

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on September 5, 2023 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Tim Jorgenson, Kevin Lawrence and Colin Steen. David Kull 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; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. Absent: Mayor Harry Buck.

Council President Barb Fish chaired the meeting.

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

Alderman Steen moved Alderman Johnson seconded to approve the minutes of the August 17, 2023 briefing meeting; the minutes of the August 21, 2023 regular meeting and the minutes of the August 28, 2023 special meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A Bar K Inc	Repairs	170.16
Ali Nustad	Lifeguard Certification Reimbursement	244.64
All Star Pro Golf	Supplies/Resale	2,068.50
Beal Distributing	GC Resale	355.85
Bella Anders	Lifeguard Certification Reimbursement	341.45
BGDC, LLC	50th Celebration Fireworks	5,500.00
Brandon Plumbing and Heating	AC Repair	614.86
Cadd Engineering Supply	Supplies	67.90
Carlson & Stewart Refrigeration	Hired Repairs	443.43
Cash-WA Distributing	GC Resale	1,932.96
Central Heating & Repair	Hired Repairs	540.18
Century Business Products	Software	640.00
City of Brandon	Hockey Rink Water/Sewer	151.01
Corson Village Sanitary District	Reimbursement	1,114.40
Dakota Beverage	GC Resale	1,384.10
Dakota Fluid Power	Supplies	31.86
Delta Dental	Dental Insurance	3,584.50
DPC Industries	Chemicals	4,508.10
Dudley Laundry (Appeara)	GC Linens	347.19
Emma Burch	Lifeguard Certification Reimbursement	239.50
Explosive Adventures, LLC	50th Celebration Fireworks	7,500.00
Geotek Engineering Services	Professional Services	12,176.25
Grainger	Clothing Supplies	16.14
Hach Company	Supplies	1,161.35

Hawkins Water Treatment	Chemicals	3,371.20
I&S Group	Professional Services	4,661.25
Infrastructure Design Group	Big Sioux Rec Outlet	3,699.00
Kenzie Polasky	Lifeguard Certification Reimbursement	238.31
Lacey Rentals	Rentals	130.00
Manley Tire & Oil Service	Tire Repair	60.00
MC&R Pools	Pool Chemical Strips	16.21
Med-Star Paramedic Ambulance	August Contract	4,166.67
Miller & Sons Golf Cars	Golf Cart Repairs	1,145.00
Mills & Miller	De-Icing Salt	4,365.81
Olson's Pest Technicians	Monthly Contract	135.00
Palisades Oil	Fuel	1,189.58
Performance Press	Business Cards	59.00
Physio Controls (Stryker)	AED Supplies	302.00
Reiter Enterprises	Golf Cart Rentals	5,060.00
Safety Benefits	2023 Conference	150.00
Scheels	Clothing Supplies	230.00
SD Dept. of Health	Water Testing	270.00
SFC Civil Constructors	McHardy Bridge Improvement	96,265.85
Sioux Falls Utilities	Utilities	106,593.41
Sioux Valley Energy	Rushmore Construction Aid	1,377.81
Sioux Valley Energy	Utilities	43,035.44
SiteOne Landscape Supplies	Supplies	116.01
Staples	Misc. Supplies	505.18
Titleist	GC Resale	676.02
Todd Trumm Exteriors	GC Doors Downpayment	20,966.66
TreeBiz	GIS Supplies	165.00
Verizon	Utilities	649.66
White Cap, LP	Repairs	143.36
Zimco Supply	Supplies	2,967.00
Security 1st Bank	2019 Fire Station Loan	30,911.84
First National Bank	2006 Conference Center TIF #2 Bid	53,459.46
First National Bank	2007 Holly Reconstruction Project	98,797.19
City Administration	August 31, 2023 Payroll	4,200.81
Finance Officer	August 31, 2023 Payroll	6,181.61
Government Buildings	August 31, 2023 Payroll	125.25
Engineer	August 31, 2023 Payroll	4,199.64
Police	August 31, 2023 Payroll	31,787.11
Building Inspections	August 31, 2023 Payroll	4,594.19
Street Department	August 31, 2023 Payroll	6,686.61
Summer Recreation	August 31, 2023 Payroll	101.30
Pool	August 31, 2023 Payroll	11,029.37
Park Department	August 31, 2023 Payroll	7,553.82
Economic Development	August 31, 2023 Payroll	2,342.60
Water Department	August 31, 2023 Payroll	10,337.43
Sewer Department	August 31, 2023 Payroll	7,480.02
Golf Course Grounds	August 31, 2023 Payroll	10,066.56
Golf Course Lounge	August 31, 2023 Payroll	6,417.71

Golf Course Pro Shop	August 31, 2023 Payroll	6,293.11
Golf Course Community Room	August 31, 2023 Payroll	349.78
941 Payroll Taxes	August 31, 2023 Payroll	35,019.55
SD Retirement System Supplemental	August 31, 2023 Payroll	1,455.00
TASC Flex Plan	August 31, 2023 Payroll	1,152.82
Accounts Management	August 31, 2023 Payroll	75.00
SD Retirement System	August 2023 Payroll	48,448.30

Alderman Jorgenson moved Alderman Steen seconded to approve the consent calendar which contained the following item: a wage adjustment for Brian Carter, to step 10-5 on the wage scale, \$24.28 per hour, effective September 14, 2023. Motion carried.

ORDINANCE #692

A public hearing was held, as advertised, to consider a Re-Zone Application for 501 E. Aspen Blvd. (property legally described as Tract 2 of Aspen Park Addition). This property is currently owned by the City of Brandon, therefore the City is working on re-zoning all their properties to IN-Institutional. The Planning & Zoning Commission gave a “do pass” recommendation at their August 3, 2023 regular meeting. Alderman Steen moved Alderman Jorgenson seconded to give first reading to Ordinance #692: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING THAT THE REVISED ZONING ORDINANCE NUMBER 531 AND THE OFFICIAL ZONING MAP OF THE CITY OF BRANDON, SOUTH DAKOTA BE AMENDED TO PROVIDE FOR THE RE-ZONING OF THE FOLLOWING DESCRIBED PROPERTY. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

QUOTE TO FURNISH AND INSTALL CART SHED DOORS

The Golf Course Committee report was heard. Alderman Steen moved Alderman Lawrence seconded to approve the quote from PS Garage Doors in the amount of \$4,995.00 for the cart shed doors at the golf course. Motion carried.

ORDINANCE #691 – 2024 BUDGET

The Parks & Recreation Committee, Public Safety Committee and Administration Committee reports were heard. Alderwoman Fish moved Alderman Steen seconded to give first reading to Ordinance #691: TITLE: AN ORDINANCE PROVIDING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024 AN ENDING DECEMBER 31, 2024, AND LEVYING THE PROPERTY TAX FOR THE YEAR 2023 with the removal of line item #419-\$350,000.00 for architectural fees from the 3rd penny sales tax. A roll call vote showed Fish, Johnson, Jorgenson, Lawrence, Steen aye; Kull nay. Motion carried.

RESOLUTION #18-23

Alderman Lawrence moved Alderman Steen seconded to approve Resolution #18-23, dissolving TIF District #4. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #18-23

RESOLUTION DISSOLVING TAX INCREMENT DISTRICT #4

WHEREAS, Tax Increment District #4, hereinafter referred to as TID #4, was established on or about August 20, 2018; and

WHEREAS, the positive tax increments during the term of this TID have been deposited in a special fund denominated “TIF #4 Fund”, for the payment of the incurred authorized debt and expenses of the TID; and

WHEREAS, all debts and expenses of TID #4 have been paid in full, and pursuant to SDCL 11-9-46, the TID shall terminate and the District will be dissolved when the payment of all projected costs and all tax incremental bonds and notes have been paid.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF BRANDON, that Tax Increment District #4 be, and it is hereby, dissolved inasmuch as the payment of all projected costs and all tax incremental bonds and notes have been paid in full.

Adopted this 5th day of September, 2023.

ATTEST:

Harry Buck, Mayor

Christina Smith, Finance Officer

(Seal)

MCHARDY BRIDGE PROJECT CHANGE ORDER

The Streets Committee report was heard. Alderman Jorgenson moved Alderman Johnson seconded to approve change order #2 to Journey Group Companies dba SFC Civil Constructors in the amount of \$415.50 for the McHardy bridge project. Motion carried.

MCHARDY BRIDGE PROJECT PAY APPLICATION

Alderman Jorgenson moved Alderman Steen seconded to approve pay application #2 and final to Journey Group Companies dba SFC Civil Constructors in the amount of \$96,265.85 for the McHardy bridge project. Motion carried.

RESOLUTION #17-23

The Water & Sewer Committee report was heard. Alderman Jorgenson moved Alderman

Johnson seconded to approve Resolution #17-23. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Lawrence, Steen aye. Motion carried.

RESOLUTION #17-23

RESOLUTION DESIGNATION OF DIRECTOR AND ALTERNATE DIRECTOR FOR DAKOTA MAINSTEM BOARD OF DIRECTOS

WHEREAS, the Brandon City Council recognizes the importance of effective representation on the Dakota Mainstem Board of Directors; and

WHEREAS, the Dakota Mainstem Bylaws allow a designated Director and Alternate Director from the City of Brandon to ensure active participation and representation.

NOW THEREFORE BE IT RESOLVED that the Brandon City Council hereby designates the following individuals to serve as Director and Alternate Director for the Dakota Mainstem Board of Directors:

Director: Bryan Read, City Administrator. The Director shall serve as the primary representative of the City of Brandon, South Dakota, on the Dakota Mainstem Board of Directors and shall have the authority to attend meetings, vote, and participate in decision-making processes on behalf of the City of Brandon.

Alternate Director: Tami Jansma, City Engineer. The Alternate Director shall serve as a backup representative for the City of Brandon on the City of Brandon, South Dakota on the Dakota Mainstem Board of Directors and shall have the authority to attend meetings, vote, and participate in decision-making processes when the Director cannot fulfill their duties or in their absense.

BE IT FURTHER RESOLVED that the Director and Alternate Director are authorized to communicate with the Brandon City Council regarding matters concerning the Dakota Mainstem Board of Directors, provide updates on the board's activities, and seek input or guidance as necessary.

This resolution shall take effect immediately upon its adoption. It shall remain in force until it is amended, repealed, or superseded by subsequent resolution of the Brandon City Council.

Adopted this 5th day of September, 2023.

Harry Buck, Mayor

ATTEST:

Christina Smith, Finance Officer

WATER METER REPLACEMENT – PHASE 5

Alderman Steen moved Alderman Lawrence seconded to approve the advertising for bids in the Brandon Valley Journal on September 13 & 20, 2023 for the water replacement program phase

5. Motion carried.

At 6:21 p.m. Alderman Jorgenson moved Alderman Johnson seconded to go into executive session to discuss contract negotiations, per SDCL 1-25-2.4. Motion carried. At 6:47 p.m. President Barb Fish declared the executive session ended.

At 6:47 p.m. on a motion by Alderman Jorgenson seconded by Alderman Johnson the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Barb Fish
Council President