

# City of Watertown

Proposed City Council Agenda

City Hall, 23 2ND ST NE

Watertown, South Dakota

August 5, 2024, 5:30 PM



Page

## 1. CALL TO ORDER

## 2. PRAYER

## 3. PLEDGE OF ALLEGIANCE

## 4. ROLL CALL

## 5. ACTION TO APPROVE THE AGENDA

## 6. OPEN FORUM

## 7. CONSENT AGENDA

- (a) Approval of the minutes of the Council meeting held on July 15th, 2024. 4 - 5  
[City Council - Jul 15 2024 - Minutes](#)
- (b) Approval of a business license to Tim Petersen as a Gasfitter (\$75). 6 - 7  
[Petersen Heating & AC](#)
- (c) Authorization for the IT Department to declare miscellaneous property as surplus and dispose of as junk. 8 - 10  
[Disposal of Assets](#)
- (d) Authorization for the Watertown Fire Rescue Department to accept a Leary Firefighter Foundation Contribution in the amount of \$12,565.00 for a forcible entry prop. 11 - 13  
[Leary Firefighter Foundation Contribution](#)
- (e) Acceptance of Water Environment Federation (WEF) equipment donation valued at \$14,200.00 for an autosampler and flow meter. 14 - 17  
[Equipment Donation](#)
- (f) Approval of bills and payroll and authorization to pay

## 8. PRESENTATIONS & REPORTS

## 9. CONTRACTS & CHANGE ORDERS

- (a) Approval of Change Order No. 1-Final for the 2023 10th Avenue Street Extension, Project No. 2122, with Duininck Inc., for an increase of \$59,041.56 for a new contract price of \$544,718.11. 18 - 21  
[Change Order No. 1 - Project No. 2122](#)
- (b) Approval of Amendment No. 4 with Rice Lake, Construction Manager At-Risk 22 - 31

for the Wastewater Collection System and Treatment Facilities Improvements, Project No. 2317, and Acknowledgement of Bid Awards No. 2 and No. 3 to Various Contractors Stated in the Award Letter.

[Wastewater Collection System and Treatment Facilities Improvements, Project No. 2317](#)

## **10. ORDINANCE FIRST READINGS**

- (a) First Reading of Ordinance No. 24-13, an Amendment to the Zoning Designation for Phases 2 and 3 of Harmony Hill Second Addition from A-1 Agricultural District to PUD Planned Unit Development. 32 - 52

[Ordinance No. 24-13](#)

## **11. PUBLIC HEARINGS & SECOND READINGS**

- (a) Application for a Special Event Retail License to Lake Area Technical College Foundation d/b/a Lake Area Technical College Foundation for Evening in the Archway, 1201 Arrow Ave, Lot 2 E14' S197' Lake Area Technical Institute 3rd Add & S197' E328' Vocational School Lot from 5:00 PM until 10:00 PM on Wednesday, August 21st, 2024. 53 - 58

1. Public Hearing
2. Council Action

[Lake Area Technical College - Evening in the Archway](#)

- (b) Application for a transfer of ownership of a Retail (on-off sale) Wine and Cider License from Raise the Bar, LLC (Member: Donna Marchand), DBA Raise the Bar, 806 Jensen Ave, S34' Lot 10 & All Lots 11-12 Block 1 of Davlin's Addition to Raise the Bar, LLC (Member: Haley Zemlicka) DBA Raise the Bar at the same location. 59 - 62

1. Public Hearing
2. Council Action

[Raise the Bar](#)

- (c) Application for a New Retail (on-off sale) Malt Beverage & SD Farm Wine License to City of Watertown, Prairie Lakes Ice Arena, 3015 1st Avenue NE, Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota. 63 - 66

1. Public Hearing
2. Council Action

[Prairie Lakes Ice Arena - Malt Beverage](#)

- (d) Application for a New Retail (on-off sale) Wine and Cider License to City of Watertown, Prairie Lakes Ice Arena, 3015 1st Avenue NE, Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota. 67 - 70

1. Public Hearing
2. Council Action

[Prairie Lakes Ice Arena - Wine](#)

- (e) Application for a New Retail (on-off sale) Malt Beverage & SD Farm Wine 71 - 77

License to Dolgen Midwest LLC, Dollar General Store #25615, 1013 10th Avenue NW, Lot 3 West Watertown Facilities First Addition.

1. Public Hearing
2. Council Action

[Dollar General - Malt Beverage](#)

- (f) Application for a New Retail (on-off sale) Wine and Cider License to Dolgen Midwest LLC, Dollar General Store #25615, 1013 10th Avenue NW, Lot 3 West Watertown Facilities First Addition. 78 - 84

1. Public Hearing
2. Council Action

[Dollar General - Wine](#)

- (g) Second Reading of Ordinance No. 24-10, a Zoning Text Amendment to Chapter 21.90 Definitions of the Revised Ordinances of the City of Watertown to define the use of "Storage Facility, Indoor". 85 - 87

1. Public Hearing
2. Council Action

[Ordinance No. 24-10](#)

**12. OTHER BUSINESS**

- (a) Approval of insurance policies and authorization for payment for premiums for general liability, auto liability and physical damage, law enforcement liability, buildings and contents, equipment property damage, and equipment breakdown (boiler and machinery) coverage and authorization for the Finance Officer to issue a Special Check. 88 - 90

[Insurance Renewal](#)

- (b) Approval to supplement the WPD budget in the amount of \$19,811.11 for unexpected repairs to the Heating and Cooling systems 91 - 98

[Police Budget Supplement](#)

**13. CITY MANAGER REPORT**

**14. EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2**

**15. ADJOURNMENT**

Kristen Bobzien  
Chief Financial Officer

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. ADA Compliance:

The City of Watertown fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Office 24 hours prior to the meeting so that appropriate auxiliary aids and services are available.

**Watertown**  
**City Council Meeting Minutes**  
**July 15, 2024**

The City Council met in regular session at 5:30 PM in the City Hall Council Chambers, 23 2ND ST NE. Deputy Mayor Randy Tupper presiding.

Present upon roll call: Alderperson Schutte, Tupper, Danforth, Jurrens, Peters and Mayor Holien. Absent: Alderperson Buhler.

Motion by Peters, seconded by Holien, to approve the agenda as presented. Items approved as part of the consent agenda: minutes of the Council meeting held on July 1st, 2024, authorization to renew the Westlaw Subscription for the City Attorney's Office; a Weekly Seasonal Event Retail On-Sale License to Watertown Mavericks d/b/a Maverick's Steak and Cocktails for Thursday Night Live, 225 E Kemp, Downtown Plaza and that portion of Kemp Ave adjacent to Downtown Plaza for Thursday, July 25, 2024 from 5:30 PM to 9:30 PM and Thursday, August 8, 2024 from 5:30 PM to 9:30 PM. Motion Carried.

Deputy Mayor Tupper called for Open Forum. Dan Fjerstad of the Lion's Den addressed the City Council in regards to the medical cannabis licensing fees. Richard Dunn requested an Ordinance be considered for addressing dog attacks in honor of his dog, Chloe. Mike Johnson voiced his concern regarding a dog trainer utilizing the City Dog Park for personal business.

Ordinance No. 24-10, Zoning Text Amendment to Chapter 21.90 Definitions of the Revised Ordinances of the City of Watertown to define the use of "Storage Facility, Indoor" was placed on its first reading and the title was read. No action taken.

This being the time and place for a public hearing on Resolution No. 24-16, Necessity for Sidewalk, Curb and Gutter, and Asphalt Surfacing Improvements for 315 Kemp Avenue East; the Deputy Mayor called for public comment. Hearing no comments from the public, motion by Danforth, seconded by Schutte, to approve Resolution No. 24-16 as presented. Motion Carried.

Ordinance No. 24-11, authorizing Down Payments to Vendors on Contracts with the City of Watertown was placed on its second reading and the title was read. Motion by Schutte, seconded by Peters, to approve Ordinance No. 24-11 as presented. Motion Carried.

Alderperson Tupper announced the Fourth of July Fireworks went well and thanked all those involved.

City Manager Mack mentioned that a Conditional Use Permit for a Bar/Tavern License will go before the Board of Adjustment on Thursday, July 18<sup>th</sup> for the Prairie Lakes Ice Arena to allow alcohol at games for the Watertown Shamrocks.

Motion by Danforth, seconded by Peters, to adjourn until 5:30 PM on Monday, August 5<sup>th</sup>, 2024. Motion Carried.



Agenda Item 7.(a) Approval of the minutes of the Council meeting held on...

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

Dated at Watertown, South Dakota, July 15<sup>th</sup>, 2024.

ATTEST:

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Kristen Bobzien, Chief Financial Officer

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Randy Tupper, Deputy Mayor



# City Council

## Agenda Item

**Subject:** Approval of a business license to Tim Petersen as a Gasfitter (\$75).  
**Meeting:** City Council - Aug 05 2024  
**From:** Amanda Mack, City Manager

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### **BACKGROUND INFORMATION:**

Applicant will be licensed to work under Petersen Heating & AC. Gasfitter applicant has passed the gasfitter exam administered by Watertown Municipal Utilities.

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### **FINANCIAL CONSIDERATIONS:**

Applicant has paid \$75 of licensing fees to the City of Watertown.

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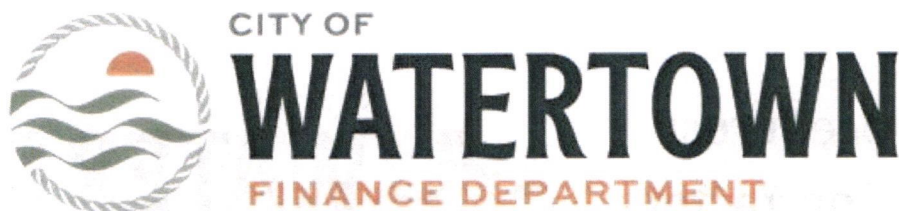
### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the business license to Tim Petersen as a Gasfitter (\$75).

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### **ATTACHMENT(S):**

[Petersen Heating & AC](#)



## Gasfitting Contractor & Gasfitter License Application

☐ New Application    ☐ Renewal    ☒ Add Additional Gasfitter(s)    ☐ Transfer Licensed Gasfitter(s)

Licensing Year: 20 24

### Gasfitting Contractor License Information:

Business Name (as it will appear on license)	Petersen Heating & AC
Applicant/Owner Name (as it will appear on license)	Larry Petersen, Owner
Business Address	507 8th St NE
City, State, Zip	Watertown SD 57201
Phone Number	605-868-1794
Email Address	
Insurance Company Name (copy of certificate req'd)	Puthoff Ins
Insurance Expiration Date	8/27/24
Bond Company Name (copy of bond req'd)	Western Surety
Bond Expiration Date	4/26/24
License Fees (check made payable to City of Watertown)	Gasfitting Contractor: \$250 first year/\$75 renewal Gasfitter Fee: \$75 per gasfitter/per year Transfer Licensed Gasfitter Fee: \$25 per gasfitter

### Supporting Gasfitter Licenses: (If more gasfitters are to be added, please attach additional information to this application)

Gasfitter #1 - Full Name <u>Tim Petersen</u>	Signature of Gasfitter #1: <u>Tim Petersen</u>
Gasfitter #2 - Full Name	Signature of Gasfitter #2:
Gasfitter #3 - Full Name	Signature of Gasfitter #3:

[Signature]  
Signature of Business Owner

7-23-24  
Date

#### TO BE COMPLETED BY CITY OF WATERTOWN

Fee Paid: _____	City Council Approved On _____
Receipt Number: _____ Dated: _____	
License or Permit Number: _____	City Manager _____
	Finance Officer _____

Submit completed application to: City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201  
Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us



# City Council

## Agenda Item

**Subject:** Authorization for the IT Department to declare miscellaneous property as surplus and dispose of as junk.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### **BACKGROUND INFORMATION:**

This surplus property are items outdated, broken, or unusable. We are requesting authorization to recycle or dispose these items.

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### **FINANCIAL CONSIDERATIONS:**

none

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the authorization for the IT Department to declare miscellaneous property as surplus and dispose of as junk.

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### **ATTACHMENT(S):**

[IT Surplus Items for disposal](#)

<u>Asset Number</u>	<u>Description</u>
2759	HP LaserJet P1505
3063	Epson Receipt Printer
3342	Cisco SLM2048 Switch
3541	Lenovo ThinkPad Edge E530
3543	Lenovo ThinkPad Edge E530
3545	Lenovo ThinkPad Edge E530
3547	Lenovo ThinkPad Edge E530
3549	Lenovo ThinkPad Edge E530
3552	Lenovo ThinkPad Edge E530
3602	HP 1910 48P Switch
3675	HP ProBook 6570b
3709	Netgear Switch
3763	HP Compaq Pro 6300 SFF
3786	Lenovo ThinkPad Edge E531
3839	HP Probook 650 G1
3840	HP Probook 650 G1
3928	HP ProDesk 400 G1
3969	Panasonic CF-53
3970	Panasonic CF-53
3977	Panasonic CF-53
3980	Panasonic CF-53
3982	Panasonic CF-53
3983	Panasonic CF-53
3986	Panasonic CF-53
3987	Panasonic CF-53
4063	Panasonic CF-53
4064	Panasonic CF-53
4111	HP ProDesk 600 G1
4169	HP Probook 450 G2
4216	HP 800 G1 All in One
4217	HP 800 G1 All in One
4222	HP ProBook 640 G1
4226	HP 800 G1 All in One
4276	HP 800 G1 All in One
4278	HP 800 G1 All in One
4285	HP 800 G1 All in One
4286	HP 800 G1 All in One
4332	HP 800 G2 All in One
4387	Microsoft Surface Pro 4
4456	Fujitsu Stylistic Q736
4457	Fujitsu Stylistic Q736
4458	Fujitsu Stylistic Q736
4459	Fujitsu Stylistic Q736
4482	Microsoft Surface Pro 4
4498	Brother 7225N Printer

10001	HP EliteDesk 800 G2 Mini
10002	HP EliteDesk 800 G2 Mini
10004	HP EliteDesk 800 G2 Mini
10014	HP EliteBook 850 G3
10016	HP EliteBook 850 G3
10025	HP EliteDesk 800 G2 Mini
10028	HP EliteDesk 800 G2 Mini
10029	HP EliteDesk 800 G2 Mini
10036	HP EliteDesk 800 G3 Mini
10053	Fujitsu Stylistic Q736
10057	HP EliteBook 850 G3
10061	HP EliteDesk 800 G3 Mini
10062	HP EliteDesk 800 G3 Mini
10063	HP EliteDesk 800 G3 Mini
10066	HP EliteDesk 800 G3 Mini
10067	HP EliteDesk 800 G3 Mini
10076	HP EliteDesk 800 G3 Mini
10077	HP EliteDesk 800 G3 Mini
10078	HP EliteDesk 800 G3 Mini
10083	HP EliteDesk 800 G3 Mini
10086	HP EliteDesk 800 G3 Mini
10088	HP EliteDesk 800 G3 Mini
10089	HP EliteDesk 800 G3 Mini
10090	HP EliteDesk 800 G3 Mini
10092	HP EliteDesk 800 G3 Mini
10096	HP EliteDesk 800 G3 Mini
10097	HP EliteDesk 800 G3 Mini
10098	HP EliteDesk 800 G3 Mini
10099	HP EliteDesk 800 G3 Mini
10110	HP EliteDesk 800 G3 Mini
10126	HP Probook 455 G5
10126	HP ProBook 455 G5
10127	HP Probook 455 G5
10128	HP Probook 455 G5
10142	HP EliteDesk 800 G3 Mini
10235	HP LaserJet Pro M118dw
10254	HP EliteDesk 800 G5 Mini
10322	HP EliteDesk 800 G4 Mini
10323	HP EliteDesk 800 G4 Mini
10349	Dell Latitude 3500



# City Council

## Agenda Item

**Subject:** Authorization for the Watertown Fire Rescue Department to accept a Leary Firefighter Foundation Contribution in the amount of \$12,565.00 for a forcible entry prop.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### **BACKGROUND INFORMATION:**

This prop will have a large impact in company training evolutions that will result in real world operational improvements.

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### **FINANCIAL CONSIDERATIONS:**

This contribution will fully fund the forcible entry prop and have no financial burden on the City of Watertown.

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to authorize acceptance of a Leary Firefighter Foundation contribution in the amount of \$12,565.00 for a forcible entry prop.

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### **ATTACHMENT(S):**

[Application for Leary Firefighter Foundation](#)





**Watertown Fire Rescue**  
129 1<sup>ST</sup> AVE NW, WATERTOWN, SD 57201

13 October 2023  
Chief Don Rowland  
Watertown Fire Rescue  
129 1<sup>st</sup> Ave NW, Watertown SD 57201

RE: Grant ID #0000000410  
Grant Request: Forcible Entry Prop

**I. History and Overview**

Watertown Fire Rescue is a paid department with 39 firefighter/paramedics. Our city is the county seat and largest city in Codington County, South Dakota with a population of over 24,000 residents. Our department covers 326 square miles and is responsible for all fire suppression, ALS/BLS transports, fire prevention, fire education, hazmat, ARFF responses, and USAR operations in our local jurisdiction. WFR is the immediate source of specialized equipment and manpower for 11 smaller mutual aid communities in the region.

**II. Specific Grant Request**

WFR is requesting a grant for training equipment. If awarded, WFR would like to purchase a forcible entry prop from East Coast Rescue Solutions. The estimated value of this prop is \$12,565. Upon being awarded WFR would purchase the prop as soon as possible, the lead time to delivery is 10 to 12 weeks. WFR has requested funding for various props. WFR has identified the forcible entry prop as a large need due to our rural nature and short staffing. WFR's most common fires are Type 5 residential structures. It is common to have no more than 7 to 8 operational firefighters for the duration of a structure fire. WFR must be efficient in all aspects of firefighting including forcible entry. We are requesting this equipment to replace an outdated non-functioning Friction Force prop we currently have.

**III. Impact and Positive Effects**

This prop will have a large impact in company training evolutions that will result in real world operational improvements. We currently have limited training opportunities in this specific skill of our job. This prop would allow through the lock respectful entry and forcible entry training. This training includes drop bar, hinge pulling, rebar cutting and padlock entry. There have been multiple fires where we encountered difficult entry or EMS runs where the EMS crew relied on the Engine to gain entry for an emergent patient in the residence. Our ability to watch videos and read about different aspects of entry can only go so far. In all of these situations we need to problem solve and figure it out, but a training tool like this will create efficiency and muscle memory of this skill work. We really hope to add this into training as both an isolated skill and complex evolutions where we are meeting time objectives to rescue and extinguishment after forcible entry is complete.



**IV. Financial Challenges**

Due to inflation and budget constraints our department is burdened with a similar budget as past years, while the cost of almost all goods and services have risen substantially. We have been fighting for staff for multiple years now as we are understaffed compared to similar call volume departments in our region. While we are trying to acquire more staff and manage rising costs, it is challenging to obtain expensive props for training, although it is imperative to real world application.

**V. Outcomes and Results**

Watertown Fire Rescue would initially use this prop for isolated skill. Upon receiving this prop, our training Lieutenants will develop objective goals after teaching isolated skill work for multi-faceted evolutions and outcomes in company level training. WFR will submit a report to the Leary Foundation that will state proposed outcomes and goal results, results achieved after utilization of the prop, and lessons learned. We will also report any real world entries and how that affected the outcome of the situation.

**VI. Summary**

We are honored to be considered for this grant. Thank you for your time and consideration.

Respectfully,

Fire Chief Don Rowland  
605-882-5030  
Drowland@watertownfirerescue.com



## City Council

### Agenda Item

**Subject:** Acceptance of Water Environment Federation (WEF) equipment donation valued at \$14,200.00 for an autosampler and flow meter.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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#### **BACKGROUND INFORMATION:**

In 2022 and 2023, WEF offered free automatic samplers and flow meters to entities such as small community wastewater treatment plants. A similar program was offered again for 2024 through an application process, which staff applied for and was awarded two useful pieces of equipment. The Teledyne Refrigerated (Cold Weather and Standard) Autosampler is valued at \$9,000.00, and the Teledyne Ultrasonic Sensor and Flow Meter: TIENet 310 Sense and Signature Meter is valued at \$5,200.00. With this equipment donation from WEF, the Wastewater Division will be able to postpone a planned CIP purchase for a new autosampler from FY 2027 to FY 2034, saving the City approximately \$9,000.00.

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#### **FINANCIAL CONSIDERATIONS:**

N/A

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#### **OVERSIGHT / PROJECT RESPONSIBILITY:**

Heath VonEye, Assistant City Manager/Public Works Director  
Robert Dari, Wastewater Superintendent

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#### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

Staff recommends the approval of this donation through the following motion:

I move to approve the acceptance of Water Environment Federation (WEF) equipment donation valued at \$14,200.00 for an autosampler and flow meter.

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#### **ATTACHMENT(S):**

[WEF - Request for Contact and Autosampler Shipping Information](#)  
[Free Autosampler and Flow Meters](#)



## REQUEST FOR CONTACT AND SHIPPING INFORMATION

### AUTOMATIC SAMPLER AND FLOW METER PROGRAM FOR SMALL, RURAL, TRIBAL, AND TERRITORIAL UTILITIES

#### CONFIRMATION OF AUTOSAMPLER AND FLOW METER REQUESTED

AUTOMATIC SAMPLER REQUESTED	<input type="checkbox"/> STANDARD REFRIGERATED <input checked="" type="checkbox"/> COLD-WEATHER REFRIGERATED <input type="checkbox"/> PORTABLE
FLOW METER REQUESTED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

#### MAIN POINT OF CONTACT FOR PROGRAM

FIRST NAME	Robert
LAST NAME	Dari
TITLE	Wastewater Superintendent
ORGANIZATION	City of Watertown WWTF
ADDRESS	1300 11th Street SE / PO Box 910
CITY	Watertown
STATE	SD
ZIP	57201
PHONE	605-882-6244
EMAIL	rdari@watertownsd.us
IS THIS PERSON AUTHORIZED TO RECEIVE SHIPMENT TRACKING EMAIL?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
IF NO, PLEASE PROVIDE CONTACT NAME AND EMAIL ADDRESS FOR THE PERSON WHO SHOULD RECEIVE TRACKING INFORMATION HERE:	
PLEASE ADD ME (AT NO COST) TO THE NATIONAL WASTEWATER SURVEILLANCE SYSTEM UTILITIES COMMUNITY OF PRACTICE	<input checked="" type="checkbox"/> YES

#### SHIPPING ADDRESS (ONLY IF DIFFERENT THAN MAIN POINT OF CONTACT INFORMATION)

FIRST NAME	
LAST NAME	
TITLE	
ORGANIZATION	
ADDRESS	
CITY	
STATE	
ZIP	
PHONE	
EMAIL	

By signing below, the MAIN POINT OF CONTACT confirms they (1) are authorized to accept the responsibility of receipt of the automatic sampler package; (2) will complete a thorough check of the shipped contents upon receipt to ensure delivery of all anticipated package supplies as detailed in Attachment A; and (3) will email Jenny Sabater a WEF ([jsabater@wef.org](mailto:jsabater@wef.org)) within three days of receipt to either confirm acceptance of the complete autosampler package or provide information on missing supplies.

DISCLAIMER. The samplers and flow meters provided are "as is" WEF makes no other representations or warranties with respect to the samplers, flow meters, and training provided and all implied warranties of merchantability, non-infringement, and fitness for a particular purpose are hereby specifically disclaimed and excluded. WEF neither assumes, nor authorizes any other person to assume for WEF, any other liability in connection with the samplers, supplies, and training provided and/or use thereof by the signing organization and participating facilities or their users.

MAIN POINT OF CONTACT PRINTED NAME: Robert Dari

MAIN POINT OF CONTACT SIGNATURE: \_\_\_\_\_

SIGNATURE DATE: \_\_\_\_\_



## **ATTACHMENT A**

### **DESCRIPTION OF CONTENTS FOR AUTOMATIC SAMPLER AND FLOW METER PACKAGES**

1. One of three types of autosampler units, depending on the preference of the participating utility: either a (a) refrigerated autosampler suitable for operation in ambient temperatures from 0 to 45°C (hereinafter referred to as a "standard refrigerated autosampler"); (b) refrigerated autosampler suitable for operation in ambient temperatures from -30 to 45°C (hereinafter referred to as a "cold-weather refrigerated autosampler"); or (c) portable autosampler suitable for deployment in an 18-inch manhole. The breakdown of requested autosamplers is provided in Table 1.
2. For all autosamplers: A peristaltic sampling pump capable of at least 20 feet of lift.
3. For all autosamplers: A single-bottle configuration and a total of three plastic bottles (one primary and two spares) for use with the autosamplers, each with a minimum capacity of 9 liters.
4. For all autosamplers: A weighted strainer for installation at the end of the sample/suction tubing that is in the wastewater flow.
5. For all autosamplers: A full-container shutoff.
6. For standard or cold-weather refrigerated autosamplers: A power supply.
7. For portable autosamplers: A battery charger assembly and two batteries.
8. For portable autosamplers: A configuration that allows the addition of ice around the sample bottle or in the autosampler base to keep the composited sample cool during collection.
9. For all autosamplers: Programming capabilities that allow wastewater to be collected at intervals as close as 10 minutes and provide the ability to purge the sample/suction tubing between sampling events.
10. For all autosamplers: Extra peristaltic pump head tubing (enough for two pump head tubing changes), pump discharge tubing (10 ft minimum), sample/suction tubing (100 ft minimum), and a tube cutter or other tool for cutting the pump, discharge, and sample/suction tubing to the appropriate lengths.
11. For utilities requesting a flow meter: a flow meter that is designed to be used with the autosampler (not on its own) and is suitable for the intended sampling application and the autosampler selected.
12. For all autosamplers: A warranty that the autosamplers and flow meters, under normal use and service, will be free from defects in materials and workmanship for at least 12 months after delivery and, if not, that the autosampler will be replaced.



## Free Autosamplers and Flow Meters

In 2022 and 2023, as part of the activities under our cooperative agreement with the U.S. CDC, WEF offered free automatic samplers and flow meters to territorial, tribal, and small wastewater utilities. A total of 287 autosamplers and 27 flow meters have been delivered so far. Although utilities were not required to participate in wastewater surveillance programs after receiving their autosampler (and flow meter, if requested), they were encouraged to consider doing so. WEF collaborated with the CDC to design these free offerings to address the fact that participation in wastewater surveillance has historically skewed toward larger, well-resourced utilities. We were able to run a similar program in 2024, and hope to do so again in 2025, depending on funding.

### Teledyne Refrigerated (Cold Weather and Standard) Autosampler: 5800



Valued at approximately \$9,000.

### Teledyne Ultrasonic Sensor and Flow Meter: TIENet 310 Sensor and Signature Meter



Valued at approximately \$5,200.



# City Council

## Agenda Item

**Subject:** Approval of Change Order No. 1-Final for the 2023 10th Avenue Street Extension, Project No. 2122, with Duininck Inc., for an increase of \$59,041.56 for a new contract price of \$544,718.11.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### BACKGROUND INFORMATION:

This is the final change order that adjusts for actual quantities used. The change order accounts for a slight modification of the sanitary sewer alignment due to existing conditions and additional quantities to account for future development. These changes resulted in an increase of \$59,041.56 for this project.

This project is an extension of 10th Ave NW that will provide access to the new Street Facility location to the South and City-owned property to the North for future development and includes the construction of the new roadway, curb & gutter, sidewalk, and sanitary sewer.

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### FINANCIAL CONSIDERATIONS:

The funding for this project has been budgeted and remains adequate for this change order in the Capital Improvement Fund, Account 212-43180-43700 for the 10th Avenue NW project.

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### OVERSIGHT / PROJECT RESPONSIBILITY:

Heath VonEye, Assistant City Manager/Public Works Director  
Justin Petersen, City Engineer  
Kraig Engen, Project Manager

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### STAFF RECOMMENDATION / SUGGESTED MOTION:

Staff recommends approval of the change order with the following motion:

I move to approve Change Order No. 1-Final for the 2023 10th Avenue Street Extension, Project No. 2122, with Duininck Inc., for an increase of \$59,041.56 for a new contract price of \$544,718.11.

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### ATTACHMENT(S):

[Change Order No.1](#)  
[Vicinity Map](#)

CHANGE ORDER NO.: 1

Owner: City of Watertown, SD  
Engineer:  
Contractor: Duininck, Inc.  
Project: 2023 10<sup>th</sup> Ave NW Street Extension  
Contract Name: 2023 10<sup>th</sup> Ave NW Street Extension  
Date Issued: 07/08/2024

Owner’s Project No.: 2122  
Engineer’s Project No.:  
Contractor’s Project No.:


Effective Date of Change Order: 08/05/2024

The Contract is modified as follows upon execution of this Change Order:

Description: **Changing of alignment of sanitary sewer, added quantities for changes made to the length of this project, and added a lane closure.**

Attachments: **See attached summary of quantities.**

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 485,676.55	Original Contract Times: Substantial Completion: July 1, 2024 Ready for final payment: August 1, 2024
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. \$ N/A	[Increase] [Decrease] from previously approved Change Orders No.1 to No. [Number of previous Change Order]: Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ 485,676.55	Contract Times prior to this Change Order: Substantial Completion: July 1, 2024 Ready for final payment: August 1, 2024
Increase this Change Order: \$ 59,041.56	No Change this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Contract Price incorporating this Change Order: \$ 544,718.11	Contract Times with all approved Change Orders: Substantial Completion: July 1, 2024 Ready for final payment: August 1, 2024

Recommended by Engineer (if required)	Accepted by Contractor
By: _____	 _____
Title: _____	Contract Manager
Date: _____	7/22/2024
Authorized by Owner	Approved by Funding Agency (if applicable)
By: _____	_____
Title: _____	_____
Date: _____	_____

Agenda Item 9.(a) Approval of Change Order No. 1-Final for the 2023 10th...

Progress Estimate - Unit Price Work										Contractor's Application for Payment			
Owner:	City of Watertown									Owner's Project No.:	2122		
Engineer:										Engineer's Project No.:	2122		
Contractor:	Duininck, Inc.									Contractor's Project No.:			
Project:	2023 10th Ave NW Street Extension												
Contract:	2023 10th Ave NW Street Extension												
Application No.:		5		Application Period:		From 06/18/24		to 07/18/24		Application Date: 07/18/24			
A	B	C	D	E	F	G		H	I	J	K	L	
		Contract Information				Work Completed							
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)		
Original Contract													
1	Mobilization	1.00	LS	32,000.00	32,000.00	1.00	32,000.00		32,000.00	100%	-		
2	Traffic Control, Miscellaneous	1.00	LS	1,000.00	1,000.00	1.00	1,000.00		1,000.00	100%	-		
3	Traffic Control Signs	46.00	SF	10.00	460.00	46.00	460.00		460.00	100%	-		
4	Type 3 Barricade, 6' Double Sided	3.00	EA	100.00	300.00	3.00	300.00		300.00	100%	-		
5	Remove Concrete Curb & Gutter	216.00	LF	8.00	1,728.00	216.00	1,728.00		1,728.00	100%	-		
6	Remove Concrete Approach Pavement	75.00	SY	9.15	686.25	75.00	686.25		686.25	100%	-		
7	Install 6" PCC Fillet Section	131.00	SY	120.00	15,720.00	131.00	15,720.00		15,720.00	100%	-		
8	Install 6" Reinforced Concrete Valley Gutter	25.00	SY	115.00	2,875.00	25.00	2,875.00		2,875.00	100%	-		
9	Install B66/P6 Concrete Curb and Gutter	1,116.00	LF	28.00	31,248.00	1,116.00	31,248.00		31,248.00	100%	-		
10	Install 4" Concrete Sidewalk	6,465.00	SF	8.00	51,720.00	6,465.00	51,720.00		51,720.00	100%	-		
11	Furnish & Install Detectable Warning Panels	100.00	SF	55.00	5,500.00	100.00	5,500.00		5,500.00	100%	-		
12	Remove Approach Pipe	1.00	EA	250.00	250.00	1.00	250.00		250.00	100%	-		
13	Remove Asphalt Concrete	25.00	SY	8.00	200.00	25.00	200.00		200.00	100%	-		
14	6" Asphalt Concrete Composite	2,787.00	SY	47.40	132,103.80	2,787.00	132,103.80		132,103.80	100%	-		
15	Unclassified Excavation	1,223.00	CY	6.00	7,338.00	1,223.00	7,338.00		7,338.00	100%	-		
16	Haul & Place Salvaged Asphalt Mix	1,930.00	Ton	6.00	11,580.00	1,930.00	11,580.00		11,580.00	100%	-		
17	Aggregate Base Course	1,328.00	Ton	15.00	19,920.00	1,328.00	19,920.00		19,920.00	100%	-		
18	Geotextile Fabric for Subgrade Stabilization	4,289.00	SY	2.50	10,722.50	4,289.00	10,722.50		10,722.50	100%	-		
19	Remove Approach	115.00	SY	3.00	345.00	115.00	345.00		345.00	100%	-		
20	Silt Fence	40.00	LF	5.00	200.00	40.00	200.00		200.00	100%	-		
21	Temporary Vehicle Tracking Control	1.00	EA	1,000.00	1,000.00	1.00	1,000.00		1,000.00	100%	-		
22	Landscaping	1.00	LS	12,500.00	12,500.00	1.00	12,500.00		12,500.00	100%	-		
23	Furnish & Install 8" Sanitary Sewer Pipe	1,743.00	LF	54.00	94,122.00	1,743.00	94,122.00		94,122.00	100%	-		
24	Sanitary Sewer Pipe Bedding Material	1,794.00	LF	5.50	9,867.00	1,794.00	9,867.00		9,867.00	100%	-		
25	48" Manhole with Frame & Lid	5.00	EA	6,750.00	33,750.00	5.00	33,750.00		33,750.00	100%	-		
26	4" Sanitary Sewer Service	25.00	LF	90.00	2,250.00	25.00	2,250.00		2,250.00	100%	-		
27	6" Sanitary Sewer Service	26.00	LF	100.00	2,600.00	26.00	2,600.00		2,600.00	100%	-		
28	Connect to Existing Manhole	1.00	EA	1,000.00	1,000.00	1.00	1,000.00		1,000.00	100%	-		
29	Dewatering	1,794.00	LF	1.50	2,691.00	1,794.00	2,691.00		2,691.00	100%	-		
Original Contract Totals					\$ 485,676.55		\$ 485,676.55	\$ -	\$ 485,676.55	100%	\$ -		
Change Order													
1.0000	Salvage/Reinstall Fence	1.00	LS	3,534.36	3,534.36	1.00	3,534.36		3,534.36	100%	-		
2.0000	Differing Site Conditions Production	700.00	LF	5.03	3,521.00	700.00	3,521.00		3,521.00	100%	-		
3.0000	Differing Site Conditions Landscaping	1.00	LS	3,600.00	3,600.00	1.00	3,600.00		3,600.00	100%	-		
4.0000	Type C Advance Warning Arrow Board	1.00	EA	1,500.00	1,500.00	1.00	1,500.00		1,500.00	100%	-		
1A	Mobilization	1.00	LS	640.00	640.00	1.00	640.00		640.00	100%	-		
3A	Traffic Control Signs	46.00	SF	41.00	1,886.00	46.00	1,886.00		1,886.00	100%	-		
9A	Install B66/P6 Concrete Curb and Gutter	206.00	LF	28.00	5,768.00	206.00	5,768.00		5,768.00	100%	-		
10A	Install 4" Concrete Sidewalk	(952.00)	SF	8.00	(7,616.00)	(952.00)	(7,616.00)		(7,616.00)	100%	-		
11A	Furnish & Install Detectable Warning Panels	(60.00)	SF	55.00	(3,300.00)	(60.00)	(3,300.00)		(3,300.00)	100%	-		
13A	Remove Asphalt Concrete	(6.00)	SY	8.00	(48.00)	(6.00)	(48.00)		(48.00)	100%	-		
14A	6" Asphalt Concrete Composite	503.00	SY	47.40	23,842.20	503.00	23,842.20		23,842.20	100%	-		
15A	Unclassified Excavation	952.00	CY	6.00	5,712.00	952.00	5,712.00		5,712.00	100%	-		
16A	Haul & Place Salvaged Asphalt Mix	814.00	Ton	6.00	4,884.00	814.00	4,884.00		4,884.00	100%	-		
17A	Aggregate Base Course	207.00	Ton	15.00	3,105.00	207.00	3,105.00		3,105.00	100%	-		
18A	Geotextile Fabric for Subgrade Stabilization	464.00	SY	2.50	1,160.00	464.00	1,160.00		1,160.00	100%	-		
20A	Silt Fence	376.00	LF	5.00	1,880.00	376.00	1,880.00		1,880.00	100%	-		
21A	Temporary Vehicle Tracking Control	(1.00)	EA	1,000.00	(1,000.00)	(1.00)	(1,000.00)		(1,000.00)	100%	-		
23A	Furnish & Install 8" Sanitary Sewer Pipe	24.00	LF	54.00	1,296.00	24.00	1,296.00		1,296.00	100%	-		
24A	Sanitary Sewer Pipe Bedding Material	41.00	LF	5.50	225.50	41.00	225.50		225.50	100%	-		
25A	48" Manhole with Frame & Lid	1.00	EA	6,750.00	6,750.00	1.00	6,750.00		6,750.00	100%	-		
26A	4" Sanitary Sewer Service	6.00	LF	90.00	540.00	6.00	540.00		540.00	100%	-		
27A	6" Sanitary Sewer Service	11.00	LF	100.00	1,100.00	11.00	1,100.00		1,100.00	100%	-		
29A	Dewatering	41.00	LF	1.50	61.50	41.00	61.50		61.50	100%	-		
Change Order Totals					\$ 59,041.56		\$ 59,041.56	\$ -	\$ 59,041.56	100%	\$ -		
Original Contract and Change Order													
Project Totals					\$ 544,718.11		\$ 544,718.11	\$ -	\$ 544,718.11	100%	\$ -		









# City Council

## Agenda Item

**Subject:** Approval of Amendment No. 4 with Rice Lake, Construction Manager At-Risk for the Wastewater Collection System and Treatment Facilities Improvements, Project No. 2317, and Acknowledgement of Bid Awards No. 2 and No. 3 to Various Contractors Stated in the Award Letter.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### BACKGROUND INFORMATION:

This amendment is for time only, not pricing. It sets the current contract time as 1,442 days for a substantial completion date of September 01, 2027, and a final completion date of May 15, 2028, and adds language for liquidated damages. The guaranteed maximum price (GMP) of \$48,633,277.00 is unchanged by this Amendment. The City is acknowledging Rice Lake's acceptance of the remaining bid package work under their CMAR and GMP agreements with the City. The total value of recent bid packages is \$26,771,153.00.

Bids No. 2 and No. 3 were received by Rice Lake on July 11, 2024. The majority of the work is for concrete, masonry, and structural items. All work included in bids 2 and 3, as bid and managed by the CMAR, as are shown below:

#### Bid Packages:

- 2.1 - Demolition - Entire Structures
- 2.2 - Demolition and Patching - Mis Structural
- 3.1 - Cast-On-Place Concrete - Furnish & Install
- 3.2 - Pre-Cast Hollow Core Plank - Furnish & Install
- 4 - Masonry - Furnish & Install
- 5.1 - Metals - Supply
- 5.2 - Metals - Install
- 7.2 - Div 7 EIFS - Furnish & Install
- 7.3 - Div 7 EPDM Roofing - Furnish & Install
- 7.4 -Div 7 Joint Sealants - Furnish & Install
- 8.1 - Div 8 Doors and Frames - Supply
- 8.2 - Div 8 Access Doors - Supply
- 8.3 - Div 8 Louvers and Vents - Supply
- 8.4 - Div 8 Overhead Doors - Supply & Install
- 9 - Coatings - Furnish & Install
- 10.1 - Dive 10 Specialties - Supply & Install
- 10.2 - General Construction
- 13 - Wood Frame Building Systems - Furnish & Install
- 31.1 - Earthwork and Site Utilities

31.2 - Dewatering

31.3 - Temporary By-Pass Pumping

32 - Chain Link Fence and Gate

40.1 - Process Pipe - Furnish & Install

41.2 Hoist, Trolleys, and Monorails

46.9 - Process Equipment and Gates - Install

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#### **FINANCIAL CONSIDERATIONS:**

Initial funding for this project was budgeted in the CIP Wastewater Treatment Facility fund account 604-43256-43987 in the amount of \$36,000,000.00. To cover that expense, the City was awarded \$35.7M in funding from the State; \$15,894,200 in grants (\$3.7M in ARPA, additional \$3.7 matching ARPA, and \$8.5M additional grants), \$19,819,800 in SRF loans at 2.125% for 30 years. Subsequently, during project development, an additional \$25,000,000 in SRF loans at 3.25% for 30 years was sought and awarded. This brings the total project budget to approximately \$61,000,000.

Amendment 1: \$837,353.00 (Screw Press)

Amendment 2: \$19,962,883.00 (HVAC, Plumbing, Electrical, Process Equipment)

Amendment 3: \$27,833,041.00 (Setting GMP for estimated costs of Remaining Bid Items)

Amendment 4: \$0 (Substantial / Final Completion Dates, Liquidated Damages )

**Total contract/GMP: \$48,633,277.00**

**Amendment 4 is not adjusting the GMP, the awarded bids under the CMAR were previously accounted for in the GMP in Amendment 3.**

The total project budget is \$60,714,000.00 with testing, design, resident engineering, construction administration, owner representative contracts, contingency, allowances, and all other additional costs.

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#### **OVERSIGHT / PROJECT RESPONSIBILITY:**

Heath VonEye, Assistant City Manager/Public Works Director

Robert Dari, Wastewater Superintendent

Justin Petersen, City Engineer

Marci Lewno, Engineer I/Project Manager

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#### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

Staff recommends the approval of the amendment to the agreement and the acknowledgement of bid awards through the following motion:

I move to approve Amendment No. 4 with Rice Lake, Construction Manager At-Risk for the Wastewater Collection System and Treatment Facilities Improvements, Project No. 2317, and Acknowledgement of Bid Awards No. 2 and No. 3 to Various Contractors Stated in the Award Letter.

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#### **ATTACHMENT(S):**

Agenda Item 9.(b) Approval of Amendment No. 4 with Rice Lake, Constructi...

[RL Letter of Recommendation](#)

[Amendment 4 Watertown SD CMAR GMP](#)



On July 11<sup>th</sup>, 2024 at 2:00 pm, the City and HDR received the bid packages below for the Watertown, SD Wastewater Treatment Facility (WWTF) Improvements project. The proposals received were opened privately and independently reviewed by Rice Lake, HDR and the City for completeness and conformance with the bidding documents. Following this review process a meeting was held on July 16<sup>th</sup> with Rice Lake, HDR and the City to finalize the review and agree on the recommendations of suppliers and subcontractors.

A listing of the recommended suppliers or subcontractors is as follows.

- 2.1 Demolition – Entire Structures - Subcontractor
  - i. **Recommendation: Award to Bolander**
- 2.2 Demolitions and Patching – Misc Structural – Subcontractor
  - i. **Recommendation: Award to Rice Lake West**
- 3.01 Cast-In-Place Concrete – Subcontractor
  - i. **Recommendation: Award to Rice Lake West**
- 3.02 Pre-cast Hollow Core Plank - Subcontractor
  - i. **Recommendation: Award to Molin**
- 4 Masonry - Subcontractor
  - i. **Recommendation: Award to Caliber Masonry**
- 5.1 Fabricated Metals – Supply
  - i. **Recommendation: Award to Mid America Fabrication.**
- 5.2 Fabricated Metals Install – Subcontractor
  - i. **Recommendation: Award to Amerect.**
- 7.2 EIFS - Subcontractor
  - i. **Recommendation: Award to Levijoki Exteriors.**
- 7.3 EPDM Roofing – Subcontractor
  - i. **Recommendation: Award to J&P Roofing**
- 7.4 Joint Sealants – Subcontractor
  - i. **Recommendation: Award to The Caulkers**
- 8.1 Doors and Frames – Supply
  - i. **Recommendation: Award to David Hardware**
- 8.2 Access Doors – Supply
  - i. **Recommendation: Award to Rice Lake West/Nystrom**

Project Name: Watertown WWTF Improvements

RLCG Project Number: 23-10

- 8.3 Louvers and Vents – Supply
  - i. **Recommendation: Award to Rice Lake West/Airline Louvers**
- 8.4 Overhead Doors – Subcontractor
  - i. **Recommendation: Award to Metro Garage Door**
- 9 Coatings – Subcontractor
  - i. **Recommendation: Award to Protech Contracting**
- 10.1 Specialties – Supply
  - i. **Recommendation: Award to Rice Lake West**
- 10.2 General Construction – Subcontractor
  - i. **Recommendation: Award to Rice Lake West**
- 13 Wood Frame Building Systems – Subcontractor
  - i. **Recommendation: Award to Gingerich Structures**
- 31.01 Earthwork and Site Utilities – Subcontractor
  - i. **Recommendation: Award to Halme/Helix**
- 31.02 Dewatering – Subcontractor
  - i. **Recommendation: Award to Griffen Dewatering.**
- 31.03 Temporary By-Pass Pumping – Subcontractor
  - i. **Recommendation: Award to Rain for Rent**
- 32 Chain Link Fences and Gates – Subcontractor
  - i. **Recommendation: Award to American Fence**
- 40.1 Process Pipe – Subcontractor
  - i. **Recommendation: Award to Rice Lake West**
- 41.2 Hoist, Trolleys, and Monorails – Subcontractor
  - i. **Recommendation: Award to Rice Lake West**
- 46.9 Process Equipment & Gates – Subcontractor
  - i. **Recommendation: Award to Rice Lake West**

**AMENDMENT 4 to**  
**Standard Form of Agreement Between**  
**OWNER AND CONSTRUCTION MANAGER**  
  
**2013 EDITION**  
(Construction Manager At-Risk)

WHEREAS the City of Watertown, South Dakota ("Owner") and Rice Lake Construction Group ("CM") (collectively "Parties") on March 7, 2023, entered into a contract for services in connection with the Project known as Watertown Collection System and WWTF Improvements Project (the "Contract");

WHEREAS the Parties wish to amend the Contract in accordance with the terms set forth herein;

NOW, THEREFORE, Owner and CM, intending to be legally bound, in consideration of the mutual promises set forth herein and other good and valuable consideration, the Parties hereby agree to amend the Contract to as outlined in Exhibit A:

Amendment Summary:

Original Contract Price:	\$	0
Current Contract Price:	\$	48,633,277
Net Change Contract Price This Amendment:	\$	0
Revised Contract Value:	\$	48,633,277
Current Contract Time:	1,442 Calendar Days	
Contract Calendar Days Added This Amendment:	0	
Revised Contract Duration:	1,442 Calendar Days	

OWNER:  
City of Watertown

CM:  
Rice Lake Construction Group

Signed: \_\_\_\_\_

Signed: Jaime Perry

Title: \_\_\_\_\_

Title: Project Manager

Dated: \_\_\_\_\_

Dated: 7/24/2024

Attest: \_\_\_\_\_

Attest: [Signature]

Initial Acknowledgement: \_\_\_\_\_

**EXHIBIT A – SCOPE OF WORK AND PRICE**





22360 County Road 12  
PO Box 517  
Deerwood, MN 56444  
218-546-5519  
[ricelake.org](http://ricelake.org)

DEERWOOD | MONTICELLO

July 24th, 2024

City of Watertown, SD  
23 2<sup>nd</sup> Street NE  
Watertown, SD 57201

*Submitted via email*

**RE: Watertown WWTF  
GMP**

City of Watertown,

Rice Lake Construction Group (Rice Lake) is pleased to submit an update to the Guaranteed Maximum Price (GMP) to furnish the cost for the below bid packages as detailed in Rice Lake's recommendation for award.

- 2.1 Demolition – Entire Structures
- 2.2 Demolition and Patching – Misc Structural
- 3.01 Cast-In-Place Concrete – Furnish & Install
- 3.02 Pre-Cast Hollow Core Plank – Furnish & Install
- 4 Masonry – Furnish & Install
- 5.1 Fabricated Metals - Supply
- 5.2 Fabricated Metals - Install
- 7.2 Div 7 EIFS – Furnish & Install
- 7.3 Div 7 EPDM Roofing – Furnish & Install
- 7.4 Div 7 Joint Sealants – Furnish & Install
- 8.1 Div 8 Doors and Frames – Supply
- 8.2 Div 8 Access Doors – Supply
- 8.3 Div 8 Louvers and Vents – Supply
- 8.4 Div 8 Overhead Doors – Furnish & Install
- 9 Coatings – Furnish & Install
- 10.1 Specialties – Supply
- 10.2 General Construction
- 13 Wood Frame Building Systems – Furnish & Install
- 31.01 Earthwork and Site Utilities
- 31.02 Dewatering
- 31.03 Temporary By-Pass Pumping
- 32 Chain Link Fences and Gates
- 40.1 Process Pipe – Furnish & Install
- 41.2 Hoist, Trolleys, and Monorails
- 46.9 Process Equipment & Gates – Install

Breakout costs are provided in the attached document:

Rice Lake Construction Group (Rice Lake) is pleased to also submit an update to the liquidated damages term for the contract. The updated terms for liquidated damages can also be found below:

Time is an essential element of the Project. It is important that the Contractor completes the Work (or any specified portions of the Work) by the Substantial Completion date (or dates) and/or the final completion date set forth in the Contract Documents. The public is subjected to detriment and inconvenience whenever full use of the Project cannot be made because the Work (or any specified portions of the Work) is incomplete. Additionally, the cost to the City for the administration of the Project, including engineering, inspection, and the like will be increased as the time to complete the Work (or any specified portions of the Work) is increased. Therefore, liquidated damages as set forth below, shall be deducted from the amount due or that may become due the Contractor, for each and every day that the Work (or any specified portions of the Work) remains uncompleted after the Substantial Completion date (or dates) and/or after the final completion date as applicable. The City allowing the Contractor to continue the Work (or any specified portions of the Work) under the Contract after the Substantial Completion date (or dates) and/or the final completion date shall in no way be construed as a waiver by the City of its right to assess liquidated damages.

Substantial Completion: September 01, 2027

Final Completion: May 15, 2028 (To allow for exterior items to be completed that cannot be done in the winter; these may be Work items, or punch list items.)

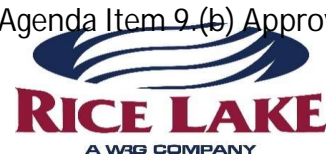
Liquidated Damages will be assessed at \$1,020 per calendar day.

In addition to the daily liquidated damages noted above Contractor will also be responsible for all fines assessed against the city for infractions that resulted from Work activity(s) that Contractor did not complete per the construction documents and/or per the stated substantial completion and final completion dates.

Contractor retainage is to be established at 5% until substantial completion or an owner approved reduction.

Please let us know if you have any questions.  
Respectfully submitted,

Jaime Barry  
Project Manager



4/11/24 Bid Packages
4/16/24 Bid Pacakges
7/11/24 Bid Packages

Watertown, SD - WWTF Improvements

GMP - Includes 4/11, 4/16 & 7/11 Bid Packages

		7/24/24 Update	
CATEGORY	DESCRIPTION		
Div 1	General Requirements		
	General Conditions - 4.15%	\$ 1,981,420	RLCG
	Bonds - 0.535%	\$ 255,436	RLCG
	Insurance - 0.350%	\$ 167,108	RLCG
2.1	Demolition - Entire Structures	\$ 83,500	Bolander
2.2	Demolition and Patching - Misc Structural	\$ 249,205	Rice Lake West
3.1	Cast-In-Place Concrete	\$ 4,798,189	Rice Lake West
3.2	Pre-cast Hollow Core Plank	\$ 50,344	Molin
4	Masonry	\$ 208,385	Caliber
5.1	Metals - Supply	\$ 537,510	Mid-America
5.2	Metals - Install	\$ 243,200	Amerect
6.1	FRP Flocculation Baffles, Center Wells, Weirs, and Scum Baffles - Supply	\$ 562,675	Bafco
7.2	Div 7 EIFS - Furnish & Install	\$ 35,000	Levijoki
7.3	Div 7 EPDM Roofing - Furnish & Install	\$ 74,134	J&P Roofing
7.4	Div 7 Joint Sealants - Furnish & Install	\$ 39,500	Caulkers
8.1	Div 8 Doors and Frames - Supply	\$ 101,615	David Hardware
8.2	Div 8 Access Doors - Supply	\$ 2,224	Rice Lake West
8.3	Div 8 Louvers and Vents - Supply	\$ 1,296	Rice Lake West
8.4	Div 8 Overhead Doors - Supply and Install	\$ 25,850	Metro Garage Door
9	Coatings - Furnish & Install	\$ 507,375	Protech Coatings
	Coatings NACE Inspections Allowance	\$ 240,000	
10.1	Div 10 Specialties - Supply	\$ 4,660	Rice Lake West
10.2	General Construction	\$ 51,760	Rice Lake West
13	Wood Frame Building Systems	\$ 187,300	Gingerich Structures
22	Plumbing	\$ 655,325	Andor
23	HVAC	\$ 1,280,000	Chappell
26	Electrical	\$ 9,055,933	Muth Electric
31.1	Earthwork and Site Utilities	\$ 6,943,750	Halme/Helix
	Earthwork and Site Utilities - Allowance	\$ 350,000	
31.2	Dewatering	\$ 992,450	Griffen Dewatering
31.3	Temporary By-Pass Pumping	\$ 609,179	Rain for Rent
	Dewatering & Temporary By-Pass Pumping - Allowance	\$ 580,000	
32	Chain Link Fence and Gates	\$ 94,427	American Fence
40.1	Process Pipe - Furnish and Install	\$ 2,768,651	Rice Lake West
40.2	Process Gates - Supply (Install w. 46.6)	\$ 211,047	VBM/ Hydro Gate
41.2	Hoists, Trolleys, and Monorails - Supply and Install	\$ 15,752	Rice Lake West
43.1	Rotary Screw Blowers - Supply	\$ 1,032,264	Vessco/Aerzen
43.2	Non-Clog Centrifugal Pumps - Supply	\$ 179,585	Dakota Pump/Fairbanks
43.4	Lobe Pumps - Supply	\$ 155,122	QFS/Boerger
43.5	Open Screw Pumps - Supply	\$ 493,299	GNE/Lakeside
46.1	Aluminum Covers - Dome Type - Supply	\$ 157,176	GNE/Apex
46.2	Chopper Circulation Pump - Supply	\$ 48,140	Vessco/Trillium
46.3	Liquid Polymer Feed Equipment - Gravity Belt Thickener - Supply	\$ 95,315	GNE/Velodyne
46.4	Spiral Scraper Circular Secondary Clarifier Equipment - Supply	\$ 1,200,553	TRI/Envirodyne
46.5	Flexible Membrane Disc Diffusers - Supply	\$ 147,831	Vessco/SSI
46.6	Digester Gas Equipment - Supply	\$ 198,594	Vessco/Shand & Jurs
46.7	Digester - Boiler and Heat Exchanger - Supply	\$ 598,968	Vessco/Envirex
46.8	Pumping Equipment - Submersible End Suction Sewage Pumps - Supply	\$ -	w/Alternate Lift Stations Bid
46.9	Process Equipment & Gates - Install	\$ 2,831,920	Rice Lake West
	Additional Hydro Excavation (moving West)	\$ 18,210	Rice Lake
	Bid Pt. II allowance for move west and added pump in the digester complex	\$ 95,000	Allowance
	SUBTOTAL	\$ 41,216,177	
	CONTINGENCY	\$ 1,000,000	
	PROJECT GENERATED CONTINGENCY	\$ 1,061,888	
	STATE EXCISE TAX - 2%	\$ 954,901	
	CMAR FEE - 7.940%	\$ 3,512,097	
	SUBTOTAL	\$ 47,745,063	

Early Equipment Preprocurement		
	Amendment 1 - Screw Press Preprocurement	\$ 837,353
	Screw Press Spare Parts and controls per addenda 1 - REVISED	\$ 50,861
	GMP TOTAL	\$ 48,633,277



# City Council

## Agenda Item

**Subject:** First Reading of Ordinance No. 24-13, an Amendment to the Zoning Designation for Phases 2 and 3 of Harmony Hill Second Addition from A-1 Agricultural District to PUD Planned Unit Development.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### **BACKGROUND INFORMATION:**

Owners, the Benedictine Sisters of Watertown/Mother of God Monastery, have submitted a petition to rezone a portion of Harmony Hill Second Addition. The property of Outlot "X" was annexed and zoned as A-1 Agricultural District in 2002. At that time, it remained A-1 because it did not meet the zoning district boundaries of the approved Concept Plan. The property of Outlot "Y" was annexed in 2006 and zoned A-1 as there was no approved Concept Plan of the area prior to 2021. This area had not yet been encompassed in a phase of the approved Concept Plan. Both areas are now included within the PUD Planned Unit Development with the proposed Concept Plan that was acted on prior to this item being reviewed to ensure the Plan Commission approves of the Concept Plan before acting on amending district boundaries to conform to the Concept Plan.

The PUD Narrative and Plan are an extension of the existing PUD approved in 2021 for Phase 1 and now include the development for Phases 2 and 3. Phases 2 and 3 have been included in this PUD proposal as previously it was left undeveloped as final design plans had not been developed or decided on in 2021. Together, the PUD Narratives and Plans for Phase 1,2, and 3 will be the administering documents for this PUD zoning designation at Harmony Hill Second Addition.

The Plan Commission recommended approval at the July 18th Plan Commission meeting (4-1). The one vote against was based on the concern about the state property to the south of the area proposed to be rezoned where the Harmony Hills Girls School was buried and if proper asbestos abatement was documented. Following the Plan Commission meeting, staff reached out to the SD DANR office and received documentation that the burial pit where the school was disposed of is considered nonhazardous waste. Primary materials that were disposed and buried at this site were concrete, lumber, and steel from the building demolition. A permit was granted by the State Department of Environmental and Natural Resources and Codington County in 2001.

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### **FINANCIAL CONSIDERATIONS:**

N/A

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### **OVERSIGHT / PROJECT RESPONSIBILITY:**

Heath VonEye, Assistant City Manager/Public Works Director  
Brandi Hanten, Community Development Manager

**STAFF RECOMMENDATION / SUGGESTED MOTION:**

No Action; First Reading

---

**ATTACHMENT(S):**

[Petition](#)

[Vicinity Map](#)

[PUD Narrative 2024](#)

[PUD Plans 2024](#)

[PUD Narrative Approved 2021](#)

[PUD Plans Approved 2021](#)

[Ordinance No. 24-13](#)

Prepared by:  
Colin B. DeJong  
Aason Engineering Company, Inc.  
1022 6<sup>th</sup> St SE  
Watertown, SD 57201  
Phone #: 605-882-2371

**STATE OF SOUTH DAKOTA)**  
:  
**COUNTY OF CODINGTON )**                      **PETITION TO CHANGE ZONING**

**TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL OF THE CITY  
OF WATERTOWN, SOUTH DAKOTA:**

1. Your Petitioner(s), Sister Theresa Hoffman, Prioress, acting agent for Benedictine Sisters of Mother of God Monastery (formerly known as Mother of God Monastery, Benedictine Sisters of Mother of God Priory, and Mother of God Priory), respectfully request that the following described real property in the City of Watertown, Codington County, South Dakota, be re-zoned from its current designation as “A1 – Agricultural District” to “PUD – Planned Unit Development”.

A portion of Outlot “Y” Block 9 and all that portion of Outlot “X” lying south of the Right of Way of Challenger Way all of the plat entitled, “Harmony Hill Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota”. Tract contains 10.53+/- Acres.

2. Petitioner is the owner of record of the above-described real property.
3. The petitioner intends to develop the second phase of The Village at Harmony Hill PUD Development.
4. The following Exhibit is attached hereto and are by reference incorporated as part of this Petition:

Exhibit A – A portion of Outlot “Y” Block 9 and all that portion of Outlot “X” lying south of the Right of Way for Challenger Way all of the plat entitled, “Harmony Hill Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota.”

WHEREFORE, PETITIONER(S) REQUEST that the City Council of Watertown, South Dakota adopt an ordinance re-zoning the above-referenced real property from its current designation as “A1 – Agricultural District” to “PUD – Planned Unit Development”

Dated at Watertown, South Dakota, this 6<sup>th</sup> day of June, 2024.

By S. Theresa Hoffman  
Sister Theresa Hoffman, Prioress  
Acting Agent for  
Benedictine Sisters of Mother of God Monastery

\_\_\_\_\_  
State of South Dakota)  
                                  )SS:  
County of Codington )

On this the 6<sup>th</sup> day of June, 2024, before me, the undersigned officer, personally appeared Sister Theresa Hoffman, Prioress, acting agent for Benedictine Sisters of Mother of God Monastery (formerly known as Mother of God Monastery, Benedictine Sisters of Mother of God Priory, and Mother of God Priory), known to me or satisfactorily proven to be the person whose name(s) are subscribed to within this instrument and acknowledged that he executed the same for the purposes therein contained.

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

Michelle Burleson  
Notary Public

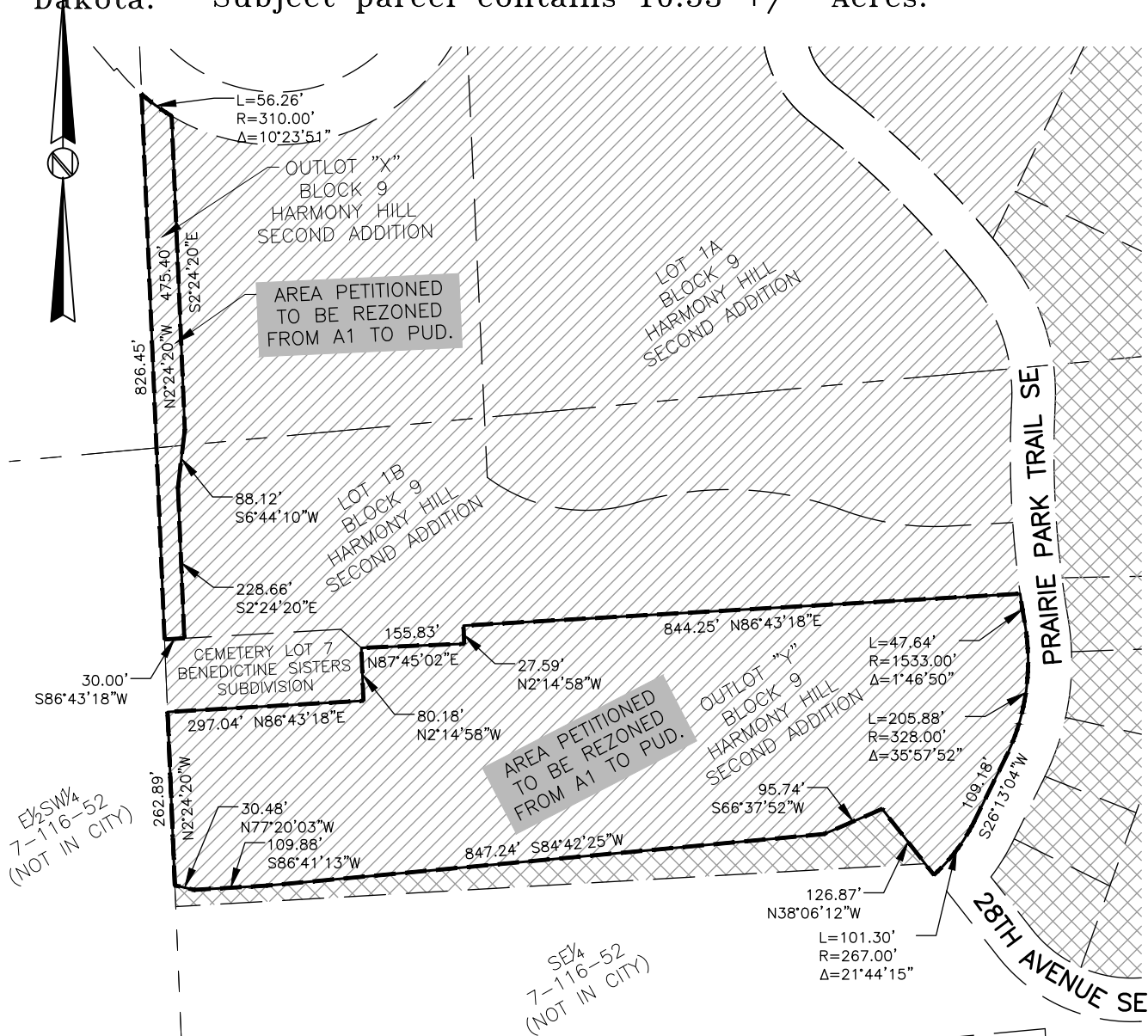
(SEAL)

My Commission Expires: 9-28-2024



Exhibit A

A Portion of Outlot "Y" Block 9 and all that portion of Outlot "X" lying south of the Right of Way of Challenger Way all of the plat entitled, "Harmony Hill Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota." Subject parcel contains 10.53 +/- Acres.



ZONING DESIGNATIONS



A1 ZONING DESIGNATION



PUD ZONING DESIGNATION



R3 ZONING DESIGNATION



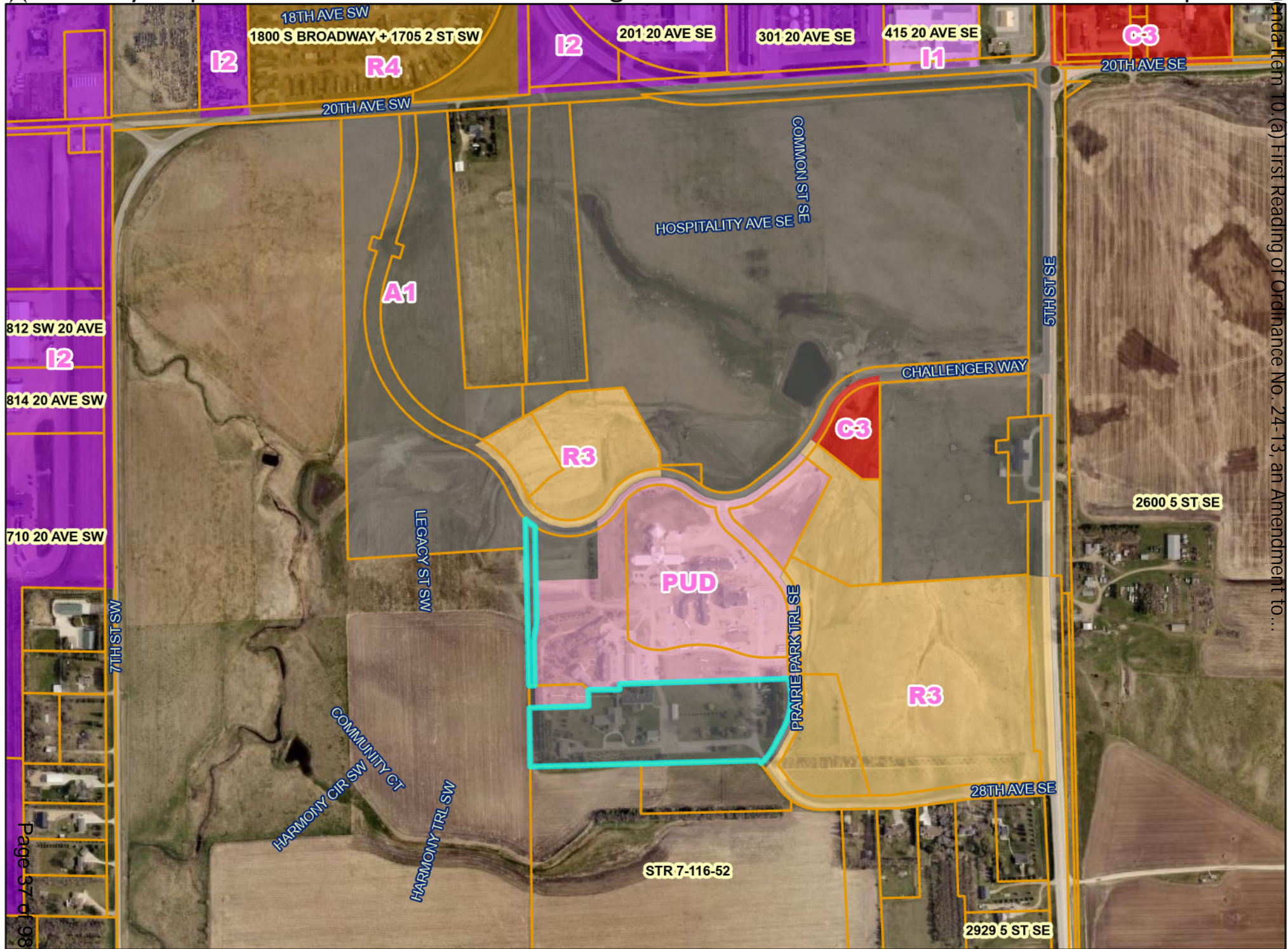
Prepared By  
AASON ENGINEERING COMPANY, INC.

1022 SIXTH STREET S.E.  
WATERTOWN, SD  
Telephone 605-882-2371





# Vicinity Map- Areas to be rezoned from A-1 Agricultural District to PUD Planned Unit Development



Ag Ordinance 10. (a) First Reading of Ordinance No. 24-13, an Amendment to...

## **HARMONY HILL, WATERTOWN, SD**

### **The Village at Harmony Hill PUD**

#### **SUMMARY OF THE PLANNED UNIT DEVELOPMENT OBJECTIVES**

Harmony Hill is being developed by the Benedictine Sisters of Watertown (BSOW) as a way of creating a meaningful and long-lasting legacy for the people of Watertown and the surrounding region. The Sisters' 485-acre property is located on the southern side of the City of Watertown and is being shaped into an intergenerational and synergistic campus which will include something for folks of all ages. The Harmony Hill project is staged in four phases. The vision for Phase 1 of the Harmony Hill project contains a Planned Unit Development to be named "The Village at Harmony Hill" as well as several elements aligned with but not connected to the PUD. These elements are the Challenger Learning Center of South Dakota, Challenger Park, streets, utilities, and associated stormwater management.

The primary purpose of Phase 1 of the PUD development, was to create a state of the art, cutting-edge "continuum of elder healthcare services." This village-like, setting will offer living options with the best "post-Covid informed" health services for persons in the sunset years of their lives that promotes the dignity, freedom, and wellness of those who may need rehabilitation, senior independent living, assisted living, memory care and hospice care. This vision was realized in August of 2023 with the Grand Opening to the public.

The primary purpose of Phase 2 of the PUD development is to provide a service to the public for childcare. With Watertown, SD in desperate need of additional childcare the Benedictine Sisters of Watertown wanted to step in to provide a space suitable for approximately 200 children. Plans are underway to renovate the existing St. Ann's Assisted living building and the connected Harmony Hill Hall into the new St. Ann's Daycare Facility. Separate rooms shall be provided for age groups ranging from 0-6 months up to 5 years old. Indoor as well as outdoor play areas are also planned as a part of the renovation.

Phase 3 of the PUD development is to provide a twin home community for seniors who desire independent living with snow removal and lawn care provided by the PUD. Residents will also enjoy the use of the amenities within the Village Commons which include opportunities for exercise, dining, creativity, education, celebration, and entertainment. The community will have large open spaces and walking trails to connect to the other uses within the PUD.

Phase 4 of the PUD development is to construct a new independent living facility as an addition to the existing Village Commons. The new facility shall take the place of the existing Benet Place located on the west side of the Harmony Hill Campus.

The final Phase 5 will be the creation of a Veteran's Village within the campus. The idea is to renovate the existing Benet Place building into individual apartments for Veterans. The vision is to provide guidance, stability, timely medical and psychological support to those who need it. It will be an independent living model that not only provides a safe place to live but also a community for fellow veterans.

Below is a summary of the proposed setbacks, parking and landscaping requirements and restrictive covenants for the Harmony Hill Planned Unit Development:

- **SETBACKS AND PERMITTED USES**
  - Setback distances shall match the requirements set forth in the City of Watertown, SD ordinances for R3, Multi-family Residential District over 12 dwelling units.
  - The intended uses with the PUD are as follows:
    - Apartments for independent living for seniors.
    - Apartments for independent living for veterans.
    - Apartments for seniors in need of assisted living or memory care.
    - Twin Home community for independent living for seniors.
    - Child-care facilities for the Watertown Community.
- **PROPOSED PARKING AREA AND UTILITIES**
  - The existing buildings are already served with private sanitary sewer and water mains installed within the PUD.
  - Parking areas shall match the requirements set forth in the City of Watertown, SD ordinances.
    - Apartments = 1 space per bedroom
    - Twin Homes = 2 spaces per unit
    - Day Care = 1 space per employee and 1 space per 10 children
    - Assisted Living = 0.25 space per bed and 1 space per employee on maximum shift.
  - Easements shall be provided upon platting for any shared access and utilities.
- **RESTRICTIVE COVENANTS**
  - All trash cans or dumpsters serving the premises shall be in a screened enclosure as required by the City of Watertown, SD ordinances. Existing refuse areas may be utilized.

- The owner of the parcels within each phase of the PUD shall be responsible for snow removal, lawn care and maintenance of all parking and green space areas.
- TYPE AND CHARACTER OF BUILDINGS / LOTS
  - The exterior facade of the buildings shall have a uniform appearance within the development either through new construction or renovation of existing structures.
  - Trees and native plant landscaping shall be planted within and around the proposed improvements and meet the requirements of Chapter 21.73 of the Watertown, SD City Ordinances.



PUD PLANS FOR  
THE VILLAGE AT HARMONY HILL  
PUD PHASE 2  
WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA



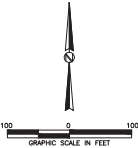
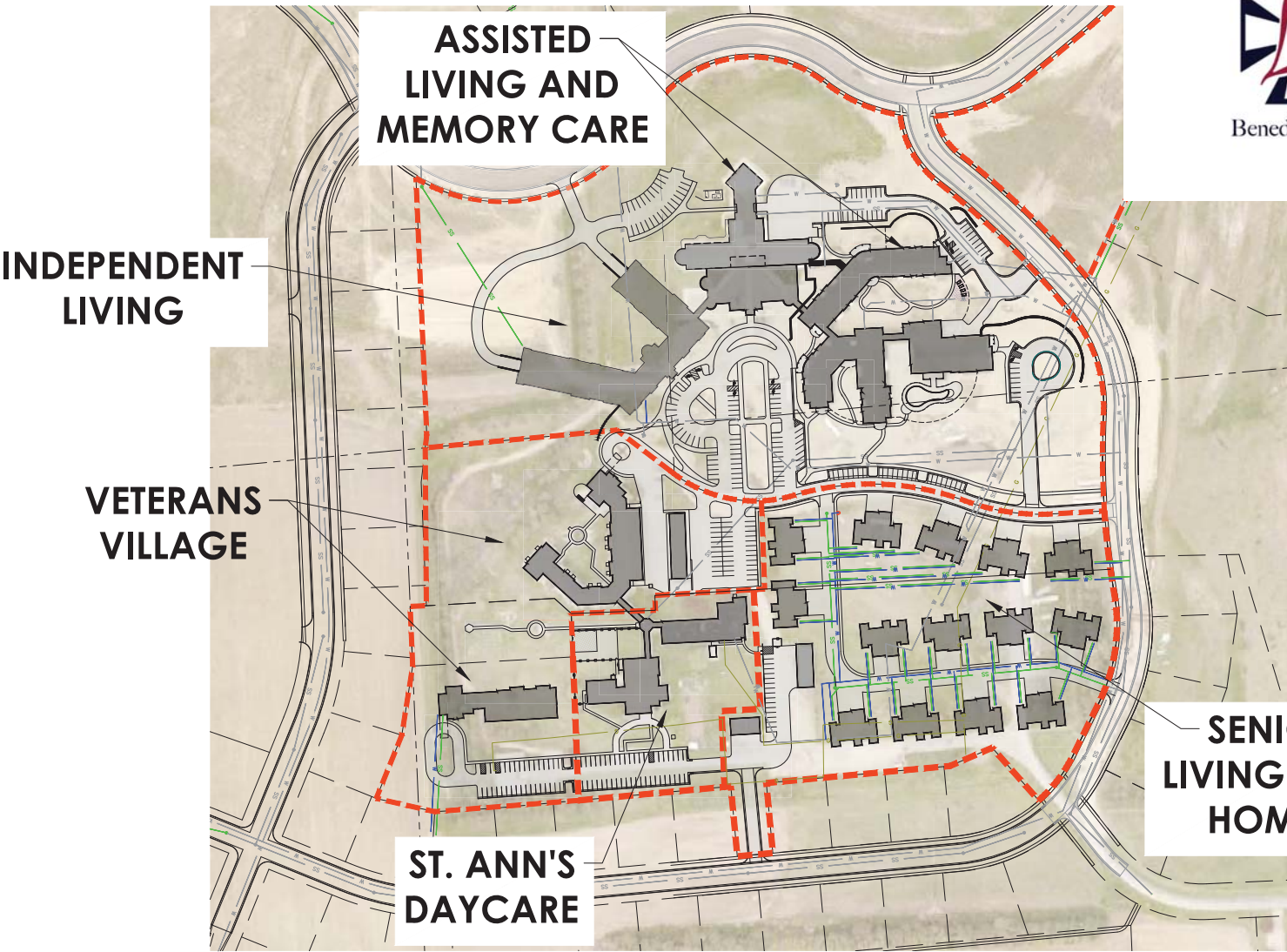
**OWNER:**  
BENEDICTINE SISTERS OF WATERTOWN /  
MOTHER OF GOD MONASTERY  
110 28TH STREET SE #306  
WATERTOWN, SD 57201  
CONTACT: BARBARA YOUNGER, OSB  
PHONE: (605)882-6646  
EMAIL: B.YOUNGER77@GMAIL.COM

**CIVIL ENGINEER / SURVEYOR:**  
AASON ENGINEERING COMPANY, INC.  
1022 6TH STREET SE  
WATERTOWN, SD 57201  
CONTACT: COLIN DEJONG, LS  
PHONE: (605)882-2371  
EMAIL: COLINDEJONG@IW.NET

**SHEET INDEX**

1	TITLE SHEET / VICINITY MAP
2	EXISTING CONDITIONS
3-4	PROPOSED LAND USE AND STANDARD NOTES

**LEGAL DESCRIPTION**  
ALL OF CEMETERY LOT 7, LOT 1A, LOT 1B,  
OUTLOT "X" AND OUTLOT "Y" BLOCK 9 OF  
THE PLAT ENTITLED, "HARMONY HILL SECOND  
ADDITION TO THE MUNICIPALITY OF  
WATERTOWN, IN THE COUNTY OF CODINGTON,  
SOUTH DAKOTA."



REVISIONS: DATE: BY:	
TITLE SHEET / VICINITY MAP	
DATE: FEBRUARY 9, 2024	
SCALE:	
DRAWN BY: CBD	
JOB NO.: 2024-013	
SHEET 1 OF 4	

EXISTING CONDITIONS  
THE VILLAGE AT HARMONY HILL  
PUD PHASE 2  
WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA



- EXISTING CONDITIONS
1. THERE ARE NO SIGNIFICANT NATURAL FEATURES LOCATED WITHIN THE PROPOSED DEVELOPMENT AREA.
  2. THERE ARE NO SIGNIFICANT BODIES OF WATER LOCATED WITHIN THE PROPOSED DEVELOPMENT AREA.
  3. THE EXISTING SOILS CONSIST OF 12"-24" OF TOPSOIL OVER CLAY, SANDY CLAY SUB-BASE. ACCORDING TO SOIL BORINGS RECENTLY PERFORMED ON THE SITE.
  4. THE EXISTING GROUND COVER CONSISTS OF WELL MAINTAINED GRASSES WITHIN THE CURRENT DEVELOPED AREA OF THE PROPOSED PUD, ROW CROPS TO THE WEST AND SOUTH AND NATURAL PRAIRIE TO THE NORTH AND EAST.

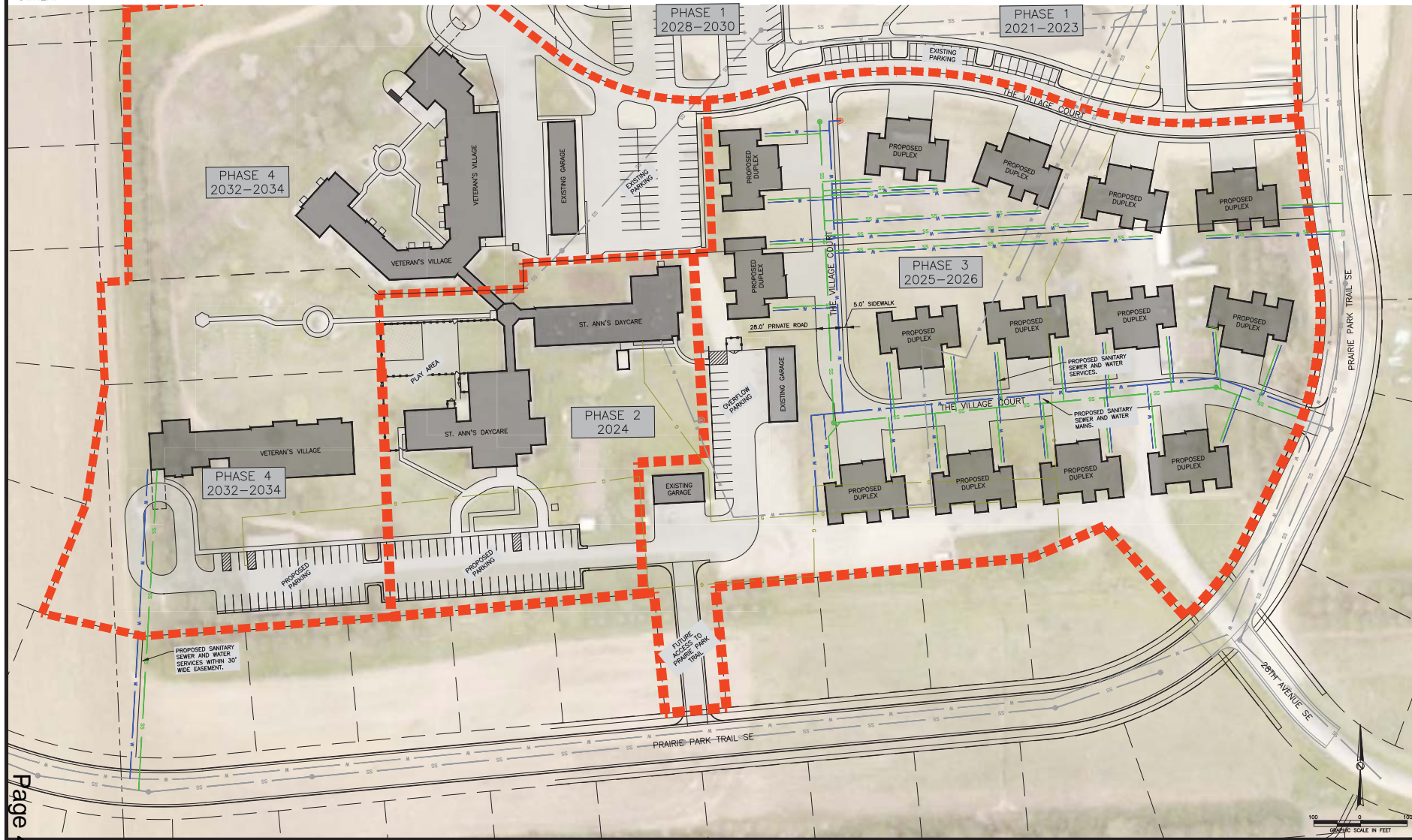
REVISIONS: DATE: BY:	
This Work Controlled By: 	
EXISTING CONDITIONS	SD NORTHEASTERN UNIVERSITY WATERTOWN, SD 57057 ADDITION DATE: FEB 9, 2024 HARMONY HILL
DATE: FEBRUARY 9, 2024	
SCALE:	
DRAWN BY: CBD	
JOB NO.: 2024-013	
SHEET 2 OF 4	



**PROPOSED UTILITY NOTES:**  
SANITARY SEWER MAINS SHALL BE INSTALLED IN ACCORDANCE TO THE SPECIFICATIONS OF THE CITY OF WATERTOWN, SD. EACH STRUCTURE SHALL BE PROVIDED A SERVICE LINE TO THE MAIN.  
WATER MAINS SHALL BE INSTALLED IN ACCORDANCE TO THE SPECIFICATIONS OF THE WATERTOWN MUNICIPAL UTILITIES DEPARTMENT.  
MAIN LINES AND SERVICES WITHIN THIS PHASE OF THE PUD SHALL BE PRIVATELY OWNED AND MAINTAINED BY THE PARCEL OWNER.

**PROPOSED LAND USE**  
**THE VILLAGE AT HARMONY HILL**  
**PUD PHASE 2**  
**WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA**

**PROPOSED SETBACKS**  
SETBACKS SHALL BE GOVERNED BY THE R3 ZONING DISTRICT REGULATIONS FOR THE CITY OF WATERTOWN, SD:  
FRONT YARD: 30 FEET  
SIDE YARD: \*10 FEET  
REAR YARD: 25 FEET  
ZONING AUTHORITY: CITY OF WATERTOWN, SD  
PHONE NUMBER: (605) 882-6202 EXT. 3528 CONTACT PERSON: BRANDI HANTEN  
\*INCREASES TO 15' AT 9 UNITS AND ABOVE.



REVISIONS:  
DATE:  
BY:

This Work Conducted By:  
HAWKINS ENGINEERING COMPANY  
1010 W. 10TH AVE. SUITE 100  
WATERTOWN, SD 57157  
PHONE: (605) 882-6202  
FAX: (605) 882-6203  
WWW.HAWKINS-ENGINEERING.COM

PROPOSED LAND USE PLAN  
ADDITION  
PUD PHASE 2  
HARMONY HILL  
WATERTOWN, SD

DATE: FEBRUARY 9, 2024  
SCALE:  
DRAWN BY: CBD  
JOB NO.: 2024-013  
SHEET 3 OF 4

PROPOSED UTILITY NOTES:  
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MAIN LINES AND SERVICES WITHIN THIS PHASE OF THE PUD SHALL BE PRIVATELY OWNED AND MAINTAINED BY THE PARCEL OWNER.

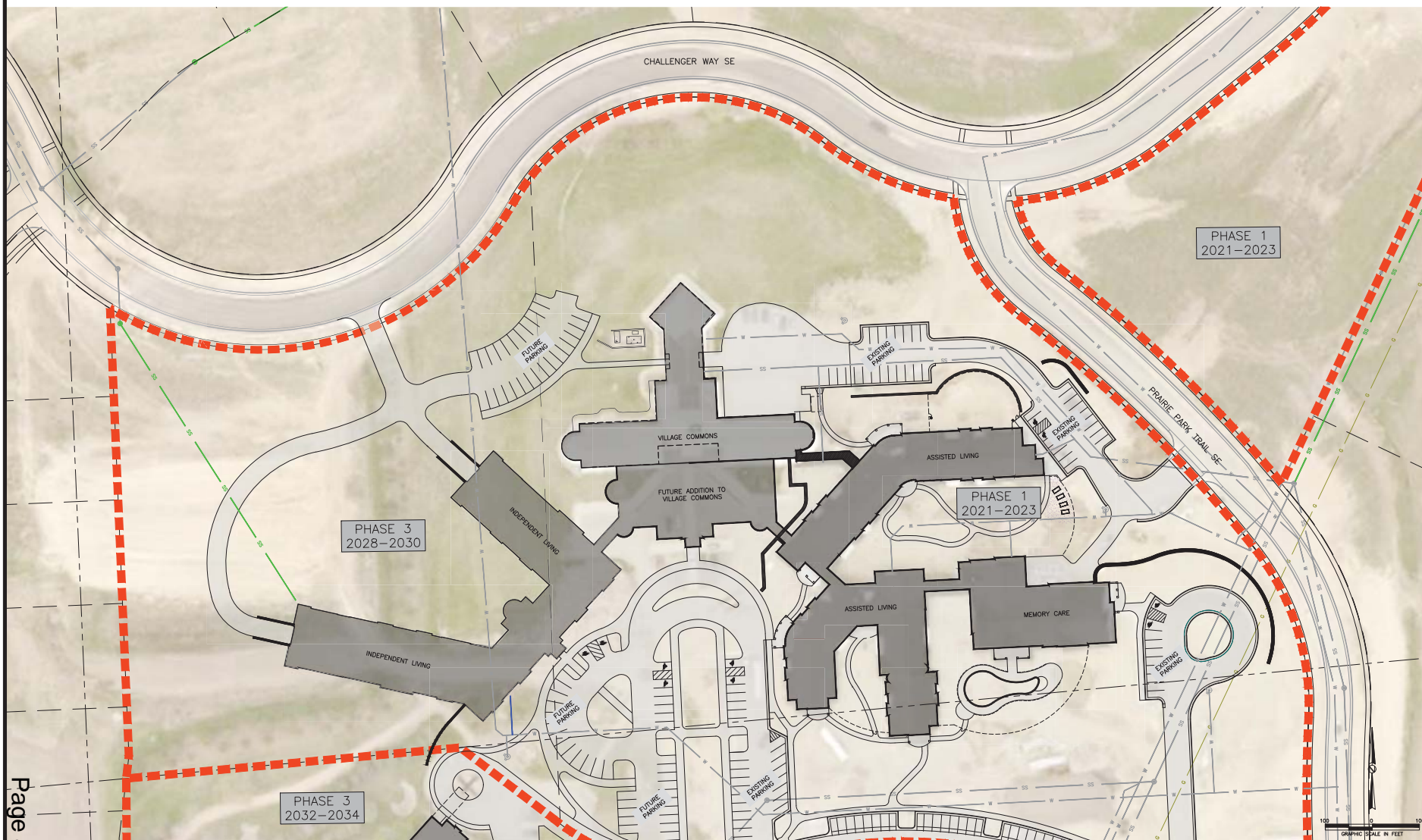
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PHONE NUMBER: (605) 882-6202 EXT. 3528 CONTACT  
PERSON: BRANDI HANTEN

\*INCREASES TO 15' AT 9 UNITS AND ABOVE.





## **HARMONY HILL WATERTOWN**

### **The Village at Harmony Hill PUD Phase 1 – City Submittal**

May 11, 2021

#### **Project Summary**

Harmony Hill is being developed by the Benedictine Sisters of Watertown (BSOW) as a way of creating a meaningful and long-lasting legacy for the people of Watertown and the surrounding region. The Sisters' 485-acre property is located on the southern side of the City of Watertown and is being shaped into an intergenerational and synergistic campus which will include something for folks of all ages. The Harmony Hill project is staged in four phases. The vision for Phase 1 of the Harmony Hill project contains a Planned Unit Development to be named "The Village at Harmony Hill" as well as several elements aligned with but not connected to the PUD. These elements are the Challenger Learning Center of South Dakota, Challenger Park, streets, utilities, and associated stormwater management.

The primary purpose of Phase 1 of the PUD development, is to create a state of the art, cutting-edge "continuum of elder healthcare services." This village-like, setting will offer living options with the best "post-Covid informed" health services for persons in the sunset years of their lives that promotes the dignity, freedom, and wellness of those who may need rehabilitation, senior independent living, assisted living, memory care and hospice care.

Existing buildings, spaces, and features of the campus, consist of the monastery building, Benet Place Independent Living Senior Apartments, groomed walking trails, parking, private streets with public access, green space, gardens, and the Sisters' cemetery on the west side of the PUD.

Two components of the intentionally planned campus, one indoors and one outdoors, will allow residents, staff, and visitors to interact regardless of weather conditions. First, an extensive indoor element, a large Village Commons, will be created with renovations and additions to the existing monastery building. The Village Commons will become the locus of community life with an emphasis on the holistic care of the person by providing opportunities for exercise, dining, creativity, education, celebration, and entertainment, as well as space for quiet reflective moments. Secondly, extensive open space, including the village greens, numerous courtyards and other greenspace and landscape areas, will become the locus of outdoor activity and interaction with the natural beauty of the coteau region by preserving vistas, providing groomed walking trails, benches and group seating, extensive sustainable landscaping, memory and healing gardens, raised vegetable and flower gardens, water features and bird habitats.

## **PUD Submittal Requirements per Chapter 21.3803, Item 2(a)**

**1) *Property description and acreage, identification of owner and developer***

See attached Plan Sheets 1 - 3

**2) *Existing conditions, area relationships, relationship to comprehensive land use plan, existing land use, transportation, zoning, etc.***

See attached Plan Sheets 1 – 3

**3) *Natural features, water, topography, soils, vegetation, etc., and their implications, if any, for development***

See attached Plan Sheets 1 - 3

**4) *Proposed land use areas, acreages, maximum number of units, maximum building height and densities, building setbacks, circulation, parking, streets, open space, recreational areas, and development staging.***

See attached Plan Sheet 3

Phase 1 of the PUD is comprised of two proposed parcels totaling 26 acres, as shown on the attached PUD plans/exhibits. Automobile access and parking will mainly occur on the outer edges (Northerly and Easterly) of the households and buildings. Construction of the PUD Phase 1 drives, parking, utilities, and stormwater management will begin late summer or early fall, with footings, foundations, and building construction to follow as soon as possible this fall, to allow for substantial completion in 2022.

The public streets (Challenger Way and Prairie Park Street SE) adjacent to the PUD will be designed, submitted, and approved as a separate project.

Construction of these public streets will begin this summer and be completed prior to occupancy of the PUD Phase 1 project.

### **Primary PUD Phase 1 Program Elements:**

**a) Housing:**

- Independent Living Senior Apartments – 60 units with underground parking – connected to the Village Commons
- Assisted Living, High Acuity Assisted Living and Memory Care Assisted Living – mix of 128 units, or 8 households, each a home for 16 persons.
- Each household will be connected to the Village Commons (and each other) by an enclosed, common spine or walkway

- b) Commons: Renovation and additions to the current monastery building will create a Village Commons of approximately 80,000 square feet and will be comprised of but not limited to:
  - Central kitchen, Administrative Offices, Staff Lounge and Services
  - Rehabilitation and Exercise Services, Therapy and Wellness Pool
  - Dining Experiences for Residents, Visitors and Staff
  - Multi-purpose Space for Family Gatherings, Educational and Entertainment Events, Guest Quarters
  - Studios for Creative Arts, Hobbies, and Crafts
  - Ecumenical Chapel, Space for Meditation and Spiritual Wellbeing
- c) Drives and parking to accommodate resident, visitor, staff, and service needs
- d) Exterior pedestrian connectivity including sidewalks, trails, pathways, patios, etc.
- e) Substantial open and green space, including village greens, numerous courtyards, native/sustainable landscaping, gardens, and other outdoor spaces for resident, visitor and staff use and enjoyment.

**5) *Information, describing proposed land use and land use objectives, the type of character of buildings, methods of providing utilities etc.***

Phase 1 of the PUD will encompass the foundational elements of a senior living continuum of healthcare. The households and buildings will create a village like setting through creative use of a variety of finishes, green space with sustainable landscapes and themes. Existing sanitary sewer and water utilities located on the property will provide service to Phase 1 of the PUD. The existing Monastery building is served by a booster pump and any additional booster pumps or other facilities required to provide adequate water service and fire protection will be installed as determined during the building design and approval process. Future phases of development will be accommodated with new utility services installed as part of the new public street construction.

**6) Covenants and restrictions, if any, applying to each tract and to open space and including the responsibility for the maintenance and operation of common areas.**

- a) The owner of the PUD will be responsible for the operation and maintenance of all green space, private roads, walking trails, landscaping, gardens, and storm water management features.
- b) Each Parcel Owner must comply with applicable City stormwater and drainage retention and maintenance requirements on its respective parcel.
- c) Each parcel will be subject to R3 Over 12 Dwelling Unit front yard (30 feet), side yard (15 feet) and rear yard (25 feet) setbacks.
- d) Each parcel will be subject to R3 Over 12 Dwelling Unit Maximum Overall Height requirement of 55 feet.
- e) The existing cemetery shall remain in place and be maintained by the Parcel Owner of the parcel on which the cemetery is located.
- f) Each parcel will be subject to a 5-foot parking lot setback.
- g) The Benedictine Sisters of Watertown will remain responsible for maintaining their cemetery.



Benedictine Sisters of Watertown

**OWNER:**

BENEDICTINE SISTERS OF WATERTOWN /  
MOTHER OF GOD MONASTERY  
110 28TH STREET SE #306  
WATERTOWN, SD 57201  
CONTACT: BARBARA YOUNGER, OSB  
PHONE: (605)882-6646  
EMAIL: B.YOUNGER77@GMAIL.COM

**SHEET INDEX**

- |   |                                      |
|---|--------------------------------------|
| 1 | TITLE SHEET / VICINITY MAP           |
| 2 | EXISTING CONDITIONS                  |
| 3 | PROPOSED LAND USE AND STANDARD NOTES |

**LEGAL DESCRIPTION**

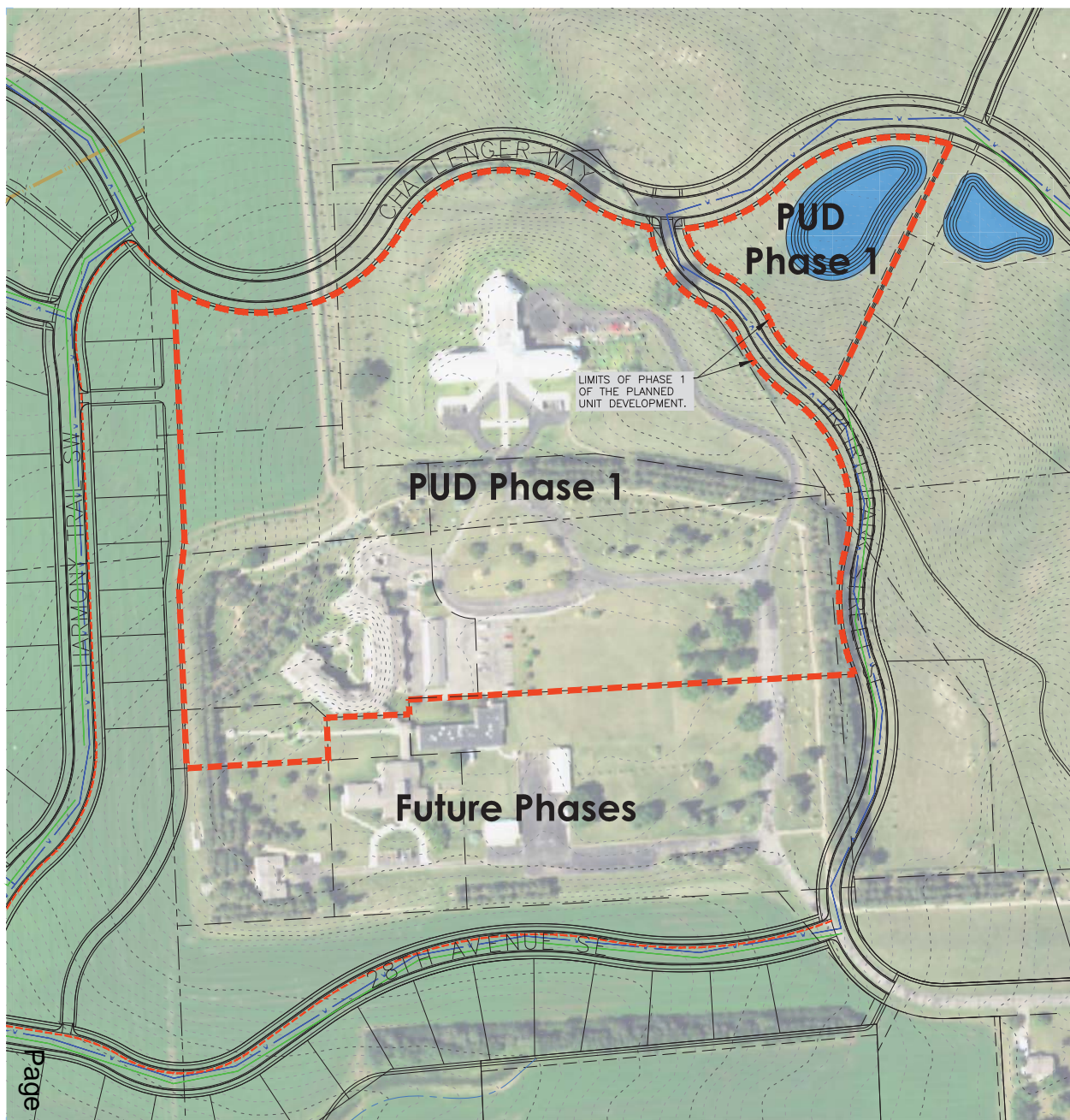
ALL OF CEMETERY LOT 7, LOT 2, LOT 3, AND 28TH AVENUE SOUTH; AND A PORTION OF HARMONY HILL LOT 4, MONASTERY LOT 5, BENET PLACE LOT 6 ALL OF THE PLAT ENTITLED, "BENEDICTINE SISTERS SUBDIVISION" THE MUNICIPALITY OF WATERTOWN, IN SECTION 7, T116N, R52 W OF THE 5TH P.M., CODINGTON COUNTY, SOUTH DAKOTA; AND A PORTION OF THE NE1/4 OF THE SE1/4 OF SECTION 7, TOWNSHIP 116 NORTH, RANGE 5 WEST OF THE 5TH P.M., CODINGTON COUNTY, SOUTH DAKOTA. TRACT CONTAINS 26.0+/- ACRES.

**LAND PLANNER:**

HOFFMAN PLANNING, DESIGN AND  
CONSTRUCTION, INC.  
122 E. COLLEGE STREET SUITE 1G  
APPLETON, WI 54911  
CONTACT: MARK BOEHLKE, ASLA  
PHONE: (920)380-2120  
EMAIL: MBOEHLKE@HOFFMAN.NET

**CIVIL ENGINEER / SURVEYOR:**

AASON ENGINEERING COMPANY, INC.  
1022 6TH STREET SE  
WATERTOWN, SD 57201  
CONTACT: COLIN DEJONG, LS  
PHONE: (605)882-2371  
EMAIL: COLINDEJONG@IW.NET



Title Sheet / Vicinity Map  
**The Village at Harmony Hill**  
**PUD Phase 1**

5/11/21

SHEET 1



**Hoffman**  
Planning, Design & Construction, Inc.  
800.236.2370 | hoffman.net





Benedictine Sisters of Watertown

SHEET INDEX

- 1 TITLE SHEET / VICINITY MAP
- 2 EXISTING CONDITIONS
- 3 PROPOSED LAND USE AND STANDARD NOTES

EXISTING CONDITIONS

1. THERE ARE NO SIGNIFICANT NATURAL FEATURES LOCATED WITHIN THE PROPOSED DEVELOPMENT AREA.
2. THERE ARE NO SIGNIFICANT BODIES OF WATER LOCATED WITHIN THE PROPOSED DEVELOPMENT AREA.
3. THE EXISTING SOILS CONSIST OF 12"-24" OF TOPSOIL OVER CLAY, SANDY CLAY SUB-BASE. ACCORDING TO SOIL BORINGS RECENTLY PERFORMED ON THE SITE.
4. THE EXISTING GROUND COVER CONSISTS OF WELL MAINTAINED GRASSES WITHIN THE CURRENT DEVELOPED AREA OF THE PROPOSED PUD, ROW CROPS TO THE WEST AND SOUTH AND NATURAL PRAIRIE TO THE NORTH AND EAST.

## Existing Conditions

### The Village at Harmony Hill

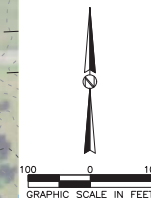
### PUD Phase 1

5/11/21

SHEET 2



Planning, Design & Construction, Inc.  
800.236.2370 | hoffman.net







Benedictine Sisters of Watertown

SHEET INDEX

- 1 TITLE SHEET / VICINITY MAP
- 2 EXISTING CONDITIONS
- 3 PROPOSED LAND USE AND STANDARD NOTES

PROPOSED UTILITY NOTES:

SANITARY SEWER MAINS SHALL BE INSTALLED IN ACCORDANCE TO THE SPECIFICATIONS OF THE CITY OF WATERTOWN, SD. EACH STRUCTURE SHALL BE PROVIDED A SERVICE LINE TO THE MAIN.

WATER MAINS SHALL BE INSTALLED IN ACCORDANCE TO THE SPECIFICATIONS OF THE WATERTOWN MUNICIPAL UTILITIES DEPARTMENT.

MAIN LINES AND SERVICES WITHIN THIS PHASE OF THE PUD SHALL BE PRIVATELY OWNED AND MAINTAINED BY THE PARCEL OWNER.

PROPOSED SETBACKS

SETBACKS SHALL BE GOVERNED BY THE R3 ZONING DISTRICT REGULATIONS FOR THE CITY OF WATERTOWN, SD:

FRONT YARD: 30 FEET  
SIDE YARD: \*10 FEET  
REAR YARD: 25 FEET

ZONING AUTHORITY: CITY OF WATERTOWN, SD  
PHONE NUMBER: (605) 882-6202 EXT. 3528 CONTACT PERSON: BRANDI HANTEN

\*INCREASES TO 15' AT 9 UNITS AND ABOVE.



## Proposed Land Use The Village at Harmony Hill PUD Phase 1

5/11/21

SHEET 3



**Hoffman**

Planning, Design & Construction, Inc.  
800.236.2370 | hoffman.net

**ORDINANCE NO. 24-13**

**Petition to Amend Zoning District Boundaries by Rezoning a Portion of Harmony Hill  
Second Addition from A-1 Agricultural District to PUD Planned Unit Development**

**BE IT ORDAINED** by the City of Watertown, upon examination of the Petition to Change Zoning by Barbara Younger, acting agent for the Benedictine Sisters of Watertown, the owner of real property described as:

*A portion of Outlot "Y" Block 9 and all that portion of Outlot "X" lying south of the Right of Way of Challenger Way all of the plat entitled, "Harmony Hill Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota".*

and based on the report and recommendation of the City Plan Commission in its Resolution No. 24-13, that the property be, and is hereby, rezoned from the existing designation of *A-1 Agricultural District*, pursuant to Watertown Revised Ordinance §21.12 to *PUD Planned Unit Development District*, pursuant to Watertown Revised Ordinance §21.38.

**BE IT FURTHER ORDAINED** that the new zoning designation referenced above be extended and applied to the centerline of the adjacent public right-of-ways.

**BE IT FURTHER ORDAINED** that the zoning map of the City of Watertown be so amended.

The above and foregoing Ordinance was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon voice vote motion carried, whereupon the Mayor declared the Ordinance duly passed and adopted.

I certify that Ordinance No. 24-13 was published in the Watertown Public Opinion, the official newspaper of said City, on this \_\_\_\_ day of \_\_\_\_\_, 2024.

Kristen Bobzien, Chief Financial Officer

First Reading: Monday, August 5, 2024  
Second Reading: Monday, August 19, 2024  
Published: Saturday, August 24, 2024  
Effective: Saturday, September 14, 2024

City of Watertown

Attest:

\_\_\_\_\_  
Kristen Bobzien  
Chief Financial Officer

\_\_\_\_\_  
Ried Holien  
Mayor





## City Council

### Agenda Item

**Subject:** Application for a Special Event Retail License to Lake Area Technical College Foundation d/b/a Lake Area Technical College Foundation for Evening in the Archway, 1201 Arrow Ave, Lot 2 E14' S197' Lake Area Technical Institute 3rd Add & S197' E328' Vocational School Lot from 5:00 PM until 10:00 PM on Wednesday, August 21st, 2024.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

#### **BACKGROUND INFORMATION:**

Applicant has provided adequate proof of insurance. Fees have been paid and the Notice of Hearing was published on July 27th, 2024.

---

#### **FINANCIAL CONSIDERATIONS:**

Applicant has paid \$300 for the licensing fee and \$50 for the notice of hearing fee.

---

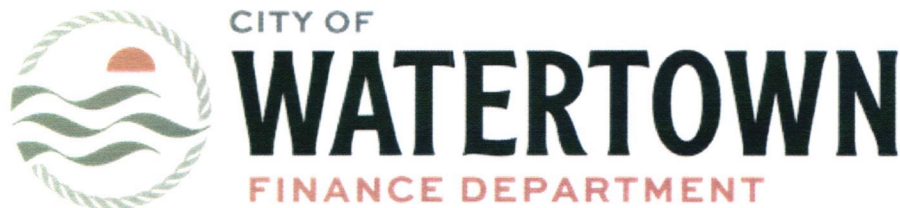
#### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the application for a Special Event Retail License to Lake Area Technical College Foundation d/b/a Lake Area Technical College Foundation for Evening in the Archway, 1201 Arrow Ave, Lot 2 E14' S197' Lake Area Technical Institute 3rd Add & S197' E328' Vocational School Lot from 5:00 PM until 10:00 PM on Wednesday, August 21st, 2024.

---

#### **ATTACHMENT(S):**

[Evening in the Archway](#)



## Special Event & Weekly Seasonal Event Alcohol Beverage License Application

1. License Type(s) Requested

<input type="checkbox"/>	Special Malt Beverage Retailers License
<input type="checkbox"/>	Special On-Sale Wine Retailers License
<input checked="" type="checkbox"/>	Special On-Sale License
<input type="checkbox"/>	Special Off-Sale Package Wine Dealers License
<input type="checkbox"/>	Special Off-Sale Package Wine Dealers License – Donated Beverages
<input type="checkbox"/>	Special Off-Sale Package Malt Beverage Dealers License – Donated Beverages
<input type="checkbox"/>	Special Off-Sale Package Dealers License – Donated Beverages

2. Name and Description of Special Event Lake Area Technical College Foundation - Evening in the Archway. Donor thank you reception and dinner to celebrate the Archway completion. By invitation.

3. Event Date(s) and times: Wednesday, August 21, 2024; 5-10pm

(Licenses can be issued for a period of time to be established by the Council for a duration of a special event, but not to exceed fifteen (15) consecutive days)

4. Describe Event Location: Lake Area Technical College  
Event Address: 1301 Arrow Avenue.

5. Event Applicant and Applicant Address: LATC Foundation; 1301 Arrow Ave;  
PO Box 730; Watertown, SD 57201

To apply for a Special Event License, you must be one of the following (please check one)  
- If Civic, Charitable, Educational or Fraternal: please provide copy of 501(c)(3).

<input type="checkbox"/>	Civic
<input checked="" type="checkbox"/>	Charitable
<input type="checkbox"/>	Educational
<input type="checkbox"/>	Fraternal
<input type="checkbox"/>	Veterans Organization
<input type="checkbox"/>	Existing On-Off Sale Malt Beverage Licensee
<input type="checkbox"/>	Existing On-Off Sale Wine Licensee
<input type="checkbox"/>	Existing On-Sale Liquor Licensee

6. Event Coordinator's Name Tracy Buisker, Foundation Director  
Email: tracy.buisker@lakeareatech.edu  
Business Ph# 605-882-5284 x268

Agenda Item 11.(a) Application for a Special Event Retail License to Lak...

7. Name of Entity Serving Alcohol (if not applicant): Lake Area Technical College

8. Method of alcohol consumption:

<input checked="" type="checkbox"/>	Sold and consumed on site
<input type="checkbox"/>	Sold/Auctioned and consumed off site -for example, a winery basket at a silent auction

9. Estimated number of Participants 150  
Estimated number of Minors 0

Method in which applicants plan to prevent underage consumption: Must be 21 to attend, Event is by invitation, not open to the public. A public event to be held at a later date.

**\*Thursday Night Live Applicants must use wrist bands as method to prevent underage consumption**

10. For outdoor events, please submit a drawing illustration of the event area, including stage/platforms, alcohol serving area(s), food serving facilities, garbage collection receptacles, restroom facilities and other amenities.

11. Post-event clean-up is required prior to vacating the area.

12. **Insurance Requirements:** Per City Ordinance, licensees shall maintain liability insurance in an amount of not less than One Million Dollars (\$1,000,000) for bodily injury, death, disability, and property damage liability during the time the special alcoholic beverage license is in effect. **Licensee shall also maintain Liquor Liability insurance with a limit of not less than One Million Dollars (\$1,000,000) for each occurrence, and if such insurance contains a general aggregate limit, the general aggregate limit shall apply separately or be no less than two times the occurrence limit.** The City shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the special alcoholic beverage license during the time such license is in effect. The licensee must also agree to indemnify and hold the City of Watertown, its officers, agents, and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings that may arise as the result of the alleged negligence of the applicant and/or that is in any way connected or associated with the event(s) for which any special alcoholic beverage license is issued which do not solely arise from errors or omissions of the City of Watertown, its officers, agents, or employees. **Please submit proof of insurance with your application.**

13. **Fee:** For Special Event Alcoholic Beverage Licenses, a fee of \$300 is required. For Special Weekly Seasonal Alcoholic Beverage Licenses, the fee is \$50/per day of event at one location. If applicable, a \$50 notice of public hearing fee must also be submitted by separate check. Fees are to be made payable to the City of Watertown and must be submitted with your application.

14. **Legal Notice:** For certain applicants, the City of Watertown is required by South Dakota state law to publish a legal notice in the local newspaper at least 7 days prior to City Council action. In order to make publication deadlines, we need your completed application at least 20 days prior to the City Council meeting.



15. **Public Hearing & Council Action:** A public hearing and City Council action is required on all special event alcohol licenses in which the applicant does not hold an existing alcoholic beverage license.

A public hearing *is not* required if the applicant holds an existing alcoholic beverage license per SDCL 35-4-124. City Council action is required, however.

The Watertown City Council meets the first and third Monday of each month. This application will be scheduled only after all required documents are submitted to the Records & Licensing Manager and internal approvals are completed.

16. Miscellaneous Information for City Council Review:

*Lake Area Tech plans to hold events to mark the opening of the "Archway" as the completion marks adding significant capacity to allow for growth of the college. It was also done without any burden to students - something to celebrate!*

17. **Certificate:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all requirements for the Special Event Alcohol License in the City of Watertown, SD.

*Nancy Brubaker*  
Signature

*6-17-2024*  
Date

Submit completed application to: City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201  
Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us

**To Be Completed by Records & Licensing Manager:**

1. Notice of public hearing was published on \_\_\_\_\_ in the Watertown Public Opinion.
2. Public Hearing and/or Council action was held on \_\_\_\_\_.  
The Watertown City Council took action to  
\_\_\_\_\_ Approve  
\_\_\_\_\_ Disapprove license due to \_\_\_\_\_.
3. The following restrictions were imposed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
4. Receipt Number \_\_\_\_\_
5. Special Event License Number \_\_\_\_\_
6. Mailed to applicant on \_\_\_\_\_.
7. Signature of City Manager: \_\_\_\_\_ Date \_\_\_\_\_



GATEWAY SPECIALTY INSURANCE  
1170 DEVON PARK DRIVE  
WAYNE, PA 19087  
Phone: (877) 977-4474  
Fax: (610) 254-1855

To:

**\* BINDER \***  
06/17/2024

Attn:

Renewal Of: NEW

From: Anthony DeVito  
adevito@gatewayspecialty.com

Insured: **LATC FOUNDATION**

Mailing **PO BOX 730**  
Address: **WATERTOWN, SD 57201**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage. Policy to Follow Shortly

## POLICY INFORMATION

COMMERCIAL LIABILITY POLICY		
Policy Number:	<b>SE 1118573</b>	
Policy Period:	08/21/2024 to 08/23/2024	
Carrier:	United States Liability Insurance Company	
Status:	Admitted	
A.M. Best Rating:	A++ (Superior) - XII	
COVERAGE PART	PREMIUM	
Commercial Liability	\$250.00	
Each Occurrence Limit	\$1,000,000	
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000	
Medical Expense Limit (Any One Person)	\$1,000	
Damages To Premises Rented To You (Any One Premises)	\$100,000	
Products/Completed Operations Aggregate Limit	See L-535	
General Aggregate Limit	\$2,000,000	
Liquor Liability	\$50.00	
Each Common Cause Limit	\$1,000,000	
Aggregate Limit	\$2,000,000	
<b>POLICY PREMIUM</b>	<b>\$300.00</b>	

## Location of All Covered Special Event(s)

1 - 1201 Arrow Ave, Watertown, SD 57201

## APPLICABLE FORMS & ENDORSEMENTS

The following forms apply to multiple coverage parts

Please contact us with any questions regarding the terminology used or the coverages provided.



## Agenda Item 11.(a) Application for a Special Event Retail License to Lak...

CG0144 10/11	South Dakota Changes	CG2173 01/15	Exclusion Of Certified Acts Of Terrorism
IL0017 11/98	Common Policy Conditions	IL0021 09/08	Nuclear Energy Liability Exclusion Endorsement
IL0232 09/08	South Dakota Changes - Cancellation And Nonrenewal	Jacket 07/19	Policy Jacket
L-224 10/10	Punitive Or Exemplary Damages Exclusion	L-607 02/11	Exclusion For Climbing, Rebounding And Interactive Games And Devices
L-609 02/11	Animal Exclusion	L-610 11/04	Expanded Definition Of Bodily Injury
L-616 11/09	Host/Special Event Coverage Form Change Endorsement	L-656 02/06	Extension Of Coverage - Committee Members
L-759 10/10	South Dakota Amendment	L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts
L-820 12/18	Special Events Blanket Additional Insured Endorsement	LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion
LLQ101 08/06	Expanded Definition Of Employee	LLQ368 08/10	Separation Of Insureds Clarification Endorsement
SPE 312 03/15	Who Is An Insured	TRIADN 12/20	Disclosure Notice of Terrorism Insurance Coverage

### The following forms apply to the Commercial Liability coverage part

CG0001 12/07	Commercial General Liability Coverage Form	CG0068 05/09	Recording And Distribution Of Material Or Information In Violation Of Law Exclusion
CG2107 05/14	Exclusion - Access Or Disclosure Of Confidential Or Personal Information And Data-Related Liability - Limited Bodily Injury Exception Not Included	CG2109 06/15	Exclusion - Unmanned Aircraft
CG2136 03/05	Exclusion - New Entities	CG2139 10/93	Contractual Liability Limitation
CG2144 07/98	Limitation Of Coverage To Designated Premises Or Project	CG2147 12/07	Employment-Related Practices Exclusion
CG4032 05/23	Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)	L 427 01/20	Exclusion for Fireworks and Other Pyrotechnic Devices
L 535 03/15	Exclusion - Products-Completed Operations Hazard Other Than Food Or Beverage Products	L-387 03/06	Exclusion - Mechanical Rides
L-423 02/11	Exclusion For Structure Collapse	L-428 04/15	Absolute Firearms Exclusion
L-472 07/08	Exclusion - Injury To Performers Or Entertainers	L-536 09/09	Exclusion - Participation In Athletic Activity, Physical Activity Or Sports
L-599 10/07	Absolute Exclusion For Pollution, Organic Pathogen, Silica, Asbestos And Lead With A Hostile Fire Exception	L-686 10/12	Absolute Exclusion for Liquor and Other Related Liability
L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts	L-820 12/18	Special Events Blanket Additional Insured Endorsement
LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion	SPE 300 05/09	Special Events Property Damage Amendment
SPE 312 03/15	Who Is An Insured		

### The following forms apply to the Liquor Liability coverage part

CG0033 12/07	Liquor Liability Coverage Form	CG2406 04/13	Liquor Liability - Bring Your Own Alcohol Establishments
L-657 01/11	Absolute Pollution Exclusion - Liability	L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts
L-820 12/18	Special Events Blanket Additional Insured Endorsement	LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion
LQ-202 12/11	Assault Or Battery Exclusion	LQ-352 09/08	Event Vendor - Other Insurance
LQ-354 10/09	Limitation Of Coverage To Insured Premises	LQ-428 10/16	Absolute Firearms Exclusion
SPE 312 03/15	Who Is An Insured		



# City Council

## Agenda Item

**Subject:** Application for a transfer of ownership of a Retail (on-off sale) Wine and Cider License from Raise the Bar, LLC (Member: Donna Marchand), DBA Raise the Bar, 806 Jensen Ave, S34' Lot 10 & All Lots 11-12 Block 1 of Davlin's Addition to Raise the Bar, LLC (Member: Haley Zemlicka) DBA Raise the Bar at the same location.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### BACKGROUND INFORMATION:

Applicant is purchasing both the 'Raise the Bar' Business and LLC. Therefore, there is no change in owner name, but rather a change in the acting members of the LLC. Fees have been paid and a Notice of Hearing has been published on July 27th, 2024.

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### FINANCIAL CONSIDERATIONS:

The applicant has paid the City of Watertown the transfer fee of \$150.00 in addition to the \$50.00 notice of hearing fee.

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### STAFF RECOMMENDATION / SUGGESTED MOTION:

I move to approve the application for a transfer of ownership of a Retail (on-off sale) Wine and Cider License from Raise the Bar, LLC (Member: Donna Marchand), DBA Raise the Bar, 806 Jensen Ave, S34' Lot 10 & All Lots 11-12 Block 1 of Davlin's Addition to Raise the Bar, LLC (Member: Haley Zemlicka) DBA Raise the Bar at the same location.

---

### ATTACHMENT(S):

[Raise the Bar LLC](#)



Agenda Item 11.(b) Application for a transfer of ownership of a Retail (...)

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. RW-28319

## Uniform Alcoholic Beverage License Application

### A. Owner Name and Address

Raise the Bar LLC  
45776 164th St.  
Waterbury, SD 57201

### B. Business Name and Address

Raise the Bar  
806 Jensen Ave  
Waterbury, SD

Owner's Telephone #: 605-450-8638

Business Telephone #: 605-450-8638

### C. Indicate the class of license being applied for (submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor  
☐ Retail (on-sale) Liquor - Restaurant  
☐ Convention Center (on-sale) Liquor  
☐ Package (off-sale) Liquor  
☒ Retail (on-off sale) Wine and Cider  
☐ Retail (on-off sale) Malt Beverage & SD Farm Wine  
☐ Package Delivery  
☐ Hunting Preserve  
☐ Other \_\_\_\_\_

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

### D. Legal description of licensed premise:

S34' Lot 10 and all lots 11-12  
Block 1 of Davlin's Addn

Is this license in active use? ☒ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☒ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?

☐ Yes ☒ No If Yes, please list on the back page.

E. State Sales Tax Number 1038-6205-ST

F. New license ☐ Transfer? (\$150) ☒ Re-issuance ☐

**G. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 7-3-24 Print Name Harley Zenlicka Signature Harley Zenlicka

**H. APPROVAL OF LOCAL GOVERNING BODY** – Notice of hearing was published on July 27, 2024 Public hearing on the application was held August 5, 2024, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ 200.00 chk# 2006, 2007

Amount of fee retained \$ 200.00

Forwarded with application \$ 0.00

### For Local Government Use

### Transferred (State Use)

From: \_\_\_\_\_

Sales tax approval \_\_\_\_\_ Date \_\_\_\_\_

### STATE LIQUOR AUTHORITY:

APPROVAL \_\_\_\_\_ REVIEW \_\_\_\_\_

(Seal) \_\_\_\_\_  
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Please complete the reverse side if applicable



**Company supplement information  
(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC Raise the Bar LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 45776 164<sup>th</sup> St Waterbury

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No SO, 57201

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
<u>Haley Zemlicka</u>	<u>President</u>	<u>45776 164<sup>th</sup> St</u> <u>Waterbury SO 57201</u>	<u>Owner</u>

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
<u>Haley Zemlicka</u>	<u>45776 164<sup>th</sup> St. Waterbury SO 57201</u>

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

Haley Zemlicka 45776 164<sup>th</sup> St. Waterbury SO 57201

**With signature the applicant agrees to the following:**

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner

Date

Haley Zemlicka

7-3-24





# City Council

## Agenda Item

**Subject:** Application for a New Retail (on-off sale) Malt Beverage & SD Farm Wine License to City of Watertown, Prairie Lakes Ice Arena, 3015 1st Avenue NE, Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

### **BACKGROUND INFORMATION:**

Notice of Hearing has been published on July 27, 2024.

The property received Conditional Use approval from the Board of Adjustment for a Bar or Tavern in the C-3 Highway Commercial District on July 18, 2024 to allow for on-premise/on-sale alcohol licensing, sale and consumption.

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### **FINANCIAL CONSIDERATIONS:**

There are no major financial considerations for this item.

---

### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the application for a New Retail (on-off sale) Malt Beverage & SD Farm Wine License to City of Watertown, Prairie Lakes Ice Arena, 3015 1st Avenue NE, Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota.

---

### **ATTACHMENT(S):**

[Ice Arena - Malt Beverage](#)



Agenda Item 11.(c) Application for a New Retail (on-off sale) Malt Bever...

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. \_\_\_\_\_

## Uniform Alcoholic Beverage License Application

### A. Owner Name and Address

City of Watertown  
PO Box 910  
Watertown SD 57201

Owner's Telephone #: \_\_\_\_\_

### B. Business Name and Address

Praire Lakes Ice Arena  
3015 1st Avenue NE  
Watertown SD 57201

Business Telephone #: \_\_\_\_\_

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☒ Own ☐ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

### C. Indicate the class of license being applied for (submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor
- ☐ Retail (on-sale) Liquor - Restaurant
- ☐ Convention Center (on-sale) Liquor
- ☐ Package (off-sale) Liquor
- ☐ Retail (on-off sale) Wine and Cider
- ☒ Retail (on-off sale) Malt Beverage & SD Farm Wine
- ☐ Package Delivery
- ☐ Hunting Preserve
- ☐ Other \_\_\_\_\_

Is this license in active use? ☐ Yes ☐ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?

☒ Yes ☐ No If Yes, please list on the back page.

### D. Legal description of licensed premise:

Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota

Have you ever been convicted of a felony? ☐ Yes ☒ No

E. State Sales Tax Number 1041-1351-ST

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

**G. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 7/17/24 Print Name Dusty Rodete Signature [Signature]

**H. APPROVAL OF LOCAL GOVERNING BODY** – Notice of hearing was published on July 27, 2024. Public hearing on the application was held August 5, 2024, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ \_\_\_\_\_

Amount of fee retained \$ \_\_\_\_\_

Forwarded with application \$ \_\_\_\_\_

**For Local Government Use**

**Transferred (State Use)**

(Seal) \_\_\_\_\_  
Mayor or Chairman

From: \_\_\_\_\_

Sales tax approval \_\_\_\_\_ Date \_\_\_\_\_

**STATE LIQUOR AUTHORITY:**

**APPROVAL** \_\_\_\_\_ **REVIEW** \_\_\_\_\_

If disapproved, endorse reason thereon and return to applicant

Please complete the reverse side if applicable

**Company supplement information**  
**(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC City of Watertown

Address of office and principal place of business of corporation/partnership/LP/LLC PO Box 910

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
Dusty Rodiek	Director	Park, Rec Foret PO Box 910 Watertown SD 57201	Director

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
Dusty Rodiek	RB-18807, RW28144 Cattail Crossing Golf Course 351 S Lake Drive

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

City of Watertown Finance Office

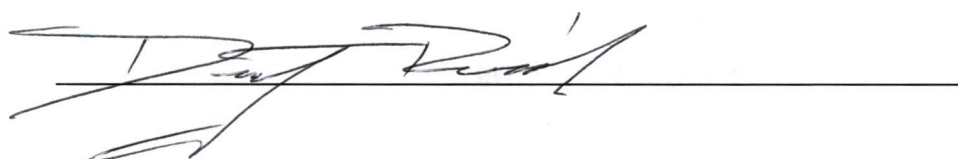
**With signature the applicant agrees to the following:**

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

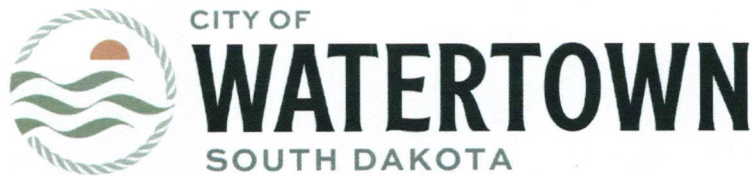
**Signature of Authorized Officer/Director/Partner**

**Date**



7/17/24





July 22, 2024

City of Watertown  
RE Prairie Lakes Ice Arena  
PO Box 910  
Watertown, SD 57201

**Property Address:** 3015 1<sup>st</sup> Avenue NE, Watertown, SD 57201

**Legal Description:** Lot 2A Block 3 of The Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota

To Whom It May Concern:

The property described above received Conditional Use approval from the Board of Adjustment for a Bar or Tavern in the C-3 Highway Commercial District, pursuant to §21.1303(3) on July 18, 2024 (5-0) to allow for on-premise/on-sale alcohol licensing, sale and consumption.

Respectfully,

A handwritten signature in cursive script that reads "Brandi Hanten".

Brandi Hanten  
Community Development Manager  
Community Development, a Division of Public Works  
City of Watertown

CC: Heath VonEye, Public Works Director/City Engineer  
Jennifer Collins, Records and Licensing Manager  
Kristen Bobzien, Finance Officer  
Kim Stricherz, Finance Officer II



# City Council

## Agenda Item

**Subject:** Application for a New Retail (on-off sale) Wine and Cider License to City of Watertown, Prairie Lakes Ice Arena, 3015 1st Avenue NE, Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

### BACKGROUND INFORMATION:

Notice of Hearing has been published on July 27, 2024.

The property received Conditional Use approval from the Board of Adjustment for a Bar or Tavern in the C-3 Highway Commercial District on July 18, 2024 to allow for on-premise/on-sale alcohol licensing, sale and consumption.

---

### FINANCIAL CONSIDERATIONS:

There are no major financial considerations for this item.

---

### STAFF RECOMMENDATION / SUGGESTED MOTION:

I move to approve the application for a New Retail (on-off sale) Wine and Cider License to City of Watertown, Prairie Lakes Ice Arena, 3015 1st Avenue NE, Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota.

---

### ATTACHMENT(S):

[Ice Arena - Wine](#)

Agenda Item 11.(d) Application for a New Retail (on-off sale) Wine and C...

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. \_\_\_\_\_

## Uniform Alcoholic Beverage License Application

### A. Owner Name and Address

City of Watertown  
PO Box 910  
Watertown SD 57201

Owner's Telephone #: \_\_\_\_\_

### B. Business Name and Address

Prairie Lakes Ice Arena  
3015 1st Avenue NE  
Watertown SD 57201

Business Telephone #: \_\_\_\_\_

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☒ Own ☐ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

### C. Indicate the class of license being applied for (submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor
- ☐ Retail (on-sale) Liquor - Restaurant
- ☐ Convention Center (on-sale) Liquor
- ☐ Package (off-sale) Liquor
- ☒ Retail (on-off sale) Wine and Cider
- ☐ Retail (on-off sale) Malt Beverage & SD Farm Wine
- ☐ Package Delivery
- ☐ Hunting Preserve
- ☐ Other \_\_\_\_\_

Is this license in active use? ☐ Yes ☐ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?

☒ Yes ☐ No If Yes, please list on the back page.

### D. Legal description of licensed premise:

Lot 2A Block 3 of the Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota

Have you ever been convicted of a felony? ☐ Yes ☒ No

E. State Sales Tax Number 1041-1351-ST

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

**G. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 7/17/24 Print Name Dusty Rodete Signature [Signature]

**H. APPROVAL OF LOCAL GOVERNING BODY** – Notice of hearing was published on July 27, 2024. Public hearing on the application was held August 5, 2024, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ \_\_\_\_\_

Amount of fee retained \$ \_\_\_\_\_

Forwarded with application \$ \_\_\_\_\_

**For Local Government Use**

**Transferred (State Use)**

From: \_\_\_\_\_

Sales tax approval \_\_\_\_\_ Date \_\_\_\_\_

**STATE LIQUOR AUTHORITY:**

**APPROVAL** \_\_\_\_\_ **REVIEW** \_\_\_\_\_

(Seal) \_\_\_\_\_  
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Please complete the reverse side if applicable



**Company supplement information**  
**(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC City of Watertown

Address of office and principal place of business of corporation/partnership/LP/LLC PO Box 910

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
Dusty Rodiek	Director Park, Rec Foret	PO Box 910 Watertown SD 57201	Director

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
Dusty Rodiek	RB-18807, RW28144 Cattail Crossing Golf Course 351 S Lake Drive

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

City of Watertown Finance Office

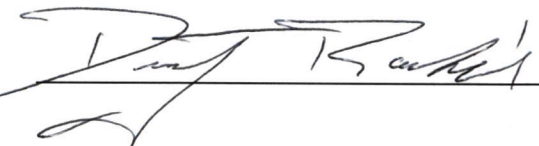
**With signature the applicant agrees to the following:**

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

**Signature of Authorized Officer/Director/Partner**

**Date**



7/17/24





July 22, 2024

City of Watertown  
RE Prairie Lakes Ice Arena  
PO Box 910  
Watertown, SD 57201

**Property Address:** 3015 1<sup>st</sup> Avenue NE, Watertown, SD 57201

**Legal Description:** Lot 2A Block 3 of The Lakes of Willow Creek First Addition to the Municipality of Watertown, in the County of Codington, South Dakota

To Whom It May Concern:

The property described above received Conditional Use approval from the Board of Adjustment for a Bar or Tavern in the C-3 Highway Commercial District, pursuant to §21.1303(3) on July 18, 2024 (5-0) to allow for on-premise/on-sale alcohol licensing, sale and consumption.

Respectfully,

A handwritten signature in cursive script that reads "Brandi Hanten".

Brandi Hanten  
Community Development Manager  
Community Development, a Division of Public Works  
City of Watertown

CC: Heath VonEye, Public Works Director/City Engineer  
Jennifer Collins, Records and Licensing Manager  
Kristen Bobzien, Finance Officer  
Kim Stricherz, Finance Officer II



# City Council

## Agenda Item

**Subject:** Application for a New Retail (on-off sale) Malt Beverage & SD Farm Wine License to Dolgen Midwest LLC, Dollar General Store #25615, 1013 10th Avenue NW, Lot 3 West Watertown Facilities First Addition.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

### **BACKGROUND INFORMATION:**

Fees have been paid and a Notice of Hearing has been published on July 27, 2024.

The property is zoned C-3 Highway Commercial District. The sale of beer and wine for off-premise consumption is an allowable use in the C-3 District, as the use is consistent with retail sales.

---

### **FINANCIAL CONSIDERATIONS:**

There are no major financial considerations for this item.

---

### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the application for a New Retail (on-off sale) Malt Beverage & SD Farm Wine License to Dolgen Midwest LLC, Dollar General Store #25615, 1013 10th Avenue NW, Lot 3 West Watertown Facilities First Addition.

---

### **ATTACHMENT(S):**

[Dollar General 25615 Malt Beverage](#)

Agenda Item 11.(e) Application for a New Retail (on-off sale) Malt Bever...

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. \_\_\_\_\_

## Uniform Alcoholic Beverage License Application

**A. Owner Name and Address**

DOLGEN MIDWEST, LLC  
100 MISSION RIDGE  
GOODLETTSVILLE, TN 37072

Owner's Telephone #: 615-855-4000

**C. Indicate the class of license being applied for**  
(submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor  
☐ Retail (on-sale) Liquor - Restaurant  
☐ Convention Center (on-sale) Liquor  
☐ Package (off-sale) Liquor  
☐ Retail (on-off sale) Wine and Cider  
☒ Retail (on-off sale) Malt Beverage & SD Farm Wine  
☐ Package Delivery  
☐ Hunting Preserve  
☐ Other \_\_\_\_\_

Is this license in active use? ☐ Yes ☒ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?

☒ Yes ☐ No **If Yes, please list on the back page.**

**B. Business Name and Address**

DOLLAR GENERAL STORE # 25615  
1013 10th Ave NW  
Watertown, SD 57201

Business Telephone #: TBD

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

**D. Legal description of licensed premise:**


PLEASE SEE ATTACHED

**Have you ever been convicted of a felony?** ☐ Yes ☒ No

**E. State Sales Tax Number** 1028-2677-STC

**F. New license** ☒ **Transfer?** (\$150) ☐ **Re-issuance** ☐

**G. CERTIFICATE:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 7/19/24 Print Name Emily Taylor Signature 

**H. APPROVAL OF LOCAL GOVERNING BODY** – Notice of hearing was published on 7/27/24. Public hearing on the application was held 8/5/24, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ 350.00  
Amount of fee retained \$ 200.00 #7973203  
Forwarded with application \$ 150.00 #7973080

**For Local Government Use**

(Seal) \_\_\_\_\_  
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

**Transferred (State Use)**

From: \_\_\_\_\_

Sales tax approval \_\_\_\_\_ Date \_\_\_\_\_

**STATE LIQUOR AUTHORITY:**

**APPROVAL** \_\_\_\_\_ **REVIEW** \_\_\_\_\_

Please complete the reverse side if applicable



**Company supplement information**  
**(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC DOLGEN MIDWEST, LLC 100 MISSION RIDGE

Address of office and principal place of business of corporation/partnership/LP/LLC GOODLETTSVILLE, TN 37072

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
PLEASE SEE ATTACHE			

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
PLEASE SEE ATTACHED	

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

DOLGEN MIDWEST, LLC 100 MISSION RIDGE GOODLETTSIVLLE, TN 37072

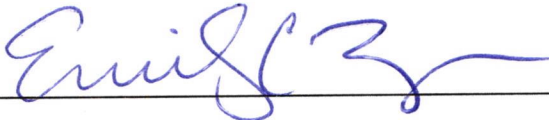
**With signature the applicant agrees to the following:**

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

**Signature of Authorized Officer/Director/Partner**

**Date**



7/9/24



**Exhibit A-1**

**Watertown, SD #25615**

Legal Description

LOT 3 OF WEST WATERTOWN FACILITIES FIRST ADDITION TO THE MUNICIPALITY OF  
WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA, ACCORDING TO THE RECORDED PLAT  
THEREOF.

**ACTION BY WRITTEN CONSENT  
OF THE SOLE MEMBER OF  
DOLGEN MIDWEST, LLC**

**MARCH 11, 2024**

The undersigned, Dolgencorp of Texas, Inc., a Kentucky corporation, and the parent and sole member (hereinafter referred to as "Sole Member") of Dolgen Midwest, LLC (the "Company"), a Tennessee limited liability company, acting by written consent in lieu of a formal meeting, pursuant to the Tennessee Revised Limited Liability Company Act, hereby consents to, approves and ratifies the following actions permitted to be taken on behalf of the Company:

**WHEREAS**, pursuant to the Operating Agreement, the Sole Member shall manage the affairs of the Company; and

**WHEREAS**, the Sole Member believes that it is in the best interest of the Company to appoint certain officers of the Company to delegate the management of particular aspects of the Company's day-to-day operations for the 2024 fiscal year.

**NOW, THEREFORE, BE IT RESOLVED**, that each of the following named persons hereby is elected or re-elected, as applicable, to the office(s) listed below to serve for the 2024 fiscal year or until his or her earlier resignation or removal:

Steven R. Deckard

Chief Executive Officer

Emily C. Taylor

Chief Financial Officer and Secretary

IN WITNESS WHEREOF, the undersigned have executed this Written Consent of the Sole Member of Company as of the day and year first above written.

DOLGENCORP OF TEXAS, INC.  
Sole Member

DocuSigned by:

*Kelly Dilts*

2AE1A80B508542A

Kelly M. Dilts, Chief Financial Officer

Agenda Item 11.(e) Application for a New Retail (on-off sale) Malt Bever...

SD - BW LICENSED STORES AS OF 7/22/2024					
Store	Address	City	State	Zip Code	County
10228	302 E 5TH ST	CANTON	SD	57013-1736	LINCOLN
10599	806 W CEDAR ST	BERESFORD	SD	57004	LINCOLN
10699	1609 E RICE ST	SIOUX FALLS	SD	57103-0431	MINNEHAHA
10796	305 N US HIGHWAY 81	FREEMAN	SD	57029-8900	HUTCHINSON
10862	7214 W 41ST ST	SIOUX FALLS	SD	57106-6038	MINNEHAHA
10928	817 W PIPESTONE AVE	FLANDREAU	SD	57028-1536	MOODY
10937	615 S WASHINGTON AVE	MADISON	SD	57042-3408	LAKE
10943	302 E HIGHWAY 38	HARTFORD	SD	57033-0698	MINNEHAHA
10973	704 W PLUM ST	PARKSTON	SD	57366	HUTCHINSON
10978	1145 E 5TH ST	WINNER	SD	57580-2150	TRIPP
11018	316 S KIWANIS AVE	SIOUX FALLS	SD	57104-2524	MINNEHAHA
14991	6705 W. 12TH STREET	SIOUX FALLS	SD	57106-0152	MINNEHAHA
15078	430 N ELLSWORTH RD	BOX ELDER	SD	57719-2013	PENNINGTON
15207	4887 LONGVIEW RD	RAPID CITY	SD	57703-6764	PENNINGTON
15279	410 7TH EAST AVENUE	REDFIELD	SD	57469-1342	SPINK
15413	124 E HOLLY BLVD.	BRANDON	SD	57005-1114	MINNEHAHA
15447	1201 E. MAIN STREET	ELK POINT	SD	57025	UNION
15455	204 EAST HWY 14	VOLGA	SD	57071-2001	BROOKINGS
15462	207 EAST HWY 18	GREGORY	SD	57533-2212	GREGORY
15567	514 E. HWY 12	WEBSTER	SD	57274-1136	DAY
16067	36767 SD HWY 44	PLATTE	SD	57369-6368	CHARLES MIX
16254	1207 THIRD AVENUE SOUTH	CLEAR LAKE	SD	57226-4103	DEUEL
16295	1000 N BROADWAY AVENUE	MILLER	SD	57362-1150	HAND
16506	920 MAIN AVE.	BRITTON	SD	57430	MARSHALL
16507	131 N. NEBRASKA STREET	SALEM	SD	57058-8946	MCCOOK
16508	1017 S. MAIN STREET	LENNOX	SD	57039	LINCOLN
16841	681 MAIN ST	HILL CITY	SD	57745-2002	PENNINGTON
17101	239 S. PARK AVENUE	LAKE ANDES	SD	57356-2077	CHARLES MIX
17151	950 5TH AVENUE	IPSWICH	SD	57451-2066	EDMUNDS
17565	224 E HWY 12	GROTON	SD	57445	BROWN
17606	1504 W GRAND XING	MOBRIDGE	SD	57601-1421	WALWORTH
17701	301 US HIGHWAY 14 E	DE SMET	SD	57231	KINGSBURY
17770	410 W GARFIELD AVE	GETTYSBURG	SD	57442-1029	POTTER
17888	25378 485TH AVE	GARRETSON	SD	57030	MINNEHAHA
18181	2101 UNIVERSITY AVE	HOT SPRINGS	SD	57747-1902	FALL RIVER
18202	23300 435TH AVE	HOWARD	SD	57349	MINER
18267	1137 E SAINT PATRICK ST	RAPID CITY	SD	57701	PENNINGTON
18299	12000 STURGIS RD	SUMMERSET	SD	57718	MEADE
18364	905 MOUNT RUSHMORE RD	CUSTER	SD	57730-1727	CUSTER
18409	1940 LAZELLE ST	STURGIS	SD	57785	MEADE
18467	504 DAKOTA AVE S	WESSINGTON SPRINGS	SD	57382-2161	JERAULD
18507	203 J AVE	EUREKA	SD	57437	MCPHERSON
18515	200 S MAIN AVE	COLTON	SD	57018-2274	MINNEHAHA
18575	706 SPAANS ST	PLANKINTON	SD	57368	AURORA
18857	19591 US HIGHWAY 81	ARLINGTON	SD	57212-5634	HAMLIN
18868	909 SD HIGHWAY 10	SISSETON	SD	57262-2510	ROBERTS
19479	868 HIGHWAY 73	KADOKA	SD	57543	JACKSON
19489	101 W SD HIGHWAY 46	WAGNER	SD	57380	CHARLES MIX
19788	170 N HWY 281	CORSICA	SD	57328	DOUGLAS
19973	940 N HERITAGE PKWY	TEA	SD	57064	LINCOLN
20746	11116 US HIGHWAY 18	EDGEMONT	SD	57735	FALL RIVER
20846	3402 HAINES AVE	RAPID CITY	SD	57701-9643	PENNINGTON
21007	1107 N MAIN ST	WAUBAY	SD	57273-2154	DAY
21701	9016 HIGHWAY 12 & 83	SELBY	SD	57472	WALWORTH
21909	102 10TH ST E	LEMMON	SD	57638-1950	PERKINS
22001	301 W 4TH ST	DELL RAPIDS	SD	57022-1813	MINNEHAHA
22234	105 S CLIFF AVE	HARRISBURG	SD	57032	LINCOLN
22416	100 N MAIN ST	CHAMBERLAIN	SD	57325-1325	BRULE
22565	35357 US HIGHWAY 212	FAULKTON	SD	57438-6715	FAULK
22751	2701 E 17TH ST	SIOUX FALLS	SD	57103	MINNEHAHA
22925	6613 BLACK HAWK RD	BLACK HAWK	SD	57718-6611	MEADE
23087	317 ENTERPRISE AVE	COLMAN	SD	57017	MOODY
23665	1100 RIVER DR	NORTH SIOUX CITY	SD	57049	UNION
23748	121 DAKOTA AVENUE S.	HURON	SD	57350-1902	BEADLE
23871	416 US HWY 14 W	HIGHMORE	SD	57345	HYDE
24122	487 E 1ST ST	FAITH	SD	57626-6094	MEADE
24338	14307 SUMMIT RD	SUMMIT	SD	57266	ROBERTS
24649	1 N 5TH AVE	BELLE FOURCHE	SD	57717-1172	BUTTE
21569	1010 4TH ST NE	WATERTOWN	SD	57201	CODINGTON
21951	3224 9TH AVE SW	WATERTOWN	SD	57201	CODINGTON
30117	600 FIFTH AVENUE NW	ABERDEEN	SD	57401	BROWN





July 19, 2024

Dolgen Midwest, LLC  
DBA Dollar General Store #25615  
100 Mission Ridge  
Goodlettsville, TN 37072

To Whom It May Concern:

The property located at 1013 10<sup>th</sup> Avenue NW, Watertown, SD 57201, and legally described as "Lot 3 West Watertown Facilities First Addition" is zoned C-3 Highway Commercial District. The sale of beer and wine for off-premise consumption is an allowable use in the C-3 District, as the use is consistent with retail sales.

If the establishment decides to sell beer and wine for on-premise consumption, additional action is required. The property owner would need to apply for a conditional use for a bar or tavern to be acted on by the Board of Adjustment.

Sincerely,

A handwritten signature in blue ink that reads "Brandi Hanten".

Brandi Hanten  
Community Development Manager  
Community Development, a Division of Public Works  
City of Watertown

CC: Kristen Bobzien, Finance Officer  
Heath VonEye, Public Works Director/City Engineer  
Jennifer Collins, Records and Licensing  
Kim Stricherz, Assistant Finance Officer

23 Second St. NE  
PO Box 910  
Watertown, SD 57201-0910  
[www.watertownsd.us](http://www.watertownsd.us)





# City Council

## Agenda Item

**Subject:** Application for a New Retail (on-off sale) Wine and Cider License to Dolgen Midwest LLC, Dollar General Store #25615, 1013 10th Avenue NW, Lot 3 West Watertown Facilities First Addition.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

### **BACKGROUND INFORMATION:**

Fees have been paid and a Notice of Hearing has been published on July 27, 2024.

The property is zoned C-3 Highway Commercial District. The Sale of beer and wine for off-premise consumption is an allowable use in the C-3 District, as the use is consistent with retail sales.

---

### **FINANCIAL CONSIDERATIONS:**

There are no major financial considerations for this item.

---

### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the application for a New Retail (on-off sale) Wine and Cider License to Dolgen Midwest LLC, Dollar General Store #25615, 1013 10th Avenue NW, Lot 3 West Watertown Facilities First Addition.

---

### **ATTACHMENT(S):**

[Dollar General 25615 Wine](#)

# Agenda Item 11.(f) Application for a New Retail (on-off sale) Wine and C...

Date Received \_\_\_\_\_  
Date Issued \_\_\_\_\_

License No. \_\_\_\_\_

## Uniform Alcoholic Beverage License Application

### A. Owner Name and Address

DOLGEN MIDWEST, LLC  
100 MISSION RIDGE  
GOODLETTSVILLE, TN 37072

### B. Business Name and Address

DOLLAR GENERAL STORE # 25615  
1013 10th Ave NW  
Watertown, SD 57201

Owner's Telephone #: 615-855-4000

Business Telephone #: TBD

C. Indicate the class of license being applied for  
(submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor
- ☐ Retail (on-sale) Liquor - Restaurant
- ☐ Convention Center (on-sale) Liquor
- ☐ Package (off-sale) Liquor
- ☒ Retail (on-off sale) Wine and Cider
- ☐ Retail (on-off sale) Malt Beverage & SD Farm Wine
- ☐ Package Delivery
- ☐ Hunting Preserve
- ☐ Other \_\_\_\_\_

Is this license in active use? ☐ Yes ☒ No

Do you or any officers, directors, partners, or stockholders  
hold any other alcohol retail, manufacturing, or  
wholesaler licenses?

☒ Yes ☐ No **If Yes, please list on the back page.**

Place of business is located in a municipality? ☒ Yes ☐ No

County: Codington

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

D. Legal description of licensed premise:

PLEASE SEE ATTACHED

Have you ever been convicted of a felony? ☐ Yes ☒ No

E. State Sales Tax Number 1028-2677-STC

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 7/9/24 Print Name Emily Taylor Signature 

H. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on 7/27/24. Public hearing on the application was held 8/5/24, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ 550.00

Amount of fee retained \$ 550.00 # 7973204

Forwarded with application \$ 0.00

For Local Government Use

Transferred (State Use)

(Seal) \_\_\_\_\_  
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

From: \_\_\_\_\_

Sales tax approval \_\_\_\_\_ Date \_\_\_\_\_

STATE LIQUOR AUTHORITY:

APPROVAL \_\_\_\_\_ REVIEW \_\_\_\_\_

Please complete the reverse side if applicable

**Company supplement information**  
**(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC DOLGEN MIDWEST, LLC 100 MISSION RIDGE

Address of office and principal place of business of corporation/partnership/LP/LLC GOODLETTSVILLE, TN 37072

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
PLEASE SEE ATTACHE			

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location
PLEASE SEE ATTACHED	

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

DOLGEN MIDWEST, LLC 100 MISSION RIDGE GOODLETTSVILLE, TN 37072

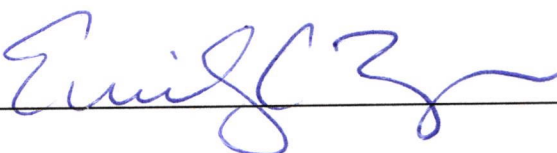
**With signature the applicant agrees to the following:**

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

**Signature of Authorized Officer/Director/Partner**

**Date**



7/9/24

**Exhibit A-1**

**Watertown, SD #25615**

Legal Description

LOT 3 OF WEST WATERTOWN FACILITIES FIRST ADDITION TO THE MUNICIPALITY OF  
WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA, ACCORDING TO THE RECORDED PLAT  
THEREOF.



**ACTION BY WRITTEN CONSENT  
OF THE SOLE MEMBER OF  
DOLGEN MIDWEST, LLC**

**MARCH 11, 2024**

The undersigned, Dolgencorp of Texas, Inc., a Kentucky corporation, and the parent and sole member (hereinafter referred to as "Sole Member") of Dolgen Midwest, LLC (the "Company"), a Tennessee limited liability company, acting by written consent in lieu of a formal meeting, pursuant to the Tennessee Revised Limited Liability Company Act, hereby consents to, approves and ratifies the following actions permitted to be taken on behalf of the Company:

**WHEREAS**, pursuant to the Operating Agreement, the Sole Member shall manage the affairs of the Company; and

**WHEREAS**, the Sole Member believes that it is in the best interest of the Company to appoint certain officers of the Company to delegate the management of particular aspects of the Company's day-to-day operations for the 2024 fiscal year.

**NOW, THEREFORE, BE IT RESOLVED**, that each of the following named persons hereby is elected or re-elected, as applicable, to the office(s) listed below to serve for the 2024 fiscal year or until his or her earlier resignation or removal:

Steven R. Deckard

Chief Executive Officer

Emily C. Taylor

Chief Financial Officer and Secretary

IN WITNESS WHEREOF, the undersigned have executed this Written Consent of the Sole Member of Company as of the day and year first above written.

DOLGENCORP OF TEXAS, INC.

Sole Member

DocuSigned by:

*Kelly Dilts*

24E1A60B50B542A

Kelly M. Dilts, Chief Financial Officer

Agenda Item 11.(f) Application for a New Retail (on-off sale) Wine and C...

SD - BW LICENSED STORES AS OF 7/22/2024					
Store	Address	City	State	Zip Code	County
10228	302 E 5TH ST	CANTON	SD	57013-1736	LINCOLN
10599	806 W CEDAR ST	BERESFORD	SD	57004	LINCOLN
10699	1609 E RICE ST	SIOUX FALLS	SD	57103-0431	MINNEHAHA
10796	305 N US HIGHWAY 81	FREEMAN	SD	57029-8900	HUTCHINSON
10862	7214 W 41ST ST	SIOUX FALLS	SD	57106-6038	MINNEHAHA
10928	817 W PIPESTONE AVE	FLANDREAU	SD	57028-1536	MOODY
10937	615 S WASHINGTON AVE	MADISON	SD	57042-3408	LAKE
10943	302 E HIGHWAY 38	HARTFORD	SD	57033-0698	MINNEHAHA
10973	704 W PLUM ST	PARKSTON	SD	57366	HUTCHINSON
10978	1145 E 5TH ST	WINNER	SD	57580-2150	TRIPP
11018	316 S KIWANIS AVE	SIOUX FALLS	SD	57104-2524	MINNEHAHA
14991	6705 W. 12TH STREET	SIOUX FALLS	SD	57106-0152	MINNEHAHA
15078	430 N ELLSWORTH RD	BOX ELDER	SD	57719-2013	PENNINGTON
15207	4887 LONGVIEW RD	RAPID CITY	SD	57703-6764	PENNINGTON
15279	410 7TH EAST AVENUE	REDFIELD	SD	57469-1342	SPINK
15413	124 E HOLLY BLVD.	BRANDON	SD	57005-1114	MINNEHAHA
15447	1201 E. MAIN STREET	ELK POINT	SD	57025	UNION
15455	204 EAST HWY 14	VOLGA	SD	57071-2001	BROOKINGS
15462	207 EAST HWY 18	GREGORY	SD	57533-2212	GREGORY
15567	514 E. HWY 12	WEBSTER	SD	57274-1136	DAY
16067	36767 SD HWY 44	PLATTE	SD	57369-6368	CHARLES MIX
16254	1207 THIRD AVENUE SOUTH	CLEAR LAKE	SD	57226-4103	DEUEL
16295	1000 N BROADWAY AVENUE	MILLER	SD	57362-1150	HAND
16506	920 MAIN AVE.	BRITTON	SD	57430	MARSHALL
16507	131 N. NEBRASKA STREET	SALEM	SD	57058-8946	MCCOOK
16508	1017 S. MAIN STREET	LENNOX	SD	57039	LINCOLN
16841	681 MAIN ST	HILL CITY	SD	57745-2002	PENNINGTON
17101	239 S. PARK AVENUE	LAKE ANDES	SD	57356-2077	CHARLES MIX
17151	950 5TH AVENUE	IPSWICH	SD	57451-2066	EDMUNDS
17565	224 E HWY 12	GROTON	SD	57445	BROWN
17606	1504 W GRAND XING	MOBRIDGE	SD	57601-1421	WALWORTH
17701	301 US HIGHWAY 14 E	DE SMET	SD	57231	KINGSBURY
17770	410 W GARFIELD AVE	GETTYSBURG	SD	57442-1029	POTTER
17888	25378 485TH AVE	GARRETSON	SD	57030	MINNEHAHA
18181	2101 UNIVERSITY AVE	HOT SPRINGS	SD	57747-1902	FALL RIVER
18202	23300 435TH AVE	HOWARD	SD	57349	MINER
18267	1137 E SAINT PATRICK ST	RAPID CITY	SD	57701	PENNINGTON
18299	12000 STURGIS RD	SUMMERSET	SD	57718	MEADE
18364	905 MOUNT RUSHMORE RD	CUSTER	SD	57730-1727	CUSTER
18409	1940 LAZELLE ST	STURGIS	SD	57785	MEADE
18467	504 DAKOTA AVE S	WESSINGTON SPRINGS	SD	57382-2161	JERAULD
18507	203 J AVE	EUREKA	SD	57437	MCPHERSON
18515	200 S MAIN AVE	COLTON	SD	57018-2274	MINNEHAHA
18575	706 SPAANS ST	PLANKINTON	SD	57368	AURORA
18857	19591 US HIGHWAY 81	ARLINGTON	SD	57212-5634	HAMLIN
18868	909 SD HIGHWAY 10	SISSETON	SD	57262-2510	ROBERTS
19479	868 HIGHWAY 73	KADOKA	SD	57543	JACKSON
19489	101 W SD HIGHWAY 46	WAGNER	SD	57380	CHARLES MIX
19788	170 N HWY 281	CORSICA	SD	57328	DOUGLAS
19973	940 N HERITAGE PKWY	TEA	SD	57064	LINCOLN
20746	11116 US HIGHWAY 18	EDGEMONT	SD	57735	FALL RIVER
20846	3402 HAINES AVE	RAPID CITY	SD	57701-9643	PENNINGTON
21007	1107 N MAIN ST	WAUBAY	SD	57273-2154	DAY
21701	9016 HIGHWAY 12 & 83	SELBY	SD	57472	WALWORTH
21909	102 10TH ST E	LEMMON	SD	57638-1950	PERKINS
22001	301 W 4TH ST	DELL RAPIDS	SD	57022-1813	MINNEHAHA
22234	105 S CLIFF AVE	HARRISBURG	SD	57032	LINCOLN
22416	100 N MAIN ST	CHAMBERLAIN	SD	57325-1325	BRULE
22565	35357 US HIGHWAY 212	FAULKTON	SD	57438-6715	FAULK
22751	2701 E 17TH ST	SIOUX FALLS	SD	57103	MINNEHAHA
22925	6613 BLACK HAWK RD	BLACK HAWK	SD	57718-6611	MEADE
23087	317 ENTERPRISE AVE	COLMAN	SD	57017	MOODY
23665	1100 RIVER DR	NORTH SIOUX CITY	SD	57049	UNION
23748	121 DAKOTA AVENUE S.	HURON	SD	57350-1902	BEADLE
23871	416 US HWY 14 W	HIGHMORE	SD	57345	HYDE
24122	487 E 1ST ST	FAITH	SD	57626-6094	MEADE
24338	14307 SUMMIT RD	SUMMIT	SD	57266	ROBERTS
24649	1 N 5TH AVE	BELLE FOURCHE	SD	57717-1172	BUTTE
21569	1010 4TH ST NE	WATERTOWN	SD	57201	CODINGTON
21951	3224 9TH AVE SW	WATERTOWN	SD	57201	CODINGTON
30117	600 FIFTH AVENUE NW	ABERDEEN	SD	57401	BROWN





July 19, 2024

Dolgen Midwest, LLC  
DBA Dollar General Store #25615  
100 Mission Ridge  
Goodlettsville, TN 37072

To Whom It May Concern:

The property located at 1013 10<sup>th</sup> Avenue NW, Watertown, SD 57201, and legally described as "Lot 3 West Watertown Facilities First Addition" is zoned C-3 Highway Commercial District. The sale of beer and wine for off-premise consumption is an allowable use in the C-3 District, as the use is consistent with retail sales.

If the establishment decides to sell beer and wine for on-premise consumption, additional action is required. The property owner would need to apply for a conditional use for a bar or tavern to be acted on by the Board of Adjustment.

Sincerely,

A handwritten signature in black ink that reads "Brandi Hanten".

Brandi Hanten  
Community Development Manager  
Community Development, a Division of Public Works  
City of Watertown

CC: Kristen Bobzien, Finance Officer  
Heath VonEye, Public Works Director/City Engineer  
Jennifer Collins, Records and Licensing  
Kim Stricherz, Assistant Finance Officer

23 Second St. NE  
PO Box 910  
Watertown, SD 57201-0910  
[www.watertownsd.us](http://www.watertownsd.us)



# City Council

## Agenda Item

**Subject:** Second Reading of Ordinance No. 24-10, a Zoning Text Amendment to Chapter 21.90 Definitions of the Revised Ordinances of the City of Watertown to define the use of "Storage Facility, Indoor".

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

### **BACKGROUND INFORMATION:**

At the July 2nd meeting, the Plan Commission did not recommend (1-6) moving forward with adding the use for Indoor Storage Facilities to the BP Business Park District until further design considerations were taken to protect the BP District. The definition was recommended for approval (7-0). If the definition of "Storage Facility, Indoor" is adopted, the use will not be available for any districts as permitted or conditional uses until it would be included in applicable districts, most likely at the time of recodification of the zoning ordinance.

---

### **FINANCIAL CONSIDERATIONS:**

N/A

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### **OVERSIGHT / PROJECT RESPONSIBILITY:**

Heath VonEye, Assistant City Manager/Public Works Director  
Brandi Hanten, Community Development Manager

---

### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve Ordinance No. 24-10, a Zoning Text Amendment to Chapter 21.90 Definitions of the Revised Ordinances of the City of Watertown to define the use of "Storage Facility, Indoor"

---

### **ATTACHMENT(S):**

[Illustration](#)

[Ordinance No. 24-10](#)



***FOR ILLUSTRATION PURPOSES ONLY***

**ORDINANCE NO. 24-10**

**AN ORDINANCE AMENDING CHAPTER 21.90 DEFINITIONS OF THE  
REVISED ORDINANCES OF THE CITY OF WATERTOWN TO DEFINE  
THE USE OF STORAGE FACILITY, INDOOR**

**BE IT ORDAINED** by the City of Watertown, South Dakota, that Chapter 21.90 Definitions of the Revised Ordinances of the City of Watertown be amended to include the definition of Storage Facility, Indoor as follows:

**Chapter 21.90  
DEFINITIONS**

**Stand - Roadside:** a structure for the display and sale of products with no space for customers within the structure itself.

**Stealth:** any tower or telecommunications facility which is designed to enhance compatibility with adjacent land uses, including, but not limited to, architecturally screened roof mounted antennas, antennas integrated into architectural elements, and towers designed to look other than like a tower such as light poles, power poles, and trees. The term stealth does not necessarily exclude the use of uncamouflaged lattice, guyed, or monopole tower designs.

**Storage Facility, Indoor:** A building(s) for the storage of non-hazardous commercial or private goods and materials in a climate controlled structure with individual units within a common structure with access to units available from the interior only, without water or sewer utilities for individual units.

**Storage Shops:** A building(s) for personal use only as a storage facility. Each structure is allowed to have water and sewer utilities. Commercial uses and living quarters are prohibited. (Ord. 20-10; Rev 5-1-2020)

**Storage Units:** a building(s) for the storage of commercial or private goods and materials in individual units within a common structure, without water or sewer utilities.

**Story:** that portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor level directly above a basement or unused under floor space is more than six (6) feet above grade for more than fifty percent (50%) of the total perimeter or is more than twelve (12) feet above grade at any point, such basement or unused under floor space shall be considered as a story.

**ORDINANCE NO. 24-10**

**AN ORDINANCE AMENDING CHAPTER 21.90 DEFINITIONS OF THE  
REVISED ORDINANCES OF THE CITY OF WATERTOWN TO DEFINE  
THE USE OF STORAGE FACILITY, INDOOR**

**BE IT ORDAINED** by the City of Watertown, South Dakota, that Chapter 21.90 Definitions of the Revised Ordinances of the City of Watertown be amended to include the definition of Storage Facility, Indoor as follows:

**Chapter 21.90  
DEFINITIONS**

**Storage Facility, Indoor:** A building(s) for the storage of non-hazardous commercial or private goods and materials in a climate controlled structure with individual units within a common structure with access to units available from the interior only, without water or sewer utilities for individual units.

The above and foregoing Ordinance was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon voice vote motion carried, whereupon the Mayor declared the Ordinance duly passed and adopted.

I certify that Ordinance No. 24-10 was published in the Watertown Public Opinion, the official newspaper of said City, on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Kristen Bobzien, Chief Financial Officer

First Reading: July 15, 2024  
Second Reading: August 5, 2024  
Published: August 10, 2024  
Effective: August 30, 2024

City of Watertown

Attest:

\_\_\_\_\_  
Kristen Bobzien  
Chief Financial Officer

\_\_\_\_\_  
Reid Holien  
Mayor



# City Council

## Agenda Item

**Subject:** Approval of insurance policies and authorization for payment for premiums for general liability, auto liability and physical damage, law enforcement liability, buildings and contents, equipment property damage, and equipment breakdown (boiler and machinery) coverage and authorization for the Finance Officer to issue a Special Check.

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

---

**BACKGROUND INFORMATION:**

The 2024 insurance premium increased approximately 13 percent from the 2023 premium. The following factors contributed to the increase:

- New properties added to the policy, including the Prairie Lakes Ice Arena
- New equipment added to the policy, including Airport Snow Removal Vehicles, Zamboni and Cat 930M Loader
- A 7.5 percent increase in property values due to market inflation
- Increase in Operating Expenditures
- Rate Increase for Law Enforcement Liability Coverage

For the 2024 policy year the credits applied to the renewal were \$63,354.58.

2024 Premium	2023 Premium
City - \$742,903.24	City - \$625,498.51
Utility - \$301,980.33	Utility - \$298,839.43
<b>Total Premium - \$1,044,883.57</b>	<b>Total Premium - \$924,337.94</b>

---

**FINANCIAL CONSIDERATIONS:**

The 2024 insurance premium increased approximately 13 percent from the 2023 premium.

---

**STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the insurance policies and authorization for payment for premiums for general liability, auto liability and physical damage, law enforcement liability, buildings and contents, equipment property damage, and equipment breakdown (boiler and machinery) coverage and authorize the Finance Officer to issue a Special Check.

---

**ATTACHMENT(S):**

[Invoice Packet](#)



# SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE

MAIN OFFICE  
PO Box 91348  
Sioux Falls, SD 57106

PHONE: 605.224.8654 Option 2  
TOLL FREE: 800.658.3633 Option 2

Invoice # 30765-4221

Invoice Date: 7/24/2024

Due Date: 8/23/2024

City of Watertown  
Attn: Kristen Bobzien, Finance Officer  
PO Box 910  
Watertown, SD 57201

Please return one copy of invoice with payment.

===== SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE =====

## Current Payment Plan: Annual

Coverage	Effective Date	Amount
General Liability .....	8/01/2024	\$308,626.88
Auto Liability .....	8/01/2024	\$50,606.96
Auto Damage .....	8/01/2024	\$200,288.00
Law Enforcement .....	8/01/2024	\$33,037.06
Property .....	8/01/2024	\$502,487.24
Equipment Breakdown .....	8/01/2024	\$13,192.02
<b>Coverage Total .....</b>		<b>\$1,108,238.16</b>

<b>2024 DISTRIBUTION .....</b>	<b>\$63,354.58</b>
Renewal Credit .....	\$9,255.41
Loss Control Credit .....	\$27,766.23
Loss Ratio Credit .....	\$24,681.09
Law Enforcement Credit .....	\$1,651.85

**Invoice Total .....** **\$1,044,883.58**

Please make checks payable to:

**South Dakota Public Assurance Alliance**  
**PO Box 5186**  
**Sioux Falls, SD 57117**

Thank you

\*\*\*Coverage is not bound until payment is received. We reserve the right to revoke coverage retroactively if payment is not received within 60 days of the due date.\*\*\*



Agenda Item 12.(a) Approval of insurance policies and authorization for  
 2023-2024 City of Watertown Police Department Insurance Breakdown  
 Renewal Effective 8/01/2024

	City of Watertown	Municipal Utilities			
<b>Liability/Auto</b>	\$ 329,255.78	\$ 199,948.54			
<b>Property/Equipment</b>	\$ 403,287.51	\$ 99,199.72			
<b>Equipment Breakdown</b>	\$ 10,359.95	\$ 2,832.07			
<b>Total:</b>	\$ 742,903.24	\$ 301,980.33	\$ 1,044,883.57		
Department	Expense Account	Liability/Auto	Property/Equipment	Equipment Breakdown	Fund Total
Mayor/Council	101-41110-42104	\$ 571.74			\$ 571.74
City Manager	101-41515-42104	\$ 1,167.91			\$ 1,167.91
Attorney	101-41520-42104	\$ 335.13			\$ 335.13
Finance	101-41530-42104	\$ 1,444.02			\$ 1,444.02
Human Resources	101-41525-42104	\$ 975.08			\$ 975.08
IT Department	101-41933-42104	\$ 1,922.23			\$ 1,922.23
City Hall	101-41941-42104	\$ -	\$ 17,712.22	\$ 485.21	\$ 18,197.43
Engineering	101-41960-42104	\$ 3,837.79	\$ 934.55	\$ 25.61	\$ 4,797.95
Police	101-42100-42104	\$ 34,202.10	\$ 11,789.93	\$ 322.60	\$ 46,314.63
Fire	101-42220-42104	\$ 50,154.30	\$ 17,693.66	\$ 484.40	\$ 68,332.36
Ambulance	101-42291-42104	\$ 14,196.78			\$ 14,196.78
Public Works	101-43010-42104	\$ 1,525.88			\$ 1,525.88
Street	101-43120-42104	\$ 43,365.88	\$ 10,900.71	\$ 129.43	\$ 54,396.02
Snow	101-43125-42104	\$ 1,033.18			\$ 1,033.18
Storm Sewer	101-43254-42104	\$ 674.23			\$ 674.23
Cemetery	101-43700-42104	\$ 1,766.57	\$ 1,674.68	\$ 38.45	\$ 3,479.70
Mosquito Control	101-44132-42104	\$ 282.08			\$ 282.08
Animal Control	101-44143-42104	\$ 1,804.69			\$ 1,804.69
Forestry	101-45240-42104	\$ 9,559.50	\$ 953.60		\$ 10,513.10
Library	101-45500-42104	\$ 2,727.36	\$ 14,997.53	\$ 411.05	\$ 18,135.94
Community Development	101-46512-42104	\$ 2,610.33			\$ 2,610.33
					\$ -
Supervision	201-45121-42104	\$ 1,741.37			\$ 1,741.37
Recreation	201-45123-42104	\$ 2,263.51	\$ 16,516.99	\$ 452.70	\$ 19,233.20
Golf Course	201-45125-42104	\$ 6,176.23	\$ 7,647.69	\$ 145.95	\$ 13,969.87
Pool	201-45126-42104	\$ 8,882.24	\$ 4,914.96	\$ 134.71	\$ 13,931.91
Zoo	201-45134-42104	\$ 6,543.83	\$ 16,878.26	\$ 461.34	\$ 23,883.43
Ice Arena	201-45135-42104	\$ 1,632.03	\$ 62,656.94	\$ 1,704.39	\$ 65,993.36
Parks	201-45142-42104	\$ 12,176.91	\$ 16,132.04	\$ 407.63	\$ 28,716.58
					\$ -
Prairie Lakes Wellness Center	204-45122-42104	\$ 7,623.85	\$ 54,121.19	\$ 1,479.67	\$ 63,224.71
					\$ -
E-911	214-42151-42104	\$ 7,290.37			\$ 7,290.37
Library Fines Fund	226-45506-42104	\$ 59.78			\$ 59.78
Urban Renewal	101-41941-42104	\$ -			\$ -
					\$ -
Sewer - Collection	604-43252-42104	\$ 19,481.16	\$ 4,368.67	\$ 106.48	\$ 23,956.31
Sewer - Collection Improvements	604-43253-42104	\$ -			\$ -
Sewer - WWTP	604-43256-42104	\$ 12,672.06	\$ 64,630.55	\$ 1,763.91	\$ 79,066.52
Sewer - Pretreatment	604-43257-42104	\$ 2,166.65			\$ 2,166.65
Sewer - Laboratory	604-43258-42104	\$ 2,809.26			\$ 2,809.26
					\$ -
Solid Waste - Collection	605-43230-42104	\$ 23,387.16			\$ 23,387.16
Solid Waste - Disposal	605-43240-42104	\$ 5,854.15	\$ 10,531.92	\$ 84.37	\$ 16,470.44
Solid Waste - Recycling	605-43245-42104	\$ 7,740.17			\$ 7,740.17
					\$ -
Airport	606-43500-42104	\$ 26,598.27	\$ 68,231.42	\$ 1,722.05	\$ 96,551.74
					\$ -
<b>Total</b>		\$ 329,255.78	\$ 403,287.51	\$ 10,359.95	\$ 742,903.24



# City Council

## Agenda Item

**Subject:** Approval to supplement the WPD budget in the amount of \$19,811.11 for unexpected repairs to the Heating and Cooling systems

**Meeting:** City Council - Aug 05 2024

**From:** Amanda Mack, City Manager

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### **BACKGROUND INFORMATION:**

During the annual inspection and maintenance of the police department's heating and cooling systems, several critical items were identified that require immediate repair or replacement. These repairs are essential for maintaining a healthy and safe environment for the staff and are cost-effective in the long run. The police department building, constructed in 2011, has components that are reaching the end of their operational life span, necessitating these updates. The following items, along with their associated costs, have been quoted by Schomp's Mechanical Services. Mr. Thad Schomp provides the annual maintenance and inspections and has identified these needs:

1. Air Handler Bearings - \$2,806.72

o Explanation: The bearings in the air handler are noisy and showing signs of wear. If these bearings were to completely fail, it could potentially cause a fire or produce smoke fumes, posing a significant risk to the safety of the building and its occupants.

2. Replacement of the ERV Core - \$11,098.50

o Explanation: The current Energy Recovery Ventilator (ERV) cores are 14 years old and are showing a lack of pressure drop across them, indicating diminished performance. ERVs are crucial for controlling pollutants in the building and ensuring a healthier indoor environment by exchanging stale indoor air with fresh outdoor air.

3. Replacing the Exhaust Fan for the Evidence Room - \$3,991.39

o Explanation: The exhaust fan has failing bearings and an impeller that is out of balance. It is more cost-effective to replace the entire unit rather than attempt repairs. This replacement is vital to maintaining proper ventilation and air quality in the evidence room.

4. Repair of the Humidifier - \$1,914.50

o Explanation: The humidifier is essential for reducing static in the dry months, creating a better environment for server rooms and computers, and contributing to a healthier overall indoor climate. Ensuring the proper function of the humidifier supports both the technological infrastructure and the health of staff. The total cost for these necessary repairs and replacements is \$19,811.11.

Making these repairs now will help avoid more costly and potentially hazardous issues in the future. We respectfully request a budget supplement to cover these expenses, ensuring that the department can continue to operate safely and efficiently.

Agenda Item 12.(b) Approval to supplement the WPD budget in the amount o...

**FINANCIAL CONSIDERATIONS:**

A budget supplement of \$19,811.11 for PD Heating and Cooling System repairs.

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**STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the supplement to the WPD budget of \$19,811.11 for unexpected repairs to the Heating and Cooling systems

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**ATTACHMENT(S):**

[Building Maintenance Budget Supplement Justification](#)

[ERV - Estimate 1202 from Schomps Mechanical Services](#)

[Exhaust Fan - Estimate 1195 from Schomps Mechanical Services](#)

[Humidifier - Estimate 1197 from Schomps Mechanical Services](#)

[Air Handling Unit - Estimate 1196 from Schomps Mechanical Services](#)



## **Budget Supplement Request for Police Department Building Maintenance**

**To:** City Manager Amanda Mack

**From:** Police Chief Tim Toomey

**Date:** 07/22/2024

**Subject:** Budget Supplement Request for Heating and Cooling Systems Maintenance

Dear City Manager Mack,

During the annual inspection and maintenance of our police department's heating and cooling systems, several critical items were identified that require immediate repair or replacement. These repairs are essential for maintaining a healthy and safe environment for our staff and are cost-effective in the long run. The police department building, constructed in 2011, has components that are reaching the end of their operational life span, necessitating these updates.

The following items, along with their associated costs, have been quoted by Schomp's Mechanical Services. Mr. Thad Schomp provides our annual maintenance and inspections and has identified these needs:

**1. Air Handler Bearings - \$2,806.72**

- **Explanation:** The bearings in the air handler are noisy and showing signs of wear. If these bearings were to completely fail, it could potentially cause a fire or produce smoke fumes, posing a significant risk to the safety of the building and its occupants.

**2. Replacement of the ERV Core - \$11,098.50**

- **Explanation:** The current Energy Recovery Ventilator (ERV) cores are 14 years old and are showing a lack of pressure drop across them, indicating diminished performance. ERVs are crucial for controlling pollutants in the building and ensuring a healthier indoor environment by exchanging stale indoor air with fresh outdoor air.

**3. Replacing the Exhaust Fan for the Evidence Room - \$3,991.39**

- **Explanation:** The exhaust fan has failing bearings and an impeller that is out of balance. It is more cost-effective to replace the entire unit rather than attempt repairs. This replacement is vital to maintaining proper ventilation and air quality in the evidence room.

**4. Repair of the Humidifier - \$1,914.50**

- **Explanation:** The humidifier is essential for reducing static in the dry months, creating a better environment for server rooms and computers, and contributing to a healthier





- overall indoor climate. Ensuring the proper function of the humidifier supports both the technological infrastructure and the health of our staff.

The total cost for these necessary repairs and replacements is **\$19,811.11**. Making these repairs now will help avoid more costly and potentially hazardous issues in the future. We respectfully request a budget supplement to cover these expenses, ensuring that our department can continue to operate safely and efficiently.

Thank you for your attention to this matter. We appreciate your support in maintaining a healthy working environment for our staff.

Sincerely,

Tim Toomey  
Chief of Police

ESTIMATE

Schomp's Mechanical Services  
20725 484th Ave.  
Elkton, SD 57026

SchompsMechanical@yahoo.com  
+1 (605) 531-0782  
schompsmechanicalservices.com



Bill to  
Watertown Police Department  
128 N Maple  
Watertown, South Dakota 57021  
USA

Ship to  
Watertown Police Department  
128 N Maple  
Watertown, South Dakota 57021  
USA

Estimate details  
Estimate no.: 1202  
Estimate date: 07/11/2024

#	Product or service	Description	SKU	Qty	Rate	Amount
1.	Services	Replace pugged (2010) enthalpy core in the ERV.		4	\$100.00	\$400.00
2.	ERV Cores	OEM		5	\$2,060.00	\$10,300.00
3.	Miscellaneous supplies			1	\$250.00	\$250.00
Subtotal						\$10,950.00
Shipping						\$148.50
Total						\$11,098.50

ESTIMATE

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128 N Maple  
Watertown, South Dakota 57021  
USA

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128 N Maple  
Watertown, South Dakota 57021  
USA

**Shipping info**  
Ship date: 07/03/2024

**Estimate details**  
Estimate no.: 1195  
Estimate date: 07/02/2024  
Expiration date: 07/09/2024

#	Product or service	Description	SKU	Qty	Rate	Amount
1.	Services	Replace failing exhaust fan for the evidence room.		6	\$100.00	\$600.00
2.	Exhaust fan	OEM - 8 week lead time		1	\$2,898.89	\$2,898.89
3.	Lift	Rental		1	\$350.00	\$350.00
4.	Miscellaneous supplies	Hardware		1	\$26.50	\$26.50
Subtotal						\$3,875.39
Shipping						\$116.00
Total						\$3,991.39
Expiry date						07/09/2024

ESTIMATE

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USA

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128 N Maple  
Watertown, South Dakota 57021  
USA

**Shipping info**  
Ship date: 07/03/2024

**Estimate details**  
Estimate no.: 1197  
Estimate date: 07/02/2024  
Expiration date: 07/09/2024

#	Product or service	Description	SKU	Qty	Rate	Amount
1.	Services	Replace bad humidifier parts found bad during the planned maintenance. (Unit is currently tuned off and nonoperational.)		4	\$100.00	\$400.00
2.	Humidifier	OEM CANISTER		1	\$714.00	\$714.00
3.	Contacto	208/240 Volt Coil		1	\$672.00	\$672.00
4.	Miscellaneous supplies			1	\$12.50	\$12.50

Note to customer

Shipping cost will be determined after the parts have shipped.  
Price dose not cover any other parts found bad during this procedure.

Subtotal	\$1,798.50
Shipping	\$116.00
<b>Total</b>	<b>\$1,914.50</b>
Expiry date	07/09/2024



ESTIMATE

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**Bill to**  
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Watertown, South Dakota 57021  
USA

**Ship to**  
Watertown Police Department  
128 N Maple  
Watertown, South Dakota 57021  
USA

**Shipping info**  
Ship date: 07/03/2024

**Estimate details**  
Estimate no.: 1196  
Estimate date: 07/02/2024  
Expiration date: 07/09/2024

#	Product or service	Description	SKU	Qty	Rate	Amount
1.	Services	AHU1: Replace failing bearings. (Unit would be down for possibly 2 days.)		12	\$100.00	\$1,200.00
2.	Shaft	OEM		1	\$505.20	\$505.20
3.	Bearing	OEM		2	\$168.90	\$337.80
4.	Sheave	OEM		1	\$450.74	\$450.74
5.	Bushing	OEM		1	\$174.48	\$174.48
6.	Miscellaneous supplies			1	\$22.50	\$22.50

Note to customer

Shipping cost will be determined after the parts have shipped.  
Price dose not cover any other parts found bad during this procedure.

Subtotal	\$2,690.72
Shipping	\$116.00
<b>Total</b>	<b>\$2,806.72</b>
Expiry date	07/09/2024