

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on March 18, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Tim Jorgenson, David Kull, Kevin Lawrence, Colin Steen and Mayor Harry Buck. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; Police Chief, Jamie Steffel; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

Alderman Steen moved Alderman Kull seconded to approve the agenda. Motion carried.

Alderman Jorgenson moved Alderman Johnson seconded to approve the minutes of the February 29, 2024 briefing meeting and the minutes of the March 4, 2024 regular meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A1 Pumping	Professional Services	225.00
AFLAC	Insurance	801.61
Alternative HR	Monthly Services	4,528.42
Batteries Plus	Supplies	137.80
Baycom	Supplies	300.00
Beal	GC Resale	437.00
Billion	Repairs	37.50
Blaine's Service	Repairs	24.00
Border States Electric	Repairs	461.85
Brandon Ace	Supplies	1,609.49
Brandon Lumber	Supplies	147.58
Bryan Rock Products	Ball Diamond Supplies	7,149.36
BV Chamber	Dues	12.00
BV Media Group	Publications	1,545.60
BV School District	Fuel	4,366.36
Cardmember Services	Misc. Expenses	3,404.34
Carlson & Stewart	Repairs	688.47
Cash WA	GC Resale	1,021.34
Century Business	Supplies	353.01
Century Business	Supplies	90.85
Coca Cola	GC Resale	892.25
Crescent Electric	Repairs	94.31
Culligan	Monthly Services	76.75
Dakota Beverage	GC Resale	776.55
Direct Automation	Repairs	660.00
Direct Technologies	Software	1,100.74
DLT Solutions	Yearly Dues	5,026.95
Dust-Tex	Supplies	489.70

Fastenal	Supplies	209.21
Ferguson	Water Meters	2,800.00
Galls	New Vehicle Equipment	265.53
Grainger	Clothing Supplies	183.13
Hawkins	Chemicals	4,943.50
HDR	Professional Services	30,284.50
Hulzebos	GC HVAC Install	7,857.16
IAPMO	Training	160.00
Incode/Tyler Tech	Equipment	18,205.00
Innovative Office	Supplies	199.16
Interstate Office	Supplies	204.25
Jack's Uniform	Uniform Supplies	479.47
Jenafer Schleicher	Refund	40.00
Johnson Bros	GC Resale	2,324.02
Lacey Rentals	Rentals	135.00
Lamb Motor	Vehicle Purchase	45,797.00
Lawson Products	Supplies	111.99
Marv's	Utilities	403.25
MED-Star	Monthly Services	4,166.67
MidAmerican Energy	Utilities	2,256.47
Minnehaha Comm. Water	Utilities	134.50
Minnehaha County Register	Supplies	30.00
Minnehaha County Treasurer	Taxes	1,334.52
Norberg Paint	Supplies	119.15
Northwest Tires	Repairs	671.36
Palisades Propane	Utilities	975.50
Pepsi	GC Resale	465.92
Pitney Bowes	Postage	4,130.00
PSI Powerwashers	Supplies	22.24
Qualified Presort	Utility Bill Processing	2,897.96
Reiver Pressure Washer	Supplies	176.55
Sam's Club	GC Resale	746.72
SD Dept of Health	Supplies	40.00
SD Dept of Revenue	Sales Tax	600.11
SD Municipal League	Dues	160.00
SD One Call	Utilities	78.40
SF Networks	Monthly Services	455.12
Shelby Shigley	Refund	80.00
Sioux Falls Ford	Hired Repairs	76.97
Sioux Falls Utilities	Utilities	121,664.53
Sioux Valley Energy	Utilities	2,592.75
SiouxLinks Golf Magazine	Magazine Ad	1,300.00
Stanek Construction	WTP Expansion	753,447.41
Stockwell	Water Tower	7,611.85
Streicher's	New Vehicle Equipment	1,137.00
Sturdevant's	Supplies	1,523.00
Sunshine	Supplies	36.15
Toro	Monthly Services	229.00

Titan-Credit Center	Repairs	44.75
Two Way Solutions	Hired Repairs	560.99
Verizon Wireless	Utilities	680.62
VFW Post 4726	1st Quarter	1,500.00
Vogel Motors	Hired Repairs	940.00
Xcel	Utilities	3,245.53
Zimco	Supplies	18,400.00
City Administration	March 14, 2024 Payroll	4,340.20
Finance Officer	March 14, 2024 Payroll	6,469.89
Government Buildings	March 14, 2024 Payroll	140.28
Engineer	March 14, 2024 Payroll	4,145.59
Police	March 14, 2024 Payroll	37,262.07
Building Inspections	March 14, 2024 Payroll	4,138.44
Street Department	March 14, 2024 Payroll	6,750.55
Summer Rec	March 14, 2024 Payroll	118.98
Park Department	March 14, 2024 Payroll	4,988.31
Economic Development	March 14, 2024 Payroll	2,319.31
Water Department	March 14, 2024 Payroll	8,843.80
Sewer Department	March 14, 2024 Payroll	6,049.86
Golf Course Grounds	March 14, 2024 Payroll	3,424.55
Golf Course Lounge	March 14, 2024 Payroll	2,183.23
Golf Course Pro Shop	March 14, 2024 Payroll	2,698.63
941 Payroll Taxes	March 14, 2024 Payroll	30,139.81
SD Retirement Supplemental	March 14, 2024 Payroll	1,565.00
TASC Flex Plan	March 14, 2024 Payroll	1,175.43
Accounts Management	March 14, 2024 Payroll	75.00
Direct Pay Reimbursement	March 19, 2024	1,500.00
Direct Pay Reimbursement	March 19, 2024	1,500.00

Alderman Jorgenson moved Alderman Steen seconded to approve the consent calendar which contained the following items: a wage adjustment for Ben Hoffman, to step 8-2 on the wage scale, \$20.66 per hour, effective March 25, 2024; a wage adjustment for Patrick Andrews, to step 20-6 on the wage scale, \$41.27 per hour, effective March 21, 2024; a wage adjustment for Richard Hibdon, to step 13-2 on the wage scale, effective March 25, 2024; Tax Abatement #2024-0121; a plat of Bosch Addition Tracts 1 & 2 and a plat of Bosch 2nd Addition Tract 3. Motion carried.

SPECIAL EVENT ALCOHOLIC BEVERAGE LICENSE

A public hearing was held, as advertised, to consider a special event alcoholic beverage license for Wilde Prairie Winery to sell/sample at the Farmer's Market located at 1200 E. Birch Street on May 18, May 25, June 1, June 8, June 15, June 22, June 29, July 6, July 13, July 20, July 27, August 3, August 10, August 17, August 24, August 31, September 7, September 14, September 21 and September 28, 2024. Alderman Lawrence moved Alderman Steen seconded to approve the application as presented. Motion carried.

ORDINANCE #699

A public hearing was held, as advertised, to consider Ordinance #699. Alderman Kull moved

Alderman Johnson seconded to give first reading to Ordinance #699: 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 LOT A, WELLS ADDITION OF PART OF TRACT 3, ENGELIENS SUBDIVISION TO CITY OF BRANDON. Motion carried.

ORDINANCE #698

Alderman Steen moved Alderman Johnson seconded to give second reading to Ordinance #698: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA, AMENDING CHAPTER 6-9 OF THE BRANDON MUNICIPAL CODE REGULATING 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.

SEASONAL HIRES GOLF COURSE

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

F&B Bartender/Beverage Cart: Ashlie Lohr, \$8.20 per hour; Allison Berry, \$7.95 per hour; Kylie Felderman, \$7.95 per hour; Asley Surat, \$7.95 per hour; Taylor Reinhiller, \$7.95 per hour

F&B Busser/Dishwasher: Ryder Mueller, \$12.00 per hour

Maintenance: Grant Everson, \$16.50 per hour; Brent Fjerestad, \$16.25 per hour; Logan Mortensen, \$16.00 per hour

SEASONAL HIRES PARKS DEPARTMENT

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Johnson seconded to approve the following seasonal hires for the Parks Department for 2024. Motion carried.

Misti Becker, \$16.50 per hour; Rick Peterson, \$16.50 per hour; Duane Rippentrop, \$16.50 per hour; Madison Trout, \$16.25 per hour; Gage Morris, \$16.00 per hour

RESOLUTION #13-24

Alderman Johnson moved Alderwoman Fish seconded to approve Resolution #13-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #13-24

**RESOLUTION DONATING PLAYGROUND EQUIPMENT TO THE CITY OF
WHITE LAKE, SOUTH DAKOTA**

WHEREAS, the City of Brandon has playground equipment at Aspen Park that is being replaced; and

WHEREAS, the City of White Lake, South Dakota has a use for the playground equipment in a public park; and

WHEREAS, the City of White Lake, South Dakota is a political subdivision; and

WHEREAS, SDCL 6-5-2 allows municipalities to donate property to political subdivisions for a public purpose; and

WHEREAS, it is advisable and in the best interest of the public to donate said playground equipment to the City of White Lake, South Dakota.

NOW THEREFORE BE IT RESOLVED by the City Council of Brandon, South Dakota that the City of Brandon, South Dakota hereby donates the playground equipment from Aspen Park to the City of White Lake, South Dakota.

Dated this 18th day of March, 2024.

Harry Buck, Mayor

ATTEST:

Christina Smith, Finance Officer

(SEAL)

PEDDLERS PERMIT

The Public Safety Committee report was heard. Alderman Lawrence moved Alderman Steen seconded to approve the peddler’s permit from Barry Bakken, Let’s Go Frank, with a request for Sunday’s and extended hours. Motion carried.

EMPLOYEE PROMOTION

Alderman Johnson moved Alderman Lawrence seconded to approve the promotion of Officer Andrew Maslowski to the position of Detective, step 14-2 on the wage scale. Motion carried.

RESOLUTION #14-24

The Administration Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve Resolution #14-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #14-24

RESOLUTION OF INTENT TO ABOLISH BUSINESS IMPROVEMENT DISTRICT NO. 1

WHEREAS, the Brandon City Council adopted Ordinance No. 370, attached hereto, on July 19, 2005 that established Business Improvement District No. 1 (“BID #1”); and

WHEREAS, Section 5 of Ordinance #370 states “The purpose of Business Improvement District #1 is to retire the debt created by the cost of construction of a 8,700 square foot public conference center facility located next to the new Holiday Inn Express and Suites that will be located on property described in Section 1, Paragraph A”: and

WHEREAS, the City of Brandon will retire said debt on or about March 1, 2024: and

WHEREAS, the purpose of BID #1 will be fulfilled; and

WHEREAS, SDCL 9-55-19 requires the governing body to adopt a resolution of intent to abolish the area at least 30 days prior to the hearing to abolish the area: and

NOW THEREFORE BE IT RESOLVED by the City Council of Brandon, South Dakota that it is the intent to abolish BID #1 and to set a public hearing on the matter for 6:00 PM on May 6, 2024 in the Council Chambers at 308 S. Main Avenue.

BE IT FURTHER RESOLVED that Resolution #10-24 is hereby repealed.

Adopted this 18th day of March, 2024.

Harry Buck
Mayor

ATTEST:

Christina Smith
Finance Officer

CATALIS MASS NOTIFICATION PROPOSAL

Alderman Kull moved Alderman Steen seconded to approve the proposal from Catalis, as presented, to provide mass notifications for the City of Brandon. Motion carried.

RESOLUTION #15-24

Wade Mosset, 26220 S. McHardy Road, was present for discussion. Alderman Jorgenson moved Alderman Johnson seconded to approve Resolution #15-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #15-24

**RESOLUTION EXCLUDING LOT 1, BLOCK 1, HOWEY ADDITION, BRANDON CITY
UNPLATTED FROM THE CITY OF BRANDON, SOUTH DAKOTA**

WHEREAS, the City of Brandon, South Dakota has authority under SDCL 9-4-6 to exclude territory on a petition filed by three-fourths of the legal voters in the area to be excluded and by owners of not less than three-fourths of the value of the territory to be excluded; and

WHEREAS, one hundred percent of the owners of the property described as: Lot 1, Block 1, Howey Addition, Brandon City Unplatted have submitted a Petition for Exclusion 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 excluded; and

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

WHEREAS, the Brandon Planning and Zoning Commission reviewed the petition during their regular meeting on March 7, 2024 and has recommended that this property, as described, be excluded from the City of Brandon: and

NOW THEREFORE BE IT RESOLVED that the following described property is to be excluded from the boundaries of the City of Brandon, South Dakota:

Lot 1, Block 1, Howey Addition, Brandon City Unplatted

Adopted this 18th day of March, 2024

Harry Buck
Mayor

ATTEST:

Christina Smith
Finance Officer

SECOG REQUEST TO DONATE PICKUP TRUCK

The Streets Committee report was heard. Discussion on the pickup truck donation will be placed on the next regular City Council meeting agenda. No action taken at this time.

SIOUX VALLEY ENERGY STREET LIGHT AGREEMENT

Alderman Kull moved Alderman Steen seconded to approve the street lighting system contract agreement with Sioux Valley Energy, as presented. Motion carried.

WATER TREATMENT PLANT CHANGE ORDER

The Water & Sewer Committee report was heard. Alderman Johnson moved Alderman Jorgenson seconded to approve change order #5 to Rice Lake West in the amount of (\$12,108.17) for the water treatment plant project. Motion carried.

WATER TREATMENT PLANT PAY APPLICATION

Alderman Steen moved Alderwoman Fish seconded to approve pay application #16 to Stanek Constructors, Inc. in the amount of \$753,447.41 for the water treatment plant project. Motion carried.

EASTSIDE SEWER PROJECT

Alderman Kull moved Alderman Johnson seconded to approve the SD Housing Conditional Commitment from the SD Housing Development Authority for the east side sewer main project, in the amount of \$1,154,205.00. Motion carried.

EXIT 406 CONTRACT WITH T&R CONTRACTING

Alderman Jorgenson moved Alderman Steen seconded to approve the contract with T&R Contracting and the SDDOT in the amount of \$324,999.99 for the Exit 406 project. Motion carried.

At 6:21 p.m. on a motion by Alderman Steen seconded by Alderman Jorgenson the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor