

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS
YANKTON, SOUTH DAKOTA
MARCH 23, 2026**

The regular meeting of the Yankton City Commission was called to order by Mayor Villanueva at 6:00 p.m.

Roll Call: Present: Commissioners Benson, Bertsch, Brunick, Conkling, Hunhoff, Moser, Spencer, and Mayor Villanueva. Attorney Den Herder, City Manager Leon, and Finance Officer Yardley were also present. Absent: Commissioner Carda. Quorum present.

Action 26-69

Moved by Commissioner Conkling, seconded by Commissioner Benson, to approve the agenda with the removal of consent items 1 and 2. All present voted aye; motion carried, 8-0.

Action 26-70

Moved by Commissioner Bertsch, seconded by Commissioner Brunick, to approve minutes of the regular meeting of March 9, 2026. All present voted aye; motion carried, 8-0.

Action 26-71

Moved by Commissioner Hunhoff, seconded by Commissioner Moser, that the Schedule of Bills be approved and warrants be issued as listed below. All present voted aye; motion carried, 8-0.

A-Ox (Propane) \$89.10; Cedar Knox Power (Electric) \$881.93; Centurylink (Phone) \$2,263.35; Complete Wireless Technologies (Repairs) \$251.67; Credit Collection (Garnishment) \$525; Crescent Electric (Parts) \$198.26; Design Solutions (Software) \$1,800; Ehresmann Engineering (Steel) \$1,133.49; Emergency Services Marketing (Subscription) \$340; Feimer Construction (23rd & Western) \$11,163.28; Gerstner Oil (Fuel) \$45,462.46; Hansen Locksmithing (Repairs) \$79; Hanson Briggs (Notices) \$117.28; Hawkins (Chemicals) \$16,369.69; Heartland Natural Gas (Fuel) \$5,576.17; Interstates (Repairs) \$1,904.50; JJ Benji's (Uniforms) \$30; Knife River (Supplies) \$306.75; Language Line (Interpretation) \$68.62; Lewis & Clark Veterinary (Services) \$223.55; Locators & Supplies (Supplies) \$215.93; Midwest Alarm (Testing) \$212.30; Mozak's Floors (Flooring) \$18,802; Northern Truck (Gearbox & Parts) \$3,545.30; Northwest Electric (Motor) \$1,179.30; Office Advantage (Lease/Copies) \$1,137.87; Portable Computer Systems (Docking Stations) \$1,332.52; Power Source Electric (Services) \$75; Powers Port A Pot (Rental) \$160; Press & Dakotan (Publications) \$428.89; Public Health Laboratory (Testing) \$664; Sanitation Products (Parts) \$3,700; SD 811 (Fees) \$147; SDN (Internet) \$464.95; Slowey Construction (Asphalt & Concrete) \$78,600; Smith Insurance (Premiums) \$37,482.25; Stanley Petroleum (Repairs) \$3,756.34; Titan Machinery (Repairs) \$2,372.31; TRE Environmental (Testing) \$950; Woodbury County Fire (Training) \$600; Yankton Fire & Safety (Parts) \$1,660.50.

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

Mayor Villanueva read a proclamation regarding the 40th Anniversary of Cornerstones Career Learning Center.

Mayor Villanueva read a proclamation recognizing the Yankton Gazelles Bowling Team for their state championship and Yankton High School Bowling Coach Patrick King for being named the 2026 SD USBC Coach of the Year. Coach King congratulated and spoke on behalf of the team.

Robert Lindsay made a public appearance requesting support for the Young Eagles Flight program.

Action 26-72

Moved by Commissioner Moser, seconded by Commissioner Benson, to approve the purchase of a new 2027 Hiway E2020Xt 14-foot stainless steel spreader from Sanitation Products Inc. utilizing Sourcewell Contract #062222LFM in the amount of \$89,895.00 for the Department of Public Works, Streets Division. (Memorandum 26-54) All present voted aye; motion carried, 8-0.

Action 26-73

Moved by Commissioner Bertsch, seconded by Commissioner Spencer, to approve the purchase of a new 2027 Hiway E2020Xt 11-foot stainless steel spreader and underbody scraper from Sanitation Products utilizing Sourcewell Contract #062222LFM in the amount of \$101,633.00 for the Department of Public Works, Streets Division. (Memorandum 26-55) All present voted aye; motion carried, 8-0.

Action 26-74

Moved by Commissioner Hunhoff, seconded by Commissioner Conkling, to adopt Resolution #26-12 including the attached Special Events Notice Policy. Nancy Wenande, representing Yankton Thrive, discussed mailing and notification details. (Memorandum 26-56) All present voted aye; motion carried, 8-0.

RESOLUTION #26-12

WHEREAS, the City of Yankton Board of City Commissioners adopted Ordinance 1105 modifying Code of Ordinances Sec. 14-164, providing a mechanism to approve street, alley, and parking lot closures within Yankton's Downtown Meridian District; and

WHEREAS, revised Ordinance Sec. 14-164 authorizes the Yankton Board of City Commissioners to adopt a procedure for providing notice to each occupant, and operator of each and every business and residence within and adjacent to the no-parking or street closure zone with notice of the permit request that have opted-in to the notification system; and

WHEREAS, the Board of City Commissioners believe it to be in the best interest of the City of Yankton and its citizens to adopt a practical notification policy as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of Yankton, South Dakota that the Special Event notice requirements for street, alley, and parking lot closures in the Meridian District attached hereto is hereby adopted as the notification procedure that shall be followed by each applicant requesting a street, alley, or public parking lot closure under Ordinance Sec. 14-164.

Attachment for Resolution #26-12

City of Yankton
Special Event Notice Policy
Requirements for Street, Alley, and Parking Lot Closures
In the Meridian District

As part of the special event application process under Yankton City Ordinance Sec. 14-164, it is important to connect with the affected neighboring property owners to assess the impact upon their ongoing use of streets, alleys and parking lots in which your proposed event will be held as part of completing your special event application. The following has been established as the required manner for pre-approval and post-approval notifications in the Meridian District:

- Prior to or contemporaneously with the submission of the special event application (no less than ninety (90) days prior to the scheduled special event closure), the event organizer shall complete a special event notification form and tender the form and special event notification fees to Yankton Thrive. The City shall coordinate with Yankton Thrive to verify a special event application is complete and to provide Yankton Thrive with the date established for the introduction (1st meeting) and public hearing (2nd meeting) for Yankton City Commission to consider approval of the special event street closure. Yankton Thrive shall then send written notice to the residents, business tenants, and owners of all properties within the Meridian District who have opted to receive notice via Yankton Thrive's Meridian District Special Event Street, Alley and Parking Lot Closure Communication System (hereafter the "MD Communications System").
- MD Communications System shall be structured to send written notification to all contacts contained within MD Communications System database using the preferred manner in which each contact has elected to receive notice (i.e. email, traditional mailing, or text message) using the most recent address on file within the database. No contact shall be required regarding residents, business tenants, and owners of properties within the Meridian District who have not opted into the MD Communications System.
- Yankton Thrive shall establish a notification fee to cover all costs associated with sending out such pre-Commission-approval and post-Commission-approval notifications (e.g. mailing postage, text message fee, etc.). Yankton Thrive may update its notification fee from time-to-time at its election as necessary to cover its costs of maintaining the MD Communications System. Upon payment of the notification fees, Yankton Thrive shall coordinate with the City of Yankton to send out such notice and provide confirmation to the City of Yankton that the notification has been sent. The following information shall be included in the pre-approval notification, or such notification may contain a digital hyperlink to a website that contains the following information:
 - Event Name
 - Event Organizer's Name
 - Contact Telephone Number for Event Organizer
 - Day/Dates/Times of Proposed Special Event
 - List of specific roads/alleys/parking lots that will be closed in the Meridian District with closing and re-opening times.
 - Approved Tow Away Times (e.g. tow away starts at 6:00 am and end at 2:00 pm), if applicable.
 - Date of public hearing (2nd meeting) for the City Commission to consider approval of the special event street/alley/parking lot closure.

- If the City Commission does not approve the special event closure, Yankton Thrive shall refund to the applicant the portion of the notification fee for the post-approval notification process, which is rendered unnecessary. If the City Commission approves the special event closure, Yankton Thrive shall coordinate with the City of Yankton to send out the required post-Commission-approval notice no less than forty-five (45) days prior to the scheduled special event closure and provide confirmation to the City of Yankton that the notification has been sent. The following information shall be included in the post-approval notification, or such notification may contain a digital hyperlink to a website that contains the following information:
 - Event Name
 - Event Organizer’s Name
 - Contact Telephone Number for Event Organizer
 - Days/Dates/Times of Approved Special Event
 - List of specific roads/alleys/parking lots that will be closed in the Meridian District with closing and re-opening times.
 - Approved Tow Away Times (e.g. tow away starts at 6:00 am and end at 2:00 pm), if applicable.

Commissioner Bertsch introduced and Mayor Villanueva read the title of Ordinance No. 1106, AN ORDINANCE REGULATING TEMPORARY STREET CLOSURES OUTSIDE THE DOWNTOWN MERIDIAN DISTRICT AND FOR PARADES (Memorandum 26-57) and set the date of the second reading and public hearing as April 13, 2026.

Action 26-75

Moved by Commissioner Brunick, seconded by Commissioner Benson, to adopt Resolution #26-13, which will assist special event organizers in planning parade routes (Memorandum 26-58) All present voted aye; motion carried, 8-0.

RESOLUTION #26-13

WHEREAS, the City of Yankton Board of City Commissioners adopted Ordinance #1106 creating a new codified Ordinance Sec. 14-166, providing a mechanism to approve road closures for parades in the City of Yankton; and

WHEREAS, Ordinance Sec. 14-166 authorizes the Yankton Board of City Commissioners to approve official designated parade routes; and

WHEREAS, the Board of City Commissioners believe it to be in the best interest of the City of Yankton and its citizens to adopt two parade routes that are presumptively acceptable as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of Yankton, South Dakota that the following two parade routes shall be deemed approved as official designated parade routes for purposes of Ordinance Sec. 14-166:

Route #1 (vehicles and/or people/pedestrians): Parade staging may occur (1) upon Levee Street,

and/or (2) within public parking lots along Levee Street, and/or (3) upon West Riverside Drive, and/or (4) within public parking lots along West Riverside Drive. The parade route shall begin at the intersection of West Riverside Drive and Cedar Street, heading north on Cedar Street. The parade route shall turn and continue east onto 3rd Street and continue no further than the 3rd Street intersection with Pearl Street.

Route #2 (people/pedestrians only): Parade staging may occur in the parking area south of the Meridian Bridge in Nebraska and/or in the approach for the Meridian Bridge south of the Missouri River. The parade route shall begin on the South end of the Meridian Bridge, heading north across the bridge, continuing through the Meridian Bridge Plaza and proceeding north on Walnut Street. The parade route shall turn and continue east onto 3rd Street and continue no further than the 3rd Street intersection with Pearl Street. No vehicles are allowed upon the Meridian Bridge or in the Meridian Bridge Plaza located on the north end of the bridge as a part of parade events.

Any other requested parade route must be approved by vote of the Board of City Commissioners as provided in Ordinance Sec. 14-166.

Action 26-76

Moved by Commissioner Benson, seconded by Commissioner Conkling, to approve the purchase of a new 2026 Chevrolet Silverado three-quarter ton 4x4 in the amount of \$51,936.00 for the Parks Department from Beck Motor Company of Pierre, SD based on the state bid and adopt Resolution #26-14. (Memorandum 26-59) All present voted aye; motion carried, 8-0.

RESOLUTION #26-14

WHEREAS, SDCL 6-13-1 requires a municipality owning personal property which is no longer necessary, useable or suitable for municipal purposes shall, by resolution, declare it surplus and may, by resolution, order the sale, trade-in, destruction or other disposal of said personal property.

NOW, THEREFORE, BE IT RESOLVED that the following personal property be declared no longer necessary or suitable for municipal purposes and said property shall be disposed of in accordance with SDCL 6-13-1, et sequential:

SURPLUS PROPERTY

Year	Description	Division
2004	Ford F250 VIN number ending: 1920 Along with attached snowplow blade	Parks

Action 26-77

Moved by Commissioner Bertsch, seconded by Commissioner Benson, to approve the purchase of a new 2026 Bobcat L28 small articulated loader with enclosed cab, general purpose 50” bucket, and 26” x 28” snowblower in the amount after trade-in of \$52,369.14 for the Parks Department from Titan Machinery of Yankton, SD based on the Sourcwell contract and adopt Resolution #26-20. (Memorandum 26-60) All present voted aye; motion carried, 8-0.

RESOLUTION #26-20

WHEREAS, SDCL 6-13-1 requires a municipality owning personal property which is no longer necessary, useable or suitable for municipal purposes shall, by resolution, declare it surplus and may, by resolution, order the sale, trade-in, destruction or other disposal of said personal property.

NOW, THEREFORE, BE IT RESOLVED that the following personal property be declared no longer necessary or suitable for municipal purposes and said property shall be disposed of in accordance with SDCL 6-13-1, et sequential:

SURPLUS PROPERTY

<u>Year</u>	<u>Description</u>	<u>Division</u>
2016	Kubota F22690 4WD mower serial number ending: 11113 Along with attached cab and snowblower	Parks

Action 26-78

Moved by Commissioner Benson, seconded by Commissioner Brunick, to adopt Resolution #26-15 effective January 1, 2026. (Memorandum 26-61) All present voted aye; motion carried, 8-0.

RESOLUTION # 26-15

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, 2026, that the salary of the City Manager shall be at an annual rate of \$175,791.00.

Action 26-79

Moved by Commissioner Bertsch, seconded by Commissioner Moser, to adopt Resolution #26-16 effective January 1, 2026. (Memorandum 26-61) All present voted aye; motion carried, 8-0.

RESOLUTION # 26-16

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, 2026, that the salary of the Finance Officer shall be at an annual rate of \$125,085.00.

Action 26-80

Moved by Commissioner Brunick, seconded by Commissioner Moser, to adopt Resolution #26-17 effective January 1, 2026. (Memorandum 26-61) All present voted aye; motion carried, 8-0.

RESOLUTION # 26-17

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, 2026, that the salary of the City Attorney shall be at an annual rate of \$95,539.00.

Action 26-81

Moved by Commissioner Conkling, seconded by Commissioner Benson, to approve the application for a Special On-sale Liquor License for one day, April 11, 2026, from Riverfront Brewery Inc., 101 E. 3rd Street, Yankton, SD for an event which will take place at St. Benedict Catholic Church, 1500 St. Benedict Drive. (Memorandum 26-62) All present voted aye; motion carried, 8-0.

Community and Economic Development Director Brad Bies led a discussion on zoning code and building height maximums. General Commission discussion ensued specifically precipitated by a recent request for a Skydeck bathroom in a B-3 central business area. Recommendations were made that any potential adjustment to the City ordinance regarding building height maximums and restroom definitions should be presented to the City Planning Commission. No official action was taken at that time.

Action 26-82

Moved by Commissioner Moser, seconded by Commissioner Bertsch, to authorize the City Manager to sign the State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration for the replacement of Structure Number 68-121-204 on Cedar Street. (Memorandum 26-64) All present voted aye; motion carried, 8-0.

Action 26-83

Moved by Commissioner Benson, seconded by Commissioner Spencer, to adopt Resolution #26-18 with the Exclusive Alcohol Vendor Contract for Music at the Meridian and the July 4th celebration for 2026. (Memorandum 26-65) All present voted aye; motion carried, 8-0.

RESOLUTION #26-18

WHEREAS, the City of Yankton plans the Music at the Meridian event; and

WHEREAS, the City would like to secure an exclusive alcohol beverage provider for such events; and

WHEREAS, the City desires to capture some revenue from the alcohol vendor; and

WHEREAS, the City desires to have a beer specifically brewed for, named for, and sold at the event.

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of Yankton, South Dakota that the following rate is hereby adopted effective May 1, 2026:

Exclusive Alcohol Vendor Contract Fee for 2026: \$500.00

Action 26-84

Moved by Commissioner Hunhoff, seconded by Commissioner Benson, to approve the purchase by the Parks Department - Cemetery Division of two 2026 Hustler Fastrak 54-inch rear-wheel drive mowers

in the amount of \$9,900.00 after trade-ins from Schuurmans Farm Supply, Avon, SD and adopt Resolution #26-19. (Memorandum 26-71) All present voted aye; motion carried, 8-0.

RESOLUTION #26-19

WHEREAS, SDCL 6-13-1 requires a municipality owning personal property which is no longer necessary, useable or suitable for municipal purposes shall, by resolution, declare it surplus and may, by resolution, order the sale, trade-in, destruction or other disposal of said personal property.

NOW, THEREFORE, BE IT RESOLVED that the following personal property be declared no longer necessary or suitable for municipal purposes and said property shall be disposed of in accordance with SDCL 6-13-1, et sequential:

SURPLUS PROPERTY

<u>Year</u>	<u>Description</u>	<u>Division</u>
2023	Hustler Fastrak 54” rear-wheel drive mower serial number ending: 22393	Cemetery
2023	Hustler Fastrak 54” rear-wheel drive mower serial number ending: 22388	Cemetery

Action 26-85

Moved by Commissioner Spencer, seconded by Commissioner Conkling, to approve the purchase of 30 new LED light fixtures in the amount of \$34,491.00 for the Department of Public Works, Street Division. (Memorandum 26-67) All present voted aye; motion carried, 8-0.

Action 26-86

Moved by Commissioner Moser, seconded by Commissioner Spencer, to approve offering \$15,000 façade grant agreements to the projects selected and recommended by the committee. The selected projects are: 1) 235 Broadway, Taylor and Tara Portillo – T & T Holdings, LLC; and 2) 302 West 3rd Street, Phillip Wohlers – 302 W 3rd LLC. (Memorandum 26-68) All present voted aye; motion carried, 8-0.

Action 26-87

This was the time and place for the bid award for 30th Street from West City Limits Road to Adkins Drive and Adkins Drive from Mulligan Drive to SD Highway 50. The following bids were opened at on March 10, 2026 at 3:00 p.m.

- | | |
|---|----------------|
| 1. Hulstein Excavating, Inc., Edgerton, MN | \$1,254,957.00 |
| 2. BX Civil & Construction, Inc., Dell Rapids, SD | \$1,586,234.65 |
| 3. Feimer Construction, Inc., Yankton, SD | \$1,634,904.75 |
| 4. Reede Construction, Inc., Aberdeen, SD | \$1,727,960.00 |

(Memorandum 26-69) City Manager Leon confirmed this project does go from SD Highway 50 to Abbott Drive. Moved by Commissioner Bertsch, seconded by Commissioner Benson, to award the bid to Hulstein Excavating, Inc. in the amount of \$1,254,957.00. All present voted aye; motion carried, 8-0.

Action 26-88

This was the time and place for the bid award for 3rd Street Replacement project between Mulberry Street and Picotte Street. The following bids were opened at on March 12, 2026 at 3:00 p.m.

- | | |
|---|--------------|
| 1. Masonry Components, Inc., Yankton, SD | \$474,277.03 |
| 2. Feimer Construction, Inc., Yankton, SD | \$497,673.25 |
| 3. Katzer Concrete, Sioux Falls, SD | \$521,738.80 |
| 4. Hulstein Excavating, Inc., Edgerton, MN | \$558,065.00 |
| 5. BX Civil & Construction, Inc., Dell Rapids, SD | \$613,090.00 |
| 6. Reede Construction, Inc., Aberdeen, SD | \$699,986.75 |

(Memorandum 26-70) Moved by Commissioner Benson, seconded by Commissioner Conkling, to award the bid to Masonry Components, Inc. in the amount of \$474,277.03. All present voted aye; motion carried, 8-0.

Action 26-89

This was the time and place for the bid award for Chan Gurney Municipal Airport Reconstruct Apron and Rehabilitate Taxiway Project, IJA-AIG #3-46-0062-040-2026 and AIP #3-46-0062-041-2026. Three bids were received and opened on February 26, 2026 at 2:00 p.m. (Memorandum 26-66) Moved by Commissioner Moser, seconded by Commissioner Benson, to award the bid to Timmons Construction, Inc. for \$1,347,369.65, as recommended by KLJ Engineering's Letter of Recommendation, and authorize the City Manager to execute all contract, grant, and engineering consultant documents associated with the project. This contract is pending and contingent upon the grant award and funding. All present voted aye; motion carried, 8-0.

Action 26-90

Moved by Commissioner Brunick, seconded by Commissioner Spencer to authorize the City Manager to sign and execute the Agreement for Professional Services for Construction Administration and Construction Observation with KLJ Engineering LLC for the Chan Gurney Municipal Airport Reconstruct Apron and Rehabilitate Taxiway Project, FAA Project Numbers: AIG #3-46-0062-040-2026 and AIP #3-46-0062-41-2026. (Memorandum 26-72) All present voted aye; motion carried, 8-0.

Action 26-91

Moved by Commissioner Bertsch, seconded by Commissioner Moser, to appoint Mayor Villanueva, Commissioner Bertsch, Commissioner Benson (for April 14th), and Commissioner Carda (for April 24th) to serve on the Consolidated Board of Equalization, and Commissioner Spencer (for April 14th) and Commissioner Moser (for April 24th) to serve as alternates. (Memorandum 26-73) All present voted aye; motion carried, 8-0.

During future business, Commissioner Hunhoff proposed discussion of the \$5.00 fee which is charged at the Summit Activities Center for entering the pool area to watch swimmers. Commissioner Spencer concurred, and this matter will be added as an agenda item at a future City Commission meeting.

During future business, Commissioner Conkling proposed discussion for support of the Young Eagles program. Commissioner Moser concurred, and this matter will be added as an agenda item at a future City Commission meeting.

Action 26-92

Moved by Commissioner Conkling, seconded by Commissioner Brunick, to adjourn at 8:09 p.m. All present voted aye; motion carried, 8-0.

Michael Villanueva, Mayor

ATTEST:

Lisa Yardley, Finance Officer

[SEAL]

Published on March 28, 2026