$1,676,439
2014	\$31,193,679	56 Housing Units	80 Units \$9,100,000	21 Homes \$3,606,498	\$171,738	5 Units \$624,180	30 Units \$3,080,000	\$7,384,853	\$5,623,743	\$1,774,405
2013	\$12,842,385	22 Housing Units	0	20 Homes \$3,722,131	\$186,106	2 Units \$347,753	0	\$2,614,387	\$4,181,876	\$1,976,238
2012	\$30,053,617	25 Housing Units	6 Units \$413,000	12 Homes \$2,141,796	\$178,483	12 Units \$1,638,446	1 Unit \$40,000	\$1,966,900	\$14,977,325	\$8,876,150
2011	\$29,238,121	22 Housing Units	0	16 Homes \$2,927,519	\$182,970	6 Units \$997,534	0	\$14,519,958	\$4,457,499	\$6,335,611
2010	\$27,212,225	26 Housing Units	8 units \$510,000	18 Homes, \$3,095,904	\$171,995	6 Units \$1009,784	2 Units \$90,000	\$8,568,654	\$9,831,389	\$4,106,494
2009	\$25,716,612	32 Housing Units	13 units \$1,266,500	28 Homes \$5,208,717	\$186,026	4 Units \$581,852	0	\$6,727,973	\$6,461,710	\$5,469,860
2008	\$20,153,991	72 Housing Units	0	34 Homes \$5,963,224	\$175,389	6 Units \$877,309	32 Units \$2,920,000	\$2,682,800	\$5,254,858	\$2,455,800
2007	\$21,884,929	98 Housing Units	0	40 Homes \$7,648,521.00	\$191,213	6 Units \$896,668	52 Units \$4,415,528	\$4,362,240	\$2,562,613	\$1,999,359
2006	\$41,500,243	78 Housing Units	0	48 Homes \$8,747,768	\$182,245	6 Units \$852,541	24 Units \$1,200,000	\$12,148,032	\$16,451,937	\$2,099,965
2005	\$26,339,865	91 Housing Units	0	42 Homes \$7,543,516	\$179,608	10 Units \$1,174,874	39 Units \$3,100,000	\$5,368,080	\$7,771,084	\$1,382,311
2004	\$29,422,390	70 Housing Units	0	54 Homes \$9,533,674	\$176,549	16 Units \$2,084,176	0	\$14,392,033	\$1,774,201	\$1,638,306
2003	\$16,890,322	45 Housing Units	37 Units \$1,500,000	36 Homes \$6,332,957	\$175,915	6 Units \$742,807	3 Units \$189,501	\$3,285,025	\$2,643,416	\$2,196,616
2002	\$16,922,705	39 Housing Units	0	39 Homes \$6,031,908	\$154,664	0	0	\$8,234,538	\$1,222,855	\$1,433,404
2001	\$26,151,838	65 Housing Units	57 Units \$3,673,963	31 Homes \$4,689,864	\$151,285	4 Units \$173,561	30 Units \$1,666,818	\$13,635,047	\$1,338,468	\$974,116
2000	\$27,191,568	75 Housing Units	112 Units \$6,695,000	43 Homes \$5,887,483	\$136,918	2 Units \$215,469	30 Units \$1,387,872	\$5,556,098	\$1,939,351	\$5,510,295
1999	\$18,958,840	61 Housing Units	0	49 Homes \$5,461,873	\$111,466	12 Units \$1,058,364	0	\$3,699,895	\$2,939,462	\$5,799,246
1998	\$11,200,756	87 Housing Units	20 Units \$656,000	47 Homes \$4,997,686	\$106,333	7 Units \$518,275	33 units \$1,058,000	\$1,261,653	\$1,246,302	\$1,462,840
1997	\$15,543,093	82 Housing Units	28 units \$908,075	49 Homes \$5,142,051	\$104,939	33 Units \$2,146,631	0	\$1,932,950	\$4,233,664	\$1,179,722
1996	\$10,420,901	67 Housing Units	0	53 Homes \$4,844,322	\$91,402	10 Units \$695,021	4 Units \$175,000	\$1,135,174	\$1,716,846	\$1,854,538

## SUMMARY OF BUILDING PERMITS ISSUED IN 2015

Permit Type	Number of Permits	Valuation	
New Single Family Homes:	33 Homes	\$5,076,459.00	avg./res.: \$153,832.00
One Family Town Home:	1 Building	\$312,071.00	2 Housing Units
Four Family Town Home:	1 Building	\$456,241.00	4 Housing Units
Apartment Building:	3 Buildings	\$5,235,000.00	76 Housing Units
Residential Garages Including Additions to Garages:	31	\$189,051.00	
Residential Remodels/Additions:	66	\$666,677.00	
Shingles/Windows/Siding:	117	\$820,711.00	
New Commercial:	15	\$5,047,802.00	
Commercial Additions & Remodels:	33	\$7,938,996.00	
<p>Permits Include: Great Clips, Shoe Sensations (Groseth Crossing), Avera Sacred Heart Hospital 4th &amp; 5th Floor Renovation, Scooter's Coffee, Truxedo Inc. Addition, Avera Sacred Heart Hospital Dialysis Renovation, Lewis &amp; Clark Ford Renovation, Westbrook 70 Unit Apartment Building, Yankton Boys &amp; Girls Club, Yankton Medical Clinic Fluoroscopy Renovation, Menard's Mezzanine Remodel, Olson's Storage Unit.</p>			
Foundation Permits	9		
ETJ Permits:	1		
Demolition Permits:	7		
Permits issued in 2015:	317		
Total Permit Valuations 2014:		\$31,193,679.00	
Total Permit Valuations 2015:		\$25,743,008.00	

Commission Information Memorandum

PARKS AND RECREATION DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

2nd - half of December information:

Fitness Classes-	
Early Bird Boot Camp class	25 participants
Power Abs	35 participants
Prime Time Senior class	29 participants
Tabata class	32 participants
Water aerobics	99 participants
Work-Out Express class	84 participants
Yoga classes	49 participants
Zumba class	22 participants

Rentals-	
o Birthday rentals-	10 parties
o SAC courts-	2.5 hours
o Theater-	0 hours
o Meeting rooms-	0 hours
o City Hall courts-	22.5 hours
o Capital Building-	3 dates
o Riverside shelters-	0 rentals
o Memorial shelters-	0 rentals
o Westside shelter-	0 rentals
o Rotary outdoor classroom-	0 rentals
o Sertoma shelter-	0 rentals
o Tripp shelter-	0 rentals
o Meridian Bridge	0 rental

SAC members-	2,122 people
SAC memberships-	864
SAC attendance-	3,111 visits
New members-	7 people

Monday, December 28- Optimist's Free Swim and Gym. 58 non-member participants.

Tuesday, December 29- No School Special. 20 non-member participants.

Wednesday, December 30- No School Special. 42 non-member participants.

Thursday, December 31- No School Special. 40 non-member participants.

Todd will be meeting with Yankton School District personnel and school board members on January 26, along with youth softball representatives and some Parks Advisory Board members to discuss the expansion of softball fields at the SAC property. There are private donors interested in expanding the softball complex at the SAC property.

Todd is working on the 2016 Ribfest event. Saturday, June 4, 2016. The event is going to expand and have music, food, and beer on Friday evening, June 3, also.

Todd is working on the 2016 Rockin' Rumble event. The event is expanding into Friday night also. Dates are July 22 and July 23.

Todd is working on the fireworks order for July 4, 2016.

The Recreation Department is beginning to plan for the Special Olympics Southeast Region basketball tournament that will be held at the SAC on Saturday, February 20.

Todd and Tracey are meeting with the CVB and other members of the community to submit bids for the State Special Olympics Basketball Tournament and the Softball Tournament for 2017, 2018, and 2019.

The SAC had an information booth at the Chamber's YankTON Challenge kick-off event on January 4.

Interviews for the City Events and Promotions Coordinator will take place during the weeks of January 4 and January 11.

## **PARKS**

The Parks Department has started to make outdoor ice for ice skating. With the warm ground temperatures and the above normal warm air temperatures, the months of November and December were not conducive for making outdoor ice.

The Parks Department is going to utilize a surplus truck from the street department to transfer the lift portion of the old airport truck that was being used by the parks department. This lift truck is used to trim trees in the parks and street Right-Of-Ways.

The Parks Department is beginning to prepare for 2016 Capital purchases.

The Parks Department is maintaining City owned sidewalks when it comes to snow and ice removal.

Todd and Joe Morrow are determining whether to replace the basketball backboards and rims in City Hall, or to refurbish the backboards that are currently in place. If the current backboards are refurbished, new rims will be purchased.

Parks staff are in the process of adding two concrete pads at the Fantle Memorial Park tennis courts upon which will sit the bleachers for both sets of courts.

The east field of the two Sertoma North fields has had the concrete backstop wall poured. The plan is to have the new backstop walls, poles, netting, and artificial turf installed on the two infields prior to the 2016 summer baseball season. The Sertoma Club is leading the effort to have shade structures installed over both spectator areas on the two north fields.

## **GOLF**

Kevin has advertised for three golf simulator tournaments for this winter season. The three tournaments are the Simulator Team Championship, Simulator Club Championship, and Rockie's Par-3 Revenge. Tournament details and sign-up are available at the clubhouse.

Todd and Kevin are working with KYNT for some trade-out of items to secure radio advertising for the course starting in January of 2016. Kevin has received positive feedback from course patrons when doing regular golf talks on KYNT. With this feedback, the course will look to expand its advertising presence on KYNT in 2016.

Advertising for full-time positions in the clubhouse has begun. The Golf Operations Manager position closes on Monday, January 25.



CITY OF YANKTON 4/12/16 MUNICIPAL ELECTION

January 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11 <i>Commission Meeting</i>	12	13	14	15	16
17	18	19	20	21 <i>1st Notice of Vacancy</i>  <i>9-13-16</i>	22	23
24	25 <i>Commission Meeting</i>	26	27	28 <i>2nd Notice of Vacancy</i>  <i>9-13-6</i>	29 <i>1st day to circulate Nominating Petition</i>  <i>9-13-9</i>	30
31						

CITY OF YANKTON 4/12/16 MUNICIPAL ELECTION

February 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8 <i>Commission Meeting</i>	9	10	11	12	13
14	15	16	17	18	19	20
21	22 <i>Commission Meeting</i>	23	24	25	26 <i>Last day to file petitions by 5 pm &amp; deadline to Withdraw</i>  9-13-7    9-13-7.1	27
28	29					

CITY OF YANKTON 4/12/16 MUNICIPAL ELECTION

March 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10 <i>1st Notice Voter Registration</i>  <i>12-4-5.2</i>	11	12
13	14 <i>Commission Meeting</i>	15	16	17 <i>2nd Notice Voter Registration</i>  <i>12-4-5.2</i>	18	19
20	21	22	23	24	25	26
27	28 <i>Commission Meeting</i> <i>Deadline for Voter Registration</i>  <i>12-4-5</i>	29	30	31 <i>1st Notice of Elec- tion w/facsimile of ballot Notice test tabulating Equipment</i>  <i>9-13-13 12-17B-5</i>		

CITY OF YANKTON 4/12/16 MUNICIPAL ELECTION

April 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7 <i>2nd Notice of Election w/facsimile of ballot Test tab. equip. 3PM</i>  9-13-13 12-17B-5	8	9
10	11 <i>Commission Meeting</i>	12 <i>Election day: Polls Open 7 AM to 7 PM 3 PM deadline to absentee vote.</i>  9-13-1 12-9-2.1	13	14	15 <i>Canvass—Noon  Notice to Persons Elected.</i>  9-13-24 9-13-28	16
17	18	19	20	21	22	23
24	25 <i>Commission Meeting</i>	26	27	28	29	30

## Yankton Community Library

### Teen Tech Tutors:

On January 9 and 23, from 1-3 p.m., YHS National Honor Society students will work one-on-one with people who need help with computers, devices, computer applications, etc.

### Story time/Toddler time:

Both of these got underway this week. Story times are Mondays at 6:30 p.m.; and Wednesdays and Thursdays at 10:15 a.m., followed by sensory play. Toddler time is Tuesdays at 10:15 a.m. and 5:30 p.m.

### Food for fines:

We collected 369 pairs of socks in December. We are collecting canned fruit January 1-10.

### Gourmet Guys:

Friends of the Library's Gourmet Guys is scheduled for Saturday, January 23, with doors opening at 6 p.m. Tickets are now on sale at Hy-Vee and the library. Friends uses this as their annual fundraiser and membership drive.

### Cribbage:

Our newest library program is cribbage which is January 10, 17, 24, and 31, from 2-4 p.m. Members of the Yankton Cribbage Club will be on hand to give participants either a refresher course or beginner lessons.

### Yankton Seed Library Launch Party:

Our launch party is set for Tuesday, January 19, from 2-4 p.m., with ribbon cutting at 4 p.m. Please plan to attend our party and enjoy food tastings of recipes you can make with this year's seed offerings.

### Traffic Statistics:

2014	Total	2015	Total
January	14,067	January	13,741
February	13,614	February	12,428
March	13,970	March	11,455
April	14,868	April	13,633
May	14,869	May	12,309
June	15,094	June	15,982
July	14,730	July	14,625
August	12,517	August	10,416
September	11,112	September	11,882
October	13,583	October	18,144
November	9,111	November	10,144
December	9,787	December	9,715

**Downloadable Books Circulation:**

<b>2014</b>	<b>OverDrive**</b>	<b>TumbleBooks*</b>	<b>2015</b>	<b>OverDrive</b>	<b>TumbleBooks</b>
<b>January</b>	784	2,187	<b>January</b>	787	37
<b>February</b>	628	1,486	<b>February</b>	768	97
<b>March</b>	761	1,697	<b>March</b>	774	236
<b>April</b>	714	1,579	<b>April</b>	658	318
<b>May</b>	662	858	<b>May</b>	903	134
<b>June</b>	771	348	<b>June</b>	865	114
<b>July</b>	855	77	<b>July</b>	891	57
<b>August</b>	687	48	<b>August</b>	891	66
<b>September</b>	679	97	<b>September</b>	991	630
<b>October</b>	739	529	<b>October</b>	874	856
<b>November</b>	781	102	<b>November</b>	980	549
<b>December</b>	706	27	<b>December</b>	768	236

\*\*OverDrive materials are young adult through adult.

\*TumbleBooks are preschool through young adult materials.

**Circulation Statistics:**

<b>2014</b>	<b>Adult</b>	<b>Juvenile</b>	<b>Total</b>	<b>2015</b>	<b>Adult</b>	<b>Juvenile</b>	<b>Total</b>
<b>Jan.</b>	9,969	7,164	17,132	<b>Jan.</b>	9,138	3,658	12,796
<b>Feb.</b>	8,741	5,403	14,144	<b>Feb.</b>	7,967	3,646	11,613
<b>Mar.</b>	10,030	6,565	16,595	<b>Mar.</b>	8,774	4,125	12,899
<b>April</b>	9,151	5,924	15,075	<b>Apr.</b>	7,987	3,917	11,904
<b>May</b>	8,991	5,101	14,092	<b>May</b>	8,004	4,330	12,334
<b>June</b>	9,675	7,047	16,722	<b>June</b>	8,557	6,826	15,383
<b>July</b>	9,757	5,858	15,625	<b>July</b>	8,011	5,423	13,434
<b>Aug.</b>	8,549	3,896	12,445	<b>Aug.</b>	8,115	3,536	11,445
<b>Sept.</b>	8,531	3,903	12,434	<b>Sept.</b>	8,213	4,483	12,696
<b>Oct.</b>	8,488	5,083	13,571	<b>Oct.</b>	8,263	5,423	13,689
<b>Nov.</b>	8,271	3,971	12,242	<b>Nov.</b>	8,493	4,321	12,814
<b>Dec.</b>	7,731	5,223	12,954	<b>Dec.</b>	8,852	4,078	12,930

Publishing Dates: January 25 and February 1, 2016

## **NOTICE TO BIDDERS**

Sealed bids will be received by the City Commission of the City of Yankton, South Dakota, at 416 Walnut Street Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 P.M. or may be hand delivered to the place of opening at 3:00 P. M. on the 11<sup>th</sup> day of February, 2016, at which time they will be publicly opened and read in the Second Floor Meeting Room of City Hall, Yankton, South Dakota. Disposition of said bid will be held on the 22<sup>nd</sup> day of February, 2016, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids will be received on the following:

### **ONE (1) NEW 2016 MODEL 16 CUBIC YARD REAR LOADING REFUSE BODY**

#### **FOR THE PUBLIC WORKS DEPARTMENT SOLID WASTE DIVISION**

Copies of the specifications and bidding forms can be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

All bids must be submitted on forms provided by the City of Yankton.

The City of Yankton, South Dakota reserves the right to reject any or all bids and to waive any informalities therein to determine which is the best and most advantageous bid to the City.

Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: January 25, 2016

**-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-**

Publishing Dates: January 25 & February 1, 2016

## **NOTICE TO BIDDERS**

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Bids will be received on the following:

### **ONE (1) NEW 2016 MODEL 37,000 GVW 4x2 CLASS TRUCK**

#### **FOR THE PUBLIC WORKS DEPARTMENT SOLID WASTE DIVISION**

Copies of the specifications and bidding forms can be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

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Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: January 25, 2016

**-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-**



Publishing Dates: January 25 and February 1, 2016

**NOTICE TO BIDDERS**

Sealed bids will be received by the City Commission of the City of Yankton, South Dakota, at 416 Walnut Street Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 P.M. or may be hand delivered to the place of opening at 3:00 P. M. on the 11<sup>th</sup> day of February, 2016, at which time they will be publicly opened and read in the Second Floor Meeting Room of City Hall, Yankton, South Dakota. Disposition of said bid will be held on the 22<sup>nd</sup> day of February, 2016, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids will be received on the following:

**ONE (1) NEW 2016 MODEL 56,000 GVW 6x6 CLASS TRUCK**

**FOR THE PUBLIC WORKS DEPARTMENT  
STREET DIVISION**

Copies of the specifications and bidding forms can be obtained at the office of the Manager of Public Works, 700 Levee Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

All bids must be submitted on forms provided by the City of Yankton.

The City of Yankton, South Dakota reserves the right to reject any or all bids and to waive any informalities therein to determine which is the best and most advantageous bid to the City.

Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: January 25, 2016

**-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-**

Publishing Dates: December 28 & 31, 2015

## ADVERTISEMENT FOR BIDS

Notice is hereby given that the City of Yankton, South Dakota will receive bids for the **Douglas Avenue Reconstruction from Anna Street to 31<sup>st</sup> Street.**

The project includes the following major construction items:

4" Sidewalk	20500 SF
Aggregate Base Course	13214 SY
8" PCC Pavement	10983 SY
F&I 18" RCP	1008 LF
8" PVC Water Main – C900	2740 LF
And Other Miscellaneous Items	

Owner reserves the right to make the award based on the lowest responsive bid.

Sealed bids will be received for the City Commission of the City of Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 PM or may be hand delivered to the place of opening at 3:00 PM on the 28<sup>th</sup> day of January, 2016, at which time they will be publicly opened and read in the Second Floor Meeting Room A, located at 416 Walnut Street in Yankton, South Dakota. Disposition of said bids is expected to be held on the 8<sup>th</sup> day of February, 2016, after 7:00 PM, in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Drawings, Specifications and Contract Documents may be obtained at the City Engineer's Office, 416 Walnut Street, Yankton, SD, 57078, or by calling 605-668-5251.

The Bidder to whom the contract is awarded will be required to furnish a construction performance bond and a construction payment bond to the OWNER in the amount of one hundred percent (100%) of the contract award for each bond, in conformance with the requirements of the Contract Documents. The construction performance bond and construction payment bond shall remain in full force until the completion of the Contract as specified in the General Conditions.

Each Bid must be accompanied by a certified check, cashiers check or draft in the amount of 5% of the base bid and all add alternates and drawn on a State or National Bank or a 10% bid bond issued by a surety authorized to do business in the State of South Dakota and made payable to the City of Yankton.

The bid guarantee will be retained by the OWNER as liquidated damages if the successful bidder refuses or fails to enter into an Agreement within ten (10) days after Notice of Award or fails at time of executing the contract to furnish a construction performance bond and construction payment bond guaranteeing the faithful performance of the work.

Bids may not be withdrawn after the time fixed for opening them. The OWNER reserves the right to reject any and all bids, and to waive any irregularities therein.

Kevin Kuhl, PE, City Engineer  
City of Yankton, South Dakota

**CITY OF YANKTON, SOUTH DAKOTA  
PROJECT NO. 2015-026 15<sup>TH</sup> STREET CONSTRUCTION  
WATER MAIN AND SANITARY SEWER INSTALLATION**

**ADVERTISEMENT FOR BIDS**

Sealed Bids for the construction of Project No. 2015-026, 15<sup>th</sup> Street Construction, Water Main and Sanitary Sewer Installation will be received by the City of Yankton, South Dakota, at the office of the City Finance Officer of said City until 2:00 pm local time on February 4<sup>th</sup>, 2016, at which time the Bids received will be publicly opened and read aloud in the Second Floor Meeting Room located at 416 Walnut Street in Yankton, South Dakota. Disposition of said bids will be held on February 22<sup>th</sup>, 2016 at 7:00 P.M., in the Technical Education Center at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids are invited on the following major items of work all as more fully described in the Bidding Documents:

**15<sup>th</sup> Street Construction, Schedule 1**

0.22 miles of street construction including 4,922.5 square yards of 7" PCC pavement, 1,817 feet of curb and gutter, 1,660 tons of gravel cushion, 8,884 cubic yards of unclassified excavation, 856 feet of storm sewer installation, 7 drop inlets, traffic control, and appurtenant and incidental work as more fully described and enumerated in the Bidding Documents.

**Water Main and Sanitary Sewer Installation, Schedule 2**

2,053 linear feet of 8" PVC sewer main, bore and jack 75 feet of 16" encasement pipe, 7 48" manholes, 1,443 linear feet of 6" and 8" PVC water main, valves, fire hydrants, fittings, service connections and appurtenant and incidental work as more fully described and enumerated in the Bidding Documents.

The City Commission will receive and consider bids on the basis of a unit price contract for the work. If awarded, the contract will be awarded to the responsible bidder submitting the lowest responsive total bid for the sum of Bid Schedule 1 and Bid Schedule 2 subject to provisions of the Bidding Documents.

The Issuing Office for the Bidding Documents is: Johnson Engineering Co., 1800 Broadway Avenue, Suite 3, (605)665-5571. Prospective Bidders may examine the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of 8am to 5pm, and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Bidding Documents also may be examined at:

Office of the City Engineer, City Hall, 416 Walnut Street, Yankton, SD  
Lincoln Builders Bureau, 5910 S. 58<sup>th</sup> Street, Suite C, Lincoln, NE  
Minneapolis Builders Exchange, 1123 Glenwood Avenue, Minneapolis, MN  
Omaha Builders Exchange, 4255 S. 94<sup>th</sup> Street, Omaha, Ne  
Plains Builders Exchange, 220 N. Kiwanis Avenue, Sioux falls, SD  
Sioux City Construction League, 3900 Stadium Drive, Sioux City, IA  
Sioux Falls Builders Exchange, 1418 "C" Avenue, Sioux Falls, SD

Copies of the Bidding Documents, including Drawings and Specifications, may be obtained from the office of Johnson Engineering Co., 1800 Broadway Avenue Suite 3, Yankton, SD 57078 (telephone (605) 665-5571) upon payment of \$60.00 for the set. In accordance with SDCL 5-18B-1, these documents, upon request therefore, will be furnished without charge to each contractor resident in South Dakota who intends, in good faith, to submit a Bid.

Each Bid must be accompanied by Bid security which may consist of either a certified check, a cashier's check or draft, for five percent (5%) of the amount Bid, such check or draft to be certified or issued by either a South Dakota bank or a national bank and payable to the City of Yankton or in lieu thereof, a Bid Bond for ten percent (10%) of the amount Bid, such bond to be issued by a surety authorized to do business in the State of South Dakota and payable to the City of Yankton.

The Successful Bidder will be required to furnish a Performance Bond and a Payment Bond as security for the faithful performance and the payment of all bills and obligations arising from the performance of the Contract. Required Contract Bonds are explained in the Bidding Documents.

Owner reserves the right to reject any and all Bids, including without limitation the right to reject any or all nonconforming, nonresponsive, unbalanced, or conditional Bids, and to reject the Bid of any Bidder if Owner believes that it would not be in the best interest of Owner to make an award to that Bidder. Owner also reserves the right to waive informalities.

If the Contract is to be awarded, Owner will give the Successful Bidder a Notice of Award within the number of days set forth in the Bid Form for acceptance of the Bid. The Owner reserves the right to retain the Bid Security for thirty (30) days after the Bid Opening. Bids shall hold firm during this period.

Owner: City of Yankton  
By: Kevin Kuhl  
Title: Public Works Director and City Engineer  
Date: December 30, 2015

DEPARTMENT	Includes 3 Pay Periods	\$
ADMINISTRATION		45,356.17
FINANCE		45,266.94
COMMUNITY DEVELOPMENT		27,417.41
POLICE		226,171.04
FIRE		16,207.19
ENGINEERING		63,121.54
STREET		62,299.40
SNOW & ICE		12,258.00
TRAFFIC CONTROL		2,730.70
LIBRARY		42,386.10
PARKS / SAC		79,004.51
MEMORIAL POOL		
MARNE CREEK		4,978.50
WATER		56,128.17
WASTEWATER		50,375.47
CEMETERY		5,282.87
SOLID WASTE		28,992.21
LANDFILL		21,907.47
GOLF COURSE		17,520.13
CENTRAL GARAGE		9,904.64

## Personnel Changes &amp; New Hires

## NEW HIRES

Tracie Erdmann	10.00 hr.	Rec. Division
Jason Kruse	12.00 hr.	Wastewater
Dylan Moderegger	9.25 hr.	Rec. Division
Timothy Waiter	8.55 hr.	Golf Division

## WAGE CHANGE

Reid Hunhoff	9.55 hr.	Rec. Division
Julie Koller	11.50 hr.	Rec. Division
Vanessa Navratil	8.80 hr.	Rec. Division
Logan Ulmer	9.80 hr.	Rec. Division

## LONGEVITY INCREASE

Tamara Wadsworth	1587.46 bi-wk.	Finance
Rockie Wampol	2284.89 bi-wk.	Golf Division

**City of Yankton  
Building Report  
December 2015**

OWNER	DATE	PERMIT NO.	ADDRESS	USE	TYPE OF CONSTRUCTION	PERMIT FEE	ESTIMATED BUILD COST
Menard's Inc.	12/1	304	3210 Broadway Ave.	Com	Add Mezzanine and remodeling	\$2,437.00	\$1,500,000.00
List Const.	12/1	305	1329 Golfview Ln.	Res	New Single Family Res.	\$467.50	\$186,403.00
Shannon Platt	12/2	306	801 Valley Rd.	Res	Remodeling	\$64.50	\$10,000.00
Avera Sacred Heart Hospital	12/8	307	501 Summit St.	Com	Remodel Office	\$64.50	\$10,000.00
Steve Drotzmann Const.	12/8	308	104 Cole Dr.	Res	New Single Family Res.	\$370.00	\$121,370.00
The UPS Store	12/9	309	3013 Broadway Ave. Ste. 7	Com	Remodel Retail Space	\$52.50	\$7,000.00
Ken Hirsch	12/9	310	109 Murphy Ln.	Res	Windows	\$20.00	\$13,000.00
Judy Shattuck	12/9	311	2128 Walnut St.	Res	Window	\$20.00	\$2,500.00
Lisa Nelson-Goss	12/14	312	1305 E. 15th St.	Res	Egress Window	\$20.00	\$3,000.00
Joni Weverstad	12/14	313	1108 Redmond St.	Res	Bulkhead Door to Basement	\$20.00	\$2,000.00
Otto Real Estate Co. LLC	12/14	314	1518 Broadway Ave.	Com	Remodel Retail Store Front	\$36.50	\$3,000.00
K & W Properties	12/15	315	101 W. 2nd St.	Com	Remodel to add Office	\$48.50	\$6,000.00
Larry Olson	12/15	316	714 Mulberry St.	Com	Self Storage Building	\$445.00	\$172,000.00
Rachel Dziowgo	12/22	317	1206 Pasque Cr.	Res	Kitchen Remodel	\$13.00	\$700.00
					<b>Total</b>	\$4,079.00	\$2,036,973.00

December 2014	\$512,677.00
2014 to Date	\$31,193,679.00
2015 to Date	\$25,743,008.00

# ***MINUTES***

## **FOX RUN GOLF ADVISORY BOARD**

**Thursday, November 19, 2015  
Fox Run Golf Course Clubhouse – 12:00 P.M.**

### **Routine Business**

#### Roll Call:

Present: Mike Brinkerhoff, Warren Erickson, Annette Kohoutek, Dan Kortan, Jake Hoffner, Kim Auch.

Absent: Steve Sager

Also present were PGA Pro/Course Manager Kevin Doby, Course Superintendent Rockie Wampol, Director of Parks and Recreation Todd Larson, and Parks Secretary Chasity McHenry

Public Appearances: Karol Kittelson, Daryl Sundleaf

#### Minutes:

October 22, 2015 minutes approved. Kohoutek motioned, Brinkerhoff second.  
Motion carried 6-0.

### **Old Business**

A. No old business.

### **New Business**

- A. Year-to-Date round report and season pass report- Kevin provided Year-to-Date document through October 31 from course software (attached). Paid green fees are up in 2015. Staff heard more from people coming in to golf from the campground. People golfing from the Sioux City area also. Advertising this year included the lake guide, Sioux City Journal advertising, and South Dakota Magazine.
- B. Revenue report from City financial software. City financials from the city software through October 31 (attached). Monthly and Year-To-Date Comparisons document (attached).
- C. Update on staffing plan for 2016. Monday, November 23, 6:00pm, the Commission Work Session at the RTEC building. Fox Run 2016 plans will be discussed at the work session. The work session is a public meeting that anyone can attend and speak if they wish. Three options will be discussed with the Commission. One option is adding two more full-time employees to work along with Kevin. The second option is working with Dakota Golf Management. What we've heard from Dakota Management- Sioux Falls Courses Lease is up for renewal in 2017. Their focus will be on that contract in 2016. They would be willing to do some consulting at Fox Run in 2016. The third option was Great Life Golf and Fitness- they are reviewing the course financials. They will be submitting a proposal prior to November 23, but we do not know what type of management agreement they will propose. Attachments detailing the information that will be presented to the Commission are attached.

- D. Simulator and winter plans. Simulator leagues are underway, but Kevin could not get enough ladies' teams for a league. The Course has 14 men's teams, which is two less than last year.
  
- E. Course conditions and projects –Rockie. The course has been winterized. Greens have been treated for snow mold and with sand. Rockie planted five spruce trees, one hackberry tree and two locust. Five or six trees could be moved next spring also. Work in the pump house resulted in a loose wire on the relays for the actuator. Wire re-attached and it seems to be working now. If it continues to work properly, that will have saved \$5,000 as the next step was going to be to put in a variable drive motor.

### **Other Business**

- A. Next Meeting Date – Thursday, December 17, 2015. The GAB meetings will be moved to Thursdays through October of 2016.

### **Meeting Adjourned**

- A. Doby motioned, Kortan second. Motion carried 6-0.



**MINUTES**  
**Yankton Park Advisory Board**  
**December 7, 2015**  
**Technical Education Center, 1200 West 21<sup>st</sup> Street**

The meeting of the Park Advisory Board (PAB) was called to order at 5:30 p.m.

**I. Routine Business**

A. Roll Call

1. Present: Lola Harens, Craig Sommer, Darcie Briggs, Tom Nelson, Dave Spencer, Bryan Schoenfelder, Carson Schott
2. Absent:
3. Also present: Todd Larson, Director of Parks and Recreation, Chasity McHenry, Department Secretary

B. Consideration of November 2, 2015 Minutes

1. Briggs motioned to approve minutes, Schoenfelder seconded. Motion passed 7-0.

C. Public Appearances – None

**II. Old Business**

A. None

**III. New Business**

- A. Sertoma North Baseball Fields- Construction has started on the North fields. The Parks Department has removed agri-lime from both fields. The parks department has removed the fences/backstops along with poles between the dugouts on each field. Pat Slowey will be removing the turf/dirt to prepare for turf installation.
- B. Discussion of sports facilities and aquatics facilities improvements with future recommendation for City Commission- Updated draft of Quality of Life's improvements document was reviewed. Updated document attached.
- C. General Discussion-

**IV. Other Business**

- A. Commission Information Memorandums. Enclosed were the prior months CIM's to assist the PAB members on Department activities. (2 attachments)
- B. Next Meeting: Monday, January 4, 2015

**V. Adjourn**

- A. Schott motioned and Harens seconded. Motion carried 7-0.

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for 3 days, August 19-21, 2016, from Yankton Area Riverboat Days, Inc. (Milissa Wuebben, Treasurer), Riverside Park, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,  
this 11th day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, Special Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for 3 days, August 19-21, 2016, from Yankton Area Riverboat Days, Inc. (Milissa Wuebben, Treasurer), City Hall Auditorium, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,  
this 11th day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for 2 days, June 3 & 4, 2016, from Yankton Rockin' Ribfest, Inc., (Kristy Wyland, President) d/b/a Yankton Rockin' Ribfest, Inc., Memorial Park, 2000 Douglas Avenue, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,  
this 11<sup>th</sup> day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

***Memorandum 16-01***

*To: City Manager*  
*From: Finance Officer*  
*Date: January 5, 2016*  
*Subject: Peddler's License*

We have received the following application for renewal of a Peddler's License:

Dennis Schumacher  
55287 888 Rd  
Crofton, NE 68730

Mr. Dennis Schumacher is requesting approval of a license to go house to house to do tree stump removal.

A check with the State Sales Tax Office revealed that the business does have a State Sales Tax Number.

City Code also requires each applicant to pay a fee of \$10.00 per year per person and file a bond or insurance with the Finance Officer. The fee and proof of insurance have been received.

The applicant is in compliance with all police codes as checked by the Yankton Police Department.



Al Viereck  
Finance Officer

\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Events Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for 1 day, April 30, 2016, from The Center (Christy Hauer, Executive Director), 900 Whiting Drive, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016 at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,  
this 11<sup>th</sup> day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special RETAIL (on-sale) Wine dealers License for 1 day, Friday, January 29, 2016, from Lewis & Clark Theatre Company, (Tara Gill, President) 328 Walnut, Yankton, SD 57078.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,  
this 11<sup>th</sup> day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a New Retail (on-off sale) Wine License for January 1, 2016, to December 31, 2016, from Coraima's LLC., d/b/a Coraima's Mexican Store, (Edras Chua, Partner) 401 Picotte Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota  
this 11<sup>th</sup> day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote



NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for the transfer of ownership of a Package (off-sale) Liquor License for January 1, 2016, to December 31, 2016, from Shree, LLC, (Dipan Patel, Business Owner) d/b/a JR's Oasis, to Shreenish, LLC, (Dipan Patel, Business Owner) d/b/a JR's Oasis, 2404 E. Highway 50, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota  
this 11<sup>th</sup> day of August 2016.



AL Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for the transfer of a Retail (on-off sale) Malt Beverage & SD Farm Wine License for July 1, 2015, to June 30, 2016, from KA-CHING KA-CHING, Inc., dba KA-CHING KA-CHING, 807 Bill Baggs Road, to Shree, LLC, (Dipan Patel, Business Owner) d/b/a Muggsy's Sub Galley, 821 Broadway, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, January 25, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21<sup>st</sup> Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota  
this 11<sup>th</sup> day of January, 2016.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

**Memorandum #16-03**

To: Amy Nelson, City Manager  
 From: Mark Payer, Administrative Lieutenant  
 Subject: New Vehicle for the Yankton Police Department

In November of 2015, bids were requested from Lamb Motor Company of Onida, South Dakota (state bid holder) and Lewis and Clark Ford in Yankton, South Dakota for one 2016 Ford Interceptor SUV. Both companies submitted a bid with Lamb Motor Company coming in with the lowest bid. Lamb Motor Company's bid for this vehicle matches the State of South Dakota bid price and specifications.

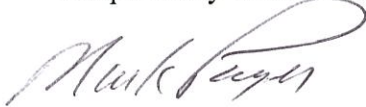
The Ford Interceptor Utility vehicle will replace one marked patrol vehicles that was a total loss in a vehicle accident.

Summary of Bid:

2016 Ford Interceptor Utility Vehicle with standard options and deductions	
Lamb Motors Onida, SD (per state bid)	\$29,880.00
New Equipment for Ford Interceptor Utility vehicle	\$ 3,000.00
Vehicle change over for vehicle	\$ 2,800.00
Vehicle graphics	\$ 1,500.00
<b>TOTAL:</b>	<b>\$37,180.00</b>
<hr/>	
TOTAL in 2016 vehicle replacement budget:	\$80,000.00
Remainder in vehicle capitol 2016:	\$42,820.00

**Recommendation: It is recommended that the City Commission accept the bid from the above dealer for replacement of one 2016 Ford Interceptor Utility vehicle.**

Respectfully Submitted,



Mark Payer  
 Administrative Lieutenant

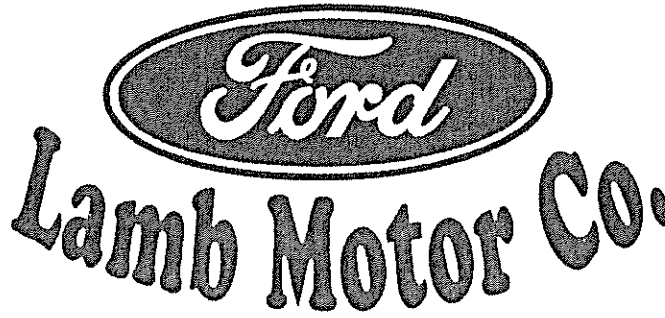
  X   I concur with the recommendation

       I do not concur with the recommendation

  
 \_\_\_\_\_  
 Amy Nelson, City Manager

       Roll call

Lamb Motor Co.  
109 Main Street Box 48  
Onida, SD 57564  
1-800-952-2222  
605-258-2627  
Fax 605-258-2279



Lamb Motor Co.  
210 N. Exene  
Gettysburg, SD 57442  
1-800-952-FORD(3673)  
605-765-2300  
Fax 605-765-2808

City of Yankton

*Waiting for County  
meeting in Jan.*



410 - 416 Walnut  
P.O. Box 176  
Yankton, South Dakota 57078-0176  
Phone (605) 668-5221

Joey Lamb  
Lamb Motor Co.  
PO Box 48  
Onida, SD 57564

Joey Lamb,  
The Yankton Police Department is requesting a bid on one 2016 Ford Interceptor Utility vehicle that will be used as marked patrol unit for the City of Yankton Police Department. I am requesting a written bid on company letterhead for one 2016 Ford Interceptor Utility vehicle all black in color. **This vehicle will not be able to be accepted until after January 2<sup>nd</sup>, 2016**

I have attached a copy of the state bid for the 2016 Ford Interceptor Utility with a base price of \$30355 Please add the following requests to the bid per our discussion and emails as well as freight and delivery costs.

Also on this bid, please add:

Dome light Red and White Cargo area (package 17t)	\$50
Painted 18" Wheels (package 64E)	\$575
Backup camera (package 21B)	\$195
Rear Park Sensing (package 76R)	\$295
3.7 V-6 engine (Eco-boost delete) E85	\$(-2065)
Noise Suppression Bonds	\$195
Heated Exterior mirrors	\$90
Delivery	? #190

\$ 29,880      Total Due

Lt Mark Payer  
Yankton Police Department

## Mark Payer

---

**From:** Brandon Teichroew <bteichroew33@yahoo.com>  
**Sent:** Tuesday, December 08, 2015 1:02 PM  
**To:** Mark Payer  
**Subject:** Re:



Hello Mark,

Thank you for considering Lewis and Clark Ford Lincoln for the bid on a 2016 AWD Ford Interceptor Utility vehicle in the color black. Below you will find the base price of the vehicle plus all options requested in the letter you sent me.

Base Price (before options) \$30930

- o Cargo Dome Light \$50
- o Driver LED Spot Lamp \$395
- o BLIS w/ HTD mirror \$545
- o Noise Suppress \$100
- o 18" Painted whl \$475
- o Reverse sensing \$275
- o Delivery \$945
  
- o MSRP \$33715
- o Your Price \$30719

**Brandon Teichroew**  
**Lewis & Clark Ford Lincoln**  
**316 Capital St**  
**Yankton, SD 57078**  
**(605) 664-2000**

On Tuesday, December 8, 2015 12:20 PM, Mark Payer <[MPayer@cityofyankton.org](mailto:MPayer@cityofyankton.org)> wrote:

**Memorandum #16-05**

**To:** Amy Nelson, City Manager  
**From:** Kyle Goodmanson, Environmental Services Director  
**Subject:** Change Order #1 and #2 Raw Water Transmission Main Project  
**Date:** January 5, 2016

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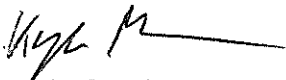
The Raw Water Transmission Main Project is complete west of Marne Creek.

The attached Change Order No. 1 increases the project cost by \$17,330.65 from \$2,223,277.85 to \$2,240,708.50. The increase cost was for a temporary water service to the baseball complex in the amount of \$11,010.00. This was needed because the interruption to the existing 4 inch service line was going to exceed two weeks and the number of events at the complex during this time period. During the design, the dowel bar spacing was incorrectly tabulated because of incorrect spacing. Change Order No. 1 increases the project cost by an additional \$6,320.65 for increased dowel bars needed for the correct one foot spacing.

The attached Change Order No. 2 decreases the project cost by \$123,493.31 from \$2,240,708.50 to \$2,117,215.19. The original proposed pipeline alignment traveled through the park and along the south side of the plant. The new alignment followed Levee Street along the north side of the plant. Change Order No. 2 also increased the contract time by 225 days with a final completion date of June 16, 2016. This extension was requested by the contractor for the project area east of Marne Creek. The line will not be put into service until after the completion of the collector well later in 2016.

City staff has reviewed the project change orders. We recommend that Change Order No. 1 and Change Order No. 2 be approved.

Respectfully submitted,



Kyle Goodmanson  
Environmental Services Director

**Recommendation: It is recommended that the City Commission approve Memorandum #16-06. Change Order No. 1 and Change Order No. 2 be accepted.**

I concur with this recommendation.

I do not concur with this recommendation.

  
\_\_\_\_\_  
Amy Nelson – City Manager

\_\_\_\_ Roll call

**CHANGE ORDER**

PROJECT TITLE: 2015 Water Treatment Plant Improvements, Raw Water Transmission Main and Treated Water Distribution Main Improvements

CHANGE ORDER NO.: 1

ENG. PROJECT NO: 245956 DATE: August 24, 2015

DESCRIPTION: \_\_\_\_\_

1. Temporary Water Service to Baseball Complex Change Proposal Attached
2. Dowel Bar Quantity Adjustment

The following changes are hereby made to the Contract Documents:

Item	Description	Unit	Quantity	Each	Total
B65(New)	Furnish 4" Yellomine Pipe	LF	500	\$ 5.70	\$ 2,850.00
B66(New)	Install 4" Yellomine Pipe	LF	500	\$ 4.75	\$ 2,375.00
B67(New)	Remove 4" Pipe	LF	500	\$ 2.50	\$ 1,250.00
B68(New)	4"x2" Tapped Plug	EA	2	\$ 175.00	\$ 350.00
B69(New)	4"x 90 bend w/ restraint	EA	2	\$ 200.00	\$ 400.00
B70(New)	4"x4"x4" Tee w/ restraint	EA	1	\$ 235.00	\$ 235.00
B71(New)	Conn to Exist Water Service	EA	1	\$ 750.00	\$ 750.00
B72(New)	Fire hose for hydrant conn	EA	2	\$ 200.00	\$ 400.00
B73(New)	Place gravel crossing @ Mulberry	LS	1	\$ 1,600.00	\$ 1,600.00
B74(New)	Remove gravel crossing @ Mulberry	LS	1	\$ 800.00	\$ 800.00
A37	Insert Dowel in Concrete	EA	531	\$ 11.15	\$ 5,920.65
B29	Insert Dowel in Concrete	EA	40	\$ 10.00	\$ 400.00
<b>Total Amount of this Change Order</b>					<b>\$ 17,330.65</b>

---

JUSTIFICATION:

1. Installation of the new 6" water main in Pearl Street will require interruption to the existing 4" service line to the Baseball Complex at Pearl and Levee Streets. Given that the interruption is expected to last more than 2 weeks, temporary service is required. Items B65 through B74 are anticipated to provide the temporary water service.
  2. During design, the dowel bar spacing quantity was incorrectly tabulated as 1,144 bars by multiplying the length of the joints by 1.5 feet representing an 18-inch bar spacing. A 1-foot bar spacing is required for this type of joint and therefore, the length of the joints shall be equal to the quantity of dowel bars. Quantity adjustments above shall be made to account for this discrepancy at the contract unit price established by the bid.
-



Original Contract Amount:	\$ <u>2,223,377.85</u>
Current Contract Amt. Adjusted by Previous Change Orders:	\$ <u>0.00</u>
Contract Amt. due to this Change Order will be (increased)(decreased) by:	\$ <u>17,330.65</u>
Contract Amount including this Change Order will be:	\$ <u>2,240,708.50</u>

---

Contract Time will be (increased)(decreased) by 0 days.  
Completion Date for all work will be November 6, 2015.

---

APPROVAL:

ORDERED BY: \_\_\_\_\_  
Mayor, City of Yankton

ACCEPTED BY: \_\_\_\_\_  
Contractor

**CHANGE ORDER**

PROJECT TITLE: 2015 Water Treatment Plant Improvements, Raw Water Transmission Main and Treated Water Distribution Main Improvements

CHANGE ORDER NO.: 2

ENG. PROJECT NO: 245956 DATE: December 18, 2015

DESCRIPTION: \_\_\_\_\_

The proposed 24" raw water main alignment was originally designed to connect to the intake pipe of Water Treatment Plant (WTP) No.2, head south and then east paralleling the Missouri River bank. The alignment then turned northeast through Riverside Park; directly east of the Amphitheatre the alignment turned east and followed Levee Street. The alignment continued east, north of the softball fields and lime sludge lagoons, and then turned north down Levee Street near the city street shop building.

During construction, the Contractor proposed a change to the alignment and Yankton's Water Plant staff agreed, provided the change resulted in a minimal cost impact to the project. The relocated alignment ties into the intake pipe of Water Treatment Plant No. 2, heads north to Riverside Drive and follows Levee Street along its entire length until matching the proposed alignment. The alignment also deviated from the proposed near Yankton Ag Service where the alignment was farther north to avoid impacts to a parking lot. The relocated alignment intersects and matches the proposed alignment in Levee Street near the city street shop building. Plan sheets were updated to represent these changes and are attached for reference.

This change order provides an adjustment of the estimated bid quantities to account for items related to removals, erosion control, traffic control, and pipe installation quantities, added and subtracted, for the alignment relocations.

The following items are included in the change order due to changes during construction of the 6 inch treated water distribution main.

- Water Main Bedding Material Price Adjustment – Contractor request to use sand bedding resulted in a reduced unit price.
- 1" & 2" Water Service Connections – No services smaller than 4" dia. were known to exist and therefore, quantities to re-connect these services need to be added to the contract.
- Removal and stabilization of subgrade beneath roadway at intersection of Douglas Ave and Levee Street due to weather impacts.

Further justifications for quantities represented in this change order are listed after the quantity adjustment table.

The following changes are hereby made to the Contract Documents:

Item	Description	Unit	Quantity	Unit Price	Total
A2	Clear and Grub Tree	EA	-6	\$300.00	-\$1,800.00
A3	Remove Concrete Curb and Gutter	LF	727.0	\$3.75	\$2,726.25
A4	Remove Asphalt Concrete Curb	LF	-60.8	\$2.15	-\$130.72
A5	Remove Asphalt Concrete Pavement	SY	-548.0	\$1.98	-\$1,085.04
A6	Remove Concrete Pavement	SY	1,677.0	\$3.50	\$5,869.50
A7	Remove Block Retaining Wall	LF	-99	\$2.75	-\$272.25
A9	Salvage Traffic Sign for Reset	EA	3	\$15.00	\$45.00
A10	Salvage Park Sign for Reset	EA	-2	\$15.00	-\$30.00
A11	Salvage Light for Reset	EA	-5	\$300.00	-\$1,500.00
A12	Saw Existing Asphalt	LF	37.0	\$3.00	\$111.00
A13	Saw Existing PCC Concrete	LF	1,039	\$5.00	\$5,195.00
A14	Scarify and Recompact Subgrade	SY	-288.5	\$0.65	-\$187.53
A15	Placing Topsoil	CY	-1,039	\$4.50	-\$4,675.50
A16	Placing Contractor Furnished Topsoil	CY	-520	\$12.00	-\$6,240.00
A17	Salvage Topsoil	CY	-1,039	\$2.50	-\$2,597.50
A20	Remove Storm Sewer Inlet	EA	-1	\$100.00	-\$100.00
A21	Replace Storm Sewer Pipe	EA	-1	\$1000.00	-\$1,000.00
A22	Pavement Marking Paint, 4" Yellow	LF	-2,879.5	\$1.95	-\$5,615.03
A24	Pavement Marking Paint, Symbol	EA	-1	\$125.00	-\$125.00
A25	Street Light Footing	EA	-1	\$900.00	-\$900.00
A26	Traffic Control	Unit	-621	\$2.10	-\$1,304.10
A28	Base Course	Ton	-291	\$14.00	-\$4,074.00
A30	Asphalt Concrete Composite	Ton	-1,487.1	\$101.50	-\$150,940.65
A31	7" Nonreinforced PCC Pavement	SY	2,224	\$42.00	\$93,408.00
A32	Concrete C&G Type SF66	LF	-691	\$14.15	-\$9,777.65
A33	Concrete C&G Type SF67	LF	1,118	\$14.65	\$16,378.70
A35	4" Concrete Sidewalk	SF	-290.9	\$5.00	-\$1,454.50
A36	Insert Steel Bar in PCC Pavement	EA	290	\$5.25	\$1,522.50
A37	Insert Dowel in Concrete	EA	1,350	\$11.15	\$15,052.50
A40	Water for Vegetation	Mgal	-748.6	\$6.75	-\$5,053.05
A42	City Park Seed Mix	LB	-337.2	\$8.75	-\$2,950.50
A44	Fertilizing	LB	-290.2	\$1.50	-\$435.30
A45	Mulching	Ton	-3.35	\$330.00	-\$1,105.50
A46	Erosion Control Blanket	SY	-1,167.6	\$2.30	-\$2,685.48
A47	12" Erosion Control Wattle	LF	-2,561.5	\$3.85	-\$9,861.78
A51	Remove Water Main	LF	-20	\$3.00	-\$60.00
A53	6" DIP Water Main	LF	-2	\$35.00	-\$70.00
A54	24" DIP Water Main	LF	-5	\$150.00	-\$750.00
A55	6" C900 DR 18 PVC Water Main	LF	-20	\$25.00	-\$500.00
A56	24" C905 DR18 PVC Water Main	LF	-182.5	\$94.25	-\$17,200.63
A57	6" Watermain Bedding Material	LF	-200	\$9.00	-\$1,800.00
A57A (New)	6" Watermain Bedding Material-Sand	LF	200	\$5.00	\$1,000.00
A57A (New)	6" Watermain Bedding Material-Sand	LF	-22	\$5.00	-\$110.00

A58	24" Watermain Bedding Material	LF	-4,488	\$9.25	-\$41,514.00
A58A(New)	24" Watermain Bedding Material-Sand	LF	4,488	\$7.90	\$35,455.20
A58A(New)	24" Watermain Bedding Material-Sand	LF	-187.5	\$7.90	-\$1,481.25
A61	6" MJ Long Sleeve	EA	-2	\$285.00	-\$570.00
A63	6" MJ Fitting Restraint	EA	-6	\$35.00	-\$210.00
A64	24" MJ Fitting Restraint	EA	-26	\$385.00	-\$10,010.00
A65	Fittings	LBS	-8,360	\$4.90	-\$40,964.00
A70	Fire Hydrant and Valve	EA	-1	\$4,150.00	-\$4,150.00
A72	Tracer Wire Junction Box	EA	-1	\$30.00	-\$30.00
A78(New)	6" Nonreinforced PCC Pavement	SY	1,618	\$42.00	\$67,956.00
A79(New)	Furnish and Place Oversized Material	CY	180	\$28.00	\$5,040.00
A80(New)	Remove, Salvage and Replace Gravel	CY	30	\$8.00	\$240.00
A81(New)	Over-excavation and dispose material	CY	150	\$6.50	\$975.00
B42	4" Ductile Iron Water Main Pipe	LF	-4	\$75.00	-\$300.00
B46	4" MJ Long Sleeve	EA	-1	\$175.00	-\$175.00
B49	4" MJ Fitting Restraint	EA	-5	\$32.00	-\$160.00
B52	Fittings	LBS	-4,432.5	\$8.00	-\$35,460.00
B53	4" MJ R/W Gate Valve w/ Valve Box	EA	-1	\$1,000.00	-\$1,000.00
B56	4" Water Main Bedding Material	LF	-4	\$9.25	-\$37.00
B57	6" Watermain Bedding Material	LF	-1,655	\$9.25	-\$15,308.75
B57A(New)	6" Watermain Bedding Material-Sand	LF	1,655	\$5.25	\$8,688.75
B75(New)	Cost of 1" Copper Service Reconnect	EA	2	\$ 580.00	\$1,160.00
B76(New)	1" Dia. Copper Service Line	LF	15	\$ 18.00	\$270.00
B77(New)	Cost of 2" Copper Service Reconnect	EA	1	\$ 1,575.00	\$1,575.00
B78(New)	2" Dia. Copper Service Line	LF	40	\$ 40.00	\$1,600.00
<b>Total Amount of this Change Order</b>					<b>-\$123,493.31</b>

**JUSTIFICATION:**

1. Relocation of the 24" Raw Water Main down Levee Street instead of through Riverside Park required additional concrete removal, curb and gutter removal, concrete and asphalt saw cuts, and 7" concrete replacement (including steel bars). This is reflected in bid items A3, A6, A12, A13, A31, A33, A36 and A37.
2. By minimizing impacts to Riverside Park, the estimate of quantities associated to restoration of the Park can be deducted from the project. This is done in items A2, A7-A11, A15-A21, and A40-A47.
3. Parking lots and the bike trail in Riverside Park were not impacted due to the Alignment Relocation. Items A4, A5, A14, A22, A24, A25, A28, A30, A32, and A35 were subtracted from the original quantity estimate to account for this change.
4. Relocation of the alignment eliminated the impacts to the bike trail, and item A26 is a reduction in quantity due to the unused signage.
5. Pipe length of the 24" raw water main was reduced through the realignment and the number of fittings required also decreased. Items A56, A58, A64, A65 and A72 represent the reduction in estimated quantity.
6. Originally, a temporary hydrant was included in the plans for flushing the watermain and testing purposes; however, relocation of the raw water main beneath Levee Street

eliminated the possibility of using the hydrant. There was also 6" watermain quantity included for the replacement of a 6" lime sludge pipe thought to be in conflict with the raw water main along the north edge of Riverside Park. Given the relocation of the raw water main, this replacement is no longer anticipated. Items A51, A53-A55, A57, A61, A63, and A70 are the quantities associated with abolishing installation of the temporary fire hydrant and removal/replacement of the 6" lime sludge pipe.

7. Asphalt removed north of WTP No. 2 will be replaced with 6 inches of concrete. Item A78 was added to cover all costs, materials, labor, and equipment necessary to install the 6" Nonreinforced PCC Pavement as detailed in the contract documents.
8. Gradation testing of local sand backfill has been conducted and has been approved as bedding material in lieu of specified ¾" rock bedding for the 6-inch domestic water main and 24-inch raw water pipeline. The bid items have therefore been removed (deduct) & new bid items have been established for this change in bedding type. Items A57A, A58A, and B57A are now included at unit prices of \$5.00, \$7.90, and \$5.25 respectively, to pay for watermain bedding material-sand. Items A57, A58, and B57 are shown as a deduction to the unit item bid price.
9. Copper water service connections (1" & 2" diameter) will be tapped into the new 6" East distribution loop to provide water to the street shop garage building, asphalt hot mix plant, and park irrigation pit. Only one service was shown in the contract documents for these water uses and was shown as a 4" connection, therefore, a reduction in quantity for 4" fittings and 4" water main pipe is needed. Items B75 thru B78 are anticipated to pay for the installation of the copper water service. Items B42, B46, B49, B52, B53 & B56 are the affected quantities requiring reduction due to this change.
10. Items A79, A80 and A81 are required to account for the removal and replacement of the roadway subgrade and gravel base in the Douglas Avenue & Levee Street intersection where wet conditions undermined the work area before paving could be completed.

Original Contract Amount:	<u>\$ 2,223,377.85</u>
Current Contract Amt. Adjusted by Previous Change Orders:	<u>\$ 2,240,708.50</u>
Contract Amt. due to this Change Order will be (increased)(decreased) by:	<u>\$ -123,493.31</u>
Contract Amount including this Change Order will be:	<u>\$ 2,117,215.19</u>

Contract Time will be (increased)(decreased) by 225 days.  
 Completion Date for all work will be June 17, 2016.

APPROVAL:

ORDERED BY: \_\_\_\_\_  
 Mayor, City of Yankton

ACCEPTED BY: \_\_\_\_\_  
 Contractor

Memorandum No. 16-04

**TO:** Mayor and City Commissioners  
**FROM:** Amy Nelson, City Manager  
**RE:** Funding Request for Rockin' Ribfest  
**DATE:** January 6, 2016



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Attached is a letter from Rockin' Ribfest/ Historic Downtown Yankton requesting financial participation and staff support from the City of Yankton to assist with their event scheduled for June 3-4, 2016.

Rockin' Ribfest is requesting \$9,540.00 to be used to enhance the visitor's experience with the addition of a 12x20 Daktronics screen.

The City of Yankton has allocated \$15,000 in the 2016 BBB budget to be used for Special Events/Ribfest overtime. This includes overtime estimated for city personnel associated with this and other community events supported by the City of Yankton. In 2014, approximately 150 hours of overtime were incurred for Rockin' Ribfest.

Rockin' Ribfest's revenue is put toward the following year's expenses.

Kristy Wyland from Rockin' Ribfest will be present to answer questions from the Commission in regards to this request.

Allocation of this funding request would be an unbudgeted expense out of the BBB account.

**Recommendation:** It is recommended that the City Commission discuss the request and provide direction for staff related to the funding request.

City of Yankton  
City Manager  
City Commissioners  
416 Walnut Street  
Yankton, SD 57078

October 15, 2015

Dear City Manager and Commissioners,

It's time again to make plans for Rockin' Ribfest. This will be our 10th year and we're excited to expand to a Friday "warm-up" night. Rockin' Ribfest will be held on Friday, June 3, 2016 from 6 p.m. to midnight and Saturday, June 4, 2016 from 11:00 a.m. to midnight.

There will be food vendors and one to two bands on Friday. Saturday will remain the same as years past.

We would like to take this opportunity to thank you for your continued support. The success of this event is largely due to the support we receive from the Commissioners and the City of Yankton - both financially and through the many hours of manpower.

Last year's addition of the 12'x20' Daktronics 10mm Modular LED display was a huge success. The reaction from our guests was proof that it enhanced the overall experience. Thank you!! The addition of more food vendors was also good for the event.

We ask the City for assistance with the following to continue the success of Rockin' Ribfest.

**1. Marketing of Event:**

We would like to ask the City to send letters to property owners around Memorial Park about noise and ending time of event.

We also ask for support to handle public complaints about event/noise.

**2. Parking:**

Saturday only: We are requesting barricades and block-off parking for band vehicles, trailers, etc. east of the tennis courts (Mulberry Street); and also to have one south parking lot (19th Street) closed to public parking and used for amateur rib contestants, volunteers, vendors, etc.

**3. Beverage:**

'Of age' visitors will need to acquire a wrist band at the Token Booth in order to purchase alcohol from either of the beer tents in the park.

We ask your permission to sell beer until midnight on both Friday and Saturday. The music will stop at 11 p.m.

We will obtain a special events malt beverage and wine license.

**4. Security and Traffic Assistance:**

We ask for police security at this event to promote the safety of the attendees and to enforce the event boundaries.

We would also like to ask the city to install a temporary 4-way stop sign at the intersection of 19th Street and Douglas Avenue on Saturday, June 4, 2016 due to increased traffic and parking in that area.

**5. Insurance:**

Rockin' Ribfest will carry liability and event insurance. The policy will be current and active. Proper licensing will be obtained from the City of Yankton and all food vendors.

**6. Seating, etc.:**

We are requesting 70 picnic tables, 20 benches, and 25 garbage cans from the City.  
We ask that these be delivered prior to the event - preferably on Thursday, June 2, 2016.

**7. Stages:**

One stage will be used.  
Inmates may be needed to unload and load equipment for stage production in the morning.  
City park staff is needed to operate skid loader with forks.  
Light towers are needed at night for safety of attendees leaving concert area and for removal/clean-up of equipment from park.

**8. Electricity:**

A generator will be needed for stage, sound, and lights;  
Electricity will be needed throughout the park for vendors, beer tents, inflatables, and any other items needing electrical power;  
With the addition of more food vendors, there is a chance we will need additional electrical units.

**9. First Aid and Severe Weather:**

We have a 501c(3) permit and will be working with the Fire Department and Yankton County EMS for services.

**10. Monetary Assistance:**

We would like to ask the city for a \$9,540 monetary contribution. This money will be used to enhance the visitor's experience with the Daktronic unit.

The planning committee truly appreciates your time and consideration. We feel this event is very beneficial to the community of Yankton and has been well received.

Thank you for supporting Rockin' Ribfest!

Respectfully submitted,  
2016 Rockin' Ribfest:

Co-Chairs: Kristy Wyland, Sarah Heine, and Todd Larson; Committee: Andy Bauman, Jesse Bailey, Kathy Church, Matt Hanson, Cyndi Hunhoff, Karen Johnson, Tammy Johnson, Chuck Rezak, Barb Rohde, Beth Rye, Jade Somsen

Contact information:

Kristy Wyland  
308 Douglas Ave.  
Yankton, SD 57078  
605-665-2263 or 605-660-5169  
Email: info@yanktonribfest.com



**Memorandum #16-09**

To: Amy Nelson, City Manager  
 From: Dave Mingo, AICP Community Development Director  
 Subject: Offer to Purchase City Owned Land  
 Date: January 5, 2016

Attached is an offer to purchase the remaining 1.92 acres (center lot) of Parcel B in Fox Run Subdivision. Parcel B is located in the northwest corner of Fox Run, north of 30<sup>th</sup> Street, south of 31<sup>st</sup> Street and between Adkins Drive and West City Limits Road. The entire parcel is 5.8 acres in size. The offer is for 85 cents per square foot which is equal to the price the City accepted for the east and west lots in the parcel. The total offer is for \$71,089.92. The price may vary slightly based on final confirmation of the size of the lot via survey.

As you may remember, officials from Costello Properties discussed the potential for an additional apartment building similar to the one they opened last year on the east lot if that unit proved to be a success for them. They reached their rental goals for the units in the first building very quickly so they are ready to get moving on the second 30 unit building.

The process would be similar to the last time if the purchase agreement is approved by the City. Costello would submit an application to a competitive state housing program. There is no guarantee that they will be successful, but based on the results of the first project, things look favorable. As with all of our land sales, the proposal includes a buy-back provision for the City in case Costello is not successful in developing a project.

City ordinance requires the vote of two-thirds of the City Commission to approve a land sale of this nature. Land sales of this nature include a transfer to Yankton Area Progressive Growth prior to the final transfer to the developer.

Respectfully submitted,



Dave Mingo, AICP  
 Community Development Director

**Recommendation:** It is recommended that the City Commission approve the transfer of property in the manner described in the attached Real Estate Purchase Agreement. It is further recommended that the City Manager be authorized to execute all documents associated with the transfer.

I concur with this recommendation.  
 I do not concur with this recommendation.



Amy Nelson, City Manager

Roll Call (requires two-thirds majority to pass)

## REAL ESTATE PURCHASE AGREEMENT

**THIS AGREEMENT** is entered into this 29 day of December, 2015 by and between, City of Yankton, having an address at Yankton City Hall, 416 Walnut Street, Yankton, SD 57078, herein referred to as "Seller" and St. Joseph Catholic Housing Inc. and/or their Assigns, having an address at 523 North Duluth Avenue, Sioux Falls, SD 57104, herein referred to as "Purchaser".

### RECITALS:

*Whereas*, Seller owns real estate in Yankton County, South Dakota, as further described in this Agreement in Exhibit A and illustrated in Exhibit B;

*Whereas*, the real estate shall transfer from the Seller to the Purchaser based on the provisions set forth in South Dakota Codified Law via the local economic development corporation (Yankton Area Progressive Growth);

*Whereas*, Seller agrees to sell and Purchaser agrees to purchase the real estate described herein upon the terms and conditions set forth in this Agreement:

### THE SELLER AND PURCHASER AGREE AS FOLLOWS:

1. Seller agrees to sell to Purchaser approximately 1.92 acres of land located in the Fox Run Subdivision in the City and County of Yankton, South Dakota, described in Exhibit A and illustrated in Exhibit B as the remainder of Parcel B (the "subject property") upon the following conditions:
  - a. Purchase Price. The total purchase price is to be Seventy-One Thousand Eighty-Nine Dollars and 92/100 (\$71,089.92) for subject property. Purchase price based on the site size shown in Exhibit B of 1.92 acres and purchase price of \$0.85 per square foot. Actual square footage to be confirmed by the final plat and purchase price adjusted accordingly, based on the per square foot price of \$0.85.
  - b. Purchaser shall pay One Thousand Dollars (\$1,000.00) to Vision Realty, Yankton, South Dakota, as an earnest money deposit, which shall be applied toward the purchase price at closing. Said earnest money shall be deposited in a Trust bank account of said firm.
  - c. Purchaser shall pay to Seller the balance of the purchase price of Seventy Thousand Eighty-Nine Dollars and 92/100 (\$70,089.92) for the real estate described in Exhibit A, at date of closing.
  - d. Seller shall transfer free and clear title of the subject property to Purchaser at closing.
  - e. Seller shall provide title insurance from a title company in Yankton County, in the amount of the purchase price, insuring marketable title of the subject property. The title insurance will be paid for 50% by Seller and 50% by Purchaser.
  - f. Seller shall provide a soils report of the subject property to Purchaser.

- g. The subject property is platted and Seller shall provide the Purchaser with the survey and legal description of the sub-parcel being purchased.
- h. The property taxes for the subject property shall be prorated at date of closing, with Seller being responsible for all real estate taxes accrued to that date.

2. In the event of default by either Seller or Purchaser of any material covenant, condition, or reservation herein, the aggrieved party shall have the immediate right to protect its interest herein by pursuing remedies, either at law or in equity for breach of contract.

3. **Notices.** All notices, offers, requests and other communications from one party to the other shall be in writing and shall be considered to have been duly given or served if sent by first class mail, return receipt requested, postage prepaid, to the party at its address set forth below, or to such other address as such party may hereafter designate by written notice to the other party:

a. If to **Seller**, to:

City of Yankton  
Yankton City Hall  
416 Walnut Street  
Yankton, SD 57078

b. If to **Purchaser**, to:

St. Joseph Catholic Housing Inc.  
Attn: Michael F. Bannwarth  
523 North Duluth Avenue  
Sioux Falls, SD 57104

4. **Entire Agreement: Modification.** This Agreement constitutes the complete agreement between Seller and Purchaser and supersedes any prior oral or written agreements between them regarding the Real Estate. There are no verbal agreements that change this Agreement, and no amendment of any of its terms will be effective unless in writing and executed by both Seller and Purchaser.

5. **Binding Effect.** This Agreement binds and benefits the Seller and Purchaser and their respective successors.

6. **Controlling Law.** This Agreement has been made under, and will be interpreted and controlled by, the laws of the State of South Dakota.

7. **Real Estate Commission.** Seller to pay any real estate commissions.

8. **Closing / Fees.** This transaction shall close on or before August 1, 2016. The closing fees shall be shared equally by the parties.

9. **Contingencies.**

- a. **Review of Soils Report.** Purchaser shall have 30 days from the date of this Agreement to review any soils reports provided by Seller. If no written objection

thereto is received by Seller within said 30-day period, it shall be deemed that the soils report is acceptable, and this contingency shall be deemed satisfied.


- b. **Platting.** The subject property is to be platted, or surveyed as a sub-parcel/plat on or before August 1, 2016 at the sole cost of Seller.
- c. **Zoning.** Seller shall provide verification to Purchaser in the form of a letter from the City of Yankton that the subject property is zoned for the Purchaser's proposed use of constructing a 30-unit multi-family project consisting of one three-story building.
- d. **Special Assessments.** Seller shall make all payments due on special assessments and cost recoveries levied against the subject property which are due and/or delinquent if not paid prior to the closing date.
- e. **Utilities.** Seller shall provide verification to Purchaser in the form of a letter from each applicable utility company, stating that utilities are available to the subject property which include water, sanitary sewer, electric, gas and telecom, and Seller shall certify that the Purchaser will have access to the source of such utilities on the subject property.
- f. **Environmental.** Seller shall provide verification to Purchaser that the site is free of wetlands and underground tanks.
- g. **Mineral Rights.** Seller shall certify to Purchaser that mineral rights, if any, are to be transferred to the Purchaser and that there are no other agreements to mine minerals, including sand and gravel, with any other third party.

IN WITNESS WHEREOF, the parties hereto have executed this Real Estate Purchase Agreement as of the date first written above.

**CITY OF YANKTON**

**St. Joseph Catholic Housing Inc.**

\_\_\_\_\_  
By:  
Its:

  
\_\_\_\_\_  
By Michael F. Bannwarth  
Its: Treasurer

STATE OF SOUTH DAKOTA, )  
 )SS.  
COUNTY OF YANKTON )

ON THIS DAY, December \_\_\_\_\_, 2015, before me, the \_\_\_\_\_,  
personally appeared \_\_\_\_\_ of the City of Yankton, known to  
me to be the person whose name is subscribed to the within instrument and acknowledged to me  
that he executed the same for the purposed therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

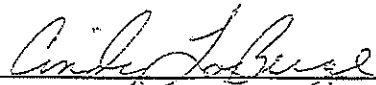
\_\_\_\_\_  
Notary Public, South Dakota  
My Commission Expires: \_\_\_\_\_

(SEAL)

STATE OF SOUTH DAKOTA, )  
 )SS.  
COUNTY OF LINCOLN )

ON THIS DAY, December 29, 2015, before me, the undersigned officer, personally  
appeared Michael F. Bannwarth, Treasurer of St. Joseph Catholic Housing Inc., known to me to  
be the person whose name is subscribed to the within instrument and acknowledged to me that he  
executed the same for the purposed therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

  
\_\_\_\_\_  
Notary Public, South Dakota  
My Commission Expires: 4-18-20

(SEAL)

## EXHIBIT A

### **Legal Description:**

Approximately 1.92 acres of Parcel B of Fox Run Subdivision in the City and County of Yankton, South Dakota

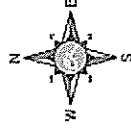
Exhibit B

Approximately 1.92 Acres  
Remainder of Parcel B, Fox Run Subdivision, City of Yankton, South Dakota

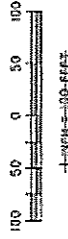
North



# Certificate of Survey

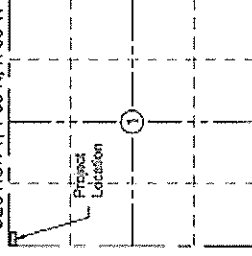


GRAPHIC SCALE

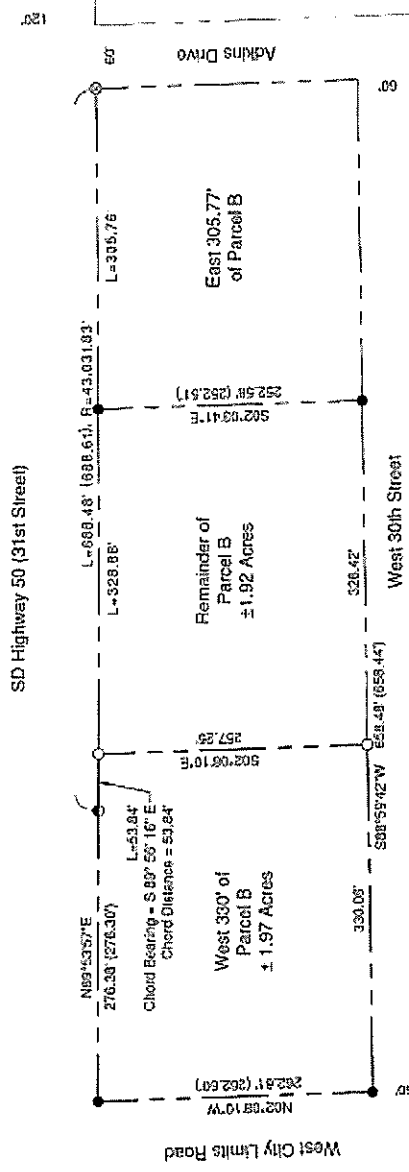


- Basis of Bearing  
Yankton Datum
- Legend**
- Found Rebar with Cap Stamped "KENNEDY LS 5350"
  - Found Rebar with Cap Stamped "B&E C-325"
  - Set 1/2" x 18" Rebar with Cap Stamped "BENSON LS 11650"
  - ⊗ Found Chiseled "X" in Concrete (100.00') Record Distance

SECTION 1, T-99-N, R-56-W



North Arrow



## Legal Description

The West 300 Feet of Parcel B, Fox Run Subdivision, City of Yankton, South Dakota.

## Surveyor's Certificate

I, Brian J. Benson, a Licensed Land Surveyor under the Laws of South Dakota, hereby certify that this survey was performed by me or under my direct supervision and is to the best of my knowledge and belief a true description of said survey. I have executed this document this 19th day of June, 2015.

*Brian J. Benson*  
 Brian J. Benson, L.S. #11559

PROJECT NUMBER	Y15153
CREW CHIEF	SCOTTU
DRAFTED BY	SCOTTU
REVIEWED BY	BRAMB
DRAWING	SV-01-15153
LAYOUT	LEGAL
SHEET NO.	1 OF 1 TOTAL SHEETS

Prepared by  
*Brian J. Benson*  
 Brian J. Benson  
 Professional Engineer & Surveyor  
 11559  
 11559  
 11559  
 11559



**Memorandum #16-07**

**To:** Amy Nelson, City Manager  
**From:** Dave Mingo, AICP Community Development Director  
**Subject:** Annexation of City owned Grove School Addition and Frick's Subdivision Land.  
**Date:** December 31, 2015


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If approved, the attached resolution would annex the identified portions of the Park Shop property (Grove School Addition) and Frick's Subdivision Land (wastewater lagoon land southeast of the Chamber of Commerce). The Grove property is approximately one acre and the Frick's Subdivision property is approximately 41 acres.

This action does not impact taxable property values in the City because the land is City owned and therefore tax exempt. The action is essentially a matter of "housekeeping" to include City owned land in our jurisdiction.

The described property is adjacent to the existing corporate limits and as such, can be annexed. The Grove Addition annexation includes a portion of Ferdig Avenue right-of-way.

Respectfully submitted,

  
Dave Mingo, AICP  
Community Development Director

**Recommendation:** It is recommended that the City Commission approve Resolution #16-01 annexing the described property.

I concur with this recommendation.

I do not concur with this recommendation.

  
\_\_\_\_\_  
Amy Nelson, City Manager

\_\_\_\_ Roll Call

Prepared by:  
City of Yankton  
PO Box 176  
Yankton, SD 57078  
605-668-5252

**RESOLUTION NO. 16-01**

**WHEREAS**, the Yankton Board of City Commissioners has determined that the below described city owned property should be included in the corporate limits as permitted by SDCL.

**NOW, THEREFORE, BE IT RESOLVED** by The Board of City Commissioners of the City of Yankton, South Dakota, that the following described real property is hereby annexed into the corporate limits of the City of Yankton, South Dakota:

**DESCRIPTION OF TRACT TO BE ANNEXED**

Grove School Addition and the adjacent Ferdig Avenue right-of-way in the SE 1/4 of the SW 1/4, Section 8, T93N, R55W of the 5th P.M. being approximately 1 acre, and,

Lots 3 and 4, Frick's Subdivision in the SW 1/4, SW 1/4 of the NW 1/4 and in Government Lot 4, Section 17, T93N, R55W of the 5th P.M. being approximately 41 Acres.

As shown on the attached Exhibits A and B.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
David Carda, Mayor

ATTEST:

\_\_\_\_\_  
Al Viereck, Finance Officer

# Exhibit A

## Annexation Map

Grove School Addition and the adjacent Ferdig Avenue right-of-way in the SE 1/4 of the SW 1/4, Section 8, T93N, R55W of the 5th P.M. being approximately 1 acre.



Annexation Area



# Exhibit B

## Annexation Map

Lots 3 and 4, Frick's Subdivision in the SW 1/4, SW 1/4 of the NW 1/4 and in Government Lot 4, Section 17, T93N, R55W of the 5th P.M. being approximately 41 Acres.



Annexation Area



**Memorandum #16-10**

**To:** Amy Nelson, City Manager  
**From:** Kyle Goodmanson, Environmental Services Director  
**Subject:** Bid Award for the 2016 Annual Supply of Chemicals for the Water and Wastewater Treatment Plants  
**Date:** January 6, 2016

---

Bids were received on January 5, 2016 for the annual supply of chemicals for the water and wastewater treatment plants. The acceptable low bids for each chemical are listed below.

<b>1. Powdered Activated Carbon</b>	<b>Thatcher, Salt Lake City, UT</b>	<b>\$ 1,566.00 Per Ton</b>
<b>2. Pebble Lime</b>	<b>Graymont, Superior, WI</b>	<b>\$ 175.00 Per Ton</b>
<b>3. Carbon Dioxide</b>	<b>Ethanol Products, Witchita, KS</b>	<b>\$ 85.00 Per Ton</b>
<b>4. Ferric Chloride (Liquid)</b>		<b>NO BID</b>
<b>5. Powdered Polyphosphate</b>	<b>Carus Corp., Peru, IL</b>	<b>\$ 1,834.00 Per Ton</b>
<b>6. Granulated Sodium Silicofluoride</b>	<b>Thatcher, Salt Lake City, UT</b>	<b>\$ 1,086.00 Per Ton</b>
<b>7. Sodium Hypochlorite</b>	<b>DPC Inc., Omaha, NE</b>	<b>\$ 558.00 Per Tote</b>
<b>8. 50% Caustic Soda</b>	<b>DPC Inc., Omaha, NE</b>	<b>\$ 1,122.00 Per Tote</b>
<b>9. Solar Salt</b>	<b>DPC Inc., Omaha, NE</b>	<b>\$ 194.00 Per Ton</b>

The bids listed above are the low bids that meet the specifications. There were 6 bids total, but not all bidders bid on each chemical. The specifications are set up so that the City is able to award each chemical to the low bidder for that chemical. Based on the bids received, City staff recommends that the bids be awarded as listed above.

Respectfully submitted,



Kyle Goodmanson  
 Environmental Services Director

**Recommendation:** We recommend that the City Commission award the chemical bids for the Water and Wastewater Treatment Plants as detailed in Memorandum #16-10.

I concur with the above recommendation.

I do not concur with the above recommendation.

  
 \_\_\_\_\_  
 Amy Nelson, City Manager

\_\_\_\_\_ Roll call



## *Memorandum #16-11*

**To:** City Commission  
**From:** Finance Officer  
**Date:** 1/5/2016  
**Subject:** Memorandum Supporting Resolution #16-02 Adjusting Tipping Fees at the City of Yankton Joint Powers Transfer Station

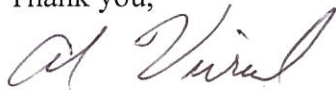
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At the Joint Powers December 3, 2015 board meeting, it was recommended that the tipping fees be increased at both the Vermillion Landfill and the City of Yankton Joint Powers Transfer Station. These tipping fees have been a discussion at the last several quarterly Joint Powers meetings, as it has been pointed out that both facilities are operating at a loss with increasing capital expenditures also looming in the near future. It was also recommended that smaller timely increases be considered rather than waiting several years and implementing a larger increase.

The tipping fees were last adjusted since December, 2014. The board made a recommendation to increase these fees as shown in the attached Resolution #16-02. These solid waste tipping fees, if approved, would be effective February 1, 2016. Other fees will be addressed at future Joint Powers board meetings. The basic tipping fee would increase from the current \$45.00 per ton to \$46.50 for licensed haulers, and from \$50.00 to \$52.00 for un-licensed haulers. Construction debris would increase from \$52.00 per ton to \$54.00 at the Yankton facility to accommodate Yankton's additional debt service to install our existing construction debris pit and building addition.

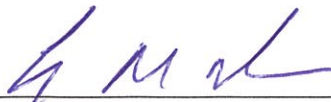
It is recommended that the City Commission adopt Resolution #16-02 authorizing the increase in tipping fees at the City of Yankton Joint Powers Transfer Station effective February 1, 2016.

Thank you,



Al Viereck  
Finance Officer

I concur with the above recommendation  
 I do not concur with the above recommendation



Amy Nelson, City Manager

\_\_\_\_\_ Roll call

## **RESOLUTION #16-02**

**WHEREAS**, at the December 3, 2015, Joint Powers Advisory Board meeting in Vermillion, the board voted to recommend that each city increase the tipping fees at each municipality's respective facility; and

**WHEREAS**, the cost to operate per ton has exceeded the revenue per ton currently charged; and

**WHEREAS**, the Joint Powers member cities desire to provide solid waste services on a self-sustaining user fee basis;

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of Yankton, South Dakota, that the following Joint Powers Landfill and Recycling tipping rates are hereby adopted, effective for February 1, 2016

	Proposed		
	<u>Per ton</u>	<u>Current</u>	<u>Minimum</u>
1. Garbage for Licensed Haulers	\$46.50	<del>\$45.00</del>	\$12.00
2. Garbage for Un-Licensed Haulers	\$52.00	<del>\$50.00</del>	\$12.00
3. Garbage / Out of County / Licensed	\$56.00	<del>\$54.00</del>	\$12.00
4. Garbage / Construction Debris	\$54.00	<del>\$52.00</del>	\$12.00

	Proposed	
<b>Tires</b>	<u>Per tire</u>	<u>Current</u>
Car tires	\$3.00	<del>\$2.50</del>
Truck (17"- 22.5")	\$6.50	<del>\$5.50</del>
Truck (>22.5")	\$11.00	<del>\$10.00</del>
Construction Equipment Tires	\$16.50	<del>\$15.00</del>
	<u>Per ton</u>	<u>Current</u>
Bulk Tires	\$190.00	<del>\$185.00</del>

The City of Yankton reserves the right to impose additional fees on loads or items deemed to be not in keeping with the above rates. These fees will be set in accordance with the final recycling cost, transportation costs and operations cost affected.

Adopted: January 11, 2016

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David Carda  
Mayor

ATTEST:

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Al Viereck  
Finance Officer



## *Memorandum #16-12*

**To:** City Commission  
**From:** Finance Officer  
**Date:** 1/5/2016  
**Subject:** Memorandum Supporting Resolution #16-03 Authorizing Publication of Expenditures for Boys & Girls Club 2015 Expenditures

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In 2015, the Boys & Girls Club were recipients of a CDBG grant (\$412,000) that authorized the City of Yankton to be the pass-through governmental agency. This award was announced after our 2015 annual appropriation ordinance was adopted. South Dakota Codified Law allows this by the section below:

*SDCL 9-21-9.1. State, county and federal grants expended without provision in appropriation ordinance--Publication. Any funds made available after the final appropriation ordinance is adopted by a municipality from state, county, and federal grants for expenditure by the municipality shall be paid into the municipal treasury and may be expended without specific provision in the appropriations ordinance of the municipality. In this case the governing body shall publish, in the official newspaper of the municipality, the purpose for which the expenditures were made and to whom the expenditures were made.*

**Source:** SL 1973, ch 42, § 2; SL 1980, ch 56, § 2.

It is recommended that the City Commission adopt Resolution #16-03 authorizing the Finance Officer to publish said expenditures and their purpose.

Thank you,



Al Viereck  
Finance Officer

I concur with the above recommendation  
 I do not concur with the above recommendation




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Amy Nelson, City Manager

Roll call

## ***RESOLUTION #16-03***

**WHEREAS**, The Boys & Girls Club of Yankton were recipients of a \$412,000 CDBG grant to aid in funding construction of a new building located north of the Yankton Middle School; and

**WHEREAS**, the City of Yankton was named as the pass-through beneficiary of this grant; and

**WHEREAS**, the City of Yankton was not aware of this grant before adopting the 2015 annual appropriation Ordinance; and

**WHEREAS**, South Dakota Codified Law 9-21-9.1 allows the expenditures without specific provisions in the appropriations ordinance of the municipality provided that the municipality publishes the purpose and to whom the expenditures are to be made;

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of Yankton, South Dakota, that the purpose of these expenditures in fiscal years 2015 and 2016 will be made to the Boys & Girls Club of Yankton.

Adopted: January 11, 2016

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David Carda  
Mayor

ATTEST:

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Al Viereck  
Finance Officer

***Memorandum #16-13***

**To:** Amy Nelson, City Manager  
**From:** Thomas Kurtenbach, Fire Chief  
**Subject:** Employee Assistance Program Coverage for Volunteer Firefighters

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The Fire Department has solicited quotes from our current Employee Assistance Program provider, Connections Inc., for EAP coverage for our volunteer firefighters. Firefighting and rescue services expose our volunteers to very tragic and sensitive incidents. Sometimes the mental health aftermath of these circumstances can be carried with firefighters and rescue personnel after they leave the scene.

Public Safety agencies have a procedure in place to deal with the mental health issues these incidents can cause, however, these procedures happen in a group setting with peers and counselors. This procedure is called a Critical Incident Stress Management. The Fire Department currently has no way of assisting the volunteer who needs additional individual mental health counselling from these fire or rescue incidents above and beyond the group meetings.

If approved, the Employee Assistance Program would add our volunteer firefighters to the current City of Yankton Employee Assistance Program. This provides for 5 individual counselling sessions to help the individual work through any continuing mental health issues he/she may have resulting from these incidents. As an additional benefit, the volunteers would also have the benefit of all the other services provided through the EAP as listed in the attached proposal.

This proposal can be viewed as both a firefighter retention tool as well as a recruitment tool to entice new volunteers. It shows we support not only the physical needs and well-being of the firefighters, but also the mental health needs of the firefighters which can be created by the services they provide.

The cost of this program is \$2.04 per month per firefighter or \$807.84 annually. We would only need to add 33 of the 43 firefighters as we currently have 10 City of Yankton employees on the fire department roster who are already covered by our EAP. While this item was not specifically budgeted in the FY2016 Fire Department operational budget, we feel we can cover the costs of this program through our Personnel Services line item.

Respectfully Submitted,

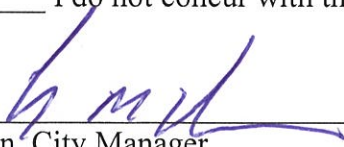
Thomas Kurtenbach  
Fire Chief

\_\_\_\_\_ Roll call

**Recommendation: It is recommended that the City Commission provide for the same employee assistance program for Yankton Fire Department volunteers as is provided for Yankton City employees.**


  X   I concur with the recommendation.

           I do not concur with the recommendation.

  
\_\_\_\_\_  
Amy Nelson, City Manager

           Roll call

**Memorandum #16-14**

**TO:** Mayor and City Commissioners  
**FROM:** Amy Nelson, City Manager   
**RE:** City Committee and Board Adjustments  
**DATE:** January 6, 2016

---

The following City Committees and Boards were formed with Commission action and are either inactive, no longer relevant, or require a change in title.


The Yankton Rural Fire Association / Yankton Volunteer Fire Department Committee was formed by an interim City Manager for the purposes of hiring a Fire Chief. This Committee has been inactive for a number of years and can be dissolved. If the need for such a committee develops in the future, a new committee can be named.

The Storm Water Advisory Board was formed based on state law to review storm water related issues in the community. DENR's emphasis of this has changed to be educational with the public rather than reviewed by a Board. Therefore, Community and Economic Development staff and the Planning Commission serve in this capacity for our community. This board can be dissolved.

The Economic Development Council no longer exists and functions under YAPG. The name of this board should be changed to Yankton Area Progressive Growth Board.

**Recommendation: It is recommended that the City Commission discuss these changes and take action to dissolve the Yankton Rural Fire Association/Yankton Volunteer Fire Department Committee and the Storm Water Advisory Board and change the name of the Economic Development Council to Yankton Area Progressive Growth Board.**

*Memorandum # 16-08*

**To:** Mayor and City Commissioners  
**From:** Amy Nelson, City Manager   
**Re:** Renewal of Contract for Private Towing Services  
**Date:** January 6, 2016

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Historically, the City of Yankton has had a contract with private sector towing companies to provide towing services to the City. Most services are for the removal of vehicles due to violation of the snow emergency ordinance but some are due to violations of the parking ordinance or the nuisance abatement ordinance. Our previous agreement with our towing companies expired and we have been operating under the same terms and conditions as the expired agreement.

All of the local towing companies have agreed to the terms and conditions of this agreement with the exception of one, and have submitted signed agreements with these changes. The letter to the towing company who has made the decision to not sign the agreement is attached.

**Recommendation: The committee recommends approval of the attached agreements as presented.**

## TOWING AGENCY AGREEMENT

This is an Agreement between the City of Yankton, a political subdivision of the State of South Dakota, and its various departments ("City") and the below listed removal and towing agency, its agents and employees (the "Towing Agency");

M W Towing.

WHEREAS, the City has a need for removal and towing services in regard to vehicles which it does not itself supply both for its own purposes or as ordered for other purposes; and

WHEREAS, it is in the best interests of the City to have available to it the resources, equipment, and storage needed for removing, towing, and storing vehicles; and

WHEREAS, it is in the best interests of the City to contract with only those private towing agencies that can supply sufficient resources, equipment, and storage; and

WHEREAS, this agreement is financially beneficial to the Towing Agency because it will have the privilege of being on a list of businesses that provide removal and towing services and who meet the City's requirements set forth herein;

NOW, THEREFORE, in consideration of their mutual benefits and covenants, the parties hereto agree and contract as follows:

1. **Designation.** The City hereby designates the "Towing Agency" as a qualified business that provides "towing and removal services." As a result, the "Towing Agency" is hereby placed on the "City's Towing List." The parties acknowledge that this Towing Agency Agreement is not exclusive to the parties hereto; several towing agencies shall comprise the "City's Towing List."

2. **Definitions.**

a. "**City's Towing List**" is a series of names of all designated "Towing Agencies."

b. "**Duty Tow**" is the towing agency on the "City's Towing list" that is on call for a one (1) week period to provide "towing and removal services."

c. A "**For Cause**" termination occurs if the "Towing Agency," its agents, or employees while acting as a towing agent breaches any duty listed in this contract or violates any state or local laws.

d. "**Minimum impound requirements**" are:

- (1) A sufficient area to store twenty (20) or more vehicles which is located within five (5) miles of the corporate limits of the City; and
- (2) Which is completely encircled by a secure fence, not less than six (6) feet in height; and
- (3) At least (1) one gate for ingress and egress shall be kept locked at all times except when in use. The gate shall have a prominent sign affixed with the name and telephone number of the towing agency and the hours of operation.
- (4) Nothing within this Agreement shall be construed as approval of any storage area pursuant to Section 13-111 of the City of Yankton Code of Ordinances.

e. **“Minimum vehicle requirements”** are the following: The “Towing Agency” shall own at least one (1) one-ton vehicle capable of towing ten thousand (10,000) pounds. The tow truck shall have a chassis rated by the manufacturer of a capacity of ten thousand (10,000) pounds GVW mounted on the chassis, and it must be a complete commercially manufactured crane and winch having a manufacturer’s rating of at least four (4) tons with at least one hundred (100) feet of three eighth (3/8) inch cable and a commercially manufactured tow sling. The tow truck body must comply with all state laws pertaining to fenders and lighting equipment, and have an appearance similar to a commercially manufactured tow truck body. The vehicle shall be equipped with a cellular phone, flashing lights, a fire extinguisher with a rating of at least 2A20BC, and a logo on the towing vehicle identifying the towing agency.

f. A **“police tow”** is a request by the City’s police department, or its agent(s), (1) to tow a vehicle which will be used for evidence, (2) was used in the commission of a crime, (3) is being held for investigative purposes, or (4) a police ordered tow which was not claimed within forty (40) days, such as an abandoned vehicle.

g. **“Possession”** is the control over personal property. The City shall have possession of the vehicle until such time that the “Towing Agency” hooks onto the vehicle, at which time the “Towing Agency” shall then have possession. If there are no storage fees, then the “Towing Agency” shall have possession of the vehicle after the hook is undone and the possession is transferred to the owner of the vehicle, the City, or to the City’s designee. If there are storage fees, then the “Towing Agency” shall have possession of the vehicle until it is transferred to the owner of the vehicle, the City, or to the City’s designee.



h. A “**Recovery vehicle**” is an extraordinary or unusual tow, such as removal of a vehicle from a ditch, creek or river.

i. “**Rotation Rules**” refer to the following:

- (1) Each “duty tow” period shall last one (1) week. One towing agency shall be on “duty tow” during each one (1) week period. At the end of the one (1) week period, the “duty tow” shall rotate to the next towing agency on the “City’s Towing List.” All tows other than “police tows” shall be handled by the Department of Public Works.
- (2) The “Towing Agency” when on “duty tow” shall have and will provide at all times the capability of physically responding to a call from the City. If the “Towing Agency” misses two (2) calls during its “duty tow,” then, as a penalty, the “Towing Agency” shall be passed over on rotation for the balance of the period. If a “Towing Agency” continually fails to respond to calls while on “duty tow,” then “good cause” exists to cancel this contract with that towing agency.
- (3) If a “Towing agency” is in compliance with i.(2) above, but *does not* have a tow truck available, then the City may dispatch another towing agency. This is a violation of this Agreement and the “Towing Agency” shall forfeit that tow.
- (4) The “Towing Agency” on “duty tow” shall have a tow vehicle on the scene within twenty (20) minutes after the time the initial call was made to the “Towing Agency.” At the time of dispatch by the City, the “Towing Agency” shall give the dispatcher its estimated time of arrival. If the arrival time is substantially in excess of twenty (20) minutes, then the City reserves the right to call the next towing agency on the “City’s Towing List.” The City has the discretion to waive the twenty (20) minute limitation if the “Towing Agency” demonstrates extreme circumstances prohibiting it from responding within that time period. The City’s waiver for extreme circumstances shall not be unreasonably withheld. A continuing pattern of violation of this provision is “good cause” to cancel this contract.
- (5) The City retains the unencumbered discretion to call any towing agency which has an agreement with the City to provide “towing and removal services” regardless of the rotation if it determines in its sole discretion to be in the best interest of public safety, or expediency, or any other immediate concerns. If all towing agencies which have an agreement with the City fail to respond, then the City may request “towing and removal services” from a towing agency that does not have an agreement with the City.

- (6) The "Towing Agency" is authorized to subcontract any City tow to any other towing agency which also has a Towing Agreement with the City in case of actual emergency or when specialized equipment is required. It shall be the responsibility of the "Towing Agency" to make sure any subcontractor meets the requirements of this agreement. A continuing pattern of violation of this provision is "good cause" to cancel this contract.
- (7) All stored vehicles shall remain in a location with the impound (with minimum requirements) until such time that possession of the vehicle is transferred to the owner of said vehicle or title to the stored vehicle transfers in accordance with applicable law.

j. A "**Tow Log**" is a list of services performed by the "Towing Agency" at the request of the City. The log shall be retained for at least twelve (12) months and include: the date and time of service, the location from which the vehicle was towed, and the vehicle description, including make, model, year, color, license number, and vehicle identification number, and the date and method of disposition of the vehicle.

k. "**Towing and Removal Services**" is the hooking up of a vehicle and then transporting it to a location designed by the City, the clean up at the site of the tow, and the storage of any vehicle(s).

l. "**Towing and Removal Service Rates**" are the amounts that the "Towing and Removal Service" may charge for its services if the services were requested by the City. The "Towing Agency" shall not charge more for these services than what is indicated by this schedule:

- (1) Automobiles, pickups (one-ton or less): Automobiles, pickups (one-ton or less) up to Eighty Dollars (\$80.00), and motorcycles up to Ninety Dollars (\$90.00). During snow emergencies or snow alerts, the towing agencies may charge up to One Hundred Dollars (\$100.00) for automobiles, pickups (one-ton or less), and motorcycles.
- (2) Storage rates. Storage rates are based on twenty-four (24) hours per day; the day begins at the time the vehicle is hooked.
  - (a) Cars, pickups (one-ton or less), and motorcycles – up to Fifteen Dollars (\$15.00) per day.
  - (b) Enclosed storage - up to Twenty Dollars (\$20.00) per day for vehicles or Thirty Five Dollars (\$35.00) per day if a large truck or equipment.
  - (c) The City shall not be charged for storage and it shall not pay for storage.
  - (d) After hours gate charge up to Twenty Dollars (\$20.00).

- (3) Second tows – Investigation. Automobiles, pickups (one-ton or less), and motorcycles from “investigative hold (refer to Paragraph 1.(1) above)
- (4) City owned vehicles.
  - (a) Towing. Cars, pickups (one-ton or less), and motorcycles - up to Eighty Dollars (\$80.00).
  - (b) Towing (preauthorized by City Purchase Order only). Cars, pickups (one-ton or less) up to Eighty Dollars (\$80.00), motorcycles up to Ninety Dollars (\$90.00).
- (5) Recovery vehicles. Towing agency may charge up to One Hundred and Ten Dollars (\$110.00) per tow as a surcharge to the basic fee.
- (6) Unusual clean up. Towing agency may charge up to Thirty Five Dollars (\$35.00) as a surcharge to the basic fee for any unusual clean up such as extremely large amounts of car parts or glass. The towing agency may also charge the customer for any direct landfill disposal charges incurred.

m. **“Wrecker Liability Insurance”** is an insurance policy which has at least Five Hundred Thousand Dollars (\$500,000.00) combined single limit liability coverage for public accidents with a vehicle and garage liability, and at least Seventy Five Thousand Dollars (\$75,000.00) in garage keeper’s liability applying to the vehicle being towed. Proof of insurance and a copy of the policy will be provided to the City at the time this Agreement is signed, with acknowledgments from the insurance company that it will not cancel said policy without fifteen (15) days prior notice to the City. The insurance must remain in effect during the term of this contract.

3. **Towing Agency Duties.** The following are the duties and responsibilities of the Towing Agency pursuant to this Agreement:

- a. The “Towing Agency” shall be available to safely provide “towing and removal services” twenty-four (24) hours per day seven (7) days per week every day of each year.
- b. The “Towing Agency” shall make its storage lot available to the public on Monday through Friday from 8:00 a.m. until 5:30 p.m., on Saturday from 8:00 a.m. until 12:00 noon, and on Sundays, holidays and evenings by appointment. A gate charge may be charged for Sundays, holidays and evenings, unless requested otherwise by the City or any of its departments.
- c. If the “Towing Agency” anticipates not being available to provide “removal and towing services”, then it shall notify the Police Department Dispatch Center which will not result in loss of rotation.
- d. The “Towing Agency” shall own or be immediately available to borrow or to lease the “minimum vehicle requirements.”
- e. The “Towing Agency” shall have the “minimum impound requirements.”

- f. The "Towing Agency" shall purchase and keep in force at all times "wrecker liability insurance."
- g. The "Towing Agency" shall remove all glass, other debris, and all leaking vehicle fluids (except for battery, gasoline, or diesel fuel) deposited on a street or highway by the vehicle which is being towed when dispatched by the City and when reasonable. All chemicals shall be disposed of according to applicable EPA standards.
- h. The "Towing Agency" shall abide by the scheduled "Towing and Removal Service Rates."
- i. The "Towing Agency" shall maintain a "Tow Log."
- j. The "Towing Agency" shall make no repairs or cause any repairs to be made to any towed vehicle without the authorization of the person to be charged for the tow. However, such repairs may be requested and approved if necessary for the movement of the vehicle.
- k. The "Towing Agency" shall cooperate with and comply with the orders and directions of the representatives of the City at the scene of any tow to which they are dispatched by the City. If there is an unresolved "dispute" at the scene, then the "Towing Agency" shall submit a written complaint to the City Chief of Police, or his designee, during regular working hours, which are 8:00 A.M. to 5:00 P.M., Monday through Friday.
- l. The "Towing Agency" shall follow all guidelines under SDCL 32-36-8 and 32-36-9 to obtain title and dispose of abandoned vehicles. This procedure will be conducted in accordance with all applicable State and local codes dealing with the disposition of abandoned vehicles.
- m. For each "police tow" the "Towing Agency" shall provide a billing to the City using specifically numbered receipts containing the vehicle make, license, VIN, and the time, date, and location of the tow.
- n. The "Towing Agency" shall cooperate during any Snow Removal Alert. As such, during a Snow Removal Alert the Towing Agency shall have one (1) contact person available and near a telephone who can respond if there is an immediate need to tow a vehicle(s). A continuing violation of this duty is "good cause" for the City to cancel this contract.
- o. The "Towing Agency" shall be responsible for collecting any fee for services due and owing, and will assert no claim or demand for payment from the City for any service except as set forth under 2.g. (police tow), 4.e. (private property tow) and 7. (third party impound). The "Towing Agency" shall comply with all federal, state and local laws, including tax laws.
- p. If a person makes a complaint about any duty identified above to a "Towing Agency," then the "Towing Agency" shall advise the person that they may contact the Chief of Police.

- q. The "Towing Agency" must accept at least two (2) forms of payment, including cash, check or credit card, and it must provide a receipt evidencing payment to the owner of the vehicle.
  - r. The "Towing Agency" shall not use a chain, rope, strap, or other similar device to tow a vehicle, but it may use such a device to position a vehicle.
4. **City's Duties.** The following are the duties and responsibilities of the City pursuant to this Agreement:
- a. Except as otherwise noted herein, if the City requires towing or removal services, then the City shall call the "Towing Agency" based upon the terms of this Agreement.
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  - f. If the City takes an inventory of a vehicle's contents, the City shall provide a duplicate inventory list to the "Towing Agency" at the scene of the tow.
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- k. The City shall promptly investigate all complaints by persons regarding the duties of the "Towing Agency" and report back the results of each investigation to the "Towing Agency" and the complainant.

5. **Exclusions.**

- a. This Agreement does not cover towing and removal services for city-owned vehicles. Said services shall be contracted by the City on an individual basis.
- b. This Agreement does not cover routine towing and removal services which can be accomplished by the City Department requiring that service.

6. **Impound Other than Towing Agency.** The City of Yankton may elect to have the "Towing Agency" tow a vehicle to a facility under City control for purposes of performing criminal justice work (investigative hold). As such, when the "Towing Agency" unhooks a vehicle at said location the City shall assume possession. All such tows shall be paid by the City and the amount paid will be pursuant to the City's regular bill payment schedule. If the responsibility for payment of said towed vehicle is transferred from the City to another governmental entity, then the City will notify the towing agency of such transfer of possession within seven (7) days after the transfer.

7. **Liability – Non-City Tows.** Any liability occurring from the towing of a vehicle which was *not* ordered towed by the City will be the responsibility of the "Towing Agency." The "Towing Agency" shall indemnify and hold the City, its employees, officers, agents, in whole or in part, harmless from any such liability any claim, loss, damage or expenses arising as a result of any services performed under this agreement.

8. **Liability – City Tows/Damage to Vehicle & Content.** The "Towing Agency" shall be responsible for any physical damage it proximately caused to a vehicle, or the contents of the vehicle, while in its *possession*. The "Towing Agency" shall indemnify and hold the City, its employees, officers, agents, in whole or in part, harmless from any such liability any claim, loss, damage or expenses arising as a result of any services performed under this agreement.

9. **Liability – Nuisance Calls.** If the City requests that the "Towing Agency" enter onto privately owned real property to assist in the abatement of a nuisance by removing a vehicle(s), then the City accepts full legal responsibility for any improper entry onto the real property or any improper removal of a vehicle from the real property. The "Towing Agency" shall take possession of the vehicle once it is

removed from the privately owned real property. And, in all cases, the "Towing Agency" remains responsible for any property damage which caused by its negligence.

10. **Payment by Vehicle Owner.** The parties agree that the "Towing Agency" is entitled to be compensated for its "towing and removal services" identified herein from the owner of the vehicle after the tow truck arrives and substantial action is taken to affect the tow, such as being hooked on. This provision is subject to negotiation or litigation between the "Towing Agency" and the owner, or responsible party, of the vehicle.

11. **Term.** Unless sooner terminated as set forth herein, the terms and conditions of this contract shall be in full force and effect for three (3) years beginning upon the latest date either Party signs the same. This contract may be terminated and canceled by either the City or the towing agency upon thirty (30) days written notice to the other party. Despite the removal of a "Towing Agency" from the "Towing List," the term of this agreement shall remain in effect for any remaining towing agencies. The City may immediately terminate this Agreement "for cause."

12. **Miscellaneous.**

a. **Breach.** If a party believes that the other has breached this agreement, then the party alleging the breach shall provide written notice, via certified mail, to the other party in which it identifies the alleged breach of the terms hereof and notice of the time in which the breach shall be cured. Failure to cure during said reasonable period shall constitute a breach of this agreement. Thereafter, the party alleging the breach may then request arbitration.

b. **Arbitration.** Except as herein provided, all disputes arising under the terms of the Agreement and not settled between the parties hereto shall be subjected to arbitration as provided by SDCL 21-25A. However, the parties reject the second sentence of SDCL 21-25A-14 and agree that any hearing by arbitrators requires the presence of all arbitrators. In addition, each party shall choose one arbitrator of its choice and those chosen arbitrators shall choose a third arbitrator.

c. **Relationship of Parties.** Nothing contained herein shall be deemed or construed by anyone as creating an employee and employer relationship, partnership or joint venture between the parties hereto. The parties have an independent contractor relationship.

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of any default or as acquiescence therein. One or more waivers of any covenant, term or condition of this Agreement by either party shall not be construed by the other party, or a court, as a waiver of a subsequent breach of the same covenant, term or condition. The party requiring consent or approval shall not be deemed to waive or render unnecessary consent to approval of any subsequent similar act.

e. **Headings**. The headings of the several sections contained herein are for convenience only and do not define, limit or construe the contents of such articles.

f. **Binding Effect**. The covenants, agreements and obligations herein contained, except as herein otherwise specifically provided, shall extend, bind and inure to the benefit of the parties hereto and their respective personal representatives, heirs, successors and assigns.

g. **Limited Force Majeure**. If the retail price of No. 2 diesel fuel or regular unleaded gasoline exceeds Five Dollars (\$5.00) per gallon in any thirty (30) consecutive day-period during the term of this agreement, the City will, upon the request of Towing Agents on the Tow List negotiate in good faith an amendment to this agreement.

h. **Severability**. If any portion of this agreement is found to be unenforceable, then the remainder shall remain in full force and effect.

i. **Governing Law & Choice of Venue**. The laws of the State of South Dakota and the City of Yankton shall govern the validity, performance and enforcement of this Agreement. Furthermore, the parties agree that the venue for filing any action shall be Yankton County.

j. **Integration**. This agreement contains the entire understandings between and among the parties, both written and oral, and supersedes any prior understandings and agreements among them, both written and oral, respecting the subject matter of this agreement.

k. **Amendment**. This agreement shall not be modified without a written agreement between the parties thereof. Any such agreement which is not in writing is null and void.

l. **Waiver**. A waiver of a breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provisions, nor shall any failure to enforce any provision hereunder operate as a waiver of any provisions hereunder.



m. **Assignment.** This agreement is non-assignable. Any assignment without the City's written approval shall void this Agreement. Subsequent to signing this agreement, if the Towing Agency has a change in ownership, then the Towing Agency shall notify in writing the City. Depending upon the percentage change in ownership the City may require that the Towing Agency, or the purchaser of the assets of the Towing Agency, file a new application for a license and to obtain permission to operate as a separate Towing Agency.

IN TESTIMONY WHEREOF, both parties have hereunto set their hands the day and year first above written.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, at Yankton, South Dakota.

**CITY**  
CITY OF YANKTON, SOUTH DAKOTA  
A Municipal Corporation

\_\_\_\_\_  
By: David Carda, Mayor

ATTEST:

\_\_\_\_\_  
Al Viereck  
Finance Officer

Dated this 11 day of December, 2015, at Yankton, South Dakota.

**TOWING AGENCY**

\_\_\_\_\_  
By:

*By Mayhew*  
*M & W Towing*

## TOWING AGENCY AGREEMENT

This is an Agreement between the City of Yankton, a political subdivision of the State of South Dakota, and its various departments ("City") and the below listed removal and towing agency, its agents and employees (the "Towing Agency"):

Pro Auto, Inc.

WHEREAS, the City has a need for removal and towing services in regard to vehicles which it does not itself supply both for its own purposes or as ordered for other purposes; and

WHEREAS, it is in the best interests of the City to have available to it the resources, equipment, and storage needed for removing, towing, and storing vehicles; and

WHEREAS, it is in the best interests of the City to contract with only those private towing agencies that can supply sufficient resources, equipment, and storage; and

WHEREAS, this agreement is financially beneficial to the Towing Agency because it will have the privilege of being on a list of businesses that provide removal and towing services and who meet the City's requirements set forth herein;

NOW, THEREFORE, in consideration of their mutual benefits and covenants, the parties hereto agree and contract as follows:

1. **Designation.** The City hereby designates the "Towing Agency" as a qualified business that provides "towing and removal services." As a result, the "Towing Agency" is hereby placed on the "City's Towing List." The parties acknowledge that this Towing Agency Agreement is not exclusive to the parties hereto; several towing agencies shall comprise the "City's Towing List."

2. **Definitions.**

a. **"City's Towing List"** is a series of names of all designated "Towing Agencies."

b. **"Duty Tow"** is the towing agency on the "City's Towing list" that is on call for a one (1) week period to provide "towing and removal services."

c. A **"For Cause"** termination occurs if the "Towing Agency," its agents, or employees while acting as a towing agent breaches any duty listed in this contract or violates any state or local laws.

d. **"Minimum impound requirements"** are:

- (1) A sufficient area to store twenty (20) or more vehicles which is located within five (5) miles of the corporate limits of the City; and
- (2) Which is completely encircled by a secure fence, not less than six (6) feet in height; and
- (3) At least (1) one gate for ingress and egress shall be kept locked at all times except when in use. The gate shall have a prominent sign affixed with the name and telephone number of the towing agency and the hours of operation.
- (4) Nothing within this Agreement shall be construed as approval of any storage area pursuant to Section 13-111 of the City of Yankton Code of Ordinances.

e. **“Minimum vehicle requirements”** are the following: The “Towing Agency” shall own at least one (1) one-ton vehicle capable of towing ten thousand (10,000) pounds. The tow truck shall have a chassis rated by the manufacturer of a capacity of ten thousand (10,000) pounds GVW mounted on the chassis, and it must be a complete commercially manufactured crane and winch having a manufacturer’s rating of at least four (4) tons with at least one hundred (100) feet of three eighth (3/8) inch cable and a commercially manufactured tow sling. The tow truck body must comply with all state laws pertaining to fenders and lighting equipment, and have an appearance similar to a commercially manufactured tow truck body. The vehicle shall be equipped with a cellular phone, flashing lights, a fire extinguisher with a rating of at least 2A20BC, and a logo on the towing vehicle identifying the towing agency.

f. A **“police tow”** is a request by the City’s police department, or its agent(s), (1) to tow a vehicle which will be used for evidence, (2) was used in the commission of a crime, (3) is being held for investigative purposes, or (4) a police ordered tow which was not claimed within forty (40) days, such as an abandoned vehicle.

g. **”Possession”** is the control over personal property. The City shall have possession of the vehicle until such time that the “Towing Agency” hooks onto the vehicle, at which time the “Towing Agency” shall then have possession. If there are no storage fees, then the “Towing Agency” shall have possession of the vehicle after the hook is undone and the possession is transferred to the owner of the vehicle, the City, or to the City’s designee. If there are storage fees, then the “Towing Agency” shall have possession of the vehicle until it is transferred to the owner of the vehicle, the City, or to the City’s designee.

h. A “**Recovery vehicle**” is an extraordinary or unusual tow, such as removal of a vehicle from a ditch, creek or river.

i. “**Rotation Rules**” refer to the following:

- (1) Each “duty tow” period shall last one (1) week. One towing agency shall be on “duty tow” during each one (1) week period. At the end of the one (1) week period, the “duty tow” shall rotate to the next towing agency on the “City’s Towing List.” All tows other than “police tows” shall be handled by the Department of Public Works.
- (2) The “Towing Agency” when on “duty tow” shall have and will provide at all times the capability of physically responding to a call from the City. If the “Towing Agency” misses two (2) calls during its “duty tow,” then, as a penalty, the “Towing Agency” shall be passed over on rotation for the balance of the period. If a “Towing Agency” continually fails to respond to calls while on “duty tow,” then “good cause” exists to cancel this contract with that towing agency.
- (3) If a “Towing Agency” is in compliance with i.(2) above, but *does not* have a tow truck available, then the City may dispatch another towing agency. This is a violation of this Agreement and the “Towing Agency” shall forfeit that tow.
- (4) The “Towing Agency” on “duty tow” shall have a tow vehicle on the scene within twenty (20) minutes after the time the initial call was made to the “Towing Agency.” At the time of dispatch by the City, the “Towing Agency” shall give the dispatcher its estimated time of arrival. If the arrival time is substantially in excess of twenty (20) minutes, then the City reserves the right to call the next towing agency on the “City’s Towing List.” The City has the discretion to waive the twenty (20) minute limitation if the “Towing Agency” demonstrates extreme circumstances prohibiting it from responding within that time period. The City’s waiver for extreme circumstances shall not be unreasonably withheld. A continuing pattern of violation of this provision is “good cause” to cancel this contract.
- (5) The City retains the unencumbered discretion to call any towing agency which has an agreement with the City to provide “towing and removal services” regardless of the rotation if it determines in its sole discretion to be in the best interest of public safety, or expediency, or any other immediate concerns. If all towing agencies which have an agreement with the City fail to respond, then the City may request “towing and removal services” from a towing agency that does not have an agreement with the City.

- (6) The “Towing Agency” is authorized to subcontract any City tow to any other towing agency which also has a Towing Agreement with the City in case of actual emergency or when specialized equipment is required. It shall be the responsibility of the “Towing Agency” to make sure any subcontractor meets the requirements of this agreement. A continuing pattern of violation of this provision is “good cause” to cancel this contract.
- (7) All stored vehicles shall remain in a location with the impound (with minimum requirements) until such time that possession of the vehicle is transferred to the owner of said vehicle or title to the stored vehicle transfers in accordance with applicable law.

j. A “**Tow Log**” is a list of services performed by the “Towing Agency” at the request of the City. The log shall be retained for at least twelve (12) months and include: the date and time of service, the location from which the vehicle was towed, and the vehicle description, including make, model, year, color, license number, and vehicle identification number, and the date and method of disposition of the vehicle.

k. “**Towing and Removal Services**” is the hooking up of a vehicle and then transporting it to a location designed by the City, the clean up at the site of the tow, and the storage of any vehicle(s).

l. “**Towing and Removal Service Rates**” are the amounts that the “Towing and Removal Service” may charge for its services if the services were requested by the City. The “Towing Agency” shall not charge more for these services than what is indicated by this schedule:

- (1) Automobiles, pickups (one-ton or less): Automobiles, pickups (one-ton or less) up to Eighty Dollars (\$80.00), and motorcycles up to Ninety Dollars (\$90.00). During snow emergencies or snow alerts, the towing agencies may charge up to One Hundred Dollars (\$100.00) for automobiles, pickups (one-ton or less), and motorcycles.
- (2) Storage rates. Storage rates are based on twenty-four (24) hours per day; the day begins at the time the vehicle is hooked.
  - (a) Cars, pickups (one-ton or less), and motorcycles – up to Fifteen Dollars (\$15.00) per day.
  - (b) Enclosed storage - up to Twenty Dollars (\$20.00) per day for vehicles or Thirty Five Dollars (\$35.00) per day if a large truck or equipment.
  - (c) The City shall not be charged for storage and it shall not pay for storage.
  - (d) After hours gate charge up to Twenty Dollars (\$20.00).

- (3) Second tows – Investigation. Automobiles, pickups (one-ton or less), and motorcycles from “investigative hold (refer to Paragraph I.(1) above)
- (4) City owned vehicles.
  - (a) Towing. Cars, pickups (one-ton or less), and motorcycles - up to Eighty Dollars (\$80.00).
  - (b) Towing (preauthorized by City Purchase Order only). Cars, pickups (one-ton or less) up to Eighty Dollars (\$80.00), motorcycles up to Ninety Dollars (\$90.00).
- (5) Recovery vehicles. Towing agency may charge up to One Hundred and Ten Dollars (\$110.00) per tow as a surcharge to the basic fee.
- (6) Unusual clean up. Towing agency may charge up to Thirty Five Dollars (\$35.00) as a surcharge to the basic fee for any unusual clean up such as extremely large amounts of car parts or glass. The towing agency may also charge the customer for any direct landfill disposal charges incurred.

m. **“Wrecker Liability Insurance”** is an insurance policy which has at least Five Hundred Thousand Dollars (\$500,000.00) combined single limit liability coverage for public accidents with a vehicle and garage liability, and at least Seventy Five Thousand Dollars (\$75,000.00) in garage keeper’s liability applying to the vehicle being towed. Proof of insurance and a copy of the policy will be provided to the City at the time this Agreement is signed, with acknowledgments from the insurance company that it will not cancel said policy without fifteen (15) days prior notice to the City. The insurance must remain in effect during the term of this contract.

3. **Towing Agency Duties.** The following are the duties and responsibilities of the Towing Agency pursuant to this Agreement:

- a. The “Towing Agency” shall be available to safely provide “towing and removal services” twenty-four (24) hours per day seven (7) days per week every day of each year.
- b. The “Towing Agency” shall make its storage lot available to the public on Monday through Friday from 8:00 a.m. until 5:30 p.m., on Saturday from 8:00 a.m. until 12:00 noon, and on Sundays, holidays and evenings by appointment. A gate charge may be charged for Sundays, holidays and evenings, unless requested otherwise by the City or any of its departments.
- c. If the “Towing Agency” anticipates not being available to provide “removal and towing services”, then it shall notify the Police Department Dispatch Center which will not result in loss of rotation.
- d. The “Towing Agency” shall own or be immediately available to borrow or to lease the “minimum vehicle requirements.”
- e. The “Towing Agency” shall have the “minimum impound requirements.”

- f. The "Towing Agency" shall purchase and keep in force at all times "wrecker liability insurance."
- g. The "Towing Agency" shall remove all glass, other debris, and all leaking vehicle fluids (except for battery, gasoline, or diesel fuel) deposited on a street or highway by the vehicle which is being towed when dispatched by the City and when reasonable. All chemicals shall be disposed of according to applicable EPA standards.
- h. The "Towing Agency" shall abide by the scheduled "Towing and Removal Service Rates."
- i. The "Towing Agency" shall maintain a "Tow Log."
- j. The "Towing Agency" shall make no repairs or cause any repairs to be made to any towed vehicle without the authorization of the person to be charged for the tow. However, such repairs may be requested and approved if necessary for the movement of the vehicle.
- k. The "Towing Agency" shall cooperate with and comply with the orders and directions of the representatives of the City at the scene of any tow to which they are dispatched by the City. If there is an unresolved "dispute" at the scene, then the "Towing Agency" shall submit a written complaint to the City Chief of Police, or his designee, during regular working hours, which are 8:00 A.M. to 5:00 P.M., Monday through Friday.
- l. The "Towing Agency" shall follow all guidelines under SDCL 32-36-8 and 32-36-9 to obtain title and dispose of abandoned vehicles. This procedure will be conducted in accordance with all applicable State and local codes dealing with the disposition of abandoned vehicles.
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e. **Headings**. The headings of the several sections contained herein are for convenience only and do not define, limit or construe the contents of such articles.

f. **Binding Effect**. The covenants, agreements and obligations herein contained, except as herein otherwise specifically provided, shall extend, bind and inure to the benefit of the parties hereto and their respective personal representatives, heirs, successors and assigns.

g. **Limited Force Majure**. If the retail price of No. 2 diesel fuel or regular unleaded gasoline exceeds Five Dollars (\$5.00) per gallon in any thirty (30) consecutive day-period during the term of this agreement, the City will, upon the request of Towing Agents on the Tow List negotiate in good faith an amendment to this agreement.

h. **Severability**. If any portion of this agreement is found to be unenforceable, then the remainder shall remain in full force and effect.

i. **Governing Law & Choice of Venue**. The laws of the State of South Dakota and the City of Yankton shall govern the validity, performance and enforcement of this Agreement. Furthermore, the parties agree that the venue for filing any action shall be Yankton County.

j. **Integration**. This agreement contains the entire understandings between and among the parties, both written and oral, and supersedes any prior understandings and agreements among them, both written and oral, respecting the subject matter of this agreement.

k. **Amendment**. This agreement shall not be modified without a written agreement between the parties thereof. Any such agreement which is not in writing is null and void.

l. **Waiver**. A waiver of a breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provisions, nor shall any failure to enforce any provision hereunder operate as a waiver of any provisions hereunder.

m. **Assignment.** This agreement is non-assignable. Any assignment without the City's written approval shall void this Agreement. Subsequent to signing this agreement, if the Towing Agency has a change in ownership, then the Towing Agency shall notify in writing the City. Depending upon the percentage change in ownership the City may require that the Towing Agency, or the purchaser of the assets of the Towing Agency, file a new application for a license and to obtain permission to operate as a separate Towing Agency.

IN TESTIMONY WHEREOF, both parties have hereunto set their hands the day and year first above written.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, at Yankton, South Dakota.

**CITY**  
CITY OF YANKTON, SOUTH DAKOTA  
A Municipal Corporation

\_\_\_\_\_  
By: David Carda, Mayor

ATTEST:

\_\_\_\_\_  
Al Viereck  
Finance Officer

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, at Yankton, South Dakota.

**TOWING AGENCY**

By: \_\_\_\_\_

TERRY SAYLER  
Pro Auto Inc.

12/11/15



## DEN HERDER & HOSMER LAW OFFICE

ROSS K. DEN HERDER, ESQ.\*  
LINDSAY J. HOVDEN, ESQ.†  
DAVID M. HOSMER, ESQ. (Of Counsel)

\* Licensed in South Dakota

† Licensed in South Dakota, Nebraska & Iowa

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Email: RossDenHerder@dhlaw.co | LindsayHovden@dhlaw.co

January 6, 2016

Gary Townsend  
Gary's Towing  
2100 SD Hwy 314  
Yankton, SD 57078

Dear Gary:

I received word that Gary's Towing has elected not to renew its Towing Agreement with the City. Effective January 11, 2016, Gary's will be removed from the approved list of towing agencies. As a result, the City will first offer its tows to its approved towing agencies. The City may still hire your company to tow if the towing agencies under contract are unable or unwilling to handle a tow. When asked to do so, we hope you remain willing to provide such services. However, whether you agree to do so will be entirely up to you, and you will be free to charge market rates.

If at some point you change your mind and would like to be added back to the towing list, you are free to contact me or the City Manager and we will provide you with an agreement to sign at any time. Any new agreement will end at the same time as the others. New terms will be revisited with all towing agencies only at that time, and all towing companies will be welcome to participate in the negotiations.

Sincerely,

Ross K. Den Herder