

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on September 3, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Bruce Johnson, David Kull, Randy Marso, Colin Steen and Mayor Harry Buck. Kevin Lawrence was present via conference call. Others present were: City Administrator, Bryan Read; City Attorney, Patrick Knecht; City Engineer, Tami Jansma; Police Officer, Kyle Zigan; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. Absent: Barb Fish.

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

Alderman Johnson moved Alderman Steen seconded to approve the minutes of the August 15, 2024 briefing meeting; the August 19, 2024 regular meeting and the August 22, 2024 special meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping	Professional Services	450.00
AES2	Improvements	61,056.35
Affordable Turf	Repairs	817.84
Amazon	Supplies	36.94
Beal	GC Resale	418.60
Billion Chevrolet	Repairs	163.02
Bioverse	Supplies	1,640.07
Bonita Tiesler	Reimbursement	102.90
Border States Electric	Repairs	642.32
C&R Supply	Supplies	42.89
Cash WA	GC Resale	814.13
Certified Labs	Supplies	195.45
Chesterman/Coca Cola	GC Resale	359.85
Corson Village	August Reimbursement	958.38
Dakota Beverage	GC Resale	826.50
Delta Dental	Insurance	3,752.90
Direct Automation	Hired Repairs	2,238.32
Dudley/Appear	Supplies	428.80
Dust-Tex	Supplies	129.40
ELO CPAs	Professional Services	16,174.89
Excel Machine	Supplies	1,972.00
Fastenal	Supplies	175.25
Ferguson	Water Meters	10,194.22
Five Star Painting	Clubhouse Painting	37,986.08
Geotek	Improvements	1,191.00

Gopher Irrigation	Rushmore Irrigation Repairs	1,414.68
Grainger	Repairs	1,197.22
Harry Buck	Travel Reimbursement	194.30
HDR	Professional Services	33,959.92
Istate	Repairs	2,486.75
Jack's Uniform	Uniform Supplies	75.44
Journey Group	Mill Overlay	110,637.60
Kalina Turf	Professional Services	679.50
Kansas City Life	Insurance	572.95
Knife River	Supplies	3,539.81
Kwik Trip	Supplies	975.00
Lacey Rentals	Rentals	135.00
Lawson Products	Supplies	182.42
Malloy	Repairs	777.30
Mid-American Signal	Supplies	2,720.00
Midwest Turf	Repairs	1,102.52
Modern Woodman	Insurance	2,267.01
Oakridge	Supplies	523.95
Olson's	Professional Services	360.00
Pitney Bowes	Supplies	181.23
R&L Supply	Supplies	218.96
Reiter Enterprises	Rentals	7,220.00
Republic National Distributing	GC Resale	1,036.93
ROCS	July Reimbursement	10,112.90
Sanitation Products	Supplies	255.91
SD Municipal League	Dues	475.00
SD Public Health Lab	Water Testing	195.00
SD Retailers	Dues	195.00
SDWWA	Travel	150.00
SiteOne	Supplies	150.35
Small Lot	GC Resale	1,334.20
Stockwell	Professional Services	26,746.25
SV Energy	Utilities	50,948.87
Titan	Repairs	817.00
Titleist	GC Resale	2,632.29
Transource	Hired Repairs	2,377.52
Veolia	Professional Services	1,589.02
Verizon	Utilities	772.06
Wellmark	Insurance	77,950.20
Xcel Energy	Utilities	3,644.95
Zimco	Supplies	115.33
Security 1st Bank	Fire Station Loan	30,911.85
City Administration	August 15, 2024 Payroll	4,340.20

Finance Officer	August 15, 2024 Payroll	6,513.69
Government Buildings	August 15, 2024 Payroll	125.25
Engineer	August 15, 2024 Payroll	4,239.50
Police	August 15, 2024 Payroll	33,828.63
Building Inspections	August 15, 2024 Payroll	4,012.11
Street Department	August 15, 2024 Payroll	7,924.01
Pool	August 15, 2024 Payroll	24,445.43
Park Department	August 15, 2024 Payroll	9,084.19
Economic Development	August 15, 2024 Payroll	2,370.27
Water Department	August 15, 2024 Payroll	11,467.40
Sewer Department	August 15, 2024 Payroll	3,988.38
Golf Course Grounds	August 15, 2024 Payroll	11,923.18
Golf Course Lounge	August 15, 2024 Payroll	8,081.92
Golf Course Pro Shop	August 15, 2024 Payroll	8,149.52
941 Payroll Taxes	August 15, 2024 Payroll	39,875.48
SD Retirement Supplemental	August 15, 2024 Payroll	1,527.50
TASC Flex Plan	August 15, 2024 Payroll	1,175.43
Accounts Management	August 15, 2024 Payroll	75.00

Alderman Johnson moved Alderman Kull seconded to approve the consent calendar which contained the following items: a plat of Tract 3 Aspen Ridge Addition; a plat of Lot 2A Block 13 Stone Ridge Estates; a plat of Lot 54A Block 5, Lots 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33 & 34 Block 17 and Lots 24 & 25 Block 18 Stone Ridge Estates; tax abatement #2024-0395 and tax abatement #2024-0396. Motion carried.

Jay Bucholtz, Sioux Valley Energy, passed chair for the Sioux Metro Growth Alliance, was present for discussion. Jay asked that the City Council continue to support the Sioux Metro Growth Alliance. Tyler Tordsen, Sioux Metro Growth Alliance, was also present. Tyler thanked the City of Brandon for their continued support.

Cathy Buchheim, 1512 S. Sioux Blvd., was present for discussion. Cathy was present to get an update on the Ironwood Street extension project.

HIRE SEASONAL STAFF

The Golf Course Committee report was heard. Alderman Steen moved Alderman Marso seconded to approve the hiring of the following seasonal employees for the Brandon Golf Course. Motion carried.

Lounge/Beverage Cart: Victoria Orren, \$7.95 per hour; Kristen Elgersma, \$7.95 per hour; Michelle Suurmeyer, \$7.95 per hour

SUMMER RECREATION REPORT

The Parks & Recreation Committee report was heard. The end of year report was presented for the 2024 Summer Recreation program. No action required.

DISC GOLF TOURNAMENT

A request was received to hold a disc golf championship at Pioneer Park on September 8, 2024 from 7am-7pm. Alderman Marso moved Alderman Kull seconded to approve the request as presented. Motion carried.

LANDLORDS RELEASE & CONSENT WITH BV HOCKEY

Tom Greunig, Brandon Valley Hockey Association President, was present for discussion. Alderman Johnson moved Alderman Steen seconded to approve the agreement with the Brandon Valley Ice & In Line Hockey Association and Plains Commerce Bank for the construction of the indoor hockey facility at Aspen Park. Motion carried.

FIRE ADVISORY COMMITTEE

The Public Safety Committee report was heard. Discussion held on forming a Fire Advisory Committee to begin discussions on future operations and funding for the Brandon Volunteer Fire Department. Council Members Lawrence and Kull would be committee members, along with 1-2 staff members and potentially a citizen. No action required at this time.

ORDINANCE #713

The Administration Committee report was heard. A public hearing was held, as advertised, to consider Ordinance #713 to adopt the 2025 budget. Alderman Steen moved Alderman Kull seconded to give first reading to Ordinance #713: TITLE: AN ORDINANCE PROVIDING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025, AND LEVYING THE PROPERTY TAX FOR THE YEAR 2024. A roll call vote showed Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

BASE CONTRACT FOR HRA & FSA PLANS

Alderman Marso moved Alderman Steen seconded to approve the proposal with BASE for the administration of the HRA and FSA plans for the City of Brandon, to start January 1, 2025. Motion carried.

ED POLZINE WILD GAME FEED RAFFLE REQUEST

A request was received to hold the Ed Polzine Wild Game Feed on Saturday, October 5, 2024 at the Brandon VFW. This will include a raffle. No formal action required.

BURKMAN INDUSTRIAL PARK CHANGE ORDER

The Streets Committee report was heard. Alderman Johnson moved Alderman Steen seconded to approve change order #4 to Black Top Paving in the amount of \$2,301.02 for the Burkman Industrial Park mill and overlay project. Motion carried.

BURKMAN INDUSTRIAL PARK PAY APPLICATION

Alderman Steen moved Alderman Johnson seconded to approve pay application #2 and final to Black Top Paving in the amount of \$110,637.60 for the Burkman Industrial Park mill and overlay project. Motion carried.

WATER METER REPLACEMENT PROJECT BID

The Water & Sewer Committee report was heard. Alderman Kull moved Alderman Marso seconded to authorize staff to advertise for bids for the water meter replacement project phase 6 in the Brandon Valley Journal on September 11, 2024 and September 18, 2024. Motion carried.

At 6:13 p.m. on a motion by Alderman Steen seconded by Alderman Johnson the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor