

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on April 17, 2023 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Bruce Johnson, Tim Jorgenson, David Kull, Colin Steen and Mayor Harry Buck. Barb Fish was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Engineer, Tami Jansma; Police Chief, Jamie Steffel; Fire Chief, Robert Dykstra; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

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

Alderwoman Clark moved Alderman Steen seconded to approve the minutes of the March 30, 2023 briefing meeting and the minutes of the April 3, 2023 regular meeting minutes. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping & Excavating	Utilities	160.00
Alternative HR Development	Professional Services	3,679.50
Avera Medical Group	Professional Services	192.00
Beal Distributing	GC Resale	565.40
Blaine's Service	Repairs	72.00
Boyce Law Firm	Attorney Fees	2,918.10
Brandon Ace Hardware	Supplies	1,433.42
Brandon Lumber Company	Supplies	327.16
BV Media Group	Publications	1,395.23
BV School District	Fuel	4,620.32
C&R Supply	Sewer Supplies	116.30
Cardmember Services	Supplies	8,516.30
Century Business Products	Supplies	352.61
Chesterman Company	GC Rental	50.00
City of Brandon	Utilities	105.68
City of Sioux Falls	Annual Fees	4,500.00
Coffee Cup	Fuel	51.50
Cory Ims	Mailbox Refund	70.00
Culligan Water Conditioning	GC Utilities	76.75
Dakota Beverage	GC Resale	964.30
Dakota Data Shred	Supplies	32.00
DGR Engineering	Professional Services	64,270.05
Direct Automation	Repairs	2,190.00
Direct Technologies	Services	1,733.70
Ellis & Eastern Company	License Fee	180.00
EnviroMaster Inc	GC Supplies	84.00

Fastenal Company	Supplies	481.85
Ferguson Waterworks	Equipment	5,170.00
Ferguson Waterworks	Ph4 Meter Replacement	6,931.65
FOP Lodge 1	Dues	108.00
Hawkins Water Treatment	Water Supplies	7,459.68
Heiman Fire Equipment	Supplies	2,516.00
I & S Group	Professional Services	1,523.75
IMEG	Professional Services	2,010.00
Interstate Office Products	Supplies	237.80
Jack's Uniforms	Supplies	1,489.13
John Henry Foster	Repairs	148.25
Knife River	Street Repairs	1,197.16
Lacey Rentals Inc	Rentals	130.00
Lawson Products Inc	Supplies	113.49
Locators & Supplies	Supplies	116.60
Marv's Sanitary Service	Utilities	468.25
MCWC	Utilities	119.00
Meyer Laboratory Inc	Pool Supplies	392.08
MidAmerican Energy	Utilities	2,194.43
Midwest Oil Company	GC Supplies	741.98
Minnehaha Register of Deeds	Supplies	60.00
Monson Machining	Repairs	110.00
Northwest Tire Inc	Repairs	25.45
Orkin	Utilities	145.99
Palisades Oil	Fuel	1,956.97
Pepsi Beverages Company	GC Resale	551.86
Performance Press	Supplies	59.00
Peters Distributing Inc	Supplies	183.55
Postmaster	Rentals	240.00
Prestige Flag	GC Supplies	844.62
Qualified Presort Service	Utility Billing	3,745.31
ROCS	Transit Bus	11,858.96
Sam's Club	GC Resale	89.02
SD Department of Revenue	Sales Tax	1,322.03
SD Municipal League	Conferences	125.00
SD One Call	Utilities	19.04
SD Unemployment Ins Division	First quarter	4,494.97
Sioux Falls Networks	Services	4,353.46
Sioux Valley Energy	Rushmore Ph2	24,773.77
Stanek Constructors Inc	WTP Improvements	649,703.86
Stockwell Engineers Inc	Tower Project	4,589.40
Stryker Sales Corp	Supplies	387.00
Sturdevant's Auto Parts	Supplies	1,571.30
Titleist	GC Resale	17,936.82
Toro NSN	GC Irrigation	229.00
TriState Hood Cleaning	GC Repairs	450.00
Tyler Carda	Dues Refund	312.00
Tyler Technologies	Software Update	145.00

US Bank	Fees	600.00
Vogel Motors	Repairs	144.00
Xcel Energy	Utilities	3,624.20
Zabel Steel	Snow Equipment	178.90
The Huntington National Bank	GC Lease	38,010.00
US Bank Trust Dept	Lift Station Bond	43,304.01
US Bank Trust Dept	Water Tower SRF Loan	57,489.98
First National Bank	GC Equipment Loan	1,124.98
City Administration	April 13, 2023 Payroll	4,129.37
Finance Officer	April 13, 2023 Payroll	5,928.27
Government Buildings	April 13, 2023 Payroll	135.28
Engineer	April 13, 2023 Payroll	3,968.66
Police	April 13, 2023 Payroll	31,145.09
Building Inspections	April 13, 2023 Payroll	4,046.39
Street Department	April 13, 2023 Payroll	6,596.21
Summer Recreation	April 13, 2023 Payroll	60.03
Park Department	April 13, 2023 Payroll	4,720.22
Economic Development	April 13, 2023 Payroll	2,242.65
Water Department	April 13, 2023 Payroll	9,613.11
Sewer Department	April 13, 2023 Payroll	5,727.01
Golf Course Grounds	April 13, 2023 Payroll	3,295.78
Golf Course Lounge	April 13, 2023 Payroll	1,514.89
Golf Course Pro Shop	April 13, 2023 Payroll	2,162.62
Golf Course Community Room	April 13, 2023 Payroll	797.39
941 Payroll Taxes	April 13, 2023 Payroll	27,683.26
SD Retirement Supplemental	April 13, 2023 Payroll	1,367.50
TASC Flex Plan	April 13, 2023 Payroll	1,152.82
Accounts Management	April 13, 2023 Payroll	75.00

Alderwoman Clark moved Alderman Jorgenson seconded to approve the consent calendar which contained the following items: a wage adjustment for Park Clarke, to step 16-15 on the wage scale, \$43.97 per hour, effective April 14, 2023 and a wage adjustment for Austin Peterson, to step 18-15 on the wage scale, \$45.75 per hour, effective May 11, 2023. Motion carried.

PROCLAMATION #2023-05

Proclamation #2023-05 was read by Mayor Buck recognizing the first responders of the City of Brandon.

PROCLAMATION # 2023-05

WHEREAS, first responders provide vital services to residents of the City of Brandon and include emergency medical personnel, firefighters, police officers and members of other organizations in the public safety sector; and

WHEREAS, first responders are highly trained and undergo extensive education, training, and personal sacrifice to develop the expertise to respond to emergency situations; and

WHEREAS, they respond to emergencies without hesitation when the call of duty arises and tirelessly give of their time and energy by making themselves available every hour of every day; and

WHEREAS, it is appropriate to recognize the duties and services that first responders perform for the City of Brandon.

THEREFORE I, Harry Buck, Mayor of the City of Brandon, South Dakota do hereby urge the citizens of this community to recognize the service of all first responders in their service to the City of Brandon and encourage all residents to show our first responders how much their service is valued in our community.

ATTEST:

Harry Buck
Mayor

Christina Smith
Municipal Finance Officer

(SEAL)

HIRE SEASONAL STAFF

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

Lounge:

Kenzie Hurney, \$7.95 per hour

Maintenance:

Logan Kelling, \$16.00 per hour; Brent Fjerestad, \$16.00 per hour

RETAINING WALL PROJECT

Alderman Kull moved Alderman Jorgenson seconded to approve the change order to Schwartzle Construction in the amount of \$31,971.40 for the pavement improvements as part of the golf course retaining wall project. Motion carried.

TENNIS COURT LIGHTS AT BV MIDDLE SCHOOL

The Parks & Recreation Committee report was heard. Staff is working on an agreement with the BV School District for the tennis courts lights at the Middle School, which will be presented at a future meeting.

REQUEST TO SELL PRODUCTS IN CITY PARKS

Alderman Steen moved Alderman Johnson seconded to approve the request from Carmen Giles, owner of Family Treats Homemade Ice Cream, to sell their products at Aspen Park and all other City Parks during the 2023 season.

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.

CERTIFICATES OF ELECTION

Certificates of Election were presented to Mayor Harry Buck, Alderman Kevin Lawrence Ward 2 and Alderman Colin Steen Ward 3. No action required.

WARD 3 VACANCY

Alderman Kull moved Alderwoman Clark seconded to appoint Bruce Johnson to the one-year term for Ward 3 Council. Motion carried.

2023 HEALTH INSURANCE RENEWAL

Alderman Steen moved Alderman Johnson seconded to approve the 2023 Wellmark Blue Cross/Blue Shield of SD renewal, as presented. Motion carried.

WATER TOWER PAY APPLICATION

The Streets Committee and Water & Sewer Committee reports were heard. Alderwoman Clark moved Alderman Kull seconded to approve pay application #21 to AB Contracting, LLC. in the amount of \$26,705.92 for the water tower project. Motion carried.

WATER METER PROJECT PAY APPLICATION

Alderwoman Clark moved Alderman Steen seconded to approve pay application #1 to Ferguson Enterprise, LLC. in the amount of \$6,931.65 for the water meter project. Motion carried.

WATER TREATMENT PLANT PROJECT PAY APPLICATION

Alderman Kull moved Alderwoman Clark seconded to approve pay application #5 to Stanek Construction in the amount of \$649,703.86 for the water treatment plant project. Motion carried.

At 6:16 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