

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on September 8, 2020 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Vickie David, Barb Fish, Tim Jorgenson, Jack Parliament and Mayor Paul Lundberg. Others present were: City Administrator, Bryan H. Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma, Police Chief, Joe Weir; Director of Human Resources, Julie Nelson; Golf Course Manager, Andrew Bauer and Public Works Director, Rollie Hoeke. Absent: David Kull.

Alderwoman Clark moved Alderwoman Fish seconded to approve the agenda. Motion carried.

Alderwoman Fish moved Alderman Parliament seconded to approve the minutes of the August 13, 2020 briefing meeting; the minutes of the August 17, 2020 regular meeting; the minutes of the August 20, 2020 special meeting and the minutes of the August 27, 2020 special meeting. Motion carried.

Alderwoman Clark moved Alderwoman David seconded to approve the following claims. Motion carried.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Septic	Professional Services	150.00
AFLAC	August Premium	1,253.95
AM&S Trucks	Repairs	476.64
Axon Enterprises	Supplies	388.30
Beal Distributing	GC Resale	4,091.00
Beck & Hofer Construction	Pool Improvements	100,682.18
Bill Wagner Welding, Inc.	Hired Repairs	485.00
BJM Enterprise, Inc.	Hired Repairs	1,975.29
Blaine's Service	Repairs	14.00
Borns Group	Utility Billing	1,046.76
Brandon Lumber Co.	Supplies	3,289.45
Brock White Co., LLC	Supplies	202.82
BV Media Group	Publications	1,583.39
BV School District	Fuel	2,824.39
Century Business Products	Copier Agreement	147.94
Cintas	Supplies	683.19
City of Sioux Falls	Supplies	193.88
Civil Air Patrol	Subscription	50.00
Coca-cola/Chesterman	GC Resale	457.03
Coffee Cup	Fuel	19.74
Core & Main, LP	Supplies	1,584.76
Corson Village Sanitary District	Utilities	952.54
Curb Appeal Landscapes	Supplies	675.00
D & K Construction	Sidewalk Repairs	19,977.68
Dakota Beverage	GC Resale	2,492.50
Dakota Pump, Inc.	Repairs	672.95

Dakota Resources	Professional Services	3,938.46
Dakota Supply Group	Supplies	9.81
Deb Dede	Refund	692.25
Delta Dental	September Premium	2,993.30
Diamond Vogel	Supplies	544.20
Direct Automation	Hired Repairs	1,360.00
DirecTV	Utilities	35.45
Division of Motor Vehicles	Fees	15.00
EnviroMaster, Inc.	Supplies	306.90
Fastenal	Supplies	122.15
Geotek Engineering	Project Improvements	14,744.00
Gerry's Concrete Company	Improvements	15,027.45
Girton Adams Co.	Supplies	175.50
Great Bear Sand & Gravel	Improvements	347.34
Hartfiel Automation	Supplies	244.10
Hawkins, Inc.	Chemicals	3,943.31
Inter-Lakes Community Action, Inc.	Transit	11,322.00
Interstate Office Products	Supplies	162.45
Interstate Power Systems	Hired Repairs	157.42
Jack's Uniforms & Equipment	Supplies	257.59
Jensen Electric	Hired Repairs	29,457.57
Johnson Bros of SD	GC Resale	516.52
L.G. Everist, Inc.	Repairs	526.39
Lacey Rentals	Rental	528.00
Lamb Motor Company	Vehicle	37,952.00
Landscapes Unlimited LLC	GC Improvements	67,510.23
Manley Tire Service	Repairs	27.05
Med-Star Paramedic Ambulance, Inc.	Professional Services	4,166.67
Meyer Laboratory, Inc.	Supplies	81.73
Midwest Turf & Irrigation	Repairs	936.74
Mills & Miller	Supplies	1,959.60
Minnehaha Community Water Corp.	Utilities	98.50
Minnehaha County IT	Maintenance Fees	638.05
Mobile Electronic Service, Inc.	Equipment	4,333.91
Modern Woodmen of America	September Premium	1,867.08
Myrl & Roy's Paving	Repairs	7,994.48
Olson's Pest Technicians	Professional Services	250.00
Optimal Prime Cleaning Services	Professional Services	2,273.25
Orkin	Professional Services	120.00
Overhead Door	Hired Repairs	224.49
Palisades Oil Co.	Fuel	1,101.60
Pepsi-Cola	GC Resale	622.66
Performance Press	Supplies	179.72
Pitney Bowes	Lease Agreement	168.90
R & L Supply, Ltd.	Supplies	64.03
Republic National Distributing Co.	GC Resale	807.05
Roto-Rooter	Professional Services	426.00
Schoeneman Construction, Inc.	Hired Repairs	1,009.34

SD Dept. of Health	Professional Services	735.00
Sioux Falls Area Humane Society	Professional Services	788.00
Sioux Falls Film Solutions	Supplies	70.00
Sioux Falls Networks	Professional Services	5,675.00
Sioux Falls Utilities	Utilities	101,738.99
Sioux Valley Energy	Utilities	35,660.19
Sirchie Finger Print Labs	Supplies	49.40
SiteOne Landscape Supply	Supplies	1,812.75
Southern Glazer's of SD	GC Resale	158.12
Staples	Supplies	409.04
Staples Enterprises, Inc.	Fuel	64.25
Stockwell Engineers	Project Services	124,558.00
Sysco Lincoln	GC Resale	2,403.27
The Rainmakers Inc	Core Project Improvements	1,423.98
Titleist	GC Resale	4,118.50
TSP, Inc.	Improvements	4,293.67
Twins Rivers Crossing	Water Improvements	64,702.00
Ultra-Chem, Inc.	Supplies	259.95
US Postmaster	Utility Postage	1,335.05
Van Diest Supply	Supplies	409.10
Verizon Wireless	Police Utilities	492.73
Verizon Wireless	Utilities	992.58
VFW Post 4726	Sr Citizens	1,525.00
Vogel Motors	Repairs	311.00
Wellmark BC/BS	September Premium	56,917.32
Xcel Energy	Utilities	3,032.28
Zimco Supply Co.	Supplies	82.00
First National Bank	TIF#2 Loan	53,876.51
First National Bank	Holly Blvd Loan	97,631.17
First National Bank	GC Equipment Loan	1,124.98
Security 1st Bank	Fire Station Loan	30,911.85
City Administration	August 20, 2020 Payroll	3,397.32
Finance Office	August 20, 2020 Payroll	4,315.24
Government Buildings	August 20, 2020 Payroll	129.29
Engineer	August 20, 2020 Payroll	3,159.74
Police	August 20, 2020 Payroll	22,242.01
Building Inspections	August 20, 2020 Payroll	3,408.96
Street Department	August 20, 2020 Payroll	6,142.29
Park Department	August 20, 2020 Payroll	8,199.94
Economic Development	August 20, 2020 Payroll	581.71
Water Department	August 20, 2020 Payroll	7,951.95
Sewer Department	August 20, 2020 Payroll	4,379.26
Golf Course Grounds	August 20, 2020 Payroll	8,113.10
Golf Course Lounge	August 20, 2020 Payroll	5,852.68
Golf Course Pro Shop	August 20, 2020 Payroll	5,637.51
Golf Course Community Room	August 20, 2020 Payroll	1,109.69
941 Payroll Taxes	August 20, 2020 Payroll	24,002.12
SD Retirement	August Contribution	22,482.80

SD Retirement System Supplemental	August 20, 2020 Payroll	700.00
Direct Pay Reimbursement	Direct Pay Reimbursement	1,295.00
TASC Flex Plan	August 20, 2020 Payroll	625.00
Accounts Management	August 20, 2020 Payroll	75.00

Alderman Clark moved Alderman Fish seconded to approve the consent calendar which contained the following items: a plat of Lots 1B, 2B, 3B, 4B & 5B Loosbrock Condominium Addition and a plat of Lots 1A & 2 Block 7 Thad-Tabor Estates Addition. Motion carried.

Chuck Parsons, 600 N. Yellowstone Drive, was present for discussion representing the Brandon Development Foundation and the Corson Railroad Crossing. The Brandon Development Foundation will pay \$10,000.00 towards the engineering design work done by CDI. The Brandon Development Foundation is recommending Option #2 on the Council agenda tonight.

RETAIL MALT BEVERAGE & SD WINE LICENSE

A public hearing was held, as advertised, to consider a retail on/off sale malt beverage and SD wine license for Bauer Enterprise LLC., dba Splitrock Pub, at 604 N. Teton Drive. Alderman Jorgenson moved Alderman Clark seconded to approve the application as presented. Motion carried.

FRANCHISE AGREEMENT WITH ALLIANCE COMMUNICATIONS

A public hearing was held to consider a franchise agreement with Alliance Communications. William Gast, 504 S. Country Club Avenue, was present for discussion. William questioned the use of pedestals where there are currently pedestals. Andrew, Director of PR for Midco was present. Alderman Clark moved Alderman David seconded to issue a Cable TV Franchise Agreement to Alliance Communications subject to the terms set forth in the draft franchise agreement that is on pages 30 to 51 of the Council packet. A roll call vote Clark, David, Fish, Parliament aye; Jorgenson abstained. Motion carried.

Alderman Clark moved Alderman Parliament seconded to approve the Cable TV Franchise Agreement between the City of Brandon and Alliance Communications. A roll call vote Clark, David, Fish, Parliament aye; Jorgenson abstained. Motion carried.

FRANCHISE AGREEMENT WITH MIDCONTINENT COMMUNICATIONS

A public hearing was held to consider a franchise agreement with Midcontinent Communications. Alderman Clark moved Alderman David seconded to issue a Cable TV Franchise Agreement to Midcontinent Communications subject to the terms set forth in the draft franchise agreement that is on pages 30 to 51 of the Council packet. A roll call vote Clark, David, Fish, Parliament aye; Jorgenson abstained. Motion carried.

Alderman Clark moved Alderman Parliament seconded to approve the Cable TV Franchise Agreement between the City of Brandon and Midcontinent Communications. A roll call vote Clark, David, Parliament aye; Fish, nay; Jorgenson abstained. Motion carried.

ORDINANCE #612

Alderman Fish moved Alderman Clark seconded to give second reading to Ordinance #612: TITLE: AMENDING CHAPTER 11-2 SPECIAL TAX CLASSIFICATION. A roll call vote showed Clark, David, Fish, Jorgenson, Parliament aye. Motion carried.

GOLF COURSE STAFF

The Golf Course Committee report was heard. Alderman Parliament moved Alderman Jorgenson seconded to approve Mason Stark as cart tech staff at \$9.30 per hour, effective September 9, 2020, for the remainder of the 2020 season. Motion carried.

GOLF COURSE FLOOD REPAIR PROJECT

Alderman Parliament moved Alderman David seconded to approve pay application #1 to Landscapes Unlimited in the amount of \$67,510.23 for the golf course flood repair project. Motion carried.

DISC GOLF TOURNAMENT REQUEST

The Parks & Recreation Committee report was heard. Alderman Fish moved Alderman Clark seconded to approve the request from Michael Gross to host a disc golf tournament at Pioneer Park on October 3, 2020; to include food vendors. Motion carried.

POOL IMPROVEMENTS PROJECT PAY APPLICATION

Alderman Fish moved Alderman David seconded to approve pay application #1 to Beck & Hofer Construction in the amount of \$100,682.18 for the pool improvements project. Motion carried.

DELCARE VEHICLES SURPLUS

The Public Safety Committee report was heard. Alderman Clark moved Alderman Jorgenson seconded to declare the following vehicles as surplus. Motion carried. The Valley Springs Fire Department has expressed interest in one as a donation, the other will be advertised for sale. Alderman Kull, Alderman Parliament and Alderman Jorgenson were appointed as the appraisal committee for the 2013 Ford Explorer. Appraisal was over \$500.00. Alderman David, Alderman Clark and Alderman Fish were appointed as the appraisal committee for the 2015 Ford Explorer. Appraisal was over \$500.00.

2013 Ford Explorer, VIN# 1FM5K8AR6D6C07111, 152,550 miles

2015 Ford Explorer, VIN# 1FM5K8AR1F6C52282, 137,961 miles

RESOLUTION #22-20

The Administration Committee report was heard. Alderman Clark moved Alderman David seconded to approve Resolution #22-20. A roll call vote showed Clark, David, Fish, Jorgenson, Parliament aye. Motion carried.

RESOLUTION #22-20

RESOLUTION ANNEXING CERTAIN PROPERTY IN SECTIONS 32-T102N-R48W

AND 33-T102N-R48W TO THE CITY OF BRANDON, SOUTH DAKOTA

WHEREAS, the City of Brandon, South Dakota has authority under SDCL 9-4-1 to annex territory on a petition filed by three-fourths of the registered voters or landowners in the area to be annexed; and

WHEREAS, the one hundred percent of the owners of the property described as: That part of the NW ¼ lying south of the railroad right-of-way and the W ½ NE ¼ lying south of the railroad right-of-way Section 33-T102N-R48W, and the E ½ of the NE ¼ lying south of the railroad right-of-way Section 32-T102N-R48W of the 5th P.M., Minnehaha County, South Dakota; and

WHEREAS, the above described property is contiguous to the City of Brandon; and

WHEREAS, the Brandon Planning and Zoning Commission reviewed the petition during their regular meeting on September 3, 2020 and has recommended that this property, as described, be annexed into the City of Brandon.

BE IT RESOLVED that the following described property be annexed and included in the boundaries of the City of Brandon, South Dakota:

That part of the NW ¼ lying south of the railroad right-of-way and the W ½ NE ¼ lying south of the railroad right-of-way Section 33-T102N-R48W, and the E ½ of the NE ¼ lying south of the railroad right-of-way Section 32-T102N-R48W of the 5th P.M., Minnehaha County, South Dakota

Dated this 8th day of September, 2020.

Paul Lundberg
Mayor

ATTEST:

Christina Smith
Municipal Finance Officer

(SEAL)

2021 CONSTRUCTION PROJECT CORE PHASE 2 OR RUSHMORE PROJECT

Discussion held on 2021 construction projects – Core Phase 2 or Rushmore Project. Tami Jansma, City Engineer, gave an update on 2021 construction plans. The Rushmore Project is currently budgeted for 2021, with the Core Area Reconstruction on an every other year plan. Alderman Jorgenson moved Alderwoman Fish seconded to proceed with the budget for Rushmore Construction and Core Area Phase 2 design in 2021. A roll call vote showed Fish, Jorgenson, Parliament aye; Clark, David nay. Motion carried.

ORDINANCE #613 2021 BUDGET

Alderman Jorgenson moved Alderwoman Fish seconded to give first reading to Ordinance #613: TITLE: AN ORDINANCE PROVIDING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021, AND LEVYING THE PROPERTY TAX FOR THE YEAR 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Parliament aye. Motion carried.

Alderman David Kull joined the meeting at 7:03p.m.

SALARY REVIEW AND ADJUSTMENT

Alderwoman David moved Alderwoman Clark seconded to approve the annual salary adjustment for Melissa Labahn, to step 13-18 on the wage scale, \$21.61 per hour, effective September 13, 2020. Motion carried.

WAGE STUDY

Julie Nelson, Director of Human Resources, was present for discussion. Julie presented a wage study that she had prepared, comparing wages for the City of Brandon to neighboring communities.

TREE DUMP SITE

The Streets Committee report was heard. City Council was presented with 5 different potential locations to offer a tree dump site to Brandon residents. It was the consensus to offer a temporary tree dump site at the waste plant on N. Sioux Blvd. Staff will present a list of costs and items associated with getting this up and running at a future City Council meeting.

CORSON RAILROAD CROSSING

Tami Jansma, City Engineer, gave an update on the Corson Railroad Crossing. Currently under contract with CDI for the design work. Alderwoman Fish moved Alderwoman Clark seconded to go with Option #2 as presented, authorizing to go out for bids, to include an alternate bid. A roll call vote showed Clark, David, Fish, Jorgenson, Kull aye; Parliament nay. Motion carried.

TWIN RIVERS CROSSING UPSIZE REIMBURSEMENT

The Water & Sewer Committee report was heard. Alderman Kull moved Alderman Jorgenson seconded to approve the Twin Rivers Crossing Development reimbursement to upsize the water main from 8” to 16” at a cost of \$64,702.00. Motion carried.

SANITARY SEWER EASEMENT WITH BRANDON WEST MINI STORAGE

Alderman Jorgenson moved Alderman Parliament seconded to approve the sanitary sewer easement with Brandon West Mini Storage as presented. Motion carried.

WATER TOWER PROJECT PROJECT

Tami Jansma, City Engineer, presented an exhibit of where the altitude valve & building could be constructed, if placed on the Golf Course property. It was the recommendation of Tami Jansma to proceed with the current plan of placing this building on the City owned lot on S. Palmer Drive.

At 8:12 p.m. Alderwoman Clark moved Alderwoman Fish seconded to go into executive session to discuss potential litigation, per SDCL 1-25-2.3. Motion carried. At 8:38 p.m. Mayor Lundberg declared the executive session ended.

At 8:39 p.m. on a motion by Alderwoman Clark seconded by Alderman Jorgenson the meeting was adjourned.

Melissa Labahn
Municipal Recording Clerk

Paul Lundberg
Mayor