

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on September 6, 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; Police Chief, Jamie Steffel; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. Absent: None

Aldерwoman Clark moved Alderman Steen seconded to approve the agenda. Motion carried.

Alderman Kull moved Aldерwoman Fish seconded to approve the minutes of the August 11, 2022 briefing meeting; the minutes of the August 15, 2022 regular meeting minutes and the minutes of the August 18, 2022 special meeting. Motion carried.

Alderman Steen moved Aldерwoman Clark seconded to approve the following claims.

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
A-1 Pumping & Excavating	Professional Services	300.00
Advanced Engineering & Environmental Services	Professional Services	24,405.25
Affordable Turf & Specialty Tire	Repairs	264.84
All Star Pro Golf	Supplies/GC Resale	1,299.40
Alliance Communications	Utilities	2,592.27
Augusta Irrigation	Improvements	542.50
Beal Distributing	GC Resale	3,326.50
Bella Anders	Reimbursement	185.00
Bio verse	Supplies	1,700.00
Bolt's Sprinkler Service	Improvements	969.39
Bo's Sprinklers	Improvements	900.00
Brandon Plumbing & Heating	Hired Repairs	123.72
Brock White Co. LLC	Repairs	25,239.82
Butler Machinery Company	Supplies	244.86
Cash-WA Distributing	GC Resale	3,051.90
Coca Cola	GC Resale	558.41
Coffee Cup	Fuel	296.05
Colby Meyer	Reimbursement	238.31
Corson Village Sanitary District	August Refund	1,131.54
D&K Construction	Hired Repairs	10,940.00
Dakota Beverage	GC Resale	2,749.05
Dakota Supply Group	Supplies	762.75
Delta Dental	Dental Insurance	3,409.80
Deco	Supplies	504.11
Direct Technologies	Software	1,053.82
DirectTV	Utilities	365.73
Overmaster	Supplies	135.95

Fastenal Company	Supplies	483.05
Ferguson Waterworks	Water Meters	684.91
Geotech Engineering	Improvements	2,553.00
Getty Abstract & Tittle Company	Professional Services	225.00
Gopher Irrigation	Improvements	623.62
Hach Company	Supplies	20.38
Hawkins Water Treatment	Chemicals	8,193.20
HDR Engineering	Professional Services	49,708.99
Encode/Tyler Technologies	Software	1,050.00
Interstate Office Products	Supplies	229.70
Jack's Uniform & Equipment	Safety Supplies	60.94
Johnson Brothers Famous Brands	GC Resale	4,303.04
KB Sprinklers	Improvements	664.90
Kenzie Welch	Reimbursement	238.31
Knife River	Landscaping Supplies	1,692.90
Lacey Rentals	Rentals	410.00
Locators & Supplies	Supplies	269.00
Lucy Peterson	Reimbursement	185.00
Mason McManus	Reimbursement	238.31
Midwest Alarm	Hired Repairs	2,095.32
Midwest Turf & Irrigation	Repairs	552.45
Minnehaha Community Water Corp	Utilities	121.50
Mooter	Supplies	510.00
Modern Woodmen of America	Insurance	1,780.69
Oakridge Nursery & Landscaping	Supplies	650.44
Palisades Oil	Fuel	2,842.54
Peatland Industries	Supplies	17.28
Pilot Rock	Supplies	5,636.00
Pitney Bowes	Lease Agreement	181.23
Reel Sharp	Repairs	418.02
Republic National Distributing Company	GC Resale	732.17
Safe N Secure	Hired Repairs	145.41
Sawyer Linn	Reimbursement	222.89
SD Department of Health	Professional Services	255.00
SD Dept of Transportation	Professional Services	696.16
SD One Call	Locate Tickets	259.84
SD-DANR	Water Treatment Plant Expansion	100.00
Sioux Falls Networks	Hired Repairs	1,590.00
Sioux Humane Service	Monthly Contract	309.98
Sioux Valley Energy	Improvements	984.96
Sioux Valley Energy	Utilities	43,025.70
Split rock Landscaping & Nursery	Hired Repairs	1,010.00
Stock well Engineers	Water Tower	8,481.06
Street Smart	Hired Repairs	2,416.62
Summit Fire Protection	Rentals	66.00
Sylvia Swenson	Reimbursement	191.70
Tami Carda Photography	Professional Services	1,000.00
Taylor Made Golf Company	GC Resale	190.00

Titan Machinery	Repairs	1,775.75
Titleist	GC Resale	3,461.29
United Laboratories	Supplies	372.88
Verizon Wireless	Utilities	489.72
Verizon Wireless	Utilities	538.69
Vestries	Supplies	1,380.00
Wellmark BC/BS	Health Insurance	77,844.97
Xcel Energy	Utilities	4,386.08
Zach Kieffer	Reimbursement	459.28
Zico Supply	Supplies	2,332.00
US Bank	Rushmore Ph1	257,250.00
First National Bank Trust Department	Conference Center	53,459.46
First National Bank Trust Department	Holly Boulevard	97,631.17
Security First Bank	Fire Station Loan	30,911.84
City Administration	August 18, 2022 Payroll	3,733.93
Finance Officer	August 18, 2022 Payroll	5,650.83
Government Buildings	August 18, 2022 Payroll	129.29
Engineer	August 18, 2022 Payroll	3,840.19
Police	August 18, 2022 Payroll	26,212.40
Building Inspections	August 18, 2022 Payroll	3,571.52
Street Department	August 18, 2022 Payroll	5,833.71
Rec Center	August 18, 2022 Payroll	459.44
Pool	August 18, 2022 Payroll	19,849.04
Park Department	August 18, 2022 Payroll	7,096.69
Economic Development	August 18, 2022 Payroll	2,017.55
Water Department	August 18, 2022 Payroll	9,680.72
Sewer Department	August 18, 2022 Payroll	3,350.15
Golf Course Grounds	August 18, 2022 Payroll	10,866.92
Golf Course Lounge	August 18, 2022 Payroll	7,082.78
Golf Course Pro Shop	August 18, 2022 Payroll	6,549.83
Golf Course Community Room	August 18, 2022 Payroll	1,943.13
941 Payroll Taxes	August 18, 2022 Payroll	33,257.52
SD Retirement System Supplemental	August 18, 2022 Payroll	1,162.50
SD Retirement System	August 18, 2022 Payroll	27,261.14
TASC Flex Plan	August 18, 2022 Payroll	1,064.63
Accounts Management	August 18, 2022 Payroll	75.00
City Administration	September 1, 2022 Payroll	3,733.93
Finance Officer	September 1, 2022 Payroll	5,650.82
Government Buildings	September 1, 2022 Payroll	124.67
Engineer	September 1, 2022 Payroll	3,771.87
Police	September 1, 2022 Payroll	27,456.06
Building Inspections	September 1, 2022 Payroll	3,575.25
Street Department	September 1, 2022 Payroll	5,081.43
Pool	September 1, 2022 Payroll	9,701.59
Park Department	September 1, 2022 Payroll	6,332.00
Economic Development	September 1, 2022 Payroll	2,017.55
Water Department	September 1, 2022 Payroll	8,723.86
Sewer Department	September 1, 2022 Payroll	4,140.27

Golf Course Grounds	September 1, 2022 Payroll	10,356.71
Golf Course Lounge	September 1, 2022 Payroll	5,817.21
Golf Course Pro Shop	September 1, 2022 Payroll	6,467.39
Golf Course Community Room	September 1, 2022 Payroll	1,062.37
941 Payroll Taxes	September 1, 2022 Payroll	29,547.64
SD Retirement System Supplemental	September 1, 2022 Payroll	1,162.50
Direct Pay	September 1, 2022 Payroll	1,230.54
TASC Flex Plan	September 1, 2022 Payroll	1,064.63
Accounts Management	September 1, 2022 Payroll	75.00

Alderman Kull moved Alderman Jorgenson seconded to approve the consent calendar which contained the following items: annual salary adjustment for Melissa Labahn, to step 8-14 on the wage scale, \$24.23 per hour, effective September 13, 2022 and a plat of Tracts 4 & 5, Lots 1, 2, 3, 4, 5 Block 17, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 Block 18, Lots 1, 2, 3, 4, 5, 6, 7, 8, 9 Block 19 all of The Bluffs Addition.. Motion carried.

ORDINANCE #664

A public hearing was held, as advertised, to consider first reading of Ordinance #664: 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. Applicant Lee Schelling, 204 W. Elm Circle, was present for discussion. Lee is requesting to re-zone the property located at 600 N. Pasque Flower Trail from R-1 Low Density Residential to GB-General Business. Mike Toates, 500 E. Mayberry RFD Street, was present for discussion. Mike discussed that the adjacent property owners purchased knowing this land was zoned for single family homes. Jeff Smith, 517 N. Morning Rain Avenue, was present for discussion. Jeff doesn't feel it should be rezoned based on financial hardship of the developer. Riley Walz, 609 N. Tamarac Avenue, was present for discussion. Riley has concerns with building heights, increases in traffic, unknown as to what types of businesses would occupy these lots, lighting, lack of green space. Don DeJager, 504 E. Mayberry RFD Street, was present for discussion. Don has concerns with this being developed for general business and it's effect on the neighborhood with lighting, etc. Shawna Schipper, 601 N. Tamarac Avenue, was present for discussion. Shawna has concerns with what could be constructed in a general business zone, flooding in the area, lighting, garbage, noise. Tim Mullin, 505 E. Cairo's Place, was present for discussion. Tim has concerns with traffic and prefers it stay residential. Linda Crisp, 516 N. Morning Rain Avenue, was present for discussion. Linda has concerns with safety, lighting, marketability of their own properties and increased traffic. TJ Barthman, 1016 S. Nicholas Avenue, was present for discussion. TJ and Lee are business partners on this development. TJ explained that they have spent \$20,000 with an engineering firm to be told that R-1 zoning will not be economically feasible. TJ explained that these would be owner-occupied buildings with a Class B designation. Alderwoman Clark brought up the neighborhood commercial zoning district some communities have. Patrick Andrews, Brandon Development Director, discussed the process of writing an ordinance for a neighborhood commercial zoning district. Mike Toates would like more information on the neighborhood commercial district. Alderwoman Clark moved Alderman Kull seconded to deny Ordinance #664 and send back to the Planning & Zoning Commission to work on the neighborhood commercial zoning district. Lee Schelling asked if there could be a half a vote, instead of a denial, and allow the developers to work with City Staff to develop a new zoning district that would fit this proposed development. A roll call vote showed Clark, Fish, Jorgenson, Kull, Steen aye. Motion carried.

APPOINT WARD 3 COUNCIL MEMBER

Alderman Kull moved Alderwoman Fish seconded to appoint Bruce Johnson to fill the vacancy as Ward 3 Council Member, effective September 7, 2022. Oath of office will be administered at the next regular City Council meeting. Motion carried.

ORDINANCE #662

Alderwoman Clark moved Alderman Jorgenson seconded to give second 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.

SPECIAL EVENT APPLICATION – BASA SOCCER BASH

The Golf Course Committee and Parks & Recreation Committee reports were heard. Karin Reisch, BASA, was present for discussion. Alderwoman Fish moved Alderwoman Clark seconded to approve the special event application from Brandon Area Soccer Association to hold the Brandon Soccer Bash on September 17, 2022 at McHardy Park. Motion carried.

SPECIAL EVENT APPLICATION – TEA TEMPO SOCCER TOURNAMENT

Alderwoman Fish moved Alderman Steen seconded to approve the special event application from BASA to hold the Tea Tempo Soccer Tournament on September 19-22, 2022 at McHardy Park. Motion carried.

SPECIAL EVENT APPLICATION – FALL SCOUT CAMPOREE

Paula Ehrich, Scout Volunteer for Troup 99, was present for discussion. Alderwoman Fish moved Alderman Jorgenson seconded to approve the special event application from Paula Ehrich to hold the Fall Scout Camporee on September 9-11, 2022 at Pioneer Park. Motion carried.

SPECIAL EVENT APPLICATION – CELEBRATION UNITED METHODIST CHURCH

Alderwoman Clark moved Alderman Jorgenson seconded to approve the special event application from Josh Willprecht, Celebration United Methodist Church, to hold Brandon's Big Celebration on May 26-28, 2023 at McHardy Park. Motion carried.

HIRE SEASONAL EMPLOYEE

Alderwoman Fish moved Alderman Kull seconded to approve the hiring of Heather Phillips as a part time employee for the Parks Department at \$16.00 hour, from September into early October. Motion carried.

BLOCK PARTY APPLICATION

The Public Safety Committee report was heard. Alderwoman Clark moved Alderman Steen seconded to approve the block party application from Kari Thie, for an auction to be held on September 13, 2022 from 12:00pm-9:00pm at 112 S. Oak Ridge Road. Motion carried.

REVISED POLICE OFFICER JOB DESCRIPTION

Alderwoman Clark moved Alderman Kull seconded to approve the updated job description for police officers within the City of Brandon, as presented. Motion carried.

COMMUNICATIONS REPORT

The Administration Committee report was heard. A communications report was presented showing dates that messages were sent to the public via Textedly, Facebook, mailings and BV Journal articles. No action required.

ORDINANCE #663

Alderman Kull moved Alderman Steen seconded to give first reading to Ordinance #663: TITLE: AN ORDINANCE PROVIDING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023, AND LEVYING THE PROPERTY TAX FOR THE YEAR 2022.

WILD GAME FEED FUND RAFFLE

A request was received to hold a raffle, 30 Guns in 30 Minutes, at the Brandon VFW on Saturday, October 1, 2022. No further action required.

VFW POST 4726 RAFFLE

A request was received to hold a raffle, from September 1, 2022 – November 5, 2022 at the Brandon VFW. No further action required.

VFW AUXILIARY POST 4726 RAFFLE

A request was received to hold a hand crafted table raffle at the Brandon VFW on November 5, 2022 and November 26, 2022. No further action required.

SD OPIOID SETTLEMENT

Alderman Kull moved Alderwoman Clark seconded to accept the City's share of the SD Opioid Settlement in the amount of \$64,800.00, paid out over 18 years. Motion carried.

PHASE 4 WATER METER PROJECT BID

The Streets Committee and Water & Sewer Committee reports were heard. Advertising for bids in the Brandon Valley Journal on September 7, 2022 and September 14, 2022 for the phase 4 water meter project.

At 7:11 p.m. Alderwoman Clark moved Alderman Steen seconded to go into executive session to discuss personnel, per SDCL 1-25-2.1 and contract negotiations, per SDCL 1-25-2.4. Motion carried. At 7:28 p.m. Mayor Buck declared the executive session ended.

Alderman Clark moved Alderman Kull seconded to approve Police Officer Alex Palmer resignation, effective September 7, 2022. Motion carried.

At 7:30 p.m. on a motion by Alderman Clark seconded by Alderman Kull the meeting was adjourned. Motion carried.

---

Melissa Labahn  
Municipal Recording Clerk

---

Harry Buck  
Mayor