

**BROOKINGS CITY COUNCIL**  
**JANUARY 9, 2024 (unapproved)**

The Brookings City Council held a meeting on Tuesday, January 9, 2024 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.

**Open Forum.** Jeff and Susan Streuwe expressed concerns with the recent snow removal, and inquired about the use of snow gates on the snow plows.

**Consent Agenda.** A motion was made by Council Member Tilton Byrne, seconded by Council Member Specker, 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 19, 2023 City Council Minutes.**

**B. Action on Resolution 24-001, a Resolution designating the depositories for municipal funds.**

RESOLUTION 24-001 - 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, and Wells Fargo Bank.

**C. Action on Resolution 24-002, a Resolution designating the Official Newspaper.**

RESOLUTION 24-002 - 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.

**D. Action on Resolution 24-003, a Resolution to purchase playground replacement at Hillcrest Park.**

RESOLUTION 24-003 - RESOLUTION TO PURCHASE PLAYGROUND  
REPLACEMENT AT HILLCREST PARK

WHEREAS, the City of Brookings has determined a need for a replacement, ages 2-5 playground at Hillcrest Park; and

WHEREAS, the City has budgeted funds to replace the ages 2-5 playground at Hillcrest Park; and

WHEREAS, the City will utilize the Omnia contract to purchase the ages 2-5 playground replacement from Gametime Playgrounds, for the amount of \$66,365.11; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Brookings hereby authorizes the approval to purchase a replacement, ages 2-5 playground at Hillcrest Park.

**E. Action on Resolution 24-004, a Resolution to purchase playground replacement at Camelot Park.**

**RESOLUTION 24-004 - RESOLUTION TO PURCHASE PLAYGROUND  
REPLACEMENT AT CAMELOT PARK**

WHEREAS, the City of Brookings has determined a need for a replacement, ages 2-5 playground at Camelot Park; and

WHEREAS, the City has budgeted funds to replace the ages 2-5 playground at Camelot Park; and

WHEREAS, the City will utilize the Omnia contract to purchase the ages 2-5 playground replacement from Gametime Playgrounds, for the amount of \$80,531.00; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Brookings hereby authorizes the approval to purchase a replacement, ages 2-5 playground at Camelot Park.

**F. Action on Resolution 24-007, a Resolution Designating Vote Center locations, and the Appointment of Election Superintendents and Judges for the January 30, 2024 Special Election.**

**RESOLUTION 24-007 - RESOLUTION DESIGNATING VOTE CENTER LOCATIONS,  
AND THE APPOINTMENT OF ELECTION SUPERINTENDENTS AND DEPUTIES  
FOR THE JANUARY 30, 2024 SPECIAL ELECTION**

WHEREAS, a City of Brookings Special Municipal Election will be held on January 30, 2024 for referred Resolution 23-100; and

WHEREAS, as required by SDCL 9-13-16.1, the City Council must appoint Election Superintendents and Deputies and set their rate of compensation; and

WHEREAS, as required by SDCL 12-14-1, the City Council must designate the Vote Center locations; and

WHEREAS, the following election workers are hereby appointed at the following rates of compensation: Superintendents \$15.50 per hour; Deputies \$15.00 per hour; Election Training \$25.00 flat fee; Resolution Board \$20 per hour, or \$50 flat fee if less than 2 hours; On-Call and Alternates \$50.00 flat fee; and Election Night Worker \$50.00 flat fee.

VOTE CENTER 1 – Brookings Activity Center, 320 5th Ave.: Superintendent Norma Linn, and Deputies Mardell Colbeck, Barb Meyer, Mark Stratton, and Jeanne Stratton.

VOTE CENTER 2 – Bethel Baptist Church, 714 17th Ave. So.: Superintendent Sue Knutzen, and Deputies Diane DeGroot, Janet Fergen, Kathy Waddell, and Diane Spencer.

VOTE CENTER 3 – Holy Life Tabernacle Church, 241 Mustang Pass: Superintendent Bobbe Bartley, and Deputies Barbara Crosser, and Mary Kees.

EARLY/ABSENTEE VOTE CENTER – City & County Government Center, 520 3rd St. – Superintendents Peggy Whalen and Diane Spencer.

ABSENTEE VOTE CENTER PROCESSING – City & County Government Center, 520 3rd St., Room 300: Superintendent Judy Howell, and Deputies Nancy Stewart and Cheryl Holen.

RESOLUTION BOARD – Superintendents David Peterson and Larry Hult.

ON-CALL WORKERS and ALTERNATES: Peggy Whalen and Cathy Enlow.

ELECTION NIGHT WORKER – Terry Heidemann (\$50.00 flat fee).

**G. Action on an appointment to the Brookings Historic Preservation**

**Commission:** appoint Sandra Callies (term expires 1/1/2026).

**H. Action on an appointment to the Human Rights Commission:** appoint Lee Mallak (term expires 1/1/2027).

**I. Action on Resolution 24-011, a Resolution transferring Contingency to City Departments.**

RESOLUTION 24-011 - A RESOLUTION TRANSFERRING CITY MANAGER  
CONTINGENCY FUNDS TO CITY DEPARTMENTS

WHEREAS, the City of Brookings hereby transfers City Manager's contingency funds to fund unplanned operational obligations of the municipality. This resolution is for the purpose of completing a transfer of contingency funds to the following accounts:

403 City Clerk

101-403-5-426-02 Contracting Services	\$25,000
Total Transfers	\$25,000

The Financing Source for this transfer is from the following accounts:

101-405-5-856-99 Contingency Fund	\$25,000
Total Source of Funding	\$25,000

WHEREAS, this resolution is deemed necessary for the immediate preservation of the public peace, health, safety and support of the City, and shall become effective upon publication.

**J. Action to abate property taxes:** Parcel #40265-01500-066-00. Address: 1827 Santee Trail, Brookings. Legal description: Lot 66, Santee Village, Indian Hills Addition. In the amount of \$1,248.74.

**K. Action to abate property taxes:** Parcel #40375-00900-001-00. Address: 1313 Western Avenue, Brookings. Legal description: Lot 1A, Block 9, Moriarty Second Addition. In the amount of \$3,349.48.

**L. Action on Temporary Alcohol / Special Event Licenses for existing alcohol**

**license holders with events held on publicly owned property.** Sodexo Catering (License Holder RB-28249 and RW-28251): SDSU 24-TL010.

**Proclamation.** Mayor Niemeyer presented a Proclamation to Jay Molock, SDSU Multicultural Student Success Advisor and Black Student Alliance Advisor, recognizing January 15, 2024 as Martin Luther King, Jr. Rally and Marade Day on the South Dakota State University campus.

#### 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 a Rally and Marade, which is a combination of march and parade, starting at 11:00 a.m. at the South Dakota State University Student Union on January 15, 2024.

NOW, THEREFORE, BE IT RESOLVED, that I, Oepke G. Niemeyer, Mayor of the City of Brookings, do hereby proclaim Monday, January 15, 2024 as MARTIN LUTHER KING, JR. RALLY AND MARADE DAY.

**Introduction of new city employee.** Public Works Director John Thompson introduced new employee Charlie Kuhn, Solid Waste Manager for the Brookings Regional Landfill, to the City Council and members of the public.

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

**Ordinance 23-038.** A public hearing was held on Ordinance 23-038, an Ordinance to permit by Conditional Use a Kennel on Colburn Tract of the Colburn-Hind Subdivision and Lot 2, Stewart's Addition, also known as 230 US Highway 14 Bypass. A motion was made by Council Member Specker, seconded by Council Member Tilton Byrne, that Ordinance 23-038 be approved. Public Comment: Shayna Rohl. The motion carried by the following vote: Yes: 6 - Avery, Doran, Niemeyer, Rasmussen, Specker, and Tilton Byrne; Absent: 1 - Wendell.

**Temporary Alcoholic Beverage Application.** A public hearing was held on a Special Event / Temporary Alcoholic Beverage Application from the Brookings Area Chamber of Commerce, for an event to be held on February 13, 2024 at Cinema 8, 219 6<sup>th</sup> Street. A

motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, that the Special Event / Temporary Alcoholic Beverage Application be approved. The motion carried by the following vote: Yes: 6 - Avery, Doran, Niemeyer, Rasmussen, Specker, and Tilton Byrne; Absent: 1 - Wendell.

**City Council Member introduction of topics for future discussion.**

Council Member Doran mentioned the next Council Community Office Hour will be held on February 15<sup>th</sup> from 9:00 am - 10:30 am at Cottonwood Coffee's downtown location.

Council Member Tilton Byrne and City Manager Paul Briseno shared information on the snow plow gate guards conducted several years ago. The gate guards can only be used on motorgraders, and not trucks, and work efficiently only with certain types of snow. Concerns were shared about the additional costs for City equipment, but also for the contractors who are contracted for snow removal services.

**Executive Session.** A motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, to enter into Executive Session at 6:28 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. The motion carried by a unanimous vote. A motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, to exit Executive Session at 7:03 p.m. The motion carried by a unanimous vote.

**Adjourn.** A motion was made by Council Member Tilton Byrne, seconded by Council Member Doran, that this meeting be adjourned at 7:04 p.m. The motion carried by a unanimous vote.

CITY OF BROOKINGS, SD

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Oepke G. Niemeyer, Mayor

ATTEST:

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Bonnie Foster, City Clerk

**City of Brookings 2024 Payroll – SDCL 6-1-10**

(Addendum to the DATE City Council Minutes.)

**E911:** Stacy Burkhalter-Sweeney, Communications Operator, 23.88; James DeBough, Lead Dispatcher, 27.74; Alyssa del Plaine, Communications Operator, 23.84; Emily Edstrom, Communications Operator, 23.88; Brittany Hoffman, Communications Operator, 23.82; Caleb Johnson, Lead Dispatcher, 27.80; Eric Lee, Communications Operator, 30.14; Jolynn Longville, Lead Dispatcher, 38.36; Brandy Odegard, Communications Operator, 23.82; Lorileen Ollerich, Communications Operator, 24.45; Kristen Poppen, Communications Operator, 23.88. **City Council:** Wayne Avery, Council Person, 600.00; Andrew Rasmussen, 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, 40.73; DeShawn Scott, Deputy City Clerk, 26.21. **City Manager:** Paul Briseno, City Manager, 85.05; Sherry Fuller Bordewyk, Public Information Officer, 40.95; Jacob Meshke, Deputy City Manager, 72.09; Samantha Beckman, Assistant to the City Manager, 35.82; Angela Ritter, Executive Administrative Assistant, 29.49. **Human Resources:** Casey Bell, Director of Human Resources, 52.82; Nancy Olson, Human Resources Assistant, 26.84; Maureen Simet, Human Resources Risk Manager, 39.18. **Finance:** Gwendlyn Madsen, Senior Accounting Specialist, 31.67; Brenda McCracken, Senior Accounting Specialist, 31.67; Ashley Rentsch, Finance Director, 57.44. **IT:** Don Goff, IT Manager, 44.94; Korku Kponyoh, IT Specialist, 34.56. **Community Development:** Patrick Ammann, Building Inspector, 32.29; Katie Bortnem, Code Enforcement Officer, 28.98 Aaron Karl, GIS Specialist, 30.60; Sarah Keizer, Code Enforcement Officer, 28.98; Ryan Miller, City Planner, 43.10; Lana Schwartz, Staff Analyst I, 30.14; Michael Struck, Community Development Director, 63.27; Jared Thomas, Chief Building Official, 47.07. **Police:** Timothy Andersen, Patrol Officer, 34.18; Travis Asmus, Patrol Officer, 32.46; Seth Bonnema, Patrol Officer, 34.18; Nathan Bowden, Patrol Officer, 31.69; Robert Bowden, Patrol Officer, 30.56; Terry Coon, Patrol Lieutenant, 47.61; Luke DeJong, Corporal-Patrol, 35.55; Sean Doremus, Patrol Officer, 32.46; Michael Drake, Chief of Police, 66.43; Dustyn Engstrom, Corporal-Patrol, 33.79; Joseph Fishbaugher, Police Lieutenant, 47.73; Brian Franklin, Sergeant, 38.66; Drew Garry, Police Lieutenant, 47.35; Jorrie Hart, Patrol Officer, 34.18; Derek Hoefert, Patrol Officer, 30.54; Kayla Hovelson, Administrative Assistant, 23.15; Ronda May, Administrative Assistant, 25.04 Kyle Johnson, Patrol Officer, 30.61; Austin Kreutner, Corporal-Patrol, 33.79; Rhett Larsen, Sergeant, 37.16; Christina Larson, Office Manager, 28.76; Liebl, Benjamin, Patrol Officer, 30.61; Zachary Page, Patrol Officer, 30.70; Shawn Peterson, Sergeant, 39.97; Geoffrey Pollman, Corporal-Investigations, 35.55; Scott Roberts, Patrol Officer, 30.64; Bryan Schreur, Patrol Officer, 30.68; Trevor Radtke, Evidence Technician/Clerk, 25.04; Dana Rogers, Corporal-Investigations, 35.55; Joshua Schneider, School Resource Officer, 34.18; Noah Smith, Patrol Officer, 30.31 Gabriel Trout, Patrol Officer, 30.61, Jacob Vukovich, Corporal-Patrol, 33.85; Eric Warkenthien, Patrol Officer, 33.46; Jonathan Weinrich, Sergeant, 37.32; Rick Widicker, Patrol Officer, 30.64. **Fire:** Peter Bolzer, Fire Chief, 56.94; Jared Runge, Office/Shop Manager, 26.07; Jeremy Scott, Fire & Life Safety Technician, 33.16. **Public Works:** Thad Drietz, Assistant City Engineer, 48.49; Charles Richter, City Engineer, 56.71; John Thompson, Public Works Director, 71.86. **Street:** Blake Abraham, Advanced Equipment Operator, 24.64; Kurt Athey, Advanced Equipment Operator, 26.82; Trevor Berndt, Advanced Equipment Operator, 27.60; Michael Billet, Heavy Equipment Operator, 27.86; Dave Flatten, Street Maintenance Technician, 22.42 Eric Hanson, Heavy Equipment Operator, 27.86; Derk Hartenhoff, Heavy Equipment Operator, 28.70; Todd Johnson, Street Supervisor, 33.06; Justin Kahler, Heavy Equipment Operator, 28.71; Jeremy Linstad, Street Manager, 52.53; Josh McClain, Street Supervisor, 33.06; Zachariah Thelen, Advanced Equipment Operator, 24.84; Martin Wagner, Street Mechanic, 29.94. **Animal Control:** Duane Walburg, Community Service Officer, 28.44. **Recreation:** Stacy Claussen, Recreation Manager, 36.01; Darren Hoff, Recreation Manager, 38.50; Elizabeth Ashley Olson, Office Manager, 24.62; Angela Strohufus, Senior Services Supervisor, 29.50. **Park:** Kristen Zimmerman, Parks Rec & Forestry Director, 54.10; Joshua Bauman, Assistant Parks, Rec & Forestry Director, 42.78; Mark Bren, Shop Supervisor/Mechanic, 32.83; William deBlonk, Park Supervisor, 32.81; Christopher Engbrecht, Parks Technician, 26.29; Paul Laleman, Parks Supervisor, 32.72; Stephen Hartung, Parks Technician, 26.29; Breann Julius, Parks Technician, 25.29; Allen Kruse, Parks & Forestry Superintendent, 44.44; Daniel Timm, Parks Supervisor, 32.20; Paul Olson, Park Technician, 22.34; Seth Olson, Park Technician, 22.48; Payton Schultz, Park Technician, 24.12; Randy Santema, Park Technician, 22.32. **Forestry:** Ryan Burggraff, Forestry Supervisor, 32.62; Caleb Schaller, Forestry Technician, 22.32; Ryker Ramlo, Forestry Technician, 22.37. **Library:** Shane Andreasen, Office Manager, 24.79; Katherine Eberline, Children's Services Librarian, 29.86; Nita Gill, Adult Services Librarian, 37.53; Ashia Gustafson, Director of Library Services, 49.88; Alice Hayes, Circulation Manager, 25.79; Jennifer Kluck, Young Adult Services Coordinator, 24.32; Betsy Lenning, Interlibrary Loan Services Coordinator, 22.28; Mikaela Neubauer, Community Services Coordinator, 23.21; Nancy Swenson, Technology Services Librarian, 35.93; Grace Timmerman, Circulation/Technician Services Assistant, 22.09. **Liquor:** Andrew Ekeland, Assistant Manager, 27.57; Bill Heldt, Liquor Store Manager, 41.17; Elizabeth Cyphert, Liquor Sales Associate, 18.09; Brian Hanson, Inventory Control Clerk, 24.56. **Airport:** Lucas Dahl, Airport Manager, 39.83; Brett Torgrude, Airport Operations Maintenance Technician, 26.81; **Edgebrook Golf Course:** Daniel May, Golf Technician, 22.36; Greg Redenius, Golf Course Superintendent, 38.98. **Solid Waste Collection:** Jason Keizer,

Sanitation Collector, 20.99; Paul Hartley, Lead Sanitation Collector, 27.08; Jeremy Janssen, Sanitation Collector, 25.79; Brian Klingbale, Sanitation Collector, 25.79; Aaron Mumby, Sanitation Collector, 25.79. **Solid Waste Disposal:** Charles Kuhn, Solid Waste Manager, 43.15; Tim Huber, Landfill Supervisor, 32.73; Larry Johnson, Heavy Equipment Operator, 25.99; Calvin Cook, Heavy Equipment Operator, 29.86 Todd Smidt, Heavy Equipment Operator, 30.43; Jeremiah Norwood, Advanced Equipment Operator, 23.60; Katie Stiegelmeier, Business Operations and Logistics Manager, 32.38.