

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on November 18, 2024 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, Kevin Lawrence, Randy Marso, Colin Steen and Mayor Harry Buck. David Kull was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma; Police Chief, Jamie Steffel; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

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

Alderman Johnson moved Alderman Steen seconded to approve the minutes of the October 31, 2024 briefing meeting and the November 4, 2024 regular meeting. Motion carried.

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Active Network	Dues	4,630.50
AE2S	Improvements	36,970.37
AFLAC	Insurance	801.61
Alternative HR	Monthly Contract	3,835.42
Amazon	Supplies	284.38
Ambush Apparel	Supplies	2,925.00
Beal	GC Resale	221.10
Blaine's	Repairs	32.00
Border States	Improvements	13,309.17
Brandon Ace Hardware	Supplies	1,750.01
Brandon Food Pantry	Comm Promo	720.00
Brandon Lumber	Supplies	326.05
BV Media Group	Publications	2,469.38
BV School District	Fuel	4,945.34
Cardmember Service-FNB	Misc. Expenses	4,854.01
Catalyst	Professional Services	5,983.40
Century Business	Supplies	295.12
Century Business	Supplies	89.16
Coca Cola/Chesterman	Rental	50.00
Crescent Electric	Equipment	638.00
Culligan	Monthly Services	174.10
Dakota Pump	Improvements	2,577.64
Dennis Supply Company	Repairs	151.91
DGR	Professional Services	87,685.04
Direct Technologies	Software	1,100.74
Dudley/Appearra	Supplies	525.08
Dust Tex	Supplies	129.40
East River Siding	Professional Services	1,040.82

Fastenal	Supplies	622.13
Graham	Supplies	564.00
Greater SF Chamber	Dues	222.00
H&W Contracting	Improvements	804,172.84
Hawkins	Chemicals	7,127.63
HDR	Professional Services	40,047.36
Innovative Office Solutions	Supplies	613.99
Interstate Office	Supplies	398.92
JD's House of Trophies	Supplies	221.85
Johnstone Supply	Repairs	241.29
Knife River	Repairs	360.00
Lacey Rental	Rental	135.00
Locators & Supplies	Supplies	280.12
Marv's	Utilities	567.50
MC&R Pools	Equipment	9,199.90
Med-Star	Monthly Contract	4,166.67
MidAmerican	Utilities	258.81
Midwest Alarm	Professional Services	1,263.36
Midwest Turf	Repairs	765.66
Miller & Sons	Rental	700.00
Minnehaha Community Water	Utilities	148.00
Miracle Recreation	Aspen Park Equipment	234,830.17
Northwest Tire	Repairs	29.70
Oakridge	Improvements	389.71
Orkin	Monthly Contract	161.99
Parkway Sod	Improvements	350,961.04
Qualified Presort	Utility Billing Processing	3,009.96
ROCS	Monthly Reimbursement	14,825.40
Sam's Club	GC Resale	194.03
Scheels	Supplies	2,077.67
SD Dept of Revenue	Sales Tax	4,674.85
SD One Call	Locate Tickets	212.80
SF Utilities	Utilities	116,900.73
Seasons 4	Christmas Lights	8,611.79
SF Humane Society	Monthly Services	571.50
Soukup	Improvements	176,097.33
Stanek Constructors	Improvements	873,841.86
Staples	Supplies	625.05
Sturdevant's	Repairs	221.13
Summit Fire	Monthly Services	12.50
Sunshine	GC Resale	238.67
Titan/CNH Credit	Supplies	1,753.98
Tony's Catering	GC Catering	2,556.82
Toro	Monthly Contract	229.00
Two Say Solutions	Dues	299.00
USA Blue Book	Improvements	778.91
Verizon	Utilities	774.32
Vogel Motors	Repairs	280.00

White Cap	Repairs	7,020.00
Xcel	Utilities	3,613.30
Zach Hagstrom	Reimbursement	212.35
Zimco	Supplies	530.00
City Administration	November 7, 2024 Payroll	4,340.20
Finance Officer	November 7, 2024 Payroll	6,513.70
Government Buildings	November 7, 2024 Payroll	130.25
Engineer	November 7, 2024 Payroll	4,239.50
Police	November 7, 2024 Payroll	34,859.90
Building Inspections	November 7, 2024 Payroll	4,043.95
Street Department	November 7, 2024 Payroll	6,842.37
Park Department	November 7, 2024 Payroll	5,391.63
Economic Development	November 7, 2024 Payroll	2,370.27
Water Department	November 7, 2024 Payroll	10,161.04
Sewer Department	November 7, 2024 Payroll	5,736.25
Golf Course Grounds	November 7, 2024 Payroll	6,068.76
Golf Course Lounge	November 7, 2024 Payroll	2,817.80
Golf Course Pro Shop	November 7, 2024 Payroll	4,525.56
941 Payroll Taxes	November 7, 2024 Payroll	30,491.27
SD Retirement Supplemental	November 7, 2024 Payroll	1,527.50
TASC Flex Plan	November 7, 2024 Payroll	1,175.43
Accounts Management	November 7, 2024 Payroll	75.00
Direct Pay	November 18, 2024	1,500.00

Alderman Steen moved Alderman Johnson seconded to approve the consent calendar which contained the following items: a wage adjustment for Dale Kerber, to step 13-13 on the wage scale, \$35.55 per hour, effective December 5, 2024; a wage adjustment for Andrew Maslowski, to step 14-3 on the wage scale, \$30.35 per hour, effective December 5, 2024; a plat of Lot 1, Lots 7-9 Block 4; Lots 12-14 Block 5; Lots 1-5 Block 6 and Tract 6 Aspen Ridge Addition and a plat of Tract 1 Benson’s Addition. Motion carried.

Denielle Etrheim, 413 N. Woodland Court, was present for discussion regarding the Westview Estates Drainage Project. Denielle asked the Council to reconsider the removal of all the trees in this project area.

Bryce Healy, Sioux Metro Growth Alliance, was present for discussion regarding the Growth Summit on December 12, 2024.

ORDINANCE #716

A public hearing was held, as advertised, to consider Ordinance #716 to re-zone the property addressed as 617 E. Redwood Blvd. Alderman Johnson moved Alderman Steen seconded to give first reading to Ordinance #716: 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.

ORDINANCE #717

A public hearing was held, as advertised, to consider Ordinance #717 to re-zone the property addressed as 1001 N. Splitrock Blvd. Trevor Koehn, 1007 N. 9th Avenue, owner of the property, was present for discussion. Rachal Neiman, Brandon Valley Area Chamber of Commerce, was present for discussion. Ryan Tysdal, VanBuskirk Companies, was present for discussion. Alderman Steen moved Alderman Marso seconded to give first reading to Ordinance #717: 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.

RICE STREET/HOLLY BOULEVARD CORRIDOR STUDY

John Wiegand, HDR Engineers, was present for discussion regarding the Rice Street/Holly Blvd. Corridor Study. For informational purposes, no action was taken.

ORDINANCE #715

Alderman Steen moved Alderman Marso seconded to give second reading to Ordinance #715: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE FISCAL YEAR 2024. A roll call vote showed Fish, Johnson, Kull, Lawrence, Marso, Steen aye. Motion carried.

2025 FEE/RATE DISCUSSION

The Golf Course Committee, Parks & Recreation Committee, Public Safety Committee and Administration Committee reports were heard. Discussion was held on fees/rates for 2025 in regards to excavation permits, water rates, sewer rates, plan review and plat fees, water connection fees and sewer connection fees. Formal resolutions will be presented at the next regular City Council meeting.

EMPLOYEE HOLIDAYS DISCUSSION

Discussion held on current holidays provided to City employees compared to area communities. City employees currently get 8 paid holidays per year compared to an average of 11 to area communities. A formal resolution will be presented at the next regular City Council meeting.

SALE OF PROPERTIES

The City Council discussed the potential sale of three properties the City owns. Two properties at 616 and 621 S. Palmer Drive and one located in the 1500 block of S. Splitrock Boulevard. The City will be conducting a corridor study on Aspen Boulevard that may have an impact on the two properties located on S. Palmer Drive. It was the consensus of the Council to delay action on declaring them surplus until after the corridor study is completed. The property located on S. Splitrock Boulevard was purchased as part of the property for the expansion of Aspen Park and may be subject to a public referendum before it can be sold.

NOVEMBER 28, 2024 BRIEFING MEETING

Due to the Thanksgiving holiday, the November 28, 2024 briefing meeting will be cancelled.

2025 CONCRETE PAVEMENT REPAIR PROJECT BID

The Streets Committee report was heard. Alderman Steen moved Alderman Lawrence seconded to approve the notice of award for the 2025 Concrete Pavement Repairs Project to T&R Contracting, Inc. in the amount of \$388,756.50. Motion carried.

<u>Company</u>	<u>Amount</u>
T&R Contracting	\$388,756.50
Black Top Paving	\$408,467.00
Big Al's Contracting	\$428,652.48
BX Civil & Construction	\$459,458.35

CORE PHASE 2B PROJECT PAY APPLICATION

Alderman Lawrence moved Alderman Marso seconded to approve pay application #7 to Soukup Construction, Inc. in the amount of \$176,097.33 for the Core Area Reconstruction Phase 2B Project. Motion carried.

CORE PHASE 2B PROJECT UPDATE

City Engineer, Tami Jansma, gave an update on the Core Phase 2B Project. Asphalt densities on 3rd Avenue did not meet the minimum requirements. The contractor has agreed to mill and overlay 3rd Avenue, at their own cost, in 2025.

BIG SIOUX DRAINAGE PROJECT PAY APPLICATION

The Water & Sewer Committee report was heard. Alderman Steen moved Alderman Lawrence seconded to approve pay application #3 to LT Companies in the amount of \$350,961.04 for the Big Sioux Drainage Structure Repair Project. Motion carried.

EASTSIDE SEWER PROJECT CHANGE ORDER

Alderman Johnson moved Alderman Steen seconded to approve change order #1 in the amount of \$1,068.00 for the East Side Trunk Sewer Project. Motion carried.

EASTSIDE SEWER PROJECT PAY APPLICATION

Alderman Lawrence moved Alderman Johnson seconded to approve pay application #1 to H&W Contracting, LLC. in the amount of \$804,172.84 for the East Side Trunk Sewer Project. Motion carried.

WATER TREATMENT PLANT PAY APPLICATION

Alderman Marso moved Alderman Johnson seconded to approve pay application #24 to Stanek Constructors, Inc. in the amount of \$873,841.86 for the water treatment plant project. Motion carried.

WESTVIEW DRAINAGE PROJECT AWARD BID

Alderman Steen moved Alderman Johnson seconded to approve the bid from Brock Contracting in the amount of \$136,523.52 for the Westview Drainage Project. Motion carried.

<u>Company</u>	<u>Amount</u>
Brock Contracting	\$136,523.52
605 Companies, Inc.	\$144,385.30
Soukup Construction	\$161,161.00
Lidel Construction, Inc.	\$172,903.70
First Rate Excavate	\$174,148.00
Metro Construction	\$188,119.52
LT Companies	\$212,112.00
Alliance Construction	\$194,258.15

CONSTRUCTION ADMINISTRATION CONTRACT WITH DGR

Alderman Steen moved Alderman Johnson seconded to approve the DGR Engineering Construction Administration Proposal for the Westview Drainage Improvements Project, on an hourly not to exceed \$26,191.00. Motion carried.

At 7:30 p.m. on a motion by Alderman Johnson seconded by Alderman Steen the meeting was adjourned. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor