

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on February 21, 2023 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, Tim Jorgenson, Colin Steen and Mayor Harry Buck. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Engineer, Tami Jansma; Police Chief, Jamie Steffel; Fire Chief, Robert Dykstra; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer and Development Director, Patrick Andrews. Absent: Bruce Johnson, David Kull.

Alderwoman Clark moved Alderwoman Fish seconded to approve the agenda. Motion carried.

Alderman Steen moved Alderwoman Clark seconded to approve the minutes of the February 2, 2023 briefing meeting and the minutes of the February 6, 2023 regular meeting minutes. Motion carried.

Alderwoman Fish moved Alderman Steen seconded to approve the following claims.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping & Excavating	Professional Services	160.00
AB Contracting LLC	Water Improvements	38,487.15
AE2S	Water Improvements	53,050.90
AFLAC	February Premium	844.97
Alternative HR Development	HR Services	4,475.50
Applied Concepts Inc	Police Supplies	104.00
Avera Medical Group	Professional Services	64.88
Axon Enterprise Inc	Police Equipment	19,947.00
Big Sioux Rifle Club	2023 Dues	900.00
Border States Electric	Supplies	590.03
Boyce Law Firm	Professional Services	4,259.00
Brandon Ace Hardware	Supplies	641.95
Brandon Lumber	Supplies	97.20
Brandon Valley Media Group	Publications	2,923.34
BX Civil & Construction	Snow Supplies	11,821.30
Cardmember Services	Various Supplies	3,365.52
Century Business Products	Supplies	309.26
Cintas	Supplies	427.86
Coca Cola/Chesterman	Rental	50.00
Core & Main LP	Supplies	150.69
Crescent Electric Supply	Improvements	10.62
Dakota Data Shred	Supplies	67.05
Dakota Fluid Power	Repairs	163.94
Dakota Pump	Supplies	1,488.22
Dakota Riggers	Supplies	359.02
Dakota Supply Group	Supplies	1,450.04
Dean's Distributing	Supplies	163.95
Debbie Tellinghuisen	Reimbursement	31.89

Dennis Supply Company	Repairs	244.96
Direct Technologies	Software	2,662.06
DirectTV	Utilities	156.73
Ellis & Eastern	License and Lease	1,950.00
Fastenal Company	Supplies	113.68
Ferguson Waterworks	Water Meters	33,206.06
Fleetpride	Supplies	261.96
FOP Lodge 1	2023 Dues	1,440.00
Fox Print Printing	Police Services	303.62
Geotek Engineering	Improvements	4,995.00
Gillespie Outdoor Power Equip	Park Repairs	233.87
Glass Doctor	Repairs	346.08
Hach Company	Supplies	65.78
Hawkins Water Treatment	Chemicals	1,320.00
HDR	Professional Services	40,162.28
I&S Group	Improvements	4,234.38
IMEG Corp	Professional Services	6,270.00
Innovative Office Solutions	Supplies	39.00
Interstate Office Products	Supplies	500.15
Jack's Uniform	Clothing Supplies	3,400.66
Kibble Equipment	Repairs	434.64
Lacey Rentals	Rental	130.00
Locators & Supplies	Supplies	187.70
Marv's	Utilities	405.50
Matt Parrot & Sons Company	Supplies	769.24
Med-Star Paramedic	Monthly Contract	4,166.67
MidAmerican Energy	Utilities	4,461.96
Miller & Sons Golf Cars	Rental	950.00
Mills & Miller	Deicing Salt	2,287.90
National Rifle Association	2023 Dues	140.00
North American Truck & Trailer	Street Repairs	827.29
Orkin	Utilities	134.00
Palisades Oil	Fuel	5,868.09
Qualified Presort Service	Utility Bill Processing	3,243.63
Reel Sharp	GC Repairs	4,806.85
Runnings Supply	Clothing Supplies	210.00
Sam's Club	GC Supplies	158.69
Schwartzle Construction	GC Improvements	146,125.04
SD DANR	Certification Exam Fee	120.00
SD One Call	Locates	20.16
Sioux Falls Networks	Software	505.12
Sioux Falls Utilities	Dec WW Agreement	109,576.31
Sioux Metro Growth	Yearly Membership	33,144.00
SD Department of Revenue	Sales Tax	427.86
Stanek Constructors Inc	Water Improvements	305,264.36
Staples Advantage	Supplies	199.93
Staples/Expressway	Fuel	18.17
Stockwell Engineers	Water Tower	9,452.84

Sunshine	GC Resale/Supplies	144.43
Sure Test	Professional Services	211.10
The Lodge at Deadwood	Travel Expense	208.00
Titleist	GC Resale	240.63
Tony's Catering	GC Supplies	291.80
Toro	Monthly Contract	229.00
Turfwerks	Repairs	93.07
Valley Springs Body Shop	Hired Repairs	5,043.91
Verizon Wireless	Utilities	578.84
Verizon Wireless	Police Supplies	50.00
Xcel Energy	Utilities	4,256.71
First National Bank	Biosolid Bond	80,970.17
City Administration	February 16, 2023 Payroll	4,129.37
Finance Officer	February 16, 2023 Payroll	6,176.79
Government Buildings	February 16, 2023 Payroll	150.30
Engineer	February 16, 2023 Payroll	3,935.71
Police	February 16, 2023 Payroll	27,845.60
Building Inspections	February 16, 2023 Payroll	3,885.29
Street Department	February 16, 2023 Payroll	6,200.13
Summer Recreation	February 16, 2023 Payroll	97.55
Park Department	February 16, 2023 Payroll	4,889.70
Economic Development	February 16, 2023 Payroll	2,193.27
Water Department	February 16, 2023 Payroll	9,553.76
Sewer Department	February 16, 2023 Payroll	5,978.89
Golf Course Grounds	February 16, 2023 Payroll	2,062.99
Golf Course Lounge	February 16, 2023 Payroll	1,344.17
Golf Course Pro Shop	February 16, 2023 Payroll	1,942.03
Golf Course Community Room	February 16, 2023 Payroll	797.39
941 Payroll Taxes	February 16, 2023 Payroll	25,485.63
SD Retirement System Supplemental	February 16, 2023 Payroll	1,175.00
TASC Flex Plan	February 16, 2023 Payroll	1,152.82
Accounts Management	February 16, 2023 Payroll	75.00
Direct Pay Reimbursement	Direct Pay Reimburse	1,500.00

Alderman Jorgenson moved Alderwoman Clark seconded to approve the consent calendar which contained the following items: annual salary adjustment for Kelly Eilers, to step 15-8 on the wage scale, \$35.51 per hour, effective February 9, 2023 and the annual salary adjustment for Andrew Bauer, to step 16-3 on the wage scale, \$33.72, effective February 20, 2023 Motion carried.

TRANSFER OF PACKAGE LIQUOR LICENSE

A public hearing was held, as advertised, to consider an application for the transfer of an alcoholic beverage license from Brandon Spirits Acquisition, Inc. 228 E. Holly Blvd., Brandon, SD to Brandon Spirits, 228 E. Holly Blvd., Brandon, SD. Alderwoman Clark moved Alderman Jorgenson seconded to approve the application as presented. Motion carried.

EQUALIZATION PROCESS

Chris Lilla, Director of Equalization for Minnehaha County, was present for discussion. Chris gave an update on the process of assessing property values and appeals.

ORDINANCE #677

Alderman Jorgenson moved Alderwoman Fish seconded to give second reading to Ordinance #677: : TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-9-3, GB: GENERAL BUSINESS DISTRICT, CONDITIONAL USES. A roll call vote showed Clark, Fish, Jorgenson, Steen aye. Motion carried.

ORDINANCE #678

Alderman Steen moved Alderman Jorgenson seconded to give second reading to Ordinance #678: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-5-11, R-2: MEDIUM DENSITY RESIDENTIAL DISTRICT, LOT AND YARD REGULATIONS. Fire Chief Robert Dykstra is not in favor of this ordinance change due to the decrease in side yard setback requirements from 7' to 5'. A roll call vote showed Fish, Jorgenson, Steen aye; Clark nay. Motion carried.

HIRE ASSISTANT GOLF COURSE SUPERINTENDENT

The Golf Course Committee report was heard. Alderman Steen moved Alderman Jorgenson seconded to approve the hiring of Ben Hoffman as the Assistant Golf Course Superintendent, step 8-1 on the wage scale, effective March 13, 2023. Motion carried.

HIRE SEASONAL STAFF

Alderwoman Clark moved Alderman Steen seconded to approve the following part-time seasonal staff for the 2023 season at the Brandon Golf Course. Motion carried.

Bartender/Lounge/Community Room/Beverage Cart:

Bobbie Altman, \$10.15 per hour; Dennis Clark, \$8.70 per hour;
Carla Bamsey, \$8.45 per hour; Jenny Jorgenson, \$8.45 per hour;
Chloe Hauge, \$8.45 per hour; Ashely Lohr, \$8.20 per hour;
Michelle Paulsen-Suurmeyer, \$8.20 per hour; Victoria Orren, \$8.20 per hour;
Cael Weber, \$7.95 per hour; Tessa Kellar, \$7.95 per hour;
Keegan Jordensen, \$7.95 per hour

Community Room Busser/Dishwasher:

Ava Huber, \$12.25 per hour; Lauryn Kloth, \$12.25 per hour;
Jackson Burns, \$12.25 per hour

Custodial/Cleaning:

Mary Langner, \$20.00 per hour

GOLF COURSE WALL PROJECT PAY APPLICATION

Alderman Steen moved Alderwoman Fish seconded to approve pay application #4 to Schwartzle Construction in the amount of \$146,125.04 for the golf course retaining wall project. Motion carried.

TENNIS COURT LIGHTS AT BV MIDDLE SCHOOL

The Parks & Recreation Committee report was heard. No further discussion on the tennis courts lights at this time.

MILES FOR MUTTS WALK/RUN

Jayne Smid, Anytime Fitness, 205 S. Sunshine Avenue, was present seeking approval to host their annual Miles for Mutts walk/run on May 7, 2023 at Aspen Park. Alderwoman Fish moved Alderwoman Clark seconded to approve the request as presented. Motion carried.

COMMUNICATIONS REPORT

The Public Safety Committee and Administration Committee reports were heard. A communications report was presented showing dates that messages were sent to the public via Textedly, Facebook, mailings and BV Journal articles. No action required.

ENGINEERING DESIGN STANDARDS

No action required at this time, will present a resolution at the next regular meeting.

WATER TOWER PROJECT PAY APPLICATION

The Streets Committee and Water & Sewer Committee reports were heard. Alderwoman Clark moved Alderman Steen seconded to approve pay application #19 to AB Contracting, LLC. in the amount of \$38,487.15 for the water tower project. Motion carried.

WATER TREATMENT PLANT PROJECT PAY APPLICATION

Alderman Steen moved Alderwoman Clark seconded to approve pay application #3 to Stanek Constructions, Inc. in the amount of \$305,264.36 for the water treatment plant project. Motion carried.

DETENTION AREA MAINTENANCE PROJECT – ADMINISTRATIVE CONTRACT

Alderwoman Clark moved Alderman Steen seconded to approve the administrative contract with DGR for the detention and drainage area maintenance projects, in an amount not to exceed \$14,000.00. Motion carried.

DETENTION AREA MAINTENANCE PROJECT

Alderman Steen moved Alderwoman Clark seconded to approve the surveying, plans and bidding with DGR for the detention and drainage area rehabilitation projects, in an amount not to exceed \$80,500.00. Motion carried.

At 6:58 p.m. on a motion by Alderwoman Clark seconded by Alderman Steen the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor