

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on June 17, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Bruce Johnson, David Kull, Kevin Lawrence, Randy Marso, Colin Steen and Mayor Harry Buck. Barb Fish was present via conference call. 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; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

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

Alderman Kull moved Alderman Johnson seconded to approve the minutes of the May 30, 2024 briefing meeting and the minutes of the June 3, 2024 regular meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AJ Spirit Wear	Supplies	380.00
Alliance	Utilities	2,915.56
Alternative HR	Monthly Contract	3,835.42
Amanda Fraser	Summer Rec Trip	85.00
Amazon	Supplies	34.03
Ambush	Safety Town Supplies	463.04
Baycom	Supplies	4,881.00
Beal	GC Resale	1,797.15
Blaine's	Hired Repairs	137.95
Border States	Repairs	2,509.50
Bo's Sprinklers	Professional Services	3,644.00
Boyce	Professional Services	2,920.00
Brandon Ace Hardware	Misc. Supplies	4,149.69
Brandon Lumber	Supplies	882.96
Brandon Valley Media Group	Publications	2,026.11
BV School District	Fuel	5,640.42
Cardmember Services	Misc. Expenses	6,598.98
Cash-WA	GC Resale	1,210.13
Catalyst	Monthly Contract	5,715.28
Century Business	Supplies	349.91
Coca Cola	Rental	50.00
Corson Village	Reimbursement	846.06
Culligan	Utilities	221.10
Dakota Beverage	GC Resale	1,698.00
Dakota Supply	Supplies	313.39
Dudley/Appearra	GC Linens	377.96
Duke	Rental	148.20
Girton	Supplies	62.50

Graham	Supplies	584.00
Hawkins	Chemicals	252.33
Incode/Tyler	Time Management	4277.50
Interstate Office Products	Supplies	204.25
Jack's Uniform	Uniform Supplies	92.85
Johnson Bros	GC Resale	4,228.62
Journey Group	Professional Services	512,130.97
Knife River	Repairs	1,664.64
Lacey Rental	Rental	135.00
Med-Star	Monthly Contract	4,166.67
MidAmerican Energy	Utilities	841.12
Minnehaha Community	Utilities	148.00
Minnehaha County	Supplies	90.00
Oakridge	Hired Repairs	169.39
Olson's	Monthly Contract	135.00
Pepsi	GC Resale	619.65
PrairieSons	Hired Repairs	673.47
QPS	Utility Bill Processing	3,460.64
R&L Supply	Supplies	126.65
Revier Pressure Washer	Supplies	82.00
ROCS	Reimbursement	13,132.29
Safe N Secure	Supplies	117.64
Sam's Club	GC Resale/Membership	1,361.97
Scott VanWestern	Reimbursement	70.00
SD Association of Code Enforcement	Dues	50.00
SD Dept of Revenue	Sales Tax	16,912.28
SD Public Assurance	Insurance	191.18
SF Utilities	Utilities	119,118.23
Sidney VanHorn	Reimbursement	336.30
Sioux Valley	Utilities	2,388.25
Small Lot	GC Resale	554.50
Southern Glazer's	GC Resale	687.64
Staples	Supplies	298.01
Stockwell	Water Towers	770.90
Sturdevant's	Supplies	1,402.24
Summit	Rental	48.50
Sunshine	GC Resale/Pool Supplies	1,457.83
T & R Contracting	Professional Services	58,085.88
Titan	Supplies	127.90
Titleist	GC Resale	570.03
Tony's Catering	GC Catering	2,093.85
Toro	Monthly Contract	229.00
United Lab	Supplies	370.75
Verizon	Utilities	650.86
VFW Post 4726	2nd Quarter	1,500.00
Xcel Energy	Utilities	3,757.10
Xcel Energy	Utilities	2,506.48
City Administration	June 6, 2024 Payroll	4,340.20

Finance Officer	June 6, 2024 Payroll	6,513.70
Government Buildings	June 6, 2024 Payroll	120.24
Engineer	June 6, 2024 Payroll	4,182.24
Police	June 6, 2024 Payroll	34,697.69
Building Inspections	June 6, 2024 Payroll	4,098.78
Street Department	June 6, 2024 Payroll	7,963.94
Summer Rec	June 6, 2024 Payroll	176.62
Pool	June 6, 2024 Payroll	18,087.77
Park Department	June 6, 2024 Payroll	8,693.68
Economic Development	June 6, 2024 Payroll	2,370.27
Water Department	June 6, 2024 Payroll	10,894.81
Sewer Department	June 6, 2024 Payroll	4,458.49
Golf Course Grounds	June 6, 2024 Payroll	13,592.24
Golf Course Lounge	June 6, 2024 Payroll	7,826.82
Golf Course Pro Shop	June 6, 2024 Payroll	7,224.61
941 Payroll Taxes	June 6, 2024 Payroll	38,535.42
SD Retirement Supplemental	June 6, 2024 Payroll	1,527.50
TASC Flex Plan	June 6, 2024 Payroll	1,175.43
Accounts Management	June 6, 2024 Payroll	75.00

Alderman Kull moved Alderman Lawrence seconded to approve the consent calendar which contained the following items: a plat of Lots 4A & 5 in Tract 3 of Burkman Industrial Park 2nd Addition and a plat of Tract 3A Bosch 2nd Addition. Motion carried.

ORDINANCE #709

A public hearing was held, as advertised, to consider Ordinance #709. Alderman Steen moved Alderman Johnson seconded to give first reading to Ordinance #709: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-6-3, R-3: HIGH DENSITY RESIDENTIAL DISTRICT, CONDITIONAL USES; AND CHAPTER 15-6-11, R-3: HIGH DENSITY RESIDENTIAL DISTRICT, LOT AND YARD REGULATIONS. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

CAMERA SYSTEM QUOTE

The Golf Course Committee, Parks & Recreation Committee and Public Safety Committee reports were heard. Police Chief Jamie Steffel was present for discussion. Alderman Lawrence moved Alderman Marso seconded to approve the quote from Integrated Technology & Security for the City Camera Project at a cost of \$51,973.89. Motion carried.

RESOLUTION #23-24

The Administration Committee report was heard. Alderman Kull moved Alderman Steen seconded to approve Resolution #23-24 which adopts the 2025-2029 Capital Improvement Plan. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

**RESOLUTION #23-24
ADOPTING THE 2025 – 2029 CAPITAL IMPROVEMENTS PLAN**

WHEREAS, the Brandon City Council and city staff have identified and prioritized capital improvement projects for the years 2025 through 2029; and

WHEREAS, the Capital Improvements Plan shall serve as a guide for future capital projects for 2025 through 2029; and

WHEREAS, the Capital Improvements Plan is based upon revenue and expenditure projections and may be subject to change in the future that may have an impact of future projects contained in the plan; and

WHEREAS, it is the intent of the Brandon City Council to review actual revenues, expenditures and capital projects on an annual basis and to make appropriate adjustments to the Capital Improvements Plan based on actual year end financials.

NOW THEREFORE BE IT RESOLVED by the Brandon City Council that the 2025-2029 Capital Improvements Plan, attached hereto, is hereby adopted.

BE IT FURTHER RESOLVED that the Capital Improvements Plan will be reviewed on an annual basis once actual year end financials are available for the prior fiscal year.

BE IT FURTHER RESOLVED that if the financial position of the City improves the Parks Department and city buildings shall receive priority when considering additional projects to include in any future Capital Improvement Plans.

Adopted this 17th day of June 2024.

Harry Buck, Mayor

ATTEST:

Christina Smith, Finance Officer

BLOCK PARTY REQUEST

Alderman Lawrence moved Alderman Johnson seconded to approve the block party request from Barbi Roberts for June 29, 2024 in the 700 & 800 blocks of N. Copper Avenue. Motion carried.

MILL & OVERLAY PROJECT CHANGE ORDER #1

The Streets Committee report was heard. Alderman Johnson moved Alderman Steen seconded to approve change order #1 to Black Top Paving in the amount of \$27,999.00 for the Burkman Industrial Park mill & overlay project. Motion carried.

MILL & OVERLAY PROJECT CHANGE ORDER #2

Alderman Marso moved Alderman Johnson seconded to approve change order #2 to Black Top Paving in the amount of \$36,068.00.00 for the Burkman Industrial Park mill & overlay project. Motion carried.

MILL & OVERLAY PROJECT PAY APPLICATION

Alderman Steen moved Alderman Johnson seconded to approve pay application #1 to Black Top Paving in the amount of \$512,130.97 for the Burkman Industrial Park mill & overlay project. Motion carried.

SWEEPING CONTRACT WITH SDDOT

Alderman Kull moved Alderman Marso seconded to approve the 3-year contract with the SDDOT for the street sweeping in the Village of Corson. Motion carried.

EXIT 406 PROJECT PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Johnson moved Alderman Lawrence seconded to approve pay application #2 to T&R Contracting, Inc. in the amount of \$58,085.88 for the Exit 406 city utility improvements project. Motion carried

At 6:28 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