

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on November 21, 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 Engineer, Tami Jansma; Police Chief, Jamie Steffel; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews.

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

Alderman Kull moved Alderman Johnson seconded to approve the minutes of the November 3, 2022 briefing meeting and the minutes of the November 7, 2022 regular meeting minutes. Motion carried.

Alderman Steen moved Alderwoman Clark seconded to approve the following claims.

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
A-1 Pumping & Excavating	Professional Services	160.00
AB Contracting	Water Tower	84,079.00
Advanced Engineering & Environmental Services	Improvements	30,580.75
AFLAC	Insurance	865.27
Alternative HR Development	Professional Services	95.00
Avera Medical Group	Professional Services	64.88
Axon Enterprise	Vehicle Equipment	3,450.00
Beal Distributing	GC Resale	1,156.30
Beck & Hofer Construction	Improvements	24,495.39
Big Al's Contracting	Improvements	21,131.66
Border States Electric	Improvements	205.96
Boyce Law Firm	Professional Services	1,333.00
Brandon Ace Hardware	Supplies	3,237.44
Brandon Pharmacy	Professional Services	288.00
Brandon Plumbing & Heating	Hired Repairs	556.12
Brandon Valley School District	Fuel	4,731.88
Builders Supply Company	Improvements	234.00
Cash-WA Distributing	GC Resale	827.12
Century Business Products	Supplies	253.96
Cintas	Supplies	479.71
City of Sioux Falls	Software	14,881.00
Coca Cola/Chesterman	Rental	50.00
Core & Main	Repairs	742.24
D&K Construction	Improvements	5,148.00
DGR Engineering	Improvements	13,890.63
Direct Automation	Hired Repairs	1,836.63
DirecTV	Utilities	368.13
Fastenal	Supplies	25.71
Ferguson Waterworks	Water Meters	4,334.06
First National Bank Cardmember Services	Misc. Expenses	1,026.24
Flower Mill	Funeral Flowers	60.00

Fox Print Printing & Graphics	Car Graphics	197.98
Grainger	Repairs	152.11
Greater Sioux Falls Chamber of Commerce	Yearly Dues	208.00
Hawkins Water Treatment	Chemicals	3,529.40
HDR Engineering	Professional Services	29,551.00
I&S Group Inc	Improvements	18,959.76
Impact Landscape Design	Improvements	11,125.00
Interstate	Hired Repairs	1,390.61
Jack's Uniform & Equipment	Safety Supplies	1,039.35
JD's House of Trophies	Supplies	147.00
John Henry Foster	Repairs	107.80
Johnson Brothers	GC Resale	394.68
KB Sprinklers	Improvements	100.51
Keesler's Police Supply	Equipment	843.00
Lacey Rentals	Rental	125.00
Larry Bixby	Reimbursement	17.56
Marv's Sanitary Service	Utilities	712.50
Med-Star Paramedic Ambulance	Monthly Contract	4,166.67
Menards	Supplies	259.96
Midwest Turf & Irrigation	Repairs	369.29
Minnehaha County Information Technology Dept	Licenses	859.95
Northern Tool & Equipment	Supplies	199.99
Oakridge Nursery & Landscaping	Improvements	1,087.50
Performance Press	Supplies	532.95
Performance Press	Supplies	588.00
Petty Cash	Supplies	477.65
Pfeifer's Implement Company	Professional Services	2,361.25
Pitney Bowes	Postage	749.57
Qualified Presort Service	Utility Bill Processing	3,059.84
Runnings Supply	Supplies	82.95
Sam's Club	GC Resale	278.63
Sanitation Products	Repairs	552.19
SD One Call	Utilities	213.92
SD-DANR	Professional Services	250.00
Sioux Falls Area Humane Society	Professional Services	357.46
Sioux Falls Networks	Software/Equipment	2,522.74
South Dakota Department of Revenue	Sales Tax	5,216.72
Streicher's	Equipment	4,875.00
Summit Fire Protection	Supplies	10.00
Sunshine	GC Resale	944.77
Sure Test	Professional Services	112.10
The Sprinkler Company	GC Sprinkler Consulting & Audit	3,904.00
Thermos Bond Buildings	Improvements	51,278.00
Titan Machinery	Repairs	23.96
Tony's Catering	Catering	3,909.25
Toro	Monthly Contract	229.00
Toll Companies	Improvements	960.00
Two Way Solutions	Hired Repairs	2,500.00
Verizon Wireless	Utilities	1,031.97
Xcel Energy	Utilities	3,198.29

City Administration	November 10, 2022 Payroll	3,733.93
Finance Officer	November 10, 2022 Payroll	5,650.82
Government Buildings	November 10, 2022 Payroll	129.29
Engineer	November 10, 2022 Payroll	3,623.87
Police	November 10, 2022 Payroll	25,411.07
Building Inspections	November 10, 2022 Payroll	3,600.35
Street Department	November 10, 2022 Payroll	4,443.56
Park Department	November 10, 2022 Payroll	4,544.12
Economic Development	November 10, 2022 Payroll	2,017.55
Water Department	November 10, 2022 Payroll	9,316.00
Sewer Department	November 10, 2022 Payroll	4,782.52
Golf Course Grounds	November 10, 2022 Payroll	4,298.02
Golf Course Lounge	November 10, 2022 Payroll	2,952.34
Golf Course Pro Shop	November 10, 2022 Payroll	4,090.52
Golf Course Community Room	November 10, 2022 Payroll	1,098.04
941 Payroll Taxes	November 10, 2022 Payroll	24,461.10
SD Retirement System Supplemental	November 10, 2022 Payroll	1,187.50
TASC Flex Plan	November 10, 2022 Payroll	1,064.63
Accounts Management	November 10, 2022 Payroll	75.00
Direct Pay Reimbursement	November 21, 2022	58.00
Direct Pay Reimbursement	November 21, 2022	1,500.00

Alderman Kull moved Alderman Johnson seconded to approve the consent calendar which contained the following items: annual salary adjustment for Dale Kerber, to step 13-11 on the wage scale, \$30.50 per hour, effective November 26, 2022 and the salary adjustment for Amanda Jeseritz as a Certified Officer, to step 13-1 on the wage scale, \$24.08 per hour, effective November 22, 2022. Motion carried.

#### ORDINANCE #674

A public hearing was held, as advertised, to consider a Re-Zone Application for 1024 N. Splitrock Blvd. Alderman Jorgenson moved Alderwoman Fish seconded to give first reading to Ordinance #674: 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, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

#### CITY HALL REPORT FROM ISG

Josh Muckenhirn, ISG, was present to discuss the City Hall report for the possible construction of a new City Hall and Police Department. No action needed at this time.

#### BIKE & PEDESTRIAN PLAN

Will Kerns, Ulteig Engineers, was present via video to present the Brandon Bike and Pedestrian Plan. Alderwoman Kull moved Alderman Steen seconded to approve the Bike and Pedestrian Plan as presented. Motion carried.

#### ORDINANCE #665

First reading was tabled at the November 7, 2022 regular City Council meeting to consider a Re-Zone Application for Tract 2 S1/2 SW1/4 Burkmans Tracts SW1/4 SW1/4 26-102-48; Lots 1 & 2 Burkmans Tract 1 SE1/4 SW1/4 26-102-48 Brandon Township 102-48 and Lot 3 Tract 1 Burkmans Tracts SE1/4 SW1/4 26-102-48 (properties currently addressed as 1604, 1612 & 1620 E. Redwood Blvd). Applicants are requesting to re-zone from NRC-Natural Resource Conservation to R-3-High Density Residential. Concerns with increased traffic in the area. The City's Design Standards require a traffic study to be completed as part of a rezoning application for any multi-family residential development with 150 or more proposed dwelling units. Applicant Dusten Hendrickson, 1130 Indian Hills Road, Brookings, SD was present for discussion. David Shelton, property owner of Redwood Ranch, was present for discussion. Alderman Jorgenson moved Alderwoman Fish seconded to give first reading to Ordinance #665: 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, Jorgenson, Kull aye; Clark, Steen nay. Motion carried.

#### ORDINANCE #666

Alderman Jorgenson moved Alderman Johnson seconded to give second reading to Ordinance #666: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING CHAPTER 15-14-3(D), ADDITIONAL USE REGULATIONS, OFF-STREET PARKING, COOPERATIVE PARKING. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

#### ORDINANCE #667

Alderman Steen moved Alderwoman Clark seconded to give second reading to Ordinance #667: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-14-6, ADDITIONAL USE REGULATIONS, FENCE REGULATIONS, AND CHAPTER 15-22-2 DEFINITIONS, DEFINITIONS. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

#### ORDINANCE #668

Alderman Kull moved Alderman Steen seconded to give second reading to Ordinance #668: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-11-10, HI: HEAVY INDUSTRIAL DISTRICT, LOT AND YARD REGULATIONS. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

#### ORDINANCE #669

Alderwoman Fish moved Alderman Johnson seconded to give second reading to Ordinance #669: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY PROVIDING OFF-STREET PARKING REGULATIONS FOR AN INDIVIDUALLY PLATTED LOT SURROUNDED BY COMMONLY OWNED SPACE, BY ADDING CHAPTER 15-14-3(A)(13), ADDITIONAL

USE REGULATIONS, OFF-STREET PARKING, GENERAL CONDITIONS. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

ORDINANCE #670

Alderman Clark moved Alderman Jorgenson seconded to give second reading to Ordinance #670: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY PROVIDING SIGN REGULATIONS FOR INDIVIDUALLY PLATTED LOTS SURROUNDED BY COMMONLY OWNED SPACE, BY ADDING CHAPTER 15-14-5(H)(9), SIGN REGULATIONS, PERMANENT SIGNS, INDIVIDUALLY PLATTED LOTS SURROUNDED BY COMMONLY OWNED SPACE. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

ORDINANCE #671

Alderman Johnson moved Alderman Kull seconded to give second reading to Ordinance #671: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY CLARIFYING DEFINITIONS RELATED TO OFF-STREET PARKING REGULATIONS BY AMENDING CHAPTER 15-22-2, DEFINITIONS, DEFINITIONS. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

ORDINANCE #672

Alderman Fish moved Alderman Steen seconded to give second reading to Ordinance #672: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE TO INCLUDE REGULATIONS REGARDING THE USE OF PRIVATE WASTEWATER SYSTEMS WITHIN THE CITY BY AMENDING CHAPTER 15-14-15, ADDITIONAL USE REGULATIONS, HOLDING TANKS IN LIEU OF SANITARY SEWER SYSTEMS. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

ORDINANCE #673

Alderman Kull moved Alderman Johnson seconded to give second reading to Ordinance #673: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY ADDING CHAPTER 15-14-3(C), ADDITIONAL USE REGULATIONS, OFF-STREET PARKING, SHARED PARKING. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

RESOLUTION #36-22

The Golf Course Committee report was heard. Alderman Fish moved Alderman Steen seconded to approve Resolution #36-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #36-22**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRANDON, SOUTH DAKOTA, ESTABLISHING FEES FOR THE BRANDON MUNICIPAL GOLF COURSE COMMUNITY ROOM**



All catering arrangements must be made through the Brandon Golf Course, excluding the wedding cake. Catering prices vary on caterer, menu items and current market rates. Catering prices include the cost of tableware, flatware, and glassware.

**Section 2: Ceremonial Fee:**

Wedding Ceremony at the Golf Course \$500.00  
(Limit of 150 people)

**Section 3: Bar Fees:**

Minimum Bar Fee (bartender included) \$1,500.00  
(Minimum is required, any difference will be added to the final bill).

**Section 4: Accessory Charges:**

Punch and Coffee \$ 0.75 per person

**Section 5: Lounge Room Fees:**

**Events**

Events include but not limited to Graduation Parties, Holiday Parties and Birthday Parties. Included is the room rental, room set-up and clean-up.

Up to 75 guests \$250.00

Adopted this 21<sup>st</sup> day of November, 2022.

ATTEST:

\_\_\_\_\_  
Harry Buck  
Mayor

\_\_\_\_\_  
Christina Smith  
Municipal Finance Officer

(SEAL)

**TENNIS COURTS LIGHTS AT BV MIDDLE SCHOOL**

The Parks & Recreation Committee report was heard. No further information on the tennis courts lights at this time.

POOL FEES

Alderswoman Fish moved Alderman Johnson seconded to leave the 2023 pool fees the same as they were in 2022. A roll call vote showed Fish, Johnson, Jorgenson, Kull, Steen aye; Clark nay. Motion carried.

POOL IMPROVEMENTS PROJECT CHANGE ORDER

Alderman Kull moved Alderman Steen seconded to approve change order #5 to Beck & Hofer Construction for the pool improvements project in the amount of \$15,426.73. Motion carried.

POOL IMPROVEMENTS PROJECT PAY APPLICATION

Alderswoman Fish moved Alderman Johnson seconded to approve pay application #13 and final to Beck & Hofer Construction for the pool improvements project in the amount of \$24,495.39. Motion carried.

CONTRACT WITH SIOUX FALLS HUMANE SOCIETY

The Public Safety Committee report was heard. Alderman Kull moved Alderswoman Clark seconded to approve the contract with the Sioux Falls Humane Society for animal control services as presented. Motion carried.

SERGEANT PROMOTION

Alderswoman Clark moved Alderman Kull seconded to approve the promotion of Officer Kyle Zigan to Sergeant, step 16-3 on the wage scale, \$31.07 per hour, effective November 22, 2022. 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 #31-22

Alderman Steen moved Alderman Johnson seconded to approve Resolution #31-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #31-22  
SETTING VALUATIONS FOR SQUARE FOOT COSTS USED TO DETERMINE  
BUILDING PERMIT VALUES AND SETTING CERTAIN FLAT FEES FOR BUILDING  
PERMITS**

**WHEREAS**, Brandon Municipal Ordinance #15-18-2 authorizes the City to establish a schedule of fees, charges and expenses for building permits by resolution; and

**WHEREAS**, the City determines the minimum value for residential construction based on the size of the proposed construction: and

**WHEREAS**, the City utilizes a standardized set of square foot values to determine the minimum



value of residential construction used to calculate the fee of a building permit.

**NOW THEREFORE BE IT RESOLVED** by the City Council of Brandon, South Dakota that the rates and fees in the attached table are hereby adopted.

**BE IT FURTHER RESOLVED** that the above rates will be effective on January 1, 2023.

Dated this 21<sup>st</sup> day of November 2022.

ATTEST:

\_\_\_\_\_  
Harry Buck  
Mayor

\_\_\_\_\_  
Christina Smith  
Municipal Finance Officer

(SEAL)

RESOLUTION #35-22

Alderswoman Clark moved Alderman Steen seconded to approve Resolution #35-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #35-22**

**WHEREAS**, the Brandon City Council has the authority to set fees for services provided by the city; and

**WHEREAS**, the Brandon City Council believes that fees for services should, at a minimum, cover the cost of printing, postage and staff time of the service provided.

**THEREFORE BE IT HEREBY RESOLVED** by the City Council of the City of Brandon, South Dakota, that the following rates be set for the listed services.

Re-zoning Applications, .....	\$400.00
Variances Applications, .....	\$375.00
Conditional Uses Applications, .....	\$375.00

Dated this 21<sup>st</sup> day of November, 2022.

ATTEST:

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Harry Buck  
Mayor

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Christina Smith  
Municipal Finance Officer

(SEAL)

SEWER CLEANING LICENSE APPLICATION

Alderswoman Clark moved Alderman Johnson seconded to approve the Sewer Cleaning License Application for Dr. Rooter, PO Box 2046, Sioux Falls, SD, valid through December 31, 2023. Motion carried.

RESOLUTION #38-22

Alderman Johnson moved Alderman Steen seconded to approve Resolution #38-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #38-22**

**SETTING PLUMBING PERMIT FEES**

**WHEREAS**, the City of Brandon issues Plumbing Permits to ensure compliance with the plumbing code and protect public health pursuant to SDCL 36-25; and

**WHEREAS**, the City of Brandon has exercised the option to conduct plumbing inspections; and

**WHEREAS**, the City of Brandon incurs certain costs to review plans and inspect said plumbing improvements.

**NOW THEREFORE BE IT RESOLVED**, that the City of Brandon establishes the following fee schedule for Plumbing Permits:

Base fee of \$50.00 plus \$5.00 per plumbing fixture and future rough-in for a single-family dwelling; and

Base fee of \$150.00 plus \$5.00 per plumbing fixture and future rough-in for a multi-family or commercial project.

Dated this 21<sup>st</sup> day of November, 2022.

ATTEST:

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Harry Buck  
Mayor

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Christina Smith  
Municipal Finance Officer

(SEAL)

MCHARDY BRIDGE REPAIR PROJECT BID

The Streets Committee report was heard. Alderman Kull moved Alderman Johnson seconded to approve the bid from Journey Group Companies dba SFE Civil Constructors in the amount of \$297,993.00 for the McHardy Bridge Improvement Grant Project. Motion carried.

<u>Company</u>	<u>Bid Amount</u>
Journey Group Companies	\$297,993.00
PCiRoads, LLC.	\$400,778.61

RESOLUTION #32-22

Alderman Johnson moved Alderman Jorgenson seconded to approve Resolution #32-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #32-22**

**WHEREAS**, Brandon Municipal Ordinance #14-10-3 states: “The rates, fees, and charges for the benefits and safety provided by the street lighting services furnished by the City shall be as determined by the City Council from time to time and on file in the office of the municipal Finance Officer.”

**WHEREAS**, rates need to be considered on a regular basis to keep increases to a minimum yet providing enough revenue to ensure that the Street Light Fund is operating in the black.

**NOW THEREFORE BE IT RESOLVED** by the City Council of Brandon, South Dakota that the following user classifications and rates are hereby adopted:

**User Classifications and Monthly Charge**

All Single-Family Residential accounts with four units or less and Non-Residential accounts shall be charged the following rate:

\$6.37 per month

All Residential accounts with more than four units shall be charged using the following formula:

Total number of units divided by four multiplied by \$6.37 = monthly rate

**BE IT FURTHER RESOLVED** that the above rates will be effective beginning with the January 2023 utility bill.

Dated this 21<sup>st</sup> day of November 2022.

ATTEST:

\_\_\_\_\_  
Harry Buck  
Mayor

\_\_\_\_\_  
Christina Smith  
Municipal Finance Officer

(SEAL)

RESOLUTION #37-22

Alderman Johnson moved Alderwoman Clark seconded to approve Resolution #37-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #37-22**

**WHEREAS**, the Brandon City Council has the authority to set fees for services provided by the city; and

**WHEREAS**, the Brandon City Council believes that fees for services should, at a minimum, cover the cost of staff time and equipment time of the services provided.

**THEREFORE BE IT HEREBY RESOLVED** by the City Council of the City of Brandon, South Dakota, that the following hourly equipment and labor rates be charged for the listed items.

<u>Description</u>	<u>Hourly Rate</u>	<u>Description</u>	<u>Hourly Rate</u>
Labor	\$30.00	Asphalt Roller 24"	\$30.00
Overtime Labor	\$45.00	Sewer Truck	\$250.00
Emergency Fee	\$250.00	Service Truck	\$60.00
After-hrs Emerg Fee	\$500.00	Water Pump 1 1/2"	\$25.00
Backhoe	\$75.00	Water Pump 6"	\$125.00

Loader 2.5YD	\$125.00	Bucket Truck	\$90.00
Dump Truck	\$80.00	1 Ton Truck	\$50.00
Skidsteer Loader	\$60.00	Portable Light Tower	\$125.00
Concrete Saw	\$100.00	Valve Turner	\$75.00
Asphalt Hot Saw	\$50.00	Pot-hole Machine	\$75.00
Asphalt Roller 39”	\$40.00	Street Sweeper	\$150.00

**THEREFORE BE IT ALSO RESOLVED**, by the City Council of the City of Brandon, South Dakota, that for any materials needed be billed out at cost plus 10%.

Dated this 21<sup>st</sup> day of November, 2022.

ATTEST:

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Harry Buck  
Mayor

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Christina Smith  
Municipal Finance Officer

(SEAL)

**PURCHASE SANDERS**

Alderman Kull moved Alderman Steen seconded to approve the purchase of 3 Henderson truck sanders from Custom Truck Equipment for the public works department in the amount of \$38,370.00. Motion carried.

**5311 GRANT AGREEMENT WITH SDDOT**

Alderman Steen moved Alderwoman Fish seconded to approve the 5311 grant agreement with the SDDOT for the Brandon Transit System in the amount of \$112,271.00. Motion carried.

**CURB & SIDEWALK REPAIR PROJECT CHANGE ORDER**

Alderwoman Clark moved Alderman Johnson seconded to approve change order #1 to Big Al’s Concrete in the amount of \$48,396.98 for the curb & sidewalk repair project. Motion carried.

**CURB & SIDEWALK REPAIR PROJECT PAY APPLICATION**

Alderman Kull moved Alderwoman Clark seconded to approve pay application #2 and final to Big Al’s Concrete in the amount of \$21,131.66 for the curb & sidewalk repair project. Motion carried.

RESOLUTION #33-22

The Water & Sewer Committee report was heard. Alderwoman Clark moved Alderman Steen seconded to approve Resolution #33-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #33-22  
SETTING WATER RATES**

**WHEREAS**, Brandon Municipal Ordinance 14-4-2 authorizes the Brandon City Council to establish rates and charges for utility services provided by the city; and

**WHEREAS**, rates need to be considered on a regular basis to keep increases to a minimum yet providing enough revenue to ensure that the Water Fund is operating in the black.

**NOW THEREFORE BE IT RESOLVED** by the City Council of Brandon, South Dakota that the following user classifications and rates are hereby adopted:

**Monthly Surcharge Rate**

The monthly surcharge rates will be charged regardless of the amount of water used. The surcharge shall be added to each account for debt service payments on the water treatment plant bond. The following monthly surcharge rate is hereby set for the various meter sizes listed:

<u>Meter Size</u>	<u>Monthly Base Rate</u>
1" and smaller	\$ 28.20
1 ½"	\$ 56.40
2"	\$ 112.80
3"	\$ 253.80
4"	\$ 451.20
6"	\$ 922.68

**Monthly Base Rate**

The monthly base rate will be charged regardless of the amount of water used. The following monthly base rate is hereby set for the various meter sizes listed:

<u>Meter Size</u>	<u>Monthly Base Rate</u>
1" and smaller	\$ 9.53
1 ½"	\$ 19.11
2"	\$ 38.21
3"	\$ 85.95
4"	\$152.75
6"	\$343.71

**User Classifications and Volumetric Charges**

All Single Family Residential accounts with four units or less shall be charged the following rates based upon the amount of water used as registered on the water meter:

Tier 1: 0 – 12,000 gallons shall pay \$4.96 per 1,000 gallons

- Tier 2: 12,001 – 24,000 gallons shall pay \$6.39 per 1,000 gallons
- Tier 3: 24,001 – 36,000 gallons shall pay \$8.38 per 1,000 gallons
- Tier 4: 36,001 gallons and above shall pay \$12.51 per 1,000 gallons

All Residential accounts with more than four units shall be charged the following rates based upon the amount of water used as registered on the water meter:

- Tier 1: 0 – 20,000 gallons shall pay \$4.96 per 1,000 gallons
- Tier 2: 20,001 – 60,000 gallons shall pay \$6.39 per 1,000 gallons
- Tier 3: 60,001 – 80,000 gallons shall pay \$8.15 per 1,000 gallons
- Tier 4: 80,001 gallons and above shall pay \$12.29 per 1,000 gallons

All Non-Residential accounts shall be charged the following rates based upon the amount of water used as registered on the water meter:

- Tier 1: 0 – 20,000 gallons shall pay \$4.96 per 1,000 gallons
- Tier 2: 20,001 – 60,000 gallons shall pay \$5.91 per 1,000 gallons
- Tier 3: 60,001 – 80,000 gallons shall pay \$6.98 per 1,000 gallons
- Tier 4: 80,001 gallons and above shall pay \$9.27 per 1,000 gallons

All Non-Residential accounts that have a winter average consumption that is equal to or greater than 80,000 gallons shall be charged the following rate based upon the amount of water used as registered on the water meter:

\$5.91 per 1,000 gallons

All Sprinkler Only accounts shall be charged the following rates based upon the amount of water used as registered on the water meter:

- Tier 1: 0 – 24,000 gallons shall pay \$6.70 per 1,000 gallons
- Tier 2: 24,001 – 36,000 gallons shall pay \$8.54 per 1,000 gallons
- Tier 3: 36,001 gallons and above shall pay \$12.51 per 1,000 gallons

**BE IT FURTHER RESOLVED** that the above rates will be effective beginning with the January 2023 utility bill.

Adopted this 21<sup>st</sup> day of November, 2022.

\_\_\_\_\_  
Harry Buck  
Mayor

ATTEST:

\_\_\_\_\_  
Christina Smith  
Municipal Finance Officer

(SEAL)

RESOLUTION #34-22

Alderman Johnson moved Alderman Kull seconded to approve Resolution #34-22. A roll call vote showed Clark, Fish, Johnson, Jorgenson, Kull, Steen aye. Motion carried.

**RESOLUTION #34-22  
ESTABLISHING RATES FOR WASTEWATER SERVICE CHARGES**

**WHEREAS**, Ordinance #14-5-7 states that the charge for each billing period shall be established and may be amended by resolution of the City Council.

**BE IT FURTHER RESOLVED** that the following rates are hereby established and become effective for residential, commercial and industrial users of the Brandon Wastewater System:

Beginning with the January 2023 utility bill;  
Minimum monthly base charge of \$9.98

Volume charge of \$12.99 per one thousand gallons or fraction thereof of water usage as shown on the water meter

Surcharge of \$4.36 per month shall be added to each account for debt service payments on the State Revolving Loan for the Big Sioux Lift Station

**BE IT FURTHER RESOLVED**, that the monthly usage for billing shall be determined by averaging the usage from the months of November and December of the preceding year. This average shall be used to compute the monthly wastewater service charges until a new average is determined the following year. New accounts that have not established an average shall be billed the lesser of 100 gallons per person per day in the household or actual usage as shown on the water meter.

**BE IT FURTHER RESOLVED**, that rates need to be considered on a regular basis to keep increases to a minimum yet providing enough revenue to ensure that the Sewer Fund is operating in the black.

Dated this 21<sup>st</sup> day of November, 2022.

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Harry Buck  
Mayor

ATTEST:

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Christina Smith  
Municipal Finance Officer

(SEAL)



WATER TOWER PROJECT PAY APPLICATION

Alderman Johnson moved Alderman Steen seconded to approve pay application #16 to AB Contracting LLC. in the amount of \$84,079.00 for the water tower project. Motion carried.

At 7:24 p.m. on a motion by Alderwoman Clark seconded by Alderman Steen the meeting was adjourned. Motion carried.

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Melissa Labahn  
Municipal Recording Clerk

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Harry Buck  
Mayor