

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on May 16, 2022 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, David Kull, Jack Parliament, 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: Tim Jorgenson

Alderwoman Clark moved Alderwoman Fish seconded to approve the agenda. Motion carried.

Alderman Parliament moved Alderman Kull seconded to approve the minutes of the April 28, 2022 briefing meeting and the minutes of the May 2, 2022 regular meeting. Motion carried.

Alderman Kull moved Alderwoman Clark seconded to approve the following claims.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping	Professional Services	150.00
AB Contracting	Water Tower	213,840.00
Advanced Engineering & Environmental Services	Water Treatment Plant Design	90,984.50
Aflac	Insurance	865.27
Alliance Communications	Utilities	2,660.89
Alternative HR Development	Monthly Services	3,548.00
Beal Distributing	GC Resale	3,041.80
Billion Chevrolet	Hired Repairs	339.74
Bioverse	Safety Supplies	1,640.00
Blaine's Service	Repairs	95.00
Border States Electric	Repairs	433.10
Boyce Law Firm	Professional Services	14,701.67
Brandon Ace Hardware	Supplies	1,105.91
Brandon Lumber Co	Repairs	1.40
Brandon Valley Media Group	Publications	5,478.46
Brandon Valley School District	Fuel	4,992.27
Builders Supply Company	Repairs	400.00
BX Civil & Construction	Improvements	13,858.00
Cardmember Services	Misc Supplies	5,268.92
Century Business Products	Supplies	410.35
Cintas	Supplies	840.16
City of Sioux Falls	Safety Supplies	118.53
Coca-Cola	Beverages	462.36
Culligan Water Conditioning	Utilities	112.15
Dakota Beverage	Beverages	1,319.15
Dale Kerber	Reimbursement	22.50
Diamond Vogel	Supplies	1,555.95
Direct Automation	Monthly Services	1,013.40

Duke Aerial Equipment	Rentals	412.50
Eric Paulson	Reimbursement	50.00
Ferguson Waterworks	Water Meters	20,236.50
Ferguson Waterworks	Water Meters	4,188.54
First Rate Excavate	Supplies	300.00
Flower Mill	Supplies	50.00
Government Finance Officers Association	Dues	170.00
Hach Company	Supplies	378.66
Hawkins Water Treatment	Repairs	1,540.65
HDR Engineering	Professional Services	48,706.99
HBA of the Sioux Empire	Dues	500.00
Hydro Tech Service	Hired Repairs	12,745.41
I&S Group	Professional Services	7,940.00
Innovative Office Solutions	Supplies	172.36
Interstate Power Systems	Repairs	167.94
Johnson Brothers Famous Brands	GC Resale	980.91
Johnstone Supply	Repairs	11.26
KB Sprinklers	Improvements	931.89
Lacey Rentals	Rentals	410.00
Landscapes Unlimited	Improvements	182,481.33
Larry Bixby	Reimbursement	22.25
Manley Tire & Oil Service	Repairs	34.72
Marv's Sanitary Service	Utilities	586.50
MC&R Pools	Supplies	389.57
Med-Star	Ambulance	4,166.67
Menards	Repairs	13.18
MidAmerican Energy	Utilities	1,630.52
Midwest Turf & Irrigation	Repairs	5,416.73
Miller & Sons Golf Cars	Lease	200.00
Minnehaha Community Water Corp.	Utilities	113.50
Oakridge Nursery & Landscaping	Improvements	3,208.24
Orkin	Utilities	134.00
Palisades Oil	Fuel	5,169.03
Pepsi-Cola	Beverages	614.40
Performance Press	Supplies	427.05
Petty Cash-Pool	Petty Cash	300.00
Petty Cash-Summer Rec	Petty Cash	50.00
Prairie Sons	Improvements	26,274.69
Prestige Flag	Supplies	751.97
Public Safety Equipment	Hired Repairs	374.00
Qualified Presort Services	Utility Billing	2,674.74
R&L Supply Ltd	Supplies	680.00
Republic National Distributing Company	GC Resale	1,396.20
Sam's Club	Prepared Food	458.64
SD Government Finance Officers' Association	Dues	75.00
SD Governmental Human Resource Association	Dues	50.00
SD Municipal League	Dues	60.00

SD One Call	Utilities	321.44
Seal Pros Inc	Asphalt Overlay	385,871.39
Sioux Falls Networks	Software	910.05
Sioux Falls Rubber Stamps	Supplies	43.25
Sioux Falls Utilities	Utilities	109,742.35
Sirchie Finger Print Labs	Supplies	106.44
SiteOne Landscape Supply	Supplies	21.91
Soukup Construction	Improvements	409,870.19
South Dakota Department of Revenue	Sales Tax	5,476.99
Stan Houston Equipment	Safety Supplies	209.88
Staples	Supplies	649.73
Sturdevant's Auto Parts	Supplies	223.94
Summit Fire Protection	Rentals	55.00
Sunshine	Supplies	73.90
Sure Test	Professional Services	104.40
Sysco	GC Resale	2,796.32
Titleist	GC Resale	3,149.11
Tom's Backhoe Service	Improvements	695,467.80
Tony's Catering	Catering	2,144.44
Toro	Monthly Services	229.00
Ulteig	Professional Services	9,922.45
Verizon Wireless	Utilities	1,122.03
Vogel Motors	Hired Repairs	383.00
First National Bank Trust Department	GC Equipment Loan	1,124.98
US Bank	Brandon Park Addition	108,527.50
US Bank	Water Revenue Bond	7,242.50
City Administration	May 12, 2022 Payroll	3,737.41
Finance Officer	May 12, 2022 Payroll	5,587.18
Government Buildings	May 12, 2022 Payroll	129.29
Engineer	May 12, 2022 Payroll	4,030.20
Police	May 12, 2022 Payroll	25,367.73
Building Inspections	May 12, 2022 Payroll	3,517.14
Street Department	May 12, 2022 Payroll	4,237.91
Rec Center	May 12, 2022 Payroll	65.46
Park Department	May 12, 2022 Payroll	5,593.61
Economic Development	May 12, 2022 Payroll	2,023.48
Water Department	May 12, 2022 Payroll	9,562.80
Sewer Department	May 12, 2022 Payroll	3,372.96
Golf Course Grounds	May 12, 2022 Payroll	5,756.11
Golf Course Lounge	May 12, 2022 Payroll	2,495.52
Golf Course Pro Shop	May 12, 2022 Payroll	4,807.57
Golf Course Community Room	May 12, 2022 Payroll	520.86
941 Payroll Taxes	May 12, 2022 Payroll	24,683.13
SD Retirement System Supplemental	May 12, 2022 Payroll	1,140.00
TASC Flex Plan	May 12, 2022 Payroll	1,064.63
Accounts Management	May 12, 2022 Payroll	75.00

MALT BEVERAGE – LICENSE RENEWALS

A public hearing was held, as advertised, to consider renewals for On-Off Sale Malt Beverage and SD Farm Wine Licenses to operate within the City of Brandon from July 1, 2022 to June 30, 2023. Alderman Kull moved Alderwoman Clark seconded to approve the following renewal applications. Motion carried.

Dakota Star Casino
MG Oil Company
1320 E Cedar St
Brandon, SD 57005

Dakota Star Casino - 3
MG Oil Company
1328 E Cedar St.
Brandon, SD 57005

Splitrock C-Store
Bauer Enterprises LLC
600 N. Splitrock Blvd.
Brandon, SD 57005

Splitrock Pub
Bauer Enterprises LLC
600 N Splitrock Blvd Unit B
Brandon, SD 57005

CC&F Retail Inc
Coffee Cup Fuel Stop #7
1009 N. Splitrock Blvd
Brandon, SD 57005

Hidden Valley Golf Course Inc
1709 E. Redwood Blvd.
Brandon, SD 57005

Blaine's Service
Anthony L. Inglis
300 E. Holly Blvd.
Brandon, SD 57005

Casey's General Store #2186
Casey's Retail Company
101 W. Holly Blvd
Brandon, SD 57005

Expressway – Brandon
Staples Ent Inc.
400 S. Splitrock Blvd.
Brandon, SD 57005

Oakridge Nursery
Oakridge Nursery, Inc.
2217 S. Splitrock Blvd.
Brandon, SD 57005

Pizza Ranch of Brandon
ATH Corp
202 S. Splitrock Blvd
Brandon, SD 57005

Holiday Stationstores LLC
Holiday Stationstores #502
920 N. Splitrock Blvd.
Brandon, SD 57005

Dollar General Store #15413
Dolgen Midwest LLC
124 E Holly Blvd
Brandon, SD 57005

Be the Bean LLC
Kingbird Coffee Shop
509 N Splitrock Blvd
Brandon, SD 57005

Dakota Star Casino-2
MG Oil Company
1322 E Cedar St
Brandon, SD 57005

The Upper Room
The Upper Room LLC
202 S Splitrock Blvd
Brandon, SD 57005

SPECIAL EVENTS LICENSE FOR WILDE PRAIRIE WINERY

A public hearing was held, as advertised, to consider a special event alcoholic beverage license for Wilde Prairie Winery on the following dates: May 28, 2022; June 4, 2022; June 18, 2022 and June 25, 2022 on the property legally described as Tract L Traubs Addition. Alderwoman Clark moved Alderman Steen seconded to approve the events as presented. Motion carried.

ORDINANCE #656

Alderman Parliament moved Alderman Kull seconded to give second reading to Ordinance #656: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE, REGARDING NOTICE OF PUBLIC HEARINGS, BY AMENDING CHAPTER 15-19-4 (D), VARIANCES. A roll call vote showed Clark, Fish, Kull, Parliament, Steen aye. Motion carried.

ORDINANCE #657

Alderwoman Clark moved Alderman Parliament seconded to give second reading to Ordinance #657: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE, BY AMENDING CHAPTER 15-21-1 (E), REVIEW AND PUBLIC HEARING PROCEDURES. A roll call vote Clark, Fish, Kull, Parliament, Steen aye. Motion carried.

HIRE SEASONAL STAFF

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

Marshals: James Uecker, \$12.00 per hour; Ken Klein, \$12.00 per hour; Greg Whitney, \$12.00 per hour; Doug Niklason, \$12.00 per hour; Mark Meyers, \$12.00 per hour; Brent Fjerestad, \$12.00 per hour

FLOOD REPAIR PROJECT PAY APPLICATION

Alderwoman Clark moved Alderwoman Fish seconded to approve pay application #1 to Landscapes Unlimited LLC in the amount of \$182,481.33 for the flood repair project at the Golf Course. Motion carried.

HIRE POOL STAFF

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderwoman Clark seconded to approve the following pool staff for the 2022 season. Motion carried.

Cashiers: Cade Bobzien, \$10.00 per hour; Sierra Feucht, \$10.00 per hour; Cadence Freitag, \$10.00 per hour; Vance Lagred, \$10.00 per hour; Parker Coughlin, \$10.00 per hour; Brianna DeBlieck, \$10.00 per hour; Tanner Smith, \$10.00 per hour

HIRE SUMMER RECREATION STAFF

Alderwoman Fish moved Alderwoman Clark seconded to approve the following staff for the Summer Recreation seasonal staff. Motion carried.

Director: Barb Sperlich, \$15.00 per hour

Attendants: Bethany Dybdahl, \$10.00 per hour; Mia Lembcke, \$10.00 per hour; Sarah VanDeBerg, \$10.00 per hour; Cooper Feenstra, \$10.00 per hour;

Rylan Roberts, \$10.00 per hour; Hannah Sprecher, \$10.00 per hour; Shalena Alexander, \$10.00 per hour; Denay Reid, \$10.00 per hour

SALARY REVIEW AND ADJUSTMENT

The Public Safety Committee report was heard. Alderwoman Clark moved Alderman Kull seconded to approve the annual salary adjustment for Micha Henning, to step 14-7 on the wage scale, \$29.89 per hour, effective June 6, 2022. Motion carried.

SAFETY TOWN DIRECTOR

Alderman Parliament moved Alderwoman Clark seconded to approve the seasonal part time position within the City titled "Safety Town Coordinator" and appointed Vickie David to the position with a wage of \$1,000.00. Vickie David, 2809 E. Sunflower Circle, was present for discussion. Motion carried.

COMMUNICATIONS

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.

SALARY REVIEW AND ADJUSTMENT

The Administration Committee report was heard. Alderman Kull moved Alderwoman Fish seconded to approve the annual salary adjustment for Christina Smith, to step 25-7 on the wage scale, \$45.95 per hour, effective June 2, 2022. Motion carried.

SALARY REVIEW AND ADJUSTMENT

Alderman Kull moved Alderwoman Clark seconded to approve the annual salary adjustment for Tammi VanderBeek, to step 8-14 on the wage scale, \$24.23 per hour, effective May 30, 2022. Motion carried.

BLOCK PARTY REQUEST

Alderwoman Clark moved Alderman Kull seconded to approve the block party request from residents in the 700 & 800 block of N. Copper Avenue, as presented. Motion carried.

CHANGE TIME OF BRIEFING MEETINGS

Discussion held on changing the times of the briefing meetings. Alderman Parliament moved Alderman Steen seconded to change the briefing meeting time from 5:30pm to 4:00pm. Motion carried.

HIRE SEASONAL PUBLIC WORKS EMPLOYEES

The Streets Committee report was heard. Alderman Kull moved Alderwoman Clark seconded to approve the following seasonal hires for the Public Works Department. Motion carried.

Donovan Rice, \$16.00 per hour; Zachary Uhl, \$16.00 per hour; Ryan Vest, \$16.00 per hour; Sam Nolz, \$16.00 per hour; Brian Derheim, \$16.00 per hour; Thomas Cotterman, \$16.00 per hour

CORE AREA PHASE 2A PAY APPLICATION

Alderman Clark moved Alderman Parliament seconded to approve pay application #1 to Soukup Construction in the amount of \$409,870.19 for the Core Area Phase 2A overlay project. Motion carried.

CORE AREA OVERLAY PROJECT CHANGE ORDER

Alderman Parliament moved Alderman Clark seconded to approve change order #1 to Seal Pros, Inc. in the amount of \$189,246.29 for the Core Area overlay project. Motion carried.

CORE AREA OVERLAY PROJECT PAY APPLICATION

Alderman Clark moved Alderman Steen seconded to approve pay application #1 & final to Seal Pros, Inc. in the amount of \$385,871.39 for the Core Area overlay project. Motion carried.

TRANSIT SYSTEM DRAFT BUDGET

Alderman Clark moved Alderman Kull seconded to approve the 5311 & Title III-B draft budget for the Brandon Transit System. Motion carried.

RESOLUTION #16-22

The Water & Sewer Committee report was heard. Alderman Kull moved Alderman Clark seconded to approve Resolution #16-22. A roll call vote showed Clark, Fish, Kull, Parliament, Steen aye. Motion carried.

RESOLUTION NO. 16-22

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AUTHORIZED REPRESENTATIVES TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Brandon (the “City”) has determined it is necessary to proceed with improvements to its West Sewer Main, including but not limited to the Sanitary Sewer Infrastructure Improvements (the “Project”); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the “Board”) will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$1,400,000 the Board for the Project.

2. The Mayor and Council President are hereby authorized to execute the Application and submit it to the Board, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor and Council President are hereby designated as authorized representatives of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Brandon, South Dakota, this 16th day of May, 2022.

APPROVED:

Mayor
City of Brandon

(Seal)

Attest: _____
City Finance Officer

WESTSIDE SANITARY SEWER PROJECT PAY APPLICATION

Alderman Parliament moved Alderman Steen seconded to approve pay application #1 to Tom's Backhoe Service in the amount of \$695,467.80 for the westside sanitary sewer project. Motion carried.

WATER TOWER PAY APPLICATION

Alderwoman Clark moved Alderman Steen seconded to approve pay application #11 to AB Contracting LLC. in the amount of \$213,840.00 for the water tower project. Motion carried.

PRV INSTALLATION PROJECT PAY APPLICATION

Alderwoman Clark moved Alderman Parliament seconded to approve pay application #1 to PrairieSons, Inc. in the amount of \$26,274.69 for the pressure reducing valve project. Motion carried.

WATER METER REPLACEMENT PROJECT PAY APPLICATION

Alderman Steen moved Alderwoman Clark seconded to approve pay application #1 to Ferguson Enterprises, LLC. in the amount of \$20,236.50 for the water meter replacement project. Motion carried.

At 6:40 p.m. on a motion by Alderwoman Clark seconded by Alderman Parliament the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor