

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on May 1, 2023 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, Tim Jorgenson, David Kull, Colin Steen and Mayor Harry Buck. 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. Absent: Bruce Johnson.

No audio recording of meeting, poor video recording of meeting.

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

Alderman Steen moved Alderman Clark seconded to approve the minutes of the April 13, 2023 briefing meeting and the minutes of the April 17, 2023 regular meeting. Motion carried.

Alderman Kull moved Alderman Steen seconded to approve the following claims.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Accuproducts International	GC Supplies	262.02
AE2S	Professional Services	50,133.71
AFLAC	April Premiums	844.97
Austin Peterson	Travel	37.50
B & B Golf Cars	GC Repairs	2,280.00
Beal Distributing	GC Resale	1,280.92
Brandon Food Pantry	Comm Promo	810.00
Cash-WA Distributing	GC Resale	1,924.27
Chesterman Company	GC Resale	771.00
City of Brandon	Utilities	38.21
Climate Systems	Repairs	786.00
Coffee Cup	Fuel	27.60
Core & Main	Water Repairs	349.24
Corson Village Sanitary District	Refund	926.18
Dakota Beverage	GC Resale	954.75
DirectTV	Utilities	156.73
Ferguson Waterworks	Supplies	2,670.00
Gerry Kerkhove	Mailbox Refund	70.00
Getty Abstract & Title	Land	2,954.50
HDR Engineering Inc	Professional Services	89,289.97
Henkel US	Sales Tax Rebate	29,437.49
ICC	Dues	145.00
Innovative Office Solutions	Supplies	141.72
Jamie Steffel	Travel	563.47
Jena Hovey	Mailbox Refund	69.31
Johnson Brothers Famous Brands	GC Resale	3,989.61
Knife River	Street Repairs	1,029.11

Lacey Rentals	Park Rental	430.00
Meyer Laboratory	Supplies	2,050.61
Midwest Alarm Company	GC Services	99.62
Midwest Turf & Irrigation	GC Repairs	890.94
Modern Woodmen	May Premiums	2,379.94
Palisades Oil	Fuel	1,606.43
Palisades Propane	Utilities	916.37
Pepsi Beverages	GC Resale	343.44
R & L Supply	Supplies	1,336.24
Radco	Equipment	1,813.72
Republic National Distributing	GC Resale	347.00
Roto Rooter	Repairs	1,217.50
SD DANR	Tower Project	100.00
SD Department of Health	Testing	225.00
SF Area Humane Society	Animal Control	436.96
SF Rubber Stamp Works	Supplies	27.95
Sioux Valley Energy	Utilities	40,458.58
SiteOne Landscape Supply	GC Repairs	318.00
Southern Glazer's of SD	GC Resale	1,075.88
Staples Advantage	Supplies	543.90
Summit Fire Protection	GC Rental	113.50
The Wright Vacs	GC Repairs	19.95
Titleist	GC Resale	7,667.63
Two Way Solutions Inc	Police Equipment	5,950.00
USA Bluebook	Supplies	1,153.67
Verizon Wireless	Utilities	620.13
VFW Post 4726	Supplies	300.05
Wellmark BCBS	May Premiums	77,017.91
City Administration	April 27, 2023 Payroll	4,129.37
Finance Officer	April 27, 2023 Payroll	5,928.28
Government Buildings	April 27, 2023 Payroll	140.28
Engineer	April 27, 2023 Payroll	3,999.39
Police	April 27, 2023 Payroll	29,122.86
Building Inspections	April 27, 2023 Payroll	3,953.35
Street Department	April 27, 2023 Payroll	6,541.63
Summer Recreation	April 27, 2023 Payroll	153.81
Park Department	April 27, 2023 Payroll	4,785.94
Economic Development	April 27, 2023 Payroll	2,242.65
Water Department	April 27, 2023 Payroll	9,613.10
Sewer Department	April 27, 2023 Payroll	5,467.63
Golf Course Grounds	April 27, 2023 Payroll	4,869.05
Golf Course Lounge	April 27, 2023 Payroll	2,707.72
Golf Course Pro Shop	April 27, 2023 Payroll	4,133.97
Golf Course Community Room	April 27, 2023 Payroll	334.67
941 Payroll Taxes	April 27, 2023 Payroll	27,667.83
SD Retirement System Supplemental	April 27, 2023 Payroll	1,267.50
TASC Flex Plan	April 27, 2023 Payroll	1,152.82
Accounts Management	April 27, 2023 Payroll	75.00

SD Retirement System	April Contributions	31,427.40
Direct Pay Reimbursement	Direct Pay Reimburse	1,500.00

At 6:02 p.m. on a motion by Alderwoman Clark seconded by Alderman Kull the meeting was adjourned.

CALL TO ORDER OF THE NEW COUNCIL

The Oath of Office was administered by Finance Officer Christina Smith to Mayor Harry Buck; Alderman Colin Steen, Ward III and Alderman Kevin Lawrence, Ward II.

Mayor Harry Buck called the new Council to order.

Council members present were Barb Fish, Tim Jorgenson, David Kull, Kevin Lawrence and Colin Steen. Absent: Bruce Johnson.

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

ELECTION OF COUNCIL PRESIDENT AND VICE PRESIDENT

Alderman Jorgenson moved Alderman Steen seconded to keep Alderwoman Fish as Council President. A roll call vote showed Fish, Jorgenson, Kull, Lawrence, Steen aye. Motion carried. Alderwoman Fish moved Alderman Steen seconded to appoint Alderman Kull as Council Vice-President. A roll call vote showed Fish, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

DRAW FOR SEATING

It was the consensus of the Council to not draw for seating.

Alderman Jorgenson moved Alderwoman Fish seconded to approve the consent calendar which contained the following item: a wage adjustment for Rollie Hoeke, to step 23-13 on the wage scale, \$52.47 per hour, effective May 5, 2023. Motion carried.

APPEAL OF HOME OCCUPATION PERMIT

A public hearing was held, as advertised, to consider an appeal of the Planning & Zoning Commission April 6, 2023 denial of a Home Occupation Permit for 1107 E. Lark Street. Applicant Steve Reid was present for discussion. Steve is requesting to operate an in-home business of applying cerakote or hydrographics, accessories (optics, grips, lights, etc.) to firearms and selling firearms & accessories. There will be no items for retail purchase (no inventory stored on-site), Steve will obtain his FFL from the State, has cameras on the property for security, customers by appointment only. Steve stated that there are other home businesses selling items from their home, including firearms, therefore a precedent has been set. Dan Mostek, 1112 E. Lark Street, was present for discussion. Dan has concerns with the proposed business of selling firearms in a residential neighborhood and asked the Council to deny the request. Julie Gottsleben, 1101 E. Lark Street, was present for discussion. Julie is opposed to the proposed business of selling firearms in a residential neighborhood, concerns with safety,

increased traffic. Alderman Lawrence recused himself from the discussion and vote. Alderman Jorgenson moved Alderwoman Fish seconded to uphold the decision of the Planning & Zoning Commission to deny the Home Occupation Permit Application. A roll call vote showed Fish, Jorgenson, Kull, Steen aye. Motion carried.

ORDINANCE #681

A public hearing was held, as advertised, to consider Ordinance #681. Alderman Kull moved Alderwoman Fish seconded to give first reading to Ordinance #681: 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, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

HIRE SEASONAL STAFF

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

Community Room Busser/Dishwasher:

Tripp Gulseth, \$12.00 per hour; Gage Mandery, \$12.00 per hour

HIRE POOL STAFF

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Kull seconded to approve the following pool staff for the 2023 season. Motion carried.

Manager: Nick Moeller, \$17.75 per hour

Assistant Manager: Courtney Moeller, \$17.50 per hour

Head Guards: Elise Meyers, \$17.25 per hour; Lucas Johnson, \$17.00 per hour

Lifeguards: Cait Jacobson, \$16.75 per hour; Atleigh Cody, \$16.75 per hour; Carmen Moeller, \$16.75 per hour; Jackson Hegg, \$16.75 per hour; Megan Nustad, \$16.75 per hour; Rachel Spencer, \$16.75 per hour; Megan Erkonen, \$16.75 per hour; Ava Mitzel, \$15.75 per hour; Mayer Matthies, \$15.75 per hour; Matthew Erkonen, \$15.75 per hour; Taylor Stemen, \$15.75 per hour; Caitlin Siegfried, \$15.75 per hour; Sawyer Linn, \$15.50 per hour; Bella Anders, \$15.50 per hour; Raegan Wiese, \$15.50 per hour; Sidney Van Horn, \$15.50 per hour; Lucy Peterson, \$15.50 per hour; Mason McManus, \$15.50 per hour; Kenzie Welch, \$15.50 per hour; Sylvia Swenson, \$15.50 per hour; Kenzie Polasky, \$15.50 per hour; Ali Nustad, \$15.50 per hour; Emma Burch, \$15.50 per hour; Hayden McGuire, \$15.50 per hour; Sam Davis, \$15.50 per hour

SIOUX FALLS CANINE RESCUE DOG SHOW

A request was received from Sioux Falls Canine Rescue to hold a dog show at McHardy Park on

June 24, 2023 starting at 8:00am. Alderwoman Fish moved Alderman Lawrence seconded to approve the request as presented. Motion carried.

HIRE SEASONAL EMPLOYEE

Alderwoman Fish moved Alderman Steen seconded to approve the hiring of Dick Woelber at a wage of \$16.25 per hour to mow for the Parks Department. Motion carried.

RESOLUTION #12-23

Alderwoman Fish moved Alderman Lawrence seconded to approve Resolution #12-23. A roll call vote showed Fish, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #12-23

RESOLUTION DONATING PLAYGROUND EQUIPMENT TO THE CITY OF VALLEY SPRINGS, SOUTH DAKOTA

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

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

WHEREAS, the City of Valley Springs, South Dakota is a nonprofit corporation; and

WHEREAS, SDCL 6-5-2 allows municipalities to donate property to nonprofit corporation; and

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 Tallgrass Park to the City of Valley Springs, South Dakota.

Dated this 1st day of May, 2023.

Harry Buck, Mayor

ATTEST:

Christina Smith, Finance Officer

(SEAL)

TEA TEMPO SOCCER TOURNAMENT

Alderman Fish moved Alderman Steen seconded to approve the special event application from Brandon Area Soccer Association to hold the Tempo Classic Soccer Tournament June 8-11, 2023 at McHardy Park. Motion carried.

PURCHASE 2023 POLICE VEHICLE

The Public Safety Committee report was heard. Alderman Steen moved Alderman Lawrence seconded to approve the purchase of a 2023 Chevy Tahoe from Karl Motors at a cost of \$41,407.00. Motion carried.

DEPOSITORIES

The Administration Committee report was heard. Alderman Steen moved Alderman Kull seconded to approve the following depositories as presented: First National Bank in Sioux Falls Brandon Branch; First National Bank in Sioux Falls; First Interstate Bank Brandon Branch; Wells Fargo Brandon Branch and South Dakota Public Funds Investment Trust. Motion carried.

CITY ATTORNEY

Alderman Kull moved Alderman Steen seconded to approve the appointment of City Attorney, Boyce Law Firm, L.L.P., Lisa Marso. Motion carried.

OFFICIAL NEWSPAPER

Alderman Fish and Alderman Kull recused themselves from the discussion & vote. Alderman Jorgenson moved Alderman Steen seconded to name the Brandon Valley Journal as the official newspaper of the City of Brandon for the next year. A roll call vote showed Jorgenson, Lawrence, Steen aye. Motion carried.

PARK ADVISORY COMMITTEE APPOINTMENT

Alderman Fish moved Alderman Lawrence seconded to approve the appointment of Mindy Hansen to a 4 year term on the Park Advisory Committee. Motion carried.

PLANNING AND ZONING APPOINTMENTS

Alderman Jorgenson moved Alderman Steen seconded to approve the appointment of Michael Toates to a 3 year term on the Planning & Zoning Commission. Motion carried.

REVOLVING LOAN FUND FOUNDATION APPOINTEE

Alderman Jorgenson moved Alderman Lawrence seconded to approve the appointment of Alderwoman Fish to serve a 2 year term on the Brandon Revolving Loan Fund. Motion carried.

LIBRARY COMMITTEE APPOINTMENT

Alderwoman Fish moved Alderman Lawrence seconded to approve the appointment of Alderman Kull to the Library Committee. Motion carried.

MAYORAL APPOINTMENTS

Mayor Harry Buck made the following Committee Appointments, no Council action required.

- Golf Course – Bruce Johnson
- Park & Recreation – Barb Fish
- Public Safety – Kevin Lawrence
- Administration – Dave Kull
- Streets – Tim Jorgenson
- Water & Sewer – Colin Steen
- Audit Committee – Colin Steen and Bruce Johnson

CIP MEETINGS

A CIP meeting is scheduled for May 8, 2023 at 4:00pm.

TAX ABATEMENTS

Alderman Steen moved Alderman Kull seconded to approve the following tax abatement, as presented. Motion carried.

<u>Abatement Number</u>	<u>Parcel ID #</u>
2023-0110	20793
2023-0111	20793
2023-0048	21245

HIRE SEASONAL EMPLOYEE

The Streets Committee report was heard. Alderman Lawrence moved Alderman Jorgenson seconded to approve the hiring of Charlie Simonson at \$16.25 per hour for the Streets Department. Motion carried.

DECLARE SANDERS AS SURPLUS

Alderman Steen moved Alderman Lawrence seconded to declare the following 2013 sanders as surplus, each at a value of less than \$500.00. Motion carried.

2013 Henderson Chief sander – Model number SH13 x 54 – SN FSH31195
2013 Henderson Chief sander – Model number SH13 x 54 – SN FSH31196
2013 Henderson Chief sander – Model number SH13 x 54 – SN FSH31197

DAKOTA MAINSTEM CONTRIBUTION

The Water & Sewer Committee report was heard. Alderman Kull moved Alderman Lawrence seconded to approve the contribution of \$1,000.00 to the Dakota Mainstem Project. Motion carried.

At 6:46 p.m. on a motion by Alderman Steen seconded by Alderman Lawrence the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor