

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on July 15, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Kevin Lawrence, Colin Steen and Mayor Harry Buck. Randy Marso 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; Golf Course Manager, Andrew Bauer and Public Works Director, Rollie Hoeke. Absent: David Kull.

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

Alderwoman Fish moved Alderman Johnson seconded to approve the minutes of the June 27, 2024 briefing meeting and the July 1, 2024 regular meeting. Motion carried.

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

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
Ace Hardware	Supplies	1,371.94
Aflac	Insurance	801.61
AG Customs	Professional Services	13,750.00
All Star Pro Golf	GC Resale	1,128.51
Alliance	Utilities	3,223.49
Alternative HR	Monthly Contract	3,835.42
Amazon	Supplies	55.90
American Fence	Hired Repairs	3,765.31
AMG	Professional Services	100.16
Anna Kooistra	Reimbursement	40.00
ATCO International	Supplies	86.00
Bioverse	Supplies	1,640.07
Blaine's	Hired Repairs	163.16
Border States Electric	Improvements	324.46
Boyce	Monthly Contract	3,450.00
Brandon Lumber	Supplies	747.60
BV Media Group	Publications	638.49
BV School District	Fuel	3,711.13
Catalyst	Monthly Contract	5,640.40
Century Business	Supplies	329.32
Coca Cola	GC Resale	146.00
Coffee Cup	Fuel	610.40
Core & Main	Supplies	533.38
Culligan	Utilities	206.50
Dakota Beverage	GC Resale	1,753.25
Dakota Data Shred	Rentals	33.92
Dakota Fluid Power	Supplies	85.82
Dakota Supply Group	Repairs	234.45

Dalsin	Hired Repairs	843.45
Deere & Company	Mower Purchase	7,986.43
DGR	Professional Services	19,396.61
Direct Technologies	Monthly Contract	1,100.74
Dudley/Appeara	Supplies	624.40
Duke Rental	Rentals	400.20
Dust Tex	Supplies	129.40
Enviromaster	Supplies	84.00
Fastenal	Supplies	179.49
FNB Cardmember Services	Misc. Expenses	5,082.27
Geotek Engineering	Professional Services	3,063.00
Grainger	Supplies	540.70
Hawkins	Chemicals	6,998.24
HDR Engineering	Professional Services	40,703.55
Holiday Inn Spearfish	Travel	327.96
Incode	Payroll Software	2,030.00
Innovative Office Solutions	Supplies	393.61
Jack's Uniform	Uniform Supplies	1,850.44
Lacey Rentals	Rentals	270.00
Lone Star Enterprises	Repairs	2,454.77
Med-Star	Monthly Contract	4,166.67
MidAmerican Energy	Utilities	1,555.44
Midwest Alarm	Repairs/Quarterly Dues	392.32
Miller & Sons	Rentals	731.00
Minnehaha Community Water Corp	Utilities	143.50
Newman Traffic	Supplies	312.13
Oakridge Nursery	Hired Repairs	153.99
Opperman	Supplies	2,884.03
Orkin	Monthly Contract	161.99
Palisades Oil	Fuel	2,152.84
Pepsi	GC Resale	763.61
Performance Press	Supplies	118.00
Qualified Presort Services	Utility Bill Processing	3,432.07
R&L Supply	Supplies	269.62
Randall Harkless	Easement	2,650.00
Reiter Enterprises	Rentals	1,380.00
Roto Rooter	Hired Repairs	865.00
SD Dept of Rev	Sales Tax	13,285.62
SD One Call	Locate Tickets	209.44
SD Unemployment Insurance	Insurance	1,043.48
SF Utilities	Utilities	131,387.39
Small Lot	GC Resale	639.60
Soukup	Improvements	370,488.13
Stanek Constructors	Improvements	630,833.67
Staples	Supplies	660.64
Staples Enterprises	Fuel	177.19
Stockwell	Professional Services	12,887.45
Sturdevant's	Supplies	223.76

Summit	Rentals	95.50
Sunshine	GC Resale	565.27
SV Energy	Utilities	2,107.50
Tara James	Reimbursement	80.00
Tessman Company	Supplies	154.00
Titan	Supplies	222.95
Titleist	GC Resale	263.05
Tony's Catering	GC Catering	10,412.81
Toro	Monthly Contract	229.00
Two Way Solutions	Hired Repairs	150.00
US Bank	Bonds	1,200.00
Verizon	Utilities	693.05
Vogel	Hired Repairs	470.00
Xcel Energy	Utilities	2,713.16
Xcel Energy	Utilities	4,455.45
Xtremely Clean LLC	Rev Loan	100,000.00
Zimco	Supplies	1,865.00
US Bank	WTP	737,075.00
US Bank	Core Ph 1	356,025.00
US Bank	Core Ph 2A	217,125.00
US Bank Trust Dept	SRF Loan	64,337.09
US Bank Trust Dept	Big Sioux Lift Station Bond	43,304.01
City Administration	July 3, 2024 Payroll	4,340.20
Finance Officer	July 3, 2024 Payroll	6,521.70
Government Buildings	July 3, 2024 Payroll	145.30
Engineer	July 3, 2024 Payroll	4,182.24
Police	July 3, 2024 Payroll	32,422.33
Building Inspections	July 3, 2024 Payroll	4,289.45
Street Department	July 3, 2024 Payroll	8,765.64
Summer Rec	July 3, 2024 Payroll	3,123.17
Pool	July 3, 2024 Payroll	30,172.50
Park Department	July 3, 2024 Payroll	7,890.84
Economic Development	July 3, 2024 Payroll	2,370.27
Water Department	July 3, 2024 Payroll	10,602.27
Sewer Department	July 3, 2024 Payroll	5,128.08
Golf Course Grounds	July 3, 2024 Payroll	10,089.63
Golf Course Lounge	July 3, 2024 Payroll	4,385.36
Golf Course Pro Shop	July 3, 2024 Payroll	4,863.09
941 Payroll Taxes	July 3, 2024 Payroll	40,425.56
SD Retirement Supplemental	July 3, 2024 Payroll	1,527.50
TASC Flex Plan	July 3, 2024 Payroll	1,175.43
Accounts Management	July 3, 2024 Payroll	75.00

Alderman Lawrence moved Alderman Johnson seconded to approve the consent calendar which contained the following items: a wage adjustment for Tami Jansma, to step 23-8 on the wage scale, \$48.60 per hour, effective July 15, 2024 and a wage adjustment for Mark Schmeling, to step 10-14 on the wage scale, \$30.45 per hour, effective July 15, 2024. Motion carried.

ORDINANCE #710

Alderman Steen moved Alderman Lawrence seconded to give second reading to Ordinance #710: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE FISCAL YEAR 2024. A roll call vote showed Fish, Johnson, Lawrence, Marso, Steen aye. Motion carried.

ORDINANCE #711

Alderman Johnson moved Alderwoman Fish seconded to give second reading to Ordinance #711: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE TO INCLUDE THE AUGUSTA PLACE PLANNED DEVELOPMENT DISTRICT. A roll call vote showed Fish, Johnson, Lawrence, Marso, Steen aye. Motion carried.

CONSTRUCTION ADMINISTRATION CONTRACT WITH ISG

The Golf Course Committee report was heard. Alderman Johnson moved Alderman Steen seconded to approve the construction administration contract amendment with ISG for the Golf Course retaining wall project in the amount of \$115,014.70. Motion carried.

REQUEST FOR COLOR RUN/WALK

The Parks & Recreation Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve the request from Addie Joy, 105 E. Chapelwood Drive, to hold a 5K/1 mile Color Run/Walk on September 8, 2024 from 3pm-8pm at Aspen Park. Motion carried.

HIRE SEASONAL EMPLOYEE

Alderman Johnson moved Alderman Steen seconded to approve the hiring of Dick Woelber as a mower in the Parks Department at a rate of \$16.50 per hour. Motion carried.

CONSUMPTION PERMIT FOR MCHARDY PARK

Alderwoman Fish moved Alderman Lawrence seconded to approve the alcoholic beverage consumption permit application from C&C Manufacturing on July 19, 2024 from 2pm-8pm at McHardy Park. Motion carried.

BACK TO SCHOOL BASH

A request was received from Cindy Wills and Amanda Starzl to hold a Back to School Bash at the Brandon swimming pool on August 8, 2024 to collect donations of school supplies to be dispersed to the Brandon Valley School District. Alderman Johnson moved Alderman Lawrence seconded to approve the request as presented. Motion carried.

REVIEW CHAPTER 17-4-5

The Public Safety Committee report was heard. Current City Ordinance requires all cannabis license holders to retain security footage for 180 days. South Dakota Rule 44:90:01:09 only requires establishments retain for 90 days. It was the consensus of the Council to change our ordinance to align with the State requirements. A draft ordinance will be presented at a future

meeting.

ELECTRIC SCOOTER DISCUSSION

There have been some complaints received from residents about the use of electric scooters in relation to safety of the riders, pedestrians and motorists. Staff will draft some language and present at a future meeting.

CORE PHASE 2B PAY APPLICATION

The Administration Committee and Streets Committee reports were heard. Alderman Lawrence moved Alderman Steen seconded to approve pay application #3 to Soukup Construction in the amount of \$370,488.13 for the Core Area Reconstruction Project – Phase 2B. Motion carried.

WATER TREATMENT PLANT PROJECT PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve pay application #20 to Stanek Constructors in the amount of \$630,833.67 for the water treatment plant project. Motion carried.

At 6:16 p.m. on a motion by Alderman Lawrence seconded by Alderman Steen the meeting was adjourned. Motion carried.

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Melissa Labahn  
Municipal Recording Clerk

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Harry Buck  
Mayor