

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on June 20, 2022 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, Tim Jorgenson, David Kull, Colin Steen and Mayor Harry Buck. Jack Parliament was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

Aldermwoman Clark moved Alderman Steen seconded to approve the agenda. Motion carried.

Alderman Kull moved Aldermwoman Clark seconded to approve the minutes of the June 2, 2022 briefing meeting; the minutes of the June 6, 2022 regular meeting and the minutes of the June 13, 2022 special meeting. Motion carried.

Aldermwoman Fish moved Alderman Steen seconded to approve the following claims.

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
A-1 Pumping	Utilities	300.00
AB Contracting	Water Tower	30,701.00
Alternative HR Development	HR Services	3,350.00
AM Conservation Group	Water Conservation	1,185.13
Ambush Apparel	Clothing Supplies	719.50
American Engineering Testing Inc	Professional Services	382.40
Asphalt Surfacing Company	Improvements	489,194.24
Avera Medical Group AMG	Professional Services	57.75
Avera Medical Group Sioux Falls	Professional Services	187.00
Beal Distributing	GC Resale	2,777.65
Big Al's Contracting	Improvements	190,184.93
Bioverse	Safety Supplies	1,707.00
Border States Electric	Supplies	24.40
Brandon Ace Hardware	Supplies	962.15
Brandon Lumber Co	Repairs	888.79
Brandon Valley Media Group	Publications	2,016.38
Brandon Valley School District	Fuel	5,743.57
C&R Supply	Repairs	386.52
Carmen Moeller	Reimbursement	325.85
Century Business Products	Supplies	302.41
Cintas	Supplies	636.62
Clark Engineering	Improvements	3,242.96
Coca Cola	Beverages	250.00
CRA Payment Center-Titan Machinery	Supplies	525.50
Dakota Beverage	Beverages	2,073.15
Dakota Data Shred	Supplies	62.96
Dakota Fluid Power	Repairs	178.31
Daniel Francis Jr	Reimbursement	136.56

Direct Technologies	Software	841.12
DirectTV	Utilities	162.98
EnviroMaster	Supplies	121.00
Fastenal Company	Supplies	295.17
Ferguson Waterworks	Water Meters	41,297.70
Flower Mill	Flowers	50.00
FNB-Cardmember Services	Supplies/Software	10,613.83
Geotek Engineering	Professional Services	1,602.00
Great Bear Sand and Gravel	Repairs	815.12
Hach Company	Supplies	763.76
Hawkins Water Treatment	Chemicals	16,100.88
HDR Engineering	Professional Services	40,764.63
I&S Group	Hired Repairs	2,630.00
Interstate Office Products	Improvements	18,666.38
IS Restaurant Design	Hired Repairs	576.52
Jack's Uniform & Equipment	Safety Supplies	680.52
Jackson Hegg	Reimbursement	294.95
Johnson Brothers Famous Brands	GC Resale	1,068.82
Knife River	Repairs	2,323.75
Lacey Rentals	Rentals	250.00
Landscapes Unlimited	Improvements	213,511.48
Lucas Johnson	Reimbursement	331.00
Malloy Electric Bearing Supply	Supplies	37.37
Marv's Sanitary Service	Utilities	961.50
MC&R Pools	Supplies	48.51
Med Star Paramedic Ambulance	Ambulance	4,166.67
MidAmerican Energy	Utilities	1,718.03
Miller & Sons Golf Cars	Lease	200.00
Minnehaha County Register of Deeds	Plat Copies	92.00
Mryl & Roy's Paving	Repairs	11,867.65
Oakridge Nursery & Landscaping	Improvements	3,341.02
Palisades Oil Co	Fuel	7,495.80
Palisades Propane Inc	Propane	1,474.54
Pepsi Cola	Beverages	366.49
Performance Press	Clothing Supplies	46.50
Philip Youngdale	Professional Services	75.00
Pitney Bowes-Lease	Quarterly Lease	181.23
Pitney Bowes-Postage	Postage	750.00
PrairieSons Inc	Improvements	41,016.78
Qualified Presort Services	Utility Billing	3,652.94
R&L Supply	Supplies	106.68
Republic National Distributing Company	GC Resale	496.17
Runnings Supply	Supplies	249.99
Rural Office of Community Services	Transit	12,442.87
Sam's Club	GC Resale	904.78
SD Municipal League	Dues	50.00
SD One Call	Locate Tickets	415.52
SD Public Assurance Alliance	Insurance	168,560.74

Shanna Nustad	Reimbursement	326.88
Shelley Santos	Reimbursement	40.00
Sioux Falls Area Humane Society	Monthly Service	507.74
Sioux Falls Networks	Software	355.00
SiteOne Landscape Supply	Irrigation Repairs	629.03
Soukup Construction	Improvements	924,182.46
South Dakota Department of Revenue	Sales Tax	9,100.57
Splitrock Landscaping & Nursery	Improvements	14,050.00
Staples Advantage	Supplies	880.81
Streicher's	Safety Supplies	37.98
Sturdevant'ss	Supplies	181.86
Summit Fire Protection	Rentals	90.00
Sunshine	GC Resale	260.74
Sysco Lincoln	GC Resale	3,180.24
Titleist	GC Resale	2,784.74
Tom's Backhoe Service	Improvements	531,136.80
Tony's Catering	Catering	1,897.55
Toro	Monthly Service	229.00
Tyson Newton	Reimbursement	53.20
United Laboratories	Supplies	303.27
Valley Springs Body Shop	Hired Repairs	4,500.51
Verizon Wireless	Utilities	527.85
VFW Post 4726	Rentals	1,500.00
Xcel Energy	Utilities	2,746.08
Xcel Energy	Utilities	2,841.46
Xcel Energy	Utilities	3,653.73
Xcel Energy	Utilities	3,146.12
Zimzo Supply	Supplies	204.00
First National Bank Trust Department	2018 GC Loan	1,124.98
City Administration	June 9, 2022 Payroll	3,737.41
Finance Officer	June 9, 2022 Payroll	5,681.35
Government Buildings	June 9, 2022 Payroll	64.64
Engineer	June 9, 2022 Payroll	3,468.58
Police	June 9, 2022 Payroll	28,622.24
Building Inspections	June 9, 2022 Payroll	3,517.14
Street Department	June 9, 2022 Payroll	5,925.82
Rec Center	June 9, 2022 Payroll	405.19
Pool	June 9, 2022 Payroll	16,364.22
Park Department	June 9, 2022 Payroll	9,126.49
Economic Development	June 9, 2022 Payroll	1,942.66
Water Department	June 9, 2022 Payroll	9,162.43
Sewer Department	June 9, 2022 Payroll	3,331.93
Golf Course Grounds	June 9, 2022 Payroll	11,323.51
Golf Course Lounge	June 9, 2022 Payroll	5,319.63
Golf Course Pro Shop	June 9, 2022 Payroll	6,191.13
Golf Course Community Room	June 9, 2022 Payroll	933.72
941 Payroll Taxes	June 9, 2022 Payroll	32,734.32
SD Retirement System Supplemental	June 9, 2022 Payroll	1,152.50

TASC Flex Plan	June 9, 2022 Payroll	1,064.63
Accounts Management	June 9, 2022 Payroll	75.00

Valerie Hicks, White, SD, was present to discuss holding a fundraiser at McHardy Park to raise money for medical expenses for a local family.

SPECIAL EVENT ALCOHOL LICENSE

A public hearing was held, as advertised, to consider a special event alcohol license for Wilde Prairie Winery at 1200 E. Birch Street on the following dates: June 25, 2022; July 2, 9, 16, 23, 30, 2022; August 6, 13, 20, 27, 2022; September 3, 10, 17, 24, 2022. Alderman Kull moved Alderwoman Clark seconded to approve the special event alcohol license, as presented. Motion carried.

BV CHAMBER OF COMMERCE 2023 FUNDING REQUEST

Bob Logan, BV Area Chamber of Commerce Chair, was present for discussion. Bob made a request for the annual financial support from the City of Brandon, in the amount of \$75,000.00 No action required, in the budget for 2023.

ORDINANCE #658

Alderman Jorgenson moved Alderman Steen seconded to give second reading to Ordinance #658: 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. Motion carried.

GOLF COURSE FLOOD REPAIR PAY APPLICATION

The Golf Course Committee report was heard. Alderman Kull moved Alderwoman Clark seconded to approve pay application #2 to Landscapes Unlimited in the amount of \$213,511.48 for the Golf Course flood repair project. Motion carried.

REQUEST FOR FUNDRAISER AT MCHARDY PARK

The Parks & Recreation Committee report was heard. A request was received from Valerie Hicks to hold a fundraiser at McHardy Park to raise money for a local family to help with medical expenses. Alderwoman Fish moved Alderman Jorgenson seconded to approve the request, as presented. Motion carried.

SALARY REVIEW AND ADJUSTMENT

The Public Safety Committee report was heard. Alderwoman Clark moved Alderman Steen seconded to approve the annual salary adjustment for Kevin Krohn, to step 13-2 on the wage scale, \$24.72 per hour, effective July 5, 2022. Motion carried.

### SALARY REVIEW AND ADJUSTMENT

Alderman Clark moved Alderman Steen seconded to approve the annual salary adjustment for Joseph Reagan, to step 13-2 on the wage scale, \$24.72 per hour, effective July 5, 2022. Motion carried.

### BETHANY MEADOWS FIREWORKS REQUEST

Alderman Clark moved Alderman Jorgenson seconded to approve the request, as presented, from Bethany Meadows to host a fireworks display for their residents on July 8, 2022. Motion carried.

### COMMUNICATIONS REPORT

The Administration Committee report was heard. 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.

### MIDWEST LAND SURVEYING PROPOSAL

Alderman Kull moved Alderman Steen seconded to approve the proposal from Midwest Land Surveying for the re-platting of City properties, not to exceed \$30,000.00. Motion carried.

### ENGINEERING DESIGN STANDARDS – CHAPTER 1

A draft of Engineering Designs Standards – Chapter 1 was presented for review. No action required at this time.

### ENGINEERING DESIGN STANDARDS – CHAPTER 2

A draft of Engineering Designs Standards – Chapter 2 was presented for review. No action required at this time.

### CURB & SIDEWALK PROJECT PAY APPLICATION

The Streets Committee report was heard. Alderman Jorgenson moved Alderman Clark seconded to approve pay application #1 to Big Al's Concrete in the amount of \$190,184.93 for the curb & sidewalk project. Motion carried.

### RUSHMORE PROJECT PAY APPLICATION

Alderman Jorgenson moved Alderman Steen seconded to approve pay application #9 & final to Asphalt Surfacing Co. in the amount of \$489,194.24 for the Rushmore Area Reconstruction Project. Motion carried.

### WATER TOWER PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Clark moved Alderman Steen seconded to approve pay application #12 to AB Contracting LLC. in the amount of \$30,701.00 for the water tower project. Motion carried.

### WESTSIDE SANITARY PROJECT PAY APPLICATION

Alderman Fish moved Alderman Clark seconded to approve pay application #2 to Tom's

Backhoe Service, Inc. in the amount of \$531,136.80 for the westside sanitary project. Motion carried.

WATER METER REPLACEMENT PROJECT PAY APPLICATION

Alderwoman Clark moved Alderman Steen seconded to approve pay application #2 & final to Ferguson Enterprises, LLC. in the amount of \$38,003.25 for the water meter replacement project. Motion carried.

RESOLUTION #17-22

Alderwoman Clark moved Alderman Steen seconded to approve Resolution #17.22. A roll call vote showed Clark, Fish, Jorgenson, Kull, Parliament, Steen aye. Motion carried.

**RESOLUTION NO. 17-22**

**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 reconstruction to the Rushmore Street Area Phase 2, 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 \$2,750,000 to 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 20<sup>th</sup> day of June, 2022.

APPROVED:

\_\_\_\_\_  
Mayor  
City of Brandon

(Seal)

Attest: \_\_\_\_\_  
City Finance Officer

RESOLUTION #18-22

Alderman Clark moved Alderman Jorgenson seconded to approve Resolution #18-22. A roll call vote showed Clark, Fish, Jorgenson, Kull, Parliament, Steen aye. Motion carried.

**RESOLUTION NO. 18-22**

**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 reconstruction to the Rushmore Street Area Phase 2, including but not limited to the Water 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 \$1,861,000 to 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 20<sup>th</sup> day of June, 2022.

APPROVED:

\_\_\_\_\_  
Mayor  
City of Brandon

(Seal)

Attest: \_\_\_\_\_  
City Finance Officer

RESOLUTION #19-22

Alderman Kull moved Alderman Steen seconded to approve Resolution #19-22. A roll call vote showed Clark, Fish, Jorgenson, Kull, Parliament, Steen aye. Motion carried.

**RESOLUTION NO. 19-22**

**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 Bethany 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 \$3,625,000 to 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 20<sup>th</sup> day of June, 2022.

APPROVED:

\_\_\_\_\_  
Mayor  
City of Brandon

(Seal)

Attest: \_\_\_\_\_  
City Finance Officer

PRESSURE REDUCING VALVE PROJECT PAY APPLICATION

Alderman Jorgenson moved Alderman Steen seconded to approve pay application #2 to PrairieSons, Inc. in the amount of \$41,016.78 for the pressure reducing valve project. Motion carried.

WATER TREATMENT PLANT EXPANSION

Alderwoman Clark moved Alderman Steen seconded to approve the Communications Plan and Proposal from AE2S for the Water Treatment Plant expansion project, as presented. Motion carried.

Alderman Kull moved Alderwoman Clark seconded to approve the Materials Testing Proposal

from GeoTek for the Water Treatment Plant expansion project, as presented. Motion carried.  
Alderman Steen moved Alderman Jorgenson seconded to approve the contract for Construction Administration with AE2S for the Water Treatment Plant expansion project, as presented. Motion carried.

AGREEMENT WITH SD GFP FOR SEWER SERVICE AT BIG SIOUX REC AREA

Alderman Kull moved Alderwoman Clark seconded to approve the agreement with SD Game, Fish and Parks for sewer service at the Big Sioux Recreation Area, as presented. Motion carried.

At 6:42 p.m. on a motion by Alderwoman Clark seconded by Alderman Kull the meeting was adjourned. Motion carried.

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Melissa Labahn  
Municipal Recording Clerk

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Harry Buck  
Mayor