

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on August 3, 2020 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Vickie David, Barb Fish, Tim Jorgenson, David Kull, Jack Parliament and Mayor Paul Lundberg. Others present were: City Administrator, Bryan H. Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma, Police Chief, Joe Weir; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer and Public Works Director, Rollie Hoeke.

Alderwoman Clark moved Alderman Parliament seconded to approve the agenda. Motion carried.

Alderman Kull moved Alderwoman Clark seconded to approve the minutes of the July 16, 2020 briefing meeting and the minutes of the July 20, 2020 regular meeting. Motion carried.

Alderwoman Fish moved Alderwoman David seconded to approve the following claims. Motion carried.

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
A-1 Septic	Professional Services	375.00
Action Electric	Repairs	1,924.51
AE2S	Professional Services	12,240.83
AFLAC	July Premium	1,253.95
B & B Golf Cars	Repairs	134.95
Batteries Plus	Supplies	49.95
Beal	GC-Resale	1,824.30
Brandon Township	Supplies	4,300.00
Builders Supply Company	Improvements	14,837.00
Bushnell Outdoor Products	GC-Resale	315.70
Butler Machinery Company	Repairs	443.49
C&B Operations, LLC	Repairs	72.95
Champion Tree Service	Professional Services	2,775.00
Coca-Cola/Chesterman	GC-Resale	769.15
Coffee Cup	Fuel	70.87
Confluence	Professional Services	4,088.62
Corson Village Sanitary District	July Refund	1,025.11
Dakota Beverage	GC-Resale	2,487.05
Dakota Fluid Power	Repairs	53.69
Dakota Pump & Control, Inc.	Repairs	2,397.33
Delta Dental of SD	August Premium	2,993.30
Department of Public Safety	Fees	10.00
Direct Automation	Improvements	1,394.90
Division of Motor Vehicles	Supplies	15.00
Duke Aerial Equipment	Rental	342.00
Eastman Appliance Repair, Inc.	Repairs	75.00
EnviroMaster	Supplies	295.00

Fastenal	Supplies	264.39
Ferguson Waterworks	Meters & Supplies	5,790.41
First Rate Excavate	Hired Repairs	3,551.03
Fox Printing & Graphics	Professional Services	157.13
Gillespie Outdoor Power Equipment	Supplies	80.99
Hawkins Water Treatment	Chemicals	4,103.53
HDR Engineering, Inc.	Professional Services	66,646.92
Jack's Uniforms & Equipment	Supplies	177.78
Johnstone Supply	Repairs	599.52
Justice Fire & Safety	Repairs	73.00
Kiesler Police Supply	Equipment	3,812.29
Lacey Rentals, Inc.	Rental	528.00
Med-Star Ambulance	911 Stand-by Payment	4,166.67
Meyer Laboratory, Inc.	Supplies	490.00
Modern Woodmen of America	August Premium	1,867.08
Myrl & Roy's Paving, Inc.	Repairs	3,667.56
NA of School Resource Officers	Fees	40.00
Nordstrom's Automotive	Repairs	225.00
North Central Insurance	Professional Services	50.00
Northern Truck Equipment	Repairs	814.31
Nursery Wholesalers, Inc.	Supplies	53.92
Nyberg's Ace Hardware, Inc.	Supplies	37.97
Off Your Rocker (B&G Milky Way)	Supplies	232.42
Optimal Prime Cleaning Services	Professional Services	3,921.50
Pepsi	GC-Resale	425.35
Republic National Distributing	GC-Resale	1,496.40
SD Dept. of Health	Professional Services	105.00
SD Public Assurance Alliance	Property Insurance	143,824.69
Secretary of State	Professional Services	30.00
Sioux Falls Area Humane Society	Professional Services	263.80
Sioux Falls Film Solutions, LLC	Professional Services	100.00
Sioux Falls Rubber Stamp Works, Inc.	Supplies	23.45
Sioux Valley Energy	Utilities	37,308.03
Stan Houston Equipment Co.	Equipment	1,749.00
Staples Enterprises, Inc.	Fuel	38.55
Sysco	GC-Resale	1,666.37
Titleist	GC-Resale	1,156.60
TSP, Inc.	Improvements	7,425.24
Turfwerks	Repairs	1,166.04
United Laboratories	Supplies	669.95
US Bank	Professional Services	1,100.00
USA Blue Book	Supplies	137.13
Verizon	Utilities	520.84
Wellmark BC/BS	August Premium	57,875.60
Wirtjes Auto Repair	Repairs	2,239.16
Xcel Energy	Utilities	2,680.64
Zabel Steel	Supplies	12.22
Zimco Supply	Supplies	240.00

City Administration	July 23 2020 Payroll	3,397.32
Finance Office	July 23 2020 Payroll	4,306.49
Government Buildings	July 23 2020 Payroll	129.29
Engineer	July 23 2020 Payroll	3,026.01
Police	July 23 2020 Payroll	22,392.39
Building Inspections	July 23 2020 Payroll	3,442.49
Street Department	July 23 2020 Payroll	7,041.44
Park Department	July 23 2020 Payroll	9,294.32
Economic Development	July 23 2020 Payroll	402.63
Water Department	July 23 2020 Payroll	8,370.01
Sewer Department	July 23 2020 Payroll	4,560.76
Golf Course Grounds	July 23 2020 Payroll	8,584.23
Golf Course Lounge	July 23 2020 Payroll	5,356.91
Golf Course Pro Shop	July 23 2020 Payroll	5,671.76
Golf Course Community Room	July 23 2020 Payroll	948.43
941 Payroll Taxes	July 23 2020 Payroll	24,699.53
SD Retirement System	July 23 2020 Payroll	23,068.96
SD Retirement System Supplemental	July 23 2020 Payroll	712.50
TASC Flex Plan	July 23 2020 Payroll	625.00
Accounts Management	July 23 2020 Payroll	75.00
Direct Pay Reimbursement	July 23 2020 Payroll	253.81

ONE-DAY ALCOHOL LICENSE REQUEST

A public hearing was held, as advertised, to consider a one-day alcohol license for Double D Saloon and a request for a street dance on September 12, 2020. Alderwoman Clark moved Alderwoman Fish seconded to approve the one-day alcohol license and street dance agreements, as presented. Motion carried.

2019 DENR SECRETARY’S AWARD FOR DRINKING WATER EXCELLENCE

The City of Brandon was awarded the DENR Secretary’s Award for drinking water excellence, for the 19<sup>th</sup> consecutive year. The following City staff were recognized as system operations specialists: Rollie Hoeke, Donovan Carpenter, Troy Hillman, Dale Kerber, Larry Bixby and Jeramie Olson. No action required.

DESIGN BUILD CONTRACT WITH LANDSCAPES UNLIMITED

The Golf Course Committee report was heard. Alderwoman Fish moved Alderman Parliament seconded to approve the agreement with Landscapes Unlimited for the Phase 1 design build flood damage repair at the Brandon golf course, not to exceed \$192,500.00. Motion carried.

REQUEST FOR ALCOHOL IN MCHARDY PARK

The Parks & Recreation Committee report was heard. Alderman Kull moved Alderman Jorgenson seconded to approve the request from Sarina Roum for a one-day alcoholic beverage consumption permit at McHardy Park on August 8, 2020. A roll call vote showed Clark, Fish, Jorgenson, Kull, Parliament aye; David nay. Motion carried.

SALARY REVIEW AND ADJUSTMENT

Alderwoman Clark moved Alderwoman David seconded to approve the annual salary adjustment for Cory Carlson, to step 21-16 on the wage scale, \$23.71 per hour, effective August 11, 2020. Motion carried.

REQUEST TO SELL CONCESSIONS AT MCHARDY PARK

A request was received from Nasly Paredes, to operate a food truck at McHardy Park Soccer Complex on August 15, August 29 and September 5. Alderman Jorgenson moved Alderman Kull seconded to approve the request, as presented. Motion carried.

MEDSTAR QUARTERLY REPORT

The Public Safety Committee report was heard. Jay Masur, MedStar, was present for discussion. No action required.

SALARY REVIEW AND ADJUSTMENT

Alderwoman Clark moved Alderman Kull seconded to approve the annual salary adjustment for Jamie Steffle, to step 49-15 on the wage scale, \$35.50 per hour, effective August 15, 2020. Motion carried.

LIGHT BAR DONATION

Alderwoman Clark moved Alderman Parliament seconded to approve the surplus light bar donation to Kingsbury County SO, as presented. Motion carried.

PARKING LOT AGREEMENT WITH LEE SCHELLING

The Administration Committee report was heard. Alderman Parliament moved Alderwoman Fish seconded to approve the agreement with Lee Schelling for the properties along W. Holly Blvd., just west of the railroad tracks, for the replacement of the concrete driveway in the amount of \$24,200.00. Motion carried.

HOLLY POND CONCEPT PLAN

A concept plan was presented for Holly Pond Sand Mine. Harold Goeden and Eric Willadsen were present for discussion. Harold wants to mine for sand for approximately 7-10 years, then do a mixed used development. No formal action required.

RESOLUTION #19-20

After further discussion, it was decided to not adopt Resolution #19-20 and continue using existing procedures for mowing complaints.

CURB REPAIR PROJECT BID

The Streets Committee report was heard. Alderman Jorgenson moved Alderwoman Clark seconded to approve the bid from D & K Construction in the amount of \$67,936.50 for the curb repair project. Motion carried.

<u>Company</u>	<u>Bid Amount</u>
605 Companies	\$98,084.00

D & K Construction	\$67,936.50
Dede Construction	\$87,098.00
Black Top Paving	\$99,256.00

DECLARE PLATE PACKER AS SURPLUS

Alderman Fish moved Alderman Jorgenson seconded to declare the Wacker Packer plate packer, SN# 497701158/VPG1550B, as surplus. Motion carried.

TREE WASTE SITE

City staff is currently working on finding a location to offer residents a tree waste site. No further update at this time.

SALARY REVIEW AND ADJUSTMENT

The Water & Sewer Committee report was heard. Alderman Clark moved Alderman David seconded to approve the annual salary adjustment for Mark Schmeling, to step 24-12 on the wage scale, \$23.50 per hour, effective July 20, 2020. Motion carried.

TALLGRASS ADDITION LOW IMPACT DRAINAGE PROJECT

Drainage concerns for the development at the corner of E. Redwood Blvd. and N. Pasque Flower Trail were discussed. Neighboring properties to the west of this development are getting the water & dirt onto their properties. Tami Jansma, City Engineer, got quotes to add an infiltration trench (low impact design (LID) idea) to help with the runoff in this area and made recommendation to award the project to Soukup Construction. Alderman Kull moved Alderman Parliament seconded to approve the project and award the project to Soukup Construction, in the amount of \$49,087.50. Todd & Wendy Ramse, 520 N. Crestview Circle, were present for discussion. A roll call vote showed David, Jorgenson, Kull, Parliament aye; Clark, Fish nay. Motion carried.

Alderman Parliament received a letter from Ryan Dulaney, 612 S. Palmer Drive, concerning the proposed building to be constructed on the east side of town, along with the construction of the new water tower. Ryan has concerns with the proposed building location, being next to their house. No action taken, as this was not on the agenda.

At 7:29 p.m. Alderman Clark moved Alderman David seconded to go into executive session to discuss potential litigation, per SDCL 1-25-2.3. Motion carried. At 7:44 p.m. Mayor Lundberg declared the executive session ended.

At 7:45 p.m. on a motion by Alderman Clark seconded by Alderman Jorgenson the meeting was adjourned.

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Melissa Labahn  
Municipal Recording Clerk

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Paul Lundberg  
Mayor