

BRING YOUR DREAMS.



City of Brookings
Meeting Agenda - Final
City Council

Brookings City Council
Brookings City & County
Government Center
520 3rd St., Suite 230
Brookings, SD 57006
Phone: (605) 692-6281
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"We are an inclusive, diverse, connected community that fuels the creative class, embraces sustainability and pursues a complete lifestyle. We are committed to building a bright future through dedication, generosity and authenticity. Bring your dreams!"

Tuesday, November 23, 2021

6:00 PM

Council Chambers

The City of Brookings is committed to providing a high quality of life for its citizens and fostering a diverse economic base through innovative thinking, strategic planning, and proactive, fiscally responsible municipal management.

6:00 PM REGULAR MEETING

1. Call to Order / Pledge of Allegiance.

2. Record of Council Attendance.

3. Consent Agenda:

Action: Motion to Approve, Request Public Comment, Roll Call

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the Council at one time, without discussion, unless a member of the Council or City Manager requests an opportunity to address any given item. Items removed from the Consent Agenda will be discussed at the beginning of the formal items. Approval by the Council of the Consent Agenda items means that the recommendation of the City Manager is approved along with the terms and conditions described in the agenda supporting documentation.

3.A. Action to approve the agenda.

3.B. [ID 21-0553](#) Action on the November 9, 2021 City Council minutes.

Attachments: [Minutes](#)

3.C. [RES 21-096](#) Action on Resolution 21-096, a Resolution Accepting South Dakota Solid Waste Management Program Grant (SWMP 2022G-SW-200) and Authorizing the City Manager to Sign the Grant Agreement and Other Grant Documents

Attachments: [Resolution](#)
 [Grant Award Letter](#)

- 3.D. [ID 21-0545](#) Action on Volunteer Board, Committee, and Commission appointments.
- 3.E. [ID 21-0555](#) Action on annual Liquor and Wine Alcohol License Renewals for 2022.
- 3.F. [RES 21-105](#) Action on Resolution 21-105, a Resolution Authorizing Change Order No. 1 for Apron and Taxilane Improvements Project AIP #3-46-0005-031-2019; Bowes Construction, Inc.

Attachments: [Memo](#)
 [Resolution](#)

4. Items removed from Consent Agenda.

Action: Motion to Approve, Request Public Comment, Roll Call

5. Open Forum/Presentations/Reports:

5.A. SDSU Student Association Report.

- 5.B. [ID 21-0558](#) Informational Report: Civil Design Inc. findings from the City of Brookings' Bridge Re-Inspection Program for 2021.

Attachments: [Presentation](#)
 [Map](#)

- 5.C. [ID 21-0548](#) Presentation: Outside Agency Funding Process

Attachments: [Memo](#)
 [2021 Outside Agency Funding](#)
 [Benefits of Partnering with United Way](#)
 [United Way Funding Process](#)
 [Funding Process Worksheet Narrative](#)

5.D. Open Forum.

At this time, any member of the public may request time on the agenda for an item not listed. Items are typically scheduled for the end of the meeting; however, very brief announcements or invitations will be allowed at this time.

6. Contracts/Change Orders:

- 6.A. [RES 21-098](#) Action on Resolution 21-098, a Resolution Awarding Bids on Brookings City & County Lawn Care & Snow Removal Services.

Attachments: [Memo](#)[Resolution](#)[Maps](#)*Action: Motion to Approve, Request Public Comment, Roll Call*

- 6.B.** [RES 21-099](#) Action on Resolution 21-099, a Resolution Awarding Bids on City Crop Land Lease in Wiese and Freeland Additions.

Attachments: [Memo](#)[Resolution](#)[Maps](#)*Action: Motion to Approve, Request Public Comment, Roll Call*

- 6.C.** [RES 21-100](#) Action on Resolution 21-100, a Resolution Awarding Bids for Airport Hay Land Lease.

Attachments: [Memo](#)[Resolution](#)[Map](#)*Action: Motion to Approve, Request Public Comment, Roll Call*

- 6.D.** [RES 21-101](#) Action on Resolution 21-101, a Resolution Approving the Purchase of a New Automated Collection Truck.

Attachments: [Memo](#)[Resolution](#)[Curbtender Cost Estimate](#)[Peterbilt Cost Estimate](#)[Sourcewell - Curbtender - Proof of Publication](#)[Sourcewell - Curbtender - Proposal Evaluation](#)[Sourcewell - Curbtender - Contract Acceptance](#)[Sourcewell - Peterbilt - Proof of Publication](#)[Sourcewell - Peterbilt - Proposal Evaluation](#)[Sourcewell - Peterbilt - Contract Acceptance](#)[Appendix - About Sourcewell](#)*Action: Motion to Approve, Request Public Comment, Roll Call*

7. Ordinance First Readings:

The title of the Ordinance is read. No vote is required on the first reading of an Ordinance. Public Comment and Council discussion is permitted. The date for the second reading is announced.

- 7.A.** [ORD 21-040](#) Introduction and First Reading on Ordinance 21-040, an Ordinance to Change the Zoning within the City of Brookings, rezoning Block 20 in Prairie Hills Addition from B-2/R-3 to Residence R-3 Apartment District. Public Hearing: December 14, 2021.

Attachments: [Memo](#)
 [Ordinance](#)
 [Planning Commission Notice](#)
 [Planning Commission Minutes](#)
 [Application](#)
 [Area Map](#)
 [Zoning Map](#)
 [Future Land Use Map](#)

- 7.B.** [ORD 21-041](#) Introduction and First Reading on Ordinance 21-041, an Ordinance to Change the Zoning within the City of Brookings, rezoning Lot 2, Block 19 in Prairie Hills Addition from Business B-2 District to Residence R-3 Apartment District. Public Hearing: December 14, 2021.

Attachments: [Memo](#)
 [Ordinance](#)
 [Planning Commission Notice](#)
 [Planning Commission Minutes](#)
 [Application](#)
 [Area Map](#)
 [Zoning Map](#)
 [Future Land Use Map](#)

8. Public Hearings and Second Readings:

- 8.A.** [RES 21-102](#) Public Hearing and Action on Resolution 21-102, a Resolution Authorizing an Application for Financial Assistance, Authorizing the Execution and Submittal of the Application, and Designating an Authorized Representative to Certify and Sign Payment Requests. (Water Treatment Facility and Piping Project)

Attachments: [Memo](#)
 [Resolution](#)
 [Legal Notice](#)
 [Map](#)

Action: Open & Close Public Hearing, Motion to Approve, Roll Call

- 8.B.** [RES 21-103](#) Public Hearing and Action on Resolution 21-103, a Resolution Authorizing an Application for Financial Assistance, Authorizing the Execution and Submittal of the Application, and Designating an Authorized Representative to Certify and Sign Payment Requests. (34th Avenue Sewer Replacement Project)

Attachments: [Memo](#)
 [Resolution](#)
 [Legal Notice](#)
 [Map](#)

Action: Open & Close Public Hearing, Motion to Approve, Roll Call

- 8.C.** [RES 21-104](#) Public Hearing and Action on Resolution 21-104, a Resolution Authorizing an Application for Financial Assistance, Authorizing the Execution and Submittal of the Application, and Designating an Authorized Representative to Certify and Sign Payment Requests. (Lead Water Service Line Replacement Project)

Attachments: [Memo](#)
 [Resolution](#)
 [Legal Notice](#)
 [Map](#)

Action: Open & Close Public Hearing, Motion to Approve, Roll Call

- 8.D.** [ORD 21-036](#) Second Reading and Action on Ordinance 21-036, an Ordinance repealing Sections 2-261 through 2-272 of the Code of Ordinances of the City of Brookings, SD, and pertaining to the University Community Coalition.

Attachments: [Memo](#)
 [Ordinance](#)
 [Current Code](#)

Action: Motion to Approve, Request Public Comment, Roll Call

Legislative History

11/9/21 City Council read into the record

9. Other Business:

- 9.A.** [RES 21-097](#) Action on Resolution 21-097, a Resolution Authorizing Supplemental Appropriations of Grant Funds to the 2021 Budget.

Attachments: [Memo](#)
 [Resolution](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 9.B.** [ID 21-0560](#) Action on a Revised Preliminary Plat for Lots 1 and 2, Block 19; Block 20 and Block 21 in Prairie Hills Addition.

Attachments:

[Memo](#)
[Planning Commission Notice](#)
[Planning Commission Minutes](#)
[Revised Preliminary Plat](#)
[Approved Preliminary Plat - Original](#)
[Approved Revised Preliminary Plat 9-24-2019](#)
[Area and Zoning Map](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 9.C.** [ID 21-0550](#) Action on the City General Employee Contract.

Attachments:

[Memo](#)
[Agreement - clean](#)
[Agreement - marked](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 9.D.** [ID 21-0551](#) Action on the Police Department Union Contract.

Attachments:

[Memo](#)
[Agreement - clean](#)
[Agreement - marked](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 10.** [ID 21-0565](#) City of Brookings Progress Report.

11. City Council member introduction of topics for future discussion.

Any Council Member may request discussion of any issue at a future meeting only. Items cannot be added for action at this meeting. A motion and second is required stating the issue, requested outcome, and time. A majority vote is required.

12. Executive Session

- 12.A.** [ID 21-0554](#) Executive Session, pursuant to SDCL 1-25-2.1, for purposes of discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term “employee” does not include any independent contractor and pursuant to SDCL 1-25-2.3, for purposes of consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters.

Action: Motion to enter into Executive Session, Voice Vote
Action: Motion to exit Executive Session, Voice Vote

13. Adjourn.

*Brookings City Council: Oepke Niemeyer, Mayor; Nick Wendell, Deputy Mayor
Council Members Wayne Avery, Patty Bacon, Leah Brink, Joey Collins, Holly Tilton Byrne,*

Council Staff:

Paul M. Briseno, City Manager Steven Britzman, City Attorney Bonnie Foster, City Clerk

View the City Council Meeting Live on the City Government Access Channel 9.

Rebroadcast Schedule: Wednesday 1:00pm/Thursday 7:00pm/Friday 9:00pm/Saturday 1:00pm

The complete City Council agenda packet is available on the city website: www.cityofbrookings.org

Assisted Listening Systems (ALS) are available upon request by contacting (605) 692-6281. If you require additional assistance, alternative formats, and/or accessible locations consistent with the Americans with Disabilities Act, please contact Susan Rotert, City Human Resources Director and ADA Coordinator at (605) 692-6281 at least three working days prior to the meeting.

Public Comment can be submitted: 1) via eComment on InSite (<https://cityofbrookings.legistar.com/Calendar.aspx>), 2) Email your comments the City Clerk (bfoster@cityofbrookings-sd.gov), or 3) participate via Zoom (contact the City Clerk for login access bfoster@cityofbrookings-sd.gov). Thank you.