

Unapproved Minutes  
Council Special Session  
May 17, 2021  
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, May 17, 2021 at 12:00 noon at the Large Conference Room at City Hall.

1. Roll Call

Present: Hellwege, Holland, Humphrey (teleconference), Jennewein, Letellier, Price, Willson (teleconference), Mayor Collier-Wise

Absent: Ward

2. Adoption of Agenda

146-21

Alderman Price moved approval of the agenda. Alderman Holland seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

3. Visitors to be Heard

Dan Christopherson, President of the Clay County Historical Society, noted concerns about the risks of abandonment of the current Courthouse. Mr. Christopherson noted that the Courthouse is in need of major improvements, but noted that this would cost less than acquiring land and building a new building. Mr. Christopherson stated that the Committee wants to preserve the historic Courthouse and have developed an alternative proposal for consideration.

Art Rush, member of the Clay County Historical Society, noted that he served as the County States Attorney and Judge in the Courthouse and reported on the alternative proposal. Mr. Rush reported on the different studies completed on the Courthouse stating that earlier proposals noted that it would be less expensive to renovate the existing building than building new until the March 18, 2021 report that recommended a new building. Mr. Rush was concerned about the impact on the downtown business if the Courthouse is move from downtown and did not like urban sprawl. Mr. Rush provided a handout on the alternative proposal.

#### 4. Informational Session - Medical Marijuana ordinance review - City Manager John Prescott

John Prescott, City Manager, reviewed a proposed Ordinance No. 1434 to provide for licensing regulations for medical cannabis establishments. John reported that the voters approved Initiated Measure (IM26) that allowed for medical marijuana in the state effective July 1, 2021. John reported that the initiated measure provides municipal governments the ability to participate in the licensing process. John noted that the Planning Commission is also reviewing language change to the zoning ordinance at a meeting tonight prior to the City Council meeting. John reported that the draft ordinance is taken from an ordinance used by Yankton to begin the governing body discussion on the topic, noting the need for City Council input in certain areas. John stated that, while some of the language is from the State's codification of IM26, there are discussion points and opportunities for the City Council to modify the requirements to fit the needs of the community. John noted that some points for Council clarification are contained in the following sections that were individually reviewed. John reviewed the following sections with Council input: Section 123.04 as to who grants the license; Section 123.06 as to the number of licenses to issue; Section 123.09(H) zoning districts to provide for medical marijuana dispensaries; Section 123.09(I) separation requirements from other types of uses; Section 123.09 (K)(L) to remove the sections; Section 123.16 as to the number of days to appeal the denial of a license; Section 123.20(B) establishing the hours of operation and Section 123.21(B) establishing a fine for operating without a license. Discussion followed on the proposed ordinance with consensus on items to change. John stated that he would update the proposed Ordinance No. 1434 and send it out before tonight's meeting. John noted that with the weekly paper publishing timeline a special meeting will be needed for second reading of the ordinance so the minutes can be published in the June 4th legal paper for the ordinance to be effective by July 1st. Mayor Collier-Wise suggested that a three-member committee of the City Council could meet to review any other changes to the proposed ordinance prior to second reading.

Alderman Humphrey stated that he was leaving the meeting.

#### 5. Briefing on the May 17, 2021 City Council Regular Meeting

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

Mayor Collier-Wise reported that, with the latest announcement from the CDC, the City Council will need to review the emergency resolution, ordinance as it applies to masks and signage requirements and mask requirements for City buildings at tonight's meeting. Mayor Collier-

Wise suggested that each Department Head be allowed to make decisions regarding masks for their buildings depending upon the usage, noting that certain age groups have not been vaccinated at this time. Discussion followed noting that this will be an action item to be considered at tonight's meeting.

6. Adjourn

147-21

Alderman Holland moved to adjourn the Council special session at 1:26 p.m. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Jennewein-Y, Letellier-Y, Price-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

Dated at Vermillion, South Dakota this 17th day of May, 2021.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA  
BY \_\_\_\_\_  
Kelsey Collier-Wise, Mayor

ATTEST:

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

Unapproved Minutes  
City Council Regular Session  
May 17, 2021  
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on Monday, May 17, 2021 at 7:00 p.m. by Mayor Collier-Wise.

1. Roll Call

Present: Hellwege (teleconference), Holland, Humphrey (teleconference), Jennewein, Letellier, Price, Ward, Willson, Mayor Collier-Wise

2. Pledge of Allegiance

3. Minutes

A. Minutes of May 3, 2021 Special Meeting; May 3, 2021 Regular Meeting

148-21

Alderman Ward moved approval of the May 3, 2021 special meeting and May 3, 2021 regular meeting minutes. Alderman Holland seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

4. Adoption of Agenda

149-21

Alderman Willson moved approval of the agenda. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

5. Visitors to be Heard

A. Emergency Medical Services Week proclamation

Alderman Price read the proclamation designating the week of May 16-22, 2021 as Emergency Medical Services Week in Vermillion in recognition of members of the Emergency Medical Services in the community. Mayor Collier-Wise presented the proclamation to Matt Callahan and Joe Kyte. Matt Callahan stated that he allowed Joe Kyte to accept the proclamation in recognition of his 35 years of service. Matt wanted to recognize the other Emergency Medical Service Members that were present, along with those who were unable to attend.

6. Public Hearings

A. Annual renewal of on-off sale malt beverage and SD Farm Wine licenses

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 management plans were received from the following businesses that failed a compliance check and are included in the packet: Café Brule, Inc for Café Brule at 24 West Main; City of Vermillion for Municipal Liquor Store at 820 Cottage Avenue; Coyote Convenience, Inc. for Coyote Convenience at 116 East Cherry Street; Dwight Iverson for Cherry Pit

Stop 23 West Cherry; Mexico Viejo, Inc. for Mexico Viejo Mexican Restaurant at 432 E. Cherry Street; Old Lumber Company, Inc for Old Lumber Company Bar and Grill at 11 & 15 Court St; Pump N Stuff of Vermillion, Inc. for Pump N Stuff at 203 E Main St; R & D Management, LLC for El Fredo Pizza Vermillion at 831 East Cherry Street. Mike noted that in May 2018 when the Old Lumber Company, Inc applied to expand the license into 11 Court Street it was contingent upon the final inspection and occupancy permit that has not been completed. Mike read the list of licenses that had applied for renewal and recommended the renewal of all licenses with the contingency on Old Lumber Company, Inc. Discussion followed.

150-21

Alderman Holland moved approval of the renewal of the following retail on-off sale malt beverage with SD Farm Wine licenses for the licensing period of July 1, 2021 to June 30, 2022: Aramark Educational Services, LLC for Aramark at 1101 North Dakota Street; Bunyan's LLC for Bunyan's Video Lottery at 1201 West Main Street Suite 106; BeBee Street II, Inc for Carey's Bar at 18 West Main Street; Café Brule, Inc. for Café Brule at 24 West Main Street; Casey's Retail Company, Inc. for Casey's General Store#2806 at 615 Jefferson St; Casey's Retail Company, Inc. for Casey's General Store#3525 at 1302 Princeton St; Charcoal Lounge, Inc. for Charcoal Lounge at 6 & 8 West Main Street; Circle 13, LLC for Public Room 13 at 1313 West Cherry; City of Vermillion for The Bluff's Golf Course at 2021 East Main Street; City of Vermillion for Municipal Liquor Store 820 Cottage Avenue; Coyote Convenience, Inc. for Coyote Convenience at 116 East Cherry Street; D&D Foods, Inc for Hartford Steak Co Tavern at 7 Court Street; Dwight Iverson for Cherry Pit Stop at 23 East Cherry Street; Fireworks, Inc for Dakota Brick House at 15 West Main Street; HyVee Food Stores, Inc. for HyVee at 525 West Cherry Street; IYS Ventures, LLC for I Mart Stores USA at 830 East Cherry Street; Jon Donald Enterprises for Silk Road Café at 12 West Main Street; Mexico Viejo, Inc. for Mexico Viejo Mexican Restaurant at 432 E. Cherry Street; Old Lumber Company, Inc for Old Lumber Company Bar and Grill at 11 & 15 Court St; PR Vermillion, LLC for Vermillion Pizza Ranch at 912 North Dakota Street; Prairie River, Inc. for R Pizza at 2 West Main Street; 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; R & D Management, LLC for El Fredo Pizza Vermillion at 831 East Cherry Street; Red Steakhouse, Inc. for Red Steakhouse at 1 East Main Street; Sunset Oil, Inc. for Lucky 7 Casino at 629 Stanford Suite A; Sunset Oil, Inc. for Sunset Casino at 629 Stanford Suite B; Valiant Vineyard, Inc for Valiant Vineyard at 1500 West Main; Varsity Pub, LLC for The Varsity at 113 East Main Street; Vermillion Downtown Cultural Assoc. Inc. for Coyote Twin Theater at 10 East Main; Wal-Mart Stores, Inc. for Wal-Mart Super Center #3734 at 1207 Princeton Street with the contingency on the Old

Lumber Company that before expanding into 11 Court that the Building Official complete an inspection and issue an occupancy permit. Alderman Willson seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

## 7. Old Business

### A. Review of Emergency Resolution encouraging the use of face coverings or face masks and determine continuation of the Emergency Resolution

John Prescott, City Manager reported that the City Council approved an Emergency Resolution encouraging the use of face coverings in buildings open to the public at the April 5, 2021 with an effective date of April 9, 2021. John noted that the Emergency Resolution adopted on April 5, 2021 was very similar to Emergency Resolutions adopted in August, October, December 2020 and February 2021, which expired after 60-days. John stated that the emergency resolutions have been designed to promote the use of face coverings to slow the spread of the coronavirus. John reported that the Emergency Resolutions were also designed to provide the language that Emergency Ordinance 1432, that required the posting of a sign, which states that face masks are expected per City resolution. John noted that with the adoption of the Emergency Resolution on April 5th, as the City Council has done with all other emergency measures, there was a reference that the item would be on each regular City Council meeting agenda during the 60-day life of the resolution for review and consideration of continuation. John stated that this is the third opportunity to consider revisions to the Emergency Resolution since adoption on April 5th. John stated that the current Emergency Resolution would expire on June 7, 2021. John noted that there have been two significant changes regarding mask wearing since the last City Council meeting. John stated that the first change was the ending of USD's indoor mask mandate as of May 10, 2021 and the second change relates to CDC guidance which on May 13, 2021 the CDC issued guidelines that fully vaccinated individuals no longer needed to wear masks. John recommended that the City Council review information related to COVID-19 and the emergency resolution recommending face coverings or face masks in buildings open to the public. Discussion followed on the resolution creating an expectation of face coverings.

151-21

Alderman Ward moved to rescind the Emergency Resolution Creating an Expectation of Face Covering Wearing During the COVID-19 Pandemic adopted on April 5, 2021 with the motion to rescind to be effective upon passage of this motion. Alderman Willson seconded the motion. Discussion followed noting that individual businesses may have their own policy on face coverings and the need to be mindful of those

younger individuals who have not been vaccinated. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

B. Review of Emergency Ordinance No. 1432 to require signage at the entrance to buildings open to the public that states Face Masks Expected per City Resolution

John Prescott, City Manager, reported that, on April 5, 2021, the City Council approved the second reading of Emergency Ordinance No. 1432 that became effective on April 17, 2021. John stated that the ordinance requires the posting of a sign at the entrance to buildings open to the public, which states "Masks are expected per City resolution." John noted that Emergency Ordinance No. 1432 has a life of 60 days expiring on June 15, 2021. John noted that with the adoption of the Emergency Ordinance No. 1432 on April 5th, as the City Council would reviewed for continuation at each regular City Council meeting. John stated that this is the third opportunity to consider revisions to the Emergency Ordinance since adoption on April 5th. John noted the USD change in policy and the CDC change in guidelines as reported on the previous agenda item. John recommended that the City Council review information related to COVID-19 and the Emergency Ordinance No. 1432 requiring signage at the entrance to buildings open to the public that states Face Masks Expected per City Resolution. Discussion followed on the emergency ordinance No. 1432.

152-21

Alderman Holland moved to repeal Emergency Ordinance No. 1432 titled an Emergency Ordinance to Require Signage at the Entrance to Buildings Open to the Public Stating that Face Coverings are Expected to Help Slow the Spread of COVID-19 (Coronavirus) with the repeal to be effective on the passage of this motion. Alderman Price seconded the motion. Discussion followed noting that individual businesses may have their own policy for face coverings and the need to be mindful of those younger individuals who have not been vaccinated. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

C. COVID-19 issues

Mayor Collier-Wise noted that the City Council in August 2020 adopted a policy requiring face masks or face coverings adequate to slow the spread of COVID-19 in City-owned public buildings and to follow the new CDC guidelines may need to revise. Discussion followed on the face covering policy with the consensus to rescind the City owned public

building policy but allow Department Heads the ability to establish mask policies for their specific buildings to address the safety of employees and users. Discussion followed.

153-21

Alderman Ward moved to rescind the policy requiring face masks or face coverings adequate to slow the spread of COVID-19 in City-owned public building and authorize Department Heads to establish face mask policies for their specific building to address safety of City employees and public users in the buildings. Alderman Holland seconded the motion. Discussion followed. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

## 8. New Business

### A. First Reading of Ordinance No. 1434 - Amending Title XV Land Usage to Add Chapter 158 Entitled Medical Cannabis Establishments to the City of Vermillion Code of Ordinances

James Purdy, Assistant City Manager, reported that, in November 2020, South Dakota voters approved an initiated measure (IM26) allowing for medical cannabis within the State. James reported that new State law regulating medical cannabis will take effect on July 1, 2021. James noted that, in order to comply with State statute, the City needs to have regulations in place to accommodate the use within City limits. James reported that the Planning and Zoning Commission (Commission) discussed a possible amendment to the zoning ordinance at their May 10th meeting. James reported that the Commission met again today prior to the City Council meeting to consider the proposed ordinance amendment. James noted that the proposed ordinance will be a two-step process similar to how alcohol use is regulated. James stated that the zoning aspect will regulate where the use is allowed, while the permitting aspect will regulate the actual business. James stated that the ordinance being discussed now is the zoning portion and the ordinance that would regulate the permits will be considered under new business next on the agenda. James reported that the proposed zoning ordinance would be a separate chapter within the zoning ordinance separated into several sections. James noted that the sections will deal with definitions and where cannabis products may be sold, grown, tested, or manufactured. James reported that the Commission recommendation is to agree that medical cannabis dispensaries should not be allowed in the Neighborhood Commercial zone and on a 4 to 3 vote recommended that medical cannabis dispensaries should not be allowed in



the Central Business district. James noted that the proposed zoning ordinance does not require that any additional chapters or sections of the zoning ordinance be amended since everything related to medical cannabis use is located within this new chapter. Discussion followed with the consensus of the City Council agreeing to include the Central Business district. Jim McCulloch, City Attorney recommended that the middle sentence be omitted from Section 158.07(B) as the City Council agreed at the noon meeting to remove these requirements. Discussion followed

154-21

Mayor Collier-Wise read the title to the above mentioned Ordinance and Alderman Price moved adoption of the following Resolution:

BE IT RESOLVED that the minutes of this meeting shall show that the title to proposed Ordinance No. 1434 entitled An Ordinance Amending Title XV Land Usage to Add Chapter 158 Entitled Medical Cannabis Establishments to the City of Vermillion Code of Ordinances, City of Vermillion, South Dakota as amended to remove the middle sentence in Section 158.07(B) has been read and the Ordinance has been considered for the first time in its present form and content at this meeting being a regularly called meeting of the Governing Body of the City on this 17th day of May, 2021 at the Council Chambers in City Hall in the manner prescribed by SDCL 9-19-7 as amended.

The motion was seconded by Alderman Holland. After discussion, the question of adoption of the Resolution was put to a roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

B. First Reading of Ordinance 1433 - Amending Title XI Business Regulations by adding Chapter 123 enacting Licensing Regulations for Medical Cannabis establishments

John Prescott, City Manager, stated that, in November of 2020, the voters of South Dakota approved IM26 which provides for medical marijuana as of July 1, 2021. John reported that the initiated measure provides municipal governments the ability to participate in the process for licensing, permitting, identifying permissible locations in the community, hours of operation, number of medical marijuana dispensaries, and other related items. John noted that the measure provides that the State will also have a registration process and the State Department of Health has not yet promulgated the final rules for their portion of the process. John reported that staff presented some background on the matter at the April 5, 2021 noon meeting with a draft ordinance provided to the City Council and has also been available on

the City's website for the public to review. John noted that, with a weekly newspaper and a 20-day referral period after publication, staff would suggest a special meeting the last week of May for the second reading of the ordinance to become effective on July 1, 2021. John noted that information on this topic continues to evolve. John noted that the draft ordinance that Yankton utilized to begin their governing body discussion on the topic was used as the basis for the attached draft ordinance. John stated that there are opportunities for the City Council to make changes to reflect what works best for Vermillion. John stated that the previous agenda item is to establish where different types of medical marijuana facilities from the dispensary to the grow facilities could be located in the community. John stated that this proposed ordinance is to address the licensing of medical marijuana dispensaries. John noted that the proposed license requirements are for one-year at a time, are not transferrable, are issued by the City Council, outlines hours of operation, and subject to state and local requirements. John noted that the proposed ordinance also provides information on how licenses are issued, revocation, penalties, and liability language. John noted that the current proposed ordinance limits the licenses to two but the City Council will be reviewing this to maybe increase the limit which would be less restrictive before second reading. John stated that, while some of the language is from the State's codification of IM26, there are discussion points and opportunities for the City Council to modify the requirements to fit the needs of the community. John reported that an Ordinance, which has passed first reading, can become less restrictive at the second reading so if there is uncertainty about some of the items, it is likely better to adopt the more restrictive language at first reading and adjust the language with the second reading. John noted that, as the State has not adopted their rules at this time, there will most likely be changes required to this ordinance. John recommended adoption of first reading of the ordinance and to consider setting a special meeting date for second reading. Discussion followed on the need to remove General Industrial District and Neighborhood Commercial District from Section 123.09(H) zoning district.

155-21

Mayor Collier-Wise read the title to the above mentioned Ordinance and Alderman Jennewein moved adoption of the following Resolution:

BE IT RESOLVED that the minutes of this meeting shall show that the title to proposed Ordinance No. 1433 entitled An Ordinance Amending Title XI Business Regulations by adding Chapter 123 enacting Licensing Regulations for Medical Cannabis establishments of the City of Vermillion, South Dakota as amended by removing General Industrial District and Neighborhood Commercial District from Section 123.09(H) has been read and the Ordinance has been considered for the first time

in its present form and content at this meeting being a regularly called meeting of the Governing Body of the City on this 17th day of May, 2021 at the Council Chambers in City Hall in the manner prescribed by SDCL 9-19-7 as amended.

The motion was seconded by Alderman Willson. After discussion, the question of adoption of the Resolution was put to a roll call vote of the Governing Body as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

C. TIF#7 Grant agreement with Vermillion Area Chamber Commerce and Development Company

John Prescott, City Manager, reviewed the steps taken to date by the City Council with respect to Tax Increment Financing District #7 from the creation to the issuance of the private placement bond. John wanted to recognize our local partners who purchased the private placement bond: CorTrust Bank, First Bank and Trust, First Dakota Bank, Dakota Hospital Foundation, and the University of South Dakota Foundation. John reported that the attached agreement is the final step as it provides for the actual transfer of the TIF bond proceeds to the VCDC for reimbursement of the costs incurred for infrastructure improvements in the district. John stated that the agreement states that the infrastructure must be complete by November 1, 2021 or the City has the option to terminate the agreement. John stated that the agreement has been reviewed by the City Attorney. John noted that, at previous City Council and Planning Commission meetings, there has been discussion about a barrier for the lots abutting Stanford Street. John stated that, during the Council action to approve the Final Plat, it was noted that this could be addressed with this TIF 7 grant agreement. John stated that the final paragraph of Section 8 of the proposed agreement includes language that TIF payments would be paused if covenants addressing this item are not presented to the City Council and filed with the Register of Deeds by July 12, 2021. John recommended approval of the TIF #7 Grant agreement with the VCDC. Discussion followed.

156-21

Alderman Willson moved approval of the TIF#7 Grant agreement with Vermillion Area Chamber Commerce and Development Company as presented. Alderman Ward seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

D. Agreement with Burns & McDonnell for Construction Administration Services for the Landfill Cell 6 Project

Jose Dominguez, City Engineer, reported that on September 8, 2020 the City Council entered into an agreement with Burns & McDonnell for the design of new cell number six and the closure of cells number two and three. Jose noted that the project has been designed and is currently out to bid. Jose stated that the original agreement with Burns & McDonnell covered the design of the project and the creation of the bidding documents at a cost not to exceed \$98,000. Jose reported that this agreement being considered is for the construction administration, which includes contract preparation, submittal review, construction meetings, and the preparation of as-built documents at a cost not to exceed \$162,000. Jose noted that the contract was budgeted for in the Joint Powers landfill budget. Discussion followed.

157-21

Alderman Willson moved approval of the professional services contract agreement with Burns & McDonnell for construction administration services for the landfill cell 6 and closure of cells 2 and 3 project at an amount not to exceed \$162,000. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

E. CRRSA Act Grant Application for use at Harold Davidson Field Airport

Jose Dominguez, City Engineer, reported that the FAA, through the CRRSA (Coronavirus Response and Relief Supplemental Appropriations) Act, allocated funding to be awarded as assistance to combat COVID-19 at airports. Jose noted that the federal funding will go to the State, which through the SD Department of Transportation (DOT), will be made available to the City for reimbursement eligible expenses. Jose reported that the FAA is requesting that the City complete the application requesting the CRRSA grant for \$13,000 to be used on operation expenses for the next four years. Jose noted that there is no cost to the City at this point. Jose recommended adoption of the resolution. Discussion followed.

158-21

After reading the same once, Alderman Ward moved adoption of the following:

RESOLUTION

APPLICATION FOR CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL  
APPROPRIATIONS ACT GRANT OFFER FOR HAROLD DAVIDSON FIELD AIRPORT (FOR  
RESPONSE TO THE COVID-19 PANDEMIC)

WHEREAS, the Federal Aviation Administration (FAA), through the CRRSA Act, allocated funding to be awarded as economic relief to eligible airports in the U.S.; and

WHEREAS, the funds will be administered by the South Dakota Department of Transportation; and

WHEREAS, the City of Vermillion is eligible to receive relief funding for qualifying expenses as disbursed by the South Dakota Department of Transportation; and

WHEREAS, the Governing Body of the City of Vermillion is asked by the United States Department of Transportation Federal Aviation Administration to apply for the CRSSA grant by resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Vermillion authorizes the application for CRRSA grant funding for Harold Davidson Field Airport and for the Mayor to sign the application.

BE IT FURTHER RESOLVED, the Governing Body of the City Vermillion authorizes the Mayor or the Council President to sign all future documents related to the CRRSA grant on behalf of the City.

Dated at Vermillion, South Dakota this 17th day of May 2021.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
Kelsey Collier-Wise, Mayor

ATTEST:

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

The motion was seconded by Alderman Price. Discussion followed and the question of the adoption of the Resolution was presented for a roll call vote of the Governing Body as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

F. Resolution authorizing participation in the Housing Needs Study Program of the South Dakota Housing Development Authority

John Prescott, City Manager, stated that one of the tools to address housing needs in a community is a current housing study. John reported that a housing study is one of the more frequently requested documents when developers and potential businesses are evaluating a community.

John stated that the South Dakota Housing Development Authority (SDHDA) has created a cost-sharing incentive program for communities of less than 10,000 population to conduct a Housing Needs Study (Study). John stated that the SDHDA has indicated that they are willing to consider a population waiver for Vermillion to participate in the program due to the variation in population during the year. John noted that the City has a limited study from 2012 that was part of the original Vermillion Now! initiative and that since 2012 there have been a number of housing changes in the community. John noted that some of the criteria addressed by the study include: demographic and economic characteristics of households in the community; expectations on future economic, employment, and population changes; the nature and extent of the community's short-to-mid-term and long-term housing demand; and demand in various categories such as rehabilitation, new construction, senior housing, rental, and homeownership. John reported that the cost of the study conducted by Community Partner's Research Inc. is \$12,500 and will be paid by the VCDC. John stated that funding would come from several sources: the SDHDA would contribute \$5,000, the City would contribute \$5,000, but will be able to be reimbursed \$2,500 from SECOG, and the remaining \$2,500 would come from the VCDC. John noted that a budget revision may be needed to account for the \$5,000 expenditure of City funds. Discussion followed.

159-21

After reading the same once, Alderman Willson moved adoption of the following:

A RESOLUTION SUPPORTING THE APPLICATION OF THE VERMILLION CHAMBER AND DEVELOPMENT COMPANY TO REQUEST A HOUSING STUDY FROM THE SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY

WHEREAS, a housing study for the City of Vermillion helps a community develop housing by identifying characteristics of existing stock and the types and quality of addition housing needs; and

WHEREAS, the South Dakota Housing Development Authority (SDHDA) has created a Housing Needs Study Program that assists communities in completing a housing study through a cost-sharing incentive program; and

WHEREAS, SDHDA has selected Community Partners Research, Inc. (Consultant) as the firm to complete market studies under their Housing Needs Study Program; and

WHEREAS, the Consultant is willing to complete a Housing Needs Study for the city of Vermillion at a cost of \$12,500; and

WHEREAS, SDHDA will provide \$5,000 of funding toward the cost of the Housing Needs Study; and

WHEREAS, the South Eastern Council of Governments (SECOG) will reimburse the City of Vermillion \$2,500 for the cost of the Housing Needs Study; and

WHEREAS, the Vermillion Chamber of Commerce and Development Company will contribute \$2,500 toward the Housing Needs Study; and

WHEREAS, the City of Vermillion supports the application of the VCDC to conduct a housing study from the SDHDA.

NOW, THEREFORE BE IT RESOLVED, the Governing Body of the City of Vermillion supports the application of the Vermillion Chamber of Commerce and Development Company to request a housing study from SDHDA, where the City of Vermillion will contribute \$5,000 and receive reimbursement of \$2,500 from SECOG.

Dated at Vermillion, South Dakota this 17th day of May 2021.

FOR THE GOVERNING BODY OF  
THE CITY OF VERMILLION, SOUTH DAKOTA

By \_\_\_\_\_  
Kelsey Collier-Wise, Mayor

ATTEST:

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

The motion was seconded by Alderman Price. Discussion followed and the question of the adoption of the Resolution was presented for a roll call vote of the Governing Body as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

#### G. Consideration of the 2021-2025 Capital Improvement Plan

John Prescott, City Manager, reported that, at the April 19, 2021 Noon City Council meeting, staff presented a Capital Improvement Plan (CIP) for City Council discussion and review. John reported that since then staff has reviewed the plan and corrected minor errors and typos. John stated that Council Member Holland requested that landscaping and visibility improvements for the Welcome to Vermillion entryway sign for \$2,000 and electronic messaging signs for \$3,000 be added to the 2022 budget. John reported that the Capital Improvement Plan does not allocate funding for any particular project. John stated that one of the goals of the Capital Improvement Plan is to present ideas to the City Council and community about projects that may be undertaken in the next five years. John reviewed some of the larger projects in the 2021-2025 CIP currently proposed for discussion during the 2022 budget

session. Discussion followed with John recommending adoption of the 2021-2025 Capital Improvement Plan. Discussion followed.

160-21

Alderman Price moved approval of the 2021-2025 Capital Improvement Plan as presented. Alderman Holland seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

#### H. Appointment of City Finance Officer

Mayor Collier-Wise reported that Mike Carlson, Finance Officer, is retiring on June 16, 2021. Mayor Collier-Wise stated that, after our search process, she recommended the appointment of Katie Redden to serve as the City's next Finance Officer. Mayor Collier-Wise recommended the appointment of Katie be effective June 17, 2021 at a starting salary of \$73,000. Mayor Collier-Wise noted that the appointment will allow for notification to be made with financial institutions, bond trustees, and others for an orderly transition on June 17, 2021. Discussion followed

161-21

Alderman Holland moved approval of the appointment of Katie Redden as the City's Finance Officer effective June 17, 2021 at a starting salary of \$73,000. Alderman Humphrey seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

#### 9. Bid Openings - None

#### 10. City Manager's Report

A. John reported that the Library Board meets on Friday, May 21st at noon.

B. John reported that there are two terms on BID #2 Board that are expiring. John noted that BID #2 is the downtown area BID with the terms being three years. John requested interested citizens to submit an Expression of Interest form by 5:00 p.m. on Thursday, June 3rd in anticipation that the City Council will make two appointments at the June 7th meeting.

C. John reported that City offices will be closed on Monday, May 31st for Memorial Day.



D. John reported that the Bluffs will be offering free golf lessons on Tuesday, May 18th and Wednesday, May 19th at 4:45 p.m.

E. John reported on the receipt of a raffle notification for the Dakota Hospital Foundation (DHF) that will be selling raffle tickets at \$5 each or 5 tickets for \$20 during their Leadership Dinner on Tuesday, May 18th. John noted that the prizes are a \$100 Spa gift card, \$100 Theatre gift card, and a Karl Mecklenberg autographed jersey valued at \$150 with proceeds going to the Employee Idea Challenge Project at DHF.

F. John reported that Farrel Christensen is retiring after 30 1/2 years with the City on Friday, May 21st and that James Purdy's last day with the City is June 4th after just over 3 1/2 years with the City.

John Prescott and Jose Dominguez answered questions on the downtown streetscape project noting that the BID #2 Board met with the design consultant and City staff to review options available. Jose stated that the consultant will study the design changes needed for the options for a presentation to the BID #2 Board along with estimated costs. Jose stated that any change orders will need City Council approval.

#### PAYROLL ADDITIONS AND CHANGES

Admin: Cohl Turnquist \$10.00/hr; Street: Scott Iverson \$19.44/hr, Collin Schrawyer \$10.00/hr, Josh Manning \$19.00/hr; Recreation: Margaret Barnett \$10.00/hr, Grace Chaussee \$10.00/hr, Afton Grady \$10.00/hr, Brandon Mockler \$10.00/hr, Emma Jury \$10.00/hr, Kaimana McCreadie \$10.00/hr; Pool: Emery Bohnsack \$10.25/hr, Mason Litz \$10.25/hr, Lindsey Meikle \$10.25/hr, Jameson Shaheen \$10.25/hr, Chloe Fullenkamp \$10.25/hr, Taylor Hopp \$10.25/hr, Morgan Halverson \$10.00/hr; Communications: Derek Ronning \$23.60/hr; Golf Maintenance: Connor Larson \$10.00/hr; Recycling: Alec Leber \$10.00/hr, Volunteer Firefighter: Philip Dohn

#### 11. Invoices Payable

162-21

Alderman Willson moved approval of the following invoices:

A&A Sales Associates	uniform shirts	568.15
Adidas America, Inc	merchandise	907.89
Aramark Education Services	refund malt beverage markup	69.45
AT&T Mobility	mobile hot spots	425.80
Black Clover Enterprises	merchandise	280.00
Broadcaster Press	advertising	4,043.47
Buhls Cleaners	mat/mop service	463.34
Bureau Of Administration	telephone	237.82

Burns & McDonnell	professional services	3,753.99
CenturyLink	telephone	1,563.21
Chesterman	merchandise	535.94
City Of Vermillion	landfill vouchers	527.00
Clay Rural Water System	water usage	117.50
Clay-Union Electric Corp	electricity	1,774.01
Dakota Beverage	merchandise	16,669.88
Dubois Chemicals	soda ash	7,320.50
Dynamic Brands	merchandise	107.00
Echo Electric Supply	supplies	3.40
Engines And Mower	parts	422.46
Farner Bocken Company	merchandise	967.55
Global Dist	merchandise	134.00
Gregg Peters	managers fee	6,000.00
Hach Co	chemicals	5,837.23
Heiman Fire Equipment	fire extinguisher inspection	40.00
John A Conkling Dist.	merchandise	7,390.25
Johnson Brothers Of SD	merchandise	19,075.71
Locators And Supplies, Inc	supplies	316.88
Loren Fischer Disposal	haul cardboard	1,180.00
Mart Auto Body	towing	700.00
McCulloch Law Office	professional services	3,404.71
Mead Lumber	supplies	44.64
MidAmerican	gas usage	5,352.96
Midcontinent Communication	cable/internet service	1,392.02
Missouri River Energy Services	inspection/analysis	2,073.40
Nalco Chemical Co	chemicals	323.25
O'Reilly Auto Parts	parts	11.03
Pflanz	audio/visual system	42,644.45
Ping/Karsten Mfg Corp	merchandise	620.60
Redi Towing	towing	675.00
Republic National Distributing	merchandise	24,782.47
Running Supply, LLC	supplies	753.97
SD DANR	landfill operations fee	3,945.20
SD Dept Of Health	testing	150.00
SD Governmental Finance Officers	registration	75.00
Sioux Equipment	fuel tank gauge	316.00
Sooland Bobcat	parts	222.00
Southern Glazer's Of SD	merchandise	13,359.06
Staples Business Credit	supplies	831.00
Stern Oil Co.	fuel	17,894.24
Stuart C. Irby Co.	supplies	304.80
Sturdevants Auto Parts	parts	147.59

Superior Hood Steamers, Inc	professional services	225.00
Titleist-Acushnet Company	merchandise	5,389.32
United Parcel Service	shipping	13.47
US Bank St. Paul	city hall bond payment	54,927.50
US Postmaster	postage for utility bills	950.00
USA Bluebook	supplies	109.51
USPS-POC	postage for meter	700.00
Vermillion Ace Hardware	supplies	12.99
Waste Management Of WI-MN	waste hauling	1,403.83
Wexford Fulfillment Solutions	merchandise	290.22
Yamaha Motor Finance Corp	golf cars lease	6,622.61
Zimco Supply Co	supplies	6,485.00
Pat Gross	Bright Energy Rebate	200.00
Keith Thomas	Bright Energy Rebate	500.00
Michael Johnson	Bright Energy Rebate	25.00

Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

## 12. Consensus Agenda

A. Set a public hearing date of June 7, 2021 for a special daily malt beverage and wine license for Vermillion Area Chamber of Commerce and Development Company on or about July 8, July 15, July 22, July 29, August 5, August 12, August 19, and August 26, 2021 for Thursdays on the Platz events on Center Street from Main Street to National Street.

163-21

Alderman Price moved approval of the consensus agenda. Alderman Holland seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

## 13. Adjourn

164-21

Alderman Ward moved to adjourn the Council Meeting at 8:19 p.m. Alderman Price seconded the motion. A roll call vote of the Governing Body was as follows: Hellwege-Y, Holland-Y, Humphrey-Y, Jennewein-Y, Letellier-Y, Price-Y, Ward-Y, Willson-Y, Collier-Wise-Y. Mayor Collier-Wise declared the motion adopted.

Dated at Vermillion, South Dakota this 17th day of May, 2021.

THE GOVERNING BODY OF THE CITY  
OF VERMILLION, SOUTH DAKOTA  
BY \_\_\_\_\_

Kelsey Collier-Wise, Mayor

ATTEST:

BY \_\_\_\_\_

Michael D. Carlson, Finance Officer

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