

Brookings City Council
January 24, 2023 (unapproved)

The Brookings City Council held a meeting on Tuesday, January 24, 2023 at 5:30 PM, at the Brookings City & County Government Center, Chambers, with the following City Council members present: Mayor Oepke Niemeyer, Council Members Joey Collins, Holly Tilton Byrne, Wayne Avery, Brianna Doran, and Bonny Specker. Absent: Council Member Nick Wendell, and City Manager Paul Briseno. Deputy City Manager Jacob Meshke, City Attorney Steve Britzman, and City Clerk Bonnie Foster were also present.

Agenda. A motion was made by Council Member Specker, seconded by Council Member Collins, that the agenda be approved. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 - Wendell.

Open Forum. Jeanette Gibbons, Brookings, SD, expressed concerns with the City Council's City Council Meeting Public Comment Policy. Mayor Niemeyer extended a welcome to SDSU Communications and Journalism class "Watchdog Reporting" with Instructor Jim Helland.

Consent Agenda. A motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, to approve the Consent Agenda. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 - Wendell.

A. Action to approve the 01/10/2023 City Council Minutes.

Presentation: Dr. Martin Luther King, Jr. Contest Awards. In celebration of Dr. King's birthday, the Brookings Human Rights Commission sponsored a poster contest for K-1st Grade, 2nd-3rd Grade, 4th-5th Grade, and Advance, along with an essay contest for middle school and high school students to help students reflect on Dr. King's ideas and their impact on the community through their contest entry. This year's theme was "Injustice anywhere is a threat to justice everywhere. We are caught in an inescapable network of mutuality, tied in a single garment of destiny. Whatever affects one directly, affects all indirectly." Mayor Niemeyer presented the winners with the following awards: K-1st Grade Poster Contest: 1st Place – Kenlee Greve, 2nd Place – Simon Arnold, 3rd Place – Norah Miller. 2nd-3rd Grade Poster Contest: 1st Place – Don Lin, 2nd Place – Juliette Bechmann, 3rd Place – Emily Vandernick. 4th-5th Grade Poster Contest: 1st Place – Timothy Jim, 2nd Place – Kate Gayne, 3rd Place – Maria Koromyslova; Advance Poster Contest: 1st Place – Cole Collins, 2nd Place – Maggie Stephens, 3rd Place – Fred Jess. Middle School Essay Contest: 1st Place – Sanhita Tummala, 2nd Place – Sinan Briddick, 3rd Place – Finn Bartlett.

Report: SDSU Student Association. Blake Pulse, SDSU Students Association President, provided an update on SDSU happenings and Legislative updates which effect SDSU.

Presentation: City of Brookings Community Economic Development Master Plan.

Steven Pedigo, Vice-President, Strategy, of Resonance Company, presented the City of Brookings Community Economic Development Master Plan to the City Council and public.

Resolution 23-012. A motion was made by Council Member Tilton Byrne, seconded by Council Member Avery, that Resolution 23-012, a Resolution Adopting the Brookings Community Economic Development Master Plan, be approved. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

Resolution 23-012 - A Resolution Adopting the
Brookings Community Economic Development Master Plan

Whereas, the City Council of the City of Brookings, SD received a presentation on the proposed Community Economic Development Master Plan for the City; and

Whereas, the Community Economic Development Master Plan assesses all areas of existing efforts and assets including businesses interests, people, and places; and

Whereas, the Community Economic Development Master Plan will be utilized as a resource for the City Council to prioritize funding allocation that will achieve economic development goals and objectives.

Now, Therefore, Be It Resolved that the Brookings Community Economic Development Master Plan is hereby adopted for the City of Brookings. The Brookings Community Economic Development Master Plan shall be on file in the office of the City Clerk and is available for public inspection by any interested person.

Resolution 23-007. A motion was made by Council Member Tilton Byrne, seconded by Council Member Avery, that Resolution 23-007, a Resolution Approving an Agreement with the Brookings Regional Humane Society for the Care and Disposition of Impounded Animals, be approved. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

Resolution 23-007 - A Resolution Approving an Agreement with the Brookings Regional
Humane Society for the Care and Disposition of Impounded Animals

Whereas, the City of Brookings has entered into an Agreement with the Brookings Regional Humane Society for the care and disposition of Impounded Animals; and

Whereas, the Agreement would be effective for the calendar year 2023; and

Whereas, this Resolution is intended to authorize the City to enter into the Agreement as described herein with the Brookings Regional Humane Society for the year 2023.

Now, Therefore, It Is Hereby Resolved by the City Council of the City of Brookings, South Dakota that the Agreement for 2023 with the Brookings Regional Humane Society is hereby approved and the City Manager and City Clerk are authorized to execute these Agreements.

FIRST READING: Ordinance 23-002. A first reading and introduction was held on Ordinance 23-002, an Ordinance Authorizing Budget Amendment No. 1 to the 2023 Budget. Second Reading and Action: February 14, 2023.

Ordinance 23-001. A motion was made by Council Member Specker, seconded by Council Member Doran, that on Ordinance 23-001, an Ordinance amending the Term of Office and the Organization of the Planning Commission, be approved. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

Resolution 23-005 – On-Off Sale Wine License. A motion was made by Mayor Niemeyer, seconded by Council Member Specker, that Resolution 23-005, a Wine Operating Agreement for Commonwealth Gaming & Holding, Co., dba Deuces Casino (Suite 105E), be tabled. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

On-Off Sale Malt License. A motion was made by Mayor Niemeyer, seconded by Council Member Specker, that the On-Off Sale Malt License request be tabled. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

Video Lottery License. A motion was made by Mayor Niemeyer, seconded by Council Member Specker, that the Video Lottery License request be tabled. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

Resolution 23-008. A motion was made by Council Member Tilton Byrne, seconded by Council Member Specker, that Action on Resolution 23-008, a Resolution Amending the Consolidated Fee Schedule. be approved. The motion carried by the following vote: Yes: 6 - Niemeyer, Collins, Tilton Byrne, Avery, Doran, and Specker; Absent: 1 – Wendell.

Resolution 23-008 - Resolution Amending the Consolidated Fee Schedule

Whereas, the adopted Municipal Code and City Policies make references to fees charged; and

Whereas, it is prudent that the fees be reviewed for cost effectiveness.

Now, Therefore, Be It Resolved, that the City of Brookings hereby adopts the following amendments to the Consolidated Fee Schedule

General Government Fee Schedule Amendments:

| Airport | Fee |
|--|--|
| Land Lease Per Square Foot (Base rate subject to annual increases per lease terms.) | |
| Late Fee Payment (after 30 Days) | 10% of lease payment |
| Fuel Flowage | |
| Late Payment (after the 12 th day of the month) | 10% of net gallons |
| Gate Card | \$20.00 |
| Community Development | |
| Commercial Building Permit Fees | |
| Total Valuation | |
| \$1.00 to 2,000.00 | 45.00 |
| \$2,000.01 to 25,000 | \$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000. |
| \$25,000.01 to 50,000.00 | \$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000. |
| \$50,000.01 to 100,000.00 | \$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000. |

Fines & Violations Amendments:

| Animal Control | | Fine | Costs | Total |
|---------------------------------|---|-------------|--------------|--------------|
| 14-154 | City License Fee (Altered) | 5.00 | 72.50 | 77.50 |
| 14-154 | City License Fee (Unaltered) | 25.00 | 72.50 | 97.50 |
| Traffic Driving Offenses | | | | |
| 82-305 | Speed Zones | | | |
| | 1-5 MPH Over Speed Limit | 19.00 | 72.50 | 91.50 |
| | 6-10 MPH Over Speed Limit | 39.00 | 72.50 | 111.50 |
| | 11-15 MPH Over Speed Limit | 59.00 | 72.50 | 131.50 |
| | 16-20 MPH Over Speed Limit | 79.00 | 72.50 | 151.50 |
| | 21-25 MPH Over Speed Limit | 99.00 | 72.50 | 171.50 |
| | Over 25 MPH Over Speed Limit (Court Appearance) | 154.00 | 72.50 | 226.50 |
| 82-306 | Speeding in School Zones | | | |
| | 1-5 MPH Over Speed Limit | 34.00 | 72.50 | 106.50 |
| | 6-10 MPH Over Speed Limit | 74.00 | 72.50 | 146.50 |
| | 11-15 MPH Over Speed Limit | 114.00 | 72.50 | 186.50 |
| | 16-20 MPH Over Speed Limit | 154.00 | 72.50 | 226.50 |
| | 21-25 MPH Over Speed Limit | 194.00 | 72.50 | 266.50 |
| | Over 25 MPH Over Speed Limit (Court Appearance) | 200.00 | 72.50 | 272.50 |
| 82-309 | Reckless Driving | 70.00 | 72.50 | 142.50 |
| 82-310 | Careless Driving | 60.00 | 72.50 | 132.50 |
| 82-312 | Texting While Driving | 100.00 | 72.50 | 172.50 |

| | | | | |
|--------|--|-------|-------|--------|
| 82-682 | Operation of Snowmobiles on Public Parks, Streets, Roads, Alleys, Sidewalks, Boulevards, and Rights-of-Way | 60.00 | 72.50 | 132.50 |
| 82-684 | Operation of Snowmobiles on Public Property | 60.00 | 72.50 | 132.50 |
| 82-721 | Clinging to Moving Vehicles | 60.00 | 72.50 | 132.50 |
| 82-751 | Bicycle Offense | 25.00 | 72.50 | 97.50 |
| 82-842 | Driving Through Processions | 60.00 | 72.50 | 132.50 |

Housing and Zoning Offenses

Housing

| | | | | |
|--------|---|--------|-------|--|
| 22-405 | Payment of License Fees | 60.00 | 72.50 | 132.50 |
| 22-432 | Failure to Comply with Smoke Detector Requirement | | | |
| | First Offense | 155.00 | 72.50 | w/100.00 (suspended on condition of no similar violations) |
| | Second Offense | 155.00 | 72.50 | 227.50 |
| | Third Offense | 200.00 | 72.50 | 272.50 |
| 22-433 | Failure to Comply with Exit Requirement | | | |
| | First Offense | 155.00 | 72.50 | w/100.00 (suspended on condition of no similar violations for 1 year) |
| | Second Offense | 155.00 | 72.50 | 227.50 |
| | Third Offense | 200.00 | 72.50 | 272.50 |
| 22-434 | Failure to Comply with Parking Requirement | | | |
| | First Offense | 155.00 | 72.50 | w/100.00 (suspended on condition of no similar violations for 1 year) |
| | Second Offense | 155.00 | 72.50 | 227.50 |
| | Third Offense | 200.00 | 72.50 | 272.50 |

Zoning

| | | | | |
|---------------------------------------|-------------------------------|--------|-------|--|
| 94-123(c) | First Offense | 200.00 | 72.50 | w/150.00 (suspended on condition of no similar violations for 1 year) |
| 94-124(c) | | | | |
| 94-125(c) | Permitted Uses (Unlawful Use) | | | |
| 94-126(c) | | | | |
| 94-127(c) | Second Offense | 200.00 | 72.50 | 272.50 |
| 94-128(c) | | | | |
| 94-129(c) | | | | |
| 94-130(c) | | | | |
| All Other Zoning Ordinance Violations | | | | |

Progress Report. Deputy City Manager Jacob Meshke provided a progress report highlighting the City's activities / projects.

Executive Session. A motion was made by Council Member Collins, seconded by Council Member Specker, to enter into Executive Session at 7:00 p.m., pursuant to SDCL 1-25-2.1 for purpose 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; SDCL 1-25-2.3, for the purpose of consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters; and SDCL 1-25-2.5, for the purpose of discussing marketing or pricing strategies by a board or commission of a business owned by the state or any of its political subdivisions, when public discussion may be harmful to the competitive position of the business. Present: City Council, City Attorney, Erick Rangel, Chief Financial Officer. The motion carried by a unanimous vote. A motion was made by Council Member Tilton Byrne, seconded by Council Member Avery, to exit Executive Session at 8:21 p.m. The motion carried by a unanimous vote.

Adjourn. A motion was made by Council Member Tilton Byrne, seconded by Council Member Avery, that this meeting be adjourned at 8:22 p.m. The motion carried by a unanimous vote.

CITY OF BROOKINGS, SD

Oepke G. Niemeyer, Mayor

ATTEST:

Bonnie Foster, City Clerk

City of Brookings 2023 Payroll – SDCL 6-1-10

(Addendum to the January 24, 2023 City Council Minutes.)

E911: Morgan Brandenburg, Communications Operator, 22.52; Jennifer Brown, Communications Operator, 21.69; Stacy Burkhalter-Sweeney, Communications Operator, 19.00; James DeBough, Lead Dispatcher, 23.44; Alyssa del Plaine, Communications Operator, 18.51; Emily Edstrom, Communications Operator, 19.06; Brittany Hoffman, Communications Operator, 18.33; Caleb Johnson, Communications Operator, 22.53; Jolynn Longville, Communications Commander, 38.36; Brandy Odegaard, Communications Operator, 18.33; Lorileen Ollerich, Communications Operator, 21.57; Kristen Poppen, Communications Operator, 18.88. **Storm Drainage:** Bret Henning, Stormwater Technician, 27.33. **City Council:** Wayne Avery, Council Person, 600.00; Joey Collins, Council Person, 600.00; Brianna Dora, Council Person, 600.00; Oepke Niemeyer, Mayor, 800.00; Bonny Specker, Council Person, 600.00; Holly Tilton Byrne, Council Person, 600.00; Nicholas Wendell, Council Person, 600.00. **City Clerk:** Bonnie Foster, City Clerk, 37.66; DeShawn Scott, Deputy City Clerk, 23.78. **City Manager:** Paul Briseno, City Manager, 81.78; Sherry Fuller Bordewyk, Public Information Officer, 37.50; Jacob Meshke, Deputy City Manager, 67.31; Angela Ritter, Executive Administrative Assistant, 26.50. **Human Resources:** Casey Bell, Human Resources Risk Manager, 38.08; Nancy Olson, Human Resources Assistant, 24.11. **Finance:** Gwendlyn Madsen, Senior Accounting Specialist, 29.88; Brenda McCracken, Senior Accounting Specialist, 29.88; Erick Rangel, Chief Financial Officer, 65.61; Ashley Rentsch, Deputy Finance Manager, 37.99. **IT:** Don Goff, IT Manager, 41.16; Korcu Kponyoh, IT Specialist, 33.24. **Community Development:** Patrick Ammann, Building Inspector, 28.47; Katie Bortnem, Code

Enforcement Officer, 26.83; Thomas Chandler, Building Inspector 27.69; Aaron Karl, GIS Specialist, 28.02; Sarah Keizer, Code Enforcement Officer, 27.34; Ryan Miller, City Planner, 38.72; Lana Schwartz, Office Manager, 26.34; Michael Struck, Community Development Director, 59.69; Jared Thomas, Chief Building Official, 40.28. **Police:** Timothy Andersen, Patrol Officer, 30.66; Travis Asmus, Patrol Officer, 30.06; Logan Baldini, Patrol Officer, 27.95; Seth Bonnema, Patrol Officer, 30.66; Nathan Bowden, Patrol Officer, 27.95; Robert Bowden, Patrol Officer, 25.27; Terry Coon, Patrol Lieutenant, 41.98; Luke DeJong, Patrol Officer, 32.18; Sean Doremus, Patrol Officer, 30.06; Michael Drake, Chief of Police, 60.10; Dustyn Engstrom, Patrol Officer, 27.95; Joseph Fishbaugher, Police Lieutenant, 42.09; Brian Franklin, Sergeant, 34.10; Drew Garry, Police Lieutenant, 41.76; Jorrie Hart, Patrol Officer, 30.66; Derek Hoefert, Patrol Officer, 25.06; Kayla Hovelson, Administrative Assistant, 20.80; Kyle Johnson, Patrol Officer, 25.83; Austin Kreutner, Patrol Officer, 27.95; Rhett Larsen, Sergeant, 29.75; Christina Larson, Office Manager, 26.09; Eric Lee, Patrol Officer, 30.06; Liebl, Benjamin, Patrol Officer, 25.83; Nicholas Oines, Patrol Officer, 25.84; Joel Perry, Sergeant, 35.25; Shawn Peterson, Sergeant, 35.25; Geoffrey Pollman, Patrol Officer, 30.66; Trevor Radtke, Evidence Technician/Clerk, 23.62; Dana Rogers, Patrol Officer, 30.66; Joshua Schneider, School Resource Officer, 30.66; Adam Smith, Patrol Officer, 30.66; Gabriel Trout, Patrol Officer, 25.83; Jacob Vukovich, Patrol Officer, 28.62; Eric Warkenthien, Patrol Officer, 30.98; Damian Weets, Patrol Officer, 30.66; Jonathan Weinrich, Sergeant, 32.76. **Fire:** Peter Bolzer, Fire Chief, 52.14; Daniel Kriese, Deputy Fire Chief, 44.41; Jared Runge, Office/Shop Manager, 23.43; Jeremy Scott, Fire & Life Safety Technician, 29.79. **Public Works:** Thad Drietz, Assistant City Engineer, 41.98; Charles Richter, City Engineer, 51.56; John Thompson, Public Works Director, 66.35. **Street:** Kurt Athey, Street Maintenance Technician, 24.73; Michael Billet, Street Maintenance Technician, 24.98; Eric Hanson, Street Maintenance Technician, 24.61; Derk Hartenhoff, Heavy Equipment Operator, 27.41; Todd Johnson, Street Supervisor, 30.06; Justin Kahler, Heavy Equipment Operator, 27.08; Jeremy Linstad, Street Manager – Interim Solid Waste Manager, 52.53; Josh McClain, Street Supervisor, 30.06; Seth Olson, Street Maintenance Technician, 20.02; Justin Simpson, Street Maintenance Technician, 20.02; Zachariah Thelen, Street Maintenance Technician, 21.88; Daniel Timm, Advanced Equipment Operator, \$20.23; Martin Wagner, Street Mechanic, 26.37. **Animal Control:** Duane Walburg, Community Service Officer, 27.34. **Recreation:** Stacy Claussen, Recreation Manager, 36.01; Darren Hoff, Recreation Manager, 35.65; Ronda May, Office Manager, 23.88. **Park:** Joshua Bauman, Parks Supervisor, 28.62; Mark Bren, Shop Supervisor/Mechanic, 28.35;; William deBlonk, Park Supervisor, 28.35; Christopher Engbrecht, Parks Technician, 24.61; Paul Erickson, Parks Supervisor, 28.62; Stephen Hartung, Parks Technician, 24.61; Breann Julius, Parks Technician, 22.72; Allen Kruse, Parks & Forestry Superintendent, 38.87; Paul Laleman, Parks Technician, 24.80; Payton Schultz, Park Technician, 21.88; Brett Torgrude, Parks Technician, 25.30. **Forestry:** Ryan Burggraff, Forestry Supervisor, 26.29; Alexander Cox, Forestry Technician, 18.33; Reid Peterson, Forestry Technician, \$19.06; Ryker Ramlo, Forestry Technician, 19.25. **Library:** Shane Andreasen, Office Manager, 22.22; Katherine Eberline, Children’s Services Librarian, 28.71; Nita Gill, Adult Services Librarian, 33.06; Ashia Gustafson, Director of Library Services, 44.41; Alice Hayes, Circulation Manager, 24.73; Jennifer Kluck, Young Adult Services Coordinator, 22.00; Betsy Lenning, Interlibrary Loan Services Coordinator, 21.42; Mikaela Neubauer, Community Services Coordinator, 21.26; Nancy Swenson, Technology Services Librarian, 33.24; Grace Timmerman, Circulation/Technician Services Assistant, 20.23. **Liquor:** Andrew Ekeland, Assistant Manager, 25.25; Bill Heldt, Liquor Store Manager, 37.70; Brian Hanson, Inventory Control Clerk, 23.32. **Airport:** Lucas Dahl, Airport Manager, 35.13. **Edgebrook Golf Course:** Nick Picek, Golf Technician, 21.03; Greg Redenius, Golf Course Superintendent, 35.69. **Solid Waste Collection:** Calvin Cook, Sanitation Collector, 24.80; Paul Hartley, Sanitation Collector, 24.86; Jeremy Janssen, Sanitation Collector, 24.80; Brian Klingbille, Sanitation Collector, 25.84; Aaron Mumby, Sanitation Collector, 24.62. **Solid Waste Disposal:** Tim Huber, Landfill Supervisor, 26.34; Larry Johnson, Advanced Equipment Operator, 21.68; Todd Smidt, Heavy Equipment Operator, 27.66; Katie Stiegelmeier, Business Operations and Logistics Manager, 23.40.

City of Brookings Volunteer List – Resolution 16-025

(Addendum to the January 24, 2023 City Council Minutes.)

Brookings City Library Volunteers: Cheryl Riley, Sarah Schultz; **Brookings City**

Fire Department Volunteers: Major Anderson, John Austin, Kevin Banken, Alex Berkness, Pete Bolzer, Cory Braun, Derek Brown, Dan Bruna, Nick Casstevens, Tom Coughlin, Mandi Cramer, Roger DeBates, Scott Hallan, Jacob Hanson, Bill Hardin, Troy

Herrig, Kevin Hilmoe, Dalton Holm, Ryan Keenan, Dave Koch, Dan Kriese, Jim Kriese, Brett Lawrence, Brandon Long, Jaque Mann, Joshua Mann, Lori Mergen, Timothy Morgan – new – effective 01/19/2023, Nick Oines, Steven Rensink, Connor Ringling, Jared Runge, Tim Rynearson, Rob Schuneman, Jeremy Scott, Jesse Seas, Joseph Sheeley, Lucas Speakman, Charles Stephenson, Shannon Stuefen, Curt Teal, Anthony Teesdale, Nathan Vandernick, Joshua Van Diepen, Adam Vaux; **Brookings City Police Department Reserve Unit:** Mark Anawski, Justin Borns, Andrew Erickson, Zach Erickson, Josh Henselin, Matthew Luebbert, Jaque Mann, Joshua Mann, Cora Olson, Gerrit Williams-Ponto, Ben Quam, Lisa Waltermann; **Brookings City Park & Recreation Volunteers:** Jason Bain, Andrew Carlson, Staci Carlson, Julio Castillon, Kaily DeFino, Earl Early, Daniel Forester, Nathan Hilbrands, Tayler Kneip, Tyler Koch, Mark Kreie, Shane Kuehl, Brian Kvamme, Robb McClemans, Taylor Nickerson, Justin Palmer, Natasha Raguse, Eric Rasmussen, Joseph Schumacher, Carly Shutt, Lowell Shutt, Kristen Uilk.