

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on August 15, 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. 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: None

Alderman Kull moved Alderwoman Fish seconded to approve the agenda. Motion carried.

Alderman Jorgenson moved Alderman Steen seconded to approve the minutes of the July 28, 2022 briefing meeting; the minutes of the August 1, 2022 regular meeting minutes and the minutes of the August 4, 2022 special meeting. Motion carried.

Alderwoman Fish moved Alderman Kull seconded to approve the following claims.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AB Contracting	Equipment	89,996.36
AFLAC	Insurance	865.27
Alliance Communications	Utilities	2,692.73
Alternative HR Development	HR Services	3,647.00
Augusta Irrigation	Improvements	2,785.00
Beal Distributing	GC Resale	1,634.25
Biosolid Bond	Bond	80,970.17
Bioverse	Supplies	1,700.00
Blaine's Service	Hired Repairs	156.03
Bolt's Sprinkler Service	Improvements	839.99
Border States Electric	Improvements	3,849.27
Boyce Law Firm	Professional Services	2,970.00
Brandon Ace Hardware	Supplies	4,420.58
Brandon Lumber	Supplies	58.04
Brandon Valley Area Chamber of Commerce	Biz Bash Booth	125.00
Brandon Valley Media Group	Publications	399.33
Brandon Valley School District	Fuel	6,390.66
Bruce Hess	Refund	403.13
BX Civil & Construction	Hired Services	6,375.00
Carlson & Stewart Refrigeration	Hired Repairs	258.79
Century Business Products	Supplies	242.82
Champion Tree Service	Professional Services	8,750.00
Cintas	Supplies	664.44
Clark Engineering	Improvements	5,046.16
Coca Cola	GC Resale	79.29
Core & Main	Repairs	967.85
Crescent Electric Supply	Repairs	22.79
Culligan Water Conditioning	Utilities	232.05

Dakota Beverage	GC Resale	901.20
Direct Automation	Hired Repairs	412.50
Enviromaster	Supplies	84.00
Ferguson Waterworks	Water Meters	620.31
First National Bank Credit Card	Misc. Expenses	6,162.25
FOP Lodge 1	2022 Dues	1,656.00
Geotek Engineering	Professional Services	2,514.00
Girton Adams Company	Supplies	165.00
Grainger	Supplies	78.60
Hach Company	Supplies	86.45
Hawkins Water Treatment	Supplies	9,290.39
I & S Group	Professional Services	7,115.53
Innovative Office Solutions	Supplies	489.45
Interstate Office Products	Improvements	1,887.14
Interstate Office Products	Supplies	229.70
Jack's Uniforms & Equipment	Equipment	1,508.36
Johnson Brothers Famous Brands	GC Resale	609.60
Knife River	Repairs	6,011.57
Lacey Rentals	Rentals	250.00
Landscapes Unlimited	Improvements	147,565.02
Locators & Supplies	Supplies	454.87
Marv's Sanitary Service	Utilities	787.50
MED-Star Paramedic Ambulance	Monthly Service	4,166.67
Merlyn Bosch	Professional Services	75.00
MidAmerican Energy	Utilities	714.78
Midwest Turf	Supplies	2,148.37
Miller & Sons Golf Cars	Rentals/Repairs	395.08
Minnehaha Community Water Corp	Utilities	127.00
Minnehaha County Register of Deeds	Supplies	60.00
Newman Traffic Signs	Supplies	278.51
Oakridge Nursery	Tree Vouchers	751.40
Orkin	Monthly Service	134.00
Overhead Door	Hired Repairs	279.34
Palisades Oil	Fuel	7,926.07
Performance Press	Supplies	82.00
Pfeifer's Implement	Repairs	111.12
Pitney Bowes	Postage	750.00
Pizza Ranch of Brandon	Catering	93.00
Qualified Presort Service	Utility Billing	3,287.35
Reiter Enterprises	Rentals	4,990.00
Republic National Distributing Company	GC Resale	856.75
Rural Office of Community Services	Transit	20,421.16
Sam's Club	Supplies	365.07
SD DANR-Surface Water Quality Program	Professional Services	200.00
SD Dept of Health	Professional Services	40.00
SD Public Assurance Alliance	Insurance	321.87
Sioux Falls Networks	Software	355.00
Sioux Falls Rubber Stamp Works	Supplies	15.95

Sioux Falls Utilities	Utilities	105,031.01
Small Jobs Only	Hired Repairs	9,000.00
Soukup Construction	Improvements	949,813.86
South Dakota Department of Revenue	Sales Tax	15,875.54
South Dakota Wastewater Association	Dues	260.00
Staples	Supplies	138.19
Sturdevant's Auto Parts	Supplies	167.36
Summit Fire Protection	Rentals	55.00
Sunset Law Enforcement	Equipment	3,558.58
Sunshine	Supplies	847.34
Sure Test	Professional Services	228.50
Sysco	GC Resale	3,158.11
Titan Machinery/Productivity Center	Repairs	1,644.55
Titleist	GC Resale	4,548.35
Tom's Backhoe Service	Improvements	255,117.60
Tony's Catering	Catering	12,098.25
Toro	Monthly Service	229.00
Traffic Control Corporation	Supplies	248.00
Ulteig	Professional Services	2,076.25
Van Diest Supply	Supplies	1,112.00
Vogel Motors	Hired Repairs	496.00
Wirtjes Auto Repair	Hired Repairs	2,026.16
Xcel Energy	Utilities	3,037.30
Zimco Supply	Supplies	42.00
First National Bank Trust Department	Golf Course Loan	1,124.98
Council	August 4, 2022 Payroll	214.05
City Administration	August 4, 2022 Payroll	3,733.93
Finance Officer	August 4, 2022 Payroll	5,650.84
Government Buildings	August 4, 2022 Payroll	64.64
Engineer	August 4, 2022 Payroll	3,714.95
Police	August 4, 2022 Payroll	27,754.39
Building Inspections	August 4, 2022 Payroll	3,534.25
Street Department	August 4, 2022 Payroll	6,408.77
Rec Center	August 4, 2022 Payroll	3,925.25
Pool	August 4, 2022 Payroll	24,500.13
Park Department	August 4, 2022 Payroll	10,047.58
Economic Development	August 4, 2022 Payroll	2,017.55
Water Department	August 4, 2022 Payroll	9,013.03
Sewer Department	August 4, 2022 Payroll	3,359.79
Golf Course Grounds	August 4, 2022 Payroll	10,977.00
Golf Course Lounge	August 4, 2022 Payroll	7,772.89
Golf Course Pro Shop	August 4, 2022 Payroll	7,706.73
Golf Course Community Room	August 4, 2022 Payroll	2,654.18
941 Payroll Taxes	August 4, 2022 Payroll	37,294.19
SD Retirement System Supplemental	August 4, 2022 Payroll	1,152.50
Direct Pay	August 4, 2022 Payroll	1,500.00
TASC Flex Plan	August 4, 2022 Payroll	1,064.63
Accounts Management	August 4, 2022 Payroll	75.00

Alderman Jorgenson moved Alderman Steen seconded to approve the consent calendar which contained the following items: annual salary adjustment for Donovan Carpenter, to step 16-8 on the wage scale, \$35.01 per hour, effective August 24, 2022; a plat of Lot 12A Block 3 Brandon City Original Addition and a plat of Lot 2A Oak Park 3rd Addition. Motion carried.

ORDINANCE #662

A public hearing was held, as advertised, to consider Ordinance #662. Alderwoman Fish moved Alderwoman Clark seconded to give first reading to Ordinance #662: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY DEFINING AND ALLOWING FOR THE LOCATION OF GROUP HOMES BY AMENDING CHAPTER 15-3-2, NRC: NATURAL RESOURCE CONSERVATION DISTRICT, PERMITTED USES; CHAPTER 15-4-2, R-1: LOW DENSITY RESIDENTIAL DISTRICT, PERMITTED USES; CHAPTER 15-5-2, R-2: MEDIUM DENSITY RESIDENTIAL DISTRICT, PERMITTED USES; CHAPTER 15-6-2, R-3: HIGH DENSITY RESIDENTIAL DISTRICT, PERMITTED USES; CHAPTER 15-6-3, R-3: HIGH DENSITY RESIDENTIAL DISTRICT, CONDITIONAL USES; CHAPTER 15-7-2, R-4: MANUFACTURED HOUSING RESIDENTIAL DISTRICT, PERMITTED USES; AND CHAPTER 15-22-2, DEFINITIONS, DEFINITIONS. A roll call vote showed Clark, Fish, Jorgenson, Kull, Steen aye. Motion carried.

SAFE DRINKING WATER AWARDS

The City of Brandon was awarded the Secretary's Award for Drinking Water Excellence for the 21st consecutive year of safe drinking water to the public it serves. The following employees have received the award: Rollie Hoeke, Donovan Carpenter, Troy Hillman, Dale Kerber; Larry Bixby, Jeramie Olson and Dustin Wagner.

ORDINANCE #661

Alderwoman Clark moved Alderman Jorgenson seconded to give second reading to Ordinance #661: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE FISCAL YEAR 2022. A roll call vote showed Clark, Fish, Jorgenson, Kull, Steen aye. Motion carried.

FLOOD RECONSTRUCTION PROJECT

The Golf Course Committee report was heard. Alderman Kull moved Alderman Steen seconded to approve change orders #2 & #3 to Landscapes Unlimited in the amounts of \$55,251.84 & (\$190,958.02), respectively; and pay applications #3 & #4 final to Landscapes Unlimited in the amounts of \$113,601.82 & \$33,963.20, respectively. Motion carried.

RETAINING WALL PROJECT

Alderwoman Clark moved Alderman Steen seconded to approve the Construction Administration Contract with ISG for the golf course retaining wall project, not to exceed \$81,200.00. Motion carried.

NEW EMPLOYEES

Alderman Kull moved Alderman Steen seconded to approve the following new hires for the golf

course. Motion carried.

Community Room: Jack Kloth, \$12.00 per hour; Lauryn Kloth, \$12.00 per hour;
Sydney Reimers, \$12.00 per hour

ALCOHOL CONSUMPTION PERMIT

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderwoman Clark seconded to approve the alcohol consumption permit from Tami Jansma, for August 20, 2022 to be located at McHardy Park from 2:00pm-6:00pm. Motion carried.

PURCHASE MOSQUITO SPRAYER

Alderwoman Fish moved Alderman Jorgenson seconded to approve the purchase of a mosquito fogger from Vesperis in the amount of \$13,250.00. Motion carried.

COMMUNICATIONS REPORT

The Public Safety Committee and Administration Committee reports were heard. A communications report was presented showing dates that messages were sent to the public via Textedly, Facebook, mailings and BV Journal articles. Alderwoman Clark requested that a textedly alert be sent prior to mosquito spraying. No action required.

RESOLUTION #23-22

The Public Safety Committee and Administration Committee reports were heard. Alderman Steen moved Alderwoman Clark seconded to approve Resolution #23-22. A roll call vote showed Clark, Fish, Jorgenson, Kull, Steen aye. Motion carried.

RESOLUTION # 23-22 SPECIAL ALCOHOL BEVERAGE LICENSES AND FEES

WHEREAS, Brandon Municipal Ordinance #2-2-2 states: “It shall be unlawful for any person to possess or consume any alcoholic beverage in any public place within the corporate limits of the City of Brandon or within one mile of the corporate limits, except that possession and consumption will be lawful within the confines of (1) a licensed on-sale establishment as provided by law and possession will be lawful with any package that is properly sealed in accordance to §2-2-1, above; or (2) a special permit issued by the City Council.”

WHEREAS, SDCL 35-4-124 states: “The municipality or county may issue a license under this section for a time not to exceed fifteen consecutive days.....The local governing body shall establish rules to regulate and restrict the operation of the special license, including rules limiting the number of licenses that may be issued to any person within any calendar year.”

WHEREAS, SDCL 35-4-125 states: “...the governing body of the municipality shall determine the fee for this license.”

NOW THEREFORE BE IT RESOLVED by the City Council of Brandon, South Dakota that the following rules and fees are hereby adopted:

Consecutive days: Not to exceed 5 days
Calendar year: Not to exceed 50 days
Special Malt Beverage Retailers License fee: \$50.00 per application
Special On-sale wine retailers license fee: \$50.00 per application
Special On-sale license fee: \$100.00 per application

BE IT FURTHER RESOLVED that the above rules and fees apply to a special alcoholic beverage license issued by the City Council.

Dated this 15th day of August 2022.

ATTEST:

Harry Buck
Mayor

Christina Smith
Municipal Finance Officer

(SEAL)

N. NEEDLES DRIVE ASPHALT REPAIR

Alderman Clark moved Alderman Jorgenson seconded to approve the contract with Soukup Construction in the amount of \$34,440.00 for the N. Needles Drive asphalt repair. Motion carried.

CORE AREA PHASE 2A RECONSTRUCTION PROJECT PAY APPLICATION

Alderman Kull moved Alderman Clark seconded to approve pay application #4 to Soukup Construction in the amount of \$949,813.86 for the Core Area Phase 2A Reconstruction project. Motion carried.

RESOLUTION #24-22

Alderman Jorgenson moved Alderman Steen seconded to approve Resolution #24-22. A roll call vote showed Clark, Fish, Jorgenson, Kull, Steen aye. Motion carried.

RESOLUTION #24-22

RESOLUTION SELLING 2003 PELICAN STREET SWEEPER TO THE CITY OF HUMBOLDT, SOUTH DAKOTA

WHEREAS, the City of Brandon owns a 2003 Pelican Street Sweeper VIN#PE4045T258145/P-4041-S; and

WHEREAS, the Brandon City Council has declared said 2003 Pelican Street Sweeper surplus property; and

WHEREAS, the City of Humboldt, South Dakota wishes to buy said 2003 Pelican Street Sweeper for \$15,000; and

WHEREAS, SDCL 6-5-2 allows municipalities to convey property to another political subdivision without offering said property for sale.

NOW THEREFORE BE IT RESOLVED by the City Council of Brandon, South Dakota that the City of Brandon hereby approves the sale of a 2003 Pelican Street Sweeper, described above, to the City of Humboldt, South Dakota for \$15,000.

Dated this 15th day of August, 2022.

Harry Buck, Mayor

ATTEST:

Christina Smith, Finance Officer

(SEAL)

HOLLY BLVD ZERISCAPING PROPOSALS

Alderman Clark moved Alderman Fish seconded to approve the xeriscaping proposal, as presented, not to exceed \$100,000.00 in total costs. Motion carried.

NEW EMPLOYEE

Alderman Clark moved Alderman Steen seconded to approve Brian Carter for the position of Public Works Maintenance II, \$21.84 per hour, effective August 29, 2022. Motion carried.

WATER TOWER PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Clark moved Alderman Kull seconded to approve pay application #13 to AB Contracting in the amount of \$89,996.36 for the water tower project. Motion carried.

WESTSIDE SEWER EXTENSION PROJECT

Alderman Kull moved Alderman Clark seconded to approve pay application #4 to Tom's Backhoe Service in the amount of \$255,117.60 for the westside sewer extension project. Motion carried.

ASPEN PARK DRAINAGE MASTER PLAN

Alderman Fish moved Alderman Clark seconded to approve the Aspen Park Drainage Master Plan contract with HDR Engineering in the amount of \$95,675.00. Motion carried.

PURCHASE OF TRACT 8 WESTVIEW ESTATES

Alderman Kull moved Alderman Clark seconded to approve the purchase of Tract 8 Westview Estates from JF Ventures, for drainage. Motion carried.

At 6:25 p.m. on a motion by Alderman Clark seconded by Alderman Steen the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor