

1 **MINUTES**

2 **ABERDEEN CITY COUNCIL MEETING**

3 City Council Chambers, 123 South Lincoln Street, Municipal Building, Aberdeen, South
4 Dakota, April 6, 2026, at 5:30 p.m., regular meeting of the City Council.

5 **CALL TO ORDER**

6 **MEETING ROLL CALL**

7 Present at roll call were City Council Members Erin Fouberg, Charlotte Liebelt, Rich
8 Ward, Alan Johnson, Talmage Ekanger, Chad Nilson, David Novstrup, and Mayor Travis
9 Schaunaman. Council Member Rob Ronayne was absent.

10 City Staff present were Dave McNeil, Ron Wager, Stuart Nelson, Ken Hubbart, Joel Weig,
11 Tanner Jondahl, Destin Spellman, Amber Schwab, and Jordan McQuillen.

12 **PLEDGE OF ALLEGIANCE**

13 Mayor Schaunaman led the Pledge of Allegiance.

14 **APPROVAL OF AGENDA**

15 Motion by Fouberg, second by Ward, to approve the agenda with amendment to add
16 Executive Session. Voice vote to approve, all present voting aye, motion carried.

17 **MINUTES**

18 Motion by Liebelt, second by Johnson, to approve the minutes of the March 23, 2026, City
19 Council Meeting, as circulated. Voice vote to approve, all present voting aye, motion carried.

20 **OPEN FORUM**

21 No one appeared in open forum to address the Council.

22 **CONSENT CALENDAR**

23 Motion by Nilson, second by Ekanger, to approve the following items on the consent
24 calendar:

25 **PROCLAMATION:** Cornerstones Career Learning Center 40th Anniversary

26 **LOTTERY NOTICE** – receive and place on file: D.A.V. Swanson O’Connor Unit #13
27 Auxiliary, Aberdeen Child Protection Team, Hub City Soccer, and Make-A-Wish

28 **SET BID DATE ON APRIL 21, 2026**, at 2:00 p.m. for the 2026 Watermain & Sewer Pipe,
29 Fittings & Accessories, Manhole Covers, Inlet Frames & Grates

30 **RESIDENTIAL BUILDING CONTRACTORS LICENSE:** Zahn Cabinetry &
31 Construction Inc.

1 FINANCE OFFICE TREASURY REPORT FOR QUARTER 4, 2025 – Receive and place
2 on file

3 MEDICAL CANNABIS DISPENSARY PERMIT RENEWAL: Flower Shop

4 DAY LICENSE RENEWAL: Jenna Franken and Susie Klapperich

5 NEW TAXICAB/MOTOR BUS DRIVER LICENSE: Alexander Kehr

6 SET PUBLIC HEARING DATE ON APRIL 20, 2026, at 5:30 p.m. for a New Retail On-
7 Off Sale Malt Beverage & SD Farm Wine Costa Brava LLC dba Costa Brava Peruvian Kitchen
8 104 S Main St, Suite 112, Aberdeen, South Dakota 57401

9 PUBLICATION OF THE SECOND AMENDMENT TO THE FINDINGS OF NO
10 SIGNIFICANT IMPACT for the Water Reclamation Facility Improvements Project

11 SIDEWALK CONTRACTOR LICENSE: Hinz Contractor LLC

12 Voice vote to approve, all present voting aye, motion carried.

13 **OLD BUSINESS**

14 APPROVAL OF ORDINANCE 26-03-01, A PETITION TO REZONE FROM A-1 TO
15 R-2, PROPERTY AT 903 25TH AVENUE NE, LEGALLY DESCRIBED AS LOT 12, GUGEL’S
16 FIRST SUBDIVISION, IN THE SW¼ OF SECTION 6-TOWNSHIP 123 NORTH-RANGE 63
17 WEST OF THE 5TH P.M., BROWN COUNTY, SOUTH DAKOTA

18 Community Development Director Hubbart presented Ordinance 26-03-01. Motion by
19 Ward, second by Liebelt, to approve Ordinance 26-03-01, a Petition to rezone from A-1 to R-2,
20 Property at 903 25th Avenue NE, legally described as Lot 12, Gugel’s First Subdivision, in the
21 SW¼ of Section 6-Township 123 North-Range 63 West of the 5th P.M., Brown County, South
22 Dakota. Roll call vote to approve, all present voting aye, motion carried.

23 APPROVAL OF ORDINANCE 26-03-02, A PETITION TO REZONE FROM R-2 TO
24 M, PROPERTY AT 1400 THIRD STREET S, LEGALLY DESCRIBED AS LOT 1, SIMMON’S
25 SCHOOL SUBDIVISION, IN THE SW¼ OF SECTION 24-TOWNSHIP 123 NORTH-RANGE
26 64 WEST OF THE 5TH P.M., BROWN COUNTY, SOUTH DAKOTA

27 Community Development Director Hubbart presented Ordinance 26-03-02. Motion by
28 Nilson, second by Johnson, to approve Ordinance 26-03-02, a Petition to rezone from R-2 to M,
29 Property at 1400 Third Street S, legally described as Lot 1, Simmon’s School Subdivision, in the
30 SW¼ of Section 24-Township 123 North-Range 64 West of the 5th P.M., Brown County, South
31 Dakota. Roll call vote to approve, all present voting aye, motion carried.

1 APPROVAL OF SECOND READING/FINAL ADOPTION OF PROPOSED
2 ORDINANCE 26-03-05, AN ORDINANCE AMENDING THE SIGN REGULATIONS OF THE
3 ABERDEEN CITY CODE

4 Community Development Director Hubbart presented Ordinance 26-03-05. Motion by
5 Ward, second by Novstrup, to approve the second reading/final adoption of proposed Ordinance
6 26-03-05, an ordinance amending the sign regulations of the Aberdeen City Code. Roll call vote
7 to approve, all present voting aye, motion carried.

8 **NEW BUSINESS**

9 PUBLIC HEARING AND APPROVAL OF A NEW RETAIL ON-OFF SALE WINE
10 AND CIDER LICENSE TO COSTA BRAVA LLC DBA COSTA BRAVA PERUVIAN
11 KITCHEN AT 104 S MAIN ST, SUITE 112

12 Mayor Schaunaman opened the public hearing for the new alcohol license. Motion by
13 Novstrup, second by Ward, to approve a new Retail On-Off Sale Wine and Cider License to Costa
14 Brava LLC dba Costa Brava Peruvian Kitchen at 104 S Main St, Suite 112. Voice vote to approve,
15 all present voting aye, motion carried.

16 APPROVAL OF RESOLUTION NO. 26-04-01R CREATING ECONOMIC
17 DEVELOPMENT TAX INCREMENT FINANCING DISTRICT NO. 45

18 City Attorney Wager presented Resolution No. 26-04-01R. Motion by Ekanger, second by
19 Liebelt to approve and adopt Resolution No. 26-04-01R creating Tax Increment Financing District
20 No. 45 for a new business park for economic development and establishing terms and conditions
21 for the tax increment district and to authorize within the resolution positive tax increment
22 reimbursement in the aggregate amount of \$2,347,641. Roll call vote to approve, with Council
23 Members Ekanger, Johnson, and Liebelt voting aye, Council Members Novstrup, Nilson, Fouberg,
24 and Mayor Schaunaman voting no, and Council Member Ward abstaining, motion failed.

25 After additional discussion, Tim Hanigan, executive director of Aberdeen Development
26 Corporation, requested the Council to go into executive session in order to share certain
27 confidential financial information. Motion by Nilson, second by Novstrup to move into executive
28 session to discuss financial information of ADC pursuant to SDCL 9-34-19. Roll call vote to
29 approve, with Council Member Ward abstaining, all others present voting aye, motion carried.
30 The Council moved into executive session at 6:21 p.m. Council Member Ward exited the meeting
31 at 6:22 p.m.

1 Motion by Nilson, second by Johnson, to end executive session and return to open meeting.
2 Voice vote to approve, all present voting aye, motion carried. The Council returned to open
3 meeting at 6:37 p.m. Council Member Ward returned to the meeting at 6:38 p.m.

4 Motion by Novstrup, second by Nilson to approve and adopt Resolution No. 26-04-01R
5 creating Tax Increment Financing District No. 45 for a new business park for economic
6 development and establishing terms and conditions for the tax increment district and to authorize
7 within the resolution positive tax increment reimbursement in the aggregate amount of \$4,137,000,
8 with \$500,000 of that amount intended as a grant made to ADC pursuant to SDCL 11-9-15(8).
9 Roll call vote to approve with Council Members Novstrup, Nilson, Johnson, and Fouberg voting
10 aye, Council Members Liebelt, Ekanger, and Schaunaman voting no, and Council Member Ward
11 abstaining, motion carried.

12 APPROVAL OF THE SURPLUS OF A GLOCK MODEL 17, 9 MM PISTOL (SN:
13 BZAE542) WITH OPTIC

14 Police Chief Jondahl presented the surplus property. Motion by Ward, second by Ekanger,
15 to approve the surplus of a Glock model 17, 9 mm pistol (SN: BZAE542) with optic. Voice vote
16 to approve, all present voting aye, motion carried.

17 APPROVAL OF A 5-YEAR CONTRACT AND PAYMENT FOR FOXSTER OPCO
18 LLC DBA TRIPMASTER BY CTS SOFTWARE IN THE UP-FRONT AMOUNT OF \$56,625
19 WITH MONTHLY CHARGES THEREAFTER FOR TRANSIT DISPATCH SOFTWARE FOR
20 RIDE LINE

21 City Attorney Wager presented the contract. Motion by Johnson, second by Novstrup, to
22 approve and authorize execution of a 5-year contract with, and approve payment to, Foxster Opco
23 LLC, dba TripMaster by CTS Software, in the up-front amount of \$56,625, with monthly charges
24 thereafter, for transit dispatch software for Ride Line. Roll call vote to approve, all present voting
25 aye, motion carried.

26 APPROVAL OF PAY REQUEST #6 FOR WT-2025-1 (WATER TOWER AND
27 TRANSMISSION LINE) IN THE AMOUNT \$27,220.34 TO DAHME CONSTRUCTION INC.
28 OF ABERDEEN, SD FOR SCHEDULE A AND \$1,335,927.05 TO LANDMARK
29 STRUCTURES INC. OF FORT WORTH, TX FOR SCHEDULE B

30 Assistant City Engineer Spellman presented the pay request. Motion by Ward, second by
31 Johnson, to approve Pay Request #6 for WT-2025-1 (Water Tower and Transmission Line) in the
32

1 amount \$27,220.34 to Dahme Construction Inc. of Aberdeen, SD for Schedule A and
 2 \$1,335,927.05 to Landmark Structures Inc. of Fort Worth, TX for Schedule B. Roll call vote to
 3 approve, all present voting aye, motion carried.

4 APPROVAL OF BID BY MUNICIPAL PIPE TOOL CO. LLC OF HUDSON, IA IN THE
 5 AMOUNT OF \$230,323.50 FOR PROJECT SA-2026-1 (SANITARY SEWER LINING)

6 Assistant City Engineer Spellman presented the bid. Motion by Johnson, second by Liebelt,
 7 to approve the bid by Municipal Pipe Tool Co. LLC of Hudson, IA in the amount of \$230,323.50
 8 for project SA-2026-1 (Sanitary Sewer Lining). Roll call vote to approve, all present voting aye,
 9 motion carried.

10 **REVIEW AND APPROVAL OF CLAIMS AND PAYROLL**

11 Motion by Ekanger, second by Ward, to approve payment of the bills listed for April 6,
 12 2026.

13 Bills having been audited by the Finance Officer and fully itemized and authorize the
 14 Mayor or City Manager to sign, and the Finance Officer to countersign, all warrants for payment
 15 of the following approved bills: Delta Dental of SD 261.18, Optilegra Inc. 33.92, Wells Fargo
 16 Commercial 286,808.82, US Bank 91,746.12, Aberdeen Chrysler Center 2,460.00, Aberdeen
 17 Community Theatre 30,000.00, Aberdeen Insider 513.37, Aberdeen School Dist. 6-1 188,626.52,
 18 Aberdeen Truck & Trailer 6.26, ABM Equipment LLC 284.24, AT&T Cell 2,437.55, ATCO
 19 International 1,021.50, Atlas Carbon LLC 32,960.00, Auto Value – Aberdeen 1,838.23, Avera St.
 20 Luke’s Hospital 680.00, Axon Enterprise Inc. 78,277.26, Becca Wells 31.35, BNSF Railway Co.
 21 562.83, Brady Berg 140.00, Brown County Landfill 4.80, Brown County Treasurer 28.70,
 22 Building Sprinkler Inc. 600.00, Butler Machinery Co. 5,765.86, Century Business Products 50.00,
 23 Claims Associates Inc. 250.00, Cole Papers Inc. 658.71, Convention Visitors Bureau 30,174.20,
 24 Crawford Trucks & Equip. 4,458.22, Crescent Electric Supply 845.21, Custom Installation
 25 Solutions 157.50, Dahme Construction 27,220.24, Dakota Fluid Power Inc. 3,501.74, Dakota Ink
 26 & Toner 59.99, Dakota Oil 941.30, Dakota Pump Inc. 2,887.50, Dakota Supply Group 1,537.51,
 27 Dakota Transmission 800.00, Dependable Sanitation 202.00, Dept. of Ag. & Natural Resources
 28 590.00, Direct Automation LLC 11,648.75, Domino’s Pizza 39.95, Double D Body Shop 1,367.72,
 29 Dubois Chemicals Inc. 22,293.72, Duinick, Inc. 4,429.25, Farm Power Mfg. Inc. 120.00, Fastenal
 30 Company 395.04, Federal Express Corp. 19.50, Fire Safety First 3,139.26, G & R Controls Inc.
 31 2,110.00, Galls Inc. 140.00, Geffdog Designs 5,096.52, Graham Tire Co. 978.96, Grainger

1 1,526.73, Graymont (WI) LLC 28,545.13, Guardian Fleet Safety LLC 191.70, Guardian Life Ins.
2 Co. 1,329.60, Haar Plumbing & Heating, Inc. 262.72, Hach Co. 8,854.35, Hawkins Inc. 3,726.70,
3 Industrial Accessories Company 1,527.90, Interstate Battery Arlington 642.80, Jarman's Water
4 Systems 590.00, Jensen Rock & Sand Inc. – Mobridge 10,773.00, JGE Inc. 10,369.04, JK Sales &
5 Towing 2,565.00, Johnson Feed Inc. 23,050.52, Ken's Superfair Foods 71.94, Kevin Bourdon
6 1,332.00, Knight Towing 10,200.00, Landmark Structures I LP 1,335,927.05, Lang's TV &
7 Appliance 169.99, Lawson Products Inc. 607.64, Lien Transportation Co. 16,887.00, Lighthouse
8 Uniform Co. 12.15, Linde Gas & Equip. Inc. 82.61, Linde Inc. 4,836.00, Lund Industries 2,810.60,
9 Lynn Hanson 1,440.00, MacQueen Emergency Group 2,945.19, Mac's Inc. 131.55, Marco
10 Technologies LLC 510.43, Menards Inc. 3,033.55, Metering & Technology Solutions 112,283.10,
11 Midcontinent Communications 916.76, Midstates Group 6,943.91, MTI Distributing 1,251.90,
12 NAPA Central 160.74, NCL of Wis. 816.85, Nextiva Inc. 7,795.66, NFPI Training 2,790.00,
13 Nippon Sanso Matheson Inc. 115.06, Northern Truck Equip. 562.76, O'Reilly Auto Parts 63.96,
14 Otis Elevator Company 2,184.60, Performance Oil & Lubricants 7,214.15, Pierson
15 Ford-Lincoln-Mercury 139.38, Pomp's Tire Service 233.20, RDO Equipment Co. 1,111.77, RMB
16 Environmental Laboratories 1,020.00, Runnings Supply Inc. #14 2,144.56, Safety Service Inc.
17 6,427.41, Sanford Health Occupational 1,508.00, Sanitation Products Inc. 4,429.31, Sansio Inc.
18 1,324.31, SD Dept. of Health Lab 644.00, SD Dept. of Ag. & Nat. Res. 100.00, SD Retirement
19 System 900.85, SD Secretary of State 30.00, SD Supplemental Retirement 135.00, Sewer Duck
20 Inc. 250.00, Share Corp. 3,192.31, Titan Access Productivity 2,767.09, T-Mobile USA Inc.
21 2,278.20, Totally Tubular Mfg. 124.59, Town & Country Lumber 797.25, Transource Truck &
22 Equipment 54.72, TripleC Pros Window Cleaning 2,500.00, Vestis Group Inc. 762.72, Vollan Oil
23 Co. 27,607.51, Volzke Sales LLC 2,640.00, Vosika Fencing 120.00, WageWorks Inc. 352.50,
24 Web Water Development Assn. 2,346.00, Xylem Water Solutions USA Inc. 2,854.09

25 Payroll for the period from March 22, 2026, through April 4, 2026, and city share of social
26 security, old age & survivor's insurance, retirement, health and life insurance. EFTPS 186,383.31,
27 South Dakota Retirement Systems 116,644.30, City Health Insurance 105,265.00, Governing
28 Body Council 3,921.89, City Manager 9,368.53, Attorney 9,106.60, Finance Office 20,131.65,
29 Human Resources 15,720.55, Municipal Hall 2,315.35, Computer Services 6,741.30, Community
30 Development 19,099.20, Engineering 15,522.41, Police 202,519.17, Clayton Innis 35.24/hr, Fire
31 189,231.55, Building Inspection 8,296.00, Street 41,405.66, Traffic Control 11,968.49, Utilities -

1 General 33,095.78, Solid Waste 28,683.49, Wastewater Treatment 26,350.82, Utilities - Sewer
2 11,256.62, Water Treatment Plant 28,922.91, Utilities - Water 5,064.05, Zachary Schwab 27.35/hr,
3 Airport 23,892.28, Cemetery 5,287.91, Transit 31,144.89, West Nile 874.50, Meals On Wheels
4 810.11, Admin 10,950.68, Participant Rec 12,028.54, Park Rec ARCC 31,076.41, Park Rec Golf
5 7,480.10, PC Complex 8,864.77, Park Rec Senior Center 6,984.14, Campground 985.12, Parks
6 22,428.54, Parks/Wylie 13,275.40, Forestry 12,050.75, Library 35,218.46, City Economic
7 Development 3,169.60

8 Roll call vote to approve, all present voting aye, motion carried.

9 **CITY MANAGER'S REPORT**

10 City Manager McNeil provided various city updates, an employee milestone, and
11 upcoming events. The work session with PRF is rescheduled to April 27, 2026, at 3:30 p.m. and
12 Economic Development Manager and Public Information Officer Schwab presented an upcoming
13 trip.

14 **EXECUTIVE SESSION**

15 Motion by Nilson, second by Fouberg to move into executive session to discuss contractual
16 matters pursuant to SDCL 1-25-2(3) and (4). Roll call vote to approve, all present voting aye,
17 motion carried. The Council moved into executive session at 6:59 p.m.

18 Motion by Johnson, second by Ward, to end executive session and return to open meeting.
19 Voice vote to approve, all present voting aye, motion carried. The Council returned to open
20 meeting at 7:30 p.m.

21 **ADJOURNMENT**

22 There being no further business, motion by Johnson, second by Ekanger, to adjourn the
23 meeting. Voice vote to adjourn, all present voting aye, motion carried. The meeting adjourned at
24 7:30 p.m.

25 Prepared by Steven Thithavong for the Finance Office. /s/Jordan McQuillen