

## MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on November 7, 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 Jon McInerney. Others present were: City Administrator, Bryan H. Read; City Attorney, Lisa Marso; City Engineer, Paul Sanow; Consulting City Engineer, Gaard Rops, Stockwell Engineers; Director of Human Resources, Dan Oakland and Public Works Director, Rollie Hoeke. Absent: Mayor Larry Beesley. Blaine Jones chaired the meeting.

Alderwoman Hansen moved Alderwoman Fish seconded to approve the agenda. Motion carried.

Alderwoman Hausman moved Alderman Brooks seconded to approve the minutes of the October 13, 2016 briefing meeting and the minutes of the October 17, 2016 regular meeting. Motion carried.

Alderwoman Fish moved Alderwoman Hausman seconded to approve the following claims. Motion carried.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
A-1 Septic Tank	Professional Services	\$135.00
Alliance Communications	Utilities	\$2,158.40
AMG Occupational Medicine	Professional Services	\$78.75
Argus Leader Media	GC Supplies	\$32.00
Beal Distributing Inc	GC Resale	\$279.95
Blaine's Service	Various Dept Repairs	\$45.50
Borns Group	Water Billing	\$945.73
Brandon Ace Hardware	Various Dept Supplies	\$579.58
Brandon Food Pantry	Annual Banquet	\$840.00
Brandon Lumber Company	Various Dept Supplies	\$142.32
Brandon Valley School District	Fuel	\$2,949.04
Brown & Saenger	Various Dept Supplies	\$569.50
BV School	Library Repairs	\$4,132.96
Cardmember Services	Various Dept Supplies	\$1,893.00
Champion Tree Service	Tree Trimming	\$7,352.50
Concrete Materials	Park Supplies	\$72.83
Constant Rock Art	GC Improvements	\$505.00
Construction Products	Traffic Supplies	\$95.00
Corson Village Sanitary District	October Refund	\$1,034.14
Crouch Recreation Inc	Park Improvements	\$22,757.00
Dakota Beverage	GC Resale	\$8.75
Dakota Data Shred	Govt Bldg Supplies	\$30.00
Dakota Pump Inc	Sewer Repairs	\$5,795.93
Dakota Supply Group	Various Dept Repairs	\$572.57
Delta Dental of SD	November Premiums	\$2,508.40
Dennis Olson	November Premiums & Travel	\$663.90
Ecolab Inc	GC Rentals	\$118.30

Ecolab Pest Elimination	Professional Services	\$290.06
EnviroMaster Inc	GC Supplies	\$126.95
First Dakota Title	Park Land Title Ins	\$520.00
First Dakota Title	Park Land	\$90,500.00
First Rate Excavate Inc	Park Improvements	\$1,154.00
Flags Unlimited	Flag Poles	\$543.00
Food Services of America	GC Supplies	\$629.66
Galls	Police Supplies	\$295.30
Gear For Sports Inc	Pro Shop Resale	\$549.61
Graham Tire	Police Supplies	\$1,265.00
Hach Company	Water Supplies	\$349.53
Hawkins Water Treatment	Water Supplies	\$8,807.86
Hydro Klean	Sewer Repairs	\$4,997.78
InterLakes Community Action	September Bus Expense	\$13,324.23
Intoximeters	Police Supplies	\$32.00
Jaycox Implement Inc	Park Supplies	\$99.63
Jensen Electric Inc	Various Dept Repairs	\$9,184.58
Johnson Brothers Famous Brands	GC Resale	\$396.48
Lacey Rentals Inc	GC Rentals	\$545.00
Lawson Products Inc	Street Supplies	\$321.23
Lisa M Kull	Professional Services	\$160.00
Locators & Supplies Inc	Street Supplies	\$37.21
Matt Brown	Travel Expense	\$20.24
Menards	GC Improvements	\$221.94
Metro Construction	Water Improvements	\$148,985.80
Midwest Turf & Irrigation	GC Repairs	\$509.60
Mills & Miller	Snow Supplies	\$3,235.24
Minnehaha Community Water Corp	Utilities	\$45.75
Modern Woodmen of America	November Premiums	\$1,366.58
Myrl & Roy's Paving Inc	Street Repairs	\$1,718.08
Neve's Uniforms & Equipment	Police Supplies	\$204.93
Newman Traffic Signs	Street Supplies	\$46.78
Nike USA Inc	Pro Shop Resale	\$83.09
Norberg Paints	Park Supplies	\$37.66
Nyberg's Ace	Street Supplies	\$134.96
Oakridge Nursery	Forestry Supplies	\$981.18
Palisades Oil Company	Fuel	\$332.28
Performance Press	Police Supplies	\$48.00
Pfeifer's Implement company	GC Improvements	\$380.00
Reiter Enterprises	GC Repairs	\$892.00
SD Department of Health	GC Health License	\$275.00
SD Department of Revenue	Water Testing	\$421.00
SD State Plumbing Commission	License Fee	\$325.00
SF Area Chamber of Commerce	GC Membership Dues	\$193.00
SFC Civil Constructors	Lift Station Project	\$349,388.00
Sioux Falls Humane Society	September Animal Control	\$761.38
Sioux Falls Networks	Professional Services	\$779.99
Sioux Falls Two Way Radio	Police Repairs	\$37.50
Sioux Falls Utilities	September WW Discharge	\$57,010.65
Sioux Valley Energy	Utilities	\$31,915.30
SiteOne Landscape	GC Repairs	\$75.10

Stan Houston Equipment	GC Improvements	\$615.84
Staples Advantage	Various Dept Supplies	\$278.94
Stockwell Engineers	Professional Services	\$46,454.51
Sturdevant's Auto Parts	Various Dept Supplies	\$219.86
Sunshine	Various Dept Supplies	\$226.64
Sure Test	Professional Services	\$358.80
SystemDudes Inc	GC Repairs	\$539.10
The New Sioux City Iron Company	GC Supplies	\$149.00
Titleist	Pro Shop Resale	\$226.96
Tony's Catering	GC Caterings	\$6,001.60
Tri State Ready Mix	GC Improvements	\$11,336.00
Turfwerks	GC Repairs	\$16.63
US Postmaster	Water Billing	\$1,405.49
Verizon Wireless	Utilities	\$952.28
Vogel Motors	Police Repairs	\$567.50
Wellmark BCBS	November Premiums	\$40,942.75
Xcel Energy	Utilities	\$3,573.53
Zimco Supply Company	GC Supplies	\$121.28
City Administration	October 20, 2016 Payroll	\$3,483.82
Deputy Finance Officer	October 20, 2016 Payroll	\$1,957.30
Police	October 20, 2016 Payroll	\$19,245.73
Building Inspections	October 20, 2016 Payroll	\$2,939.12
Engineer	October 20, 2016 Payroll	\$2,581.63
Street Department	October 20, 2016 Payroll	\$3,980.75
Park Department	October 20, 2016 Payroll	\$3,872.95
Chamber of Commerce	October 20, 2016 Payroll	\$1,470.19
Water Department	October 20, 2016 Payroll	\$6,238.60
Sewer Department	October 20, 2016 Payroll	\$3,120.64
Golf Course Grounds	October 20, 2016 Payroll	\$3,124.42
Golf Course Lounge	October 20, 2016 Payroll	\$2,062.43
Golf Course Pro Shop	October 20, 2016 Payroll	\$3,132.32
Golf Course Community Room	October 20, 2016 Payroll	\$1,211.04
941 Payroll Taxes	October 20, 2016 Payroll	\$19,728.13
Office of Child Support Enforcement	October 20, 2016 Payroll	\$76.15
SD Retirement System Supplemental	October 20, 2016 Payroll	\$1,262.50
TASC Flex Plan	October 20, 2016 Payroll	\$1,171.85
Direct Pay Reimbursement	Direct Pay Reimbursement	\$272.00
SD Retirement System	October Contribution	\$19,388.08

Alderman Brooks moved Alderwoman Hausman seconded to approve the consent calendar which contained the following items: a plat of Lots 29Z, 30 & 31, Block 5, Brandon Park Second Addition and a plat of Tract L, Traub's Addition. Motion carried.

#### REVIEW 2017 LIQUOR LICENSE APPLICATIONS

A public hearing was held, as advertised, to review the 2017 Liquor License Application Renewals. Alderwoman Hansen moved Alderman McInerney seconded to approve the following liquor license application renewals for 2017, as long as all paperwork and fees have been turned in. Motion carried.

<p>Brandon Liquor, Inc.  Sunshine Foods  117 N. Splitrock Boulevard  Brandon, SD 57005-0527</p>	<p>Package (Off-Sale) Liquor</p>
<p>Brandon Spirits Acquisition Inc  Brandon Spirits  228 E. Holly Boulevard  Brandon, SD 57005</p>	<p>Package (Off-Sale) Liquor</p>
<p>Brandon Steakhouse Inc.  Brandon Steakhouse  1308 Rushmore Drive  Brandon, SD 57005-1616</p>	<p>Package (Off-Sale) Liquor</p>
<p>Brandon Steakhouse, Inc.  Brandon Steakhouse  1308 Rushmore Drive  Brandon, SD 57005-1616</p>	<p>Retail (On-Sale) Liquor  Including Sunday On-Sale</p>
<p>VFW Post 4726  Three Rivers VFW #4726  321 Main Ave.  Brandon, SD 57005-1134</p>	<p>Retail (On-Sale) Liquor  Including Sunday On-Sale</p>
<p>MDF, Inc.  212 - The Boiling Point  328 S. Splitrock Blvd.  Brandon, SD 57005-1654</p>	<p>Retail (On-Sale) Liquor  Including Sunday On-Sale</p>
<p>MFDD, Inc  Double D Saloon  325 Main Avenue  Brandon, SD 57005-1134</p>	<p>Retail (On-Sale) Liquor  Including Sunday On-Sale</p>
<p>DH Ventures Inc  Tailgators Bar &amp; Grill  1013 N. Splitrock Boulevard  Brandon, SD 57005</p>	<p>Retail (On-Sale) Liquor  Including Sunday On-Sale</p>
<p>PRG Brandon, LLC  Marco's Pizza  112 E Holly Blvd  Brandon, SD 57005-1114</p>	<p>Retail (On-Off Sale) Wine</p>

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

Retail (On-Off Sale) Wine

BRV, LLC  
Holiday Inn Express & Suites  
1103 N. Splitrock Boulevard  
Brandon, SD 57005

Retail (On-Sale) Liquor  
Convention License  
Including Sunday On-Sale

Brandon Cup, Inc.  
Coffee Cup C Store  
1009 N. Splitrock Blvd  
Brandon, SD 57005

Retail (On/Off Sale) Wine

I-90 Fuel Services Inc  
The Gas Stop #103  
920 N Splitrock Blvd  
Brandon, SD 57005

Package (Off- Sale) Liquor

Brandon Gas & Goodies Inc  
Brandon 1<sup>st</sup> Stop  
600 N Splitrock Blvd  
Brandon, SD 57005

Package (Off-Sale) Liquor

City of Brandon  
Golf Course Concessions  
2100 Aspen Boulevard  
Brandon, SD 57005-0095

Retail (On-Sale) Liquor  
Including Sunday On-Sale

City of Brandon  
Golf Course Concessions  
2100 Aspen Boulevard  
Brandon, SD 57005-0095

Package (Off-Sale) Liquor

Dr. Jarod Larson, Superintendent of Brandon Valley Schools was present to introduce himself.

#### RESOLUTION #10-16 - GOLF RATES

The Golf Course Committee report was heard. Alderman McInerney moved Alderman Brooks seconded to approve Resolution #10-16. A roll call vote showed Brooks, Fish, Hansen, Hausman, Jones and McInerney voting aye. Motion carried.

**RESOLUTION #10-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRANDON, SOUTH DAKOTA, ESTABLISHING CATEGORIES, DEFINITIONS AND FEES FOR THE BRANDON MUNICIPAL GOLF COURSE FOR THE YEAR 2017.**

**WHEREAS**, SDCL 9-38-6 allows municipalities to establish, maintain, and operate athletic facilities such as golf courses as part of the park system of such municipality, and to charge fees for the use thereof; and

**WHEREAS**, the City of Brandon has established the Brandon Municipal Golf Course;

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Brandon, South Dakota do hereby approve the following rates: *(all rates are subject to sales tax)*.

Section 1: Annual Pass Categories and Definitions

- A. Youth ----- Any person who is eighteen (18) years of age or younger on January 1, of the golfing year.
- B. College ----- Any person who is nineteen (19) years of age on January 1, of the golfing year and no older than 25 as of January 1, of the golfing year and can produce a valid student ID.
- C. Adult ----- Any person who is nineteen (19) years of age or older on January 1, of the golfing year.
- D. Senior ----- Any person who is sixty (60) years of age or older on January 1, of the golfing year.
- E. Married Couple -- Husband and wife (adult or senior).
- F. Family ----- Husband/Wife and children classified as youths.
- G. Elderly ----- Any person who is eighty (80) years of age or older on January 1, of the golfing year.

Section 2: Annual Pass Fees

Annual passes are sold, at the same price during the golfing year without regard to which point in the season the pass is purchased. Annual passes are not refundable and have no restrictions as to the amount of play. Annual passes are valid from March 1, 2017 until November 30, 2017.

- Youth ----- \$212.62      Season pass holders may play anytime Monday, Tuesday, Wednesday and Friday, Thursday before noon and after 3:00 p.m. on weekends and holidays, (they may play before 3:00 p.m. if accompanied by an adult and approved through the pro shop).
- College (all play) -- \$498.36

Adult (all play) ----	\$763.32	
Adult (week day) --	\$592.29	(excludes Saturdays, Sundays and holidays).
Senior (all play) ----	\$649.88	
Senior (week day) -	\$523.60	(excludes Saturdays, Sundays and holidays).
Sr. Couple (all play)	\$934.58	(both must qualify as seniors).
Married Couples (all play) -	\$934.58	
Family - (all play) -	\$1,238.32	
Elderly -----	\$194.96	(70% discount on Senior rate).

Resident Discount: Residents that reside within the limits of the City of Brandon (“Residents”) will be given an additional ten percent (10%) discount to the Annual Season Pass Fees and Annual Cart Lease Fees.

Early Purchase Discount: An Early Purchase Discount for the purchase of a 2017 Annual Season Pass and Annual Cart Lease Fee will be applied at ten percent (10%) if the Annual Season Pass and Annual Cart Lease Fee is purchased in November or December of 2015. For Residents, this Early Purchase Discount rate will be applied to the subtotal after the Resident Discount has been applied.

Section 3: Green Fees

<u>PLAY</u>	<u>WEEK-DAY</u>	<u>SATURDAY/SUNDAY/HOLIDAYS</u>
9 holes	\$17.76	\$21.03 (9 hole play only after 2:30 p.m.)
18 holes	\$27.10	\$30.37

Section 4: Punch Cards for Golf

Punch Cards are for twelve rounds (punches) and are sold during the golfing year without regard to which point in the season the card is purchased. Punch Cards are not transferable to the following year, they are not refundable. Punch Cards cannot be applied toward outings or groups of five or more. All punch cards expire at the end of the golfing season. There are no restrictions as to how many punch cards may be purchased.

9 Hole Card:	Card #1: 12 rounds - \$177.57	(12 rounds for price of 10)
18 Hole Card:	Card #1: 12 rounds - \$271.03	(12 rounds for price of 10)

Section 5: Gas Carts: Half cart rental fee.

9 Holes	\$ 9.91 per person
18 Holes	\$16.51 per person
Trail Fee	\$10.75 per cart (\$192.06 per season)

Half cart annual lease per person (all time): \$562.74 per year, subject to availability.  
(Passengers must pay a half cart rental fee).

Half cart annual lease per person (week day): \$490.09 per year, subject to availability.

(Passengers must pay a half cart rental fee).

Couple cart annual lease (all time): \$852.12 per year, subject to availability. (Passengers other than couples must pay a half cart rental fee).

Section 6: Pull Carts, rental fee:  
\$2.83 per round

Section 7: Range fees:

Range balls: \$5.84 per bag.

Unlimited Annual Range Ball Pass:

Adult	\$198.60
Youth	\$113.32
Family	\$312.15

Dated this 7<sup>th</sup> day of November, 2016.

ATTEST:

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Alderman Blaine Jones  
Council President

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Dennis E. Olson  
Municipal Finance Officer

(SEAL)

ASPEN PARK STORM SEWER IMPROVEMENTS

The Police and Park & Recreation Committee reports were heard. Alderwoman Fish moved Alderman Brooks seconded to approve pay application #3 & final for the storm sewer improvements in Aspen Park in the amount of \$1,154.00, and to approve Change Order #2 in the amount of (\$15,718.35). Motion carried.

SURPLUS OFFICE EQUIPMENT

The Administration Committee report was heard. Alderwoman Hausman moved Alderman McInerney seconded to declare the attached list of Office Electronic Equipment surplus. Motion carried. Blaine Jones appointed Alderman McInerney, Alderwoman Fish and Alderwoman Hansen as the appraisal committee. The appraisal did not exceed \$500.00. Will be disposed of at will.

Laptops:  
10 – Toshiba  
10 – Dell  
1 – Acer

Computer Keyboards:  
5 - Dell  
6 - Acer  
4 - Logitech

Computer Monitors:  
6 – Dell Flat screens  
1 - Dell 17” monitor  
2 – Acer Flat screens  
5 – HP Flat screens  
1 – Gateway Flat screen

Typewriters:  
Brother ML100 Standard  
IBM Red Selectric II  
IBM Blue Selectric II  
Silver Reed 223C

Computer Towers:  
Dell Dimension 4400  
Dell Dimension 1100  
3 - Dell Optiplex 390  
2 - Acer Veriton 6800  
Acer Veriton 7500G  
Dell Optiplex 380

Miscellaneous:  
Canon MP25DV Calculator  
Computer Speakers  
Royal 435 dx Cash Register  
2 Monitor Stands  
Linksys DSL Router  
RS5300 EF Johnson Radio  
Brother Intellifax 2820 (fax machine)  
Yamaha Computer Speakers  
Verifone Tranz 380 Credit Card

Printers:  
HP Officejet 6310xi  
HP Deskjet 6940  
HP Officejet Pro 8600 Plus  
HP PSC 1315  
HP Deskjet 6540  
HP Deskjet 6940  
HP Officejet 4500  
HP Deskjet 930C  
HP PSC 2355  
Brother HL 2070N  
HP Officejet 5610  
HP Color Inkjet CP1700  
HP Photosmart C5280  
HP LaserJet 8150

#### TRANSIT BUS CONTRACTS

The Street Committee report was heard. Alderwoman Hausman moved Alderman Brooks seconded to approve the grants received from the SD DOT for a transit bus and oxygen tank holders. Motion carried.

#### SNOW BLOWER QUOTES AND ORDER

Quotes were reviewed for the purchase of a new snow blower for the Public Works department. Alderwoman Hausman moved Alderman Fish seconded to accept the bid from Sanitation

Products in the amount of \$148,353.00. Motion carried.

<u>Company</u>	<u>Bid Amount</u>
Sanitation Products, Inc., Sioux Falls	\$148,353.00
Sheehan Mack Sales, Sioux Falls	\$177,000.00

REDWOOD BOULEVARD EAST OF SPLITROCK BLVD

Alderman Hausman moved Alderman Hansen seconded to accept the proposal from Stockwell Engineers for the reconstruction of Redwood Blvd from Splitrock Boulevard to Splitrock Creek in the amount of \$741,750.00. Motion carried.

ASPEN PARK TO MCHARDY ROAD WATER SOURCE IMPROVEMENTS

The Water & Sewer Committee report was heard. Alderman Hansen moved Alderman Hausman seconded to approve pay application #8 from Metro Construction, Inc. for the water source improvements from Aspen Park to McHardy Park in the amount of \$148,985.80. Motion carried.

LIFT STATION

Alderman Hansen moved Alderman Brooks seconded to approve pay application #3 from SFC Civil Constructors for the Lift Station in the amount of \$349,388.00. Motion carried.

At 6:44 p.m. on a motion by Alderman Brooks seconded by Alderman Hausman the meeting was adjourned.

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Melissa Labahn  
Municipal Recording Clerk

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Alderman Blaine Jones  
Council President