

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on May 20, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, David Kull, Kevin Lawrence, Randy Marso, 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.

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

Alderman Kull moved Alderwoman Fish seconded to approve the minutes of the May 2, 2024 briefing meeting, the minutes of the May 6, 2024 regular meeting and the minutes of the May 13, 2024 special meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping	Professional Services	450.00
Action Electric	Hired Repairs	5,204.09
AES2	Professional Services	38,490.87
Aflac	Insurance	801.61
All Star Pro Golf	Supplies	1,924.31
Alternative HR	Monthly Service	3,934.42
Amazon	Supplies	216.20
Appeara	Supplies	695.57
Armor Express	Equipment	91.04
Avera AMG	Professional Services	165.04
Beal	GC Resale	839.35
Blaine's	Hired Repairs	24.00
Boyce	Monthly Service	3,000.00
Brandon Ace Hardware	Supplies	1,614.84
Brandon Golf Course	2024 Chamber Mixer	1,168.75
Brandon Lumber	Supplies	27.84
Bushnell Products	GC Resale	2,125.04
BV Media Group	Publications	4,983.01
BV School District	Fuel	5,128.62
Cash WA	GC Resale	964.24
Catalyst	Monthly Service	5,347.23
Century Business	Supplies	464.86
Century Business	Supplies	87.95
Coca Cola	GC Resale	655.35
Coffee Cup	Fuel	58.60
Condor Elite	Uniform Supplies	77.96
Core & Main	Repairs	2,746.98

Culligan	Monthly Service	170.85
Dakota Beverage	GC Resale	1,140.40
Dakota Data Shred	Supplies	712.11
Daktronics	Supplies	490.00
DGR	Professional Services	35,587.14
Direct Technologies	Monthly Service	1,100.74
Ellis & Eastern	License	250.00
ELO CPAs	2023 Audit	16,019.02
Enviromaster	Supplies	84.00
Fastenal	Supplies	1.55
FNB-Cardmember Service	Misc. Expenses	5,826.32
FOP Lodge 1	Dues	288.00
Hawkins Water Treatment	Chemicals	8,907.60
I&S Group	Professional Services	4,840.00
Incode (Tyler Tech)	Software	40,867.46
Interstate Office	Supplies	204.25
Interstate Power	Supplies	21.03
Jack's Uniform	Uniform Supplies	823.84
Johnson Bros	GC Resale	586.32
Kyle Zigan	Reimbursement	30.00
Lacey Rentals	Rentals	715.00
Lawson Products	Supplies	199.17
Locators & Supplies	Clothing Supplies	247.66
Marv's	Utilities	811.50
Med Star	Monthly Service	4,166.67
MidAmerican	Utilities	1,015.26
Miller & Sons	Rentals	200.00
Minnehaha County	Supplies	150.00
MSA	Supplies	2,154.53
Musco	Aspen Ball Fields	120,917.00
Oak Ridge	Maintenance	2,938.55
Orkin	Monthly Service	161.99
P&W Golf Supply	Equipment	1,149.76
Palisades Oil	Fuel	1351.70
Petty Cash	Pool & Summer Rec	350.00
Qualified Presort Service	Utility Billing Processing	4,045.72
Republic National Distributing	GC Resale	473.80
Richard Hibdon	Reimbursement	219.59
Sam's Club	Supplies	45.54
Scheels	Equipment	1,357.23
SD Dept of Revenue	Sales Tax	8,655.13
SD GFP	Improvements	10.00
SD Municipal League	Training	30.00
SDARSO	Training	125.00
SF Ford	Hired Repairs	5,009.78
SF Humane Society	Monthly Service	472.88
Sioux Valley	Utilities	2,222.00
Soukup	Core Ph2B	463,189.01

Stanek Constructors	WTP Expansion	2,727,000.51
Staples Enterprises	Fuel	39.89
Stockwell	Professional Services	35,836.88
Sturdevant's	Supplies	714.93
Summit	Rentals	42.50
Sunshine	GC Resale	745.85
T&R Contracting	Professional Services	102,766.92
Tech Sales	Improvements	283.00
Titleist	GC Resale	2,743.38
Tony's Catering	Catering	6,800.35
Toro	Monthly Service	229.00
US Bank	Core Ph2B Bond	1,000.00
Verizon	Utilities	650.86
Verizon	Utilities	762.53
Vogel Motors	Hired Repairs	739.00
Xcel	Utilities	2,852.37
Zimco	Supplies	31,680.00
US Bank	Water Revenue	6,150.00
US Bank	Holly/Main	93,602.50
City Administration	May 9, 2024 Payroll	4,340.20
Finance Officer	May 9, 2024 Payroll	6,419.87
Government Buildings	May 9, 2024 Payroll	130.25
Engineer	May 9, 2024 Payroll	4,182.24
Police	May 9, 2024 Payroll	34,339.64
Building Inspections	May 9, 2024 Payroll	4,159.46
Street Department	May 9, 2024 Payroll	7,021.01
Summer Rec	May 9, 2024 Payroll	245.97
Park Department	May 9, 2024 Payroll	6,164.93
Economic Development	May 9, 2024 Payroll	2,370.27
Water Department	May 9, 2024 Payroll	8,725.95
Sewer Department	May 9, 2024 Payroll	5,005.12
Golf Course Grounds	May 9, 2024 Payroll	7,756.14
Golf Course Lounge	May 9, 2024 Payroll	5,285.22
Golf Course Pro Shop	May 9, 2024 Payroll	5,082.54
941 Payroll Taxes	May 9, 2024 Payroll	31,157.13
SD Retirement Supplemental	May 9, 2024 Payroll	1,527.50
SD Retirement	May 9, 2024 Payroll	33,381.92
TASC Flex Plan	May 9, 2024 Payroll	1,175.43
Accounts Management	May 9, 2024 Payroll	75.00
Direct Pay Reimbursement	May 21, 2024	800.78
Direct Pay Reimbursement	May 21, 2024	1,795.48

Alderman Marso moved Alderman Johnson seconded to approve the consent calendar which contained the following items: a wage adjustment for Christina Smith, to step 25-9 on the wage scale, \$53.75 per hour, effective June 6, 2024; a wage adjustment for Tammi VanderBeek, to step 8-16 on the wage scale, \$28.17 per hour, effective June 6, 2024 and a wage adjustment for

Amanda Jeseritz, to step 13-3 on the wage scale, \$28.37 per hour, effective June 2, 2024.
Motion carried.

Dan Kippley, Sioux Falls resident, was present to let the Council know that he is seeking a seat on the Minnehaha County Commission.

TRANSFER OF AN ALCOHOIC BEVERAGE LICENSE

Alderman Johnson moved Alderman Steen seconded to approve the transfer of a retail malt beverage and SD farm wine alcoholic license from GK, LLC. dba Rivals to JTRE, LLC. dba Rivals. 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, 2024 to June 30, 2025. Alderman Johnson moved Alderman Lawrence 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-2
MG Oil Company
1322 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 A
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

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

Rivals
JTRE LLC
204 E Holly Blvd
Brandon, SD 57005

ORDINANCE #703

Alderman Lawrence moved Alderman Marso seconded to give second reading to Ordinance #703: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA ABOLISHING BUSINESS IMPROVEMENT DISTRICT #1. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

ORDINANCE #704

Alderwoman Fish moved Alderman Marso seconded to give second reading to Ordinance #704: 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, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

ORDINANCE #705

Alderman Lawrence moved Alderman Johnson seconded to give second reading to Ordinance #705: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING CHAPTER 15-15-3(A)(8)(c), ADDITIONAL USE REGULATIONS, OFF-STREET PARKING. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

ORDINANCE #706

Alderman Marso moved Alderwoman Fish seconded to give second reading to Ordinance #706: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING VIDEO LOTTERY AS A CONDITIONAL USE IN THE CB: CENTRAL BUSINESS DISTRICT BY AMENDING CHAPTER 15-8-3, CB: CENTRAL BUSINESS DISTRICT, CONDITIONAL USES. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

ORDINANCE #707

Alderman Marso moved Alderman Steen seconded to give second reading to Ordinance #707: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING VIDEO LOTTERY AS A CONDITIONAL USE IN THE NB: NEIGHBORHOOD BUSINESS DISTRICT BY AMENDING CHAPTER 15-9-3, NB: NEIGHBORHOOD BUSINESS DISTRICT, CONDITIONAL USES. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

ORDINANCE #708

Alderman Lawrence moved Alderman Marso seconded to give second reading to Ordinance

#708: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING VIDEO LOTTERY AS A CONDITIONAL USE IN THE GB: GENERAL BUSINESS DISTRICT BY AMENDING CHAPTER 15-10-3, GB: GENERAL BUSINESS DISTRICT, CONDITIONAL USES. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

HIRE SEASONAL STAFF

The Golf Course Committee report was heard. Alderman Marso moved Alderman Steen seconded to approve the following seasonal staff for the 2024 season at the Brandon Golf Course. Motion carried.

Marshal: Paul Loney, \$12.00 per hour

Lounge/Beverage Cart: Ellie Pulse, \$7.95 per hour

PAINTING QUOTES

Alderman Steen moved Alderman Marso seconded to approve the bid from 5 Star Painting in the amount of \$37,026.29 for the exterior painting of the golf course clubhouse. Motion carried.

<u>Company</u>	<u>Bid Amount</u>
360 Painting	\$45,181.45
5 Star Painting	\$37,026.29
605 Painting	\$31,220.00

HIRE SAFETY TOWN COORDINATOR

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Steen seconded to approve the hiring of Vickie David as the Safety Town Program coordinator for 2024, wage of \$1,117.55. Motion carried.

REQUEST FOR CAMPING & ALCOHOL CONSUMPTION IN ASPEN PARK

Alderman Steen moved Alderman Marson seconded to approve the request from Aspen Park Raceway to host a race event on July 26-July 28, 2024 at Aspen Park and to allow overnight camping to the racers along with a temporary alcohol permit for individual consumption. Motion carried.

SUMMER REC EMPLOYEES

Alderman Steen moved Alderman Johnson seconded to approve the following employees for the 2024 Summer Rec Program. Motion carried.

Attendants: Cooper Feenstra, \$11.20 per hour; Regan Cowins, \$11.20 per hour; Madeline Plumbtree, \$11.20 per hour; Braley Olson, \$11.20 per hour; Caleb Roth, \$11.20 per hour; Mason Carda, \$11.20 per hour

HIRE POOL STAFF

Alderman Steen moved Alderman Johnson seconded to approve the following staff for the 2024 season at the Brandon pool with lifeguards contingent upon certification. Motion carried.

Lifeguards: Mason McManus, \$16.30 per hour; Kamryn Hunt, \$16.05 per hour;
Burke Binkerd, \$16.05 per hour; Matsen Menage, \$16.05 per hour

PEDDLERS PERMIT

The Public Safety Committee report was heard. Alderman Kull moved Alderman Steen seconded to approve the request from Amanda Hoppe, Struggle Bus Coffee LLC., to approve sales on Sunday and extended hours. Motion carried.

BRANDON REVOLVING LOAN FUND REQUEST FOR FUNDING

The Administration Committee report was heard. Alderman Lawrence moved Alderman Johnson seconded to approve the loan request from Xtremely Clean, LLC. for business acquisition in the amount of \$100,000.00. Motion carried.

RISTY BARN STRUCTURAL LIFE SAFETY ASSESSMENT

ISG conducted a structural analysis of the Risty barn to determine if the structure is sound and if any repairs may be needed. ISG determined that potentially \$85,000.00 in repairs would need to be made to the building. No action required at this time.

TIF MEMORANDUM OF UNDERSTANDING WITH WESTERN HILLS, LLC.

Alderman Johnson moved Alderman Marso seconded to approve the memorandum of understanding with Western Hills, LLC. for the creation of a TIF district for this entire development. Motion carried.

CIP MEETINGS

A CIP meeting is scheduled for May 30, 2024 after the briefing meeting which begins at 4:00pm.

CORE AREA PHASE 2B PROJECT PAY APPLICATION

The Streets Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve pay application #1 to Soukup Construction, Inc. in the amount of \$463,189.01 for the Core Area Reconstruction Project – Phase 2B. Motion carried.

HIRE SEASONAL EMPLOYEE

Alderman Marso moved Alderman Lawrence seconded to approve the hiring of Charlie Simonson at \$16.50 per hour for the position of seasonal employee for the Street Department. Motion carried.

2025 TRANSIT BUDGET

Alderwoman Fish moved Alderman Johnson seconded to approve the 2025 Transit Budget with the addition of the third bus, as presented. Motion carried.

WATER TREATMENT PLANT PROJECT PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Marso moved Alderwoman Fish seconded to approve pay application #18 to Stanek Constructors, Inc. in the amount of \$2,727,000.51 for the water treatment plant project. Motion carried.

EXIT 406 PROJECT PAY APPLICATION

Alderman Johnson moved Alderman Lawrence seconded to approve pay application #1 to T&R Contracting, Inc. in the amount of \$102,766.92 for the Exit 406 City utility improvements. Motion carried.

WATER TREATMENT PLANT CHANGE ORDER

Alderman Marso moved Alderman Steen seconded to approve change order #6 to Stanek Constructors, Inc. in the amount of \$21,771.00 for the water treatment plant project. Motion carried.

BIG SIOUX DRAINAGE PROJECT

Alderman Lawrence moved Alderman Marso seconded to approve the construction administration contract with IDG for the Big Sioux Recreational outlet improvement project in the amount of \$126,699.50. Motion carried.

At 6:37 p.m. on a motion by Alderman Steen seconded by Alderman Johnson the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor