



City of Brookings

Meeting Agenda

City Council

Brookings City Council
Brookings City & County
Government Center
520 3rd St., Suite 230
Brookings, SD 57006
Phone: (605) 692-6281

"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, December 20, 2022

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. Action to approve the agenda.

4. JOINT CITY COUNCIL and COUNTY COMMISSION ACTION

- 4.A. [ORD 22-037](#) Public Hearing and Action on City Council Ordinance 22-037 and Brookings County Commission Ordinance 22-05, Ordinances adopting the Joint Jurisdiction Zoning Ordinance for the City of Brookings and Brookings County.

Attachments:

[Memo](#)

[City Ordinance](#)

[County Ordinance](#)

[Joint PC Minutes - June 13, 2022](#)

[Joint PC Minutes - October 4, 2022](#)

[Joint Jurisdiction Zoning Map](#)

Open & Close Public Hearing

City Council Action: Motion to Approve, Roll Call

County Commission Action: Motion to Approve, Roll Call

Legislative History

11/15/22

City Council

read into the record

Adjourn the Joint City Council and County Commission portion of the agenda.

Action: Motion to Approve, Voice Vote

RESUME REGULAR CITY COUNCIL MEETING

5. Open Forum.

At this time, any member of the public may request time on the agenda for an item not listed or to make a brief announcement or invitation. Items will be scheduled at the end of the meeting. Individuals are asked to state their name and address for the record.

6. 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. At the request of any one Council Member or the City Manager, an item may be removed from the Consent Agenda and placed on the regular agenda whenever additional discussion on an item is necessary. Items removed from the Consent Agenda will be discussed at the beginning of the formal items.

6.A. [ID 22-0478](#) Action to approve City Council meeting minutes.

Attachments: [12/13/2022 Minutes](#)

6.B. [ID 22-0493](#) Action on Volunteer Board, Committee, and Commission appointments.

6.C. [RES 22-094](#) Action on Resolution 22-094, a Resolution declaring surplus property for the City of Brookings.

Attachments: [Resolution](#)

6.D. [ID 22-0494](#) Action on annual renewals for Medical Cannabis Establishment Licenses in the City of Brookings.

Attachments: [Memo](#)
[Medical Cannabis - Summary](#)
[Ordinance 21-028](#)
[Resolution 21-075](#)

7. Presentations/Reports:

7.A. [ID 22-0500](#) City of Brookings Employee Service Awards Recognition.

Attachments: [Longevity List](#)
[Presentation](#)

8. Contracts/Change Orders:

- 8.A. [RES 22-095](#) Action on Resolution 22-095, a Resolution Authorizing Change Order No. 1 for 2022-05STI Main Avenue South and 8th Street South Intersection Reconstruction; Bowes Construction, Inc.

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

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

9. Ordinance First Readings:

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

- 9.A. [ORD 22-043](#) Introduction and First Reading on Ordinance 22-043, an Ordinance Rezone 18.84 acres of BMU WTP Addition. Public Hearing and Action: January 10, 2023.

Attachments: [Memo](#)
[Ordinance](#)
[Hearing Notice - City Council](#)
[Hearing Notice - Planning Commission](#)
[Planning Commission Minutes](#)
[Petition to Rezone](#)
[Location Map](#)
[Zoning Map](#)
[Future Land Use Map](#)
[I-1 Zoning Excerpt](#)

10. Public Hearings and Second Readings:

- 10.A. [ORD 22-041](#) Public Hearing and Action on Ordinance 22-041, an Ordinance Amending Ordinance Section 82-521, and Pertaining to Maximum Duration of Parking in Public Parking Lots in the City of Brookings.

Attachments: [Memo](#)
[Ordinance](#)
[Current City Code](#)
[Joint Cooperative Agreement](#)

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

Legislative History

12/13/22 City Council read into the record

- 10.B.** [ID 22-0498](#) Public Hearing and Action on a request to change the On-Sale Liquor Operating Agreement with Den-Wil Hospitality Group, Inc., Dennis Bielfeldt, owner, to doing business as Boss's Pizza at 2515 6th Street, Brookings, SD.
- Attachments:** [Memo](#)
[Operating Agreement](#)
[Legal Notice](#)
[Location Map](#)
- Action: Open & Close Public Hearing, Motion to Approve, Roll Call*
- 10.C.** [RES 22-102](#) Public Hearing and Action on Resolution 22-102, a Resolution Accepting and Awarding the Bid for Recyclable Processing and Marketing.
- Attachments:** [Memo](#)
[Resolution](#)
- Action: Open & Close Public Hearing, Motion to Approve, Roll Call*
- 10.D.** [RES 22-097](#) Public Hearing and Action on Resolution 22-097, a Resolution of Intent to Lease Real Property at Brookings Airport to M&C Partners, LLC.
- Attachments:** [Memo](#)
[Resolution](#)
[Notice](#)
[Map](#)
- Action: Open & Close Public Hearing, Motion to Approve, Roll Call*
- 10.E.** [RES 22-092](#) Public Hearing and Action on Resolution 22-092, a Resolution of Intent to Lease Real Property to Lyle Bothe for Agricultural Haying in Section 11-T109N-R50W (Main Avenue South & 32nd Street South).
- Attachments:** [Memo](#)
[Resolution](#)
[Notice](#)
[Map](#)
- Action: Open & Close Public Hearing, Motion to Approve, Roll Call*
- 10.F.** [RES 22-100](#) Public Hearing and Action on Resolution 22-100, a Resolution of Intent to Lease Real Property to MC Hay for Agricultural Haying in Section 21-T110N-R50W (West of Brookings Regional Airport).
- Attachments:** [Memo](#)
[Resolution](#)
[Notice](#)
[Map](#)
- Action: Open & Close Public Hearing, Motion to Approve, Roll Call*

- 10.G.** [RES 22-098](#) Public Hearing and Action on Resolution 22-098, a Resolution of Intent to Lease Real Property to MC Hay for Agricultural Crop Land in Section 19-T110N-R49W (32nd Avenue & Capital Street).

Attachments: [Memo](#)

[Resolution](#)

[Notice](#)

[Map](#)

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

- 10.H.** [RES 22-099](#) Public Hearing and Action on Resolution 22-099, a Resolution to Amend the 2040 Comprehensive Plan's Future Land Use Map

Attachments: [Memo](#)

[Resolution](#)

[Hearing Notice - City Council](#)

[Hearing Notice - Planning Commission](#)

[Planning Commission Minutes](#)

[Location Map](#)

[Future Land Use Map](#)

[Zoning Map](#)

[Civic Land Use](#)

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

11. Other Business:

- 11.A.** [RES 22-101](#) Action on Resolution 22-101, a Resolution Transferring City Manager Contingency Funds to City Departments.

Attachments: [Memo](#)

[Resolution](#)

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

- 11.B. [RES 22-103](#) Action on Resolution 22-103, a Resolution to Annex 219.37 acres in the NW 1/4 and NE 1/4, Section 13, Township 110 North, Range 50 West of the 5th PM, Brookings County, South Dakota.

Attachments: [Memo](#)
[Resolution](#)
[Legal Notice - City Council](#)
[Legal Notice - Planning Commission](#)
[Planning Commission Minutes](#)
[Petition for Annexation](#)
[Location Map](#)
[Annexation Priority Map](#)

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

- 11.C. [ID 22-0497](#) Action on a Revised Preliminary Plat for Lot 1 in Block 1; Lots 1-6 in Block 4 and Block 6 in Southland Addition, and 23rd Street South in Bluegill Third Addition.

Attachments: [Memo](#)
[Legal Notice - City Council](#)
[Legal Notice - Planning Commission](#)
[Planning Commission Minutes](#)
[Location Map](#)
[PC Recommendation Preliminary Plat](#)
[Revised Preliminary Plat](#)
[2018 Preliminary Plat](#)
[2020 Preliminary Plat](#)
[Zoning Map](#)

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

- 11.D. [ID 22-0484](#) Action on City Council Policy: Public Comment during City Council meetings.

Attachments: [Memo](#)
[Public Comment Policy](#)

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

12. [ID 22-0477](#) City of Brookings Progress Report.

Attachments: [December Progress Report](#)

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

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

14. Adjourn.

*Brookings City Council: Oepke G.Niemeyer, Mayor; Nick Wendell, Deputy Mayor
Council Members Wayne Avery, Joey Collins, Brianna Doran, Holly Tilton Byrne, Bonny Specker
Brookings County Commission: Mike Bartley, Larry Jensen, Ryan Krogman, Angela Boersma, LeeAnn Pierce*

*Brookings City Council Staff:
Paul M. Briseno, City Manager Steven Britzman, City Attorney Bonnie Foster, City Clerk*

Public Comment is limited to a maximum of three minutes per person during the meeting. Individuals are asked to give their name and address for the record. Public Comment may be submitted prior to the meeting: 1) Email comments to the City Clerk (bfoster@cityofbrookings-sd.gov), 2) participate via Zoom, or 3) via eComment (<https://cityofbrookings.legistar.com/Calendar.aspx>). Those who provide comments in any manner should understand their comments will become part of the official record and subject to review by all parties and the public.

Meetings are broadcast live and recorded. Go to www.cityofbrookings-sd.gov for more information. Government Channel 9 Rebroadcast Schedule: Wednesday 1:00 pm / Thursday 7:00 pm / Friday 9:00 pm / Saturday 1:00 pm

Upon request, accommodations for meetings will be provided for persons with disabilities. Please contact Susan Rotert, City Human Resources Director and ADA Coordinator at (605) 692-6281 at least three (3) business days in advance of the meeting.