

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on June 5, 2023 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Tim Jorgenson, David Kull, Kevin Lawrence and Colin Steen. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma; Police Chief, Jamie Steffel; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. Absent: Harry Buck.

Chairperson Barb Fish chaired the meeting.

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

Alderman Kull moved Alderman Lawrence seconded to approve the minutes of the May 11, 2023 briefing meeting; the minutes of the May 15, 2023 regular meeting and the minutes of the May 22, 2023 special meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping	Professional Services	510.00
AB Contracting	Water Tower	26,705.92
AE2S	WTP Expansion	40,287.00
AFLAC	Insurance	844.97
Ambush Apparel	GC Resale	1,936.00
Avera McKennan Hospital	EAP Annual Fee	2,332.80
Baycom	Supplies	294.00
Beal Distributing	GC Resale	2,561.80
Bierschbach Equipment & Supply	Rental	474.00
Bioverse	Supplies	1,640.00
Border States Electric	Repairs	1,840.22
Brandon Golf Course	2023 Chamber Mixer	1,327.75
Brandon Seamless Rain Gutter	Hired Repairs	268.26
C&R Supply	Supplies	68.48
Carlson & Stewart Refrigeration	Hired Repairs	1,475.90
Cash-WA Distributing	GC Resale	4,373.98
City of Brandon	Utilities	151.01
City of Sioux Falls	Repairs	29.00
Clark/IMEG	Improvements	3,809.91
Coca Cola	GC Resale	448.35
Coffee Cup	Fuel	163.29
Construction Products & Consultants	Supplies	232.50
Core & Main	Repairs	99.55
Corson Village Sanitary District	Reimbursement	955.40
Cummins Sale & Service	Supplies	75.59

Dakota Beverage	GC Resale	2,706.75
Dakota Supply Group	Repairs	1,762.72
Delta Dental	Insurance	3,460.10
DGR Engineering	Professional Services	59,295.21
Diesel Machinery	Supplies	914.91
DirectTV	Utilities	58.49
DPC Industries	Chemicals	3,776.48
Enviromaster	GC Bathroom Supplies	283.00
Fastenal	Supplies	438.90
Fleetpride	Supplies	101.84
General Traffic Controls	New Equipment	2,155.00
Geotek Engineering & Testing Services	Improvements	717.00
Great Bear Sand and Gravel	Supplies	648.27
Hawkins Water Treatment	Chemicals	2,380.54
HDR	Professional Services	67,931.78
Incode/Tyler Technologies	Software	24,599.02
Intek Interior Technicians	Hired Repairs	2,652.16
Jack's Uniform & Equipment	Safety Supplies	213.28
Johnson Brothers	GC Resale	6,880.01
Joseph Reagan	Reimbursement	392.61
Karl Chevrolet	Tahoe Purchase	41,407.00
KB Sprinklers	Improvements	117.15
Knife River	Asphalt Repairs	5,488.56
Lace Rentals	Rentals	430.00
MC&R Pools	Supplies	2,908.22
Midwest Turf & Irrigation	Repairs	2,098.36
Modern Woodman	Insurance	2,379.94
Oakridge Nursery	April 2023 Tree Vouchers	4,907.65
Palisades Oil	Fuel	2,723.19
Pepsi-Cola	GC Resale	520.38
Performance Press	Supplies	140.00
Public Safety Equipment	Hired Repairs	476.50
Republic National Distributing Company	GC Resale	560.70
Roto Rooter	Hired Repairs	305.00
Safe N Secure	Hired Repairs	255.00
SD Dept of Health	Water Testing	225.00
SD Division of Motor Vehicles	License & Registration	53.40
SD Golf Association	Dues	433.00
SD Public Assurance Alliance	Insurance	173,976.62
Sioux Falls Film Solutions	Police Window Tint	149.10
Sioux Falls Networks	Software/Upgrades	6,755.90
Sioux Falls Utilities	Utilities	119,267.64
Sioux Valley Energy	Utilities	38,154.39
Sirchie Finger Print Labs	Safety Supplies	64.40
SiteOne Landscape	Repairs	1,258.78
Staples	Supplies	1,141.08
Stockwell Engineers	Water Tower Constructions	8,161.55
Sturdevant's	Supplies	678.94

Titleist	GC Resale	1,623.91
Two Way Solutions	Supplies/Repairs	264.48
Van Diest Supply	Supplies	2,214.20
Verizon	Utilities	609.84
Verizon	Utilities	620.15
Wellmark BC/BS	Insurance	79,180.82
Zimco Supply	Chemicals	25,301.10
City Administration	May 25, 2023 Payroll	4,129.37
Finance Officer	May 25, 2023 Payroll	5,918.27
Government Buildings	May 25, 2023 Payroll	140.28
Engineer	May 25, 2023 Payroll	3,971.33
Police	May 25, 2023 Payroll	30,125.30
Building Inspections	May 25, 2023 Payroll	3,936.85
Street Department	May 25, 2023 Payroll	6,754.96
Summer Recreation	May 25, 2023 Payroll	183.83
Pool	May 25, 2023 Payroll	950.93
Park Department	May 25, 2023 Payroll	8,553.53
Economic Development	May 25, 2023 Payroll	2,242.65
Water Department	May 25, 2023 Payroll	10,754.51
Sewer Department	May 25, 2023 Payroll	5,612.48
Golf Course Grounds	May 25, 2023 Payroll	11,668.98
Golf Course Lounge	May 25, 2023 Payroll	5,760.67
Golf Course Pro Shop	May 25, 2023 Payroll	6,282.76
Golf Course Community Room	May 25, 2023 Payroll	836.06
941 Payroll Taxes	May 25, 2023 Payroll	32,492.15
SD Retirement System Supplemental	May 25, 2023 Payroll	1,267.50
TASC Flex Plan	May 25, 2023 Payroll	1,152.82
Accounts Management	May 25, 2023 Payroll	75.00
SD Retirement System	May 2023 Payroll	31,367.20

Alderman Kull moved Alderman Jorgenson seconded to approve the consent calendar which contained the following items: a wage adjustment for Micha Henning, to step 14-8 on the wage scale, \$33.18 per hour, effective June 6, 2023; a wage adjustment for Daniel Francis, to step 13-5 on the wage scale, \$28.92 per hour, effective June 10, 2023; a wage adjustment for Zachery Kieffer, to step 13-5 on the wage scale, \$28.92 per hour, effective June 10, 2023; a wage adjustment for Troy Hillman, to step 10-12 on the wage scale, \$28.38 per hour, effective June 11, 2023; a wage adjustment for Ava Mitzel, \$16.50 per hour, effective June 5, 2023 and a wage adjustment for Bella Anders, \$16.50 per, effective June 5, 2023. Motion carried.

Lisa Marso, 1325 S Parkview Pl, Chair of Brandon's 50th Anniversary Celebration was present to give the council an update on the events happening. The celebration is July 21-23, 2023. A flyer of events was presented.

DOUBLE D SALOON REQUEST FOR ONE DAY LIQUOR LICENSE

Alderman Steen moved Alderman Lawrence seconded to approve the request from Double D

Saloon for a one-day liquor license for the July 22, 2023 Block Party to be held along E. Dogwood Street between S. Main Avenue and the railroad tracks. Motion carried.

ORDINANCE #683

A public hearing was held, as advertised, to consider Ordinance #683. Alderman Jorgenson moved Alderman Johnson seconded to give first reading to Ordinance #683: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-21-1(B), AMENDMENTS AND CHANGE OF ZONE, PROCEDURE. A roll call votes showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #684

A public hearing was held, as advertised, to consider Ordinance #684. Alderman Jorgenson moved Alderman Steen seconded to give first reading to Ordinance #684: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-22-4, CONDITIONAL USE PERMITS, EXPIRATION. A roll call votes showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #685

A public hearing was held, as advertised, to consider Ordinance #685. Alderman Steen moved Alderman Johnson seconded to give first reading to Ordinance #685: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY CLARIFYING REGULATIONS AND DEFINITIONS RELATED TO BUSINESSES INVOLVING THE RETAIL SALE OF GASOLINE AND OTHER MOTOR VEHICLE FUELS BY AMENDING CHAPTER 15-8-2, CB: CENTRAL BUSINESS DISTRICT, PERMITTED USES; CHAPTER 15-10-2, GB: GENERAL BUSINESS DISTRICT, PERMITTED USES; CHAPTER 15-11-2, LI: LIGHT INDUSTRIAL DISTRICT, PERMITTED USES; CHAPTER 15-12-2, HI: HEAVY INDUSTRIAL DISTRICT, PERMITTED USES; AND CHAPTER 15-23-2, DEFINITIONS, DEFINITIONS. A roll call votes showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #686

A public hearing was held, as advertised, to consider Ordinance #686. Alderman Kull moved Alderman Jorgenson seconded to give first reading to Ordinance #686: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-13-3, IN: INSTITUTIONAL DISTRICT, CONDITIONAL USES; AND CHAPTER 15-23-2, DEFINITIONS, DEFINITIONS. A roll call votes showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #687

A public hearing was held, as advertised, to consider Ordinance #687. Alderman Lawrence moved Alderman Johnson seconded to give first reading to Ordinance #687: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING

ORDINANCE BY AMENDING CHAPTER 15-13-3, IN: INSTITUTIONAL DISTRICT, CONDITIONAL USES; AND CHAPTER 15-23-2, DEFINITIONS, DEFINITIONS. A roll call votes showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #688

A public hearing was held, as advertised, to consider Ordinance #688. Alderman Johnson moved Alderman Steen seconded to give first reading to Ordinance #688: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-11-10, LI: LIGHT INDUSTRIAL DISTRICT, LOT AND YARD REGULATIONS. A roll call votes showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

ORDINANCE #682

Alderman Jorgenson moved Alderman Kull seconded to give second reading to Ordinance #682: 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. Brian Jackson, VanBuskirk Companies was present for discussion. Greg Lacey, 108 W Granite St was present for discussion. Sara Travis, 101 W Stone St was present for discussion. Wendy Lacey, 108 W Granite St was present for discussion. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Steen aye. Lawrence nay. Motion carried.

HIRE SEASONAL STAFF

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

Community Room:
Will Peterson, \$12.00 per hour

HIRE SAFETY TOWN TEACHER

The Parks & Recreation Committee report was heard. Alderman Lawrence moved Alderman Steen seconded to approve the hiring of Vickie David as the Safety Town Teacher for 2023. Motion carried.

REQUEST TO SELL CONCESSIONS AT THE POOL

A request was received from Tina Feenstra, 625 E. Switch Grass Trail, to sell concessions at the Brandon Pool, 2-3 days a week during the hours of 1pm-5pm. They would set up a tent and table and sell pre-packaged candy and snacks. The Park Advisory Committee made recommendation for approval at their May 17, 2023 regular meeting. Alderman Steen moved Alderman Lawrence seconded to approve the request with a set up location on the north or west side of the pool house. Motion carried.

2024 MILES FOR MUTTS

Alderman Jorgenson moved Alderman Steen seconded to approve the request from Jayme Smid, Anytime Fitness, to hold their annual Miles for Mutts on Sunday, May 5, 2024 at Aspen Park. Motion carried.

POLICE INTERNS

Alderman Jorgenson moved Alderman Kull seconded to approve Cole Menholt and Madison Ziebarth for unpaid interns in the police department. Approval needed to add to workman's compensation. Motion carried.

BETHANY MEADOWS FIREWORKS REQUEST

The Public Safety Committee report was heard. Alderman Lawrence moved Alderman Steen seconded to approve the request from Bethany Meadows to host a fireworks display for their residents on Thursday, July 6, 2023 at dusk. Motion carried.

ASPEN RIDGE DEVELOPMENT CONCEPT PLAN

The Administration Committee report was heard. A concept plan was presented for Aspen Ridge Development. Developer, Russ Atkins of Christensen Development Partners, LLC was present for discussion. Jake Morris, DRG Engineering, was present for discussion. The Ellis and Eastern Railroad was brought up in discussion. The railroad may start up using the rail again at some point in the future. No action required. Motion carried.

REQUEST FOR EXTENSION OF SALES TAX REBATE

Alderman Jorgenson moved Alderman Steen seconded to approve the request from Henkel US Operations Corporation to extend the tax repayment period 12 more months to 7/1/2024 to align with the updated project schedule. The repayment is for equipment only. Motion carried.

REQUEST TO SHARE DUST CONTROL COSTS WITH BRANDON TOWNSHIP

The Streets Committee report was heard. A request was received from the Brandon Township to share the costs of dust control along E. Redwood Blvd. and N. Chestnut Blvd. Scott Tripp, Supervisor of Brandon Township was present for discussion. Alderman Kull moved Alderman Steen seconded to approve the request as presented. Motion carried.

IRONWOOD EXTENSION

Discussion was held on options to special assess the extension of E. Ironwood Street. No action taken.

RUSHMORE PHASE 2 PROJECT – EASEMENT

Alderman Jorgenson moved Alderman Johnson seconded to approve the permanent utility easement for the Rushmore Area Reconstruction Project – Phase 2, as presented. Motion carried.

CORE AREA PHASE 2B DESIGN – SIDEWALK ON ASPEN BLVD.

Discussion held on adding a 5' shared use path on the north side of E. Aspen Blvd, from S. Main Avenue to S. 3rd Avenue as part of the Core Area Reconstruction Phase 2B design. Alderman

Steen moved Alderman Johnson seconded to approve the addition of a 5' wide sidewalk as presented. Motion carried.

HOLLY BLVD XERISCAPING MAINTENANCE PROPOSAL

Alderman Jorgenson moved Alderman Lawrence seconded to approve the maintenance assistance agreement between the City of Brandon and Oakridge Nursery & Impact Landscaping Design as presented. Motion carried.

At 7:55 p.m. on a motion by Alderman Kull seconded by Alderman Johnson the meeting was adjourned. Motion carried.

Christina Smith
Finance Officer

Barb Fish
Chairperson