

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on October 21, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Randy Marso, Colin Steen and Mayor Harry Buck. Bruce Johnson was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. Absent: David Kull and Kevin Lawrence.

Alderman Steen moved Alderwoman Fish seconded to approve the agenda. Motion carried.

Alderman Marso moved Alderman Steen seconded to approve the minutes of the October 3, 2024 briefing meeting and the October 7, 2024 regular meeting. Motion carried.

Alderwoman Fish moved Alderman Marso seconded to approve the following claims.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Ace Hardware	Supplies	1,038.84
ACS Door Service	Hired Repairs	1,111.76
AFLAC	Insurance	801.61
Alternative HR	Monthly Contract	3,835.42
Amazon	Supplies	50.97
Ambush	Supplies	310.00
Armor Express	Supplies	18.04
Augusta Irrigation	Improvements	655.00
BASE	Supplies	600.00
Beal	GC Resale	340.50
Blaine's	Repairs	53.00
Border States	Repairs	617.57
Boyce	Professional Services	6,817.00
Brandon Community Foundation	Supplies	500.00
Brandon Lumber	Supplies	477.31
Builders Supply	Improvements	7,575.00
BV Chamber	Dues	30.00
BV School District	Improvements	33,600.00
Cash-WA	GC Resale	584.08
Catalyst	Professional Services	5,929.40
Century	Supplies	95.92
Century	Supplies	297.87
Champion Tree	Professional Services	58,890.00
Coca Cola	Rental	50.00
Construction Signing Corp	Hired Repairs	25,498.20
Core & Main	Repairs	4,146.22
Culligan	Utilities	212.90
Dakota Beverage	GC Resale	67.25

Dakota Data Shred	Supplies	105.00
Dakota Supply	Repairs	377.58
Direct Automation	Hired Repairs	330.00
Direct Technologies	Software	1,100.74
Dudley/Appear	Supplies	2,506.34
Dust-Tex	Supplies	129.40
Ellis & Eastern	Fees	150.00
Fastenal	Supplies	343.85
Flower Mill	Supplies	50.00
FNB Cardmember Services	Misc. Expenses	4,388.83
Gear for Sports	GC Resale	1,607.59
Hach	Supplies	991.65
Hawkins	Chemicals	8,181.45
HDR	Professional Services	51,091.17
Industrial Supply	Improvements	187.77
Innovative Office	Supplies	155.36
Interstate Office	Supplies	204.25
Jack's Uniform	Supplies	132.34
Johnson Bros	GC Resale	232.33
KB Sprinklers	Improvements	1,032.94
Knife River	Repairs	4,368.24
Lacey Rentals	Rental	270.00
Locators & Supplies	Supplies	335.60
Marv's	Utilities	510.50
Med-Star	Monthly Contract	4,166.67
MidAmerican	Utilities	214.72
Midwest Alarm	Professional Services	108.59
Miller & Sons	Rental	200.00
Myrl & Roy's	Repairs	2,741.06
Northwest Tire	Repairs	222.03
Oakridge	Improvements	7,015.89
Olson's	Professional Services	135.00
Palisades	Fuel	1,461.28
Parkway Sod	Big Sioux Rec Outlet	113,758.34
QPS	Billing Processing	3,472.75
Randall Harkless	Easement	4,253.00
Reiter	Improvements	14,097.00
SD Dept of Revenue	Sales Tax	9,993.87
SD One Call	Utilities	236.32
SD Unemployment Ins	3rd Quarter	1,698.00
SDML	Dues	368.00
Seasons 4, Inc	Supplies	7,613.12
SF Ford	Repairs	115.79
SF Humane Society	Professional Services	697.60
Sioux Valley Energy	Utilities	2,405.00
Small Lot	GC Resale	312.50
Soukup	Core Ph2B	237,614.69
Stanek	WTP Expansion	686,942.96

Staples	Supplies	552.20
Stockwell	Improvements	3,291.30
Sturdevant's	Repairs	406.76
Sunshine	GC Resale	980.78
Tony's Catering	GC Resale	5,056.00
Toro	Monthly Contract	229.00
Tyler Tech	Software	975.00
US Bank	Improvements	1,100.00
US Bank	Agent Fees	1,320.00
USA Blue Book	Supplies	1,032.54
Verizon	Utilities	774.34
Xcel	Utilities	3,971.92
City Administration	October 10, 2024 Payroll	4,340.20
Finance Officer	October 10, 2024 Payroll	6,513.69
Government Buildings	October 10, 2024 Payroll	115.23
Engineer	October 10, 2024 Payroll	4,246.20
Police	October 10, 2024 Payroll	33,272.37
Building Inspections	October 10, 2024 Payroll	4,407.93
Street Department	October 10, 2024 Payroll	6,705.84
Park Department	October 10, 2024 Payroll	5,791.10
Economic Development	October 10, 2024 Payroll	2,370.27
Water Department	October 10, 2024 Payroll	10,506.38
Sewer Department	October 10, 2024 Payroll	4,061.31
Golf Course Grounds	October 10, 2024 Payroll	7,300.21
Golf Course Lounge	October 10, 2024 Payroll	4,893.97
Golf Course Pro Shop	October 10, 2024 Payroll	5,052.69
941 Payroll Taxes	October 10, 2024 Payroll	30,206.26
SD Retirement Supplemental	October 10, 2024 Payroll	1,527.50
TASC Flex Plan	October 10, 2024 Payroll	1,175.43
Accounts Management	October 10, 2024 Payroll	75.00
Direct Pay	October 21, 2024	733.25
Direct Pay	October 21, 2024	1,037.43

Mindy Hansen, 317 E. Switch Grass Trail, was present for discussion. Mindy informed the Council that she was the person who took out the petition to put the Ironwood Street entrance to a public vote.

ORDINANCE #714

Alderman Steen moved Alderman Marso seconded to give second 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, Marso, Steen aye. Motion carried.

2025 RATE DISCUSSION

The Golf Course Committee report was heard. Discussion held on golf rates for the 2025 season. No further action at this time. A resolution will be presented at the next regular meeting.

SKID LOADER QUOTE

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Steen seconded to approve the purchase of a skid loader from Titan Machinery through the Minnesota state contract for \$57,651.20, plus the v-plow attachment for \$6,650.00 for a total cost of \$64,301.20. Motion carried.

2025 ASPEN PARK LIGHTING PROJECT QUOTE

Alderman Marso moved Alderman Steen seconded to approve the field lights for Aspen Park field C and the future controls for field D from Musco in the amount of \$200,000.00. Motion carried.

ASPEN PARK ROAD & PARKING LOT PROJECT DESIGN PROPOSAL

DGR Engineering as submitted a proposal for design of the Aspen Park Road and Parking Lot Project. At this time a petition to refer this project and proceed with the Ironwood Street Extension Project has been pulled. City Council will wait on this proposal until the deadline has passed for submitting the petition.

BRANDON HOLIDAY PARADE OF LIGHTS REQUEST

The Public Safety Committee report was heard. A request was received from the Brandon VFW Post 4726 to hold the annual Brandon Holiday Parade of Lights on Saturday, November 30, 2024 beginning at 6:00pm. Alderman Steen moved Alderman Marso seconded to approve the request as presented. Motion carried.

QUOTE TO PURCHASE TWO 2025 PATROL VEHICLES

Alderman Marso moved Alderman Steen seconded to approve the purchase of two new patrol cars, 2025 Ford Explorer Interceptor SUV's, from Lamb Motors as part of the state bid in the amount of \$50,120.00 per vehicle. Motion carried.

RESOLUTION #32-24

The Administration Committee report was heard. Alderman Steen moved Alderwoman Fish seconded to approve Resolution #32-24. A roll call vote showed Fish, Johnson, Marso, Steen aye. Motion carried.

RESOLUTION #32-24

WHEREAS, the Business Improvement District (BID) fund was created in 2005;

WHEREAS, the BID was abolished June 19, 2024;

WHEREAS, SDCL 9-55-20 allows the governing body to transfer the remaining balance;

THEREFORE BE IT RESOLVED by the City Council of Brandon, South Dakota, that the following transfer of funds is approved to zero out the BID fund:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>
BID #213	General Fund #101	\$21,826.82

BE IT FURTHER RESOLVED that the BID #213 fund is complete and all obligations have been met and is declared closed.

Dated this 21st day of October, 2024.

Harry Buck, Mayor

ATTEST:

Christina Smith, Finance Officer

(SEAL)

RAFFLE REQUEST FROM BV CHEER & DANCE TEAMS

A request was received from the Brandon Valley Cheer & Dance teams to hold a raffle at the High School on December 7, 2024. It was the consensus of the Council to allow the raffle. No further action required.

CORE AREA PHASE 2B PAY APPLICATION

The Streets Committee report was heard. Alderman Steen moved Alderman Marso seconded to approve the pay application #6 to Soukup Construction in the amount of \$237,614.69 for the Core Area Reconstruction Phase 2B Project. Motion carried.

2024 TREE TRIMMING & REMOVAL PROJECT CHANGE ORDER

Alderman Marso moved Alderwoman Fish seconded to approve change order #1 to Champion Tree Service & Snow Removal, LLC. in the amount of \$33,790.00 for the 2024 tree trimming and removal project. Motion carried.

2024 TREE TRIMMING & REMOVAL PROJECT PAY APPLICATION

Alderman Fish moved Alderman Steen seconded to approve the final pay application to Champion Tree Service & Snow Removal, LLC. in the amount of \$58,890.00 for the 2024 tree trimming and removal project. Motion carried.

2025 CONCRETE PAVEMENT REPAIR PROJECT APPROVAL TO BID

Alderman Steen moved Alderman Marso seconded to authorize staff to advertise for bids for the 2025 concrete pavement repairs project. Motion carried.

BIG SIOUX DRAINAGE PROJECT PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Steen moved Alderman Marso seconded to approve pay application #2 to LT Companies in the amount of \$113,758.34 for the Big Sioux Drainage Structure repair project. Motion carried.

WATER TREATMENT PLANT CHANGE ORDER

Alderman Marso moved Alderman Steen seconded to approve change order #8 to Stanek Constructors, Inc. in the amount of \$10,014.00 for the water treatment plant project. Motion carried.

WATER TREATMENT PLANT PAY APPLICATION

Alderman Steen moved Alderman Marso seconded to approve pay application #23 to Stanek Constructors, Inc. in the amount of \$686,942.96 for the water treatment plant project. Motion carried.

WESTVIEW DRAINAGE PROJECT APPROVAL TO BID

Alderwoman Fish moved Alderman Steen seconded to authorize staff to advertise for bids for the Westview Drainage project. Motion carried.

PROPOSAL FOR PHASE 2 OF CITYWIDE STORM WATER MODEL

Alderman Steen moved Alderman Marso seconded to approve the proposal with Stockwell Engineers, Inc. for the Phase 2 of the Citywide Storm Water model in an amount not to exceed \$100,000.00. Motion carried.

At 6:28 p.m. on a motion by Alderman Steen seconded by Alderman Marso the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor