



## Special Meeting Agenda

### City Council

12:00 p.m. (noon) Special Meeting  
Monday, June 6, 2016  
Large Conference Room – City Hall  
25 Center Street  
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Informational Item – DENR Secretary’s Award for Drinking Excellence – Tom Kruse.**
3. **Informational Item – Police Department Community Service Award – Matt Betzen.**
4. **Educational Item – South Dakota Sculpture Trail project – Larry Schou.**
5. **Educational Item – Sanitary Sewer System studies – Shane Griese.**
6. **Briefing on the June 6, 2016 City Council Regular Meeting** - Briefings are intended to be informational only and no deliberation or decision will occur on this item.
7. **Adjourn**

Access the City Council Agenda on the web – [www.vermillion.us](http://www.vermillion.us)

**Addressing the Council:** Persons addressing the Council shall use the microphone at the podium. Please state your name and address. Presentations are limited to 5 minutes. For those who do not appear on the agenda, no decision is to be expected at this time.

**Meeting Assistance:** If you require assistance, alternative formats and/or accessible locations consistent with the Americans with Disabilities Act, please contact the City Manager’s Office at 677-7050 at least 3 working days prior to the meeting.

**Council Meetings:** City Council regular meetings are held the first and third Monday of each month at 7:00 p.m. If a meeting falls on a City holiday, the meeting will be scheduled for the following Tuesday.

**Live Broadcasts of Council Meetings on Cable Channel:** Regular City Council meetings are broadcast live on Cable Channel 3.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.



## City of Vermillion Council Agenda

7:00 p.m. Regular Meeting  
Monday, June 6, 2016  
City Council Chambers  
25 Center Street  
Vermillion, South Dakota 57069

### 1. Roll Call

### 2. Pledge of Allegiance

### 3. Minutes

- a. May 16, 2016 Special Meeting, May 16, 2016 Regular Meeting.

### 4. Adoption of the Agenda

### 5. Visitors To Be Heard

### 6. Public Hearings

- a. Special permit to exceed permissible sound levels for Vermillion Area Chamber of Commerce and Development Company for "Thursdays on the Platz" live music from 5:30 p.m. to 8:00 p.m. on or about July 21, August 4, August 18, and September 1, 2016 with rain dates of July 28, August 11, August 25 and September 8, 2016 on Ratingen Platz and the half block of Market Street south of W. Main Street.
- b. Special daily malt beverage and wine license for the Vermillion Area Chamber of Commerce and Development Company, Inc. for "Thursdays on the Platz" events on or about July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11, August 25 and September 8, 2016 on Ratingen Platz and the half block of Market Street south of W. Main Street.

### 7. Old Business

- a. Chip Seal bids.

### 8. New Business

- a. Request to close Market Street from W. Main Street south to the east/west alley located between W. Main Street and Kidder Street from 5:30 p.m. to 8:00 p.m. on July 21, August 4, August 18, and September 1, 2016 with rain dates of July 28, August 11, August 25 and September 8, 2016 for the "Thursdays on the Platz" events.
- b. Agreement with Clay Union Electric for cost of electrical conversion at the airport.
- c. Fireworks public display permit for the Vermillion Chamber of Commerce and Development Company for July 4, 2016 events.
- d. Resolution maintaining financial position for Joint Powers with Yankton single stream recycling proposal.
- e. Set a special meeting date to canvass city election results.
- f. Resolution Amending Resolution Authorizing the Purchase of a Toro Turf Sprayer.

### 9. Bid Openings

- a. Bliss Pointe park playground equipment.
- b. Fuel Quotes.

### 10. City Manager's Report

## **11. Invoices Payable**

## **12. Consensus Agenda**

- a. Set a public hearing date of June 20, 2016 for a special permit to exceed permissible sound levels by no more than 50% for the Vermillion Fire & EMS Department at Barstow Park on July 4th from 3:00 p.m. to 10:00 p.m.

## **13. Adjourn**

Access the City Council Agenda on the web – [www.vermillion.us](http://www.vermillion.us)

**Addressing the Council:** Persons addressing the Council shall use the microphone at the podium. Please raise your hand to be recognized, go to the podium and state your name and address.

**a. Items Not on the Agenda** Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

**b. Agenda Items:** Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only City Council members and staff may discuss the current agenda item unless a Council member moves to allow another person to speak and there is unanimous consent from the Council. Questions from Council members, however, may be directed to staff or a member of the public through the presiding officer at any time.

**Meeting Assistance:** The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

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### ***Vermillion City Council's Values and Vision***

*This community values its people, its services, its vitality and growth, and its quality of life and sees itself reinforcing and promoting these ideals to a consistently increasing populace.*



Unapproved Minutes  
Council Special Session  
May 16, 2016  
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, May 16, 2016 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Erickson, Holland, Clarene Meins, Price, Ward, Willson, Mayor Powell

Absent: Holly Meins

2 Informational Item - Potential Municipal Liquor Store Improvements - Gregg Peters

Gregg Peters, Liquor Store Manager, reported that we are approaching one and one half years at the new location and that there was an increase in sales the first year and sales are increasing this second year. Gregg stated that with the positive trend he would like to make some investments into the store to see if it will continue the upward trend. Gregg stated that he would like to replace the walk in cooler shelving so that it will handle the increasing number of beers that are available. Gregg stated that he would also like to purchase shelving for the ends of the current shelving and also some changes to the store such as pictures and other items to recognize the city. Gregg estimated the costs of these improvements to be about \$12,000. Gregg answered questions of the City Council on the liquor store and the improvements proposed. The consensus of the City Council was to proceed with the improvements and to direct staff to revise the current year budget to provide \$12,000 for the improvements.

3. Educational Item - EMS Staffing - Fire Chief Shannon Draper

Shannon Draper, Fire Chief, reported on the level of ambulance services noting that we currently provide a great service but do not have enough advanced EMT's or paramedics on the service to provide the advanced level of service at all times. Dr. Mortensen explained the benefits of the advanced level of service from the medical stand points. Matt Callahan, EMS Chief, reviewed the difference between basic service and advanced service on a sample of ambulance calls. Shannon stated that we currently have a few paramedics, A-EMT's and RN's that allow for the advanced service for about 30% of the time. Shannon reviewed options of having part time paramedics cover shifts vs. full time paramedics as

well as the cost of each. Shannon reviewed the billing and collections noting that, if we used the part time paramedics, increased costs which will be offset by the increased billing would cost an estimated \$19,500 per year. Discussion followed on the different options with Shannon and Matt answering questions of the City Council. Shannon stated that he will be bringing this proposal forward for the 2017 budget considerations.

4. Briefing on the May 16, 2016 City Council Regular Meeting

Council reviewed items on the agenda with City staff. No action was taken.

5. Adjourn

147-16

Alderman Ward moved to adjourn the Council special session at 1:00 p.m. Alderman Holland seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA  
BY \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

BY \_\_\_\_\_  
Michael D. Carlson, Finance Officer

Unapproved Minutes  
City Council Regular Session  
May 16, 2016  
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on May 16, 2016 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Collier-Wise, Erickson, Holland, Clarene Meins, Holly Meins, Price, Ward, Willson, Mayor Powell, Student Representative Ireland

2. Pledge of Allegiance

3. Minutes

A. Minutes of May 2, 2016 Special Meeting, May 2, 2016 Regular Meeting, May 4, 2016 Special Meeting

148-16

Alderman Willson moved approval of the May 2, 2016 Special Meeting, May 2, 2016 Regular Meeting and May 4, 2016 Special Meeting minutes. Alderman Clarene Meins seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

149-16

Alderman Price moved approval of the agenda. Alderman Ward seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

5. Visitors to be Heard

Kathleen Carlson, 210 East Main, stated that her retaining wall was damaged when the water service was replaced. She stated that the City shut off the water because of the leak and the plumber had to repair.

6. Public Hearings

A. Annual malt beverage license renewals

Mike Carlson, Finance Officer, reported that the Notice of Hearing and the Police Chief's report for the applicants are included in the packet. Mike noted that City ordinance requires a management plan upon re-application if a violation occurred since last renewal. Mike noted that the management plans from Hy-Vee, Inc., Sunset Oil, Inc. for Sunset Casino & Lucky Seven Casino, Pump N Stuff, Inc. and Red Steakhouse, Inc were included in the packet. Mike read the list of licenses that had applied for renewal. Discussion followed noting that some of the liquor license holders are not renewing their malt beverage license to avoid paying the 5% malt beverage markup.

150-16

Alderman Collier Wise moved approval of the reissuance of the following malt beverage licenses: Retail (On-Off Sale) Malt Beverage: Bunyan's LLC for Bunyan's Video Lottery at 1201 West Main Street Suite 106; Café Brule, Inc. for Café Brule at 24 West Main Street; Charcoal Lounge, Inc. for Charcoal Lounge at 6 & 8 West Main Street; Coyote Convenience,

Inc. for Coyote Convenience at 116 East Cherry Street; Blue, Inc. for Little Italy's at 831 East Cherry Street; Mexico Viejo, Inc. for Mexico Viejo Mexican Restaurant at 432 E. Cherry Street; NPC International, Inc. for Pizza Hut #2788 at 928 East Cherry Street; Sunset Oil, Inc. for Lucky 7 Casino at 629 Stanford Suite A; Sunset Oil, Inc. for Sunset Casino at 629 Stanford Suite B; Pump N Stuff of Vermillion, Inc. for Pump N Stuff VL room #1 at 203 E Main St; Pump N Stuff of Vermillion, Inc. for Pump N Stuff VL room #2 at 203 E Main St; Red Steakhouse, Inc. for Red Steakhouse at 1 East Main Street; Prairie River, Inc. for R Pizza at 2 West Main Street; Silk Road Café, Inc. for Silk Road Café at 12 West Main Street; OMA SHREE, LLC for Speedee Mart at 802 East Cherry Street; City of Vermillion for The Bluff's Golf Course at 2021 East Main Street; City of Vermillion for Municipal Liquor Store 820 Cottage Avenue; David W. Raabe for Westside Inn at 1313 West Cherry Street; Valiant Vineyard, Inc for Valiant Vineyard at 1500 West Main; Dwight Iverson for Cherry Pit Stop video lottery at 23 East Cherry Street; Varsity Pub, LLC for The Varsity at 113 East Main Street; Guo Wei Zheng for Asian Buffet at 404 Bower Street; Package (Off Sale) Malt Beverage: Dwight Iverson for Cherry Pit Stop at 23 East Cherry Street; Jay-Ambe-7, LLC for Freedom Valu Ctr at 830 E Cherry Street; HyVee Food Stores, Inc. for HyVee at 525 West Cherry Street; Pump N Stuff of Vermillion, Inc. for Pump N Stuff at 203 East Main Street; Wal-Mart Stores, Inc. for Wal-Mart Super Center #3734 at 1207 Princeton Street; Package (Off Sale) Malt Beverage with SD Farm Wine: Casey's Retail Company, Inc. for Casey's General Store at 615 Jefferson St. Alderman Ward seconded the motion. Discussion followed on the estimated loss of malt beverage markup. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

## 7. Old Business

A. Second Reading of Ordinance 1339 - Amending Section 155.032, R-2 Residential District to provide for Fraternities, Sororities and boarding and lodging houses as conditional uses and providing for lot and yard regulations for such uses

Andy Colvin, Assistant to the City Manager, stated that staff has identified a number of issues related to new Greek houses and compliance with current zoning codes. Andy reported that Greek houses, as well as boarding/lodging houses, are permitted uses within the R-2 district which means they can be built according to current code without a special permit from the City Planning Commission. Andy reported that the proposed ordinance would move these uses to the conditional use category. Andy stated that this will permit a more open approval process for new construction that coincides with relaxing other requirements, such as setbacks, height and parking. Andy stated that the proposed ordinance only addresses the R-2 District changes and

provides for lot and area regulations with the parking issue included in a separate zoning amendment. Andy stated the Planning Commission approved this amendment.

151-16

Second reading of title to Ordinance 1339, entitled An Ordinance Amending Section 155.032, R-2 Residential District to provide for Fraternities, Sororities and boarding and lodging houses as conditional uses and providing for lot and yard regulations for such uses of the City of Vermillion, South Dakota.

Mayor Powell read the title to the above named Ordinance, and Alderman Collier-Wise moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No. 1339 entitled An Ordinance Amending Section 155.032, R-2 Residential District to provide for Fraternities, Sororities and boarding and lodging houses as conditional uses and providing for lot and yard regulations for such uses was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 2<sup>nd</sup> day of May, 2016 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 16<sup>th</sup> day of May, 2016 at the City Hall Council Chambers in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:

ORDINANCE 1339

AN ORDINANCE AMENDING CITY OF VERMILLION CODE OF ORDINANCES TITLE XV LAND USAGE, CHAPTER 155 ZONING REGULATIONS, TO INCLUDE BOARDING/LODGING HOUSES AND FRATERNITIES AND SORORITIES AS A CONDITIONAL USE IN THE R-2 RESIDENTIAL ZONING DISTRICT AND MODIFYING LOT AND YARD REGULATIONS FOR SUCH USES.

BE IT ORDAINED, by the Governing Body of the City of Vermillion, South Dakota and it is hereby ordained by authority of the same that Chapter 155 be amended as set forth below:

§ 155.032 R-2 RESIDENTIAL DISTRICT.

(A) Permitted uses. The purpose of this district is to provide for certain low to medium density residential areas in the city now developed primarily with single-family, 2-family, and multiple-family dwellings.

Permitted Use	Applicable Standards
Single-family detached dwellings	§§ 155.070, 155.072, 155.076, 155.077

Single-family attached (townhouses) dwellings	§§ 155.070, 155.072, 155.076, 155.077
Multiple-family (apartments and condominiums) dwellings (up to 4 dwellings)	§§ 155.070, 155.072, 155.076, 155.077
Two-family attached (duplex) dwellings	§§ 155.070, 155.072, 155.076, 155.077
Churches	All parking lots being 8 feet from all residential properties. §§ 155.070, 155.072, 155.077
Libraries	All parking lots being 8 feet from all residential properties. §§ 155.070, 155.072, 155.077
Schools	All parking lots being 8 feet from all residential properties. One of the principle frontages shall abut upon an arterial or collector street as defined by the city's major street plan map. §§ 155.070, 155.072, 155.077
Public park areas	§ 155.070
Golf course	§§ 155.070, 155.072
Hospital clinic	§§ 155.070, 155.072, 155.073, 155.077
Private club/lodge	§§ 155.070, 155.072, 155.073, 155.077
Electrical substation	An opaque screen, 6 feet in height, located at all setback lines. §§ 155.070, 155.077
Group day care	A safe pickup and drop off area must be provided for the children. All applicable dwelling standards apply.
Neighborhood utilities	§ 155.070
Group home	Structure must be a single housekeeping unit. Applicant must provide copy of state agency license. All applicable dwelling standards apply.
Railroad right-of-way	Including a strip of land with tracks and auxiliary facilities for track operation, but not including passenger stations, freight terminals, switching and classification yards, repair shops, roundhouses, power houses, interlocking

	towers, and fueling, sanding and watering stations.
Accessory structure (such as, garage, shed)	§§ 155.071, 155.082(A) (see definition)

(B) Conditional uses.

Conditional Use	Applicable Standards
Boarding and lodging house	§§ 155.070, 155.072, 155.076, 155.077
Fraternities and sororities	§§ 155.070, 155.072, 155.076, 155.077
Assisted living facility	Applicant must provide copy of South Dakota Department of Health license. All multiple dwelling standards apply. §§ 155.070, 155.072, 155.077, 155.095(A)
Nursing home	Applicant must provide copy of South Dakota Department of Health license. §§ 155.070, 155.073, 155.077, 155.095(A)
Wireless communication facility on existing support structure	§§ 155.075, 155.095(A)
Public service facility	§ 155.070
Bed and breakfast	§§ 155.070, 155.072, 155.076, 155.077, 155.080, 155.095(A)
Manufactured home parks	§§ 155.070, 155.077, 155.079, 155.095(A)
Off-premise parking lots	§ 155.095(A)

(C) Lot and yard regulations. All measurements shall be taken from the lot line to the building line (see definitions). Where a side yard or rear yard is required, half of the required yard must be maintained as a landscaped area.

	Lot Area	Front age	Building Line	Front Yard	Side Yard	Rear Yard	Maximum Height
Single-family detached dwellings (see #2)	6,500 square feet	50 feet	65 feet see #2	25 feet see #3	8 feet	25 feet	35 feet
Single-family attached	2,500 square feet	25 feet	25 feet	25 feet see #3	0 feet or 8	25 feet	35 feet

(townhouse dwellings up to 4 attached dwellings) (see #5)					feet on nonparty wall side		
Two-family attached (duplex) dwelling	7,500 square feet	50 feet	65 feet	25 feet see #3	8 feet	25 feet	35 feet
Multiple-family (apartments and condominiums) dwellings (4 units) (1 lot)	7,500 square feet	50 feet	75 feet	25 feet see #3	8 feet side	25 feet	35 feet
Boarding and Lodging Houses; Fraternities and Sororities	7,500 Square feet	50 feet	65 feet	25 feet see #3	8 feet	25 feet	35 feet
All other uses	6,000 square feet	50 feet	60 feet	25 feet see #3	15 feet	25 feet	35 feet

Exceptions:

#1 There shall be a required front yard on each street side of a double frontage lot. There shall be a required front yard on each street side of a corner lot.

#2 A residence may be constructed on a lot-of-record, which has a lot width of less than 65 feet.

#3 One required front yard may be reduced to 20 feet on corner lots.

#4 See also adjustments to yard regulations (§ 155.082) for other specific exceptions.

#5 Every 2 units will be staggered.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

Adoption of the Ordinance was seconded by Alderman Holland. Thereafter, the question of the adoption of the Ordinance was put to a roll call vote of the Governing Body, and the members voted as follows: Collier-Wise-Y, Erickson-Y, Holland-Y, Clarene Meins-Y, Holly Meins-Y, Price-Y, Ward-Y, Willson-Y, Mayor Powell-Y

Motion carried 9 to 0. Mayor Powell declared that the Ordinance has been adopted and directed publication thereof as required by law.

B. Second Reading of Ordinance 1340 - Amending Section 155.072 Off-Street Parking to modify language pertaining to fraternities and sororities, remove the exemptions to parking in the front and side yards and modifying language pertaining to parking allowances in all districts

Andy Colvin, Assistant to the City Manager, reported that another issue which arose in the past years was the location of off-street parking for multi-family structures. Andy stated that the City has allowed off-street parking for multi-family structures to be constructed within the required front yard setbacks. Andy stated that the proposed changes to the ordinance would allow Greek houses to have a portion of the required off-street parking on a different lot. Andy stated that the location, and number of parking stalls, would be determined by the Planning Commission during the Conditional Use Permit process. Andy stated that the amendment would not allow any parking within the required front yard for multi-family structures within the R-2 District and would limit the amount of required front yard parking for multi-family structures to 25-percent of the required parking in the R-3 District. Andy noted that the proposed amendment will apply to future construction or structures that lose their nonconforming status. Andy stated the Planning Commission approved this amendment.

152-16

Second reading of title to Ordinance No. 1340 entitled An Ordinance Amending Section 155.072 Off Street Parking to modify language

pertaining to fraternities and sororities, remove the exemptions to parking in the front and side yards and modifying language pertaining to parking allowances in all districts, of the City of Vermillion, South Dakota.

Mayor Powell read the title to the above named Ordinance, and Alderman Ward moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No. 1340 entitled An Ordinance Amending Section 155.072 Off Street Parking to modify language pertaining to fraternities and sororities, remove the exemptions to parking in the front and side yards and modifying language pertaining to parking allowances in all districts, was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 2<sup>nd</sup> day of May, 2016 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 16<sup>th</sup> day of May, 2016 at the City Hall Council Chambers in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:

ORDINANCE 1340

AN ORDINANCE AMENDING CITY OF VERMILLION CODE OF ORDINANCES TITLE XV LAND USAGE, CHAPTER 155 ZONING REGULATIONS, TO MODIFY LANGUAGE PERTAINING TO OFF-STREET PARKING FOR FRATERNITIES AND SORORITIES, REMOVE THE EXEMPTIONS TO PARKING IN THE FRONT AND SIDE YARDS AND MODIFYING LANGUAGE PERTAINING TO PARKING ALLOWANCES IN ALL DISTRICTS.

BE IT ORDAINED, by the Governing Body of the City of Vermillion, South Dakota and it is hereby ordained by authority of the same that Chapter 155 be amended as set forth below:

§ 155.072 OFF-STREET PARKING.

(A) General conditions.

- (1) No parking spaces are permitted in the required front yard in any district, except as follows:
  - (a) Single Family Dwellings, Townhouse dwellings and two-family (duplex) dwellings are permitted to provide off-street parking on driveways constructed according to City standards.

(b) Multiple Family dwellings located in the R-3 zoning district may provide no more than 25% of the required area for parking in the required front yard.

(c) Commercial uses located in the NRC, CB, GB, NC, GI and HI districts may provide required parking in the required front yard.

- (2) Parking spaces may be permitted in any required rear yard.
- (3) All parking spaces shall be connected to a public street or alley.
- (4) Except in conjunction with a legal nonconforming business, it is unlawful for any person to park, store, leave, or permit the parking, storing or leaving of any commercial vehicle with a gross vehicle weight rating (GVWR) of over 13,000 pounds in a NRC, R-1, R-2, R-3 or R-4 Zoning District, unless the vehicle is parked in connection with the performance of a service. The transferring of refuse from a smaller satellite vehicle to a large packer garbage truck is prohibited.
- (5) All parking, loading, and maneuvering and drive areas thereto shall be hard surfaced with asphalt or concrete.
- (6) The parking requirements in this section shall not be applicable to property in the CB Central Business District.
- (7) Off-street parking shall be located on the same zoning lot as the principal use served.

(B) Required parking spaces.

- (1) In computing the number of required off-street parking spaces, the floor area shall mean the gross floor area of the specific use, excluding any floor or portion used for parking. Where fractional spaces result, the parking spaces required shall be the nearest whole number. For the number of off-street parking and loading spaces required in all other districts, see Table 1 below:

Table 1: Minimum Off-Street Parking and Loading Requirements

Uses and Structures	Minimum Parking Requirements
Rooming and boarding houses, sororities and fraternities	1 parking space for each 200 square feet of floor area. In calculating the required parking spaces, these uses may be permitted to include off street parking available on a different lot, or zoning lot, than the use served, subject to approval of the use through the Conditional Use Permit process. Parking

	spaces may not count towards more than one use.
Bowling alleys	4 spaces per lane
Church or temple	1 space for each 4 seats in main seating area
Private club or lodge	1 parking space for each 300 square feet of floor area
High school	4 spaces for each classroom or office room, plus 1 for each 150 square feet of seating area in any auditorium or gymnasium or cafeteria intended to be used as an auditorium
Elementary school	2 spaces for each classroom or office room, plus 1 for each 150 square feet of seating area in any auditorium or gymnasium or cafeteria intended to be used as an auditorium
Eating and drinking places	1 space for each 300 square feet of gross floor area
Hospitals	1 space for each bed
Nursing, convalescent and rest homes	1 space for each 3 beds
Auditoriums, theaters and places of public assembly	1 space for each 4 seats of design capacity
Hotels and motels	1 space for each 2 rental rooms
Funeral homes	1 space for each 4 seats in the chapel
Retail sales establishments	1 space for each 300 square feet of floor area
Medical and dental clinics	1 space for each 2 staff members and full-time employees, plus 1 space for each 600 square feet of gross floor area
Manufactured home parks	2 spaces for each
Industrial uses	1 space for each 2 employees on the maximum working shift
Service establishments	1 space for each 300 square feet of floor area
Wholesale and distribution	1 space for each 2 employees on the maximum working shift

establishments	
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- (2) For parking requirements for residential uses (excluding manufactured homes) see Table 2 below. In order for the alternate parking requirements to be used the following criteria must be met:
- (a) Each unit must have access to their garage through a walk-thru door leading to the garage without going through the outside;
  - (b) Each garage stall shall be a minimum of 10 feet wide by 20 feet long; and
  - (c) The property owner will ensure that the garage space is open for tenant parking as a condition of their rental registry. The garage space cannot be used for any other purpose.

Table 2: Minimum Off-Street Parking and Loading Requirements for Residential Uses

Uses and Structures	Minimum Parking Requirements	Alternate Parking Requirements**
Single-family detached	2 spaces for each dwelling unit	2 spaces for each dwelling unit
Single-family attached (townhouses)	2 parking spaces per each dwelling unit or 1 per bedroom, whichever is greater	2 parking spaces per each dwelling unit or 1 per bedroom whichever is greater
Two-family attached (duplex)	2 parking spaces per each dwelling unit or 1 per bedroom, whichever is greater	2 parking spaces per each dwelling unit or 1 per bedroom whichever is greater
Multiple-family (apartments and condominiums)	2 parking spaces per each dwelling unit or 1 per bedroom, whichever is greater	Use either 2 parking spaces per each dwelling unit or 1 per bedroom, whichever is greater. This value shall be multiplied by the following factors. The number of garage stalls shall be subtracted from the product.  If garage is 1 stall then the factor will be 1.2  If garage is 2 stalls, or

		larger, then factor will be 1.4
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\*\* The parking stall (10 feet wide by 20 feet long) within the garage and the area directly in front of the garage (9 feet wide by 18 feet long) will count towards the off-street parking requirements.

(3) All other uses not specified in the above tables shall have minimum off-street parking and off-street loading spaces as determined by the City Council.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA  
By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:  
By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

Adoption of the Ordinance was seconded by Alderman Collier-Wise. Thereafter, the question of the adoption of the Ordinance was put to a roll call vote of the Governing Body, and the members voted as follows: Collier-Wise-Y, Erickson-Y, Holland-Y, Clarene Meins-Y, Holly Meins-Y, Price- Y, Ward-Y, Willson-Y, Mayor Powell-Y

Motion carried 9 to 0. Mayor Powell declared that the Ordinance has been adopted and directed publication thereof as required by law.

C. Second Reading of Ordinance 1341 - Amending Section 155.008 Definitions, amending the definition of an Accessory Building or Use

Andy Colvin, Assistant to the City Manager, reported that this ordinance would clarify the definition of an accessory building or use. Andy stated that currently parking facilities can be located on a lot with different zoning than the principal use served. Andy stated that the proposed amendment would require future accessory uses, including parking, to be have the same zoning as the lot of the primary use served. Andy stated the Planning Commission approved this amendment.

153-16  
Second reading of title to Ordinance 1341 entitled An Ordinance Amending Section 155.008 Definitions, amending the definition of an Accessory Building or Use, of the City of Vermillion, South Dakota.

Mayor Powell read the title to the above named Ordinance, and Alderman Holland moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No. 1341 entitled An Ordinance Amending Section 155.008 Definitions, amending the definition of an Accessory Building or Use, was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 2<sup>nd</sup> day of May, 2016 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 16<sup>th</sup> day of May, 2016 at the City Hall Council Chambers in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:

ORDINANCE 1341

AN ORDINANCE AMENDING CITY OF VERMILLION CODE OF ORDINANCES TITLE XV LAND USAGE, CHAPTER 155 ZONING REGULATIONS, TO MODIFY THE DEFINITION OF AN ACCESSORY BUILDING OR USE.

BE IT ORDAINED, by the Governing Body of the City of Vermillion, South Dakota and it is hereby ordained by authority of the same that Chapter 155 be amended as set forth below:

§ 155.008 DEFINITIONS.

ACCESSORY BUILDING OR USE. An accessory building or use is one which:

- (1) Is customary and clearly incidental to the principal use;
- (2) Serves exclusively the principal use;
- (3) Is subordinate in area, extent or purpose to the principal use served;
- (4) Contributes to the comfort, convenience, or necessity of occupants of the principal use served; and
- (5) Is located on the same zoning lot as the principal use served.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

Adoption of the Ordinance was seconded by Alderman Collier-Wise. Thereafter, the question of the adoption of the Ordinance was put to a roll call vote of the Governing Body, and the members voted as follows: Collier-Wise-Y, Erickson-Y, Holland-Y, Clarene Meins-Y, Holly Meins-Y, Price- Y, Ward-Y, Willson-Y, Mayor Powell-Y

Motion carried 9 to 0. Mayor Powell declared that the Ordinance has been adopted and directed publication thereof as required by law.

D. Second Reading of Ordinance 1342 - Amending Section 155.077, Landscaping Standards, providing additional requirements for living ground cover in all residential, commercial and industrial districts

Andy Colvin, Assistant to the City Manager, reported that this ordinance proposed some changes to the landscaping standards in the zoning regulations. Andy noted that this ordinance would require one tree per 50 feet of frontage in R-1, R-2 and R-3 zones. Andy stated that the City Council has already adopted a revised tree ordinance, which regulates trees planted in the right-of-way and provides a guide for residents, noting that this amendment will work with the tree ordinance in an effort to beautify the community. Andy stated that these new requirements will apply to future developments. Andy stated the Planning Commission approved this amendment.

154-16

Second reading of title to Ordinance 1342 entitled An Ordinance Amending Section 155.077, Landscaping Standards, providing additional requirements for living ground cover in all residential, commercial and industrial districts, of the City of Vermillion, South Dakota.

Mayor Powell read the title to the above named Ordinance, and Alderman Willson moved adoption of the following:

BE IT RESOLVED that the minutes of this meeting shall show that the title to the proposed Ordinance No. 1342 entitled An Ordinance Amending Section 155.077, Landscaping Standards, providing additional requirements for living ground cover in all residential, commercial and industrial districts, of was first read and the Ordinance considered substantially in its present form and content at a regularly called meeting of the Governing Body on the 2<sup>nd</sup> day of May, 2016 and that the title was again read at this meeting, being a regularly called meeting of the Governing Body on this 16<sup>th</sup> day of May, 2016 at the City Hall Council Chambers in the manner prescribed by SDCL 9-19-7 as amended.

BE IT RESOLVED and ordained that said Ordinance be adopted to read as follows:

ORDINANCE 1342

AN ORDINANCE AMENDING CITY OF VERMILLION CODE OF ORDINANCES TITLE XV LAND USAGE, CHAPTER 155 ZONING REGULATIONS, TO MODIFY LANGUAGE PERTAINING TO LANDSCAPING STANDARDS.

BE IT ORDAINED, by the Governing Body of the City of Vermillion, South Dakota and it is hereby ordained by authority of the same that Chapter 155 be amended as set forth below:

§ 155.077 LANDSCAPING STANDARDS.

It is the desire of the city to encourage development, which is environmentally sensitive and aesthetically pleasing. To assist in these objectives, a minimum standard for landscaping is prescribed.

- (A) Within any zoning district, at least 90% of the required front yard setback, including the parkway and 50% of the rear yard, shall be landscaped and maintained with living ground cover except for the portion of the front or rear yard necessary for hard surfaced driveways and parking (§ 155.072).
- (B) Within the R-1, R-2, R-3, GB, CB, NC, GI, and HI districts, one (1) tree per 50 feet of frontage is required. A minimum of one (1) tree must be planted in the front yard. No more than 50% of the required trees may be planted in the parkway. No more than 25% of the required trees may be deciduous ornamental, evergreen, or coniferous trees. Exception: If parking facilities or buildings utilize zero setbacks as permitted by ordinance, one (1) tree per 50 feet of frontage shall be required within the parkway, subject to approval by the Zoning Administrator.
- (C) Each existing tree of at least 1 3/4-inch caliper in size shall count toward the tree requirement.
- (D) Only, permitted, deciduous shade trees may be planted in the street right-of-way.
- (E) Where feasible, landscape areas must be capable of providing a substantially full expanse of foliage within three (3) years after planting. All deciduous trees shall be 1 3/4 inch caliper and all deciduous ornamental shall be 1 1/4-inch caliper. Berms or other landscaping techniques may be used for all or part of the six (6) foot screening if they have a maximum grade of three (3) feet horizontal to one (1) foot vertical and sodded or planted with other acceptable living ground cover.

(F) A fence, wall, or shrubbery six (6) feet in height and of a character necessary for adequate screening shall be installed or planted when a commercial use is located adjacent to residentially used property or across the right-of-way from residentially used property (unless the right-of-way is an arterial street). Berms or other landscaping techniques may be used for all or part of the six (6) foot screening if they have a maximum grade of three (3) feet horizontal to one (1) foot vertical and sodded or planted with other acceptable living ground cover.

(G) A setback of at least five (5) feet shall be provided between a commercial parking lot and residentially zoned property. If proper screening is provided, the setback may be two (2) feet.

(H) When property is adjacent to or within 150 feet of residentially used or zoned property, the following lighting standards apply:

(1) The maximum light level shall be no greater than three (3) foot candles field measured at the property line (ground level).

(2) The maximum height of light luminaries shall be 25 feet above the ground.

(3) Canopy luminaries and other on-site lighting with luminaries greater than 2000 lumens shall include a 90-degree cut-off type, deflector, refractor, or forward throw light fixture.

(4) The maximum number of canopy luminaries shall be determined by the following industry standard:

$$\frac{\text{Canopy length (in feet)} \times \text{canopy width (in feet)} \times 3}{\text{Luminaries lamp wattage}} = \text{Maximum No. of}$$

(5) All other light luminaries shall have a maximum height of 38 feet above the ground. Submittal of photometric plans shall be required with all site plan checks for building projects on property with lighted parking lots or lighted canopies.

(6) The following structures or uses are exempt from these lighting standards: public recreation facilities, parks, pedestrian walkways, illuminated flags or statues, airport runways, telecommunication towers, broadcast towers, and historic period lighting.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

THE GOVERNING BODY OF THE CITY

OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

Adoption of the Ordinance was seconded by Alderman Holland. Thereafter, the question of the adoption of the Ordinance was put to a roll call vote of the Governing Body, and the members voted as follows: Collier-Wise-Y, Erickson-Y, Holland-Y, Clarene Meins-Y, Holly Meins-Y, Price-Y, Ward-Y, Willson-Y, Mayor Powell-Y

Motion carried 9 to 0. Mayor Powell declared that the Ordinance has been adopted and directed publication thereof as required by law.

#### 8. New Business

A. Request to close Main St. from the intersection of Main and S. Norbeck St. to the intersection of Main and High St. on October 8, 2016 from 6:00 a.m. to 12:30 p.m. for the Dakota Days Parade

Derek Chancellor, Administrative Intern, reported that a street closing request was received from the Dakota Days Executive Board to close Main Street from Norbeck Street to High Street on Saturday, October 8, 2016 from 7:00 a.m. to the conclusion of the parade, approximately noon. Derek stated that this is the same route as last year beginning at the intersection of Prentis Street and Main Street and ending at the intersection of High Street and Main Street. Derek reported that the USD Sustainability Club will be doing clean up after the event. Discussion followed.

155-16

Alderman Collier-Wise moved approval of the street closing as requested by the Dakota Days Executive Board for the Dakota Days parade on Saturday, October 8, 2016. Alderman Ward seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

B. Request to apply for COPS grant application to cover the partial cost of a Police Officer

Matt Betzen, Police Chief, reported that the Hiring and Recovery Program is a federal program offered by the Community Oriented Policing Services (COPS) office which provides local police departments the opportunity to apply for hiring grants. Matt stated that the grant application requires the approval of the City Council. Matt stated that the grant would provide \$125,000 of funding over three years with the

City providing the balance along with agreeing to fund the position for 12 months after the grant.

156-16

Alderman Willson moved approval for the Vermillion Police Department to apply for the Community Oriented Policing Services (COPS) grant for 2016. Alderman Collier-Wise seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### C. Planning Commission member appointment

Mayor Powell stated that there is a vacancy on the Planning Commission due to Laura Jones resigning as she is relocating outside the city. Mayor Powell stated that the City received expression of interest forms and that from polling the Council members the recommendation for the replacement is Jim Wilson. Mayor Powell wanted to thank Laura for her service on the Planning Commission and to all that took the time to complete the expression of interest forms.

157-16

Alderman Ward moved approval of the appointment of Jim Wilson to the Planning Commission to fill Laura Jones term that expires in 2020. Alderman Collier-Wise seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### D. Request from Plain Talk to accept proposed settlement for legal notice overcharges

John Prescott, City Manager, reported in June 2015, the City received a letter from Scott Munger, Owner and Publisher of The Equalizer newspaper, requesting consideration to become the official legal newspaper for the City. John stated that the City Council directed staff to develop an RFP to be sent to The Plain Talk and The Equalizer with the information being presented to the City Council at the August 3rd noon meeting along with presentations from both papers. John stated that the City Council asked staff to compare the pricing between the two papers and used the June 30, 2015 special election notice that was published in both papers. John stated that the comparison determined that both papers had overcharged for the publication. John stated that upon further examination it was discovered that The Plain Talk had continued to bill for 11 pica columns after they converted to a 9.5 pica column on June 28, 2013. John stated that the Plain Talk sent the City a letter following discovery of the error computing the overcharge at \$5,469.70 over this time period. John stated that the overcharge was given as a credit and a refund check for the balance. John stated that in reviewing the charges for legal publications there were also questions of how the amounts were calculated that was being pursued by

the City Attorney, Jim McCulloch, representing the School District and City along with the States Attorney representing the County. John stated that a letter was sent to Gary Wood of the Plain Talk asking for a detailed review of the legal notice publication for 2010-2015 by the three entities. John stated that the reply from Gary Wood was dated November 20, 2015 stating that the request was too labor intensive and requested that each entity submit a fair amount by December 11, 2015. John stated that a letter from the three entities was sent to Gary Wood of the Plain Talk offering to settle the overcharge for a total of three times the original calculation by the Plain Talk if payment was made by December 31, 2015. John stated that a letter dated May 3, 2016 along with a check in the amount of \$10,993.40 was received from Gary Wood of the Plain Talk which stated that acceptance and deposit of the check reflects the City's acceptance of the total refund and should be considered payment in full for any and all unintentional overcharges by the Plain Talk. John stated that the City Attorney felt that it would be in the best interest of the City to accept the check as full payment rather than incurring the additional costs of recalculating the billing and possible court costs. John stated that the School Board and Clay County Commissioners have accepted the payment as full settlement. Discussion followed.

158-16

Alderman Holland moved approval of accepting the payment from the Plain Talk in the amount of \$10,993.40 as full payment for the overcharge in prior years. Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### E. Designation of Legal Newspaper

Mike Carlson, Finance Officer, stated that statute requires the City Council to designate an official newspaper for the publication of minutes and required notices. Mike stated that on August 17, 2015 the City Council designated the Equalizer as the official newspaper effective September 1, 2015. Mike stated that the Equalizer has notified the City that May 28, 2016 will be the last publication of the Equalizer, as such, the City Council will need to designate an official newspaper. Mike stated that the Vermillion Plain Talk is the only local newspaper that meets the state statute as an official newspaper. Mike recommended the appointment of the Vermillion Plain Talk as the official newspaper. Discussion followed on the billing for the official newspaper in the future.

159-16

Alderman Holland moved to designate the Vermillion Plain Talk as the official newspaper for the City effective after May 28, 2016. Alderman

Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

F. Library Board request for a permit for consumption but not sale on June 17 and July 15, 2016 from 7:00 p.m. to 9:00 p.m. at 18 Church for "Books & Brew" event

Mike Carlson, Finance Officer, reported that Susan Heggstad, on behalf of the Vermillion Public Library, has requested a permit to consume alcoholic beverages on public property for a "Books & Brew" event at the Edith B. Siegrist Vermillion Public Library garden behind the library from 7:00 p.m. to 9:00 p.m. on June 17 and July 15, 2016. Mike noted that, if the weather does not cooperate, the event will be held in the Kozak Room. Mike stated that a copy of the request and information on the event was included in the packet. Mike noted that the City Council approved a consumption request for May 20th at last meeting. Mike reported that State statute provides that the Governing Body of a municipality may permit the consumption, but not sale, of any alcoholic beverage on property owned by the public.

160-16

Alderman Ward moved approval of the permit for consumption but not sale on public property for a "Books & Brew" event at the Edith B. Siegrist Vermillion Public Library garden behind the Library or the Kozak Room from 7:00 p.m. to 9:00 p.m. on June 17 and July 15, 2016. Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

## 9. Bid Openings

### A. 2010 Elgin Pelican NP Street Sweeper

Shane Griese, Utility Manager, reported that the 2010 Elgin Pelican NP street sweeper was declared surplus and appraised at \$50,000 on April 4, 2016. Shane stated that the sweeper was advertized for sale by sealed bids which were opened on May 5th with only one bid received from Sanitation Products, Inc of \$49,900. Shane recommended acceptance of the only bid as it was within 90% of the appraised value.

161-16

Alderman Collier-Wise moved approval of the only bid of Sanitation Products, Inc of \$49,900 for the sale of the 2010 Elgin Pelican NP street sweeper. Alderman Price seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

### B. 2016 Chip Seal Project

Shane Griese, Utility Manager, reported that bids were opened on May 11, 2016 for the summer chip seal project. Shane stated that two bids were received but noted that they were considerably higher than last year and that staff is recommending that bids be tabled until the June 6<sup>th</sup> meeting.

Bids: TOPKOTE, Inc. 1 39,762 sy, \$1.73/sy \$68,788.26; 2 mobilization \$6,500.00, 3 traffic control \$500.00, total; \$75,788.26 4; add alternate 6,981 sy, \$2.25/sy \$15,707.25; total with alternate \$91,495.51; The Road Guy Construction Co. 1 39,762 sy, \$1.75/sy \$69,583.50, 2; mobilization \$5,000.00, 3 traffic control \$2,000.00, total; \$76,583.50 4; add alternate 6,981 sy \$1.75/sy \$12,216.75; total with alternate \$88,800.25

162-16

Alderman Ward moved to table action on the chip seal bids until the June 6<sup>th</sup> meeting. Alderman Holland seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

#### 10. City Manager's Report

A. John reported that the Prentis Park pool is scheduled to open on May 26<sup>th</sup> if weather permits.

B. John reported that City offices will be closed on Monday, May 30, 2016 for the Memorial Day holiday.

C. John reported that through a state grant residents of the City of Vermillion and Clay County may dispose of tires free at the landfill during normal business hours. John stated that the state grant is to control the mosquito population, noting the free residential disposal will most likely end in a few weeks as the grant funds will be gone.

#### PAYROLL ADDITIONS AND CHANGES

General: Derek Chancellor \$8.55/hr; Garage: Cody Sommervold \$16.54/hr; Police: Matthew Davis #19.43/hr; Ambulance: Audrey Larsen \$10.00/hr; Recreation: Haley Doty \$8.75/hr, Taylor Roeman \$8.75/hr; Pool: Jon Maag \$10.00/hr; Parks: Travis Taggart \$15.67/hr; Library: Scott Stallman \$8.55/hr; Communications: Derek Ronning \$17.59/hr; Golf Clubhouse: Meghan Dennis \$8.80/hr, Kiley Wood \$8.55/hr; Golf Maintenance: Brian Nelson \$16.02/hr; Electric: Chad Christopherson \$32.75/hr, Josh Partridge \$9.00/hr, Travis Tarr \$33.33/hr; Water: Calym Adamson \$9.00/hr; Landfill: Leslie Aust \$10.00/hr; Recycling: Jacob Newton \$9.00/hr

#### 11. Invoices Payable

163-16

Alderman Willson moved approval of the following invoices:

Aetna	refund ambulance payment	672.00
Blick Art Materials	supplies	6.36
Broadcaster Press	advertising	962.00
Bureau Of Administration	telephone	213.26
Centurylink	telephone	1,495.41
City Of Vermillion	landfill vouchers	384.00
Clay Rural Water System	water usage	53.40
Clay-Union Electric Corp	electricity	1,853.07
Credit Collections Bureau	collection fee	206.39
Dakota Beverage	merchandise	11,152.22
Dept. Environment Natl Res	landfill operations fee	3,353.73
Gregg Peters	managers fee	6,000.00
Humana	refund ambulance payment	76.46
John A Conkling Dist.	merchandise	9,939.70
Johnson Brothers Of SD	merchandise	22,103.99
Loren Fischer Disposal	haul cardboard	210.00
Medica	refund ambulance overpayment	45.66
MidAmerican	gas usage	2,105.67
Midcontinent Communication	internet/cable service	718.68
Nets Of America	supplies	1,489.00
Phyllis D Hanson	refund ambulance payment	135.78
Republic National Dist	merchandise	16,705.28
Reserve Account	postage for meter	900.00
Staples	supplies	1,532.68
Stern Oil Co.	fuel	8,496.14
The Equalizer	advertising	2,524.30
Tricare West Region	refund ambulance payment	664.90
United Parcel Service	shipping	277.53
US Postmaster	postage for utility bills	1,050.00
Visa/First Bank & Trust	supplies	49.00
Wendy Nilson	travel reimbursement	206.00
Paul Johnson	Bright Energy Rebate	6.00
Ernetta Fox	Bright Energy Rebate	12.00

Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

12. Consensus Agenda

A. Set a public hearing date of June 6, 2016 for a special permit to exceed permissible sound levels for Vermillion Area Chamber of Commerce and Development Company for "Thursdays on the Platz" live music on or about July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11, August 25 and September 8 on Ratingen Platz and half block of Market Street south of Main Street.

B. Set a public hearing date of June 6, 2016 for a special daily malt beverage and wine license for the Vermillion Area Chamber of Commerce and Development Company, Inc. for "Thursdays on the Platz" events on or about on or about July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11, August 25 and September 8 on Ratingen Platz and half block of Market Street south of Main Street.

164-16

Alderman Collier-Wise moved approval of the consensus agenda. Alderman Price seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

13. Adjourn

165-16

Alderman Ward moved to adjourn the Council Meeting at 7:47 p.m. Alderman Erickson seconded the motion. Motion carried 9 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA  
BY \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

BY \_\_\_\_\_  
Michael D. Carlson, Finance Officer

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

## *Council Agenda Memo*

**From:** Mike Carlson, Finance Officer

**Meeting:** June 6, 2016

**Subject:** Special permit to exceed permissible sound levels by no more than 50% for Vermillion Area Chamber of Commerce and Development Company on Ratingen Platz and half block of Market Street south of W. Main Street on July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11, August 25 and September 8, 2016 from 5:30 p.m. to 8:00 p.m.

**Presenter:** Mike Carlson

**Background:** The VCDC has applied for a special permit to exceed allowable noise levels for a concert and public gathering on July 21, August 4, August 18, September 1 with rain dates of July 28, August 11 August 25 and September 8, 2016, from 5:30 p.m. to 8:00 p.m. at Ratingen Platz (corner of W. Main Street and Market Street) for Thursdays on the Platz. A copy of the application and a map of the area are attached. This year they have scheduled four alternate dates if an event needs to be cancelled due to weather.

The special daily malt beverage and wine license for the event was applied for by the Vermillion Area Chamber of Commerce & Development Company and there is a request to close a portion of Market Street later on the agenda. The events are free and open to the public.

The city noise ordinance is as follows:

Sec. 90.01. Noises prohibited.

(A)General prohibitions: In addition to the specific prohibitions outlined below, it shall be unlawful for any person to make, continue, or cause to be made or continued any loud or unusual noise so as to disturb the peace of the public, any neighborhood, any business operation, family, lawful assembly of persons, or any person by committing any act or acts of disturbance within the limits of the City of Vermillion.

(B)The following acts are declared to be in violation of this chapter.

- 1) Sound equipment prohibited: Except for emergency vehicles, it shall be unlawful for any person to operate or cause to be operated upon the streets or public places in the city a sound truck or car with sound amplification equipment in operation. "Sound truck" as used herein means any vehicle having thereon or attached thereto any sound amplification equipment. "Sound amplification equipment" as used herein means any machine or device for the

amplification of the human voice, music or other sound, but shall not include radio or warning devices on vehicles used for traffic warning or control purposes.

- 2) Stereos, radios, television sets, musical instruments and similar devices:
  - a. Using, operating or permitting the use or operation of any stereo, radio, musical instrument, television, phonograph, drum or other machine or device for the production or reproduction of sound, except as provided for in paragraph (1) above, in such a manner as to violate this section or cause a noise disturbance.
  - b. The operating of any such device between the hours of 11:00 p.m. and 7:00 a.m. the following day in such a manner as to be plainly audible at the property boundary of the source or plainly audible at fifty (50) feet from such device when operated within a vehicle parked on a public right-of-way or when operated from within a private residence.
  
- 3) Maximum permissible sound levels: It shall be unlawful for any person to operate or permit the operation of any stationary source of sound in such a manner as to create a sound pressure level during any ten-minute measurement period which exceeds the limits set forth for the following receiving land use districts when measured at the boundary or at any point within the property affected by the noise. Sound level measurements shall be made at a distance of fifty (50) feet from source with a sound level meter of type 2 or better, using the "A" weighting scale, in accordance with standards promulgated by the American National Standards Institute.

Use District	11:00 p.m.-6-00 a.m.	6-00 a.m.-11:00 p.m.
Residential	50 dB(A)	55dB(A)
Commercial	55 dB(A)	60dB(A)
Industrial & Agricultural	75 dB(A)	80dB(A)

- (C) It shall be a violation of this section if the sound which is measured creates a sound pressure level greater than the levels set forth for the receiving land use district for ninety (90) per cent of the time in any measurement period, such as the level exceeded for nine (9) minutes of a ten-minute period.
- (D) Special Permit - The City Council may, following a Public Hearing, issue a Special Permit to exceed allowable sound levels by not more than 50% of the allowable limit within the Use District, in a suitable location with appropriate facilities, during the allowable time. It shall be required of any applicant for a Special Permit to demonstrate that the event for which the permit is requested be of public benefit. An applicant shall submit a diagram clearly showing the sound level projections beginning at a point fifty (50) feet from the source, and continuing out through a radius of two hundred (200) feet from the source. Application for a Special Permit shall be made with the City Finance Officer, and shall be accompanied with an application fee of \$25.00. Application for a Special Permit shall be completed no later than 30 days prior to the proposed event, and it shall contain all applicable information relative to the nature and purpose of the event. (Ord. No. 1100, 10-1-01)
- (E) Semi-tractors; prohibited noises: It shall be unlawful for any person within the city limits of Vermillion, to make, or cause to be made, loud or disturbing or offensive noises with any mechanical devices operated by compressed air and used for purposes of assisting braking on any semi-tractor, except for the aversion of imminent danger. (Ord. No. 1102, 10-15-01)

**Discussion:** The events are being sponsored by Thursdays on the Platz and the VCDC to encourage the community to gather downtown on Thursday nights and will showcase Ratingen Platz.

The City Council will need to determine, at the public hearing, if it is in a suitable location with appropriate facilities, during the allowable time and if the applicant can demonstrate the public benefit of the event. Relevant questions for a public gathering, when a noise permit is sought, include the availability of restroom facilities; clean up of the area, and disposal of waste. City staff is not aware of any noise related problems with Thursdays on the Platz events in previous years.

**Financial Consideration:** The VCDC has paid the \$25 fee for the special noise permit.

**Conclusion/Recommendations:** Administration recommends issuance of the special permit, unless information is presented at the public hearing that indicates that there are problems related to the noise.

**REQUEST FOR SPECIAL PERMIT TO EXCEED PERMISSIBLE SOUND LEVELS BY NO MORE THAN 50% OF CITY NOISE ORDINANCE**

This application shall be completed no later than thirty (30) days prior to the proposed event and shall contain all applicable information relative to the nature and purpose of the event.

Organization Requesting Thursday On The Platz

Contact Person Elijah Bonde Phone 605-624-5571

E-Mail Address elijah@vermillionchamber.com

Contact Person Address 6 W. Main St.

Location of Event Ratingen Platz Date of Event JULY 21, Aug. 4, Aug. 18, Sep. 1  
(JULY 28, Aug. 11, Aug 25, Sep. 8)

Duration of event: From time 5:00 PM to time 7:00 PM

The ordinance asks if this is a suitable location with appropriate facilities:

Yes

Make up Rain days

The ordinance asks the applicant to demonstrate that the event for which the permit is requested be of public benefit. Describe the public benefit:

A community wide gathering scheduled for four times throughout the summer.

Will include live music, drinks for sale, games and play areas for children.

Please attach a diagram clearly showing the sound level projections beginning at a point fifty (50) feet from the source, and continuing out through a radius of two hundred (200) feet from the source.

File this application along with the diagram with the finance officer accompanied with an application fee of \$25.00.

Signature of Applicant  Date 9/12/16



NOTICE OF PUBLIC HEARING FOR SPECIAL PERMIT  
TO EXCEED ALLOWABLE SOUND LEVELS

NOTICE IS HEREBY GIVEN THAT the Vermillion City Council on the 6<sup>th</sup> day of June, 2016 at the hour of 7:00 P.M. at the City Hall Council Chambers, 25 Center Street, will meet in regular session to consider the following application for a special permit to exceed allowable sound levels for the dates and times stated which has been filed in the Finance Officer's Office:

Vermillion Area Chamber of Commerce and Development Company request for a special permit to exceed allowable sound levels on Ratingen Platz and half block of Market Street south of Main Street on or about July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11, August 25 and September 8 for "Thursdays on the Platz" live music.

NOTICE IS FURTHER GIVEN THAT any person, persons, or their attorney may appear and be heard at said scheduled public hearing who are interested in the approval or rejection of any such application for special permit.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

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Michael D. Carlson, Finance Officer

Publish: May 25, 2016

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

## *Council Agenda Memo*

**From:** Mike Carlson, Finance Officer

**Meeting:** June 6, 2016

**Subject:** Special Daily Malt Beverage and Wine License for Vermillion Chamber of Commerce and Development Company on or about July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11 August 25 and September 8, 2016 at Ratingen Platz and the portion of Market Street abutting Ratingen Platz

**Presenter:** Mike Carlson

**Background:** The Vermillion Chamber of Commerce and Development Company has submitted an application for a special daily malt beverage and wine license for Thursdays On the Platz events on July 21, August 4, August 18, and September 1, 2016 with rain dates of July 28, August 11 August 25 and September 8, 2016, to be held at Ratingen Platz on the corner of Market St. and Main Streets and the portion of Market Street abutting the Platz. This year they have scheduled four alternate dates if an event needs to be cancelled due to weather.

City ordinance on special daily licenses reads as follows:

112.18 SPECIAL ALCOHOLIC BEVERAGE LICENSES ISSUED IN CONJUNCTION WITH SPECIAL EVENTS.

- (A) The City Council may grant, after public hearing, a special on-sale malt beverage and/or a special on-sale wine license to a civic, charitable, educational, veterans, or fraternal organization in conjunction with a special event.
- (B) The City Council may grant, after public hearing, a special off-sale package wine dealers license to a civic, charitable, educational, veterans, or fraternal organization in conjunction with a special event. A special off-sale package wine dealer's licensee may only sell wine manufactured by a farm winery that is licensed pursuant to SDCL Ch. 35-12.
- (C) Any license issued pursuant to this section shall be issued to the person and the location specified on the application. Any license issued pursuant to this section may be issued for a period of time established by the municipality. However, no period of time may exceed 15 consecutive days. The granting of the special license shall be subject to such conditions and restrictions as the City Council may deem appropriate and consistent with state law.
- (D) The fee for such special licenses shall be set by resolution of the City Council.

State Statute for the special daily licenses is as follows:

35-4-124. Special alcoholic beverage licenses issued in conjunction with special events. Any municipality or county may issue:

- (1) A special malt beverage retailers license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(4), (6), or (16) in addition to any other licenses held by the special events license applicant;

## 6. Public Hearings; item b

- (2) A special on-sale wine retailers license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(4), (6), or (12) or chapter 35-12 in addition to any other licenses held by the special events license applicant;
- (3) A special on-sale license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(4) or (6) in addition to any other licenses held by the special events license applicant; or
- (4) A special off-sale package wine dealers license in conjunction with a special event within the municipality or county to any civic, charitable, educational, fraternal, or veterans organization or any licensee licensed pursuant to subdivision 35-4-2(3), (5), (12), (17A), or (19) or chapter 35-12 in addition to any other licenses held by the special events license applicant. A special off-sale package wine dealer's licensee may only sell wine manufactured by a farm winery that is licensed pursuant to chapter 35-12.

Any license issued pursuant to this section may be issued for a period of time established by the municipality or county. However, no period of time may exceed fifteen consecutive days. No public hearing is required for the issuance of a license pursuant to this section if the person applying for the license holds an on-sale alcoholic beverage license or a retail malt beverage license in the municipality or county or holds an operating agreement for a municipal on-sale alcoholic beverage license, and the license is to be used in a publicly-owned facility. The local governing body shall establish rules to regulate and restrict the operation of the special license, including rules limiting the number of licenses that may be issued to any person within any calendar year.

**Discussion:** The notice of public hearing is attached. The Police Chief reported there were no incidents with the events held in previous years. As the event will be held on a City street and City property, ordinance allows the City to include “*such conditions and restrictions, as the governing body may deem appropriate and consistent with state law.*” The request to exceed allowable noise levels was held prior to this agenda item and a street closure request is also on this agenda. The VCDC is requesting the permit to sell beer and wine on the City property. The individuals selling the beer and wine may or may not be VCDC staff or Board members. The VCDC has provided a certificate of Insurance naming the City of Vermillion as an additional insured and provided a Release and Indemnification releasing the City from liability for the event.

Below are some special conditions required by the City Council in the past for other entities that have used city property to sell alcoholic beverages. Adjustments may be appropriate for the last three conditions, but Staff recommends the City Council consider and attach most of the following conditions:

- Require the applicant identify and utilize a fenced area where alcoholic beverages may be sold and consumed, as well as a plan to monitor the entrances and exits from this area.
- Require a plan for the cleanup and disposal of the cups and other materials after the event each day.
- Restroom facilities. Some groups have used port-a-potties for a similar event. The duration of the event may minimize the need for specific restroom facilities.
- Require a list of those individuals selling alcohol and checking IDs be provided to the City Manager 24 hours before the event. All individuals on the list were required to be at least 21 years of age.

6. Public Hearings; item b

- Hours of sale may be limited. The noise permit states the hours will be from 5:00 pm to 7:00 pm. Elijah stated that sales would be from 5:30 p.m. to 8:00 p.m. and as such the hours could be restricted to that time period.

**Financial Consideration:** The City has received the \$15 per day for the four days and \$15 advertising fee from the applicant for a total of \$75.

**Conclusion/Recommendations:** Administration recommends approval of the July 21, August 4, August 18, September 1 with rain dates of July 28, August 11 August 25 and September 8, 2016 special daily malt beverage and wine license for the hours of 5:30 p.m. to 8:00 p.m., contingent that the City Council is comfortable that the applicant holding the license can properly distribute malt beverages and regulate the events, and there is complete understanding and agreement by the applicant with regard to any conditions and restrictions the City Council may require after further information is provided at the public hearing. The motion should also address the request to use the Ratingen Platz.

City of Vermillion  
Police Department  
15 Washington Street  
Vermillion, SD 57069  
Phone: (605)677-7070  
FAX: (605)677-7166  
[www.vermillionpd.org](http://www.vermillionpd.org)



To: Vermillion City Council

Date: 05/18/2016

From: Matthew Betzen   
Chief of Police

Subject: Special Daily License (On-Sale) Malt Beverage and Wine License-Thursday on the Platz

The Vermillion Area Chamber and Development Company, Inc is making this application for the annual summer events scheduled for July 21, August 4, August 18, September 1 with back up "rain days" on July 28, August 11, August 25 and September 8. The event involves alcohol sale on the Ratingen Platz and the ½ block of Market St from Main south.

The applicants are clear of any criminal history that would be cause for concern. This event has historically been well managed and I believe this license should be granted.

NOTICE OF PUBLIC HEARING OF APPLICATIONS  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN THAT the Vermillion City Council on the 6<sup>th</sup> day of June, 2016 at the hour of 7:00 P.M. in the City Hall Council Chambers, 25 Center Street, will meet in regular session to consider the following application for an alcoholic beverage license to operate within the municipality for the licensing period stated below, which has been presented to the City Council and filed in the Finance Officer's Office:

Special Daily License (On-Sale) Malt Beverage and Wine License:

Vermillion Area Chamber & Development Company, Inc on or about July 21, August 4, August 18, and September 1 with rain dates of July 28, August 11, August 25 and September 8 on Ratingen Platz and half block of Market Street south of Main Street for Thursdays on the Platz.

NOTICE IS FURTHER GIVEN THAT any person, persons, or their attorney may appear and be heard at said scheduled public hearing who are interested in the approval or rejection of any such application.

Dated at Vermillion, South Dakota this 16<sup>th</sup> day of May, 2016.

\_\_\_\_\_  
Michael D. Carlson, Finance Officer

Publish: May 25, 2016

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

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** June 6, 2016

**Subject:** 2016 Chip Seal Project

**Presenter:** Jose Dominguez

**Background:** Chip-sealing is a cost-effective way to extend the life of asphalt streets between more expensive overlays. The process consists of the application of rapid curing polymerized asphalt oil which is covered by quartzite chips. The chip seal oil protects the existing asphalt overlay surface by sealing small cracks and voids. The quartzite chip layer also reduces the sun's UV effects on the surface.

Bids were opened May 11, 2016 for the 2016 Chip Seal Project. Two bids were received. The low base bid was from Topkote of Yankton in the amount of \$75,788.26 while the high base bid came was \$76,583.50. The bids were at a much higher price than estimated.

This item was tabled by the Council at the May 16<sup>th</sup> meeting to allow more time for Staff to determine why prices have increased and to see if the Contractor would be willing to negotiate the price of the base bid and bid alternate.

**Discussion:** There are a couple of factors that attributed to the higher than usual prices this year. First, the Contractor started receiving bid requests earlier than usual. This meant that the Contractor already had his schedule made for the majority of the season. Secondly, the projects that the Contractor had already secured were several hours away (western Nebraska and Wyoming), this means that the cost to mobilize back to this area would be more than usual.

Staff approached the low bidder to see if they would be willing to lower the cost. After a week of negotiations, the low bidder agreed to lower the cost of the base bid from \$75,788.26 to \$68,328.72. This is a savings of almost \$7,500. Additionally, the Contractor agreed to lower their bid alternate from \$15,707.25 to \$10,890.36. When combined the cost dropped from \$91,495.51 to \$79,219.08, a savings of \$12,276.43. In order to see these savings Staff agreed to modify the original deadline giving the Contractor more time to complete the project. However, the new schedule still keeps the Contractor working during days when Vermillion Public Schools are not in session.

**Financial Consideration:** The street department budgeted for the annual chip seal project under the second penny sales tax fund street construction and asphalt overlays line item. The Council budgeted \$93,000 for chip sealing. This amount of money covers the purchase of the chips, the crack sealing material and the cost to hire a contractor to chip seal. The City has already purchased the chips for \$7,410. Staff estimates \$15,000 will be used to purchase the material required for crack sealing. This leaves around \$70,000 for the actual chip seal. Staff will be asking that the budget be revised by \$10,000 to allow for all of the roads in the contract to be chip sealed.

**Conclusion/Recommendations:** Administration recommends awarding the project to Topkote for the amount of \$79,219.08. This amount covers the base bid and the bid alternate.

Bid Tabulation 2016 Chip Seals  
 Bid opening May 11, 2016 2:00 p.m.

Bidder		TOPKOTE, INC Yankton, SD				THE ROAD GUY CONST CO Yankton, SD				
Bid Security		10% Bid Bond				10% Bid Bond				
Item	Description	Unit	Quantity	Original Unit Price	Original Total Price	Negotiated Unit Price	Negotiated Total Price	Unit Price	Total Price	
1	3000-Chip Seal	SY	39762	1.73	68,788.26	1.56	62,028.72	1.75	69,583.50	
2	20000-Mobilation	LS	1	6,500.00	6,500.00	5,850.00	5,850.00	5,000.00	5,000.00	
3	20000-Traffic Control	LS	1	500.00	500.00	450.00	450.00	2,000.00	2,000.00	
Total					75,788.26		68,328.72		76,583.50	7,459.54
Add/Alternate										-
4	3300-Chip Seal	SY	6981	2.25	15,707.25	1.56	10,890.36	1.75	12,216.75	4,816.89
Total Amount W/Add Alternate					91,495.51		79,219.08		88,800.25	12,276.43

## *Council Agenda Memo*

**From:** Derek Chancellor, Administrative Intern

**Meeting:** June 6, 2016

**Subject:** Street Closure Request – Market Street abutting Ratingen Platz on July 21, August 4, August 18, and September 1, 2016 for “Thursdays on the Platz” (July 28, August 11, August 25, and September 8 are rain dates)

**Presenter:** Derek Chancellor

**Background:** As indicated with earlier items on the agenda, “Thursday’s on the Platz” is again planning to hold several events in downtown Vermillion. This summer’s events are scheduled for July 21, August 4, August 18, and September 1, 2016. The dates of July 28, August 11, August 25, and September 8 are rain dates which will only host an event if an earlier date is cancelled. The events would host local and regional musical entertainment. The group will utilize the area just south of Ratingen Platz, at the corner of W. Main and Market Streets, for the events. Due to the number of anticipated attendees, a street closure request has again been submitted for Market Street from W. Main Street to the East/West alley between W. Main Street and Kidder Street. The street closure request is the same as past years.

This event is being sponsored by “Thursdays on the Platz” and the Vermillion Chamber of Commerce and Development Company to encourage the community to gather downtown on Thursday nights and will showcase Ratingen Platz.

**Discussion:** The group requests to have Market Street from W. Main Street to the East/West alley between W. Main Street and Kidder Street closed from 5:30 p.m. to 8:00 p.m. on each of the four utilized dates and any of the four previously mentioned rain dates if needed. The street closure request application indicates that neighboring businesses and residents have been notified. Volunteers for the Thursdays on the Platz Committee will clean up the area after the events.

**Financial Consideration:** None.

**Conclusion/Recommendations:** Administration recommends the City Council approve the closure of Market Street from W. Main Street to the East/West alley between W. Main Street and Kidder Street on July 21, August 4, August 18, and September 1, and, if needed due to weather cancellations, July 28, August 11, August 25, and September 8, 2016 for the “Thursdays on the Platz” events.

Requests to close a public street for an event or activity are taken to the City Council for approval. The following application is requested to be submitted to the City Manager's office one week prior to the Council Meeting.

### CITY OF VERMILLION REQUEST TO CLOSE CITY STREET

This application shall be completed in time to be submitted to the City Council for consideration. City Council meetings are the first and third Mondays of each month. Requests are to be submitted to the City Manager's office one week prior to the meeting to be included on the meeting agenda. The proposal shall contain all applicable information relative to the nature and purpose of the event for which the street will be closed. If additional space is needed, please attach additional sheets with the required information.

Organization Requesting Thursday On The Platz

Contact Person Elijah Bonde Phone 605-624-5571

E-Mail Address elijah@vermillionchamber.com

Contact Person Address 6 W. Main St. Vermillion, SD 57069

Event TOTP Date(s) of Event July 21, Aug. 1, Aug. 18, Sep. 1  
(July 28, Aug. 11, Aug. 25, Sep. 8)

Street(s) requested to be closed (Include a map if needed.)

Street Market from Main to just south of Ratingen Platz

Street Closing Times 5:30 PM to 8:00 PM

If the street closing requested would affect other residents or businesses have they been notified of the request? Yes \_\_\_\_\_ No \_\_\_\_\_

If approved, the contact person will need to make arrangements with the Street Department for barricades to properly denote the street closing. Have arrangements been made for clean up after the event and other facilities? Please describe:

There is a committee of people that will be in charge of set up and tear down.

Signature of Applicant  Date 4/12/16

*Make up Rain days*

## *Council Agenda Memo*

**From:** Shane Griese, Utilities Manager  
**Meeting:** June 6, 2016  
**Subject:** Agreement to Transfer Service Territory  
**Presenter:** Shane Griese

**Background:** At the February 16, 2016 meeting the City Council approved annexation of the airport property into City limits. State law gives municipalities the right to provide utility services to annexed properties within a year of the annexation. At the same February meeting, the City Council approved a Notice of Intent to Purchase Service Territory, which was sent to Clay-Union Electric on February 17, 2016.

Since the February meeting City staff has worked closely with Clay-Union Electric staff to come up with an agreement to transfer service territory, including the purchase of electrical distribution properties and lost revenue payments. A transfer of service date has been set for June 30, 2016.

**Discussion:** Clay-Union put together three options for purchasing their distribution properties with the lowest amount coming in at \$6,361.98 while the high amount was \$10,898.23 if all their transformers and meters were utilized.

In addition to the purchase of the electric service area, the City will also be responsible for paying annual lost revenue fees in the amount of 25% of all sales for a period of seven years for all existing properties. There will also be lost revenue fees for any new property that is served within the annexed property during an 11-year period. All of the lost revenue charges are based on the City's electric rate at the time of transfer.

**Financial Consideration:** The electric budget has funds to cover these expenses.

**Conclusion/Recommendations:** Administration recommends the City approve the attached agreement to purchase distribution properties at a price of \$6,361.98 and to make payments for lost revenue for a time of seven years at the appropriate rate.

## *Council Agenda Memo*

**From:** Mike Carlson, Finance Officer

**Meeting:** June 6, 2016

**Subject:** Fireworks public display permit for July 4, 2016 for the Vermillion Chamber of Commerce

**Presenter:** Mike Carlson

**Background:** The Vermillion Chamber and Development Company (VCDC) is requesting City Council approval for a fireworks display to be held on July 4, 2016. The display is planned to begin at about 10:00 p.m. and would be discharged from the field east of Polaris and west of Wal-Mart north of Bower Street. Tom Taylor and James Taylor will be conducting the show. Tom Taylor has indicated that he is providing the insurance as he has done for his other displays. This permit request is similar to previous years. A copy of the permit application, site plan and approved site plan from the Fire Chief are attached.

**Discussion:** State law requires approval from the governing board of the municipality where the public display is to be conducted.

SDCL: 34-37-13. Public display of fireworks. Nothing in this chapter prohibits the use of public display of fireworks. However, any person, association, organization, municipality, county, firm, partnership, or corporation, before making such public display of fireworks shall secure a written permit from the governing board of the municipality, township, or county where the public display is to be fired, and shall have purchased fireworks for the display from a licensed wholesaler under this chapter. Any public display shall comply with the National Fire Protection Association Standard 1123, 1995 edition.

Chief Draper met with Mr. Taylor to review the site. The City Manager will contact local veteran groups to make them aware of the display time and date.

**Financial Consideration:** The City provides \$3,500 in BBB Sales Tax funding to the VCDC to assist in funding the cost of the fireworks display.

**Conclusion/Recommendations:** Administration recommends that the City Council authorize the Mayor to sign the Fireworks Public Display permit for the Vermillion Chamber of Commerce and Development Company to be held on July 4, 2016 in the field east of Polaris and north of Bower Street.

**FIREWORKS PUBLIC DISPLAY PERMIT  
A PERMIT TO OPERATE A DISPLAY OF FIREWORKS**

Name of Applicant Vermillion Chamber of Commerce Phone 605-670-1253

Address 6 W Main St City Vermillion State SD Zip 57069

**PERSONS ACTUALLY IN CHARGE OF FIRING THE DISPLAY:**

Name James Taylor Address 25 Prentis Ave City Vermillion State SD Zip 57069

Name Thomas Taylor Address 703 Valley View Dr City Vermillion State SD Zip 57069

Date of Display 7/4/16 Time of Day 10:00

Exact Location of Display In the field north of Bower St. and South of SD Highway 50

TYPES OF FIREWORKS: U.S. Consumer Product Safety Commission CFR Title 16-1507-1998  
American Pyrotechnics Association STD 87-1-1993

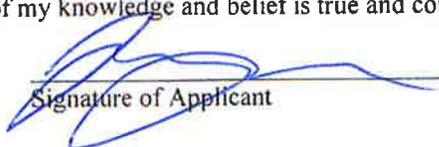


Display Fireworks

Consumer Fireworks

I, James Taylor, declare and affirm under the penalty of perjury that this Fireworks Display Permit has been examined by me and to the best of my knowledge and belief is true and correct.

Date this 25 day of May, 2016

  
Signature of Applicant

Subscribed and sworn to (or affirmed)  
Before me this 25 day of May, 202016.

  
Notary Public

My Commission Expires 7-5, 2017.

Permit Authorized By: \_\_\_\_\_

Title \_\_\_\_\_

Location of Issuing Authority \_\_\_\_\_

Date \_\_\_\_\_

Issued subject to all applicable laws and regulations, SDCL 34-36, SDCL 34-37 and National Fire Protection Association Pamphlet #1123 (1995 Edition). This permit may not be reassigned or transferred.

COPIES: WHITE-Permit Holder; YELLOW-Fireworks Wholesaler; PINK-Issuing Authority





# Fireworks Display Site Plan

Vermillion Fire Department

25 Center ST Vermillion, SD 57069

(605) 677-9637

## Site Plan

Please provide information about your event on page 1, sketch the site on page 2 and fax back to us. Page 4 includes an example of a completed site sketch and firing distance specifications from the NFPA. Page 3 is a checklist you may refer to when planning your event.

### ABOUT YOU

Name (first, last) James Taylor

Street address 25 Prentis Ave City Vermillion State SD Zip 57069

Primary phone 605-670-1253 Mobile 605-670-1253 Email address jtaylorspyro@vyn.midco.net

### EVENT INFO

Display date 7/4/16 Rain date 7/5/16 Display time (am / pm) 10:00 PM Length of display 25 min

Exact location of display (for example, park, ball field, office complex, etc) Field north of Bower St. and south of Highway 50

Fire official Shannon Draper, Fire Chief Phone: (605) 675-9637

Place to meet on date of display \_\_\_\_\_ Meeting time \_\_\_\_\_

### INSURANCE

Name of insurance certificate holder 1 City of Vermillion

Additional insured (list all additional) 2 Vermillion Chamber of Commerce

3 \_\_\_\_\_

4 \_\_\_\_\_

### CONTACT INFO FOR DAY OF SHOW

Primary contact James Taylor Home phone 605-670-1253 Work phone \_\_\_\_\_

Mobile 605-670-1253 Email jtaylorspyro@vyn.midco.net

Pager \_\_\_\_\_

Secondary contact Thomas Taylor Home phone 605-670-0757 Work phone \_\_\_\_\_

Mobile 605-670-0757 Email \_\_\_\_\_

Pager \_\_\_\_\_

Signature of Approving Fire Official:

(Application)

(Site Visit)

## *Council Agenda Memo*

**From:** John Prescott, City Manager

**Meeting:** June 6, 2016

**Subject:** Recycling resolution

**Presenter:** John Prescott

**Background:** The cities of Vermillion and Yankton along with the counties of Clay and Yankton entered into a Joint Powers agreement in 1994. The Joint Powers agreement provides for the operation of the Vermillion landfill and recycling center as well as the transfer station in Yankton. While each governmental unit collects receipts and pays bills the overall costs and expenses are shared. A formula exists to transfer funds to Vermillion on an annual basis as there are typically more expenses than revenues on the Vermillion side of the operation.

Both communities offer curbside recycling programs. Yankton residents are responsible for providing their own containers vs. the green and blue recycling bins used in Vermillion. Most but not all of the recyclable material collected in Yankton is eventually brought to the recycling center in Vermillion.

**Discussion:** Some Yankton officials have expressed an interest in moving to a single-stream recycling program for their community. The City of Yankton collects garbage from most residential properties in their community and they are looking at moving to a system of 90 gallon containers for garbage that are emptied via automated equipment vs. manually. With this conversion of garbage collection equipment, the option of disposing of recycled materials in a single container with the same collection system and equipment is being studied. Neither community has the staff, equipment or physical space to sort all of the material produced via a single-stream collection in order to sell the resulting product. Co-mingled recyclables collected through a single-stream process are currently bringing little to no income in the marketplace. In some instances, communities have to pay to dispose of comingled recyclables generated via single-stream recycling.

The concern of some Joint Powers members has been the potential impact on revenue. Yankton has not presented a specific plan to Joint Powers at this point in time. As the single-stream recycle project generated in Yankton by this proposal will currently generate little to no revenue, there are concerns about loss revenue from less product to

market. There may be some reduction in costs for Joint Powers as the processing costs may change. Yankton will have increased costs to transport the single stream product to a facility that handles comingled recyclables. Yankton has offered that the transportation cost to get the comingled recyclables to a facility that handles this type of project will not be a Joint Powers cost.

**Financial Consideration:** Joint Powers recycling expenses have exceeded revenues for most years over the last decade. Any additional decrease in revenue to Joint Powers due to receiving little to no income from comingled recyclables needs to be offset by a reduction in costs as the overall financial position of Joint Powers is not strong. Landfill rates were increased at the start of 2016 as part of the effort to address the financial condition of Joint Powers. The Yankton City Manager has indicated that the Yankton City Commission doesn't want a conversion to single-stream recycling to negatively impact the bottom line of the Joint Powers operation.

**Conclusion/Recommendations:** Administration recommends adoption of the attached resolution regarding the possible implementation of single-stream recycling in Yankton. The City of Vermillion is not taking a position on the possible implementation of single-stream recycling in Yankton but stressing that maintaining the financial health of Joint Powers is important.

**RESOLUTION**  
**MAINTAINING FINANCIAL POSITION IN THE JOINT POWERS**  
**WITH CITY OF YANKTON SINGLE-STREAM RECYCLING PROPOSAL**

**WHEREAS**, the City of Vermillion, City of Yankton, Clay County and Yankton County have entered into a Joint Powers agreement for solid waste and recycling operations; and

**WHEREAS**, the City of Vermillion provides curbside recycling to residents in structures up to and including a four-plex apartment through the Curbside collection program; and

**WHEREAS**, recyclables collected curbside in Vermillion by city employees are delivered to a Joint Powers facility for processing and marketing with proceeds going to the Joint Powers; and

**WHEREAS**, recyclables are currently collected curbside in Yankton by city employees and delivered to a Joint Powers facility for processing and marketing with proceeds going to the Joint Powers; and

**WHEREAS**, Yankton officials have been discussing the implementation of single-stream recycling in Yankton in place of their current collection system whereby all recyclable materials will be collected mixed and transported to a non Joint Powers processing facility for sorting and marketing by the City of Yankton solid waste department; and

**WHEREAS**, it would not be possible to sort single-stream recycling at the current recycling facility located in Vermillion or Yankton due to the cost of needed equipment, lack of physical space and staffing needs; and

**WHEREAS**, the Joint Powers recycling operating expenses have exceeded the Joint Powers revenues from sale of materials for the majority of the years of the Joint Powers operations; and

**WHEREAS**, a change to single-stream collection of recyclables in Yankton will reduce revenues to the Joint Powers operation from sale of materials and is projected to reduce operating costs for processing and hauling.

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the City of Vermillion takes no position on the implementation of single-stream recycling by the City of Yankton as long as the net financial impact on Joint Powers operation is neutral.

Dated at Vermillion, South Dakota this 6<sup>th</sup> day of June 2016.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA

By: \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By: \_\_\_\_\_  
Michael D. Carlson, Finance Officer

## *Council Agenda Memo*

**From:** Mike Carlson, Finance Officer

**Meeting:** June 6, 2016

**Subject:** Set a special meeting date to canvass the June 7, 2016 City Election Results

**Presenter:** Mike Carlson

**Background:** State law requires the canvass of the election results by the governing body within seven days of the election.

9-13-24. Return and canvass of votes.

The election returns shall be reported as soon as possible to the finance officer, and within seven days of the election, the governing body shall canvass the election returns, declare the result, and enter the result on its journal.

**Discussion:** As the next regular City Council meeting is beyond the seven days after the election, a special meeting will need to be set to canvas the June 7, 2016 city election results. The County Commission will be canvassing the Primary election results on Thursday morning and I will be attending Finance Officers School in Spearfish from Wednesday through Friday. As such I would suggest a special meeting some time on Monday, June 13. With the canvass of the election results as the only agenda item it can be a quick meeting.

**Financial Consideration:** None

**Conclusion/Recommendations:** I would ask City Council members to check their schedules for June 13, 2016 to see if sometime over the noon hour, 5:00 p.m., 5:15 p.m. or later would work for a special meeting to canvass the June 7, 2016 city election results.

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** June 6, 2016

**Subject:** Resolution Amending Resolution Authorizing the Purchase of a Toro Turf Sprayer

**Presenter:** Jose Dominguez

**Background:** At the August 2015 budget sessions, the City Council reviewed the 2016 equipment replacement schedule. As part of the 2016 equipment replacement schedule, a 2005 Toro MultiPro 1200 turf sprayer was scheduled for replacement.

On March 7, 2016 the City Council approved a resolution allowing Staff to purchase a 2016 Toro Multipro 1750 turf sprayer from Midwest Turf & Irrigation for \$31,334. The existing sprayer was planned to be sold by sealed bids. It was estimated that the sprayer would have brought \$4,000.

**Discussion:** Administration discussed the sale of the existing turf sprayer with the dealer selling us the 2016 turf sprayer. The dealer mentioned that they would be willing to take the old turf sprayer as a trade-in as part of the purchase of the new turf sprayer. The dealer is willing to deduct \$4,000 from the price of the new 2016 turf sprayer with the trade-in of the 2005 sprayer.

The proposed resolution would amend the resolution approved on March 7, 2016 to allow for the trade-in of the 2005 Toro MultiPro 1200 turf sprayer.

**Financial Consideration:** The 2016 Equipment Replacement Fund includes a budget of \$29,000 for this purchase. Though this value is nearly \$2,334 less than the actual cost of replacement, City staff is anticipating that the sale of the surplus turf sprayer will bring \$4,000. The amendment would reduce the price of this purchase from \$31,334 to \$27,334. This cost is below the \$29,000 budgeted for the new equipment.

**Conclusion/Recommendations:** Administration recommends approving the Resolution Amending the Resolution to purchase a 2016 Toro MultiPro 1750 turf sprayer from the Toro Company's participating distributor, Midwest Turf & Irrigation, for the National IPA/City of Tucson contract price of \$31,334 less the \$4,000 trade in of the 2005 Toro MultiPro 1200 turf sprayer.

**RESOLUTION AMENDING THE RESOLUTION  
AUTHORIZING THE PURCHASE OF  
A GOLF COURSE TURF SPRAYER**

**WHEREAS**, Midwest Turf & Irrigation is willing to take the City's 2005 Toro MultiPro 1200 turf sprayer as a trade-in on the City's purchase of the 2016 Toro MultiPro 1750 turf sprayer; and

**WHEREAS**, Midwest Turf & Irrigation will be deducting \$4,000 from the price of the 2016 Toro MultiPro 1750 turf sprayer listed on the resolution approved on March 7, 2016 lowering the net purchase price to \$27,334.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the City of Vermillion, that the City Finance Officer is hereby authorized to purchase a **new 2016 Toro MultiPro 1750 turf sprayer from Midwest Turf & Irrigation of Omaha, Nebraska** at \$31,334 and under the same terms as the City of Tucson, Arizona and that the **City Council authorizes the trade-in of the 2005 Toro MultiPro 1200 turf sprayer** for the above stated price.

Dated at Vermillion, South Dakota this 6<sup>th</sup> day of June, 2016.

THE GOVERNING BODY OF THE  
CITY OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
John E. (Jack) Powell, Mayor

ATTEST:

By \_\_\_\_\_  
Michael D. Carlson, Finance Officer

## *Council Agenda Memo*

**From:** Jose Dominguez, City Engineer  
**Meeting:** June 6, 2016  
**Subject:** Bliss Pointe Park Playground Equipment  
**Presenter:** Jose Dominguez

**Background:** The new residential subdivision, Bliss Pointe Addition, in the west part of the City has seen construction of several houses this year. This subdivision also included an area for a City park to be constructed. The City Council budgeted funds to start the project in 2016.

In December 2015, the City received a donation from the Blanche Bremer Estate. The estate requested that the donation be used for the purchase, and construction, of playground equipment at a City park. The new park to be developed in Bliss Pointe was identified as the best location to utilize the funding.

The City opened bids on May 24, 2016 for the playground equipment. The bids were for playground equipment, bike rack, bench and trash can.

**Discussion:** Bid specifications were sent to three potential bidders in the area. Bidding is required by state law when the cost of the project exceeds \$50,000. This project was estimated to cost more than the bid limit. The City received two bids. The low bid was for \$58,471.24 from Crouch Recreation of Omaha, Nebraska. The high bid was for \$71,474.00. The contract calls for the project to be completed by August 20, 2016.

**Financial Consideration:** The Parks Capital Fund budget will have to be revised to include the money necessary to complete this project. The money received to date from the Blanche Bremer Estate, \$71,674, was received in 2015 after the 2016 budget was adopted and remains in the Parks Capital Fund. This money will be used to cover the cost of the playground equipment and a portion of the surfacing material, the edging for the playground area and lighting. The cost to complete all of the construction at the park is estimated to be close to \$75,000. Additional funding from the estate is anticipated to be provided before the end of the year.

**Conclusion/Recommendations:** Administration recommends awarding the bid to Crouch Recreation of Omaha, Nebraska, for \$58,471.24 for the purchase and installation of the Bliss Pointe playground equipment.

CITY OF VERMILLION  
 INVOICES PAYABLE-JUNE 6, 2016

1 UNIVERSITY CLEANERS	TUXEDO RENTALS/REPAIRS	176.75
2 A-OX WELDING SUPPLY CO	BULK CO2	1,182.87
3 ADVANCED WEIGHING SYSTEMS	ANNUAL SUPPORT	1,595.00
4 AMERICAN RAMP COMPANY	REPAIRS	1,257.42
5 APPEARA	SUPPLIES	54.56
6 ARAMARK UNIFORM SERVICES	UNIFORM CLEANING	278.25
7 ARGUS LEADER MEDIA #1085	SUBSCRIPTION	25.00
8 ARROW INTERNATIONAL, INC	SUPPLIES	1,595.95
9 AVERA HEALTHPLANS	REFUND AMBULANCE PAYMENT	780.30
10 B&D DIAMOND PRO, INC	CLAY BRICKS	662.00
11 BAKER & TAYLOR BOOKS	BOOKS	622.05
12 BANNER ASSOCIATES, INC	PROFESSIONAL SERVICES	5,985.50
13 BEACON ATHLETICS	SUPPLIES	385.00
14 BERNAN	BOOKS	94.00
15 BETSY MORTINSEN	REFUND REC FEES	30.00
16 BHS MARKETING, LLC	SODA ASH	6,822.86
17 BIERSCHBACH EQPT & SUPPLY	SUPPLIES	144.50
18 BILL BROWN	MOWING	240.00
19 BLACKSTONE AUDIO INC	BOOKS	197.99
20 BOUND TREE MEDICAL, LLC	SUPPLIES	1,257.13
21 BROADCASTER PRESS	ADVERTISING	126.00
22 BSN SPORTS INC	SUPPLIES	1,056.28
23 BUTLER MACHINERY CO.	PARTS	256.80
24 CAMPBELL SUPPLY	SUPPLIES	2,374.77
25 CASK & CORK	MERCHANDISE	1,445.83
26 CENTURY BUSINESS PRODUCTS	COPIER CONTRACT/COPIES	217.57
27 CENTURYLINK	TELEPHONE	743.82
28 CERTIFIED LABORATORIES	SUPPLIES	145.42
29 CHAD PASSICK	MEALS REIMBURSEMENT	52.00
30 CHESTERMAN CO	MERCHANDISE	1,041.16
31 CITY OF VERMILLION	POSTAGE/COPIES	1,288.43
32 CITY OF VERMILLION	UTILITY BILLS	36,314.20
33 CLASS C SOLUTIONS GROUP	SUPPLIES	260.04
34 CLAY COUNTY EMS ASSOC.	CPR CARDS	90.00
35 COFFEE KING, INC	SUPPLIES	62.75
36 COLONIAL LIFE ACC INS.	INSURANCE	3,106.27
37 CORTRUST BANK	TIF #6 INTEREST PAYMENT	6,062.00
38 CRYSTAL BRADY	MEALS REIMBURSEMENT	75.00
39 CULLIGAN WATER	REPAIRS	559.00
40 CUMMINS CENTRAL POWER, LLC	PARTS	122.25
41 CUSTOM CONVEYOR CORP.	REPAIRS	3,150.10
42 D-P TOOLS	SUPPLIES	226.04
43 DAKOTA BEVERAGE	MERCHANDISE	8,204.20
44 DAKOTA HOSPITAL FOUNDATION	TIF #6 INTEREST PAYMENT	6,062.00

45 DAKOTA PC WAREHOUSE	REPAIRS	408.89
46 DAKOTA RIGGERS & TOOL SUPPLY	TOOLS	64.55
47 DAKOTA ROCK FARMS	HAULING	15,600.00
48 DANKO EMERGENCY EQUIPMENT	SUPPLIES	384.23
49 DEADPERFECT	MERCHANDISE	157.75
50 DELTA DENTAL PLAN	INSURANCE	6,275.94
51 DEMCO	SUPPLIES	544.24
52 DENNIS MARTENS	MAINTENANCE	833.34
53 DEPT OF REVENUE	TESTING	150.00
54 DEPT. ENVIRONMENT NATL RES	DRINKING FEE WATER	4,250.00
55 DIAMOND VOGEL PAINTS	PAINT	2,040.25
56 DIVISION OF MOTOR VEHICLE	TITLE/PLATES	21.20
57 DUST TEX	ENTRY MATS	80.00
58 E.A SWEEN COMPANY	SUPPLIES	210.31
59 EARTHGRAINS BAKING CO'S INC	SUPPLIES	144.99
60 ECHO ELECTRIC SUPPLY	SUPPLIES	3,417.75
61 ELECTRONIC ENGINEERING	SUPPLIES	544.00
62 ELITE ELECTRIC, INC	INSTALL WIRE	357.59
63 ELLIOTT EQUIPMENT CO	SUPPLIES	132.29
64 EMBROIDERY & SCREEN WORKS	T-SHIRTS/EMBROIDERY BACKPACKS	274.00
65 EMERGENCY SERVICES MARKETING	SUBSCRIPTION	800.00
66 ERIC BIRKELAND	SAFETY BOOTS REIMBURSEMENT	100.00
67 FARMER BROTHERS CO.	SUPPLIES	113.80
68 FASTENAL COMPANY	SUPPLIES	104.42
69 FEDEX.	SHIPPING	23.51
70 FILTERTEC	FILTERS	501.59
71 FIRST BANK & TRUST	TIF #6 INTEREST PAYMENT	6,062.00
72 FIRST DAKOTA NATIONAL BANK	TIF #6 INTEREST PAYMENT	6,062.00
73 FOREMAN MEDIA	COUNCIL MTGS	100.00
74 FRED BALLEWEG	SAFETY GLASSES REIMBURSEMENT	150.00
75 GALE	BOOKS	226.37
76 GINA FORSTER	REFUND REC LESSONS	10.00
77 GLOBAL DIST.	MERCHANDISE	1,991.00
78 GRAHAM TIRE CO.	TIRES	1,854.40
79 GRAINGER	PARTS	85.15
80 GRAYMONT CAPITAL INC	CHEMICALS	7,997.78
81 GREGG PETERS	FREIGHT	1,315.20
82 GREGG PETERS	RENT	937.50
83 GUARANTEE OIL CO INC	SUPPLIES	122.11
84 HACH CO	PARTS	1,409.53
85 HARTINGTON TREE LLC	TREE	600.00
86 HAUFF MID-AMERICA SPORTS	SUPPLIES	149.95
87 HAUGER LAWN SERVICE	MOWING	52.00
88 HD SUPPLY WATERWORKS	SUPPLIES	500.98
89 HELMETS R US INC.	HELMETS	401.90
90 HELMS & ASSOCIATES	AIRPORT IMPROVEMENTS CONTRACT	17,988.02
91 HERREN-SCHEMPP BUILDING	SUPPLIES	337.50
92 HILLYARD FLOOR CARE SUPPLY	SUPPLIES	366.94

93 HY VEE FOOD STORE	SUPPLIES	261.86
94 HYDROTEX	SUPPLIES	360.61
95 INDEPENDENCE WASTE	WASTE HAULING/PORTABLE TOILET RENT	1,559.70
96 INGRAM	BOOKS	2,830.77
97 INSURANCE BENEFITS INC.	AIRPORT INSURANCE	1,322.00
98 INTERSTATE POWER SYSTEMS	REPAIRS	324.00
99 IOWA ASSOCIATION OF MUNICIPALITIES	ADVERTISING	70.00
100 J & L HARLEY-DAVIDSON	REPAIRS	131.91
101 JACKS UNIFORM & EQPT	UNIFORM SHIRTS/PANTS	620.75
102 JAMES CONWAY	SAFETY BOOTS REIMBURSEMENT	100.00
103 JANITOR'S CLOSET, LTD	SUPPLIES	262.78
104 JARELL DILLMAN	REFUND REC LESSONS	30.00
105 JERI ENGELKING	REFUND DUPLICATE PAYMENT	10.60
106 JERRY'S CHEVROLET BUICK GM	REPAIRS	74.15
107 JESSICA NEWMAN	TUITION REIMBURSEMENT	1,951.50
108 JOHN A CONKLING DIST.	MERCHANDISE	1,840.90
109 JOHNSON BROTHERS OF SD	MERCHANDISE	10,785.17
110 JOHNSON CONTROLS	SERVICE AGREEMENT	1,562.90
111 JONES FOOD CENTER	SUPPLIES	1,517.23
112 KARSTEN MFG CORP	MERCHANDISE	1,677.24
113 LAWSON PRODUCTS INC	SUPPLIES	416.02
114 LAYNES WORLD	COMMUNITY SERVICE AWARD	57.56
115 LEGGETTE, BRASHEARS & GRAHAM	PROFESSIONAL SERVICES	6,937.79
116 LEISURE LAWN CARE	INSPECTION/APPLICATION	70.00
117 LESSMAN ELEC. SUPPLY CO	PARTS	480.00
118 LIFE-ASSIST, INC	SUPPLIES	111.80
119 LOCATORS AND SUPPLIES, INC	SUPPLIES	637.95
120 LONGS PROPANE INC	PROPANE	60.00
121 M.J DAL SIN CO OF SD, INC	ROOF REPAIRS	27,036.00
122 MAINLAND ENGRAVING LLC	RIBBONS	90.20
123 MALLOY ELECTRIC	PARTS	4,284.30
124 MARKS MACHINERY	PARTS	73.86
125 MART AUTO BODY	TOWING	1,610.00
126 MATHESON TRI-GAS, INC	SUPPLIES	512.38
127 MATTHEW BETZEN	TUITION REIMBURSEMENT	975.00
128 MCCULLOCH LAW OFFICE	PROFESSIONAL SERVICES	2,124.46
129 MEAD LUMBER	SUPPLIES	248.99
130 MEDICO LIFE & HEALTH INSURANCE	INSURANCE	461.07
131 MENARDS	SUPPLIES	35.43
132 METROPOLITAN COMPOUNDS, INC	SUPPLIES	495.66
133 MICHELLE KOLLER	MILEAGE REIMBURSEMENT	10.58
134 MICRO MARKETING LLC	BOOKS	39.99
135 MID-AMERICAN RESEARCH CHEM	SUPPLIES	538.22
136 MIDWEST ALARM CO	ALARM MONITORING	66.00
137 MIDWEST BUILDING MAINTENANCE	MAT SVC	474.90
138 MIDWEST READY MIX & EQUIP.	ROCK	334.40
139 MIDWEST TURF & IRRIGATION	PARTS	794.73
140 MISSOURI RIVER ENERGY SERVICE	SUPPLIES	1,812.04

141 MISSOURI VALLEY MAINTENANCE	REPAIRS	444.65
142 MOBOTREX MOBILITY & TRAFFIC	REPAIRS	141.88
143 MONTY MUNKVOLD	SAFETY BOOTS REIMBURSEMENT	100.00
144 MOORE WELDING & MFG	SUPPLIES	40.00
145 MOTION PICTURE LICENSING C	LICENSE RENEWAL	173.07
146 MOVIE LICENSING USA	COMPLIANCE SITE LICENSE	369.00
147 NCL OF WISCONSIN, INC	SUPPLIES	757.12
148 NETSYS+	PROFESSIONAL SERVICES	2,657.50
149 NEW YORK LIFE	INSURANCE	84.02
150 NIKE INC	MERCHANDISE	84.96
151 NORTHEAST NEBRASKA NEWS CO	ADVERTISING	93.12
152 NORTHWEST CONCRETE CUTTING	REPAIRS	673.47
153 O'REILLY AUTO PARTS	PARTS	114.53
154 OFFICE OF RURAL HEALTH/EMS	LICENSE FEE	12.00
155 OFFICE SYSTEMS CO	COPIER CONTRACT	776.60
156 OKOBOJI WINES-SD	MERCHANDISE	1,535.52
157 OLSON SOD FARMS	SOD	193.75
158 PAUL CONWAY SHIELDS	SUPPLIES	54.49
159 PAULS PLUMBING	REPAIRS	86.27
160 PCC, INC	COMMISSION	2,175.67
161 PENWORTHY COMPANY	BOOKS	332.83
162 PGA OF AMERICA	MEMBERSHIP DUES	1,088.00
163 POTOMAC AVIATION TECHNOLOGY	MONITORING FEES	500.00
164 PRAIRIE BERRY WINERY	MERCHANDISE	720.00
165 PRECISION LAWN CARE	MOWING	628.13
166 PRESSING MATTERS	SUPPLIES	276.00
167 PRESTO-X-COMPANY	INSPECTION/TREATMENT	96.11
168 PRINT SOURCE	SUPPLIES	773.00
169 PUMP N PAK	FUEL	62.96
170 QT POD	SERVICE AGREEMENT	995.00
171 QUEEN CITY WHOLESALE	MERCHANDISE	825.63
172 QUILL	SUPPLIES	351.33
173 RACOM CORPORATION	MAINTENANCE	447.85
174 RECORDED BOOKS, INC	BOOKS	297.00
175 RECOVERY SYSTEMS CO, INC	PARTS	2,736.86
176 REGENT BOOK CO.	BOOKS	16.06
177 REINHART FOODSERVICE, LLC	SUPPLIES	1,547.32
178 REPUBLIC NATIONAL DIST.	MERCHANDISE	7,374.51
179 RESCO	SUPPLIES	59,309.00
180 RICCHIO INC.	POOL CONTRACT	22,500.00
181 RICHARD GREGORY	WATER HEATER REBATE	150.00
182 ROB PICKENS	MEALS REIMBURSEMENT	96.00
183 ROBIN HOWER	REGISTRATION REIMBURSEMENT	70.00
184 ROSEWOOD GREENHOUSE	PLANTS	151.47
185 SABRINA SCHNACK	SAFETY BOOTS REIMBURSEMENT	100.00
186 SANFORD HEALTH OCCUPATIONAL	TESTING	25.00
187 SANFORD HEALTH PLAN	PARTICIPATION FEES	60.00
188 SD PUBLIC ASSURANCE ALLIANCE	PROPERTY COVERAGE	51,954.07

189 SD RETIREMENT SYSTEM	CONTRIBUTIONS	49,439.34
190 SEH, INC	PROFESSIONAL SERVICES	1,394.85
191 SERVALL TOWEL & LINEN	SHOP TOWELS	16.80
192 SHI INTERNATIONAL CORP.	OFFICE PRO-PLUS	329.85
193 SIOUX CITY FOUNDRY CO	SUPPLIES	121.31
194 SIOUX FALLS TWO WAY RADIO	PARTS	265.88
195 SIOUXLAND FORKLIFT, LTD	PARTS	410.78
196 SIOUXLAND MAGAZINE	SUBSCRIPTION	13.95
197 SIOUXLAND SCALE SERVICE	REPAIRS	795.61
198 SKARSHAUG TESTING LAB.	REPAIRS	1,683.52
199 SOOLAND BOBCAT	REPAIRS	26.69
200 SOUTH DAKOTA OPEN	BRONZE SPONSORSHIP	500.00
201 SOUTHERN WINE & SPIRITS	MERCHANDISE	1,772.88
202 STANDARD READY MIX CONCRETE	SUPPLIES	237.32
203 STEFFEN	PARTS	2,032.64
204 STERN OIL CO.	AVIATION FUEL	7,445.20
205 STEWART OIL-TIRE CO	REPAIRS	137.80
206 STILL 173 LLC	MERCHANDISE	177.00
207 STRACHAN SALES, INC	REPAIRS	253.00
208 STRAWBALE WINERY	MERCHANDISE	540.00
209 STUART C. IRBY CO.	SUPPLIES	7,745.40
210 STURDEVANTS AUTO PARTS	PARTS	890.37
211 T AND R ELECTRIC	REPAIRS	230.00
212 TASTE OF HOME BOOKS	SUBSCRIPTION	10.00
213 THE BOULDER COMPANY	SUPPLIES	17.85
214 THE EQUALIZER	ADVERTISING	892.00
215 THOMPSON SIGNS LLC	REPAIRS	16.00
216 TIM TAGGART	SAFETY BOOTS REIMBURSEMENT	100.00
217 TITLEIST DRAWER CS	MERCHANDISE	638.37
218 TODDS ELECTRIC SERVICE	WIRE	265.20
219 TRAF-O-TERIA SYSTEM, INC	PARKING TICKETS	449.05
220 TRI COUNTY PROPANE INC	PROPANE	1,544.41
221 TRUE VALUE	SUPPLIES	253.62
222 TURNER PLUMBING	REPAIRS	4,638.00
223 TWIN CITY HARDWARE	REPAIRS	642.43
224 ULTRAMAX	SUPPLIES	583.49
225 UNITED LABORATORIES	CHEMICALS	1,500.00
226 UNITED PARCEL SERVICE	SHIPPING	26.84
227 UNITED WAY	CONTRIBUTIONS	557.70
228 USA BLUEBOOK	PARTS	248.91
229 USD FOUNDATION OFFICE	TIF #6 INTEREST PAYMENT	6,062.00
230 VAST BROADBAND	E911 CIRCUIT/DIALUP SERVICE	1,415.45
231 VERIZON WIRELESS	CELL PHONES	1,666.27
232 VERMEER HIGH PLAINS	SUPPLIES	608.16
233 VERMILLION ACE HARDWARE	SUPPLIES	1,758.10
234 VERMILLION AREA ARTS COUNCIL	ONLINE REGISTRATION	187.92
235 VERMILLION CHAMBER OF COMMERCE	4TH OF JULY CELEBRATION	3,500.00
236 VERMILLION COMMUNITY THEATRE	ONLINE REGISTRATION	706.08

237 VERMILLION FORD	FORD TRUCK	27,918.00
238 VISA/FIRST BANK & TRUST	FUEL/LODGING/SUPPLIES	7,093.65
239 WAHLTEK	MAINTENANCE CONTRACT	2,330.00
240 WAL-MART COMMUNITY	SUPPLIES	1,457.65
241 WALKER CONSTRUCTION	CONCRETE PAD	504.90
242 WALT'S HOMESTYLE FOODS, INC	SUPPLIES	228.80
243 WELFL CONSTRUCTION CO	POOL CONTRACT	31,545.00
244 WESCO DISTRIBUTION, INC	SUPPLIES	1,213.00
245 WILLSON FLORIST	BLOOMING PLANT	32.00
246 YANKTON DAILY PRESS & DAKOTA	ADVERTISING	181.27
247 YANKTON FIRE & SAFETY	EXTINGUISHER RECHARGE	32.50
248 YANKTON JANITORIAL SUPPLY	SUPPLIES	196.95
249 YANKTON MEDICAL CLINIC	TESTING	120.00
250 ZIMCO SUPPLY CO	CHEMICALS	2,784.00
251 GERALD YUTRZENKA	BRIGHT ENERGY REBATE	18.00
252 MARSHA MARTINSON	BRIGHT ENERGY REBATE	525.00
253 SUSAN SANTO	BRIGHT ENERGY REBATE	500.00
254 DOUG STANDLEY	BRIGHT ENERGY REBATE	500.00
255 KALINS INDOOR COMFORT	BRIGHT ENERGY REBATE	300.00
	GRAND TOTALS	\$607,047.94

# South Dakota Public Library Survey 2015

## Survey Certification Form

Name of Library: Edith B. Siegrist City: Vermillion  
Vermillion Public Library  
County: Clay

I certify that all the information contained herein has been thoroughly reviewed, and is complete and accurate to the best of my knowledge:

Librarian: Wendy S. Nilson Date signed: March 10, 2016

I certify that all the information contained herein has been thoroughly reviewed, and is complete and accurate to the best of my knowledge:

Library Board President: Carl Gutzman Date signed: March 10, 2016

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According to **SD Codified Law, Section 14-2-40: (6)** the complete Public Library Survey (annual report) has been submitted to the "governing body" of this library on March 10, 2016 (date).

City or County official (Signature):

John (Jack) Powell Date signed: 3-11-16

Position or office held: Mayor

(MAYOR, CITY MANAGER, or CHIEF FINANCIAL OFFICER)

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Print this form out. Questions can be directed to Shawn Behrends, 1-800-423-6665. Return this certificate completely signed and dated within 30 days of electronic submission. The completed form can be scanned and uploaded to the survey portal ([sd.countingopinions.com](http://sd.countingopinions.com)) at the time of submission or mailed to the below address within 30 days of electronic submission:

State Data Coordinator  
South Dakota State Library  
800 Governors Drive  
Pierre, South Dakota 57501

**FY 2015 Annual Survey of South Dakota Public Libraries**  
**EDITH B SIEGRIST VERMILLION PUBLIC LIBRARY**

SECTION A. – GENERAL INFORMATION

Library Name	County
EDITH B SIEGRIST VERMILLION PUBLIC LIBRARY	CLAY

Mailing Address	Street Address
18 CHURCH STREET	18 CHURCH STREET
Mailing City	Zip Code
VERMILLION	57069

Contact	
Librarian	Email address of director
Jane A. Larson	Jane.Larson@vermillionpubliclibrary.org
Library Phone	Fax
6056777060	(605) 677-7160

Admin			
Fiscal year reporting	Legal Service Area Boundary Change	Government unit under which library is legally established	Year legally established
Jan - Dec	No	City	1903

Population	
Population chartered or contracted to serve <i>Based on Census population estimates for your legal service area.</i>	10,699
Unduplicated population of service area <i>Corrects per capita ratios for libraries serving overlapping legal service areas.</i>	10,699
Estimated population of total service area <i>Estimate the population you actually serve.</i>	13,932

What do you charge for a nonresident library card?	\$15
--	------

Outlets		
Number of Central Libraries	Number of Branch Libraries	Number of Bookmobiles
1	0	0

Building/remodeling of library	Building/remodeling explanation	Total Square footage main library
No	N/A	22,890

Codes	
Legal Basis Code	Geographic Code
Municipal Government (city, town or village)	City (most nearly)

## Library Hours

Public services hours of the main branch.

	Open AM	Close AM	Open PM	Close PM	Total hours
Sunday	N/A	N/A	1:00	5:00	4.00
Monday	10:00	N/A	N/A	9:00	11.00
Tuesday	10:00	N/A	N/A	9:00	11.00
Wednesday	10:00	N/A	N/A	9:00	11.00
Thursday	10:00	N/A	N/A	9:00	11.00
Friday	10:00	N/A	N/A	6:00	8.00
Saturday	10:00	N/A	N/A	5:00	7.00

<b>Total hours open per week</b>	63.00
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## SECTION C. -- PERSONNEL

## Head Librarian

Head Librarian	Current Annual Salary	Hours worked per week by head librarian	Highest education level achieved by head librarian
1	\$ 63,357.00	40	Masters of Library Science

## Other Librarians

Total number of OTHER paid librarians	Total number of OTHER librarians worked per week	Total hours worked per week-ALL librarians	Total paid librarians FTE
1	30	70	1.75

## All Other Paid Staff

Total number of all other paid staff	Total number of all other paid staff hours worked per week	All other paid staff FTE	Total paid employees FTE
9	240	6.00	7.75

## Staff paid by non-library sources

Number of staff paid from other sources	Non-library pay sources	Average hours/week by staff paid by non-library source
1	Experience Works	20

## Volunteers

Total number of volunteers	40
Average number of hours worked by volunteers per week	12

## ALA-MLS Librarians

Total number of ALA-MLS librarians	Hours worked per week – ALA-MLS librarians	FTE librarians ALA-MLS librarians
2	70	1.75

## SECTION D -- INCOME

## Operating Income received during fiscal year

Operating income – City/Town	\$586,363
Operating income – County	\$4,000
Operating income – School District	\$0
Operating income – Tribal Appropriation	\$0
Operating income – College Appropriation	\$0
Operating income – Other Contracts (other libraries or towns)	\$0
Local Government Revenue	\$590,363
State Appropriations	\$0
Federal Income (Excluding LSTA grants)	\$0
LSTA Grants	\$0

## Miscellaneous funds for operating expenses

Fines (if kept as income)	\$3,153
Gifts and Endowments	\$6,143
Income ONLY from Trust Funds/Savings	\$21
Income from sale of library cards	\$414
Other miscellaneous funds	\$3,037
Total miscellaneous operating income	\$12,768

<b>Total Operating Income</b>	<b>\$603,131</b>
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## Capital Income

Local government capital income	\$0
State government capital income	\$0
Federal government capital income	\$0
Other capital income	\$0
Total capital income	\$0

## SECTION E - EXPENDITURES

## Staff Expenditures

Salaries and Wages for Library Staff	\$278,587
Total employee benefits	\$89,967
Total all salaries and benefits	\$368,554

## Collection Expenditures

Print materials expenditures	\$67,002
Electronic materials expenditures	\$5,450
Other materials expenditures	\$13,239
Total expenditures for library materials	\$85,691

## Other Operating Expenditures

All other operating expenditures	\$124,012
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<b>Total operating expenditures</b>	<b>\$578,257</b>
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## Capital Expenditures

Capital expenditures – Land	\$0
Capital expenditures – Buildings	\$0
Capital expenditures - Remodeling	\$0
Capital expenditures – Computer hardware & software	\$0
Capital expenditures – Audio visual equipment	\$0
Capital expenditures – Other equipment	\$0
Capital expenditures – Automotive vehicles and bookmobiles	\$0
Capital expenditures – Debt payments	\$0
Capital expenditures – Other	\$0
Total Capital Expenditures	\$0

<b>Total Expenditures</b>	<b>\$578,257</b>
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## SECTION F – LIBRARY HOLDINGS

## Books

Books (print)	66,668
Ebooks accessed through SDTG	13,439
Other ebooks units* owned, leased, licensed	100
<b>Total Ebooks</b>	<b>13,539</b>

## Subscriptions

Current print serial subscriptions	160
Current electronic serial subscriptions	82

## Audio, Video, Other

Audio – physical units*	3,535
Audio – downloadable units* accessed through SDTG	4,058
Other downloadable audio units* owned, leased, or licensed	5,020
<b>Total downloadable audio</b>	<b>9,078</b>
Video – physical units*	2,185
Video – downloadable units*	0
Other (films, multimedia kits, maps)	256

## Electronic Collections (Databases)

Local/other licensed electronic collections (databases)	31
State licensed electronic collections (databases)	39
<b>Total licensed electronic collections (databases)</b>	<b>70</b>

<b>Total Holdings</b>	<b>95,573</b>
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## SECTION G – SERVICE ACTIVITIES

## Library Service Indicators

Annual public services hours per year (ALL outlets)	3,276
Annual total attendance in the library	49,654
Annual total reference transactions completed.	3,696
Registered users	4,653

## Circulation

## Books

	Adult (over 18) circulation	Juvenile circulation	Total circulation of books
Main Library	35,684	38,965	74,649
Branches/deposit stations	0	0	0
Bookmobile stops	0	0	0
<b>Total</b>	<b>35,684</b>	<b>38,965</b>	<b>74,649</b>

## Circulation for Other Materials

Circulation of magazines and other print items not included above	3,801
Circulation of non-print materials.	23,111
Total electronic materials loaned (circulated)	6,236

<b>Total Circulation of Library Materials</b>	<b>107,797</b>
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## Library Programs

	Library Programs	Library Program Attendance
--Birth thru PreK	422	3,105
--Kindergarten thru age 11	105	4,985
<b>Children Ages 0-11</b>	<b>527</b>	<b>8,090</b>
<b>Young Adult Ages 12-18</b>	<b>25</b>	<b>229</b>
<b>Adult Ages 19 and over</b>	<b>62</b>	<b>797</b>
<b>Total</b>	<b>614</b>	<b>9,116</b>

## One-to-One Programs

How many one-to-one program sessions did the library conduct?	127
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## Internet

Does your library provide public access to the Internet?	Yes
--If yes, how is this access provided?	both
Number of Internet terminals available for use by general public	14
Number of laptop computers available for public circulation.	2
Total number of Internet computers for use by general public	16
Annual number of public access/ Internet use sessions (30-minute sessions)	32,175
Annual wireless sessions	6,450

URL of the library's webpage	http://www.vermillionpubliclibrary.org
How often does the library update the content of its webpage?	at least monthly

#### Library Policies and Practices

What is your standard circulation period for books?	3 weeks
Do you have a written policy for non residents?	Yes
What do you charge per day for overdue books?	\$.05 children's titles, \$1.00
Is your library catalog automated?	Yes
What automation system do you use?	Atrium - Book Systems
If you have an automated system, is it connected to the Internet?	available online

#### Disability Services Provided by the Library

Services for the blind	No
Services for the seeing impaired	Yes
Services for the physically disabled	Yes
Services for learning disabilities	Yes
Services for the deaf	No

#### Resource Sharing / Interlibrary Loan

##### In-State

	Received from/ borrowed from other libraries	Provided/sent/loaned to other libraries
SD academic libraries	127	28
SD public libraries	674	511
SD school libraries	11	29
SD other libraries	0	47
SD State Library	3	14
In-state total	815	629

##### Out-of-State

	Received from/ borrowed from other libraries	Provided/sent/loaned to other libraries
Minitex	88	4
Other libraries	160	32
Non-library sources	0	
Out-of-state total	248	36

	Received from/ borrowed from other libraries	Provided/sent/loaned to other libraries
<b>Total ILLs</b>	1,063	665

## SECTION H – TRUSTEES (current)

Trustee 1 - Name	Mailing Address	Email
Jon Flanagan	404 Cottage Vermillion SD 57069	jtflanag@usd.edu

Home Phone	Business Phone	Office Held	Term Expires
(605) 624-8987		President	2016

Trustee 2 - Name	Mailing Address	Email
Carl Gutzman	1140 Ridgecrest Vermillion SD 57069	cgutzman@usd.edu

Home Phone	Business Phone	Office Held	Term Expires
(605) 624-6104	(605) 677-6104	Vice-President	2016

Trustee 3 - Name	Mailing Address	Email
Diane Leja	26 South Yale Vermillion SD 57069	diamondgirl527@yahoo.com

Home Phone	Business Phone	Office Held	Term Expires
(605) 675-9077		Trustee	2017

Trustee 4 - Name	Mailing Address	Email
Daniel Burniston	218 East National Vermillion SD 57069	d_j_b1980@hotmail.com

Home Phone	Business Phone	Office Held	Term Expires
(605) 658-0177		Trustee	2017

Trustee 5 - Name	Mailing Address	Email
Kelsey Collier-Wise	224 Forest Avenue Vermillion SD 57069	collier.wise@gmail.com

Home Phone	Business Phone	Office Held	Term Expires
(605) 624-8060	(605) 202-9005	City Council Rep.	2016

Trustee 6 - Name	Mailing Address	Email
Fern Kaufman	818 Valley View Dr. Vermillion SD 57069	fjeanette13@hotmail.com

Home Phone	Business Phone	Office Held	Term Expires
(605) 624-4898		Trustee	

## SECTION H. – TUSTEES (cont.)

## Library Trustee / Board Information

Trustee meetings held per year	Monthly
Trustees appointed by what governing body?	City Council
Trustee meeting schedule	Third Thursday of every month at 6pm
Date of last public library board meeting	December 14, 2015
Are you aware of and do you comply with the SD Open Meetings law?	Yes

## Friends of the Library / Library Foundation

Does your library have a Friends of the Library group?	Yes
President's name and address	Dunham 200 Forest Avenue, Vermillion SD 5
Does your library had a Library Foundation?	Yes
President's name and address	Fassler, 814 West Dartmouth, Vermillion SD

## SECTION I. – CERTIFICATION / ACCREDITATION

Library accredited to SD Accreditation Standards?	Yes
Renewal year for SD Accreditation Standards	2016
Library director Certified by SD Certification Standards?	Yes
Renewal year for SD Certification Standards	2016
Local governmental ordinance or minutes on file with SDSL?	Yes
Library board by-laws updated in last two years?	Yes
Has the library hosed a children's summer reading program in the past two years?	Yes
Library has an up-to-date disaster plan?	No

## SECTION J. – SPECIAL SERVICES

Narrative listing any special events	Bi-Monthly LEGO Club Computer Code Club Multiple Art workshops Artist & Author Series LEGO Robotics Club One Book SD Author visit Movie Screenings
Librarian or staff member completing the survey	Wendy S Nilson
President of Board of Trustees/ or Director of Institution	Jon T. Flanagan

## SECTION J. – (Cont.) SUPPLEMENTAL QUESTIONS

## Reading Programs / Book Clubs

Has the library hosted a summer reading program in the past year?	Yes
Has the library hosted a Young Adult book club in the past year?	Yes
Has the library hosted an Adult book club in the past year?	Yes

Would the library staff and/or library board members like to schedule a visit from one of the State Library Outreach staff in 2016?	No
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Would you like more information of instruction on any of the following topics?

Grants / opportunities	No	Library Board training	No
Budget / governance	No	Database access / training	No
Adult programming	No	South Dakota Titles To Go / ebooks	No
Children's / teen programming	No	SD Share It / Ill processes & procedures	No
Library Institute / accreditation	No	Annual SD Survey / using local data	No

Is there anything you'd like to tell the State Library that we haven't asked?

## RATIOS AND PERCENTAGES

*These are key ratios and percentages generated by the survey tool. Per capita ratios are based on the unduplicated population of the library's service area.*

Financial Measures		Service Measures	
Local Revenue per Capita	\$55.18	Registered Borrowers per Capita	0.43
Total Revenue per Capita	\$56.37	Library Visits per Capita	4.64
Total Operating Expenditures per Capita	\$54.05	Circulation per Registered Borrower	23.17
Total Collection Expenditures per Capita	\$8.01	Total Circulation per Capita	10.08
Library Program Ratios and Totals		Public Internet Uses per Capita	3.01
Children's Attendance per Program	15.35	Collection and Circulation Ratios	
Young Adult Attendance per Program	9.16	Circulation Turnover	1.13
Adult Attendance per Program	12.85	Circulation of Children's Books as a Percent of Total Circulation	36.15%
Total Attendance per Program	14.85	Circulation of Electronic Materials as a Percent of Total Circulation	5.78%

## NOTES

## Total Paid Employees FTE

We have three full-time, four part-time and 2 work study positions.--2016-03-10

## Annual Total Reference Transactions Completed

I can only assume this was an error on last year's report. We estimate an average of 11 reference questions per day.--2016-03-10

## Young Adult Programs

We have three full-time, four part-time and 2 work study positions.--2016-03-10

SECTION B. – OUTLET / BRANCH INFORMATION – FY 2015

B01. Location	EDITH B SIEGRIST VERMILLION PUBLIC LIBRARY		
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B02. Address	B03. City	B04. Zip Code	B05. Zip +4
18 CHURCH STREET	VERMILLION	57069	3093

B06. County	B07. Phone Number	B08. Outlet Code
CLAY	6056777060	Central Library

B09. Square footage of branch / outlet	B10. Number of bookmobiles in outlet record
22,890	0

B11. Total public service hours OPEN per year	B12. Total number of weeks per year branch is open
3,161	52

B13. Branch Librarian	B14. Total Branch Staff paid
Jane A. Larson	8

B15. Total hours open during typical week	B16. Total days open during typical week
63	7