

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on August 21, 2023 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Tim Jorgenson, David Kull, Colin Steen and Mayor Harry Buck. Kevin Lawrence 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; Golf Course Manager, Andrew Bauer and Development Director, Patrick Andrews.

Alderman Kull moved Alderman Johnson seconded to approve the agenda. Motion carried.

Alderman Steen moved Alderwoman Fish seconded to approve the minutes of the August 3, 2023 briefing meeting; the minutes of the August 7, 2023 regular meeting and the minutes of the August 14, 2023 special meeting. Motion carried.

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

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
AB Contracting	Tower Project	528,382.40
Adam Praska	Fuel	55.63
AE2S	Professional Services	30,189.51
AFLAC	Ins Premiums	844.97
All Star Pro Golf Inc	Golf Supplies	19.56
Alliance Communications	Utilities	3,100.86
Alternative HR Development	Professional Services	3,782.50
Ambush Apparel	Water Supplies	2,162.50
Beal Distributing Inc	Resale	2,392.24
Bioverse Inc	Golf Supplies	1,640.07
Border States Electric	Sewer supplies	121.47
Boyce Law Firm	Attorney Fees	3,320.00
Brandon Ace Hardware	Misc. Expenses	1,780.51
Brandon Lumber Co	Supplies	28.26
BV Media Group	Publications	1,884.40
BV School District	Fuel	4,526.08
Cardmember Services	Supplies	10,013.62
Cash-WA Distributing	Resale	1,623.62
Century Business Products	Police Supplies	68.09
Century Business Products	Supplies	284.30
Chesterman Company	Golf Supplies	50.00
Chronogolf Inc	Software	5,200.00
Cintas	Supplies	118.28
Clark Engineering	Professional Services	14,777.82
Coffee Cup	Fuel	115.66
Core & Main LP	Water Repairs	59.73
CRA Payment Center	Park Repairs	1,199.53
Culligan Water Conditioning	Utilities	298.75

Dakota Beverage	Resale	2,361.55
Dakota Pump	Sewer Repairs	822.48
Dakota Supply Group	Water Repairs	599.91
Direct Technologies	Software	1,285.74
Dudley Laundry	Golf Supplies	482.77
EnviroMaster Inc	Golf Supplies	228.00
Enviromental Systems Research Institute	Yearly Software	2,900.00
Fastenal Company	Sewer supplies	14.99
FedEx	Police Supplies	42.70
Geotek Engineering	Professional Services	15,361.75
Gopher Irrigation	Improvements	583.08
Govoffice	Software	1,399.20
Graham Tire	Police Supplies	584.00
Graybar	Sewer supplies	218.16
Hawkins Water Treatment	Water Supplies	13,337.80
HDR Engineering	Professional Services	37,791.22
I & S Group Inc	Golf Wall Project	1,456.25
Innovative Office Products	Police Supplies	240.38
Interstate Office Products	Supplies	237.80
Jack's Uniforms & Equipment	Police Supplies	673.27
Johnson Brothers	GC Resale	2,248.25
Johnstone Supply	Repairs	144.25
KB Sprinklers	Improvements	1,274.07
Knife River	Street Maintenance	1,809.32
Lacey Rentals	Rentals	430.00
Lawson Products Inc	Street Supplies	258.24
Manley Tire & Oil	Park Repairs	120.00
Marv's Sanitary Service	Utilities	779.50
Matt Brown	Fuel	31.00
MCWC	Utilities	147.00
Metro Communications	Police PSAP Fee	21,852.50
Metro Construction	Rushmore Project	942,267.46
MidAmerican Energy	Utilities	893.42
Midwest Turf & Irrigation	Golf Repairs	912.22
Mine Safety Appliances Company	Sewer supplies	335.10
Minnehaha Country Register of Deeds	Supplies	34.00
Miracle Recreation Equipment	Tallgrass Equipment	270,961.49
Modern Woodmen of America	Ins Premiums	2,379.94
Myrl & Roy's Paving	Street Maintenance	2,253.45
Oakridge Nursery	Projects	1,747.38
Olson's Pest Technicians	Professional Services	135.00
Palisades Oil	Fuel	1,839.47
Pizza Ranch	Resale	142.00
Prairie Sons Inc	Snow Supplies	70.00
Prestige Flag	Golf Supplies	601.36
Qualified Presort Service	Utility Billing	2,312.13
Reiter Enterprises	Improvements	3,681.00
Republic National Distributing	Resale	510.80

ROCS	Transit Bus Expense	5,660.62
Sam's Club	Resale	511.66
Sanitation Products	Sewer supplies	102.56
SD Department of Revenue	Sales Tax	20,011.63
SD Municipal League	Travel	125.00
SD One Call	Utilities	286.72
SDWWA	Travel	260.00
Sioux Falls Networks	Software	513.46
Sirchie Finger Print Labs	Police Supplies	51.75
Sturdevant's Auto Parts	Supplies	293.63
Summit Fire Protection	Rentals	92.50
Sunshine	GC Resale	1,942.47
Sure Test	Professional Services	64.40
Taylor Made Golf Company	Resale	358.14
Titleist	Resale	2,772.00
Tony's Catering	Resale	7,718.83
Toro NSN	Software	229.00
Tyler Technologies	Software	1,480.00
Verizon Wireless	Utilities	1,270.65
Vogel Motors	Police Repairs	59.00
Wellmark BC/BS	Health Insurance	80,819.06
White Cap	Street Maintenance	17,492.92
Xcel Energy	Utilities	243.79
Zach Hagstrom	Police Supplies	212.35
Zimco Supply	Golf Supplies	566.22
US Bank	Rushmore Bond	289,325.00
First National Bank	Biosolid Bond	80,970.17
City Administration	August 17, 2023 Payroll	4,128.79
Finance Officer	August 17, 2023 Payroll	6,008.64
Government Buildings	August 17, 2023 Payroll	120.24
Engineer	August 17, 2023 Payroll	4,071.00
Police	August 17, 2023 Payroll	31,544.47
Building Inspections	August 17, 2023 Payroll	4,311.42
Street Department	August 17, 2023 Payroll	7,179.01
Summer Recreation	August 17, 2023 Payroll	198.84
Pool	August 17, 2023 Payroll	21,423.82
Park Department	August 17, 2023 Payroll	8,096.78
Economic Development	August 17, 2023 Payroll	2,241.63
Water Department	August 17, 2023 Payroll	10,148.95
Sewer Department	August 17, 2023 Payroll	5,245.39
Golf Course Grounds	August 17, 2023 Payroll	11,217.11
Golf Course Lounge	August 17, 2023 Payroll	9,743.51
Golf Course Pro Shop	August 17, 2023 Payroll	6,622.30
Golf Course Community Room	August 17, 2023 Payroll	1,930.11
941 Payroll Taxes	August 17, 2023 Payroll	38,625.48
SD Retirement System Supplemental	August 17, 2023 Payroll	1,455.00
TASC Flex Plan	August 17, 2023 Payroll	1,152.82
Accounts Management	August 17, 2023 Payroll	75.00

Direct Pay Reimbursement

Direct Pay Reimbursement

685.90

Alderman Kull moved Alderman Jorgenson seconded to approve the consent calendar which contained the following items: a wage adjustment for Jamie Steffel, to step 25-12 on the wage scale, \$55.61 per hour, effective August 15, 2023; a wage adjustment for Donovan Carpenter, to step 16-9 on the wage scale, \$38.85 per hour, effective August 24, 2023; a block party application & agreement for Barbi Roberts at 800 N. Copper Avenue and a plat of Lots 8, 9 and 10 in Block 4 of Twin Rivers Crossing Addition. Motion carried.

Jay Buchholz, 3916 W. 88<sup>th</sup> Street, Sioux Falls, was present for discussion on behalf of the Sioux Metro Growth Alliance.

Chuck Parsons, 600 N. Yellowstone Drive, was present for discussion regarding the Sioux Metro Growth Alliance and the funding of the organization.

#### SPECIAL ALCOHOLIC BEVERAGE LICENSE

A public hearing was held, as advertised, to consider a special alcoholic beverage license for the Brandon Area Soccer Association on Saturday, September 23, 2023 at McHardy Park. Nate Miller, President of BASA, was present for discussion. BASA will be holding their annual Soccer Bash, which is a fundraiser for their association. Alderman Johnson moved Alderman Steen seconded to approve the request as presented. A roll call vote showed Johnson, Jorgenson, Kull, Lawrence, Steen aye; Fish nay. Motion carried.

#### ONE DAY ALCOHOLIC BEVERAGE LICENSE

A public hearing was held, as advertised, to consider a one day alcoholic beverage license for Paul Ode, 325 S. Main Avenue, on September 23, 2023 for a street dance. Alderman Steen moved Alderman Jorgenson seconded to approve the request as presented. Motion carried.

#### SEASONAL EMPLOYEE

The Golf Course Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve Joshua Olthoff as a seasonal employee at the golf course, \$12.00 per hour. Motion carried.

#### QUOTE TO FURNISH & INSTALL DOORS

Alderman Kull moved Alderman Steen seconded to approve the quote from Trumm Exteriors to replace the exterior doors at the golf course at a cost of \$62,900.00. Motion carried.

#### HIRE SEASONAL EMPLOYEE

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Johnson seconded to approve the hiring of Cara Bosma for the Parks Department at a rate of \$16.00 per hour. Motion carried.

#### SPECIAL EVENT APPLICATION FOR MCHARDY PARK

A special event application received from Brandon Area Soccer Association to hold their annual BASA Bash fundraiser on September 23, 2023 at McHardy Park from 10:00am-2:00pm.

Alderman Kull moved Alderman Johnson seconded to approve the application as presented. Motion carried.

ASPEN PARK SIDEWALK

Alderwoman Fish moved Alderman Johnson seconded to approve the contract with DGR Engineering for the Aspen Park sidewalk design services in an hourly amount not to exceed \$13,800.00. Motion carried.

ASSIGNMENT OF TIF REVENUES FOR TIF #8

The Public Safety Committee and Administration Committee reports were heard. Alderman Steen moved Alderman Johnson seconded to approve the assignment agreement of TIF Revenues for TIF #8, as presented. Motion carried.

STREET DANCE EVENT AGREEMENT

Alderman Johnson moved Alderman Steen seconded to approve the agreement between PJ Brandon, LLC. and the City of Brandon, SD for the block party/street dance event scheduled for September 23, 2023. Motion carried.

BUDGET WORK SESSION

The next budget work session is scheduled for Monday, August 28, 2023.

RUSHMORE PROJECT PAY APPLICATION

The Streets Committee report was heard. Alderman Jorgenson moved Alderman Steen seconded to approve pay application #4 to Metro Construction in the amount of \$942,267.46 for the Rushmore area reconstruction project. Motion carried.

WATER TOWER PLANT PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve pay application #24 to AB Contracting, LLC. in the amount of \$528,382.40 for the water tower project. Motion carried.

WATER TREATMENT PLANT PAY APPLICATION

Alderman Kull moved Alderman Steen seconded to approve pay application #9 to Stanek Constructors, Inc. in the amount of \$623,158.08 for the water treatment plant project. Motion carried.

At 6:18 p.m. on a motion by Alderman Johnson 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