

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on October 7, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, David Kull, Kevin Lawrence, Randy Marso, Colin Steen and Mayor Harry Buck. 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.

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

Alderman Lawrence moved Alderman Steen seconded to approve the minutes of the September 12, 2024 briefing meeting and the September 16, 2024 regular meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Pumping	Professional Services	450.00
AE2S	Professional Services	28,487.84
Alliance	Utilities	2,890.17
Ambush Apparel	Supplies	1,718.33
Avera Medical Group	Professional Services	104.20
Beal	GC Resale	303.90
BNSF	Forcemain Project	2,000.00
Bok Financial	Agent Fee	350.00
Border States	Supplies	533.74
Boyce Law Firm	Professional Services	4,238.64
Brandon Plumbing & Heating	Hired Repairs	241.84
BV Media Group	Publications	1,132.75
BV School District	Fuel	4,877.77
Cash WA	GC Resale	705.75
Century Business Products	Supplies	84.41
Chronogolf	Software	3,000.00
City of Brandon	2025 Liquor License	2,000.00
Core & Main	Repairs	1,343.30
Corson Village	Reimbursement	1,081.15
Dakota Beverage	GC Resale	860.70
Delta Dental	Insurance	3,752.90
Direct Technologies	Software	1,100.74
Duke Aerial Equipment	Rental	150.80
Dust Tex	Supplies	129.40
Electrical Engineering & Equipment	Repairs	55.73

Geotek	Professional Services	4,145.50
Hawkins	Chemicals	13,846.05
Industrial Supply	Supplies	267.18
Infrastructure Design Group	Improvements	15,220.75
Interstate Power Systems	Repairs	1,111.15
Jack's Uniform	Uniform Supplies	31.94
Johnstone Supply	Supplies	21.23
KC Life Insurance	Insurance	596.47
Knife River	Repairs	8,907.84
Lacey Rentals	Rental	405.00
Lawson Products	Supplies	131.31
Locators & Supplies	Supplies	142.06
MCWC	Utilities	152.50
MD Aquatics LLC	Repairs	487.33
Micheal's Purple Petunia	Professional Services	140.00
Midwest Turf	Repairs	2,463.49
Modern Woodman	Insurance	2,267.01
Northwest Tire	Repairs	18.12
Olson's Pests	Professional Services	205.00
Orkin	Monthly Service	161.99
Palisades Oil	Fuel	4,871.20
Parkway Sod	Improvements	141,569.11
Performance Press	Supplies	59.00
Pheasantland Industries	Supplies	19.00
Prestige Flag	Supplies	765.92
Reel Sharp	Professional Services	2,800.00
ROCS	August Reimbursement	13,883.15
Safelite	Repairs	184.00
Safety Benefits	Dues	75.00
Scheels	Uniform Supplies	199.95
SD Dept of Health	Professional Services	806.00
SD Secretary of State	Notary Fees	30.00
SDDOT	Professional Services	207.91
SF Electric	Repairs	737.42
SF Utilities	Utilities	124,044.45
Sioux Valley Energy	Utilities	47,103.52
Small Lot	GC Resale	477.50
Streicher's	Uniform Supplies	52.99
Titleist	GC Resale	1,199.82
TS Paint Sprayer	Repairs	767.12
Two Way Solutions	New Vehicle Equipment	10,130.14
US Bank	Fees	600.00
Valley Springs Body Shop	Hired Repairs	1,494.20
Verizon	Utilities	660.59

Verizon	Utilities	999.71
Vogel Motors	Hired Repairs	120.00
Wellmark BC/BS	Insurance	80,479.04
Xcel Energy	Utilities	3,987.72
Zimco	Supplies	913.95
US Bank	Big Sioux Lift Bond	43,304.01
US Bank	Water Tower Loan	64,337.09
City Administration	September 12, 2024 Payroll	4,340.20
Finance Officer	September 12, 2024 Payroll	6,513.69
Government Buildings	September 12, 2024 Payroll	140.28
Engineer	September 12, 2024 Payroll	4,239.51
Police	September 12, 2024 Payroll	35,695.06
Building Inspections	September 12, 2024 Payroll	4,107.45
Street Department	September 12, 2024 Payroll	5,291.43
Park Department	September 12, 2024 Payroll	7,001.54
Economic Development	September 12, 2024 Payroll	2,370.27
Water Department	September 12, 2024 Payroll	10,038.37
Sewer Department	September 12, 2024 Payroll	4,482.51
Golf Course Grounds	September 12, 2024 Payroll	9,254.15
Golf Course Lounge	September 12, 2024 Payroll	4,879.78
Golf Course Pro Shop	September 12, 2024 Payroll	5,161.01
941 Payroll Taxes	September 12, 2024 Payroll	31,858.80
SD Retirement Supplemental	September 12, 2024 Payroll	1,527.50
TASC Flex Plan	September 12, 2024 Payroll	1,175.43
Accounts Management	September 12, 2024 Payroll	75.00
SD Retirement	August 2024	34,142.18
Council	September 26, 2024 Payroll	8,676.90
Mayor	September 26, 2024 Payroll	2,333.59
City Administration	September 26, 2024 Payroll	4,340.20
Planning and Zoning	September 26, 2024 Payroll	1,200.53
Finance Officer	September 26, 2024 Payroll	6,513.69
Park Committee	September 26, 2024 Payroll	877.32
Government Buildings	September 26, 2024 Payroll	125.25
Engineer	September 26, 2024 Payroll	4,246.20
Police	September 26, 2024 Payroll	34,484.81
Building Inspections	September 26, 2024 Payroll	4,264.94
Street Department	September 26, 2024 Payroll	6,751.09
Park Department	September 26, 2024 Payroll	6,444.36
Economic Development	September 26, 2024 Payroll	2,370.27
Water Conservation	September 26, 2024 Payroll	692.60
Water Department	September 26, 2024 Payroll	10,978.80
Sewer Department	September 26, 2024 Payroll	4,213.97
Golf Course Grounds	September 26, 2024 Payroll	8,453.29
Golf Course Lounge	September 26, 2024 Payroll	6,538.44

Golf Course Pro Shop	September 26, 2024 Payroll	5,783.06
941 Payroll Taxes	September 26, 2024 Payroll	34,764.16
SD Retirement Supplemental	September 26, 2024 Payroll	1,527.50
TASC Flex Plan	September 26, 2024 Payroll	1,175.43
Accounts Management	September 26, 2024 Payroll	75.00
Direct Pay	October 7, 2024	985.41

Alderman Kull moved Alderman Steen seconded to approve the consent calendar which contained the following items: wage adjustment for Larry Bixby, to step 14-10 on the wage scale, \$35.73 per hour, effective October 24, 2024; a wage adjustment for Matt Brown, to step 10-9 on the wage scale, \$27.43 per hour, effective October 24, 2024; a wage adjustment for Andrew Sorenson, to step 13-1 on the wage scale, \$26.93 per hour, effective September 23, 2024; a plat of Lot 16A & 17 Block 2 Rovang Industrial Park Addition; a plat of Tract 1 of Galbavy's Addition; Tax Abatement #2024-0415 and Tax Abatement #2024-0417. Motion carried.

ORDINANCE #714

A public hearing was held, as advertised, to consider Ordinance #714 to re-zone the property legally described as Tract 9 Burkman Addition for the construction of an elementary school. Alderwoman Fish moved Alderman Lawrence seconded to give first reading to Ordinance #714: 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, Kull, Lawrence, Marso, Steen aye. Motion carried.

ASPEN PARK ROAD & PARKING LOT IMPROVEMENTS

Discussion held on making improvements to Aspen Park Road and the parking lots located in Aspen Park versus proceeding with the extension of E. Ironwood Street to provide a second entrance to the park. Austin Hanten, 26422 481st Avenue, was present for discussion. Alderman Kull moved Alderman Steen seconded to proceed with the improvements to Aspen Park Road by expanding portions to 3 lanes and paving the parking lots to include curbs as an option, as discussed; and to abandon the E. Ironwood Street extension project. A roll call vote showed Johnson, Kull, Lawrence, Steen aye; Fish, Marso nay. Motion carried.

HIRE SEASONAL EMPLOYEE

The Golf Course Committee report was heard. Alderman Steen moved Alderman Marso seconded to approve the hiring of Eyston Elgersma as a busser/dishwasher at \$12.00 per hour. Motion carried.

BRANDON AREA FOOD PANTRY REQUEST TO WAIVE FEES

A request was received from the Brandon Area Food Pantry to waive the fees for the use of the Brandon Golf Course Club House for their annual fundraiser on November 22, 2024. Alderman Johnson moved Alderman Lawrence seconded to approve the request. Motion carried.

PURCHASE CHRISTMAS DECORATIONS

The Parks & Recreation Committee report was heard. Alderman Lawrence moved Alderman Steen seconded to approve the purchase of a pole tree structure and pole tree lights from S4 Décor and S4 Lights, respectively, in the amount of \$15,346.23. Motion carried.

LEASE ROBOTIC PAINTER

The Parks Department would like to lease a robotic GPS painter to set up athletic fields for soccer, flag football, football, baseball and softball. Alderman Johnson moved Alderman Steen seconded to approve the lease of a robotic GPS painter from Turf Tank in the amount of \$49,700.00 for 3 years. Motion carried.

APPOINT FIRE ADVISORY BOARD MEMBERS

The Public Safety Committee report was heard. Mayor Buck appointed Alderman Lawrence, Alderman Kull, City Administrator Bryan Read and member from the public Eric Burkman to the Fire Advisory Committee. The purpose of the committee will be to begin discussions with all the stakeholders affected by the operation of the Bradnon Valley Volunteer Fire Department to discuss the future operation and funding for the department. No further action required.

CITY CHRISTMAS PARTY

The Administration Committee report was heard. Alderman Lawrence moved Alderman Marso seconded to approve the Christmas Party for the City of Brandon employees on December 6, 2024 at the Brandon Municipal Golf Course. The estimated cost is around \$5,000.00 to include food, gifts, prizes, entertainment and annual years of service recognition. Motion carried.

EASEMENT REQUEST FROM MINNEHAHA COMMUNITY WATER CORPORATION

A request was received from Minnehaha Community Water Corporation for an easement in Tract 1 of Aspen Park Addition, which will provide water service to a resident of Brandon. Bryan Read, City Administrator, spoke with MCWC and has requested the easement be reduced to 25'. Alderman Johnson moved Alderman Steen seconded to approve the easement request, as amended to the 25'. Motion carried.

USE OF REMAINING BID FUNDS

The Business Improvement District (BID) was abolished in June 19, 2024. There is a remaining balance of \$21,599.61 in the fund. Based on SDCL 9-55-20 the governing body shall determine where to transfer the money to. It was the consensus of the Council to transfer these remaining funds to the General Fund. A resolution will be presented at the next regular meeting. No further action required at this time.

HIGH SCHOOL INTERN

Brandon Valley High School facilitates an internship program for students to gain experience with local entities. Ava Johnson is interning with the engineering department and will intern for 90 hours. Alderman Marso moved Alderman Steen seconded to approve Ava Johnson as an intern for the City of Brandon. Motion carried.

HIRE PUBLIC WORKS EMPLOYEE

The Streets Committee report was heard. Alderman Kull moved Alderman Marso seconded to approve the hiring of Jady Flowers as a full-time employee for the Public Works Department, step 9-1 on the wage scale, \$21.33 per hour, effective October 8, 2024. Motion carried.

BRANDON TRANSIT FY 2025 COORDINATION PLAN

Alderman Steen moved Alderman Johnson seconded to approve the fiscal year 2025 coordination plan with the Brandon City Transit, as presented. Motion carried.

PAINTING QUOTE

Alderman Marso moved Alderman Kull seconded to approve the painting quote from Constructing Signing Corporation to do the street striping projects along Park Street, Holly Blvd and Aspen Blvd. in the amount of \$28,917.00. Motion carried.

2025 CONCRETE REPAIR PROJECT

Alderman Lawrence moved Alderman Steen seconded to approve the 2025 Concrete Pavement Repairs proposal with DGR Engineering as an hourly not to exceed \$60,034.00, as presented. Motion carried.

WATER METER REPLACEMENT PROJECT BIDS

The Water & Sewer Committee report was heard. Alderman Johnson moved Alderman Lawrence seconded to approve the sole bid from Ferguson Waterworks in the amount of \$58,010.98 for the Water Meter Replacement Project – Phase 6. Motion carried.

SIoux FALLS FORCEMAIN PROJECT CHANGE ORDER

Alderman Kull moved Alderman Marso seconded to approve the change order to Lidel Construction Company in the amount of \$41,296.20 for the Sioux Falls forcemain project. Motion carried.

BIG SIOUX DRAINAGE PAY APPLICATION

Alderman Kull moved Alderman Steen seconded to approve pay application #1 to LT Companies in the amount of \$141,569.11 for the Big Sioux Drainage structure repair project. Motion carried.

At 6:34 p.m. Alderman Lawrence moved Alderman Johnson seconded to go into executive session to discuss potential litigation, per SDCL 1-25-2.3. Motion carried. At 6:39 p.m. Mayor Harry Buck declared the executive session ended.

At 6:39 p.m. on a motion by Alderman Kull seconded by Alderman Lawrence the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor