

**Brookings City Council**  
**January 12, 2021 (unapproved)**

The Brookings City Council held a meeting on Tuesday, January 12, 2021 at 6:00 PM, at the City & County Government Building Chambers with the following City Council members present: Mayor Keith Corbett and Council Members Patty Bacon, Leah Brink, Joey Collins, Oepke Niemeyer, Holly Tilton Byrne, and Nick Wendell. City Attorney Steve Britzman, City Manager Paul Briseno, and City Clerk Bonnie Foster were also present.

**6:00 PM REGULAR MEETING**

**Consent Agenda.** A motion was made by Council Member Wendell, seconded by Council Member Brink, to approve the Consent Agenda. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

**3.A. Action to approve the agenda.**

**3.B. Action to approve the December 15, 2020 City Council Minutes.**

**3.C. Action on Resolution 21-001, a Resolution Designating the Depositories for Municipal Funds.**

Resolution 21-001 - Resolution Designating Official Depositories

Pursuant to SDCL 9-22-6, the City Council of the City of Brookings, SD, hereby designates the following as depositories for Municipal Funds of the City of Brookings for the ensuing year: First Bank & Trust, Wells Fargo Bank, Bank Star Financial, Dakotah Bank, Meta Bank, Dakotaland Federal Credit Union, Great Western, and SD Public Fund Investment Trust.

**3.D. Action on Resolution 21-002, a Resolution Designating the Official Newspaper.**

Resolution 21-002 - Resolution Designating the Official Newspaper

Pursuant to SDCL 9-12-6, the City Council of the City of Brookings, SD, hereby designates the Brookings Register as the official newspaper for the City of Brookings for the ensuing year.

**3.E. Action on Resolution 21-004, a Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2019-01SWR, 2019 Sidewalk Repair Sites.**

Resolution 21-004 - Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2019-01SWR, 2019 Sidewalk Repair Sites

Be It Resolved by the City Council of the City of Brookings, South Dakota, as follows:

1. More than twenty days have elapsed since the adoption and publication of Resolution 19-043, Resolution Determining the Necessity of Repairing or Installing Sidewalks for Sidewalk Assessment Project No. 2019-01SWR. The referendum has not been invoked, and no written protests against the making of said improvement have been filed with the City Manager.

2. A contract for Sidewalk Assessment Project No. 2019-01SWR has been duly executed, and the City Council is authorized to levy special assessments pursuant to the provisions of chapter 9-43, SDCL 1967, as amended.
3. The assessment roll for Sidewalk Assessment Project No. 2019-01SWR was filed in the office of the City Clerk on the 5th day of January, 2021 and the City Council shall meet in the Chambers at the City & County Government Center, 520 3rd Street, Brookings, SD on Tuesday, the 26<sup>th</sup> day of January, 2021, at 6:00 o'clock PM, the said date being not less than twenty (20) days from the filing of said assessment roll.
4. The assessments shall be on the basis of benefits upon each lot or tract of land contiguous to the sidewalk constituting said improvement. The assessment shall be divided into five (5) equal annual installments for all amounts over \$300.00. For amounts of \$300.00 or less, the entire assessment shall be due. The interest rate to be borne by the unpaid installments of the special assessment is ten percent (10%).
5. Unless paid to the City in advance of maturity, the assessments shall be collected by the City Manager in accordance with the procedure for Plan One in Chapter 9-43, SDCL 1967, as amended.
6. The City Clerk is authorized and directed to publish notice in the official newspaper at least one week prior to the date set for hearing and to mail a copy thereof, by first class mail addressed to the owner or owners of any property to be assessed for the improvement at the address shown by the records of the Director of Equalization not less than ten nor more than twenty days prior to the hearing.

**3.F. Action on Resolution 21-005, a Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2020-01SWR, 2020 Sidewalk Repair Sites.**

Resolution 21-005 - Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2020-01SWR, 2020 Sidewalk Repair Sites

Be It Resolved by the City Council of the City of Brookings, South Dakota, as follows:

1. More than twenty days have elapsed since the adoption and publication of Resolution 20-052, Resolution Determining the Necessity of Repairing or Installing Sidewalks for Sidewalk Assessment Project No. 2020-01SWR. The referendum has not been invoked, and no written protests against the making of said improvement have been filed with the City Manager.
2. A contract for Sidewalk Assessment Project No. 2020-01SWR has been duly executed, and the City Council is authorized to levy special assessments pursuant to the provisions of chapter 9-43, SDCL 1967, as amended.
3. The assessment roll for Sidewalk Assessment Project No. 2020-01SWR was filed in the office of the City Clerk on the 5th day of January, 2021 and the City Council shall meet in the Chambers at the City & County Government Center, 520 3rd Street, Brookings, SD on Tuesday, the 26<sup>th</sup> day of January, 2021, at 6:00 o'clock PM, the said date being not less than twenty (20) days from the filing of said assessment roll.
4. The assessments shall be on the basis of benefits upon each lot or tract of land contiguous to the sidewalk constituting said improvement. The assessment shall

be divided into five (5) equal annual installments for all amounts over \$300.00. For amounts of \$300.00 or less, the entire assessment shall be due. The interest rate to be borne by the unpaid installments of the special assessment is ten percent (10%).

5. Unless paid to the City in advance of maturity, the assessments shall be collected by the City Manager in accordance with the procedure for Plan One in Chapter 9-43, SDCL 1967, as amended.
6. The City Clerk is authorized and directed to publish notice in the official newspaper at least one week prior to the date set for hearing and to mail a copy thereof, by first class mail addressed to the owner or owners of any property to be assessed for the improvement at the address shown by the records of the Director of Equalization not less than ten nor more than twenty days prior to the hearing.

**SDSU Students Association Report.** Zebadiah Johnson, SDSU Students Association Government Affairs Chair, provided an update on SDSU happenings to the City Council and public.

**Recognition of City of Brookings Employee Service Awards.** Susan Rotert, Human Resources Director, presented to the City Council and public the following employees whom have reached a service milestone with the City of Brookings: Community Development Department: Jared Thomas (5 years); Engineering Department: Lana Schwartz (10 years) and Jacqueline Lanning (30 years); Information Technology Department: Korku Kpohyoh (5 years); Library: Nita Gill (10 years) and Betsy Lenning (25 years); Landfill / Solid Waste Department: Jeremy Janssen (5 years) and Brian Klingbile (10 years); Liquor Store: Brian Hanson (5 years); Park, Recreation & Forestry Department: Edgebrook Golf Course: Greg Redenius (5 years); Forestry: Larry Maag (10 years); Shop: Mark Bren (10 years); Technicians: Stephen Hartung (5 years) and Paul Laleman (10 years); Police Department: Luke DeJong (5 years), Jorrie Hart (5 years), Joshua Schneider (10 years), and Drew Garry (10 years); Police Reserves: Josh Mann (10 years) and Justin Borns (10 years); Volunteer Firefighters: Dalton Holm (5 years), Lori Mergen (5 years), Rob Schuneman (5 years), Kevin Hilmoe (10 years), Dana Bruna (20 years), Jeremy Scott (20 years), and Curt Teal (30 years); Street Department: Eric Hanson (5 years) and James Becker (30 years).

**Resolution 21-003.** A motion was made by Council Member Brink, seconded by Council Member Wendell, that Resolution 21-003, a Resolution Authorizing Change Order No. 2 (Final) for the 2019-03STI, 20<sup>th</sup> Street South Improvement Project; Bowes Construction Co., Inc., be approved. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

Resolution 21-003 - Resolution Authorizing Change Order No. 2, Final, for 2020-03STI, 20<sup>th</sup> Street South Improvement Project; Bowes Construction, Inc.

Be It Resolved by the City Council that the following change order be allowed for 2020-03STI, 20<sup>th</sup> Street South Improvement Project, Bowes Construction Co., Inc.:

Construction Change Order Number 2 (Final): Adjust plan quantities to as-constructed quantities for a total increase of \$61,177.49 to close out the project.

**On-Off Sale Malt License.** A public hearing was held on a request for an On-Off Sale Malt License for Livermont Enterprises, LLC, dba Newman Convenience Store, Ryan Livermont, owner, for 503 6<sup>th</sup> Street, legal description: West 100' Lot 1, West 100' of the South ½ Lot 2, Block 4, Peterson Second Addition. Video Lottery is not requested at this time. A motion was made by Council Member Collins, seconded by Council Member Wendell, that the On-Off Sale Malt License be approved. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

**Ordinance 20-025.** A public hearing was held on Ordinance 20-025, an Ordinance rezoning 22 acres from a Residence R1-B single family district to R-3 apartment district (generally located south of 20<sup>th</sup> St. So. and West of Valley View Addition). A motion was made by Council Member Collins, seconded by Council Member Brink, that Ordinance 20-025 be approved. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

**Preliminary Plat.** A motion was made by Council Member Wendell, seconded by Council Member Collins, that a Preliminary Plat for Lots 1-27, Block 1; Lots 1-2, Block 2; Lots 1-21, Block 3; Lots 1-13, Block 4; Lots 1-12, Block 5; Lots 1-11, Block 6; all in River Run Addition, be approved. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

**Ordinance 20-026.** A public hearing was held on Ordinance 20-026, an Ordinance to permit by Conditional Use a CNC Machine Shop in the Residence R1-C Single-Family District on Lot 5, Block 3, Legeros 2<sup>nd</sup> Addition, also known as 1420 Legeros Drive. A motion was made by Council Member Brink, seconded by Council Member Wendell, that Ordinance 20-026 be approved. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

**Resolution 21-006.** A motion was made by Council Member Niemeyer, seconded by Council Member Brink, that Resolution 21-006, a Resolution Authorizing a Loan Agreement with Friends of Baseball, Inc., for Reimbursement of Bob Shelden Field Turf, be approved. The motion carried by the following vote: Yes: 7 - Corbett, Niemeyer, Brink, Bacon, Wendell, Tilton Byrne, and Collins.

Resolution 21-006 - Resolution Authorizing a Loan Agreement with  
Friends of Baseball, Inc., for Reimbursement of Bob Shelden Field Turf

Whereas, the City of Brookings is installing field turf at Bob Shelden Field, and Friends of Brookings Baseball, Inc., has agreed to reimburse the City of Brookings the sum of \$223,000 Dollars for the partial costs of installation of this field turf, and

Whereas, this Agreement for cost sharing of the field turf furthers the recreational and

economic development of the City of Brookings, and is therefore authorized pursuant to South Dakota Codified Laws, Chapter 9-54 and acts amendatory thereto, and

Whereas, the City hereby accepts a loan agreement from Friends of Brookings Baseball, Inc., whereby Friends of Brookings Baseball, Inc., has agreed to reimburse the City of Brookings the principal sum of \$223,000 Dollars for the partial cost of installation of field turf at Bob Shelden Field on or by June 1, 2021.

Now, Therefore, Be It Resolved by the City of Brookings that the City hereby approves a Loan Agreement with Friends of Brookings Baseball, Inc., consistent with the terms of this Resolution for the reimbursement of the partial costs of installation of field turf at Bob Shelden Field.

**COVID-19 Update.** City Manager Paul Briseno provided an update on COVID-19 to the City Council and public.

**Adjourn.** A motion was made by Council Member Brink, seconded by Council Member Wendell, that this meeting be adjourned at 6:24 p.m. The motion carried by a unanimous vote.

CITY OF BROOKINGS

ATTEST:

\_\_\_\_\_  
Keith W. Corbett, Mayor

\_\_\_\_\_  
Bonnie Foster, City Clerk

**City of Brookings 2021 Payroll – SDCL 6-1-10**

(Addendum to the January 12, 2021 City Council Minutes.)

**E911:** Morgan Brandenburg, Communications Operator, 20.23; Jennifer Brown, Communications Operator, 21.06; James DeBough, Communications Operator, 21.06; Sara Howe, Communications Operator, 23.63; Caleb Johnson, Communications Operator, 21.87; Tracy Johnson, Communications Operator, 23.63; Jolynn Longville, Communications Commander, 36.88; Teresa Lopez, Communications Operator, 21.06; Monic Roland, Communications Operator, 23.63; Cole Webb, Communications Operator, 19.23 **Storm Drainage:** Bret Henning, Stormwater Technician, 26.27; John Miraglia, Storm Drainage Technician, 24.36. **City Council:** Patricia Bacon, Council Person, 600.00; Leah Brink, Council Person, 600.00; Joey Collins, Council Person, 600.00; Keith Corbett, Mayor, 800.00; Oepke Niemeyer, Council Person, 600.00; Holly Tilton Byrne, Council Person, 600.00; Nicholas Wendell, Council Person, 600.00. **City Clerk:** Bonnie Foster, City Clerk, 36.39. **City Manager:** Chelsie Bakken, Public Information Officer, 30.11; Paul Briseno, City Manager, 77.13; Jacob Meshke, Assistant City Manager, 59.91; Angela Ritter, Executive Administrative Assistant, 25.48. **Human Resources:** Casey Bell, Human Resources Generalist, 33.90; Nancy Olson, Human Resources Assistant, 23.19; Susan Rotert, Human Resources Director, 44.83. **Finance:** Gwendlyn Madsen, Accounting Specialist, 29.88; Brenda McCracken, Accounting Specialist-Liquor, 29.88; Erick Rangel, Chief Financial Officer, 60.08; Ashley Rentsch, Deputy Finance Manager, 35.13. **IT:** Don Goff, IT Manager, 39.58; Korku Kponyoh, IT Specialist, 32.18. **Community Development:** Patrick Ammann, Building Inspector, 27.38; Katie Bortnem, Code Enforcement Officer, 26.83; Thomas Chandler, Building Inspector 25.60; Aaron Karl, GIS Specialist, 26.95; Sarah Keizer, Code Enforcement Officer, 26.83; Ryan Miller, City Planner, 37.41; Michael Struck, Community Development Director, 59.31; Jared Thomas, Chief Building Official, 38.73. **Engineering:** Thad Drietz, Assistant City Engineer, 40.37; Jacqueline Lanning, City Engineer, 64.05; Lana Schwartz,

Office Manager, 25.33. **Police:** Timothy Andersen, Patrol Officer, 29.48; Travis Asmus, Patrol Officer, 27.52; Logan Baldini, Patrol Officer, 26.87; Seth Bonnema, Patrol Officer, 29.48; Nathan Bowden, Patrol Officer, 26.87; Keshawn Britt, Patrol Officer, 25.86; Terry Coon, Patrol Lieutenant, 40.34; Luke DeJong, Patrol Officer, 29.48; Sean Doremus, Patrol Officer, 27.52; Dustyn Engstrom, Patrol Officer, 26.87; David Erickson, Chief of Police, 55.70; Joseph Fishbaugher, Assistant Chief, 40.48; Brian Franklin, Sergeant, 32.79; Drew Garry, Patrol Lieutenant, 40.15; Marci Gebers, Investigative Lieutenant, 39.46; Jorrie Hart, Patrol Officer, 29.48; Austin Kreutner, Patrol Officer, 26.87; Rhett Larsen, Patrol Officer, 27.52; Christine Larson, Office Manager, 25.33; Eric Lee, Patrol Officer, 27.52; Liebl, Benjamin, Patrol Officer, 24.84; Nick Oines, Patrol Officer, 24.84; Joel Perry, Patrol Sergeant, 33.89; Shawn Peterson, Sergeant, 33.89; Geoffrey Pollman, Patrol Officer, 29.48; Trevor Radtke, Evidence Technician/Clerk, 21.90; Darryl Ray, Patrol Officer, 24.00; Dana Rogers, Patrol Officer, 29.48; Joshua Schneider, School Resource Officer, 29.48; Adam Smith, Patrol Officer, 29.48; Anthony Sonnenburg, Sergeant, 33.89; Keith Theroux, Patrol Officer, 28.37; Gabriel Trout, 24.84, Patrol Officer; Jacob Vukovich, Patrol Officer, 27.52; Eric Warkenthien, Patrol Officer, 28.37; Damian Weets, Patrol Officer, 29.48; Jonathan Weinrich, Sergeant, 31.50; Caleb Wilson, Patrol Officer, 26.87. **Fire:** Peter Bolzer, Deputy Fire Chief, 43.60; Darrell Hartmann, Fire Chief, 54.50; Jared Runge, Office/Shop Manager, 22.53; Jeremy Scott, Fire & Life Safety Technician, 28.65. **Street:** Dale Algood, Shop Supervisor/Mechanic, 27.52; Kurt Athey, Street Maintenance Technician, 23.90; Jeremy Linstad, Street Superintendent/Project Manager, 41.83; James Becker, Street Supervisor, 27.52; Michael Billet, Street Maintenance Technician, 23.90; Eric Hanson, Street Maintenance Technician, 23.90; Derk Hartenhoff, Advanced Equipment Operator, 25.33; Todd Johnson, Street Supervisor, 27.52; Justin Kahler, Street Maintenance Technician, 22.50; Josh McClain, Street Supervisor, 27.52; Zachariah Thelen, Street Maintenance Technician, 21.25; Martin Wagner, Advanced Equipment Operator, 24.36. **Animal Control:** Bailey Jo Galbraith, Community Service Officer, 24.82. **Recreation:** Stacy Claussen, Recreation Manager, 34.61; Darren Hoff, Recreation Manager, 34.61; Ronda May, Office Manager, 23.19. **Park:** Joshua Bauman, Parks Supervisor, 27.52; Mark Bren, Shop Supervisor/Mechanic, 27.52; Ryan Burggraff, Parks Technician, 23.90; William deBlonk, Park Supervisor, 27.52; Paul Erickson, Parks Supervisor, 27.52; Stephen Hartung, Parks Technician, 23.90; Matthew Hillenbrand, Parks Technician, 22.96; Breann Julius, Parks Technician, 22.06; Allen Kruse, Parks & Forestry Superintendent, 37.38; Paul Laleman, Parks Technician, 23.90; Dustin Rodiek, Parks, Recreation & Forestry Director, 50.20; Payton Schultz, Park Technician, 21.25; Brett Torgrude, Building Trades Technician, 23.90. **Forestry:** Christopher Engbrecht, Forestry Technician, 23.90; Larry Maag, Forestry Supervisor, 27.52; Daniel Timm, Forestry Technician, 19.62. **Library:** Jennifer Anderson, Administrative Assistant-Library, 21.68; Katie Burggraff, Young Adult Services Coordinator, 24.32; Katherine Eberline, Children's Services Librarian, 28.44; Nita Gill, Adult Services Librarian, 31.94; Ashia Gustafson, Director of Library Services, 42.70; Alice Hayes, Circulation Manager, 23.90; Betsy Lenning, Interlibrary Loan Services Coordinator, 21.27; Mikaela Neubauer, Community Services Coordinator, 20.04; Nancy Swenson, Technology Services Librarian, 30.74; Grace Timmerman, Circulation/Technician Services Assistant, 19.64. **Liquor:** Kristina Bergstrom, Liquor Store Clerk, 18.63; Bill Heldt, Liquor Store Manager, 33.99; Andrew Ekeland, Inventory Control/Digital Marketing Clerk, 21.68; Brian Hanson, Inventory Control Clerk, 22.53. **Airport:** Lucas Dahl, Airport Operations / Maintenance Technician, 25.33; Matthew Sommerfeld, Airport Manager, 35.13. **Edgebrook Golf Course:** Nick Picek, Golf Technician, 34.32; Greg Redenius, Golf Course Superintendent, 34.32. **Solid Waste Collection:** Paul Hartley, Sanitation Collector, 23.90; Tim Huber Sanitation Collector, 23.90; Jeremy Janssen, Sanitation Collector, 23.90; Brian Klingbille, Sanitation Collector, 23.90; Aaron Mumby, Sanitation Collector, 23.90. **Solid Waste Disposal:** Calvin Cook, Heavy Equipment Operator, 26.83; Todd Langland, Director of Solid Waste Management; 51.90; Rodney Olson, Heavy Equipment Operator, 26.83; Garry Prussman, Heavy Equipment Operator, 26.83; Todd Smidt, Advanced Equipment Operator, 25.33.

#### **City of Brookings Volunteer List – Resolution 16-025**

(Addendum to the January 12, 2021 City Council Minutes.)

**Brookings City Library Volunteers:** Cheryl Riley; **Brookings City Fire Department Volunteers:** Major Anderson, Kurt Athey, John Austin, Kevin Banken, Alex Berkness, Pete Bolzer, Derek Brown, Dan Bruna, Nick Casstevens, Bret Christianson, Dillon Collins, Tom Coughlin, Mandi Cramer, Roger DeBates, Monte Gummer, Scott Hallan, Bill Hardin, Darrell Hartmann, Troy Herrig, Kevin Hilmoie, Dalton Holm, Dave Koch, Jim Kriesse, Mike Lambertus, Brett Lawrence, Brandon Long, Jaque Mann, Joshua Mann, Lori Mergen, Nick Oines, Keegan Reeves, Steven Rensink, Connor Ringling, Jared Runge, Tim Rynearson,

Rob Schuneman, Jeremy Scott, Jesse Seas, Austin Sechser, Lucas Speakman, Charles Stephenson, Shannon Stuefen, Curt Teal, Anthony Teesdale, Natanr Vandersnick, Adam Vaux, and Fabian Ysker.  
**Brookings City Police Department Reserve Unit:** Mark Anawsk, Justin Borns, Andrew Erickson, Zach Erickson, Josh Henslin, Matthew Luebbert, Jaque Mann, Joshua Mann, Cora Olson, and Ben Quam.