

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on March 7, 2016 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Roger Brooks, Barb Fish, Mindy Hansen, Jo Hausman, Jon McInerney and Mayor Larry Beesley. Others present were: City Administrator, Bryan H. Read; Finance Officer, Dennis Olson; City Attorney, Lisa Marso; City Engineer, Paul Sanow; Police Chief, Dave Kull; City Engineer, Jon Brown, Stockwell Engineers; Director of Human Resources, Dan Oakland; Park Superintendent, Devin Coughlin; Golf Pro, Zane Swenson and Public Works Director, Rollie Hoeke. Absent: Blaine Jones.

Alderman Hansen moved Alderman Hausman seconded to approve the agenda as amended. Motion carried.

Alderman Brooks moved Alderman McInerney seconded to approve the minutes of the February 11, 2016 briefing meeting; the February 16, 2016 regular meeting and the February 24, 2016 special meeting. Motion carried.

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

| <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|----------------------------------|-----------------------|---------------|
| AFLAC | February Premiums | 1,092.97 |
| Alliance Communications | Utilities | 2,113.53 |
| Anthony Sauer | Travel Expense | 20.98 |
| Argus Leader Media | GC Supplies | 31.00 |
| Beal Distributing Inc | GC Resale | 210.00 |
| Blaine's Service | Transit Repairs | 46.95 |
| Borns Group | Water Billing | 886.60 |
| Brandon Ace Hardware | Various Dept Supplies | 1,434.68 |
| Brown & Saenger | Various Dept Supplies | 217.32 |
| BV Area Chamber of Commerce | GC Advertising | 330.00 |
| BV School District | Fuel | 2,255.10 |
| Cardmember Services | Various Dept Supplies | 3,865.71 |
| Christina Smith | Travel Expense | 530.14 |
| Concrete Materials | Street Supplies | 287.23 |
| Corson Village Sanitary District | February Refund | 917.16 |
| Dakota Pump & Control | Water Repairs | 186.00 |
| Dakota Pump Inc | Sewer Repairs | 3,193.50 |
| Delta Dental of SD | March Premiums | 2,570.30 |
| Dennis Olson | March Premiums | 455.00 |
| DirecTV | Utilities | 44.51 |
| DPC Industries Inc | Water Chemicals | 810.00 |
| Ecolab Inc | GC Rental | 118.30 |
| Fastenal Company | Sewer Supplies | 120.51 |
| Ferguson Waterworks | Water Supplies | 1,747.73 |

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| Fleetpride Inc | Street Supplies | 80.40 |
| Galls | Police Supplies | 114.21 |
| HBA of the Sioux Empire | Event Registration | 10.00 |
| InterLakes Community Action | January Bus Expense | 15,584.63 |
| Jay Egge Automatic Service | Transit Repairs | 100.69 |
| Jaycox Implement Inc | Park Supplies | 256.62 |
| Kelly Eilers | Travel Expense/Dues | 788.96 |
| Lacey Rentals Inc | Park Rental | 200.00 |
| Larry Bixby | Travel Expense | 20.20 |
| Lawson Products Inc | Traffic Supplies | 121.38 |
| Matt Brown | Travel Expense | 22.50 |
| MC & R Pools Inc | Pool Training | 310.00 |
| Mills & Miller Inc | Snow Supplies | 4,893.84 |
| Minnehaha Community Water Corp | Utilities | 39.25 |
| Modern Woodmen of America | March Premiums | 1,607.38 |
| Newman Traffic Signs | Park Supplies | 327.30 |
| Northern Truck Equipment | Snow Supplies | 169.72 |
| Palisades Oil Company | Fuel | 1,638.91 |
| Palisades Propane Inc | Water Testing | 502.99 |
| Pitney Bowes | Various Dept Supplies | 500.00 |
| Pizza Ranch | GC Resale | 85.00 |
| Professional Image | GC Wedding Show Booths | 885.00 |
| Roof Systems | Govt Bldg Repairs | 222.45 |
| Sanitation Products Inc | Sewer Repairs | 252.51 |
| SD Department of Revenue | Water Testing | 255.00 |
| Sioux Falls Ford | Police Repairs | 3,391.92 |
| Sioux Falls Humane Society | Animal Control | 51.64 |
| Sioux Falls Networks | Software Renewal | 295.00 |
| Sioux Falls Rubber Stamp Works | Council Supplies | 17.95 |
| Sioux Falls Utilities | Wastewater Discharge Fees | 68,740.35 |
| Sioux Valley Energy | Utilities | 28,433.44 |
| Soo Sanitary Service | Snow Removal Services | 2,232.15 |
| Star Quality Jobsites | Professional Services | 810.00 |
| Stockwell Engineers Inc | Professional Services | 179,174.47 |
| Sturdevant's Auto Parts | Various Dept Supplies | 579.99 |
| Sunshine | Various Dept Supplies | 63.30 |
| Titan Machinery | Park Supplies | 545.00 |
| Titleist | Pro Shop Resale | 53.86 |
| Troy Hillman | Travel Expense | 20.75 |
| Tyler Technologies | Software Renewal | 2,750.00 |
| US Postmaster | Water Billing | 1,397.83 |
| Verizon Wireless | Utilities | 992.87 |
| VFW Post 4726 | Sr Citizens | 1,500.00 |
| Vogel Motors | Police Repairs | 212.50 |
| Wellmark BCBS | March Premiums | 38,483.63 |
| Wheelco Brake & Supply | Street Repairs | 90.93 |
| Winter Equipment Company | Snow Supplies | 2,660.17 |
| Wirtjes Auto Repair | Street Repairs | 1,024.28 |
| Zach Hagstrom | Travel Expense | 83.35 |
| Zane Swenson Sr | GC Repairs | 56.88 |

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| First National Bank | Chestnut Blvd South Bond | 1,515.00 |
| First National Bank | Chestnut Blvd Middle Bond | 35,280.92 |
| First National Bank | Fire Station Bond | 17,183.39 |
| First National Bank | TIF #2 Bond | 53,390.94 |
| First National Bank | Holly Blvd Bond | 94,166.02 |
| First National Bank | NE Lift Bond | 25,814.93 |
| First National Bank | Stone Ridge Booster Bond | 39,321.19 |
| First National Bank | Country Club Bond | 17,853.06 |
| City Administration | February 11, 2016 Payroll | 3,486.57 |
| Deputy Finance Officer | February 11, 2016 Payroll | 2,229.93 |
| Police | February 11, 2016 Payroll | 18,513.44 |
| Building Inspections | February 11, 2016 Payroll | 2,899.98 |
| Street Department | February 11, 2016 Payroll | 5,477.25 |
| Park Department | February 11, 2016 Payroll | 2,517.01 |
| Chamber of Commerce | February 11, 2016 Payroll | 1,470.19 |
| Water Department | February 11, 2016 Payroll | 6,858.85 |
| Sewer Department | February 11, 2016 Payroll | 2,921.25 |
| Golf Course Grounds | February 11, 2016 Payroll | 1,476.51 |
| Golf Course Lounge | February 11, 2016 Payroll | 875.24 |
| Golf Course Pro Shop | February 11, 2016 Payroll | 1,648.44 |
| Golf Course Community Room | February 11, 2016 Payroll | 499.26 |
| 941 Payroll Taxes | February 11, 2016 Payroll | 17,495.84 |
| Office of Child Support | February 11, 2016 Payroll | 76.15 |
| SD Retirement System Supplemental | February 11, 2016 Payroll | 587.50 |
| TASC Flex Plan | February 11, 2016 Payroll | 1,218.00 |
| City Administration | February 25, 2016 Payroll | 3,486.57 |
| Deputy Finance Officer | February 25, 2016 Payroll | 2,229.93 |
| Police | February 25, 2016 Payroll | 20,155.10 |
| Building Inspections | February 25, 2016 Payroll | 2,899.98 |
| Street Department | February 25, 2016 Payroll | 5,241.68 |
| Park Department | February 25, 2016 Payroll | 2,543.07 |
| Chamber of Commerce | February 25, 2016 Payroll | 1,470.19 |
| Water Department | February 25, 2016 Payroll | 6,532.69 |
| Sewer Department | February 25, 2016 Payroll | 2,909.19 |
| Golf Course Grounds | February 25, 2016 Payroll | 1,505.41 |
| Golf Course Lounge | February 25, 2016 Payroll | 816.52 |
| Golf Course Pro Shop | February 25, 2016 Payroll | 1,586.22 |
| Golf Course Community Room | February 25, 2016 Payroll | 820.64 |
| 941 Payroll Taxes | February 25, 2016 Payroll | 18,356.00 |
| Office of Child Support | February 25, 2016 Payroll | 76.15 |
| SD Retirement System Supplemental | February 25, 2016 Payroll | 612.50 |
| TASC Flex Plan | February 25, 2016 Payroll | 1,218.00 |
| Direct Pay Reimbursement | Direct Pay Reimbursement | 1,717.84 |
| SD Retirement System | February Contributions | 19,372.74 |

REVIEW WELL PROJECT BIDS

The Water & Sewer Committee report was heard. Alderwoman Hansen moved Alderwoman Fish seconded to accept the bid from Metro Construction in the amount of \$1,326,802.72,

without Change Order #1, for the Water Source Improvements Project. A roll call vote showed Brooks, Fish, Hansen, Hausman and McInerney aye. Motion carried.

| <u>Company</u> | <u>Bid Amount</u> |
|---------------------------------------|-------------------|
| Metro Construction;, Tea, SD | \$1,326,802.72 |
| H&W Contracting; Sioux Falls, SD | \$1,442,905.10 |
| Haarsma Construction; Sioux Falls, SD | \$1,471,788.67 |
| First Rate Excavate; Sioux Falls, SD | \$1,478,278.00 |
| KHC Construction; Marshall, MN | \$1,590,956.25 |

WATER PLAN PRESENTATION

Jon Brown, Stockwell Engineers, presented a Water System Upgrade Plan. Alderwoman Hansen moved Alderwoman Hausman seconded accept the agreement for professional services from Stockwell Engineers to upgrade the Water System Plan in the amount of \$88,600.00. Motion carried.

PROPOSED EQUIPMENT LIST FOR GOLF COURSE

The Golf Course Committee report was heard. Alderman McInerney moved Alderwoman Hansen seconded to approve the equipment list as presented for 2016, on Revised Proposal A, excluding the trade-ins. Would be purchased on a 5 year lease. Motion carried.

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| Fairway Mower | \$43,934.00 |
| Triplex Mower (4) | \$58,000.00 |
| Top Dresser | \$13,000.00 |
| Debris Blower | \$ 3,500.00 |
| Rough Mower | <u>\$60,126.00</u> |
| Total | \$178,560.00 |
| Lease Rate | \$37,898.11 |

GOLF COURSE SUMMER STAFF

Alderman McInerney moved Alderwoman Hausman seconded to approve the following part-time staff for the Golf Course for the 2016 golfing season. Motion carried.

Pro-Shop:

Sheila Keyman, \$10.05 per hour; Karen Christian, \$8.55 per hour; Mike Immeker, \$8.55 per hour; Andrew Bauer, \$12.26 per hour.

Club House Custodial:

Mary Flier, \$12.00 per hour.

Marshal/Hill Ride:

Jeff Keyman, \$9.15 per hour; Ron Anderson, \$8.55 per hour; Bob Perkinson, \$8.55 per hour; Greg Whitney, \$8.55 per hour; Ken Klein, \$8.50.

Cart Attendant:

Michael Whitney, \$8.55 per hour; Trevor Tobin, \$8.55 per hour; Riley Duncanson, \$8.55 per hour; Jackson Dziejdzic, \$8.55 per hour; Taylor Fjerstad, \$8.55 per hour; Zane W. Swenson, \$8.55 per hour; Noah Laycock, \$8.55 per hour; Nick Perkinson, \$8.55 per hour; Spencer Grage, \$8.55 per hour; Lucas Schobert, \$8.55 per hour; Mitch Gusso, \$8.55 per hour.

Beverage Cart:

Doug Niklason, \$6.35 per hour; Larissa Osheim, \$6.35 per hour.

Lounge:

Bobbie Altman, \$9.00 per hour; Mary Langner, \$11.50 per hour; Kelsy Holtz, \$8.25 per hour; Courtney Bruget, \$7.95 per hour; Dennis Clark, \$7.35 per hour; Jenny Christian, \$7.35 per hour; Jodi Ackerman, \$7.05 per hour; Stephanie Stensland, \$7.05 per hour; Riley McLeod, \$7.05 per hour.

Community Room Bartender:

Holly Hurney, \$8.25 per hour; Matt Hurney, \$7.95 per hour; Kristin Elgersma, \$7.35 per hour.

Community Room Bussers/Dishwashers:

Tyler Thill, \$7.85 per hour; Macy Clark, \$7.85 per hour; Cara VanderBeek, \$7.85 per hour; Jessa Ziegeldorf, \$7.85 per hour; Reed Vandentop, \$7.55 per hour; Rees Vandentop, \$7.55 per hour; Austin Swenson, \$7.55 per hour; Andy Holmes, \$7.55 per hour; Caden Johnson, \$7.55 per hour; Marrett Mixell, \$7.55 per hour; Reagan Hammond, \$7.55 per hour.

Maintenance:

Ray Morrison, \$10.05 per hour; Cole VanderBeek, \$10.05 per hour; Nate Peterson, \$10.05 per hour; Ivan Card, \$10.05 per hour; Steve Fredericks, \$10.05 per hour; Ryan Kulbel, \$10.05 per hour; Jennicka Wrightsman, \$10.05 per hour; Jacob Adams, \$8.55 per hour; Anthony Ackerman, \$8.55 per hour; Colin Knutson, \$11.85 per hour; John Terveer, \$8.55 per hour.

RETIREMENT LETTER FROM OFFICER WILLIAMS

The Police Committee report was heard. Alderwoman Hausman moved Alderman Brooks seconded to accept the resignation, with extreme gratitude, from Officer Barry Williams, effective May 18, 2016. Motion carried.

HIRE POLICE OFFICER

Alderwoman Hansen moved Alderman McInerney seconded to approve the hire of the following police officer: Clayton McIlravy; with a starting pay rate of \$20.26 per hour (line 27-4), with a one year probation period. Motion carried.

ORDINANCE #530

The Park & Recreation Committee report was heard. Alderwoman Fish moved Alderman Brooks seconded to give first reading to Ordinance #530: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING FOR THE REVISION OF PARAGRAPH 6-3-2 REGULATING SOLICITATIONS, SALES OR DISTRIBUTIONS MADE BY CERTAIN ORGANIZATIONS AND SPONSORS. A roll call vote showed Brooks, Fish, Hansen, Hausman and McInerney aye. Motion carried.

BIG SIOUX DISC GOLF CLUB

A request was received from the Big Sioux Disc Golf Club to use Pioneer Park for a disc golf tournament on Sunday, April 3, 2016. Alderwoman Fish moved Alderwoman Hausman seconded to allow the use of Pioneer Park for this event. Motion carried.

RESOLUTION #05-16

The Administration Committee report was heard. Alderman Brooks moved Alderwoman Hansen seconded to approve Resolution #05-16. A roll call vote showed Brooks, Fish, Hansen, Hausman and McInerney aye. Motion carried.

RESOLUTION #05-16

WHEREAS, according to Brandon Ordinance 6-3-11 the Brandon City Council may by Resolution set the application fee for a Peddler, Route Sales person, or Sidewalk Vendor license; and

WHEREAS, the Brandon City Council wishes to amend the existing fees previously established by Resolution as it pertains to certain Sidewalk Vendors that provide sales related to recreational activities and events held in the City of Brandon.

THEREFORE BE IT RESOLVED that the permit fee is set for \$0.00 for Sidewalk Vendors for whom the City of Brandon, the Brandon Valley Chamber of Commerce, or a Brandon/Brandon-Valley non-profit entity submits a written request for the fee to be \$0.00, the sale is to occur on public grounds, and the request is approved by the City Administrator.

Dated this 7th day of March, 2016.

ATTEST:

Larry D. Beesley
Mayor

Dennis E. Olson
Municipal Finance Officer

(SEAL)

REVIEW 2015 ANNUAL REPORT

Alderman Hansen moved Alderman Brooks seconded to accept the 2015 Annual Report as presented. Motion carried.

TRANSIT BUS REPORT

The Street Committee report was heard. The transit bus report was heard.

PURCHASE OF TRANSIT BUS

Alderman Brooks moved Alderman Hausman seconded to authorize Interlakes Community Action to apply for a grant for a new transit bus. Motion carried.

REVIEW SKID LOADED BIDS

Alderman Hausman moved Alderman Brooks seconded to approve the bid from Bobcat, for a skid-skeer loader in the amount of \$70,000.00. Motion carried.

STATE REVOLVING LOAN FUND FUNDING PROPOSAL

Alderman Brooks moved Alderman Hansen seconded to decline the state revolving loan fund for engineering, and ask to transfer those funds to construction costs. Motion carried.

At 7:32 p.m. on a motion by Alderman Hansen seconded by Alderman McInerney the meeting was adjourned.

Melissa Labahn
Municipal Recording Clerk

Larry Beesley
Mayor