

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on November 16, 2020 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Barb Fish, Tim Jorgenson, David Kull and Jack Parliament. Vickie David and Mayor Paul Lundberg joined via conference call. Others present were: City Administrator, Bryan H. Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma, Police Chief, Joe Weir; Golf Course Manager, Andrew Bauer and Public Works Director, Rollie Hoeke.

Alderman Clark moved Alderman Jorgenson seconded to approve the agenda. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Alderman Fish moved Alderman Kull seconded to approve the minutes of the October 22, 2020 special meeting; the minutes of the October 29, 2020 briefing meeting and the minutes of the November 2, 2020 regular meeting. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Alderman Kull moved Alderman Parliament seconded to approve the following claims. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
AFLAC	November Premium	1,253.95
Alliance Communications	Utilities	3,379.59
Alternative HR Development	Professional Services	3,443.89
Axon Enterprise, Inc.	Supplies	41.75
Blaine's Service	Repairs	64.70
Border States Electric	Supplies	2,591.49
Borns Group	Utility Billing	1,390.83
Brandon Ace Hardware	Supplies	1,094.88
Brandon Lumber	Supplies	647.34
Brandon Plumbing & Heating	Repairs	212.24
Brandon Valley Media Group	Publications	3,263.56
BV School District	Fuel	3,214.43
Cardmember Services	Supplies	4,780.10
Century Business Products	Supplies	169.85
Champion Tree Service	Professional Services	7,750.00
Chesterman/Coca Cola	Rental	50.00
Cintas	Mat Service	184.15
Civil Design, Inc.	Professional Services	600.00
Culligan	Utilities	97.00
Dakota Fluid Power	Repairs	52.82
Dakota Supply Group	Repairs	59.75
Dick's Vacuum	Equipment	283.96
Direct Automation	Improvements	1,760.00
Ferguson Waterworks	Equipment	7,410.81
First Rate Excavate Inc	Improvements	229,292.20

Geotek Engineering & Testing Services	Professional Services	2,940.00
Grainger	Supplies	43.00
H&W Contracting LLC	Improvements	72,101.52
H2ose It Carwash	Supplies	300.00
Hawkins Water Treatment	Chemicals	1,954.53
HDR Engineering, Inc.	Professional Services	82,899.86
Howe Plumbing & Heating	Repairs	768.36
Innovative Office Solutions	Supplies	115.89
Interstate Office Products	Supplies	246.46
Interstate Office Products	Copy Paper	162.45
IS Restaurant Design	Repairs	77.33
Istate Truck, Inc.	Repairs	390.24
Jack's Uniforms & Equipment	Clothing	1,201.33
John E. Reid and Associates, Inc.	Training Expenses	1,150.00
Lawson Products, Inc.	Supplies	296.54
Locators & Supplies, Inc.	Supplies	1,223.83
Mac's Hardware - DBA as BlueTarp	Supplies	62.98
Marv's Sanitary Service	Utilities	600.75
MED-Star Paramedic, Inc.	Professional Services	4,166.67
Mid States Audio 7 Video	Repairs	5,575.00
MidAmerican Energy	Utilities	560.04
Mills & Miller, Inc.	Supplies	7,396.56
Minnehaha Community Water Corp.	Utilities	99.75
Minnehaha County Register of Deeds	Fees	4.00
Monte's Woodshop	Equipment	499.00
Northern Tool & Equipment - DBA as BlueTarp	Supplies	549.56
Northern Truck Equipment, Corp.	Supplies	12.50
Northwest Tire, Inc.	Repairs	2,273.04
Oakridge Nursery & Landscaping, Inc.	Improvements	2,023.68
Orkin	Professional Services	120.00
Running Supply, Inc.	Clothing	1,160.39
Sam's Club	GC-Resale	200.00
SD Dept. of Health	Fees	275.00
SD Dept. of Revenue	Fees	3,303.85
Sioux Falls Ford	Repairs	14.02
Sioux Falls Networks	Supplies	555.95
Sioux Falls Utilities	Utilities	95,105.46
Sirchie Finger Print Lab	Supplies	169.80
Soukup Construction Inc	Improvements	313,215.97
Staples Enterprises, Inc.	Fuel	35.52
Sturdevant's Auto	Supplies	2,434.41
Sunshine	GC-Resale	162.14
Sure Test	Professional Services	104.40
The Emblem Authority	Supplies	815.00
Titan Machinery	Supplies	1,333.24
Tony's Catering	GC-Resale	1,773.75
Traf-O-Teria System	Supplies	258.31
Turfwerks	Supplies	44.51

US Postmaster	Utility Billing	1,293.05
Verizon Wireless	Utilities	479.68
Vogel Motors	Repairs	238.50
Wheelco Brake & Supply	Repairs	7.85
Winter Equipment Company, Inc.	Supplies	1,574.46
Wirtjes Auto Repair	Repairs	2,569.02
WSP USA, Inc.	Professional Services	20,840.25
Xcel Energy	Utilities	3,551.79
Zabel Steel	Supplies	209.79
Zimco	Supplies	180.00
First National Bank	Golf Course Loan	140,263.24
First National Bank	Golf Course Loan	1,124.98
US Bank	Water Revenue Bond	111,251.29
City Administration	October 29, 2020 Payroll	3,457.92
Finance Office	October 29, 2020 Payroll	4,301.63
Government Buildings	October 29, 2020 Payroll	129.29
Engineer	October 29, 2020 Payroll	3,029.28
Police	October 29, 2020 Payroll	25,215.48
Building Inspections	October 29, 2020 Payroll	3,496.65
Street Department	October 29, 2020 Payroll	4,580.66
Park Department	October 29, 2020 Payroll	4,292.71
Economic Development	October 29, 2020 Payroll	547.29
Water Department	October 29, 2020 Payroll	8,901.63
Sewer Department	October 29, 2020 Payroll	4,180.69
Golf Course Grounds	October 29, 2020 Payroll	4,247.35
Golf Course Lounge	October 29, 2020 Payroll	1,892.21
Golf Course Pro Shop	October 29, 2020 Payroll	2,340.38
Golf Course Community Room	October 29, 2020 Payroll	749.01
941 Payroll Taxes	October 29, 2020 Payroll	22,230.97
SD Retirement System Supplemental	October 29, 2020 Payroll	700.00
SD Retirement System Supplemental	October 29, 2020 Payroll	34,486.06
TASC Flex Plan	October 29, 2020 Payroll	625.00
Accounts Management	October 29, 2020 Payroll	75.00
Direct Pay Reimbursement	October 29, 2020 Payroll	1,379.84

Alderwoman Clark moved Alderman Jorgenson seconded to approve the consent calendar which contained the following items: a plat of Tract 8A & Tract 8B of Smith-Swanson Tracts and a plat of Lot 1A in Block 7 of the Original Town of Brandon. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

#### REVIEW 2021 ALCOHOLIC BEVERAGE LICENSES

A public hearing was held, as advertised, to review the 2021 Alcoholic Beverage License Renewals. Alderman Jorgenson moved Alderman Kull seconded to approve the following alcoholic beverage licenses for 2021. City Attorney Lisa Marso was present for discussion in regards to a violation at 212 The Boiling Point on September 11, 2020 after 2:00am where 2 customers were still present. Sergeant Alex Palmer was present, he was the officer on duty the

night of September 11, 2020. Kyle Thill, owner of 212 The Bowling Point, was present to discuss what steps he has taken to prevent this from happening again. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Brandon Liquor, Inc. Package (Off-Sale) Liquor  
Sunshine Foods  
117 N. Splitrock Boulevard  
Brandon, SD 57005-0527

Brandon Spirits Acquisition Inc Package (Off-Sale) Liquor  
Brandon Spirits  
228 E. Holly Boulevard  
Brandon, SD 57005

SD Steakhouse LLC Retail (On-Sale) Liquor  
1308 E Rushmore Drive  
Brandon, SD 57005-1616

VFW Post 4726 Retail (On-Sale) Liquor  
Three Rivers VFW #4726  
321 S Main Ave.  
Brandon, SD 57005-1134

KJT LLC Retail (On-Sale) Liquor  
The 212 Boiling Point  
328 S. Splitrock Blvd.  
Brandon, SD 57005-1654

PJ Brandon LLC Retail (On-Sale) Liquor  
Double D Saloon  
325 S Main Avenue  
Brandon, SD 57005-1134

DH Ventures Inc Retail (On-Sale) Liquor and  
Tailgators Package (Off-Sale) Liquor  
1013 N. Splitrock Boulevard  
Brandon, SD 57005

Dolgen Midwest LLC Retail (On-Off Sale) Wine and Cider  
Dollar General Store #15413  
124 E Holly Blvd  
Brandon, SD 57005

BRV, LLC Convention Center  
Holiday Inn Express & Suites  
1103 N. Splitrock Boulevard  
Brandon, SD 57005

(On-Sale) Liquor

CC & F RETAIL INC  
Coffee Cup Fuel Stop #7  
1009 N. Splitrock Blvd  
Brandon, SD 57005

Retail (On/Off Sale) Wine and Cider and  
Package (Off-Sale) Liquor

Holiday Stationstores LLC  
920 N Splitrock Blvd  
Brandon, SD 57005

Package (Off- Sale) Liquor

Bauer Enterprises LLC  
Splitrock C-Store  
600 N Splitrock Blvd  
Brandon, SD 57005

Package (Off-Sale) Liquor

City of Brandon  
Golf Course Concessions  
2100 E Aspen Boulevard  
Brandon, SD 57005-0095

Retail (On-Sale) Liquor and  
Package (Off-Sale) Liquor

LA FINCA INC  
El Tapatio  
616 N Splitrock Blvd  
Brandon, SD 57005

Retail (On-Sale) Liquor

MG Oil Company  
Happy Jacks SF VI  
1201 Teakwood St  
Brandon, SD 57005

Retail (On-Off Sale) Wine and Cider

MG Oil Company  
Jokerz Casino  
1309 E Cedar St  
Brandon, SD 57005

Retail (On-Off Sale) Wine and Cider

Sassy Nails & Spa LLC  
511 N Splitrock Blvd  
Brandon, SD 57005

Retail (On-Off Sale) Wine and Cider

Casey's Retail Company  
101 W Holly Blvd  
Brandon, SD 57005

Package (Off-Sale) Liquor

RETAIL WINE & CIDER LICENSE

A public hearing was held, as advertised, to consider a retail wine and cider license for Wilde Prairie Winery. Applicant is requesting to sell/sample at the Farmer's Market located at 517 N. Splitrock Blvd. on the following dates, in addition to those approved on November 2, 2020: November 28, 2020; December 12, 2020 and December 19, 2020. Alderwoman Clark moved Alderman Kull seconded to approve the additional dates as requested. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

GOLF COURSE BANK STABILIZATION PROJECT

The Golf Course Committee report was heard. Alderman Parliament moved Alderwoman Clark seconded to authorize staff to advertise for bids for the golf course bank stabilization project, as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

EASEMENT REQUESTS FROM MIDCO

The Parks & Recreation Committee, Public Safety Committee and Administration Committee reports were heard. Alderwoman Clark moved Alderman Parliament seconded to approve the easement requests from Midco on two properties owned by the City, as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

RESOLUTION #29-20

Alderman Jorgenson moved Alderwoman Clark seconded to approve Resolution #29-20. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

**RESOLUTION #29-20**

**RESOLUTION ANNEXING CERTAIN PROPERTY IN SECTION 26-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**, one hundred percent of the owners of the property described as: Tract 8 of Nelson's Addition in the SW1/4 of Section 26, Township 102 North, Range 48 West of the 5<sup>th</sup> 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 November 5, 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:

Tract 8 of Nelson’s Addition in the SW1/4 of Section 26, Township 102 North, Range 48 West of the 5<sup>th</sup> P.M., Minnehaha County, South Dakota

Dated this 16<sup>th</sup> day of November, 2020.

---

Paul Lundberg  
Mayor

ATTEST:

---

Christina Smith  
Municipal Finance Officer

(SEAL)

ODE FARM CONCEPT PLAN

A concept plan was present for the Ode Farm. Paul Ode was present for discussion. The concept plan calls for the construction of 4-plexes on the south side of Meadowbrook Trail and GB-General Business to the north side. No action required.

BRANDON DEVELOPMENT FOUNDATION – CORSON IND PARK CLOSE OUT

A request was received to close out the Corson Industrial Park, as the park is fully developed. Some of the investors wish to donate their initial investment and or part of the financial gains of the development operation to the Brandon Development Foundation. Chuck Parsons, Brandon Development Foundation, was present for discussion. Alderman Jorgenson moved Alderwoman Fish seconded to authorize the City to accept donations conditioned on the City’s payment of the donated amount to the Brandon Development Foundation, with the donated funds to be placed in the City’s general fund. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

CORE AREA PHASE I PAY APPLICATION

The Street Committee report was heard. Alderman Kull moved Alderman Jorgenson seconded

to approve pay application #8 to Soukup Construction in the amount of \$313,215.97 for the Core Area Phase I project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

#### HOLLY BLVD PROJECT CHANGE ORDER

Alderman Clark moved Alderman Jorgenson seconded to approve change order #3 to First Rate Excavate in the amount of \$99,352.75 for the Holly Blvd improvements project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

#### HOLLY BLVD PROJECT PAY APPLICATION

Alderman Jorgenson moved Alderman Clark seconded to approve pay application #11 and final to First Rate Excavate in the amount of \$229,292.20 for the Holly Blvd improvements project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

#### SALARY REVIEW AND ADJUSTMENT

The Water & Sewer Committee report was heard. Alderman Clark moved Alderman Jorgenson seconded to approve the annual salary adjustment for Dale Kerber, to step 32-14 on the wage scale, \$27.19 per hour, effective November 26, 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

#### WATER SURVEY RESULTS

City received 1,198 responses from the survey. Approximately 88% of the households have an in-home water softener and approximately 26% have in-home reverse-osmosis systems. Majority (67%) would not be willing to pay a monthly debt surcharge for softened water. No further action taken at this time.

#### MAIN AVENUE SEWER PROJECT PAY APPLICATION

Alderman Clark moved Alderman Fish seconded to approve pay application #14 in the amount of \$72,101.52 to H & W Contracting for the Main Avenue sewer project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

#### WATER METER REPLACEMENT PROJECT PHASE 2

Alderman Kull moved Alderman Clark seconded to authorize staff to advertise for bids for phase 2 of the water meter replacement project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Mayor Lundberg discussed a possible mask mandate, and suggested it be a topic of discussion. Will be placed on the December 7, 2020 City Council agenda.

At 6:45 p.m. Alderman Clark moved Alderman Parliament seconded to go into executive session to discuss potential litigation and contract discussion, per SDCL 1-25-2.3. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried. At 7:07 p.m. Mayor Lundberg declared the executive session ended.



At 7:07 p.m. on a motion by Alderwoman Clark seconded by Alderman Kull the meeting was adjourned. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

---

Melissa Labahn  
Municipal Recording Clerk

---

Paul Lundberg  
Mayor