

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on October 17, 2022 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, Bruce Johnson, 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; 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.

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

Alderwoman Clark moved Alderman Steen seconded to approve the minutes of the September 29, 2022 briefing meeting and the minutes of the October 3, 2022 regular meeting minutes. Motion carried.

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

| <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|-------------------------------------|---------------------------|----------------------|
| A-1 Pumping & Excavating | Professional Services | 800.00 |
| AB Contracting | Water Tower | 183,911.38 |
| Active Network | Software | 4,200.00 |
| AE2S | Professional Services | 33,026.40 |
| AFLAC | Insurance | 865.27 |
| All Star Pro Golf | Supplies | 214.90 |
| Alternative HR Development | HR Services | 3,507.50 |
| Amanda Jeseritz | Reimbursement | 1,725.00 |
| ATOM | Training | 575.00 |
| Big Al's Contracting | Improvements | 280,205.43 |
| Blaine's Service | Hired Repairs | 275.95 |
| Border States Electric | Improvements | 1,491.97 |
| Brandon Ace Hardware | Supplies | 869.66 |
| Brandon Community Foundation | Supplies | 400.00 |
| Brandon Lumber Company | Supplies | 114.25 |
| Brandon Plumbing & Heating | Improvements | 5,612.26 |
| Brandon Valley Media Group | Publications | 1,877.73 |
| Brandon Valley School District | Fuel | 4,838.28 |
| Brock White Co. | Supplies | 252.95 |
| Cash-WA Distributing | GC Resale | 589.57 |
| Century Business Products | Supplies | 304.39 |
| Cintas | Supplies | 811.37 |
| City of Brandon-GC Liquor License | Licenses | 2,000.00 |
| Coca Cola/Chesterman | Rentals | 50.00 |
| Coffee Cup | Fuel | 215.87 |
| Construction Products & Consultants | Supplies | 594.65 |
| CRA Payment Center/Titan | Repairs | 44.25 |
| Crescent Electric Supply | Improvements | 50.08 |

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| Culligan Water Conditioning | Utilities | 232.05 |
| Dakota Beverage | GC Resale | 370.40 |
| Dakota Data Shred | Rentals | 32.00 |
| Dakota Fluid Power | Repairs | 31.18 |
| Dakota Supply Group | Repairs | 92.79 |
| DGR Engineering | Professional Services | 85,148.28 |
| Direct Automation | Hired Repairs | 1,848.40 |
| Direct Technologies | Software | 1,053.82 |
| Diverse Lawn & Landscaping | Improvements | 595.00 |
| Ellis & Eastern Company | Lease | 150.00 |
| Enviromaster | Professional Services | 149.00 |
| Fastenal | Supplies | 145.50 |
| Ferguson Waterworks | Water Meters | 1,723.71 |
| First National Bank Cardmember Service | Misc. Purchases | 5,625.18 |
| Game Time | Repairs | 231.40 |
| Geotek Engineering & Testing Services | Improvements | 1,761.50 |
| Great Bear Sand and Gravel | Supplies | 1,583.72 |
| Hawkins Water Treatment | Chemicals | 8,675.90 |
| HDR Engineering | Professional Services | 26,456.25 |
| Hobart | Supplies | 283.75 |
| I&S Group | Improvements | 17,674.47 |
| Impact Landscape Design | Improvements | 56,075.00 |
| Innovative Office Solutions | Supplies | 411.04 |
| Interstate Office Products | Improvements | 365.88 |
| Interstate Power Systems | Equipment | 26,830.00 |
| Kelly Eilers | Reimbursement | 276.52 |
| Knife River | Repairs | 717.60 |
| Lacey Rentals | Rentals | 250.00 |
| Lawson Products | Supplies | 278.67 |
| Locators & Supplies | Supplies | 2,095.03 |
| Marv's Sanitary Service | Utilities | 637.50 |
| Matthew Roy | Reimbursement | 48.46 |
| Med-Star | Monthly Service | 8,333.34 |
| Metro Communications | Quarter 3 Service Fee | 17,242.75 |
| MidAmerican Energy | Utilities | 481.95 |
| Midwest Alarm Company | Professional Services | 99.62 |
| Midwest Turf & Irrigation | Repairs | 87.07 |
| Miller & Sons Golf Cars | Rentals | 200.00 |
| Minnehaha Community Water Corp | Utilities | 138.50 |
| Oakridge Nursery & Landscaping | Supplies/Improvements | 4,995.25 |
| Orkin | Utilities | 134.00 |
| Pfeifer's Implement Company | Supplies | 351.57 |
| Pitney Bowes | Postage | 270.99 |
| PrairieSons | Improvements | 66,293.10 |
| Qualified Presort Service | Utility Bill Processing | 2,749.71 |
| Republic National Distributing Company | GC Resale | 839.25 |
| Sam's Club | GC Resale | 169.41 |
| SD One Call | Utilities | 201.60 |

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| SD Unemployment Insurance Division | Insurance | 2,490.69 |
| SEAM | Improvements | 855.62 |
| Sioux Falls Networks | Software/Repairs | 634.17 |
| Soukup Construction | Improvements | 335,693.18 |
| South Dakota Department of Revenue | Sales Tax | 10,049.90 |
| Staples | Supplies | 198.07 |
| Sturdevant's Auto Parts | Supplies | 359.43 |
| Summit Fire Protection | Rentals | 70.00 |
| Sunshine | GC Resale | 840.74 |
| Taylor Made Golf Company | GC Resale | 326.85 |
| The Wright Vacs | Hired Repairs | 39.00 |
| Titan Machinery | Repairs | 290.25 |
| Titleist | GC Resale | 4,595.83 |
| Tom's Backhoe Service | Improvements | 465,589.75 |
| Tony's Catering | Catering | 6,635.15 |
| Toro | Monthly Contract | 229.00 |
| Two Way Solutions | Hired Repairs | 366.48 |
| US Bank | Agent Fees | 1,320.00 |
| Vogel Motors | Hired Repairs | 92.00 |
| Xcel Energy | Utilities | 3,274.46 |
| First National Bank Trust Department | GC Equipment Loan | 1,124.98 |
| US Bank Trust Department | Big Sioux Lift Station Bond | 43,304.01 |
| City Administration | October 13, 2022 Payroll | 3,733.93 |
| Finance Officer | October 13, 2022 Payroll | 5,650.83 |
| Government Buildings | October 13, 2022 Payroll | 129.29 |
| Engineer | October 13, 2022 Payroll | 3,783.26 |
| Police | October 13, 2022 Payroll | 24,763.62 |
| Building Inspections | October 13, 2022 Payroll | 3,589.14 |
| Street Department | October 13, 2022 Payroll | 4,268.07 |
| Park Department | October 13, 2022 Payroll | 5,419.62 |
| Economic Development | October 13, 2022 Payroll | 2,017.55 |
| Water Department | October 13, 2022 Payroll | 9,598.20 |
| Sewer Department | October 13, 2022 Payroll | 4,807.70 |
| Golf Course Grounds | October 13, 2022 Payroll | 6,028.60 |
| Golf Course Lounge | October 13, 2022 Payroll | 3,281.04 |
| Golf Course Pro Shop | October 13, 2022 Payroll | 4,754.92 |
| Golf Course Community Room | October 13, 2022 Payroll | 724.49 |
| 941 Payroll Taxes | October 13, 2022 Payroll | 24,810.67 |
| SD Retirement System Supplemental | October 13, 2022 Payroll | 1,175.00 |
| TASC Flex Plan | October 13, 2022 Payroll | 1,064.63 |
| Accounts Management | October 13, 2022 Payroll | 75.00 |
| SD Retirement System | September 2022 | 41,199.52 |

Alderman Jorgenson moved Alderman Kull seconded to approve the consent calendar which contained the following items: annual salary adjustment for Matt Brown, to step 10-7 on the wage scale, \$23.45 per hour, effective October 20, 2022 and an annual salary adjustment for Jeramie Olson, to step 10-6 on the wage scale, \$22.91 per hour, effective October 24, 2022.

Motion carried.

Joe Kippley, Sioux Falls resident, was present to introduce himself as a candidate for Minnehaha County Commissioner.

SPECIAL EVENT ALCOHOLIC BEVERAGE LICENSE

Alderman Kull moved Alderman Steen seconded to approve the special event alcoholic beverage license from Wilde Prairie Winery to sell/sample at the Farmer’s Market located at 800 N. Splitrock Blvd. on November 12, 2022; December 17, 2022; March 11, 2023 and April 8, 2023. Motion carried.

RESOLUTION #29-22

The Golf Course Committee report was heard. Alderwoman Clark moved Alderman Jorgenson seconded to approve Resolution #29-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

RESOLUTION #29-22

A RESOLUTION ESTABLISHING CATEGORIES, DEFINITIONS AND FEES FOR THE BRANDON MUNICIPAL GOLF COURSE

WHEREAS, SDCL 9-38-6 allows municipalities to establish, maintain, and operate athletic facilities such as golf courses as part of the park system of such municipality, and to charge fees for the use thereof; and

WHEREAS, the City of Brandon has established the Brandon Municipal Golf Course.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Brandon, South Dakota that the following definitions and rates are hereby approved (all rates are subject to sales tax):

Section 1: Annual Pass Categories and Definitions

- A. Youth Any person who is eighteen (18) years of age or younger on January 1 of the golfing year.
- B. Young Adult Any person who is nineteen (19) years of age on January 1 of the golfing year and no older than twenty-three (23) years of age as of January 1 of the golfing year.
- C. Young Professional Any person who is twenty-four (24) years of age on January 1 of the golfing year and no older than thirty (30) years of age as of January 1 of the golfing year.
- D. Adult Any person who is thirty-one (31) years of age or older on January 1 of the golfing year.

- E. Senior Any person who is sixty (60) years of age or older on January 1 of the golfing year.
- F. Married Couple Individuals legally married to each other (adult or senior).
- G. Family Spouses and children classified as youths.
- H. Elderly Any person who is eighty (80) years of age or older on January 1 of the golfing year.

Section 2: Annual Pass Fees

Annual passes are sold at the same price during the golfing year without regard to which point in the season the pass is purchased. Annual passes are not refundable and have no restrictions as to the amount of rounds played. Annual passes are valid from March 1 until November 30 of the golfing year.

Youth (w/o parent legal guardian pass holder) \$250.00
 Youth (parent/legal guardian pass holder) \$100.00
 Youth pass holders may play anytime Monday through Friday and after 3:00 pm Saturday and Sunday without being accompanied by an adult. They may play before 3:00 pm Saturday and Sunday unaccompanied at the discretion of golf course management.

Young Adult (all time) \$400.00
 Young Professional (all time) \$700.00
 Adult (all time) \$950.00
 Adult (week day) \$750.00
 Senior (all time) \$850.00
 Senior (week day) \$675.00
 Senior Couple (all time) \$1,200.00 (Both must qualify as seniors)
 Adult Couple (all time) \$1,350.00
 Young Professional Couple (all time) \$1,000.00 (Both must qualify as young professional)
 Elderly 70% off senior pass rates

Early purchase discount: An Early Purchase Discount for the purchase of an Annual Season Pass and Annual Cart Lease will be applied at fifteen percent (15%) if the Annual Pass and/or Annual Cart Lease is purchased in November or December of the year preceding the golfing year.

Section 3: Green Fees

| <u>PLAY</u> | <u>WEEK DAY</u> | <u>SATURDAYS/SUNDAYS/HOLIDAYS</u> |
|-----------------------|-----------------|-----------------------------------|
| 9 holes | \$22.00 | \$27.00 |
| 18 holes | \$35.00 | \$42.00 |
| 18 holes Senior/Youth | \$24.00 | N/A |

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|----------------------------------|---------|---------|
| Twilight (after 2:00 p.m.) | \$25.00 | \$25.00 |
| Super Twilight (after 4:00 p.m.) | \$25.00 | \$25.00 |

Twilight and Super Twilight players are required to rent a cart.

Section 4: Punch Cards

Punch cards are for twelve (12) rounds and are sold during the golfing year without regard to which point in the season the card is purchased. All punch cards expire at the end of the golfing season and are not transferable to the following year, they are not refundable. Punch Cards cannot be applied toward outings or groups of five or more. There are no restrictions as to how many punch cards may be purchased.

9 Hole Punch Card: \$220.00
 18 Hole Punch Card: \$350.00

Section 5: Golf Carts – Half Cart Rental Fee

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|--------------------|--|
| 9 Holes | \$14.00 per rider |
| 18 Holes | \$22.00 per rider |
| Twilight | \$15.00 per rider |
| Super Twilight | \$10.00 per rider |
| Senior Special | \$13.33 Special price only coupled with senior green fee |
| Trail Fee (Season) | \$400.00 |
| Trail Fee (Daily) | \$20.00 |

Half cart annual lease per person (all time): \$800.00, subject to availability. Passengers must pay a half cart rental fee.

Half cart annual lease per person (week day): \$675.00, subject to availability. Passengers must pay a half cart rental fee.

Couple cart annual lease (all time): \$1,100.00, subject to availability. Passengers other than couples must pay a half cart rental fee.

Elderly 70% off cart lease

Section 6: Pull Carts – Rental Fee

\$5.00 per round

Section 7: Range Fees

| | | | |
|-----------------------------------|--------------------|-------------------|-------------------|
| Range balls | \$10.00 per lg bag | \$8.00 per md bag | \$4.00 per sm bag |
| Unlimited annual range ball pass: | | | |
| Adult | \$325.00 | | |
| Youth | \$225.00 | | |
| Family | \$425.00 | | |

Section 8: Outings

The Golf Course Manager is authorized to set rates for golf outings.

Dated this 17th day of October, 2022.

Harry Buck
Mayor

ATTEST:

Christina Smith
Municipal Finance Officer

(SEAL)

HIRE PART TIME EMPLOYEE

Alderman Jorgenson moved Alderman Johnson seconded to approve the hiring of Jackson Burns at \$12.00 per hour as a Community Room busser at the Golf Course. Motion carried.

BV BASEBALL SPONSORSHIP AGREEMENT

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Steen seconded to approve the sponsorship agreement between the Brandon Valley Baseball Association and Chesterman Company (Coca-Cola), as presented. Motion carried.

TENNIS COURT LIGHTS AT BV MIDDLE SCHOOL

Alderwoman Clark presented a residents concerns regarding the lights at the tennis courts located at the Brandon Valley Middle School staying on until 11:00pm each night, even if no one is playing. Staff will be meeting with the BV School District and Tennis Association to further discuss options to remedy this situation.

2022/2023 POLICE INTERCEPTOR

The Public Safety Committee report was heard. Alderman Kull moved Alderman Steen seconded to approve the purchase of a 2023 Ford Inteceptor from Lamb Motors in the amount of \$41,807.00, due to the previous order being cancelled by Ford. 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.

RESOLUTION #28-22

Alderman Jorgenson moved Alderman Johnson seconded to approve Resolution #28-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

RESOLUTION #28-22

RESOLUTION ANNEXING LOTS 1 AND 2, BURKMAN'S TRACT 1, SE ¼, SW ¼, SECTION 26, TOWNSHIP 102 NORTH, RANGE 48 WEST OF THE 5TH PRINCIPAL MERIDIAN, MINNEHAHA COUNTY 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 by owners of not less than three-fourths of the value of the territory to be annexed; and

WHEREAS, one hundred percent of the owners of the property described as: Lots 1 and 2, Burkman's Tract 1, SE ¼, SW ¼, Section 26, Township 102 North, Range 48 West of the 5th Principal Meridian, Minnehaha County, South Dakota; and

WHEREAS, the owners of the above described property own at least three-fourths of the value of the territory to be annexed; 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 October 6, 2022 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:

Dated this 17th day of October, 2022.

Harry Buck
Mayor

ATTEST:

Christina Smith
Municipal Finance Officer

(SEAL)

SD PUC NOTICE OF HEARING FOR HEARTLAND GREENWAY LLC CO2 PIPELINE

Information was presented regarding a public hearing by the SD Public Utilities Commission for the Heartland Greenway LLC CO2 Pipeline project. No action required.

BV CHEER & DANCE HOLIDAZZLE 50/50 RAFFLE

A request was received from the Brandon Valley Cheer & Dance Team to hold a 50/50 raffle on December 3, 2022 as part of their Holidazzle event. No action required.

MCHARDY BRIDGE PROJECT

The Streets Committee report was heard. Alderman Kull moved Alderwoman Clark seconded to authorize staff to advertise to bid for the McHardy Bridge Improvement Grant Project. Motion carried.

CORE AREA RECONSTRUCTION PROJECT PHASE 2A

Alderman Jorgenson moved Alderman Steen seconded to approve pay application #6 to Soukup Construction in the amount of \$335,693.18 for the Core Area Phase 2A Reconstruction Project. Motion carried.

HOLLY BLVD XERISCAPING PROJECT

Alderwoman Clark moved Alderwoman Fish seconded to approve the invoices from Impact Landscape Design in the amount of \$56,075.00 for the Holly Blvd. Xeriscaping Project. Motion carried.

TRANSPORTATION PLAN PROPOSAL

Alderwoman Clark moved Alderman Steen seconded to approve the agreement with HDR Engineers for the Master Transportation Plan on an hourly basis, not to exceed \$150,000.00. Motion carried.

JOINT REPAIR PROJECT

Alderman Johnson moved Alderwoman Clark seconded to approve change order #1 to Big Al's Contracting in the amount of \$138,685.68 for the joint repair project. Motion carried.

Alderman Johnson moved Alderwoman Clark seconded to approve pay application #2 and final in the amount of \$280,205.43 for the joint repair project. Motion carried.

2023 CONCRETE & ASPHALT REPAIR PROJECT

Alderman Kull moved Alderman Jorgenson seconded to approve the bid schedule and authorize staff to advertise for bids for the 2023 concrete and asphalt repair project. Motion carried.

SOUTHEAST SANITARY SEWER COLLECTION SYSTEM ANALYSIS

The Water & Sewer Committee report was heard. Alderwoman Fish moved Alderman Johnson seconded to approve the Southeast Sanitary Sewer Collection System analysis contract with DGR Engineering in the amount of \$66,674.00. Motion carried.

Alderwoman Fish moved Alderman Johnson seconded to approve the geotechnical exploration contract with GeoTek Engineering and Testing Services, Inc. for the Southeast Sanitary Sewer Collection System, not to exceed \$9,300.00. Motion carried.

POOL AREA LIFT STATION

Alderwoman Clark moved Alderman Steen seconded to approve the pool area lift station survey and design services contract with DGR Engineering in the amount of \$79,539.00. Motion carried.

Alderwoman Clark moved Alderman Steen seconded to approve the geotechnical exploration contract with GeoTek Engineering and Testing Services, Inc. for the pool area lift station, not to exceed \$4,250.00. Motion carried.

PRV PROJECT

Alderman Johnson moved Alderman Steen seconded to approve change order #1 to PrairieSons, Inc. for the pressure reducing valve project increasing the original contract amount by \$8,658.00. Motion carried.

Alderman Johnson moved Alderman Steen seconded to approve pay application #3 to PrairieSons, Inc. for the pressure reducing valve project in the amount of \$66,293.10. Motion carried.

WESTSIDE SANITARY SEWER PROJECT

Alderman Steen moved Alderman Kull seconded to approve pay application #6 to Tom's Backhoe Service in the amount of \$465,589.75 for the Westside Sanitary Sewer Project. Motion carried.

WETLAND PROPOSAL FROM IMEG

Alderman Kull moved Alderwoman Fish seconded to approve the draft prospectus for a wetland bank on the east side of Brandon with IMEG, not to exceed \$12,000.00. Motion carried.

WATER TOWER PROJECT

Alderwoman Clark moved Alderman Steen seconded to approve pay application #15 to AB Contracting in the amount of \$183,911.38 for the water tower project. Motion carried.

At 6:36 p.m. Alderwoman Fish moved Alderwoman Clark seconded to go into executive session for contract negotiations per SDCL 1-25-2.4. Motion carried. At 6:45 p.m. Mayor Buck declared the executive session ended.

At 6:45 p.m. on a motion by Alderwoman Clark seconded by Alderman Jorgenson the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor