

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on January 18, 2016 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Roger Brooks, Barb Fish, Mindy Hansen, Jo Hausman, Blaine Jones and Mayor Larry Beesley. Others present were: City Administrator, Bryan H. Read; City Finance Officer, Dennis Olson; City Attorney, Lisa Marso; City Engineer, Jon Brown, Stockwell Engineers; Police Chief, Dave Kull; Director of Human Resources, Dan Oakland; and Public Works Director, Rollie Hoeke. Absent: Jon McInerney.

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

Alderman Jones moved Alderman Brooks seconded to approve the minutes of the December 30, 2015 briefing meeting and the January 4, 2016 regular meeting. Motion carried.

Alderman Jones moved Alderman Brooks seconded to approve the following claims. Motion carried.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Alliance Communications	Utilities	2,105.80
Alternative HR Development	Professional Services	2,445.00
American Association of Code Enforcement	Dues	75.00
Bioverse Inc	GC supplies	289.00
Board of Operator Certification	Certification Exams	40.00
Border States Electric	Govt Bldg Supplies	63.60
Borns Group	December Water Billing	897.52
Boyce Law Firm	Professional Services	8,813.25
Boyer Trucks	Transit Repairs	144.39
Builders Supply Company	Park Improvements	465.00
Century Business Products	Various Dept Supplies	137.47
Chesterman Company	GC Rental	6.45
Concrete Materials	Snow Supplies	1,908.80
Constant Rock Art	GC supplies	112.00
Culligan Water Conditioning	GC Utilities	60.00
Dakota Data Shred	Govt Bldg Supplies	113.44
Ferguson Waterworks	Water Supplies	1,313.25
Golf Digest	GC supplies	20.00
Interlakes Community Action	December Transit Expense	13,640.00
Kelly Eilers	GCSAA Conference	820.46
Lacey Rentals Inc	Park Rental	105.00
Marv's Sanitary Service	Utilities	569.17
Ruth Mayer	Easements	3,950.00
MidAmerican Energy	Utilities	2,091.30
Mid-States Organized Crime Info Center	Dues	150.00
Midwest Alarm Company	GC Services	68.52
Midwest Turf & Irrigation	GC Repairs	25.21
Palisades Oil Company	Fuel	2,747.27

SD Department of Revenue	December Sales Tax	4,555.70
SD One Call	Utilities	72.80
SD Police Chiefs' Association	Police Supplies	1,155.00
SD Retailers Association	GC Class	60.00
SD Unemployment Ins Division	4th Qtr 2015 Insurance	224.33
Sioux Empire Wedding Network	GC Booth	723.00
Sioux Falls Humane Society	Animal Control	388.20
Sioux Falls Networks	Professional Services	1,065.00
Sioux Falls Two Way Radio	Police Repairs	282.49
Stockwell Engineers	Professional Services	73,420.83
Sure Test	Professional Services	96.80
Susan Abrahamson	Easements	3,950.00
Taylor Made Golf Company	Pro Shop Resale	377.24
Titleist	Pro Shop Resale	151.04
US Postmaster	December Water Billing	1,415.04
Gary Watson	Easements	3,950.00
Xcel Energy	Utilities	7,299.24
Direct Pay Reimbursement	Direct Pay Reimbursement	1,500.00

REVOLVING LOAN FUND TO DAK STORAGE

The Golf Course, Police, Park & Recreation and Administration Committee reports were heard. Alderman Jones moved Alderman Brooks seconded to approve a recommendation from the Revolving Loan Fund Committee to make a loan to DAK Storage, LLC, locating in the Brandon Industrial Park, in the amount of \$175,000.00 with a five year term. Motion carried.

RESOLUTION #02-16 TRANSFER OF FUNDS

Alderman Brooks moved Alderwoman Hausman seconded to approve Resolution #02-16. A roll call vote showed Brooks, Fish, Hansen, Hausman and Jones voting aye. Motion carried.

RESOLUTION #02-16

WHEREAS, funds must be transferred to eliminate the negative cash balances.

BE IT RESOLVED by the City Council of Brandon, South Dakota, that the following transfer of funds are approved as of December 31, 2015:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>
General Fund #101	Electrical Fund #603	48,793.66
General Fund #101	Golf Course Fund #615	67,039.09

Dated this 18th day of January, 2016.

Larry D. Beesley

Mayor

ATTEST:

Dennis E. Olson
Municipal Finance Officer

(SEAL)

BUILDING PERMITS FOR 2015

Building permit totals for 2015 were presented. No action required.

ORGANIZATIONAL CHART & STAFF CHANGES

A new organizational chart was presented accommodating the new city engineer position and establishing a Park & Recreation Department with a Park Superintendent. Alderman Brooks moved Alderwoman Hausman seconded to approve the chart. Motion carried.

Alderwoman Fish moved Alderwoman Hansen seconded to approve the designation of Deputy Finance Officer to Christina Smith and move Devin Coughlin to the newly created Park Superintendent position with an annual salary of \$51,168.00. Motion carried.

FORCE ACCOUNT SERVICES

Alderwoman Hausman moved Alderwoman Hansen seconded to approve the agreement with Stockwell Engineers for Force Account Services for the 2016 year, not to exceed \$50,000.00. Motion carried.

2016 MICRO SEAL PROGRAM

The Street Committee report was heard. Alderman Jones moved Alderman Brooks seconded to approve the 2016 Micro Seal program in the amount of \$175,311.05. Motion carried.

DECLARE THE BOOM TRUCK SURPLUS AND SET A BID OPENING DATE

Alderman Jones moved Alderwoman Hausman seconded to declare the 1979 GMC C2500 Bucket Truck with a 46' Articulating Boom, Vin Number 1GMDM7HJ500085, as surplus. Motion carried. Mayor Beesley appointed Alderwoman Hausman, Alderman Brooks and Alderman Jones as the appraisal committee. The appraisal exceed \$500.00. Alderman Jones moved Alderwoman Hausman seconded to set a bid opening date of Thursday, February 11, 2016 at 10:00 a.m. at Brandon City Hall. Bids will be considered by the City Council at their regular Council meeting on February 16, 2016. Motion carried.

EASEMENTS FOR RAW WATER LINE TO TREATMENT PLANT

The Water & Sewer Committee report was heard. Alderwoman Hansen moved Alderwoman Hausman seconded to approve easements for the raw water line from a well in near McHardy Park to the treatment plant in Aspen Park, at a cost of \$11,850.00. Motion carried.

At 6:26 p.m. Alderman Jones moved Alderwoman Hansen seconded to go into executive session to discuss personnel per SDCL 1-25-2. Motion carried. At 6:44 p.m. Mayor Beesley declared the executive session ended.

At 6:45 p.m. on a motion by Alderman Jones seconded by Alderman Brooks the meeting was adjourned.

Melissa Labahn
Municipal Recording Clerk

Larry Beesley
Mayor