

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on April 1, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Tim Jorgenson, David Kull, Colin Steen and Mayor Harry Buck. Kevin Lawrence was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; 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 Steen moved Alderman Johnson seconded to approve the agenda. Motion carried.

Alderman Kull moved Alderman Steen seconded to approve the minutes of the March 14, 2024 briefing meeting and the minutes of the March 18, 2024 regular meeting. Motion carried.

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

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
AE2S	Water Treatment Plant	38,844.34
Andrew Maslowski	Reimbursement	92.33
Beal	GC Resale	864.10
Border States	Supplies	537.90
Cash WA	GC Resale	10.70
City of Brandon	Utilities	234.07
Coca Cola	GC Resale	648.35
Corson Village Sanitary District	March Reimbursement	1,008.84
Dakota Beverage	GC Resale	994.00
Dakota Pump	Repairs	1,493.77
Dean's Distributing	Fuel	131.55
Delta Dental	Insurance	3,580.10
Direct Technologies	Repairs	185.00
Enviromaster	Supplies	174.00
Fastenal	Supplies	257.62
Ferguson	Water Meters	6,775.00
Gehl Foods	Supplies	200.00
Geotek	Improvements	1,031.00
Gordon Bannerman	Supplies	1,063.38
Graybar	Repairs	16.44
Hach Company	Supplies	1,444.10
Huntington National Bank	GC Cart Lease	2,456.40
Jack's Uniforms	Clothing Supplies	1,790.77
Johnson Bros	GC Resale	1,153.71
Johnstone Supply	Repairs	49.99
Kansas City Life	Insurance	541.58
Lacey Rental	Rental	270.00

Malloy Electric	Supplies	998.31
Manley Tire	Repairs	30.00
Midwest Alarm	Quarterly Dues	108.59
Miller & Sons	Golf Cart Repairs	647.06
Mine Safety Appliances	Supplies	360.56
Modern Woodman	Insurance	2,263.55
Northwest Tire	Repairs	31.48
Palisades	Fuel	1,887.98
Pepsi-Cola	GC Resale	501.07
R&L Supply	Supplies	192.27
Range Servant	Equipment	8,966.25
Recreation Supply	Supplies	12,432.30
Reid Heffele	Reimbursement	70.00
Sanitation Products	Supplies	333.32
SD Dept of Health	Water Testing	225.00
SF Humane Society	Monthly Services	1,525.38
Sioux Falls Ford	Hired Repairs	2,052.67
Sioux Valley Energy	Utilities	38,201.85
Sirchie Finger Print Labs	Supplies	416.40
Staples	Supplies	471.25
	Soccer Field Well	
Thein Well	Repairs	7,413.28
Titleist	GC Resale	11,366.03
Two Way Solutions	Supplies	1,600.00
Verizon	Utilities	628.31
Wellmark BC/BS	Insurance	75,402.60
Zimco	Supplies	4,281.10
Council	March 28, 2024 Payroll	8,676.89
Mayor	March 28, 2024 Payroll	2,333.59
City Administration	March 28, 2024 Payroll	4,340.20
Planning & Zoning Board	March 28, 2024 Payroll	1,246.70
Park Committee	March 28, 2024 Payroll	646.43
Finance Officer	March 28, 2024 Payroll	6,485.86
Government Buildings	March 28, 2024 Payroll	120.24
Engineer	March 28, 2024 Payroll	4,145.59
Police	March 28, 2024 Payroll	31,897.28
Building Inspections	March 28, 2024 Payroll	4,061.91
Street Department	March 28, 2024 Payroll	7,277.27
Summer Rec	March 28, 2024 Payroll	184.35
Park Department	March 28, 2024 Payroll	4,988.32
Economic Development	March 28, 2024 Payroll	2,370.27
Water Cons. Committee	March 28, 2024 Payroll	554.08
Water Department	March 28, 2024 Payroll	8,711.36
Sewer Department	March 28, 2024 Payroll	5,475.16
Golf Course Grounds	March 28, 2024 Payroll	4,772.89
Golf Course Lounge	March 28, 2024 Payroll	3,039.08
Golf Course Pro Shop	March 28, 2024 Payroll	3,292.38
941 Payroll Taxes	March 28, 2024 Payroll	31,241.23
SD Retirement Supplemental	March 28, 2024 Payroll	1,540.00

TASC Flex Plan	March 28, 2024 Payroll	1,175.43
Accounts Management	March 28, 2024 Payroll	75.00
Direct Pay Reimbursement	April 1, 2024	358.78
Direct Pay Reimbursement	April 1, 2024	538.57
Direct Pay Reimbursement	April 1, 2024	699.22

Alderman Kull moved Alderman Johnson seconded to approve the consent calendar which contained the following items: a wage adjustment for Devin Coughlin, to step 14-12 on the wage scale, \$37.27 per hour, effective April 4, 2024; a wage adjustment for Doris Brekhus, to step 8-7 on the wage scale, \$23.34 per hour, effective April 2, 2024; a wage adjustment for Adam Praska, to step 10-3 on the wage scale, \$23.82 per hour, effective April 2, 2024; a wage adjustment for Tyler Carda, to step 13-14 on the wage scale, \$36.26 per hour, effective April 2, 2024; Tax Abatement #2024-0152; Tax Abatement #2024-0153; Tax Abatement #2024-0168; Tax Abatement #2024-0169 and Tax Abatement #2024-0171. Motion carried.

ORDINANCE #700

A public hearing was held, as advertised, to consider Ordinance #700. Alderman Jorgenson moved Alderwoman Fish seconded to give first reading to Ordinance #700: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-2-5(E), DISTRICTS AND BOUNDARIES, INTERPRETATION OF DISTRICT BOUNDARIES. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #701

A public hearing was held, as advertised, to consider Ordinance #701. Alderman Jorgenson moved Alderman Steen seconded to give first reading to Ordinance #701: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING CHAPTER 15-15-11(L), ADDITIONAL USE REGULATIONS, HOME OCCUPATIONS. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #699

Alderman Steen moved Alderman Johnson seconded to give second 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. 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 Kull moved Alderman Lawrence seconded to approve the following seasonal hires for the Brandon Golf Course for 2024. Motion carried.

Cart Attendant: Max Faber, \$12.50 per hour; Carter Holmes, \$12.50 per hour;  
Tripp Stevens, \$12.00 per hour; Jack Tews, \$12.00 per hour;  
Grayden Sharping, \$12.00 per hour

F&B Bartender/Beverage Cart: Hailey Dingman, \$7.95 per hour

Maintenance: Hunter Peterson, \$16.00 per hour; Terry Fiegen, \$16.00 per hour;  
Dillon Develaar, \$16.00 per hour; Damon Scott, \$16.00 per hour;  
Barb Stoltenburg, \$16.00 per hour

#### REQUEST TO INSTALL BLEACHERS

The Parks & Recreation Committee report was heard. Chris Brown, Brandon Valley Baseball Association, was present for discussion. The BVBA is wanting to install bleachers at First National Bank field. The BVBA would be paying for the entire project. Alderwoman Fish moved Alderman Johnson seconded to approve the additional bleachers at First National Bank field. Motion carried.

#### 2023 ANNUAL REPORT

The Public Safety Committee and Administration Committee reports were heard. Christina Smith, Finance Officer, gave an update on the 2023 annual report. Alderman Kull moved Alderman Steen seconded to approve the 2023 annual report, as presented. Motion carried.

#### RESOLUTION #16-24

Alderman Kull moved Alderman Johnson seconded to approve Resolution #16-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

### **RESOLUTION #16-24**

#### **RESOLUTION SETTING FEE FOR VIDEO LOTTERY LICENSES**

**WHEREAS**, SDCL 35-4-103 authorizes the collection of an additional annual fee for video lottery machines permitted pursuant to SDCL 42-7A-41.

**NOW THEREFORE BE IT RESOLVED** by the City Council of Brandon, South Dakota that fee of Fifty Dollars (\$50) per video lottery machine is hereby adopted.

Adopted this 1<sup>st</sup> day of April, 2024.

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Harry Buck  
Mayor

ATTEST:

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Christina Smith  
Finance Officer

DECLARE LIST OF SURPLUS ITEMS

Alderman Johnson moved Alderman Kull seconded to declare the following items as surplus, and take all items to auction. Motion carried.

Parks Department:

1997 Ford F-150

VIN # 1FTZX18W9WKA25672, Miles – 144,099

Erskine 72” snow blower attachment for skid loader

Model # 2418, Serial # 3441

Virnig 96” v-blade attachment for skid loader

Serial # 48485

John Deere rotary mower attachment for 3-point tractor

Model # MX7, Serial # CE 18349

MTD self-propelled snow blower

Pro Series 10 hp Tecumseh 10/28, Model # 317E660GS11

Wacker plate packer

Honda GX 160 5.5, Model # VPG 1550 B, Serial # 497701158

Police:

2010 Chevy Tahoe - VIN# 1GNUKAE09AR149585 - approximately 105,547 miles

Golf Course:

19 Barstools - 44 inches high, Metal frame = hunter green, Fabric seats, Jailhouse bars on back

10 cocktail tables - 4 top, 29 inches high

54 cocktail table chairs - 32 inches high, Metal frame = hunter green, Jailhouse bar back

1 60-inch Round cocktail table - 29 inches high

2005 Core Harvester – SN#411965202187 – under water during flood

Cushman Truckster – SN#898627-2309336 – under water during flood

Smitchco SandStar – SN#5776-42-000-F – under water during flood

2006 Yamaha Golf Cart – under water during flood

Public Works:

2014 Ford F150 Last 4 of VIN #4672 Mileage 48,932

2014 Ford F150 Last 4 of VIN #4673 Mileage 43,972

2011 Ford F250 Super Duty Club Cab Last 4 of VIN#1770 Mileage 88,606

2009 Ford F250 Last 4 of VIN #0455 Mileage 69,727

Street saw - 2012 Husqvarna FS400 LV saw SN# 13766

RESOLUTION #17-24

Alderman Jorgenson moved Alderman Steen seconded to approve Resolution #17-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

**RESOLUTION #17-24**

**RESOLUTION EXCLUDING LOT 1 IN BLOCK 1 OF HOWEY ADDITION TO THE CITY OF BRANDON, MINNEHAHA COUNTY, 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 in Block 1 of Howey Addition to the City of Brandon, Minnehaha County, South Dakota 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

**WHEREAS**, the Brandon City Council approved Resolution #15-24 on March 18, 2024 approving the exclusion of the property from the city limits but it contained an incorrect legal description.

**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 in Block 1 of Howey Addition to the City of Brandon, Minnehaha County, South Dakota

**BE IT FURTHER RESOLVED** that Resolution #15-24 is hereby rescinded.

Adopted this 1<sup>st</sup> day of April, 2024

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Harry Buck  
Mayor

ATTEST:

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Christina Smith, Finance Officer  
(Seal)

RESOLUTION #18-24

The Streets Committee report was heard. Alderman Kull moved Alderman Johnson seconded to approve Resolution #18-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

**RESOLUTION #18-24**

**AUTHORIZING STOP SIGNS AT THE INTERSECTIONS OF SOUTH COUNTRY CLUB AVENUE AND EAST ASPEN BOULEVARD AND SOUTH CHESTNUT BOULEVARD AND EAST ASPEN BOULEVARD**

**BE IT RESOLVED** by the City Council of Brandon, South Dakota that stop signs be installed at the following locations:

At the intersection of South Country Club Avenue and East Aspen Boulevard to stop northbound traffic on South Country Club Avenue

At the intersection of South Chestnut Boulevard and East Aspen Boulevard to stop northbound traffic on South Chestnut Boulevard

Adopted this 1<sup>st</sup> day of April, 2024.

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Harry Buck  
Mayor

ATTEST:

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Christina Smith  
Finance Officer

SIDEWALK PROJECT

Alderman Johnson moved Alderman Jorgenson seconded to approve to advertise for bids for the 2024 concrete sidewalk repair project, as presented. Motion carried.

RESOLUTION #19-24

Alderman Jorgenson moved Alderman Steen seconded to approve Resolution #19-24. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

**RESOLUTION #19-24**

**U.S. Department of Transportation Safe Streets and Roads for All Grant Application**

**WHEREAS**, the U.S Department of Transportation operates the Safe Streets and Roads for All grant program, and

**WHEREAS**, the Safe Streets and Roads for All grant program allows for a regional Safety Action Plan managed by eligible agencies, and

**WHEREAS**, the City of Brandon desires assistance from the U.S. Department of Transportation Safe Streets and Roads for All Planning and Demonstration grant program for the purpose of developing a Safety Action Plan, and

**WHEREAS**, the South Eastern Council of Governments is an eligible planning agency that serves Clay, Lincoln, McCook, Minnehaha, Turner, and Union counties in southeastern South Dakota.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Brandon City Council hereby commits to the support of the creation of a regional Safety Action Plan managed by the South Eastern Council of Governments, and
2. The City of Brandon commits to providing \$5,000 in local cash match for the project in addition to 10.5 hours of in-kind or cash match and provide such additional information as may be required.

Adopted this 1<sup>st</sup> day of April, 2024.

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Harry Buck, Mayor

ATTEST:

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Christina Smith, Finance Officer

(Seal)

**DRAINAGE AREA MAINTENANCE PROJECT**

The Water & Sewer Committee report was heard. Alderman Steen moved Alderman Jorgenson seconded to approve to advertise for bids for the drainage areas maintenance project, as presented. Motion carried.



EMPLOYEE RESIGNATION

Alderman Johnson moved Alderman Kull seconded to approve the resignation of Brian Carter, effective April 5, 2024. Motion carried.

AGREEMENT WITH BURLINGTON NORTHERN SANTA FE RAILWAY

Alderman Lawrence moved Alderman Jorgenson seconded to approve the contract with BNSF for the proposed sanitary sewer forcemain crossing, as presented. Motion carried.

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

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Melissa Labahn  
Municipal Recording Clerk

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Harry Buck  
Mayor