

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on May 18, 2020 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, Tim Jorgenson, David Kull and Chuck Parsons. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma; Police Chief, Joe Weir and Park Superintendent, Devin Coughlin. Vickie David; Mayor Paul Lundberg; Andrew Bauer, Golf Course Manager and Rollie Hoeke, Public Works Director were present via Zoom.

Alderman Clark moved Alderman Kull seconded to approve the agenda as amended. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

Alderman Fish moved Alderman Clark seconded to approve the minutes of the May 4, 2020 regular meeting. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

Alderman Kull moved Alderman Parsons seconded to approve the following claims. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A Bar K Inc.	Repairs	16.76
Alliance Communications	Utilities	2,771.35
Alternative HR Development	Professional Services	3,294.89
Ambush Apparel	Supplies	311.00
Andrea Morgan	Pool Refund	70.00
Ashley Fischer	Pool Refund	60.00
Beal Distributing	GC Resale	839.10
Bierschbach Equipment & Supplies	Supplies	19.41
Bioverse, Inc.	Supplies	1,600.00
Blaine's Service	Repairs	1,450.00
Border States Electric	Repairs	3,812.73
Borns Group	Utility Billing	1,532.29
Boyce Law Firm, LLP	Professional Services	8,517.00
Brandon Ace Hardware	Supplies	1,429.23
Brandon Lumber Company	Supplies	95.25
Brandon Valley Media	Publications	2918.00
Brandon Valley School District	Fuel	3,113.10
Builders Supply Company	Supplies	1,359.25
Butler Machinery Company	Supplies	543.38
Cardmember Services	Various Dept. Supplies	836.06
Cathi Mcgee	Pool Refund	70.00
Century Business Products	Copier Agreement	187.84
Century Business Products	Police Supplies	824.98
Coca-Cola/Chestermans	GC Resale	369.66
Concrete Materials	Supplies	2,784.29

Culligan Water Conditioning	Utilities	73.20
Dakota Beverage	GC Resale	503.85
Dakota Supply Group	Supplies	176.91
DGR Engineering	Professional Services	65,819.50
Dick's Vacuum	Supplies	104.90
Direct Automation	Hired Repairs	12,632.69
Direct Technologies, LLC	Software	602.00
Direct TV	Utilities	39.70
East River Electric Power Cooperative	Improvements	129,505.33
Fastenal Company	Supplies	1,386.87
First Rate Excavate	Improvements	386,121.10
Geotek Engineering & Testing Services	Professional Services	2,632.00
Girton Adams Company	Supplies	146.25
Glass Doctor - Sioux Falls	Repairs	60.00
Golf Course Superintendent Association	Dues	400.00
H & W Contracting, LLC	Improvements	222,943.23
Hach Company	Supplies	816.77
Hawkins Water Treatment	Chemicals	1,795.50
HDR Engineering, Inc.	Professional Services	90,878.54
Home Builders Association	Dues	500.00
Hydro Klean	Hired Repairs	1,340.00
Innovative Office Solutions, LLC	Supplies	102.81
Inter-Lakes Community Action, Inc.	Transit	12,698.87
Jacey Mohr	Pool Refund	30.00
Jack's Uniforms & Equipment	Supplies	220.74
Jamie Vanderham	Pool Refund	30.00
Jen Binkerd	Pool Refund	30.00
Joe Brock	Pool Refund	60.00
Joshua Shellum	Pool Refund	30.00
KB Sprinklers	Repairs	126.73
Kerry Thill	Reimbursement	17.01
Lezlie Vilhauer	Pool Refund	70.00
Malloy Electric Bearing Supply	Supplies	45.00
Marcia Jelsma	Transit Refund	18.00
Marv's Sanitary Service	Utilities	463.50
McLeod's Printing & Office Supply	Supplies	290.35
MED-Start Paramedic	May Payment	4,166.67
Metro Construction	Improvements	216,044.40
MidAmerican Energy	Utilities	809.03
Midwest Turf & Irrigation	Repairs	958.51
Minnehaha Community Water Corp.	Utilities	73.50
Palisades Oil Co.	Fuel	829.48
Pamela Selken	Pool Refund	30.00
Pepsi Cola	GC Resale	295.98
Performance Press	Supplies	194.00
Pheasantland Industries	Supplies	52.51
Pitney Bowes	Postage Refill	500.00
Pizza Ranch - East	GC Resale	79.50

Productivity Plus Account	Supplies	924.86
R & L Supply, Ltd	Supplies	1,091.30
Sam's Club	GC Resale	371.70
SD Dept. of Revenue	Sales Tax	3,023.70
SD One Call	Utilities	291.20
Shawn Small	Pool Refund	30.00
Sioux Falls Networks	Software	355.00
Sioux Falls Utilities	March WW Discharge	106,168.48
SiteOne Landscape Supply	Supplies	16.94
Soukup Construction	Improvements	1,335,579.61
Southern Glazers of SD	GC Resale	1,228.35
Stan Houston Equip. Co.	Supplies	1,230.89
Staples Advantage	Supplies	581.30
Stockwell Engineers, Inc.	Professional Services	43,568.85
Sturdevant's Auto	Supplies	459.92
Summit Companies	Supplies	30.00
Sunshine	Supplies	190.65
Sure Test	Professional Services	279.00
Sysco Lincoln	GC Resale	1,037.39
Tianda Clemens	Pool Refund	60.00
Toro NSN	Service Agreement	155.00
TranSource Truck & Equipment	Supplies	43.36
TSP, Inc.	Professional Services	32,322.26
US Postmaster	Utility Billing	1,259.20
Vogel Motors	Repairs	396.00
Walter Rueschhoff	Reimbursement	1,384.50
Xcel Energy	Utilities	2,319.73
US Bank - St. Paul	Park Add & Holly /Main Loans	175,936.92
First National Bank	GC COP Loan	2,885.24
First National Bank	GC Equipment Loan	1,124.98
City Administration	April 30, 2020 Payroll	3,457.92
Finance Office	April 30, 2020 Payroll	4,384.36
Government Buildings	April 30, 2020 Payroll	147.76
Engineer	April 30, 2020 Payroll	2,107.57
Police	April 30, 2020 Payroll	21,899.80
Building Inspections	April 30, 2020 Payroll	3,479.22
Street Department	April 30, 2020 Payroll	5,861.95
Park Department	April 30, 2020 Payroll	4,912.10
Economic Development	April 30, 2020 Payroll	881.84
Water Department	April 30, 2020 Payroll	8,695.84
Sewer Department	April 30, 2020 Payroll	3,296.44
Golf Course Grounds	April 30, 2020 Payroll	4,051.00
Golf Course Lounge	April 30, 2020 Payroll	1,202.16
Golf Course Pro Shop	April 30, 2020 Payroll	2,978.62
Golf Course Community Room	April 30, 2020 Payroll	812.24
941 Payroll Taxes	April 30, 2020 Payroll	20,468.64
SD Retirement System	April 30, 2020 Payroll	33,471.96
SD Retirement System Supplemental	April 30, 2020 Payroll	712.50

TASC Flex Plan	April 30, 2020 Payroll	624.96
Accounts Management	April 30, 2020 Payroll	75.00

Alderman Parsons moved Alderman Jorgenson seconded to approve the consent calendar which contained the following item: a plat of Lot 29B Block 5 Brandon Park Second Addition. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

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, 2020 to June 30, 2021. Alderman Kull moved Alderman Jorgenson seconded to approve the following renewal applications. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

Happy Jacks SF VI
 MG Oil Company
 1201 Teakwood St.
 Brandon, SD 57005

Jokerz Casino
 MG Oil Company
 1309 E Cedar St.
 Brandon, SD 57005

Splitrock C-Store
 Bauer Enterprises LLC
 600 N. Splitrock Blvd.
 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

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

The Paisley Pod LLC
112 E Holly Blvd
Brandon, SD 57005

Dakota Star Casino LLC
1320 E Cedar St
Brandon, SD 57005

ORDINANCE #606 / RESOLUTION #13-20

Bryan Read, City Administrator, gave an update on the Covid-19 response. Alderwoman Clark moved Alderwoman Fish seconded to rescind Ordinance #606 & Resolution #13-20. Alderwoman Clark withdrew her motion. Staff will draft a Resolution to rescind Ordinance #606 & Resolution #13-20, and will present at a special meeting on May 20, 2020.

GOLF COURSE SEASONAL STAFF

The Golf Course Committee report was heard. Alderman Parsons moved Alderwoman Clark seconded to approve the following seasonal staff for the Golf Course. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

Bartender: Carla Bamsey, \$8.70 per hour

Lounge: Megan Bertsch, \$7.80 per hour

Community Room: Nicole Andrews, \$9.30 per hour

PARKS & RECREATION SEASONAL STAFF

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Kull seconded to approve the following seasonal staff for the Parks & Recreation department. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

Dick Woelber, \$13.50 per hour

Joe Devitt, \$12.30 per hour

Ethan Cushing, \$11.30 per hour

Ryan Barker, \$11.30 per hour

BASEBALL & SOFTBALL RETURN TO PLAY GUIDELINES

Bryan Read, City Administrator, gave an update on plans for the baseball & softball associations to return to play. Alderwoman Clark moved Alderman Jorgenson seconded to approve the guidelines as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

SWIMMING POOL IMPROVEMENTS BID APPROVAL

Alderwoman Fish moved Alderman Jorgenson seconded to approve the June 9, 2020 bid date for the swimming pool improvements project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

ASPEN PARK SURVERY PROPOSAL FROM DGR

Alderwoman Fish moved Alderwoman Clark seconded to approve the proposal from DGR in the amount of \$12,588.00 for the Aspen Park survey. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

FEMA SUB-RECIPIENT AGREEMENT

The Public Safety Committee and Administration Committee reports were heard. Alderman

Kull moved Alderwoman Clark seconded to approve the FEMA sub-recipient agreement as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

CABLE TV FRANCHISE DRAFT ORDINANCE

Lisa Marso, City Attorney, gave an update on the cable tv franchise ordinance. Midco Communications has expressed interest in obtaining a cable tv franchise agreement. It was the consensus of the Council to add language that a franchise fee could be added in the future by Resolution. Pat Mastel, VP & General Counsel with Midco, 3901 N. Louise Avenue, Sioux Falls, SD was present for discussion. Paul VandeBerg, Business Relations with Alliance Communications, was present for discussion.

SALARY REVIEW AND ADJUSTMENT

Alderwoman Clark moved Alderman Kull seconded to approve the annual salary adjustment for Tammi VanderBeek, to step 13-18 on the wage scale, \$21.61 per hour, effective May 30, 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

ALLIANCE TELEPHONE & INTERNET SERVICES AGREEMENT

Alderman Parsons moved Alderwoman Fish seconded to approve the agreement with Alliance Communications for telephone & internet services, as presented. Alderman Jorgenson recused himself from the vote. A roll call vote showed Clark, David, Fish, Kull, Parsons aye. Motion carried.

APPOINT ELECTION WORKER

Alderwoman Clark moved Alderwoman Fish seconded to approve Kathryn Davis as a Deputy election worker, replacing Rose Ingebretson, at \$200.00 for the day. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

TRANSIT 5311 AGREEMENT

The Streets Committee report was heard. Alderman Kull moved Alderwoman Clark seconded to approve the Transit 5311 agreement as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

BRANDON TRANSIT ROCS MANAGEMENT

The Rural Office of Community Services, Inc. will be transitioning into operations of the Brandon Transit system. Staff will review with Lisa Marso, City Attorney, as to what steps, if any, need to be taken. No further action at this time.

HOLLY BLVD PROJECT PAY APPLICATION

Alderman Jorgenson moved Alderwoman Clark seconded to approve pay application #9 to First Rate Excavate in the amount of \$386,121.10 for the Holly Blvd. improvements project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

RUSHMORE RECONSTRUCTION PROJECT AMENDMENT

Alderwoman Clark moved Alderman Jorgenson seconded to approve the Rushmore reconstruction project engineering amendment with DGR Engineering in the amount of \$335,040.00. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

IRONWOOD SURVEY & PRELIMINARY DESIGN

Alderwoman Fish moved Alderman Kull seconded to approve the Ironwood survey and preliminary design proposal from DGR Engineering in the amount of \$18,776.00. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

BID FOR TRANSIT BUS #7

Alderman Parsons moved Alderwoman Fish seconded to approve the bid from Tami Jansma, in the amount of \$300.00 for the Brandon transit bus #7. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

WELL #8 PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Kull moved Alderwoman Clark seconded to approve pay application #8 to Metro Construction in the amount of \$127,644.36 for the well #8 pump house project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

MAIN AVENUE INTERCEPTOR PAY APPLICATION

Alderwoman Clark moved Alderman Parsons seconded to approve pay application #8 to H&W Contracting in the amount of \$222,943.23 for the Main Avenue interceptor project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

ASPEN BLVD FORCE MAIN PAY APPLICATION

Alderman Jorgenson moved Alderman Parsons seconded to approve pay application #3 to Metro Construction in the amount of \$88,400.04 for the Aspen Blvd. force main project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

BRANDON CORE AREA CHANGE ORDER #1

Alderman Parsons moved Alderman Kull seconded to approve change order #1 to Soukup Construction in the amount of \$30,250.26 for the Brandon Core Area Reconstruction Phase 1 project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

BRANDON CORE AREA PAY APPLICATION #2

Alderman Kull moved Alderwoman Clark seconded to approve pay application #2 to Soukup Construction in the amount of \$1,335,579.61 for the Brandon Core Area Reconstruction Phase 1 project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

At 7:14 p.m. on a motion by Alderwoman Clark seconded by Alderman Kull the meeting was adjourned. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parsons aye. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Paul Lundberg
Mayor