

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on February 5, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Tim Jorgenson, Kevin Lawrence, Colin Steen and Mayor Harry Buck. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. Absent: David Kull.

Alderman Steen moved Alderman Johnson seconded to approve the agenda as amended. Motion carried.

Alderman Lawrence moved Alderwoman Fish seconded to approve the minutes of the January 11, 2024 briefing meeting and the minutes of the January 15, 2024 regular meeting. Motion carried.

Alderman Johnson moved Alderman Steen seconded to approve the following claims.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Advanced Engineering	Professional Services	50,323.88
AFLAC	Insurance	801.61
Axon Enterprise	Equipment	18,091.45
Barb Niessink	Mailbox Reimbursement	47.77
Big Sioux Rifle & Pistol Club	2024 Dues	1,120.00
Border States Electric	Supplies	430.17
Brandon Plumbing & Heating	Hired Repairs	98.98
BV Area Chamber of Commerce	Dues	470.00
City of Brandon	Utilities	514.81
City of Sioux Falls	2023 SDC Costs	146,078.00
Condor Elite	Clothing Supplies	86.68
Corson	Reimbursement	1,109.71
Crane Sales & Service	Repairs	1,454.90
Dakota Pump & Control	Repairs	5,781.47
Delta Dental	Insurance	3,504.70
Dennis Supply Company	Repairs	179.02
DGR Engineering	Professional Services	21,176.88
Direct Automation	Hired Repairs	330.00
Direct Technologies	Software	915.74
Division of Motor Vehicles	Title Copy	10.00
Fastenal Company	Supplies	1.17
Ferguson Waterworks	Water Meters	5,992.93
First Rate Excavate	Hired Repairs	34,000.00
Gary Crisp	Mailbox Reimbursement	51.27
Geotek Engineering	Professional Services	8,835.25
Getty Abstract	Land Purchase	325,436.50
Grainger	Supplies	807.14
Hawkins Water Treatment	Chemicals	2,079.00

Henkel US Operations Corp	4th Quarter	2,575.74
Incode Division of Tyler Tech	Equipment	11,977.50
Infrastructure Design Group	Improvements	209.88
Istate Truck	Repairs	78.96
Jack's Uniform & Equipment	Uniform Supplies	782.00
Jeremy Olesen	Mailbox Reimbursement	36.99
Johnstone Supply	Repairs	167.34
Kansas City Life	Insurance	1,036.12
KB Sprinklers	Improvements	919.49
Kelly Eilers	Reimbursement	852.95
Keloland Employment	Job Ads	598.00
Kibble Equipment	Repairs	346.92
Knife River	Deicing Salt	2,300.35
Larry Bixby	Reimbursement	19.00
Lawson Products	Supplies	1,267.71
Locators & Supplies	Clothing Supplies	307.35
Med-Star Paramedic Ambulance	January Payment	4,166.67
Meyer Laboratory	Supplies	1,608.82
Mid States Organized Crime	2024 Dues	150.00
Midwest Petroleum Equipment	Supplies	179.67
Miller & Sons	Rentals	1,200.00
Mills & Miller	Deicing Salt	11,754.40
Mine Safety Appliance Company	Safety Supplies	2,071.27
Minnehaha Community Water Corp	Utilities	134.50
Minnehaha County Treasurer	Supplies	275.00
Modern Woodman of America	Insurance	2,386.71
Monument Health	Professional Services	100.00
Motorola Solutions	Equipment	982.13
National Rifle Association	2024 Dues	160.00
Northwest Tire	Supplies	191.07
Olson's Pest Technicians	Monthly Contract	135.00
Palisades Oil	Fuel	4,033.88
Palisades Propane	Propane	2,264.03
Performance Press	Supplies	82.00
Pfiefer's Implement Company	Repairs	1,238.38
Pheasantland Industries	Supplies	810.00
PVS DX, Inc	Chemicals	1,803.24
Roger's Plumbing & Heating	Hired Repairs	127.55
Roto Rooter	Hired Repairs	855.00
Scheels	Uniform Supplies	210.00
SD Dept of Health	Water Testing	430.00
SD-DANR	2024 Dues	50.00
Sioux Falls Area Humane Society	Monthly Contract	123.96
Sioux Falls Ford	Hired Repairs	2,644.04
Sioux Falls Networks	Equipment	1,199.70
Sioux Falls Utilities	Utilities	111,086.42
Sioux Valley Energy	Utilities	37,874.19
Staples	Supplies	429.77

Stockwell Engineers	Water Tower Construction	980.20
Thein Well Company	Repairs	2,091.84
Truck Vault	New Vehicle Equipment	4,054.75
Verizon	Utilities	651.10
Verizon	Utilities	628.34
City Administration	January 18, 2024 Payroll	4,340.20
Finance Officer	January 18, 2024 Payroll	6,276.17
Government Buildings	January 18, 2024 Payroll	80.16
Engineer	January 18, 2024 Payroll	4,145.59
Police	January 18, 2024 Payroll	33,445.80
Building Inspections	January 18, 2024 Payroll	4,078.39
Street Department	January 18, 2024 Payroll	8,073.60
Park Department	January 18, 2024 Payroll	4,988.33
Economic Development	January 18, 2024 Payroll	2,319.31
Water Department	January 18, 2024 Payroll	9,538.28
Sewer Department	January 18, 2024 Payroll	8,440.07
Golf Course Grounds	January 18, 2024 Payroll	3,375.32
Golf Course Lounge	January 18, 2024 Payroll	2,244.09
Golf Course Pro Shop	January 18, 2024 Payroll	2,003.26
941 Payroll Taxes	January 18, 2024 Payroll	30,110.99
SD Retirement Supplemental	January 18, 2024 Payroll	1,542.50
TASC Flex Plan	January 18, 2024 Payroll	1,094.18
Accounts Management	January 18, 2024 Payroll	75.00
SD Retirement System	January Payroll	33,685.66
Direct Pay Reimbursement	January 15, 2024	1,500.00
Direct Pay Reimbursement	January 15, 2024	2,543.90
City Administration	February 1, 2024 Payroll	4,340.20
Finance Officer	February 1, 2024 Payroll	6,292.95
Government Buildings	February 1, 2024 Payroll	190.38
Engineer	February 1, 2024 Payroll	4,145.59
Police	February 1, 2024 Payroll	32,578.92
Building Inspections	February 1, 2024 Payroll	4,002.38
Street Department	February 1, 2024 Payroll	7,494.01
Park Department	February 1, 2024 Payroll	4,988.32
Economic Development	February 1, 2024 Payroll	2,319.31
Water Department	February 1, 2024 Payroll	9,266.79
Sewer Department	February 1, 2024 Payroll	5,867.22
Golf Course Grounds	February 1, 2024 Payroll	3,375.32
Golf Course Lounge	February 1, 2024 Payroll	2,675.07
Golf Course Pro Shop	February 1, 2024 Payroll	2,003.26
941 Payroll Taxes	February 1, 2024 Payroll	28,401.78
SD Retirement Supplemental	February 1, 2024 Payroll	1,555.00
TASC Flex Plan	February 1, 2024 Payroll	1,175.43
Accounts Management	February 1, 2024 Payroll	75.00

Alderman Jorgenson moved Alderman Lawrence seconded to approve the consent calendar which contained the following items: a wage adjustment for Kelly Eilers, to step 15-9 on the wage scale, \$37.41 per hour, effective February 9, 2024; a plat of Tract 2 Brandon Golf Course

Addition; a plat of Tracts 2 & 5, Lots 1-4 Block 1, Lots 1-4 & 13 Block 2, Lots 1-11 Block 3, Lots 2-6 Block 4 and Lots 1-11 Block 5 Aspen Ridge Addition; a minor plat of Tracts 1A, 2 & 3 Chestnut Ridge Addition; Tax Abatement #2024-0005; Tax Abatement #2024-0006 and Tax Abatement #2024-0016. Motion carried.

ASPEN PARK FIELD B LIGHTS BID

The Golf Course Committee and Parks & Recreation Committee reports were heard. Alderwoman Fish moved Alderman Lawrence seconded to approve the bid from Musco Lighting through Sourcewell in the amount of \$208,000.00 for the Aspen Park field B lights and to replace the pole base on field C. Motion carried.

HIRE SUMMER REC DIRECTOR

Alderwoman Fish moved Alderman Johnson seconded to approve the hiring of BreAnn Morris as the new summer rec director at \$16.50 per hour, effective February 6, 2024. Motion carried.

RESOLUTION #09-24

The Public Safety Committee and Administration Committee reports were heard. Alderman Lawrence moved Alderman Johnson seconded to approve Resolution #09-24. A roll call vote showed Fish, Johnson, Jorgenson, Lawrence, Steen aye. Motion carried.

RESOLUTION #09-24

RESOLUTION RESCINDING RESOLUTION #02-24 ANNEXING THE SOUTHWEST QUARTER (SW1/4) EXCEPT COUNTY AUDITOR'S LOT R-1 AND EXCEPT TRACT 1 OF RISTY AND METZ ADDITION, AND EXCEPT THE EAST 75 FEET OF THE NORTH 150 FEET OF THE NORTHEAST QUARTER (NE1/4) OF THE SOUTHWEST QUARTER (SW1/4) ALL IN SECTION 33, TOWNSHIP 102 NORTH, RANGE 48 WEST OF THE 5TH P.M., MINNEHAHA COUNTY, SOUTH DAKOTA, TOGETHER WITH ONE-HALE OF THE VACATED SECTION LINE RIGHT OF WAY LYING ADJACENT THERETO

WHEREAS, the City of Brandon, South Dakota has authority under SDCL 9-4-1 to annex territory on a petition filed by three-fourths of the registered voters or landowners in the area to be annexed and by owners of not less than three-fourths of the value of the territory to be annexed; and

WHEREAS, one hundred percent of the owners of the property described as: The SW1/4 Except County Auditor's Lot R-1 and except Tract 1 Risty and Metz Addition, and Except the E 75 Feet of the N 150 Feet of the NE1/4 of the SW1/4 in Section 33, Township 102 North, Range 48 West of the 5th Principal Meridian, Minnehaha County, South Dakota Together with One-Half of the Vacated Section Line Right of Way Lying Adjacent have submitted a Petition for Annexation to the City of Brandon; and

WHEREAS, the owners of the above described property own at least three-fourths of the value of the territory to be annexed; and

WHEREAS, there are no registered voters within the proposed territory to be annexed; and

WHEREAS, the Brandon Planning and Zoning Commission reviewed the petition during their regular meeting on December 21, 2023 and has recommended that this property, as described, be annexed into the City of Brandon: and

WHEREAS, the above described property is contiguous to the City of Brandon.

WHEREAS, Resolution #02-24 was adopted on January 2, 2024 but contained errors in the legal description of the property to be annexed.

NOW THEREFORE BE IT RESOLVED that the following described property is to be annexed and included in the boundaries of the City of Brandon, South Dakota:

The SW1/4 Except County Auditor’s Lot R-1 and except Tract 1 Risty and Metz Addition, and Except the E 75 Feet of the N 150 Feet of the NE1/4 of the SW1/4 in Section 33, Township 102 North, Range 48 West of the 5th Principal Meridian, Minnehaha County, South Dakota Together with One-Half of the Vacated Section Line Right of Way Lying Adjacent

BE IT FURTHER RESOLVED THAT Resolution #02-24 is hereby rescinded.

Adopted this 5th day of February, 2024

Harry Buck
Mayor

ATTEST:

Christina Smith
Finance Officer

ED POLZINE WILD GAME FEED RAFFLE

A request was received to hold the annual Ed Polzine Wide Game Feed Raffle on Saturday, February 10, 2024 at the Brandon VFW. No further action required.

MULE DEER FOUNDATION RAFFLE

A request was received to hold a Mule Deer Foundation Raffle, ticket sale dates February 15, 2024 – April 5, 2024. No further action required.

AUDIT ENGAGEMENT LETTER WITH ELO CPA'S

Alderman Lawrence moved Alderman Steen seconded to approve the audit engagement letter with ELO CPA's for the 2023 yearly audit, at a cost of \$32,000.00. Motion carried.

BUSINESS IMPROVEMENT DISTRICT DISCUSSION

The Business Improvement District (BID) #1 was created in 2005 to build the convention center attached to the Holiday Inn. The City will have enough revenue to pay the loan off by the end of February. The BID would dissolve, and the BID tax will stop. No action needed at this time.

2023 SALES TAX REVENUE

Information was presented on the 2023 sales tax revenue. No action required.

CITY HALL DISCUSSION

Discussion held on possibly constructing a new City Hall, or make repairs to the existing buildings. No action required.

CORE PHASE 2B FINANCING

Discussion held on financing for the Core Area Phase 2B project. Alderman Jorgenson moved Alderman Steen seconded to approve the 15-year loan option for the Core Area Phase 2B project. Motion carried.

PRELIMINARY DESIGN ON HOLLY BLVD.

The Streets Committee report was heard. Alderman Lawrence moved Alderman Steen seconded to approve the proposal with HDR Engineering for the Holly Blvd. Preliminary Gradeline Design at an hourly not to exceed \$81,595.00. Motion carried.

EXIT 406 AGREEMENT WITH SDDOT

An agreement was presented for the Exit 406 project, between the State of South Dakota DOT and the City of Brandon. Alderman Johnson moved Alderman Jorgenson seconded to approve the agreement, as presented. Motion carried.

BURKMAN INDUSTRIAL PARK OVERLAY PROJECT

Alderman Steen moved Alderman Johnson seconded to approve to bid for the Burkman Industrial Park mill and overlay project. Motion carried.

CITY WIDE STORM WATER MODEL

The Water & Sewer Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve the proposal with Stockwell Engineers, Inc. for the city wide storm water model project for an hourly not to exceed an amount of \$85,500.00. Motion carried.

CHEMICAL BIDS

Alderman Jorgenson moved Alderman Lawrence seconded to approve the bid from Hawkins, Inc. for the following chemicals. Motion carried.

Chemical	Units	Hawkins	DPC
Chlorine gas, pounds	per pound	\$1.45	\$1.52
TonkaZorb	per gallon	\$7.11	no bid
LPC-5	per gallon	\$19.53	no bid
LPC-9	per gallon	\$22.50	no bid
Aqua Hawk 957	per gallon	\$36.02	no bid
Sodium Hypochlorite	per gallon	\$4.99	\$6.50
Granular Chlorine	per pound	\$3.70	\$5.20

BIG SIOUX DRAINAGE PROJECT

Alderman Johnson moved Alderwoman Fish seconded to approve to bid for the Big Sioux Drainage Structure Repair project. Motion carried.

WATER TREATMENT PLANT CHANGE ORDER

Ben Julson, AE2S, was present for discussion. Alderwoman Fish moved Alderman Jorgenson seconded to approve change order #4 to Rice Lake West in the amount of \$56,386.00 for the water treatment plant project. Motion carried.

At 6:41 p.m. Alderman Jorgenson moved Alderman Lawrence seconded to go into executive session to discuss potential litigation, per SDCL 1-25-2.3. Motion carried. At 6:47 p.m. Mayor Harry Buck declared the executive session ended.

At 6:47 p.m. on a motion by Alderman Lawrence seconded by Alderman Jorgenson the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor