

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on October 19, 2020 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Vickie David, Barb Fish, Tim Jorgenson, David Kull and Mayor Paul Lundberg. Others present were: City Administrator, Bryan H. Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma, Park Superintendent, Devin Coughlin and Golf Course Manager, Andrew Bauer. Absent: Jack Parliament..

Alderwoman Clark moved Alderman Kull seconded to approve the agenda. Motion carried.

Alderman Kull moved Alderman Jorgenson seconded to approve the minutes of the October 1, 2020 briefing meeting; the minutes of the October 5, 2020 regular meeting and the minutes of the October 8, 2020 special meeting. Motion carried.

Alderman Kull 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	September Premium	1,253.95
Alliance Communications	Supplies	1,068.00
Alliance Communications	Utilities	2,999.59
Alternative HR	Professional Services	3,294.89
Beck & Hofer Construction, Inc.	Improvements	117,621.23
Blaine's Service	Repairs	50.95
Border States Electric	Supplies	569.05
Borns Group	Utility Billing	832.73
Boyce Law Firm	Professional Services	6,823.50
Brandon Ace Hardware	Supplies	881.50
Brandon Lumber Co. Inc.	Improvements	2,872.43
Brandon Valley Media Group	Publications	766.03
Brock White Co. LLC	Repairs	2,001.60
BV School District	Fuel	2,129.55
Cardmember Services	Supplies	1,109.22
Century Business Products	Supplies	228.22
Cintas	Supplies	631.96
Civil Designs, Inc.	Improvements	1,857.50
Coca-Cola/Chesterman	GC Resale	193.49
Concrete Materials	Supplies	3,188.39
Confluence	Professional Services	1,250.00
Culligan Water Conditioning	Utilities	123.40
Dakota Beverage	GC Resale	625.30
Dakota Data Shred	Supplies	32.00
Detco	Supplies	1,864.65
DGR Engineering	Professional Services	73,178.40
Direct Technologies, LLC	Software	841.12

Ellis & Eastern Company	Lease	150.00
EnviroMaster, Inc.	Supplies	148.90
H&W Contracting LLC	Improvements	567,597.60
Hawkins Water Treatment	Chemicals	6,729.22
HDR Engineering, Inc.	Professional Services	35,404.45
Heartland Paper Company	Supplies	353.08
Hero Industries, Inc.	Supplies	2,292.50
Innovative Office Solutions, LLC	Supplies	704.52
Interstate Office Products	Supplies	67.35
Joe Weir	Reimbursement	255.43
Lacey Rentals	Rental	264.00
Landscapes Unlimited, LLC	Improvements	61,822.91
Marv's Sanitary Service	Utilities	521.75
Meyer Laboratory, Inc.	Supplies	104.76
MidAmerican Energy	Utilities	268.11
Midwest Alarm Company, Inc.	Professional Services	86.52
Midwest Turf & Irrigation	Repairs	3,301.10
Minnehaha County Register of Deeds	Supplies	120.00
Myrl & Roy's Paving, Inc.	Repairs	5,406.96
Orkin	Professional Services	120.00
Overhead Door	Hired Repairs	397.96
Performance Press	Supplies	388.67
Petty Cash	Supplies	17.92
R & L Supply	Repairs	600.36
Reel Sharp	Professional Services	2,000.00
Sam's Club	GC Resale	70.18
Sara Bertsch	Reimbursement	186.38
SD Dept. of Revenue	Fees	10,020.19
SD Municipal League	Supplies	160.00
SD Police Chief's Association	Supplies	622.50
Sioux Falls Networks	Software	355.00
Sioux Falls Utilities	Utilities	100,736.71
Soukup Construction, Inc.	Improvements	428,584.77
Sturdevant's Auto Parts	Supplies	547.59
Sunshine	Supplies	305.95
Sysco	GC Resale	706.12
Titleist	GC Resale	543.98
Tony's Catering	GC Resale	8,575.95
Toro NSN	Service Agreement	155.00
US Bank	Fees	1,200.00
US Postmaster	Utility Billing	1,317.16
Verizon	Utilities	312.97
Vogel Motors	Repairs	82.00
Xcel Energy	Utilities	3,851.75
Zimco Supply Co.	Supplies	328.75
First National Bank	GC Equipment Loan	1,124.98
US Bank	Bethany Dr SRF Loan	9,653.70
US Bank	Big Sioux Lift Station Loan	43,304.01

City Administration	October 1, 2020 Payroll	3,397.32
Finance Office	October 1, 2020 Payroll	4,269.79
Government Buildings	October 1, 2020 Payroll	129.29
Engineer	October 1, 2020 Payroll	3,159.74
Police	October 1, 2020 Payroll	22,625.79
Building Inspections	October 1, 2020 Payroll	3,416.32
Street Department	October 1, 2020 Payroll	6,327.05
Park Department	October 1, 2020 Payroll	4,540.63
Economic Development	October 1, 2020 Payroll	797.88
Water Department	October 1, 2020 Payroll	8,394.10
Sewer Department	October 1, 2020 Payroll	4,369.07
Golf Course Grounds	October 1, 2020 Payroll	6,009.03
Golf Course Lounge	October 1, 2020 Payroll	4,805.04
Golf Course Pro Shop	October 1, 2020 Payroll	5,392.46
Golf Course Community Room	October 1, 2020 Payroll	1,273.09
941 Payroll Taxes	October 1, 2020 Payroll	23,177.21
SD Retirement System Supplemental	October 1, 2020 Payroll	712.50
TASC Flex Plan	October 1, 2020 Payroll	625.00
Accounts Management	October 1, 2020 Payroll	75.00

Alderman Jorgenson moved Alderwoman Clark seconded to approve the consent calendar which contained the following items: a plat of Haug’s Addition Tract 1 & Tract 2 and a plat of Twin Rivers Crossing Addition Lot 5 Block 5. Motion carried.

Chuck Parsons was present to discuss the Re-Zones being presented for 1809 W. Frontier Street and 1200 W. Holly Blvd. The Planning & Zoning Commission has made recommendations to City Council for approval on both. Chuck also spoke against the Golf Course Management RFP and feels switching would be premature and asked the Council to consider a marketing service and let Andrew Bauer continue with what he has been doing.

ORDINANCE #615

Alderman Jorgenson moved Alderwoman Clark seconded to give first reading to Ordinance #615: 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 Clark, David, Fish, Jorgenson, Kull aye. Motion carried.

ORDINANCE #616

Alderman Jorgenson moved Alderman Kull seconded to give first reading to Ordinance #616: 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 Clark, David, Fish, Jorgenson, Kull aye. Motion carried.

GOLF COURSE MANAGEMENT RFP

The Golf Course Committee report was heard. No action on the Management RFP, will be presented at a future meeting.

GOLF COURSE FLOOD REPAIRS PAY APPLICATION

Alderman Jorgenson moved Alderwoman Fish seconded to approve pay application #3 to Landscapes Unlimited in the amount of \$61,822.91 for the golf course flood repairs. Motion carried.

RESOLUTION #28-20

Alderwoman Clark moved Alderman Jorgenson seconded to approve Resolution #28-20, as amended to allow the Golf Course Manager to set fees for outings. A roll call vote showed Clark, David, Fish, Jorgenson, Kull aye. Motion carried.

RESOLUTION #28-20

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 play. Annual passes are valid from March 1 until November 30 of the golfing year.

Youth and No Charge Youth may play anytime Monday, Tuesday, Wednesday and Friday; on Thursday before noon; and after 3:00 p.m. on weekends and holidays. Youth no charge times at discretion of golf course manager. Youth must pay for the use of a cart if they use one.

Young Adult (all time) \$300.00
 Young Professional (all time) \$600.00
 Adult (all time) \$850.00
 Adult (week day) \$700.00
 Senior (all time) \$750.00
 Senior (week day) \$575.00
 Senior Couple (all time) \$1,050.00 (Both must qualify as seniors)
 Elderly 70% off senior pass rates
 Adult Couple (all time) \$1,200.00
 Young Professional Couple (all time) \$850.00 (Both must qualify as young professional)

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	\$21.00	\$24.00 (9-hole play only after 2:30 p.m.)
18 holes	\$30.00	\$38.00

18 holes Senior	\$21.00	
Twilight (after 2:00 p.m.)	\$20.00	\$20.00
Super Twilight (after 4:00 p.m.)	\$20.00	\$20.00

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: \$210.00
 18 Hole Punch Card: \$300.00

Section 5: Golf Carts – Half Cart Rental Fee

9 Holes	\$12.50 per person
18 Holes	\$20.50 per person
Twilight	\$15.00 Special price only coupled with twilight green fee
Super Twilight	\$10.00 Special price only coupled with super twilight green fee
Senior Special	\$12.50 Special price only coupled with senior green fee
Trail Fee (Season)	\$325.00
Trail Fee (Daily)	\$15.00

Half cart annual lease per person (all time): \$700.00 per year, subject to availability. Passengers must pay a half cart rental fee.

Half cart annual lease per person (week day): \$580.00 per year, subject to availability. Passengers must pay a half cart rental fee.

Couple cart annual lease (all time): \$950.00 per year, subject to availability. Passengers other than couples must pay a half cart rental fee.

Youth cart annual lease: \$350.00 per year, subject to availability. Passengers must pay a half cart rental fee.

Elderly 70% off cart lease

Section 6: Pull Carts – Rental Fee

\$3.00 per round

Section 7: Range Fees

Range balls \$8.50 per lg bag \$4.25 per sm bag

Unlimited annual range ball pass:

Adult	\$250.00
Youth	\$125.00
Family	\$350.00

Section 8: Outings

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

Dated this 19th day of October, 2020.

Paul Lundberg
Mayor

ATTEST:

Christina Smith
Municipal Finance Officer

(SEAL)

POOL IMPROVEMENTS PAY APPLICATION

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderwoman Clark seconded to approve pay application #3 to Beck & Hofer Construction in the amount of \$117,621.23 for the pool improvements project. Motion carried.

ORDINANCE #614

The Public Safety Committee and Administration Committee reports were heard. Alderwoman Clark moved Alderwoman Fish seconded to give first reading to Ordinance #614: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE FISCAL YEAR 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Kull aye. Motion carried.

CORE AREA PHASE I CHANGE ORDER

The Streets Committee report was heard. Alderman Jorgenson moved Alderwoman Clark seconded to approve change order #4 to Soukup Construction in the amount of \$20,800.00 for the Core Area Phase I project. Motion carried.

CORE AREA PHASE I PAY APPLICATION

Alderman Kull moved Alderwoman Fish seconded to approve pay application #7 to Soukup

Construction in the amount of \$428,584.77 for the Core Area Phase I project. Motion carried.

SALARY REVIEW AND ADJUSTMENT

Alderman Clark moved Alderman David seconded to approve the annual salary adjustment for Matt Brown, to step 22-6 on the wage scale, \$20.89 per hour, effective October 20, 2020. Motion carried.

SALARY REVIEW AND ADJUSTMENT

Alderman Clark moved Alderman David seconded to approve the annual salary adjustment for Jeramie Olson, to step 21-5 on the wage scale, \$20.29 per hour, effective October 24, 2020. Motion carried.

STOCKWELL AMENDMENT TO MOVE PRESSURE RELIEF VALVE BUILDING

The Water & Sewer Committee report was heard. Alderman Clark moved Alderman David seconded to approve the amendment from Stockwell Engineers in the amount of \$25,000.00 to move the water tower pressure relief valve building. Motion carried.

STOCKWELL PROPOSAL TO REPLAT GOLF COURSE

Alderman Kull moved Alderman Clark seconded to approve the proposal from Stockwell Engineers in the amount of \$8,500.00 to replat the Golf Course. Motion carried.

MAIN AVENUE INTERCEPTOR PAY APPLICATION

Alderman Jorgenson moved Alderman Clark seconded to approve pay application #13 to H & W Contracting in the amount of \$567,597.60 for the Main Avenue interceptor project. Motion carried.

WATER TREATMENT PLANT SURVEY

Alderman Clark moved Alderman David seconded to approve the survey as presented, with the removal of question #6. Motion carried.

SALARY REVIEW AND ADJUSTMENT

Alderman Kull moved Alderman Fish seconded to approve the annual salary adjustment for Larry Bixby, to step 28-13 on the wage scale, \$25.28 per hour, effective October 16, 2020. Motion carried.

At 6:26 p.m. on a motion by Alderman Clark seconded by Alderman Fish the meeting was adjourned.

Melissa Labahn
Municipal Recording Clerk

Paul Lundberg
Mayor