

BROOKINGS CITY COUNCIL
January 14, 2025 (unapproved)

The Brookings City Council held a meeting on Tuesday, January 14, 2025 at 6:00 PM, at the Brookings City & County Government Center, Chambers, with the following City Council members present: Mayor Oepke Niemeyer, Council Members Wayne Avery, Brianna Doran, Andrew Rasmussen, Bonny Specker, and Holly Tilton Byrne. Absent: Council Member Nick Wendell. City Manager Paul Briseno, City Attorney Steve Britzman, and City Clerk Bonnie Foster were also present.

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

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

A. Action to approve the December 17, 2024 City Council Minutes.

B. Action to cancel the January 21, 2025 City Council Study Session.

C. Action on Resolution 25-001, a Resolution designating the depositories for municipal funds.

RESOLUTION 25-001 - 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:

- Bank Star Financial
- Central Bank
- Dakotah Bank
- Dakotaland Federal Credit Union
- First Bank & Trust
- First Interstate Bank
- SD Public Fund Investment Trust
- Wells Fargo Bank

D. Action on Resolution 25-002, a Resolution designating the Official Newspaper.

RESOLUTION 25-002 - 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.

E. Action on Resolution 25-006, a Resolution designating Purchase Authorities.

RESOLUTION 25-006 - RESOLUTION DESIGNATING PURCHASE AUTHORITIES

WHEREAS, the City of Brookings is required to comply with South Dakota Codified Laws associated with Public Agency Procurement (SDCL 5-18A-1 through 5-18A-53); and

WHEREAS, the City of Brookings desires to utilize purchasing authorities, and active governmental contracts to make the procurement process more efficient and less costly; and

WHEREAS, the City of Brookings desires to allow local businesses the opportunity to meet or exceed publicly bid and awarded contract pricing and delivery times.

NOW, THEREFORE, BE IT RESOLVED, that the City of Brookings hereby designates the following purchase authorities for use by City of Brookings staff for the ensuing year:

Buy Board (<https://www.buyboard.com>)

Cooperative Purchasing Venture (<https://mn.gov/admin/osp/other-purchasers/cpv/>)

Cooperative Purchasing Connection (<https://purchasingconnection.org>)

GSA Advantage (<https://www.gsaadvantage.gov/advantage>)

H-GAC (<https://www.h-gac.com/procurement>)

NASPO ValuePoint (<https://www.naspovaluepoint.org>)

Omnia Partners (<https://www.omniapartners.com>)

Sourcewell (<https://www.sourcewell-mn.gov>)

South Dakota State Contracts (<https://boa.sd.gov>)

South Dakota State Surplus (<https://surplus.sd.gov>)

The Interlocal Purchasing System (TIPS) (<https://www.tips-usa.com/>)

BE IT FURTHER RESOLVED, that the City of Brookings hereby authorizes City staff, as per SDCL 5-18A-22, to piggy-back on any active contract for supplies or services, other than professional services, that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months.

BE IT FURTHER RESOLVED, that the City of Brookings directs staff to solicit local businesses, if such exist, that are in the business of providing the services or supplies being procured off active contracts.

5F. Action on Special Event Temporary Alcoholic Beverage License requests from existing license holders: Sodexo Catering (Licenses RB-28249 and RW-28251): SDSU TL25-014.

Proclamation – Dr. Martin Luther King Jr. Rally and Parade Day. Mayor Niemeyer read a proclamation designating January 20th as Dr. Martin Luther King, Jr. Rally and Parade Day.

MAYORAL PROCLAMATION

WHEREAS, Dr. Martin Luther King, Jr. awakened the hearts of Americans by calling for equality amongst citizens and challenged all to participate in the never-ending work of building a more perfect union; and

WHEREAS, every person has a right to be provided opportunities to learn, grow, and thrive in an environment that doesn't violate their safety, dignity or humanity; and

WHEREAS, our community is made better when citizens live by Dr. King's philosophy to work together to better humankind as a united body; and

WHEREAS, the community is invited to join the Rally and Parade starting at 10:00 a.m. at Club 71 in the Dana J. Dykhouse Stadium on the South Dakota State University campus on January 20, 2025.

NOW, THEREFORE, BE IT RESOLVED, that I, Oepke G. Niemeyer, Mayor of the City of Brookings, do hereby proclaim Monday, January 20, 2025 as Dr. Martin Luther King, Jr. Rally and Parade Day.

Report: SDSU Students Association Report. Claire Koenecke, SDSU Students Association Government Affairs Chair, provided an update on SDSU current affairs.

Report: City Council Ex-Officio Report. A Brookings Municipal Utility Board report was given by Council Member Rasmussen. A Brookings Health Systems Board of Trustees report was given by Council Members Specker.

Resolution 25-007. A motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, that Resolution 25-007, a Resolution Authorizing the Lease of 50 Club Car Tempo Golf Carts through NB Golf, LLC, be approved. The motion carried by the following vote: Yes: 6 - Avery, Doran, Niemeyer, Rasmussen, Specker, and Tilton Byrne; Absent: 1 - Wendell.

RESOLUTION 25-007 - RESOLUTION AUTHORIZING THE LEASE OF 50 CLUB CAR TEMPO GOLF CARTS THROUGH NB GOLF, LLC.

WHEREAS, the City of Brookings has a need to lease golf carts for the 2025 season at Edgebrook Golf Course; and

WHEREAS, funds have been budgeted to acquire golf carts for the 2025 season at Edgebrook Golf Course; and

WHEREAS, the City of Brookings wishes to utilize Sourcewell, a purchasing cooperative, to acquire golf carts through a competitively awarded cooperative purchasing contract.

NOW, THEREFORE, BE IT RESOLVED, that the City of Brookings hereby authorizes

the lease of 50 Club Car Tempo golf carts through through Sourcewell Contract #122220-CCR with NB Golf, LLC, of Hendricks, MN, including all understandings and assurances contained therein, for the Edgebrook Golf Course.

FIRST READING – Ordinance 25-001. Introduction and first reading was held on Ordinance 25-001, an Ordinance accepting the Report of the Brookings City Charter Commission pursuant to Section 8.01 (c) of the Brookings City Charter, ratifying the formation of the Charter Commission, and setting the Election Date for Submission of the Proposed Charter Amendments to the voters of the City of Brookings. Public Comment: David Gilbertson and Lisa Hager. Second Reading and Action: January 28, 2025.

FIRST READING – Ordinance 25-003. Introduction and first reading was held on Ordinance 25-003, an Ordinance to Change the Zoning within the City of Brookings (Rezone 1115 West 20th Street South from Agriculture A District to Residence R-3 Apartment District). Public Comment: Russell Atkins. Public Hearing and Action: January 28, 2025.

Ordinance 24-038. A Public Hearing was held on Ordinance 24-038, an Ordinance to Change the Zoning within the City of Brookings (Rezone Lots 1 and 2 in Block 1 of Bowes Addition from an Agriculture A District to a Residence R-1A Single-Family District). A motion was made by Council Member Tilton Byrne, seconded by Council Member Specker, that Ordinance 24-038 be approved. The motion carried by the following vote: Yes: 6 - Avery, Doran, Niemeyer, Rasmussen, Specker, and Tilton Byrne; Absent: 1 - Wendell.

Resolution 25-005. A public hearing was held on Resolution 25-005, a Resolution of Intent to Lease Real Property at the Brookings Regional Airport to Civil Air Patrol Inc. A motion was made by Council Member Doran, seconded by Council Member Tilton Byrne, that Resolution 25-005 be approved. The motion carried by the following vote: Yes: 6 - Avery, Doran, Niemeyer, Rasmussen, Specker, and Tilton Byrne; Absent: 1 - Wendell.

RESOLUTION 25-005 - RESOLUTION OF INTENT TO LEASE REAL PROPERTY TO
CIVIL AIR PATROL, INC.

WHEREAS, the City of Brookings currently leases the Brookings Regional Airport Terminal (approximately 1,040 square feet in Section 26-T110N-R50W, City of Brookings, South Dakota) to the Civil Air Patrol, Inc.; and

WHEREAS, the current lease will expire on January 31, 2025; and

WHEREAS, the Civil Air Patrol, Inc. has requested that the lease be renewed for five (5) years; and

WHEREAS, the Brookings Regional Airport Board met on November 21, 2024 and

unanimously recommended that the lease be renewed for five (5) years at a reduced rate of ninety-seven dollars and eighty-five cents (\$97.85) per month, plus one-half of the utilities.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of Brookings, South Dakota as follows:

- A. A public hearing on this resolution was held on January 14, 2025 at 6:00 o'clock P.M. at the Chambers at the City & County Government Center and all persons were given an opportunity to be heard on the intent to lease real property; and
- B. The City of Brookings will enter into a lease with Civil Air Patrol, Inc., for a period of five (5) years, commencing on February 1, 2025 and ending December 31, 2029; and
- C. The starting lease rate shall be ninety-seven dollars and eighty-five cents (\$97.85) per month, plus one-half of the utilities; and
- D. The lease rate shall increase each January by three percent (3%); and
- E. The City Manager or his designee is authorized to enter into a lease in accordance with this resolution.

On-Off Sale Malt License. A public hearing was held on a request for an On-Off Sale Malt License, with Video Lottery authorization, for GP2, LLC to be located at 406 Main Avenue, Suite D. A motion was made by Council Member Rasmussen, seconded by Council Member Doran, that the On-Off Sale Malt License be approved. Public Comment: Kevin Grunewaldt. The motion carried by the following vote: Yes: 6 - Avery, Doran, Niemeyer, Rasmussen, Specker, and Tilton Byrne; Absent: 1 - Wendell.

Video Lottery Authorization. A public hearing was held on a request for a Video Lottery authorization for GP2, LLC to be located at 406 Main Avenue, Suite D. A motion was made by Council Member Rasmussen, seconded by Council Member Avery, that the Video Lottery Authorization be approved. The motion failed by the following vote: Yes: 3 - Avery, Niemeyer, and Rasmussen; No: 3 - Doran, Specker, and Tilton Byrne; Absent: 1 - Wendell.

Executive Session. A motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, to enter into Executive Session at 7:00 p.m. pursuant to 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. The motion carried by a unanimous vote. A motion was made by Council Member Tilton Byrne, seconded by Council Member Specker, to exit Executive Session at 7:45 p.m. The motion carried by a unanimous vote.

Adjourn. A motion was made by Council Member Specker, seconded by Council

Member Tilton Byrne, that this meeting be adjourned at 7:45 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 2024 Payroll – SDCL 6-1-10

(Addendum to the 1/14/2025 City Council Minutes.)

E911: Brittany Auen, Communications Operator, 22.84; Stacy Burkhalter-Sweeney, Communications Operator, 24.47; Marcos de la Cruz, Communications Operator, 22.84; James DeBough, Lead Dispatcher, 28.44; Emily Edstrom, Lead Dispatcher, 26.44; Caleb Johnson, Lead Dispatcher, 28.49; Eric Lee, Communications Operator, 30.89; Brandy Odegaard, Communications Operator, 24.42; Lorileen Ollerich, Communications Operator, 25.07; Kristen Poppen, Communications Operator, 24.46; Brittany Williams, Lead Dispatcher, 26.44. **City Council:** Wayne Avery, Council Person, 600.00; Andrew Rassmussen, Council Person, 600.00; Brianna Doran, 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, 41.75; Amber Hanson, Deputy City Clerk, 26.86. **City Manager:** Paul Briseno, City Manager, 97.22; Sherry Fuller Bordewyk, Public Information Officer, 41.97; Jacob Meshke, Deputy City Manager, 73.89; Samantha Beckman, Assistant to the City Manager, 36.72; Angela Ritter, Executive Administrative Assistant, 30.23; Jessica Welu, Communications Specialist, 32.80. **Human Resources:** Casey Bell, Director of Human Resources, 54.14; Nancy Olson, Human Resources Assistant, 27.51; Maureen Simet, Human Resources Risk Manager, 40.16. **Finance:** Gwendlyn Madsen, Senior Accounting Specialist, 32.46; Tyler Luoma, Assistant Finance Director, 41.68; Brenda McCracken, Senior Accounting Specialist, 32.46; Ashley Rentsch, Finance Director, 58.88. **IT:** Don Goff, IT Manager, 46.07; Korcu Kponyoh, IT Specialist, 35.43. **Community Development:** Patrick Ammann, Building Inspector, 33.09; Alyssa Blachford, Office Manager, 27.10; Katie Bortnem, Permit Technician, 30.30; Aaron Karl, GIS Specialist, 31.37; Sarah Keizer, Housing Inspector, 29.71; Ryan Miller, City Planner, 44.18; Michael Struck, Community Development Director, 64.85; Jared Thomas, Chief Building Official, 48.25. **Police:** Erik Adrian, Patrol Officer, 29.15; Timothy Andersen, Patrol Officer, 35.04; Seth Bonnema, Patrol Officer, 35.04; Nathan Bowden, Corporal-Patrol, 33.78; Robert Bowden, Patrol Officer, 31.32; Terry Coon, Patrol Lieutenant, 48.80; Luke DeJong, Corporal-Patrol, 36.44; Michael Drake, Chief of Police, 68.09; Dustyn Engstrom, Corporal-Patrol, 34.64; Brian Franklin, Sergeant, 39.63; Drew Garry, Police Lieutenant, 48.54; Jorrie Hart, Patrol Officer, 35.04; Kayla Hovelson, Police Accreditation Manager, 26.44; Devon Isler, Patrol Officer, 29.15; Kyle Johnson, Patrol Officer, 31.37; Austin Kreutner, Corporal-Patrol, 34.64; Rhett Larsen, Sergeant, 38.09; Liebl, Benjamin, Patrol Officer, 31.37; Remi Marcus Master, Patrol Officer, 31.22; Ronda May, Administrative Assistant, 25.66; Cora Olson, Patrol Officer, 31.41; Zachary Page, Patrol Officer, 31.47; Kevin Peterson, Patrol Officer, 29.15; Shawn Peterson, Sergeant, 40.97; Geoffrey Pollman, Corporal-Investigations, 36.44; Trevor Radtke, Evidence Technician/Clerk, 25.66; Scott Roberts, Patrol Officer, 31.40; Dana Rogers, Corporal-Investigations, 36.44; Margaret Schliepsiek, Patrol Officer, 29.15; Joshua Schneider, School Resource Officer, 35.04; Bryan Schreur, Patrol Officer, 31.45; Noah Smith, Patrol Officer, 31.07; Easton Thury, Patrol Officer, 29.15; Jacob Vukovich, Corporal-Patrol, 36.09; Eric Warkenthien, Patrol Officer, 34.30; Jonathan Weinrich, Sergeant, 38.25; Rick Widicker, Patrol Officer, 31.40. **Fire:** Peter Bolzer, Fire Chief, 58.376; Jared Runge, Office/Shop Manager, 26.72; Jeremy Scott, Deputy Fire Chief, 43.07. **Public Works:** Sean Doremus, Engineering Technician I, 33.27; Thad Drietz,

Assistant City Engineer, 49.70; Charles Richter, City Engineer, 58.13; Lana Schwartz, Staff Analyst I, 30.90; John Thompson, Public Works Director, 73.65. **Street:** Kurt Athey, Advanced Equipment Operator, 27.49; Alex Berkness, Heavy Equipment Operator, 28.84; Michael Billet, Heavy Equipment Operator, 28.55; Nicholas Converse, Street Maintenance Technician, 22.38; Eric Hanson, Heavy Equipment Operator, 28.55; Derk Hartenhoff, Heavy Equipment Operator, 29.42; Chase Hornseth, Heavy Equipment Operator, 28.84; Todd Johnson, Street Supervisor, 33.89; Jeremy Linstad, Street Manager, 48.71; Josh McClain, Street Supervisor, 33.89; Brayden Schaefer, Street Maintenance Technician, 24.37; Zachariah Thelen, Advanced Equipment Operator, 25.46; Martin Wagner, Street Mechanic, 30.69. **Animal Control:** Alyssa Kreutner, Community Service Officer, 26.44; Duane Walburg, Community Service Officer, 30.31. **Recreation:** Stacy Claussen, Recreation Manager, 41.85; Darren Hoff, Recreation Manager, 39.46; Elizabeth Marler, Office Manager, 25.24; Angela Strohfus, Senior Services Supervisor, 30.24. **Park:** Joshua Bauman, Assistant Parks, Rec & Forestry Director, 43.85; Mark Bren, Shop Supervisor/Mechanic, 33.66; William deBlonk, Park Supervisor, 33.63; Christopher Engbrecht, Parks Technician, 26.95; Stephen Hartung, Parks Technician, 26.95; Breann Julius, Parks Technician, 25.92; Paul Olson, Park Technician, 22.90; Seth Olson, Park Supervisor, 30.61; Randy Santema, Park Technician, 22.88; Payton Schultz, Park Technician, 24.73; Daniel Timm, Parks Supervisor, 33.00; Matthew Wiles, Park Technician, 21.75; Kristen Zimmerman, Parks Rec & Forestry Director, 55.45. **Forestry:** Johnathon Austin, Forestry Technician, 22.62; Ryan Burggraff, Forestry Supervisor, 33.43; Ryker Ramlo, Forestry Technician, 22.93; Caleb Schaller, Forestry Technician, 22.88. **Library:** Shane Andreasen, Office Manager, 25.41; Katherine Eberline, Children's Services Librarian, 30.60; Nita Gill, Adult Services Librarian, 38.47; Ashia Gustafson, Director of Library Services, 51.12; Jennifer Kluck, Young Adult Services Coordinator, 24.93; Betsy Lenning, Interlibrary Loan Services Coordinator, 22.84; Allerie Loof, Circulation Manager, 22.60; Mikaela Neubauer, Community Services Coordinator, 23.79; Nancy Swenson, Technology Services Librarian, 36.83; Grace Timmerman, Circulation/Technician Services Assistant, 22.64. **Liquor:** Elizabeth Cyphert, Liquor Sales Associate, 18.54; Andrew Ekeland, Assistant Manager, 28.26; Brian Hanson, Inventory Control Clerk, 25.18; William Heldt, Liquor Store Manager, 42.20. **Airport:** Lucas Dahl, Airport Manager, 40.83; Brett Torgrude, Airport Operations Maintenance Technician, 27.48; **Edgebrook Golf Course:** Daniel May, Golf Technician, 22.92; Greg Redenius, Golf Course Superintendent, 40.75. **Solid Waste Collection:** Paul Hartley, Lead Sanitation Collector, 27.76; Jeremy Janssen, Sanitation Collector, 26.44; Jason Keizer, Sanitation Collector, 21.51; Brian Klingbile, Sanitation Collector, 26.44; Aaron Mumby, Sanitation Collector, 26.44. **Solid Waste Disposal:** Calvin Cook, Heavy Equipment Operator, 30.60; Tim Huber, Landfill Supervisor, 33.55; Larry Johnson, Heavy Equipment Operator, 26.64; Charles Kuhn, Solid Waste Manager, 45.12; Jeremiah Norwood, Advanced Equipment Operator, 24.19; Todd Smidt, Heavy Equipment Operator, 31.19; Katie Stiegelmeier, Business Operations and Logistics Manager, 33.19; Tammy Wiles, Disposal Site Attendant, 20.32.