

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on March 4, 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. David Kull was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Engineer, Tami Jansma; Police Chief, Jamie Steffel; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

Alderman Lawrence moved Alderman Johnson seconded to approve the agenda. Motion carried.

Alderman Steen moved Alderman Lawrence seconded to approve the minutes of the February 15, 2024 briefing meeting and the minutes of the February 20, 2024 regular meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AE2S	Improvements	46,867.09
Alliance	Utilities	2,780.39
Andrew Larive	Reimbursement	58.41
Armor Express	Repairs	1,468.35
Avera AMG	Professional Services	102.50
Baycom	Equipment	4,690.00
Bierschbach Equipment	Equipment	2,625.00
Border States Electric	Supplies	8,170.66
Brandon Plumbing	Hired Repairs	98.98
Cash WA	GC Resale	2,147.84
City of Brandon	Utilities	275.42
Corson Village	February Reimbursement	924.25
Dakota Fluid Power	Supplies	586.08
Dakota Supply Group	Supplies	260.61
Delta Dental	Insurance	3,752.90
Dennis Supply Company	Repairs	336.68
DGR Engineering	Professional Services	40,416.71
Distinctive Glass	Window Tint	160.00
Environmental Solutions	Improvements	4,370.00
Fastenal	Supplies	751.62
FedEx	Supplies	25.02
Ferguson Waterworks	Water Meters	5,600.00
Fred the Fixer	Hired Repairs	295.00
Gehl Foods	Equipment	200.00
Geotek	Improvements	4,034.00
Glock Professionals	Training	500.00
Grainger	Supplies	650.93

Hawkins	Chemicals	9,637.57
Istate Truck	Repairs	313.13
Jack's Uniform & Equipment	Clothing Supplies	4,279.87
Kansas City Life	Insurance	574.50
Lacey Rental	Rentals	135.00
Law Enforcement Targets	School Training	476.70
Lawson Products	Supplies	36.41
Malloy Electric	Supplies	1,790.19
Menards	Supplies	75.67
Mills & Miller	Deicing Salt	4,631.00
Minnehaha County P&Z	Supplies	300.00
Modern Woodmen of America	Insurance	2,386.71
Motorola Solutions	Supplies	8,274.26
Olson's Pest Technicians	Monthly Contract	135.00
Orkin	Monthly Contract	161.99
Prestige Flag	Supplies	1,260.07
Reel Sharp	Equipment Repair	3,860.84
Scheels	Clothing Supplies	245.00
SD Dept of Health	Water Testing	75.00
Sioux Valley Energy	Utilities	38,486.07
Staples	Supplies	416.67
Sunset Law Enforcement	Supplies	3,744.25
Titan Machinery	Repairs	24.76
Verizon	Utilities	628.34
Wirtjes Auto Repair	Hired Repairs	59.29
Xcel Energy	Utilities	7,089.69
First National Bank Trust	TIF #2	157,850.62
Security 1st Bank	Fire Station Loan	30,911.84
City Administration	February 29, 2024 Payroll	4,421.47
Finance Officer	February 29, 2024 Payroll	6,619.26
Government Buildings	February 29, 2024 Payroll	140.28
Engineer	February 29, 2024 Payroll	4,232.62
Police	February 29, 2024 Payroll	37,031.61
Building Inspections	February 29, 2024 Payroll	4,260.22
Street Department	February 29, 2024 Payroll	6,868.78
Summer Rec	February 29, 2024 Payroll	342.92
Park Department	February 29, 2024 Payroll	5,288.86
Economic Development	February 29, 2024 Payroll	2,421.25
Water Department	February 29, 2024 Payroll	10,258.17
Sewer Department	February 29, 2024 Payroll	6,287.50
Golf Course Grounds	February 29, 2024 Payroll	3,575.90
Golf Course Lounge	February 29, 2024 Payroll	2,353.44
Golf Course Pro Shop	February 29, 2024 Payroll	2,139.54
941 Payroll Taxes	February 29, 2024 Payroll	30,402.01
SD Retirement Supplemental	February 29, 2024 Payroll	1,565.00
SD Retirement	February 29, 2024 Payroll	50,679.94
TASC Flex Plan	February 29, 2024 Payroll	1,175.43
Accounts Management	February 29, 2024 Payroll	75.00

Alderman Jorgenson moved Alderman Lawrence seconded to approve the consent calendar which contained the following items: Tax Abatement #2024-0057, Tax Abatement #2024-0062, Tax Abatement #2024-0063, Tax Abatement #2024-0069, Tax Abatement #2024-0074, Tax Abatement #2024-0085, Tax Abatement #2024-0089, Tax Abatement #2024-0093, Tax Abatement #2024-0094, Tax Abatement #2024-0095 and Tax Abatement #2024-0096. Motion carried.

Micha Henning, Detective with the Brandon Police Department, was present for discussion. Micha has accepted another position and has submitted his letter of resignation.

ORDINANCE #696

Alderman Jorgenson moved Alderwoman Fish seconded to give second reading to Ordinance #696: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING THAT THE REVISED ZONING ORDINANCE NUMBER 531 AND THE OFFICIAL ZONING MAP OF THE CITY OF BRANDON, SOUTH DAKOTA BE AMENDED TO PROVIDE FOR THE RE-ZONING OF THE FOLLOWING DESCRIBED PROPERTY. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #697

Alderman Jorgenson moved Alderman Lawrence seconded to give second reading to Ordinance #697: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING THAT THE REVISED ZONING ORDINANCE NUMBER 531 AND THE OFFICIAL ZONING MAP OF THE CITY OF BRANDON, SOUTH DAKOTA BE AMENDED TO PROVIDE FOR THE RE-ZONING OF THE FOLLOWING DESCRIBED PROPERTY. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

SEASONAL HIRES

The Golf Course Committee report was heard. Alderman Steen moved Alderman Lawrence seconded to approve the following seasonal hires for the Brandon Golf Course for 2024. Motion carried.

Pro-Shop: Riley Duncanson, \$14.50 per hour; Elizabeth Duncan, \$14.25 per hour

Cart Attendant: Lance Lehfeldt, \$12.50 per hour; Jackson Burns, \$12.50 per hour,
Grant Gerritsen, \$12.25 per hour

F&B Bartender/Beverage Cart: Bobbie Altman, \$10.15 per hour;
Dennis Clark, \$8.95 per hour; Carla Bamsey, \$8.70 per hour;
Jenny Jorgensen, \$8.70 per hour; Chloe Hauge, \$8.70 per hour;
Keegan Jorgensen, \$8.20 per hour; Cael Weber, \$8.20 per hour;
Tessa Kellar, \$8.20 per hour; Braden Wills, \$8.20 per hour;

Lake Terveer, \$7.95 per hour

F&B Busser/Dishwasher: Cooper Feenstra, \$12.25 per hour;
Gage Mandery, \$12.25; Tripp Gulseth, \$12.25 per hour;
Quinton McManus, \$12.25 per hour; Will Peterson, \$12.25 per hour;
Zayden Tjeersma, \$12.00 per hour; Kalen Pudwill, \$12.00 per hour

Maintenance: Ivan Card, \$16.50 per hour; Jeff Tabbert, \$16.50 per hour;
Gary Schweitzer, \$16.50 per hour; Larry Beesley, \$16.50 per hour;
Camden Smith, \$16.50 per hour; Taylor Fjerestad, \$16.50 per hour;
Quentin Gundermann, \$16.50 per hour

ASPEN PARK PLAYGROUND EQUIPMENT BIDS

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Lawrence seconded to go with Option #5, estimate #24-0093 from Sourcewell, at a cost of \$241,689.07 for the new playground equipment at Aspen Park. Motion carried.

TREE TRIMMING BID

The next phase of the ash tree removal project and boulevard tree trimming project will need to go out for bids. It was the consensus of the Council to advertise for bids in the Brandon Valley Journal on April 3, 2024 and April 10, 2024. No further action required.

EMPLOYEE RESIGNATION

The Public Safety Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve the resignation of Micha Henning, Detective with the Brandon Police Department, effective March 5, 2024. Motion carried.

HIRE POLICE OFFICER

Alderman Lawrence moved Alderman Steen seconded to approve the hiring of Andrew Sorenson as a full-time non-certified police officer, step 11-2 on the pay scale, effective March 25, 2024. Motion carried.

ORDINANCE #698

The Administration Committee report was heard. A public hearing was held, as advertised, to consider Ordinance #698 that would amend the video lottery regulations within the City of Brandon. Alderman Lawrence moved Alderman Johnson seconded to give first reading to Ordinance #698: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA, AMENDING CHAPTER 6-9 OF THE BRANDON MUNICIPAL CODE REGULATION THE ISSUANCE OF CONDITIONAL USE PERMITS FOR BUSINESSES WITH VIDEO LOTTERY MACHINES. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESIGNATION OF PLANNING & ZONING COMMISSION MEMBER

Alderman Jorgenson moved Alderman Steen seconded to approve the resignation of Thomas Nichols, Planning & Zoning Commission member, effective March 23, 2024. Motion carried.

RESOLUTION #12-24

Alderman Johnson moved Alderman Jorgenson seconded to approve Resolution #12-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #12-24

RESOLUTION DISSOLVING TAX INCREMENT DISTRICT #2

WHEREAS, Tax Increment District #2, hereinafter referred to as TID #2, was established on or about May 16, 2005; and

WHEREAS, the positive tax increments during the term of this TID have been deposited in a special fund denominated “TIF #2 Conference Center Fund”, for the payment of the incurred authorized debt and expenses of the TID; and

WHEREAS, all debts and expenses of TID #2 have been paid in full, and pursuant to SDCL 11-9-46, the TID shall terminate and the District will be dissolved when the payment of all projected costs and all tax incremental bonds and notes have been paid.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF BRANDON, that Tax Increment District #2 be, and it is hereby, dissolved inasmuch as the payment of all projected costs and all tax incremental bonds and notes have been paid in full.

Adopted this 4th day of March, 2024.

ATTEST:

Harry Buck, Mayor

Christina Smith, Finance Officer

(Seal)

IT SERVICES PROPOSAL & CONTRACT

Alderman Steen moved Alderman Johnson seconded to approve the Master Services Agreement, the Managed Services Addendum and the Product Addendum with Catalyst IT, LLC. at an approximate cost of \$69,360.00 annually for the City of Brandon’s IT services. Motion carried.

VFW LUCUS REIMERS BENEFIT RAFFLE

A request was received from the Brandon VFW to hold a raffle to benefit the family of Lucas Reimers, starting date of March 20, 2024 with an ending date of May 5, 2024. No further action required.

SECOG SS4A PLANNING & DEMONSTRATION GRANT

The Streets Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve the grant application through SECOG for the SS4A Planning & Demonstration Grant program. Motion carried.

MILL & OVERLAY PROJECT BID

Alderman Jorgenson moved Alderman Steen seconded to approve the bid from Black Top Paving in the amount of \$555,555.55 for the mill & overlay project. Motion carried.

<u>Company</u>	<u>Bid Amount</u>
Black Top Paving	\$555,555.55
Myrl & Roys, Inc.	\$582,035.00
ASCO	\$590,891.00
Seal Pros	\$612,272.75
Double H Paving	\$647,884.00

CORE AREA PHASE 2B PROJECT

Alderman Jorgenson moved Alderman Johnson seconded to approve the Construction Administration Contract with HDR Engineering as an hourly not to exceed \$389,790.00 for the Core Area Phase 2B project. Motion carried.

EXIT 406 UPDATE

Bryan Read, City Administrator, gave an update on the Exit 406 project. No action required.

EASTSIDE SEWER PROJECT BID

The Water & Sewer Committee report was heard. Alderman Lawrence moved Alderwoman Fish seconded to approve the bid from H & W Contracting, LLC. in the amount of \$1,985,643.80 for the east side trunk sewer project. Motion carried.

<u>Company</u>	<u>Bid Amount</u>
H & W Contracting, LLC.	\$1,985,643.80
Site Works	\$2,099,255.67
Lidel	\$2,457,185.86
Metro Construction	\$2,699,941.02

EASTSIDE SEWER PROJECT ADMINISTRATION CONTRACT

Alderman Jorgenson moved Alderman Johnson seconded to approve the east side trunk sewer construction administration contract with DGR Engineering for \$232,516.00. Motion carried.

EASTSIDE SEWER PROJECT TESTING PROPOSAL

Alderman Lawrence moved Alderman Johnson seconded to approve the geotechnical proposal from GeoTek Engineering for the east side trunk sewer project not to exceed \$10,000.00. Motion carried.

CITYWIDE STORM SEWER PROJECT AMENDMENT

Alderman Johnson moved Alderman Steen seconded to approve amendment #1 with Stockwell Engineers for the citywide stormwater sewer project in the amount of \$14,500.00. Motion carried.

At 6:28 p.m. on a motion by Alderman Lawrence seconded by Alderman Steen the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor