BRANDON CITY COUNCIL AGENDA
Council Chambers – 308 S. Main
May 5, 2025
6:00 p.m.

1. Call to Order and Pledge of Allegiance
2. Roll Call and Determination of Quorum
3. Approval of Agenda
4. Approval of Minutes
   A) April 17, 2025 Briefing Meeting (4)
   B) April 21, 2025 Regular Meeting (5-11)
5. Approval of Claims (12-13)
6. Old Business: None
7. Adjournment of Council

CALL TO ORDER OF THE NEW COUNCIL

1. Oath of Office to Alderman David Kull (14)
2. Call to Order of New Council
3. Roll Call and Determination of Quorum
4. Approval of Agenda
5. Election of Council President and Council Vice President (15)
6. Draw for Seating
7. Consent Calendar:
   A) Wage Adjustment: Rollie Hoeke (16)
   B) Wage Adjustment: Alex Walker (17)
   C) Tax Abatements (18-19)
8. Visitors/Timed Items/Public Comment
   A) Public Comments: Those persons wanting to address the Council as to any item on or not on the agenda and who have not otherwise been asked to speak to the agenda item will be heard at this time, but are limited to five (5) minutes. No action will be taken on any action requested at this time due to the twenty-four-hour public notice requirement. The City reserves the right to end public comment after 45 total minutes and those who were unable to speak will be given the opportunity to speak first at the next regular Council meeting if they leave their name with the City Administrator.
   B) Public Hearing:
      1) 2025 Malt Beverage License Renewals: Dakota Star Casino; Dakota Star Casino-2; Dakota Star Casino-3; Splitrock C-Store; Splitrock Pub; CC&F Retail, Inc; Hidden Valley Golf Course, Inc; Blaines Service; Casey's General Store #2186; Expressway – Brandon; Oakridge Nursery, Inc; Pizza Ranch of Brandon; Holiday Stationstores, LLC; Dollar General Store #15413; Be the Bean, LLC; Hideaway Bar & Casino, LLC; Let It Fly Casino; Annies (20-22)
      2) Transfer of Alcoholic Beverage License: From Kyle Thill, dba 212 Boiling Point to C&R Investments, LLC dba 212 Boiling Point (23-32)

9. Old Business: None

10. Standing Committee Reports
    A) Golf Course
       1) Hire Seasonal Employees (33)

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B) Parks and Recreation
   1) Work Report (34)
   2) Pool Renovations Change Order (35)
   3) Hire Seasonal Pool Staff (36-37)

C) Public Safety
   1) Police Department Report (38-40)
   2) Inspections Department Report (41-42)

D) Administration
   1) Appointments Requiring Council Approval (43-44)
      a) Official Depository: First National Bank in Sioux Falls Brandon Branch; First National Bank in Sioux Falls; First Interstate Bank Brandon Branch; Wells Fargo Brandon Branch; South Dakota Public Funds Investment Trust
      b) City Attorney: Boyce Law Firm – Lisa Marso
      c) Official Newspaper: Brandon Valley Journal
      d) Park Advisory Committee Appointment to 4 Year Term
      e) Planning and Zoning Commission Appointment to 3 Year Term
      f) Brandon Revolving Loan Fund to 2 Year Term
      g) Library Committee:
   2) Mayoral Appointments No Council Action Required
      a) Administrative Liaison; Golf Course Liaison; Park & Recreation Liaison; Public Safety Liaison; Street Liaison: Utilities Liaison
   3) Architect Recommendation for City Hall Project (45)

E) Streets
   1) Work Report (46)
   2) Quote for Dust Control on Redwood and Chestnut (47)
   3) Estimated Timeline for Improvements to Ironwood (48)

F) Water and Sewer
   1) Storm Sewer Installation on East Redwood (49-51)
   2) Water Meter Replacement Project
      a) Change Order No. 1 (52-53)
      b) Pay Application No. 1 and Final (54-56)

11. New Business

12. Executive Session

13. Adjournment

Individuals in need of assistance in attaining access to the meeting, please contact City Hall within 24 hours of the meeting time for special arrangements.

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SUPPLEMENT TO THE AGENDA
May 5, 2025

MEETINGS

1) Monday, May 12, 2025
   City Council CIP Work Session at 4:00 PM in the Council Chambers

2) Thursday, May 15, 2025
   Briefing Meeting at 4:00 PM in the Council Chambers
   Planning and Zoning Commission Meeting at 6:30 PM in the Council Chambers

3) Wednesday, May 21, 2025
   Park Committee Meeting at 5:15 PM in the Council Chambers

4) Monday, May 26, 2025
   City Hall closed for Memorial Day Holiday

5) Tuesday, May 27, 2025
   City Council CIP Work Session at 4:00 PM in the Council Chambers

6) Thursday, May 29, 2025
   Briefing Meeting at 4:00 PM in the Council Chambers

7) Monday, June 2, 2025
   City Council Meeting at 6:00 PM in the Council Chambers

8) Thursday, June 5, 2025
   Planning and Zoning Commission Meeting at 6:30 PM in the Council Chambers

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OTHER

1) Conservation Committee 2025 Calendar of Events (57)
2) April 17, 2025 Planning and Zoning Commission Minutes (58-59)

BRIEFING MEETING MINUTES

The Brandon City Council met in a briefing session at 4:00 p.m. on Thursday, April 17, 2025, at the Council Chambers at 308 S Main Avenue, Brandon, South Dakota. Present were Barb Fish and Mayor Harry Buck. Present via phone was Randy Marso and Colin Steen. Others present were City Administrator, Bryan Read; Finance Officer, Christina Smith; Public Works Director, Rollie Hoeke; Golf Course Manager, Andrew Bauer; Park Superintendent, Devin Coughlin; Development Director, Patrick Andrews and Police Chief, Jamie Steffel. Absent: Bruce Johnson, David Kull and Kevin Lawrence.

The Council discussed items on the agenda for the upcoming April 21, 2025, regular Council meeting. No formal action was taken.

At 4:34 p.m. hearing no further business, the meeting adjourned.

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Christina Smith
Municipal Finance Officer

Harry Buck
Mayor

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on April 21, 2025 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Barb Fish, Bruce Johnson, David Kull, Colin Steen and Mayor Harry Buck. Randy Marso was present via conference call. Others present were: City Administrator, Bryan Read; Finance Officer, Christina Smith; Police Chief, Jamie Steffel; Park Superintendent, Devin Coughlin; Golf Course Manager, Andrew Bauer; Public Works Director, Rollie Hoeke and Development Director, Patrick Andrews. City Attorney, Lisa Marso was present via conference call. Absent: Kevin Lawrence.

Alderman Johnson moved Alderman Steen seconded to approve the agenda. Motion carried.

Alderman Kull moved Alderwoman Fish seconded to approve the minutes of the March 18, 2025 Board of Equalization meeting; the April 3, 2025 briefing meeting; the April 7, 2025 regular meeting and the April 14, 2025 Canvassing Board meeting. Motion carried.

Alderman Steen moved Alderman Johnson seconded to approve the following claims for 2025. Motion carried.

VENDOR	DESCRIPTION	AMOUNT
AE2S	WTP Expansion	56,107.00
AFLAC	Insurance	854.17
Alternative HR	Monthly Services	3,835.42
Amazon	Supplies	796.70
Armor Express	Equipment	1,137.11
Avera	Annual EAP	2,300.40
BASE	Monthly Fee	57.00
Batteries Plus	Supplies	206.70
Beal	GC Resale	1,115.25
Blaine's	Repairs	24.00
Border States	Equipment	13,481.04
Boyce Law	Professional Services	3,624.00
Brandon Ace Hardware	Supplies	6,027.96
Brandon Lumber	Supplies	47.71
Bryan Rock Products	Supplies	7,453.97
BV School District	Fuel	4,666.68
Cardmember Services	Misc. Expenses	5,184.85
Cash-WA	Supplies	856.95
Catalyst	Professional Services	6,123.40
Century Business	Supplies	492.60
City of SF	Force Main Project	727,491.63
Coca Cola	GC Resale	884.70
Constructions Products	Supplies	980.00
Culligan	Utilities	174.10
Curb Appeal	Supplies	207.00
Dakota Beverage	GC Resale	921.75

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Dakota Data Shred	Supplies	38.66
Devin Coughlin	Reimbursement	26.21
Direct Technologies	Software	1,378.24
Dudley/Appeara	Supplies	275.50
Dust Tex	Supplies	132.99
Ellis & Eastern	Fees	180.00
Encore Park	Tif #7	55,859.94
Fastenal	Supplies	224.93
Ferguson	Software	6,007.80
Flower Mill	Community Promo	60.00
Galls	Supplies	901.92
Global Distributing	GC Resale	183.49
Grainger	Supplies	274.47
Hach	Supplies	755.68
Hawkins	Chemicals	8,395.00
Infrastructure Design Group	Improvements	790.40
Innovative Office	Supplies	19.99
Interstate Office	Supplies	204.25
Intoximeters	Supplies	399.00
Jack's Uniforms	Uniform Supplies	271.06
Jo Hausman	Election Worker	350.00
John Murawski	Election Worker	300.00
Johnson Bros	GC Resale	3,335.10
Judith Murawski	Election Worker	300.00
Julie Bixby	Election Worker	300.00
Kelly Eilers	Reimbursement	797.00
Kimball Midwest	Supplies	149.40
Kirsten Walrath-Noem	Election Worker	350.00
Knife River	Supplies	298.00
Lacey Rentals	Rentals	700.00
Locators & Supplies	Clothing Supplies	266.60
MARC	Supplies	2,241.92
Margaret Lootens	Election Worker	300.00
Marv's	Utilities	413.50
Mary Burggraaf	Election Worker	350.00
Med-Star	April Payment	6,666.67
Menards	Supplies	11.62
Michiele Sanow	Election Worker	300.00
Midwest Alarm	Professional Services	113.47
Minnehaha County	Plates Transfer	20.00
Musco	Aspen Lights	97,333.00
National Auto Fleet	Vehicle Purchase	238,153.00
Newman Traffic Signs	Supplies	4,932.51
Nordstrom's	Repairs	200.00
Oakridge	Tree Vouchers	946.85
Palisades	Utilities	780.13
Performance Press	Supplies	679.67
Pitney Bowes	Postage	749.69

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Postmaster-Post Office	Yearly Dues	254.00
QPS	Utility Bill Processing	2,973.74
R&L Carriers	Shipping	497.76
Safe N Secure	Supplies	179.88
SD Assoc. of Code Enforcement	Training	50.00
SD Gov. Finance Officers	Training	75.00
SD Gov. Human Resources	Training	50.00
SD One Call	Locate Tickets	132.16
SF Humane Society	Professional Services	663.40
SiteOne	Supplies	542.38
Staples	Supplies	688.11
Stephen Davis	Election Worker	300.00
Stockwell Engineers	Professional Services	35,053.80
Sturdevant's	Supplies	3,554.28
Sunshine	GC Resale	807.25
Superior Tech Products	Supplies	201.98
SV Energy	Utilities	978.13
Three in One	Professional Services	5,226.62
Titan	Repairs	107.65
Titleist	GC Resale	4,804.60
Tony's Catering	GC Catering	312.76
University of Louisville	Training	1,425.00
Verizon	Utilities	774.82
Vogel	Hired Repairs	331.00
Xcel	Utilities	2,916.47
Zimco	Supplies	18,820.00
City Administration	April 10, 2025 Payroll	4,554.86
Finance Officer	April 10, 2025 Payroll	6,829.86
Government Buildings	April 10, 2025 Payroll	135.28
Engineer	April 10, 2025 Payroll	4,410.79
Police	April 10, 2025 Payroll	37,429.47
Building Inspections	April 10, 2025 Payroll	4,466.92
Street Department	April 10, 2025 Payroll	5,610.79
Summer Rec	April 10, 2025 Payroll	86.34
Park Department	April 10, 2025 Payroll	5,315.27
Economic Department	April 10, 2025 Payroll	2,495.87
Water Department	April 10, 2025 Payroll	10,472.80
Sewer Department	April 10, 2025 Payroll	5,832.36
Golf Course Grounds	April 10, 2025 Payroll	4,000.12
Golf Course Lounge	April 10, 2025 Payroll	2,972.06
Golf Course Pro Shop	April 10, 2025 Payroll	4,991.85
941 Payroll Taxes	April 10, 2025 Payroll	31,339.46
SD Retirement Supplemental	April 10, 2025 Payroll	1,702.50
Accounts Management	April 10, 2025 Payroll	75.00

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Alderman Steen moved Alderman Johnson seconded to approve the consent calendar which contained the following items: a plat of Lot 3 Block 3, Lots 1 & 8 Block 4 Chestnut Ridge Addition; a plat of Lot 7 Block 4 Chestnut Ridge Addition; a plat of Lot 1 Block 3 Brandon 90

Plaza Addition; a plat of Tract 1A Zimprich Addition and Tax Abatement #2022-0273. Motion carried.

Bryce Healy, Sioux Metro Growth Alliance, was present for discussion. Bryce gave some updates on SMGA events that are coming up.

ORDINANCE #728

Alderwoman Fish moved Alderman Steen seconded to give second reading to Ordinance #728: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING REGULATIONS FOR WIRELESS TELECOMMUNICATIONS FACILITIES BY ADDING CHAPTER 15-15-7(C)(6), ADDITIONAL USE REGULATIONS, WIRELESS TELECOMMUNICATIONS FACILITIES, NEW WIRELESS TELECOMMUNCIATION FACILITY REQUESTS, THIRD PARTY REVIEW AUTHORIZED; CHAPTER 15-15-7(D)(2)(f), ADDITIONAL USE REGULATIONS, WIRELESS TELECOMMUNICATIONS FACILITIES, MANDATORY COLLOCATION OR MODIFICATION REQUESTS, THIRD PARTY REVIEW AUTHORIZED; AND CHAPTER 15-15-7(E)(6), ADDITIONAL USE REGULATIONS, WIRELESS TELECOMMUNICATIONS FACILITIES, NON-MANDATORY COLLOCATION OR MODIFICATION REQUESTS, THIRD PARTY REVIEW AUTHORIZED; AMENDING CHAPTER 15-15-7(C)(3), ADDITIONAL USE REGULATIONS, WIRELESS TELECOMMUNICATIONS FACILITIES, NEW WIRELESS TELECOMMUNICATION FACILITY REQUESTS, GENERAL REQUIREMENTS; AND ADDING CHAPTER 15-15-7(J), ADDITIONAL USE REGULATIONS, WIRELESS TELECOMMUNICATIONS FACILITIES, CERTIFICATION OF FCC COMPLIANCE. A roll call vote showed Fish, Johnson, Kull, Marso, Steen aye. Motion carried.

ORDINANCE #729

Alderman Steen moved Alderman Johnson seconded to give second reading to Ordinance #729: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-10-10, GB: GENERAL BUSINESS DISTRICT, LOT AND YARD REGULATIONS. A roll call vote showed Fish, Johnson, Kull, Marso, Steen aye. Motion carried.

ORDINANCE #730

Alderman Johnson moved Alderman Kull seconded to give second reading to Ordinance #730: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-13-3, IN: INSTITUTIONAL DISTRICT, CONDITIONAL USES; AND CHAPTER 15-13-10, IN: INSTITUTIONAL DISTRICT, LOT AND YARD REGULATIONS. A roll call vote showed Fish, Johnson, Kull, Marso, Steen aye. Motion carried.

ORDINANCE #731

Alderman Kull moved Alderman Steen seconded to give second reading to Ordinance #731: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SD, AMENDING THE BRANDON ZONING ORDINANCE BY AMENDING CHAPTER 15-16-3(E),

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ADJUSTMENTS TO YARD REGULATIONS, PROJECTION FROM BUILDINGS. A roll call vote showed Fish, Johnson, Kull, Marso, Steen aye. Motion carried.

HIRE SEASONAL STAFF

The Golf Course Committee report was heard. Alderman Steen moved Alderman Johnson seconded to approve the hiring of the following staff for the golf course for the summer of 2025. Motion carried.

Marshal/Starter: Doug Niklason, $12.25 per hour; Ken Klein, $12.75 per hour; James Uecker, $12.75 per hour; Mark Meyers, $12.25 per hour; Tim Jorgenson, $12.00 per hour

Custodian: Jon Walter, $18.00 per hour

HIRE SUMMER REC STAFF

The Parks & Recreation Committee report was heard. Alderwoman Fish moved Alderman Steen seconded to approve the hiring of the following staff for the Summer Rec for 2025. Motion carried.

Attendants: Madeline Plumbtree, $11.50 per hour; Braley Olson, $11.50 per hour; Isabella Virchow, $11.50 per hour; Addison Timm, $11.50 per hour; Mason Carda, $11.50 per hour; Peter Dvorak, $11.50 per hour; Emery Feenstra, $11.50 per hour; Gaven Morris, $11.50 per hour

CONSUMPTION PERMIT

An alcohol consumption permit application was received from Rebecca Sipes, 317 N. Tamarac Circle to have alcohol in Tallgrass Park on Saturday, May 10, 2025 for a graduation party. Alderman Johnson moved Alderman Steen seconded to approve the consumption permit application as presented. Motion carried.

HIRE POOL STAFF

Alderman Steen moved Alderman Johnson seconded to approve the hiring of the following staff for the pool for 2025. Motion carried.

Manager: Rachael Spencer, $18.55 per hour

Assistant: Sam Davis, $16.55 per hour

Head Guards: Megan Erkonen, $18.05 per hour; Hayden McGuire, $17.05 per hour

Lifeguards: Megan Nustad, $16.55 per hour; Sidney Van Horn, 17.55 per hour; Ali Nustad, $16.55 per hour; Sylvia Swenson, $16.55 per hour; Xavier McGuire, $16.30 per hour; Bonita Tiesler, $16.30 per hour; Leah Jellis, $16.30 per hour; Kamryn Hunt, $16.30 per hour; Matsen Menage, $16.30 per hour; Burke Binkerd, $16.30 per hour;

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Sara Johnson, $16.05 per hour; Sarah VanDeBerg, $16.05 per hour;
Ireland McPadden, $16.05 per hour; Rory Davis, 16.05 per hour;
Karl Benz, 16.05 per hour; Abigail Riley, $16.05 per hour;
Bella Anders, $17.55 per hour

Cashiers: Brianna DeBlieck, $11.75 per hour; Seth Hegg, $11.75 per hour;
Lukas Gedge, $11.50 per hour; Jessa Berning, $11.50 per hour;
Haley DeBlieck, $11.50 per hour; Hannah Koch, $11.50 per hour

PIONEER PARK IRRIGATION

Alderman Kull moved Alderman Steen seconded to approve the quote from Splitrock Landscaping to install irrigation for the soccer fields as Pioneer Park in the amount of $25,000.00. Motion carried.

DECLARE SURPLUS PROPERTY

Alderman Steen moved Alderman Johnson seconded to declare up to 25', .16 acres of Aspen Park property as surplus per the referendum held on April 8, 2025, which authorized the sale of this property. The minimum bid was set at $2,817.00. Motion carried.

SPECIAL EVENT APPLICATION – DYNAMIC BOOSTER CLUB

Alderwoman Fish moved Alderman Kull seconded to approve the special event application from Dynamic Booster Club to host a 5K walk/run at McHardy Park on June 28 or July 12, 2025. Motion carried.

REQUEST TO ADD HVAC AND A/C UNITS IN ASPEN PARK

Alderman Johnson moved Alderman Steen seconded to approve the request from Brandon Valley Baseball Association to add HVAC and AC to the press box at Field A and the shed located between fields B & C in Aspen Park. The Brandon Valley Baseball Association will cover the costs of these improvements. Motion carried.

2025 HEALTH INSURNACE RENEWAL QUOTE

The Public Safety Committee and Administration Committee reports were heard. Alderman Kull moved Alderman Johnson seconded to approve the employee health insurance renewal quote from Wellmark Blue Cross Blue Shield of South Dakota for the July 1, 2025 renewal. Motion carried.

CIP MEETINGS

The next CIP meetings are scheduled for May 12, 2025 and May 27, 2025 at 4:00pm. No further action required at this time.

WETLAND BANK AUTHORIZATION

Alderwoman Fish moved Alderman Steen seconded to authorize the U.S. Army Corps of Engineers to begin the required public comment period on the draft prospectus for the development of the Burkman Wetland Bank. Motion carried.

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REDWOOD CHESTNUT COST UPDATES

The Streets Committee report was heard. DGR Engineering provided new cost estimates for improvements to Redwood and Chestnut. No action required at this time. Staff will reach out to the other entities that these improvements would impact and start discussions.

FY 2026 TRANSIT BUDGET REQUEST

The City contracts with the Rural Office of Community Services (ROCS) to operate our transit system. ROCS has submitted an application and budget request for 2026. Alderman Steen moved Alderman Kull seconded to approve the application and proposed budget as presented. Motion carried.

WESTVIEW DRAINAGE IMPROVEMENTS CHANGE ORDER

The Water & Sewer Committee report was heard. Alderman Johnson moved Alderman Steen seconded to approve change order #1 to Brock Contracting for the Westview Drainage Improvements in the amount of $2,971.95. Motion carried.

FIREWALL QUOTES

Alderman Steen moved Alderman Johnson seconded to approve the quote from Catalyst IT, Inc. in the amount of $42,722.00 for the 5 years of tech support for the IT infrastructure at the cities lift stations, water booster stations and the water treatment plant. Motion carried.

Company	5 year costs
Catalyst IT, Inc.	$42,722.00
Direct Automation	$100,085.17

SIOUX FALLS FORCEMAIN PROJECT PAY APPLICATION

Alderman Kull moved Alderman Steen seconded to approve pay applications # 8-10 to Lidel Construction in the amount of $727,491.63 for the Sioux Falls forcemain project. Motion carried.

At 6:32 p.m. on a motion by Alderman Steen seconded by Alderman Johnson the meeting was adjourned. Motion carried.

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Melissa Labahn
Municipal Recording Clerk

Harry Buck
Mayor

May 5, 2025 Claims

VENDOR	DESCRIPTION	AMOUNT
Ace Signs	Supplies	833.00
All Star	GC Resale	218.12
Alliance	Utilities	2,917.69
Amazon	Supplies	574.87
Armor Express	Supplies	46.80
Austin Peterson	Reimbursement	74.00
Auto Owners Insurance	Flood Insurance	2,247.00
Avera Medical	Professional Services	350.40
Beal	GC Resale	2,329.48
Bioverse	Supplies	1,640.07
Border States	Supplies	644.46
Bosch Farms	Reimbursement	2,546.58
Cash WA	GC Resale	2,321.27
Catalyst	Equipment	3,310.86
Coca Cola	GC Resale	393.75
Corson	April Reimbursement	985.72
Dakota Beverage	GC Resale	1,712.20
Dalsin Inc	Repairs	637.66
David Knudtson	Reimbursement	101.92
Delta Dental	Insurance	3,918.20
DGR	Professional Services	30,129.72
Dudley/Appeara	Supplies	603.95
Fastenal	Repairs	63.74
Global Distributing	GC Resale	263.97
Grainger	Supplies	1,155.21
Hach	Supplies	208.00
Hawkins	Chemicals	43,358.05
Heiman Fire	Annual Inspection	4,382.00
Incode	Software	44,282.34
Industrial Supply	Supplies	236.52
IntelliPro Security	Hired Repairs	241.50
Jamie Steffel	Reimbursement	76.45
Johnson Bros	GC Resale	1,005.66
Kansas City Life	Insurance	621.23
Knife River	Supplies	1,000.04
Kuhnert Property	Reimbursement	1,493.00
Kwik Trip	Supplies	780.00
Lacey Rentals	Rental	140.00
Midwest Turf	Repairs	2,406.79
Minnehaha Community	Utilities	143.50
Modern Woodman	Insurance	2,240.69
Northwest Tire	Repairs	792.16
Oakridge	Supplies	1,663.60
Olson's Pest	Professional Services	320.00
Palisades Oil	Fuel	2,651.76
Pepsi	GC Resale	450.43
Performance Press	Supplies	1,521.10
Pool Petty Cash	Petty Cash	300.00
R&L Supply	Supplies	279.96

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Republic National	GC Resale	1,000.40
ROCS	March Reimbursement	15,553.81
Sanitation Products	Repairs	4,359.64
Scheels	Supplies	28.00
SD Dept of Health	Water Testing	375.00
SD Public Assurance	Insurance	146.91
SF Ford	Hired Repairs	183.26
SF Utilities	Utilities	129,804.14
Southern Glazer's	GC Resale	2,623.59
Summer Rec Petty Cash	Petty Cash	50.00
SV Energy	Utilities	46,111.63
Tactical Solutions	Hired Repairs	538.75
The Lodge at Deadwood	Hotel Expense	420.00
US Bank	Fees	600.00
USA Blue Book	Supplies	1,501.23
Verizon	Utilities	660.69
Wellmark BC/BS	Insurance	77,842.16
Winpump	Repairs	1,579.00
Xcel	Utilities	3,767.12
	Total	**457,760.75**

Payroll Claims

City Administration	April 24, 2025 Payroll	4,554.86
Finance Officer	April 24, 2025 Payroll	6,880.46
Government Buildings	April 24, 2025 Payroll	100.25
Engineer	April 24, 2025 Payroll	4,410.79
Police	April 24, 2025 Payroll	33,550.11
Building Inspections	April 24, 2025 Payroll	4,386.57
Street Department	April 24, 2025 Payroll	7,102.63
Summer Rec	April 24, 2025 Payroll	23.55
Park Department	April 24, 2025 Payroll	5,297.26
Economic Department	April 24, 2025 Payroll	2,495.87
Water Department	April 24, 2025 Payroll	11,022.73
Sewer Department	April 24, 2025 Payroll	5,643.17
Golf Course Grounds	April 24, 2025 Payroll	5,092.05
Golf Course Lounge	April 24, 2025 Payroll	3,677.33
Golf Course Pro Shop	April 24, 2025 Payroll	5,961.45
941 Payroll Taxes	April 24, 2025 Payroll	31,453.47
SD Retirement Supplemental	April 24, 2025 Payroll	1,703.00
SD Retirement	April 2025 Payroll	35,468.66
Accounts Management	April 24, 2025 Payroll	75.00
Direct Pay	May 5, 2025	2,085.78
BASE Cafeteria	April 2025	1,883.61
	Total Payroll	**172,868.60**
	Grand Total	**630,629.35**

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Oath Of Office

STATE OF SOUTH DAKOTA)
) ss.
COUNTY OF MINNEHAHA)

I, ***David Kull***, having been elected to the office of ***Alderman, Ward 2***, within said City of Brandon, South Dakota, do solemnly swear that I will support the Constitution of the United States of America, the Constitution of the State of South Dakota, and all local ordinances of said City of Brandon, and that I will faithfully and impartially, to the best of my ability, perform all duties of my said office of Alderman according to the law.

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_____

David Kull

Subscribed and sworn before me the 5th day of May, 2025.)
)
_____)

Christina Smith, Finance Officer

CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Council Agenda Request

Date: April 20, 2025
From: Bryan H. Read, City Administrator
Subject: Council President and Vice President

Background/History:
Chapter 1-3-7 of the Brandon City Code requires the Council to elect a President and Vice President of the Council at the first meeting of the municipal year. The President of the Council is the presiding officer in the absence of the Mayor and will assume all authority of the Mayor if the Mayor is temporarily disabled. The Vice President will assume the same authority and duties in the absence of the Mayor and President of the Council,

Discussion:
The current President of the Council is Council Member Fish. The current Vice President of the Council is Council Member Kull.

Financial Considerations:
None

Conclusion/Recommendations:
A separate motion and second to nominate a candidate for each position followed by a simple majority vote of the Council.

Supporting documents must be attached to the Council Agenda Request Form.

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CITY OF BRANDON
PAYROLL CHANGE/NEW HIRE FORM

Name	Rollie Hoeke
Job Title	Public Works Director
Department	Public Works
Estimated Start Date	
Estimated Number of Hours per Week	Varies

Status:	Full time	x	Regular	x
	Part time		Limited	
			Seasonal	

Estimated Ending Date if Seasonal	
New Step on Wage Scale	23-15
New Wage	$ 57.95
Effective Date	5/22/2025
Council Date	5/5/2025

Notes:

DRAFT

CITY OF BRANDON
PAYROLL CHANGE/NEW HIRE FORM

Name	Alex Walker
Job Title	Maintenance Worker
Department	Public Works - 1
Estimated Start Date	
Estimated Number of Hours per Week	40

Status:	Full time	x	Regular	x
	Part time		Limited	
			Seasonal	

Estimated Ending Date if Seasonal	
New Step on Wage Scale	9-2
New Wage	$ 22.56
Effective Date	5/22/2025
Council Date	5/5/2025

Notes:

DRAFT

Abatement Number 2025-0276

Abatement Status En route

Parcel ID 80009

Legal Description Lot 12 Block 14 STONE RIDGE ESTATES TO THE CITY OF BRANDON 12 BLOCK 14 STONE RIDGE ESTATES TO THE CITY OF BRANDON

Property Location

School District BRANDON VALLEY SCHOOL DISTRICT #49-2

Applicant

Refund Payable To

Reason DOE RECOMMENDS APPROVAL
The taxpayer purchased the home on 6/30/2022 and was issued the 100% Permanent and Total Disabled Veteran evaluation on 02/17/2023. They are requesting an abatement for the $150,000 exemption for March - December 2023 taxes payable in 2024.

Levy Year 2023 **Taxable Value** $455,200.00 **Tax** $6,495.26 **Abatement Amount** $1,704.67 **Interest** **Bill Number** 62438

Office	Recommendation	Signed By		Entered By	Entered Date
County Commision	Recommend Approval	KARSKY, DEAN	See Scanned Document	WHITE, JEAN	04/22/2025
States Attorney	Legally Sufficient			RYAN, KATHERYN	04/16/2025
Equalization	Recommend Approval			LILLA, CHRISTOPHER	04/15/2025

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☐ Recommend Approval ☐ Recommend Not Approving X _____

Abatement Number 2025-0277

Abatement Status En route

Parcel ID 80009

Legal Description Lot 12 Block 14 STONE RIDGE ESTATES TO THE CITY OF BRANDON 12 BLOCK 14 STONE RIDGE ESTATES TO THE CITY OF BRANDON

Property Location

School District BRANDON VALLEY SCHOOL DISTRICT #49-2

Applicant

Refund Payable To

Reason DOE RECOMMENDS APPROVAL
The taxpayer purchased the home on 6/30/2022 and was issued the 100% Permanent and Total Disabled Veteran evaluation on 02/17/2023. They are requesting an abatement for the $150,000 exemption for January - March 2024 taxes payable in 2025.

Levy Year 2024 **Taxable Value** $454,300.00 **Tax** $4,756.53 **Abatement Amount** $480.01 **Interest** **Bill Number** 62303

Office	Recommendation	Signed By		Entered By	Entered Date
County Commision	Recommend Approval	KARSKY, DEAN	See Scanned Document	WHITE, JEAN	04/22/2025
States Attorney	Legally Sufficient			RYAN, KATHERYN	04/16/2025
Equalization	Recommend Approval			LILLA, CHRISTOPHER	04/15/2025

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☐ Recommend Approval ☐ Recommend Not Approving X _____

NOTICE OF PUBLIC HEARING TO CONSIDER AN APPLICATION FOR
A RETAIL ON-OFF SALE OF MALT BEVERAGE & SD FARM WINE

NOTICE IS HEREBY GIVEN that the City Council in and for the City of Brandon, South Dakota on the 5th day of May, 2025, at the hour of 6:00 p.m. at the Brandon City Council Chambers, the City Council will meet in regular session to hear and consider the following renewal applications for Alcoholic Malt Beverage Licenses to operate within the municipality for the licensing period starting July 1, 2025 and ending June 30, 2026.

Dakota Star Casino
MG Oil Company
1320 E Cedar St
Brandon, SD 57005

Dakota Star Casino-2
MG Oil Company
1322 E Cedar St
Brandon, SD 57005

Dakota Star Casino - 3
MG Oil Company
1328 E Cedar St.
Brandon, SD 57005

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

Splitrock Pub
Bauer Enterprises LLC
600 N Splitrock Blvd Unit A
Brandon, SD 57005

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

Hidden Valley Golf Course Inc
1709 E. Redwood Blvd.
Brandon, SD 57005

Blaine's Service
Anthony L. Inglis
300 E. Holly Blvd.
Brandon, SD 57005

Casey's General Store #2186
Casey's Retail Company
101 W. Holly Blvd
Brandon, SD 57005

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Expressway – Brandon
Staples Ent Inc.
400 S. Splitrock Blvd.
Brandon, SD 57005

Oakridge Nursery
Oakridge Nursery, Inc.
2217 S. Splitrock Blvd.
Brandon, SD 57005

Pizza Ranch of Brandon
ATH Corp
202 S. Splitrock Blvd
Brandon, SD 57005

Holiday Stationstores LLC
Holiday Stationstores #502
920 N. Splitrock Blvd.
Brandon, SD 57005

Dollar General Store #15413
Dolgen Midwest LLC
124 E Holly Blvd
Brandon, SD 57005

Be the Bean LLC
Kingbird Coffee Shop
509 N Splitrock Blvd
Brandon, SD 57005

Hideaway Bar & Casino
Hideaway Bar & Casino LLC
202 S Splitrock Blvd
Brandon, SD 57005

Let It Fly Casino
JTRE LLC
204 E Holly Blvd
Brandon, SD 57005

Annies
Anne Pedersen
721 N Splitrock Blvd
Brandon, SD 57005

NOTICE IS FURTHER GIVEN that any person, persons or their attorney may appear and be heard at said scheduled Public Hearing who are interested in the approval or rejection of any such application.

Dated this 17th day of April, 2025.

_____

DRAFT

Christina Smith
Finance Officer

Published: April 23, 2025

DRAFT

NOTICE OF PUBLIC HEARING ON APPLICATION FOR TRANSFER OF AN ALCOHOLIC BEVERAGE LICENSE

NOTICE IS HEREBY GIVEN that the City Council in and for the City of Brandon, South Dakota, on the 5th day of May, 2025, at the hour of 6:00 p.m. in the Council Chambers at 308 S Main Avenue, Brandon, SD, will meet in regular session to consider the following application of transfer for an Alcoholic Beverage License to operate within the municipality for the licensing period ending December 31, 2025.

FROM: Kyle Thill 212 Boiling Point 328 S Splitrock Blvd Brandon, SD 57005	328 S Splitrock Blvd Brandon, SD 57005	Retail (On-off Sale) Liquor
TO: C&R Investments LLC 212 Boiling Point 48346 265th St Brandon, SD 57005	328 S Splitrock Blvd Brandon, SD 57005	Retail (On-off Sale) Liquor

NOTICE IS FURTHER GIVEN that any person, persons, or their attorney may appear and be heard at said public hearing who are interested in the approval or rejection of any such application.

Dated this 16th day of April, 2025.

Christina Smith
Municipal Finance Officer

Published: April 23, 2025

DRAFT

Date Received: _____
Date Issued: _____

Uniform Alcoholic Beverage License Application

License No. _____

A. CORPORATION, LLC OR SOLE PROPRIETOR NAME AND MAILING ADDRESS

Name	Phone Number		
C & R Investments, LLC	605-310-8010		
Address	**City**	**State**	**Zip**
48346 265th St	Brandon	SD	57005

B. DOING BUSINESS AS NAME AND PHYSICAL ADDRESS

Name	Phone Number		
212 Boiling Point	605-310-8010		
Address	**City**	**State**	**Zip**
328 S Splitrock Blvd.	Brandon	SD	57005

C. INDICATE CLASS OF LICENSE BEING APPLIED FOR

(Submit separate application for each class of license).

- [X] Retail (on-sale) Liquor
- [✓] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this license in active use?	[✓] YES [ ] NO
Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? (If yes, please list on additional sheet)	[ ] YES [✓] NO

Is place of business located in a municipality?	[✓] YES [ ] NO
County	Minnehaha
Do you own or lease this property?	[ ] OWN [✓] LEASE
Are real property taxes paid to date?	[✓] YES [ ] NO
Are you of good moral character having never been convicted of a felony?	[✓] YES [ ] NO

D. LEGAL DESCRIPTION OF LICENSED PREMISE:

Legal Description: W 725 S 316 NW14 SW14 35 102 48 BRANDON CITY

E. State Sales Tax Number 1042-2821-ST

F. [ ] New License [✓] Transfer? ($150) [ ] Re-issuance

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are correct; that the said applicant complies with all of the statutory requirements for the class of license being applied in SDCL 35-2-2.1 and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date	Print Name	Signature
04/05/2025	Richard Lindemann	Rick Lindemann Digitally signed by Rick Lindemann Date: 2025.04.05 21:11:44 -05'00'

H. APPROVAL OF LOCAL GOVERNING BODY Notice of hearing was published on April 23, 2025. Public hearing on the application was held May 5, 2025, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

FOR LOCAL GOVERNMENT USE

(Seal) Mayor or Chairman	Date

If disapproved, endorse reason thereon and return to applicant

Renewal—no public hearing held : [ ]
Establishment is ineligible for video lottery : [ ]
Amount of fee collected with application: $ 150
Amount of fee retained: $ 150
Forwarded with application: $ _____

DRAFT

Uniform Alcoholic Beverage License Application
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC		
C & R Investments, LLC		
Address of office and principal place of business of corporation/partnership/LP/LLC		
48346 265th St		
City	State	Zip Code
Brandon	South Dakota	57005
Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony?		[✓] YES [ ] NO

Name, title of office, occupation, and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
Richard Lindemann	Member	48346 265th St Brandon, SD	Retired
Casandra Scott	Member	3601 S Fairhall Ave Sioux Falls	Life Insurance

Name of any officers, directors, partners, or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License	License #	Financial Interest Held	Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc.?

Richard Lindemann, 328 S Splitrock Blvd. Brandon, SD 57005

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license that that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner	Date
Rick Lindemann Digitally signed by Rick Lindemann Date: 2025.04.05 21:11:02 -05'00'	04/05/2025

DRAFT

CITY OF BRANDON
SUPPLEMENTAL LIQUOR LICENSE APPLICATION

Applicant C+R Investments LLC

Address _____

_____

_____

Telephone _____

The applicant shall provide the following information. No action will be taken on the application until all of the requested information has been provided by the applicant.

1. Provide a complete work history of the applicant. Include contact information for each of the applicants previous jobs. If the applicant is a corporation, a work history must be provided for each officer of the corporation.

2. Provide a site plan of the physical location at which the applicant proposes to operate the licensed establishment.

3. Provide a list of all lawsuits that the applicant has been a party to. If the applicant is a corporation a listing must be provided for each officer of the corporation.

4. Provide a list of all criminal charges filed against the applicant, including misdemeanor and felony charges. If the applicant is a corporation a listing must be provided for each officer of the corporation. Provide copies of driver's license of all officer's on the application. Driver's license will only be used to do a background check by local police.

5. Expected total Business revenue in a calendar year.

6. Expected revenue from sale of Liquor only in a calendar year.

7. Type of Business (Bar, Bar/Restaurant, Grocery Store, Convenience Store, Stand alone off-sale liquor establishment, other) Explain.

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City of Brandon Supplemental Liquor License Application Cont.

4. Neither Richard Lindemann or Casandra Scott has any Misdemeanor or Felony convictions.

5. Estimated total Business revenue in a calendar year:

6. Expected revenue from sale of Liquor only in a calendar year:

7. Type of Business: Bar/ Restaurant.

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Employment History: *Richard Lindemann*

Employer: Dakota Fluid Power

Title: President

Address: 3409 N Lewis Ave Sioux Falls, SD 57104

Phone Number: 605-310-8010

Dates of Employment: 10/1991- 2/2025

Employer: Hydraulic World

Title: Service Manager

Address: 123 N Marion Rd Sioux Falls, SD 57107

Phone Number: 1-800-344-5851

Dates of Employment: 1/1990-10/1991

Employer: Paul Munroe Hydraulics

Title: Service Manager

Address: Sacramento, CA

Phone Number: N/A

Dates of Employment: 6/1978-12/1989

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Employment History: *Casandra Scott*

Employer: Sammons Financial Group

Title:

Address: 5400 S Solberg Ave Sioux Falls, SD 57106

Phone Number: 605-335-5700

Dates of Employment: 5/2023- Present

Employer: Papa Woody's

Title:

Address: 775 N Phillips Ave Sioux Falls, SD 57104

Phone Number: N/A Closed

Dates of Employment: 12/2022- 4/2023

Employer: The Keg

Title:

Address: 4211 W 12th St Sioux Falls, SD 57106

Phone Number: 605-274-4534

Dates of Employment: 6/2014- 12/2022

Employer: Cigna Tel-Drug

Title:

Address: 5400 S Solberg Ave. Sioux Falls SD 57106

Phone Number: 800-244-6224

Dates of Employment: 4/2014- 6/2014

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Employer: Sammons Financial Group

Title:

Address: 5400 S Solberg Ave. Sioux Falls SD 57106

Phone Number: 605-335-5700

Dates of Employment: 10/2005 - 04/2014

Employer: The Keg

Title:

Address: 4529 E 26th St. Sioux Falls SD 57103

Phone Number: 605-275-4534

Dates of Employment: 8/2008 - 9/2010

Employer: Ground Round

Title:

Address: 1301 W 41st St. Sioux Falls SD 57105

Phone Number: N/A Closed

Dates of Employment: 4/2004 - 8/2004

Employer: The Keg

Title:

Address: 4529 E 26th St. Sioux Falls SD 57103

Phone Number: 605-275-4534

Dates of Employment: 6/2000 - 3/ 2004

DRAFT

Employer: Lewis Drug

Title:

Address: 4409 E 26th St. Sioux Falls SD 57103

Phone Number: 605-367-2730

Dates of Employment: 10/1999 - 6/2002

Employer: Hy-Vee

Title:

Address: 4101 S Louise Ave. Sioux Falls SD 57106

Phone Number: 605-361-0313

Dates of Employment: 12/1995 - 10/1999

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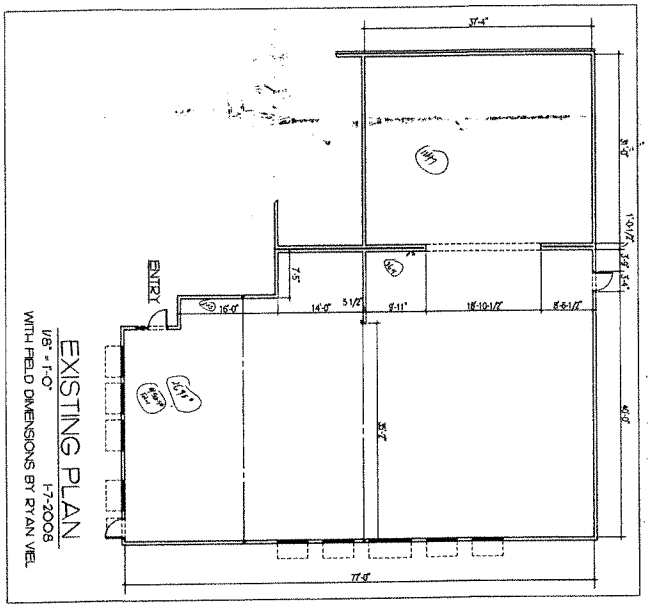

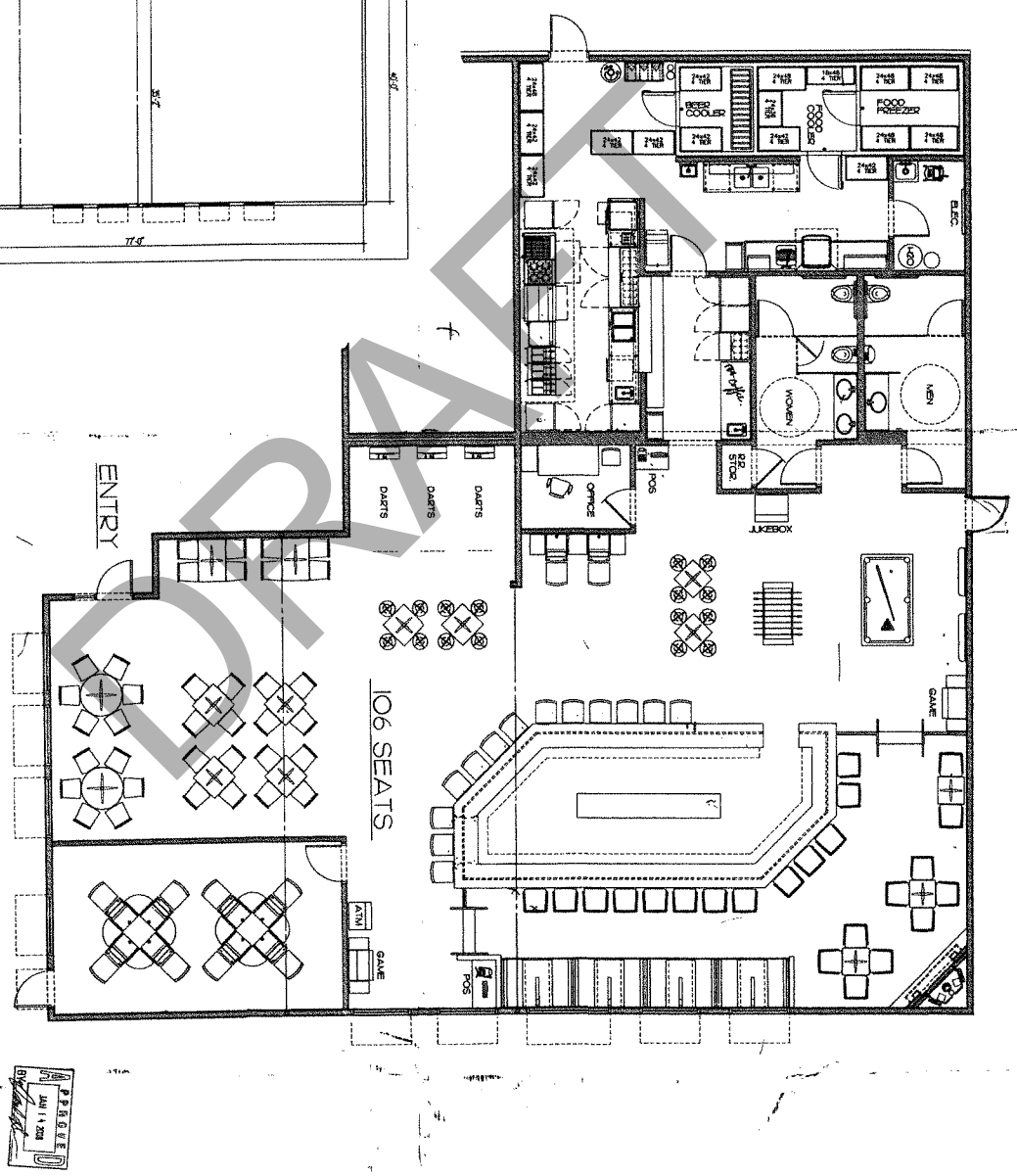

DRAFT

PRAGUE
JAN 1 4 2008
BY

18-07-36 FSE-1 SNEAKERS 1 FLOOR	KB 7-13-2007 1/4" = 1'-0" RYAN VIEL	REVISIONS PLAN REVIEW 1-8	INSTITUTIONS SERVICES, INC. 1421 B AVENUE SIOUX FALLS, SOUTH DAKOTA FOOD FACILITIES · DESIGN · FIXTURES AND SUPPLIES

SNEAKERS BAR AND GRILL
FOOD SERVICE EQUIPMENT DRAWINGS
BRANDON, SOUTH DAKOTA

Brandon Golf Course 2025
(Part Time Seasonal Staff)
May 5th, 2025

Cart Attendant

Lance Lehfeldt	$12.75 per hour

Community Room busser/dishwasher

Cooper Feenstra	$12.50per hour

DRAFT

Park Department Work Report

Thursday, 4-17-25

- Check parks
- Paint Pioneer soccer fields for BASA
- Work on drinking fountain
- Work on Soccer Complex irrigation
- 2 employees paperwork
- Clean leaves at food pantry
- Order parts for seeder and pool pumps
- Briefing meeting

Friday, 4-18-25

- Check parks
- Work on Soccer Complex irrigation
- Fix Aspen Park drinking fountain

Monday, 4-21-25

- Mow soccer fields
- Paint soccer fields for BASA
- Put up shade canopies at Aspen Park
- Turn water on to pool and RC track
- Fix home plates on ball diamonds
- Council meeting

Tuesday, 4-22-25

- Check parks
- Mow at Aspen Park
- Prep. 1 field for High School softball
- Work at pool

Wednesday, 4-23-25

- Start prepping Aspen Park for baseball tournament
- Work at pool
- Staff meeting
- Plant trees

Thursday, 4-24-25

- Clean Aspen Park for baseball tournament
- Work at pool
- Office work
- Check parks

Friday, 4-25-25

- Check parks
- Setup Aspen Park for baseball tournament
- Hold Arbor Day event in Aspen Park

Saturday, 4-26-25

- Cleaning for baseball tournament

Monday, 4-28-25

- Clean and reset after baseball tournament
- Check parks
- Work at pool
- Office work

Tuesday, 4-29-25

- Mowing
- Mow and paint soccer fields
- Softball meeting
- Prep. 1 field for High School softball
- Work at pool
- Put tree bags out

Wednesday, 4-30-25

- Check parks
- Work at pool
- Mowing
- Staff meeting
- Office work
- Paint foul lines at Aspen
- Haul surplus to auction

DRAFT

CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Council Agenda Request

Date: 4-28-25
From: Devin Coughlin/Park Department
Subject: Pool renovations change order

Background/History:

The lights, drinking fountains and showers are all getting replaced at the pool before the 2025 pool season.

Discussion:

A quote was accepted from OdeCo LLC. to be the contractor for this project. The total project amount came in at $23,834.23. A change order has been requested due to the price increase for the drinking fountains and shower components due to a supply issue.

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Financial Considerations:

The price for the 3 drinking fountains and the shower components has gone up a total of $12,745, raising the total cost for the project to be $36,579.23. We do have money in the pool improvement budget to cover this increase.

Conclusion/Recommendations:

I recommend approving the change order and continuing with the project.

Supporting documents must be attached to the Council Agenda Request Form.

CITY OF BRANDON
PAYROLL CHANGE/NEW HIRE FORM

Name	Roman Elofson
Job Title	Lifeguard
Department	Pool
Estimated Start Date	
Estimated Number of Hours per Week	40

Status:	Full time	x	Regular	
	Part time		Limited	
			Seasonal	X

Estimated Ending Date if Seasonal	8/16/2025
New Step on Wage Scale	
New Wage	$ 16.05
Effective Date	5/20/2025
Council Date	5/5/2025

Notes:
New Hire for Lifeguard

One is unable to return so this brings out number to the same at 21

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CITY OF BRANDON
PAYROLL CHANGE/NEW HIRE FORM

Name: Parker Coughlin

Job Title: Lifeguard

Department: Pool

Estimated Start Date:

Estimated Number of Hours per Week: 40

Status: Full time: x — Part time: — Regular: — Limited: — Seasonal: X

Estimated Ending Date if Seasonal: 8/16/2025

New Step on Wage Scale:

New Wage: $ 16.05

Effective Date: 5/20/2025

Council Date: 5/5/2025

Notes:
New Hire for Lifeguard

Brings total to 22

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BRANDON POLICE DEPARTMENT
VEHICLE REPORT
Month Of APRIL 2025

	FUEL (Gallons)	YTD FUEL	FUEL $	YTD $	TOTAL MILES DRIVEN	YTD MILES	M.P.G.
Expenditures Vehicle #17 - 2017 Ford	79.320	**180.841**	$ 206.71	**$ 440.46**	774	**1,499**	9.76
Expenditures Vehicle #190 - 2019 Dodge	87.159	**625.678**	$ 227.14	**$ 1,469.51**	627	**4,140**	7.19
Expenditures Vehicle #191 - 2019 Dodge	109.902	**248.360**	$ 286.40	**$ 607.71**	648	**1,536**	5.90
Expenditures Vehicle #200 - 2020 Ford	135.579	**629.148**	$ 353.32	**$ 1,485.72**	2,388	**12,079**	17.61
Expenditures Vehicle #201 - 2020 Ford	145.849	**427.273**	$ 380.08	**$ 1,023.04**	2,902	**8,225**	19.90
Expenditures Vehicle #210 -2021 Ford	42.236	**317.045**	$ 110.07	**$ 739.71**	924	**6,046**	21.88
Expenditures Vehicle #220 -2022 Ford	73.500	**358.076**	$ 191.54	**$ 849.09**	1,475	**6,209**	20.07
Expenditures Vehicle #230 -2023 Chevy	18.041	**123.894**	$ 47.01	**$ 293.43**	196	**1,193**	10.86
Expenditures Vehicle #231 -2023 Chevy	102.271	**215.056**	$ 294.61	**$ 561.55**	1,652	**3,264**	16.15
Expenditures Vehicle #240 -2024 Ford	84.503	**311.997**	$ 220.21	**$ 748.97**	1,610	**5,572**	19.05
Vehicle # 18		**566.283**		**$ 1,334.27**		**4,987**	
Vehicle #		**0.000**		**$ -**			
TOTAL	**878.360**	**4003.651**	**$ 2,317.09**	**9553.460**	**13,196**	**54,750**	**148.37**
					AVERAGE		**15.02345**

ALL SERVICE WORK

		TOTAL $	YTD $
Expenditures Vehicle #17 - 2017 Ford			
Mileage as of 4/30/25	122,621	$ -	**$ 97.00**
Expenditures Vehicle #190 - 2019 Dodge			
Mileage as of 4/30/25	73,136	$ -	**$ 1,055.50**
Expenditures Vehicle #191 - 2019 Dodge			
Mileage as of 4/30/25	41,306	$ -	**$ -**
Expenditures Vehicle #200 - 2020 Ford	Tire Repair, Diagnostics		
Mileage as of 4/30/25	147,691	$ 207.26	**$ 431.26**
Expenditures Vehicle #201 - 2020 Ford	Tire Repair, Oil Change, Washer Fluid		
Mileage as of 4/30/25	118,534	$ 81.00	**$ 889.00**
Expenditures Vehicle #210 - 2021 Ford			
Mileage as of 4/30/25	78,643	$ -	**$ 161.00**
Expenditures Vehicle #220 - 2022 Ford			
Mileage as of 4/30/25	39,924	$ -	**$ 86.00**
Expenditures Vehicle #230 - 2023 Chevy			
Mileage as of 4/30/25	11,360	$ -	**$ -**
Expenditures Vehicle #231 - 2023 Chevy			
Mileage as of 4/30/25	3,975	$ -	**$ 528.00**
Expenditures Vehicle #240 - 2024 Ford	Oil Change, Washer Fluid, Rotate Tires		
Mileage as of 4/30/25	18,463	$ 98.00	**$ 162.00**
Vehicle # 18 - Year to Date			**$ 108.00**
Vehicle # - Year to Date			**$ -**
TOTAL		**$ 386.26**	**$ 3,517.76**

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YEAR TO DATE - 2025

		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL		
01A	Murder/Non-Neg Manslaughter													0	01A	Murder/Non-Neg Manslaughter
01B	Negligent Manslaughter													0	01B	Negligent Manslaughter
02	Rape			1										1	02	Rape
03	Robbery - Alarm													0	03	Robbery - Alarm
03C	Robbery - Weapon													0	03C	Robbery - Weapon
03D	Robbery - Strong Arm													0	03D	Robbery - Strong Arm
04	Agg. Assault-Hands/Feet/Fists													0	04	Agg. Assault-Hands/Feet/Fists
04X	Agg. Assault-Domestic-Hands/Feet/Fists			1										1	04X	Agg. Assault-Domestic-Hands/Feet/Fists
04C	Agg. Assault - Weapon													0	04C	Agg. Assault - Weapon
04CX	Agg. Assault - Weapon - Domestic													0	04CX	Agg. Assault - Weapon - Domestic
05	Burglary - Alarm	10	8	6	3									27	05	Burglary - Alarm
05A1	Burglary-Residential													0	05A1	Burglary-Residential
05C2	Burglary-Non Residential		1											1	05C2	Burglary-Non Residential
06C	Theft-Shoplifting	3	2	1	1									7	06C	Theft-Shoplifting
06D	Theft from Motor Vehicle													0	06D	Theft from Motor Vehicle
06E	Theft of Auto Parts													0	06E	Theft of Auto Parts
06F	Theft of Bicycle													0	06F	Theft of Bicycle
06G	Theft from Building													0	06G	Theft from Building
06I	Theft - all others	5	5		1									11	06I	Theft - all others
06I	Theft - Gas Skip		1											1	06I	Theft - Gas Skip
07	Auto Theft													0	07	Auto Theft
08	Arson													0	08	Arson
09	Simple Assault	1	1	1	1									4	09	Simple Assault
09X	Simple Assault - Domestic	1	1		2									4	09X	Simple Assault - Domestic
10	Forgery-Counterfeiting													0	10	Forgery-Counterfeiting
11	Fraud	3	3	7										13	11	Fraud
12	Embezzlement													0	12	Embezzlement
13	Stolen Property													0	13	Stolen Property
14	Vandalism		4		1									5	14	Vandalism
15	Weapons	1			1									2	15	Weapons
16	Prostitution													0	16	Prostitution
17	Sex Offenses	3	1											4	17	Sex Offenses
17C	Indecent Exposure													0	17C	Indecent Exposure
17D	Sex Offenses - Registration													0	17D	Sex Offenses - Registration
18	Narcotic & Drug Laws	1	1	3	2									7	18	Narcotic & Drug Laws
20X	Offenses Against Family	8	4	4	7									23	20X	Offenses Against Family
21	D.W.I.	9	4	3	3									19	21	D.W.I.
22	Liquor Law	2												2	22	Liquor Law
22B	Juvenile Liquor Violations													0	22B	Juvenile Liquor Violations
23	Drunkenness	1	1											2	23	Drunkenness
24A	Disorderly Phone Calls	7	2	9	2									20	24A	Disorderly Phone Calls
24B	Disorderly Conduct	17	13	13	6									49	24B	Disorderly Conduct
26A	Suicides & Attempts	3	1	3										7	26A	Suicides & Attempts
26B	Sudden Deaths-Accidental/Natural	1	1		3									5	26B	Sudden Deaths-Accidental/Natural
26C	Investigations Unclassified													0	26C	Investigations Unclassified
27	Explosives													0	27	Explosives
28	Curfew Violations													0	28	Curfew Violations
29	Runaways/C.H.I.N.S./Truancy			1	3									4	29	Runaways/C.H.I.N.S./Truancy

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YEAR TO DATE - 2025

		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL		
30	Juvenile Delinquency	7	12	8	19									**46**	30	Juvenile Delinquency
31A	Mutual Aid	20	22	23	13									**78**	31A	Mutual Aid
31C	Missing Persons			1	1									**2**	31C	Missing Persons
31D	Mental Illness	4	5		1									**10**	31D	Mental Illness
31E	Escorts		3	2	2									**7**	31E	Escorts
31F	Open Door - Business													**0**	31F	Open Door - Business
31F	Open Door/Window - Residential													**0**	31F	Open Door/Window - Residential
31H	Medical Emergency	53	41	34	32									**160**	31H	Medical Emergency
31I	All Others	77	78	91	101									**347**	31I	All Others
31K	Warrant Service	6		1	1									**8**	31K	Warrant Service
31L	LandLine	49	62	32	48									**191**	31L	LandLine
32A	Property Lost													**0**	32A	Property Lost
32B	Property Found	4	2	5	2									**13**	32B	Property Found
33	Animal Complaints - All Others	4	5	6	8									**23**	33	Animal Complaints - All Others
33B	***Animals - Running at Large***	6	5	16	8									**35**	33B	***Animals - Running at Large***
33C	Animal Bites	3	3	5	2									**13**	33C	Animal Bites
33D	***Animals - Barking***	1	3	1	2									**7**	33D	***Animals - Barking***
35	Injury Motor Vehicle Accident			1	1									**2**	35	Injury Motor Vehicle Accident
35J	Injury MVA-Leaving Scene/Failure to Report - Hit and Run													**0**	35J	Injury MVA-Leaving Scene/Failure to Report - Hit and Run
36	Non-Injury Motor Vehicle Accident	18	20	14	13									**65**	36	Non-Injury Motor Vehicle Accident
36JM	Non-Injury Accident Leaving Scene	3	2	3										**8**	36JM	Non-Injury Accident Leaving Scene
37	Traffic Complaints/Reckless	3		8	12									**23**	37	Traffic Complaints/Reckless
	*Citations	99	89	93	75									**356**		*Citations
	*Written Warnings	116	81	87	89									**373**		*Written Warnings
	*Verbal Warnings	124	89	122	109									**444**		*Verbal Warnings
37C	Parking Violations/Citations	3	48	8	7									**66**	37C	Parking Violations/Citations
37D	Abandoned Vehicles	1	2	3										**6**	37D	Abandoned Vehicles
38	Other Accidents													**0**	38	Other Accidents

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CITY OF BRANDON
Planning and Inspection Department
304 S. Main Avenue, P.O. Box 95
Brandon, SD 57005

Monthly Building Inspection-Code Enforcement-Permit Report
April 2025

Code Enforcement Inspections: (22) field inspections conducted.

Residential:

**The City of Brandon has approved (16) permits for Single-Family Homes in 2025.
(1) New Twin Home set up.
****Redwood Ranch**: E. Redwood Blvd. Working with owners on a new concept plan for multiple single family home lots.
****River Park**-VanBuskirk Construction has submitted a preliminary plan for review. City Council approved the annexation petition. P/Z Board & City Council approved the preliminary plans. Excavation permit issued-work under way. Rezone is underway.
****Aspen Ridge**: VELDCO-builder: issued (11) permits for 12/9-unit apartment building. Final inspection approved for (4) Apt. buildings.
****Chestnut Ridge:** (2) new Single-Family houses: permits issued.
Rough framing approved for both houses.
Townhouse and apartment permits issued. (2) apartment footings approved.
****Aspen Ridge**: (1) new duplex home approved. Framing in progress.
Townhome lots: Preliminary plans approved. Re-plat approved. (3) 4 plex townhome permits approved.
****Aspen Ridge**: permit issued for future spray pool in new city park. Pickle Ball courts built.

Commercial:

****West Holly Blvd**. Holly Pond Sand Mine Quarry project. Concept plan approved. Rezoning approved. CUP application approved. Grading work in progress.
****I-90 Plaza**:
Working on (2) new stores: Les Schwab tire shop & Kwik-Star C-store.
CUP application approved for the proposed tire store (2nd driveway).
Variance application approved future signage for Les Schwab. Site and Construction plans being reviewed by staff for tire store.
CUP application for R-Wine Bar tenant space was approved by the Planning Commission.

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CITY OF BRANDON
Planning and Inspection Department
304 S. Main Avenue, P.O. Box 95
Brandon, SD 57005

Rovang Industrial Park: Schelling storage contractor-shops. Permit issued for Bld 1. Footing approved. Rough framing for shell building approved. Permits issued for (2) new storage contractor shops. Footings approved. Rough framing approved for Bld 2. Rough framing approved Bld 3. Fence permits issued-work underway.
City Water Treatment Plant: Finish work underway.
Fareway Food Store: River Park Addition-working on Civil Engineering issues. Tentative site plan submitted for staff review.
Circle K: Proposed site plan and construction plans for the new gas station at River Park.
Aspen Park: New Ice Hockey facility: final inspection approved. Working on permanent sign permit.
9th Street Storage: Bld # 5, pre-final inspection done. 6th building-permit issued.
1001 N. Splitrock Blvd. -Rezone approved for (GB) General Business. Site and construction plans being reviewed by staff for new coffee shop. Replat approved. Sign variance application approved. Project on hold.
Husets West Development: working with Architect/Engineer on a concept plan: Residential & commercial lots.
B&B Molding: New Commercial Building, Rovang Park, Construction and Site plans approved- Pre final inspection approved.
Sure Foundation Lutheran Church: corner of E. Redwood Blvd & N. Pasque Flower Trail site and construction plans submitted to city staff for review. Pre final approved.
Caseys C-Store-Aspen Ridge-Civil-Arch. plans approved. Permit issued. Footings approved.
Brandon School District: New Elementary School-Bld permit issued. footings approved. Tilt Up concrete exterior walls being set. New Bus Barn: footings approved.
Kuhnert Storage Units (E. Redwood Blvd): issued permits for two additional self-storage buildings. Job was cancelled.
AFCO-Truck Loading apparatus installation. Permit issued.
721 N. Splitrock: working on new wall sign permit for coffee house.
Brandon Valley School Bus Barn: E. Redwood Blvd. Plans approved to expand parking lot.
Brandon Valley School District: Summer of '25, plans approved to expand Middle School footprint and remodel interior.
Thermobond: (Encore Park) New signage permit approved.
Dykhouse Retail Shops: Splitrock Sq. -Site and construction plans approved. Working on a plat approval. Permit input.
Celebration Church-permit issued for new sections of city sidewalk.
Blazin Aces Vape Shop-Taco Johns Retail center-Wall Sign-permit issued.

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CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Council Agenda Request

Date: April 30, 2025
From: Bryan H. Read, City Administrator
Subject: New Council

Background/History:
The first meeting in May is the Organization Meeting of the new council. There are several housekeeping items that need to be done at this meeting.

Discussion:

- First the council will need elect a President and Vice-President of the Council. This will require a motion and second to nominate each position and a simple majority vote to approve. The current President is Barb Fish and the Vice-President is Dave Kull.
- Draw for seating has not been done in the past several years and is up to the Council if you would like to change seats by random draw.

There are several items under Administration that will need to be approved by the Council.

- The official depositories of city funds are: First National Bank in Sioux Falls Brandon Branch, First National Bank in Sioux Falls, Great Western Bank Brandon Branch, Wells Fargo Brandon Branch and South Dakota Public Funds Investment Trust. These will need to be approved by council action.
- The City Attorney will need to be appointed for the year. The current city attorney is Boyce Law Firm, LLP – Lisa Marso. Council action is needed.
- The Official Newspaper is the Brandon Valley Journal for a one-year appointment. Council action is needed.
- The Park Advisory Committee has two members whose terms are expiring. Jon Jacobson's term is expiring and he would like to be reappointed. Randy Marso is nominated by the Mayor to be the Council Representative. Council action is needed.
- The Planning and Zoning Commission has two members whose terms are expiring. The members with the expiring terms are Rob Schoeneman and Megan Bassett. Both would like to be reappointed. Council action is needed.
- The Council has a representative on the Planning and Zoning Commission that serves as the Chair of the Commission. The representative does not vote unless there is a tie. Barb Fish is nominated by the Mayor to be the Council Representative.
- The Brandon Revolving Loan Fund has two council members on the board. These are two-year terms. Member Steen has one year remaining on his term. Member Fish's term is expiring. Council action is needed.
- The Library Committee has one council representative on it. The current council member is Member Kull. Council action is needed.

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Mayoral Appointments. These appointments do not require council action.

- Council department liaisons selected by Mayor Buck:

  Administration – Kull; Golf Course – Johnson; Park & Recreation – Marso; Public Safety - Lawrence; Streets – Fish; Sewer and Water – Steen. Please let Mayor Buck know if you would like to change departments.

  The Audit Committee rotates annually among the council members. Members last year were _____ and _____.

  The City has a representative on the Community Fund Board. Member Kull is the current representative.

Financial Considerations:
None

Conclusion/Recommendation

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CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Agenda Request

Date: May 1, 2025
From: Bryan H. Read, City Administrator
Subject: Architect Recommendation for City Hall Project

Background/History:
The City solicited responses to an RFQ for architectural services for the design, bidding and construction administration for the City Hall Project. The City received seven responses to the RFQ. A review committee comprised of five department heads, two council members and the mayor reviewed the submitted responses. The committee interviewed three firms.

Discussion:
After conducting the interviews the review committee is recommending the City move forward with a contract with EAPC Architects and Engineers for the project.

Financial Considerations:
Estimated costs, if a final contract is awarded is $457,000 for design and bidding and $108,000 for construction administration.

Conclusion/Recommendations:
Recommend staff and the city attorney work with EAPC to finalize a contract.

Supporting documents must be attached to the Council Agenda Request Form.

DRAFT

PUBLIC WORKS DEPARTMENT WORK REPORT

May 5, 2025

STREET DEPARTMENT:

REPLACE SEAT IN '19 FORD PICKUP
BUILD CAGES FOR SANDER RACK FOOTINGS
SWEEP STREETS
INSTALL SCHOOL ZONE POLE, LIGHT & SIGN ON PARK ST
MAINTENANCE ON SMALL ENGINE STREET EQUIPMENT
FINISH UP NEW DUMP TRUCK ACCESSORIES
FILL POT HOLES WITH UPM
SIGN WORK
SAFETY MEETING

WATER DEPARTMENT:

LOCATE CURB STOPS, UPDATE CARD FILE
162 ONE CALL LOCATES FROM 04-16-25 TO 04-29-25
VARIOUS MANUFACTURER TRAININGS @ WTP
WORK WITH CONTRACTORS ON UTILITY TESTING
PICK UP BARRELS OF OLD WATER METERS @ COUNCIL CHAMBER BUIDING
POUR CONCRETE PAD FOR GENERATOR @ WELL #6
CHECKING HOMES FOR LEAD & COPPER SERVICE LINE INVENTORY FOR EPA & DANR
REMOVE WELLS 2, 4, & 5 WELL CONTROL BOXES @ ASPEN PARK
DELIVER RED TAGS TO DELINQUIENT ACCOUNTS
READ METERS
FINAL READINGS
DELIVER NEW METERS
COLLECT BAC-T SAMPLES FOR DANR

SEWER DEPARTMENT:

CHANGE OUT H2S SENSOR @ BIG SIOUX LIFT STATION
REPLACE PUMP @ BIG SIOUX LIFT STATION
POWER OUTAGE @ GOLF COURSE LIFT STATION
CLEAN WET WELLS @ VARIOUS LIFT STAIONS
PULL & CLEAN PUMPS @ BETHANY LIFT
PLUMBING & GREASE TRAP INSPECTIONS **(23 HRS)**
UNDERGROUND TRENCH INSPECTIONS (**8 HRS**)
CHECK SEWER CALLS

OTHER DEPARTMENTS: CHANGE AIR FILTERS IN ALL CITY BUILDINGS, CHECK POWER ON FIELD D FOR PARKS DEPT., WORK ON PARKING LOT LIGHTS FOR GOLF COURSE CLUB HOUSE

DRAFT

bx civil & construction

P.O. Box 187 | 24663 475th Avenue | Dell Rapids, SD 57022
Ph: (605) 428-5483 | F: (605) 428-5484 | W: www.bx-cc.com

Date : April 8, 2025
To: City of Brandon
PO Box 95
Brandon, SD 57005
Contact : Dean Herll
Phone : 605-366-6907
email : 0

Call No :
Location : Brandon SD
Description : Redwood & Chestnut

Job No. : 25800-1
Completion Date : 2025 season

Road Width :		28 Feet	
Project Length :		0.85 Miles or	4488 Feet
Chloride Concentration :		38.00%	
Weight of Solution @ 60 Degrees :		11.56 Lbs/Gal	
Application Rate :	(DRY)	0.75 Lbs /SqYd	
	(LIQUID)	0.17 Gal/SqYd	
		826.35 Gal/acre	

Quantity Calculations :

Weight of Dry Chloride/Gal of Solution :	4.3928 Lbs/Gallon	
Job Square Yardage :	13,962.67 SqYd	125,664.00 SqFt
Lbs of Chloride (Dry) Required :	10,472.00 Lbs	
Gallons of Solution Required :	2,383.90 Gallons	
Tons of Solution Required :	13.78 Tons	

PRICE / GALLON	$	1.85
Total Bid Price =	$	4,410.22

Notes: Price based on furnishing and applying Calcium Chloride per the above specifications.
Price does not include any blading, gravel, rolling or traffic control.
Price does not include applicable sales, excise or TERRO tax.
No retainage to be withheld from pay estimates.
Price does not include AGC dues or bond, if bond is required add 1%.

Respectfully Submitted,
BX Civil & Construction

AliceAnn Krantz
Estimating, Dust Control, Ready Mix
cell #: (605)351-0655
email: abkrantz@bx-cc.com

Acceptance of Proposal:

Signature

Date:

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Ironwood Tentative Timeline options

		Option #1	Option #2	Option #3	Option #4
	Contract with DGR for final design	5/5/2025	5/5/2025	5/5/2025	5/5/2025
1	Determination of Improvements(proposed res of necessity)	5/19/2025	6/2/2025	6/16/2025	6/16/2025
2	Proposed Resolution of Necessity	5/19/2025	6/2/2025	6/16/2025	6/16/2025
3	Publication in paper	6/4/2025	6/25/2025	6/25/2025	6/25/2025
3A	Mail and Notice of Hearing	5/30-6/2/25	6/20-6/24/25	6/20-6/24/25	6/20-6/24/25
	Meeting with Landowners				
3B	Agenda	6/16/2025	7/7/2025	7/7/2025	7/7/2025
4	Public Hearing - Resolution of Necessity	6/16/2025	7/7/2025	7/7/2025	7/7/2025
4A	Publication of Resolutions	6/25/2025	7/16/2025	7/16/2025	7/16/2025
5	Move forward with final plans - date done	7/16/2025	8/6/2025	8/6/2025	8/6/2025
	Effective Date of Resolution of Necessity - 20 days after publication	7/16/2025	8/6/2025	8/6/2025	8/6/2025
	Notice to Bidders	7/30/25 & 8/6/25	8/13 & 8/20/25	10/1 & 10/8	11/5 & 11/12
6	Bid Date	8/12/2025	8/26/2025	10/14/2025	11/18/2025
7	Council approve bid	8/18/2025	9/2/2025	10/20/2025	12/1/2025
8	Bond Resolution				
9	Proposed Assess Roll(Council sets a time and place for hearing)	9/2/2025	9/15/2025	11/3/2025	12/15/2025
10	Publication in paper for hearing	9/24/2025	9/24/2025	11/19/2025	12/24/2025
10A	Mail and Notice of Hearing	9/19-9/23	9/19-9/23	11/14-11/18	12/19-12/23
10B	Agenda	10/6/2025	10/6/2025	12/1/2025	1/5/2026
11	Public hearing - Special Assessment Roll	10/6/2025	10/6/2025	12/1/2025	1/5/2026
11A	Publication of Resolutions	10/15/2025	10/15/2025	12/10/2025	1/14/2026
12	Prepare special record of assessments	10/14/2025	10/15/2025	12/10/2025	1/14/2026
13	Notice mailed to Property owners if approved	10/14/2025	10/15/2025	12/10/2025	1/14/2026
	Effective Date - 20 days after publication	11/5/2025	11/5/2025	12/31/2025	2/4/2026
	Notice to Proceed	11/6/2025	11/6/2025	12/31/2025	2/4/2026

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CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Council Agenda Request

Date:05-05-25
From: Public Works
Subject: Request for storm sewer installation

Background/History:

A citizen that lives at the east end of Redwood Blvd has asked if the City could install a storm sewer drop inlet on E Redwood Blvd near his property at 1612 E Redwood Blvd. The Public Works Dept. feels the storm sewer would help to control the erosion happening on the south side of Redwood.

Discussion:

If we do not install the storm sewer in this location, it could possibly create enough erosion to damage the road. The traffic on this road has been increasing with the development on the east side of town. We have looked at installing the storm sewer and designing it to be connected to mor storm sewer in the future.

Financial Considerations:

An estimate was received from First Rate Excavate for $24,978.00. This would come out of the stormwater fund. It is not a budgeted item for 2025. First Rate Excavate stated that they could possibly do the work in the next couple of weeks.

Conclusion/Recommendations:

Public Works recommends hiring First Rate Excavate to do the work as soon as they can perform the work.

Supporting documents must be attached to the Council Agenda Request Form.

DRAFT

First Rate Excavate, Inc.
1509 E. 39th St. N.
Sioux Falls, SD 57104
Phone: (605) 331-5626 Fax: (605) 331-5608

PROPOSAL FORM

PROJECT: Install a SF Drop Inlet and 24" Tied RCP pipe at the South East End of E. Redwood Blvd.

BID DATE: 4-29-25

Item No.	Item Description	Approx Qty.	Unit	Unit Price	Amount Bid
1	Mobilization and Demob	LS	1.00	$ 10,867.00	$ 10,867.00
2	Install a new 6' SF Drop Inlet with Casting	EA	1.00	$ 7,120.00	$ 7,120.00
3	24" RCP Storm Sewer and Bedding	LF	24.00	$ 125.00	$ 3,000.00
4	Fabric and Rip Rap Placement	TN	22.00	$ 53.00	$ 1,166.00
5	Clearing	LS	1.00	$ 2,000.00	$ 2,000.00
6	Misc. Curb and Gutter	LS	1.00	$ 825.00	$ 825.00
	TOTAL GROSS BID			**$**	**24,978.00**

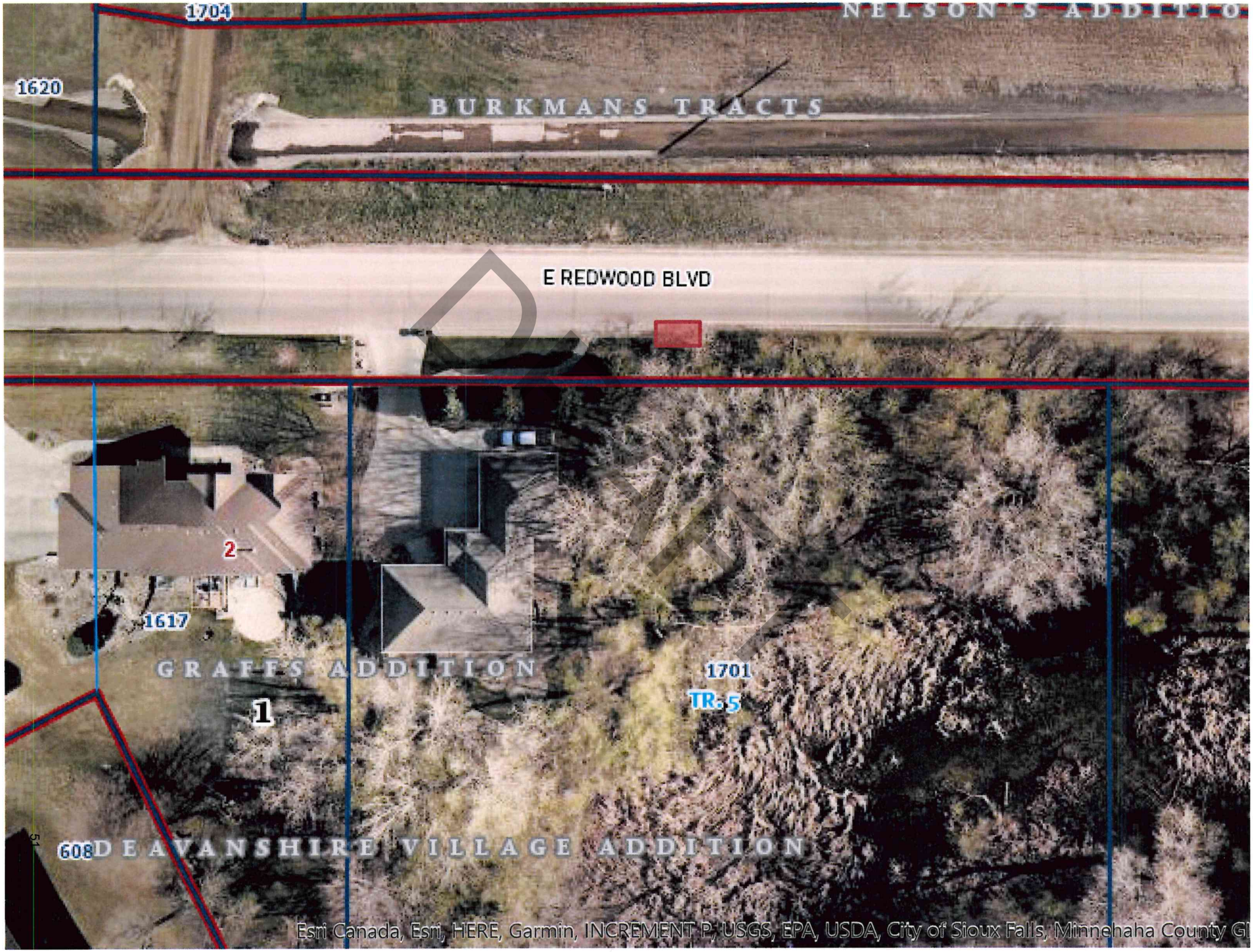
Note:
No Easements, Staking, Traffic Control, Permits, or Private Utility Relocates Included
No Asphalt, Aggregate Base, Seeding, Erosion Control Blanket, Sod, or Sprinkler Repair Included

Billed at actual installed quantities

First Rate Excavate Inc.

By: Jason Snyders

DRAFT


1704
NELSON'S ADDITIO
1620
BURKMANS TRACTS
E REDWOOD BLVD
2
1617
GRAFFS ADDITION
1701
TR 5
1
608
DEVANSHIRE VILLAGE ADDITION
Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, City of Sioux Falls, Minnehaha County GI

CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Council Agenda Request

Date: 4/30/2025
From: Tami Jansma, City Engineer
Subject: Water Meter Replacement – Phase 6: Change Order #1

Background/History:

Water meters last approximately 10-12 years. Currently, there are several areas in town where water meters are 15-20 years old. There are several meters that do not read during the winter months when it is cold outside. The City started Phase 1 of the Water Meter Replacement Project in 2020. This is a six-phase project.

Phase 6 will replace approximately 321 water meters.

Discussion:

The City received one bid by Ferguson Enterprises, LLC dba Ferguson Waterworks. This company has installed the last five phases of this project.

This change order reflects actual quantities.

Financial Considerations:

This change order deducts the current contract amount by $6,010.79.

Conclusion/Recommendations:

Recommend approval of Change Order #1 which deducts the current contract amount by $6,010.79 to Ferguson Enterprises, LLC dba Ferguson Waterworks.

Supporting documents must be attached to the Council Agenda Request Form.

DRAFT

City of Brandon Construction Change Order No. 1

Original Contract Amount:	$ 58,010.98	Project Name:	Water Meter Replacement - Phase 5
Net Change by Previous CCOs:	$ -		
Increase/Decrease this CCO:	$ (6,010.79)	Contractor Name:	Ferguson Waterworks
Current Contract Amount:	$ 52,000.19		

All CCO's must comply with South Dakota Codified Law 5-18B-19. To view the law in its entirety: http://legis.state.sd.us/statues/index.aspx

The following change in plans and/or specifications for the subject project is hereby made. Attach supporting documents as required.

	Line Item(s) or RFP #	Description of Proposed Work	Justification	Cost
1	2	Contractor's Tax on Owner Furnished Goods	Quantity modifications reflect as-built conditions.	($244.59)
2	3	Install 5/8" x 3/4" Water Meter w/ Transmitter		($5,323.40)
3	4	Install 1" Water Meter w/ Transmitter		$0.00
4	5	Install 1 1/2" Water Meter w/ Transmitter		($442.80)
5	6	Install 2" Water Meter w/ Transmitter		$0.00
6	7	Install 3" Water Meter w/ Transmitter		$0.00
7				
8				
9				
10				
11				
12				
13				
See Attachment for Quantities and/or Justifications: ☐ Yes ☐ No			Net Increase/Decrease this Change Order:	($6,010.79)

Original Completion Date:	See Attached Time Change Table	Net Time Change of Previous CCO's:	See Attached Time Change Table	Time Change Due On This Change Order:	See Attached Time Change Table	Revised Contract Completion Date:	See Attached Time Change Table
Time Extension Justification:							

The changes contained in this Construction Change Order are made in accordance with the provisions of the contract for subject project, and when accepted by the Contractor and upon approval by the City of Brandon, shall become part of said contract.

	Date	Signature
City Engineer		
Contractor Acceptance		
Mayor Approval		

DRAFT

CITY OF BRANDON
304 Main Avenue, P.O. Box 95, Brandon, SD 57005
Telephone: (605) 582-6515; FAX: (605) 582-6831

Council Agenda Request

Date: 4/30/2025
From: Tami Jansma, City Engineer
Subject: Water Meter Replacement – Phase 6: Pay Application #1 and Final

Background/History:

2025 is the sixth and final year of the Water Meter Replacement Project.

321 water meters were replaced during this project.

Discussion:

Pay Application #1 and Final is for all work and materials completed for this project.

Financial Considerations:

The original contract amount is in the amount of $58,010.98.

Change Order #1 reduces the total contract amount by $6,010.79.

New contract amount $52,000.19.

This pay application is in the amount of $52,000.19.

Conclusion/Recommendations:

Recommend approval of Pay Application #1 and Final to Ferguson Enterprise, LLC dba Ferguson Waterworks for the Water Meter Replacement – Phase 6 Project in the amount of $52,000.19.

Supporting documents must be attached to the Council Agenda Request Form.

DRAFT

APPLICATION AND RECOMMENDATION FOR CONTRACTOR PAYMENT

Project No. COB 25-0002

Project Name Water Meter Replacement – Phase 6

Dated 4/30/2025 Application No. 1 and Final

For work accomplished through the date of April 30th, 2025

Contractor Name Ferguson Enterprises, LLC dba Ferguson Waterworks

Payment Amount

Original Contract Price	$ 58,010.98	Gross Amount Due	$ 52,000.19
Net Change Orders	$ (6,010.79)	Retainage (0%)	$
Current Contract Price	$ 52,000.19	Less Previous Payments	$
		Amount Due this Application	$ **52,000.19**

Engineer Certification

This application meets the requirements of the Contract Documents.

In accordance with the contract, the undersigned recommends payment to the contractor of the amount due as shown above.

Tami Jansma
City Engineer

Dated: _____ Signature: _____

Contractor Certification

The undersigned Contractor certifies that (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of Contractor incurred in connection with work covered by prior Application and Recommendation for Payments numbered 1 through **1 and Final** inclusive; and (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application will pass to Owner at time of payment free and clear of all liens, claims, security interests, and encumbrances (except such as covered by Bond acceptable to Owner).

_____
Contractor

Dated: _____ By: _____

City Approval

Harry Buck
Mayor

Dated: _____ Signature: _____

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Project: Water Meter Replacement - Phase 6
Project Number: 25-0002
Contractor: Ferguson Enterprises, LLC dba Ferguson Waterworks
Pay Application #: 1 and Final
Application Date: April 30th, 2025

Item No.	Description	Units	Quantity	Unit Price	Total Price	Quantity to Date	Amount to Date	Past Application		This Application	
								Quantity	Amount	Quantity	Amount
1	Mobilization	LS	1	$4,000.00	$4,000.00	1	$4,000.00	0	$0.00	1	$4,000.00
2	Contractor's Tax on Owner Furnished Goods	LS	1	$2,492.98	$2,492.98	0.90	$2,248.39	0	$0.00	0.90	$2,248.39
3	Install 5/8" x 3/4" Water Meter w/ Transmitter	Each	280	$123.80	$34,664.00	237	$29,340.60	0	$0.00	237	$29,340.60
4	Install 1" Water Meter w/ Transmitter	Each	67	$123.80	$8,294.60	67	$8,294.60	0	$0.00	67	$8,294.60
5	Install 1 1/2" Water Meter w/ Transmitter	Each	12	$442.80	$5,313.60	11	$4,870.80	0	$0.00	11	$4,870.80
6	Install 2" Water Meter w/ Transmitter	Each	5	$442.80	$2,214.00	5	$2,214.00	0	$0.00	5	$2,214.00
7	Install 4" Water Meter w/ Transmitter	Each	1	$1,031.80	$1,031.80	1	$1,031.80	0	$0.00	1	$1,031.80
Contract Totals					**$58,010.98**		**$52,000.19**		**$0.00**		**$52,000.19**

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Brandon Conservation Committee
Updated 03-27-2025

2025 Calendar of Events

Date	Event	Needs	Volunteers	Status
	City Projects Open House	• Giveaways • Rebate forms and general water conservation info		
	Public Presentations	• PowerPoint Slides		
	Newspaper articles	• Topics • Authors	All	
April 2026 Budget Request	City's annual budget	• Justification for program funding	Tami	
April 12th	Spring Adopt-A-Highway Clean-Up	• Volunteer List • Garbage bags, gloves, vests	All	
April 26th	Oakridge Nursery Rain Barrel Demonstration/Giveaway	• Rain Barrel • Educational materials	Tami/Daemon	
April 26th	Splitrock Creek Clean-Up	• Garbage bags	Tami and Friends of the Big Sioux River	
	Recycling Awareness	•		
	Geocaching route McHardy Park Adventure Lab	• Items for geocache containers	Tami	
May 4th	Loyalty Day Parade	• Giveaways	All	
	Roving Park	•	Tami for details	
May 4-10	National Drinking Water Week	•		
	Kayak Event	• Route Pending		
June 21st	Sunshine Foods Event	• Giveaways – rain barrel, water bottles, rain gauges, etc.	All	
September 6th	Brandon Bash	Rain Barrel	All	
	Oakridge Fall Harvest Festival	• Giveaways – rain barrel, water bottles and rain gauges		
End of October	Adopt-A-Highway Clean-Up	• Volunteer List • Bags, gloves, vests	All	

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MINUTES
PLANNING & ZONING COMMISSION

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on April 17, 2025 at the Brandon City Council Chambers.

Roll call was taken. Members present were Commissioners Megan Bassett, Brian Heidbrink, Brookes Noem and Michael Toates. Also present were Alderwoman Barb Fish, Building Official Paul Clarke Development Director Patrick Andrews. Absent: Commissioner Rob Schoeneman, Commissioner Alica Thiele, Mayor Harry Buck, City Administrator Bryan Read and City Engineer Tami Jansma.

Commissioner Noem moved Commissioner Toates seconded to approve the agenda. Motion carried.

Commission Heidbrink moved Commissioner Bassett seconded to approve the consent calendar which contained the following items: a plat of Chestnut Ridge Addition Lot 3 Block 3 and Lots 1 & 8 Block 4; a plat of Chestnut Ridge Addition Lot 7 Block 4; a plat of Brandon 90 Plaza Addition Lot 1 Block 3 and a plat of Zimprich Addition Tract 1A. Motion carried.

Commissioner Bassett moved Commissioner Toates seconded to approve the minutes of the April 3, 2025 regular meeting. Motion carried.

A public hearing was held, as advertised, to consider a Home Occupation Permit Application for 708 S. 4th Circle. Applicant Ed Anderson was present for discussion. Ed is wanting to open an in-home business of re-selling firearms to legal buyers after approved by the ATF. No other sales, no ammo, just the gun. Commissioner Heidbrink moved Commissioner Bassett seconded to approve the Home Occupation Permit Application provided on the conditions that there is no inventory maintained within the premises for retail sales and that the product goes out the door in the same packaging it gets delivered to Ed in. Motion carried.

A public hearing was held, as advertised, to consider a Re-Zoning Application for 108 W. Park Street. Property owner, Alliance Communications, is requesting to re-zone the property located at 108 W. Park Street from NRC – Natural Resource Conservation to GB – General Business. Jonah Snyder, 5313 S. Eastwind Avenue, Sioux Falls, SD was present for discussion. Commissioner Toates moved Commissioner Noem seconded to make recommendation of approval to the City Council. Motion carried.

Discussion held on decks that are more than 12” above grade in relation to setbacks to the side and/or rear property lines. Current setbacks are 5’ from side and/or rear property lines on uncovered patios/decks that are 12” or less from grade. Patrick Andrews, Development Director, will present a draft ordinance at a future meeting.

Discussion held on creating an interstate signage overlay district. Patrick Andrews, Development Director, presented a draft ordinance. Question of where to measure the height of the sign from – grade at street or property line?

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Discussion held on non-conforming signage. Patrick Andrews, Development Director, presented a draft ordinance.

Discussion held on freestanding signs. Patrick Andrews, Development Director, presented a draft ordinance. Discussion on how to treat corner lots, would they be allowed 2 freestanding signs? Patrick will present an updated draft at a future meeting.

Discussion held on non-conforming use regulations. Patrick Andrews, Development Director, presented a draft ordinance. This relates to structures that are currently non-conforming and when property owners want to replace the structure current ordinance requires the structure to be brought into compliance, such as decks or accessory buildings.

Discussion held on building permits. Patrick Andrews, Development Director, presented a draft ordinance. Current ordinance states building permits are good for 1 year but can be granted a 6-month extension by the Zoning Administrator.

At 8:23 p.m. having no further business, Commissioner Heidbrink moved Commissioner Toates seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn	Patrick Andrews
Recording Clerk	Development Director

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