

BRING YOUR DREAMS.



**City of Brookings**  
**Meeting Agenda - Final**  
**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!"*

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Tuesday, March 28, 2023

5:30 PM

Council Chambers

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*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.*

**5:30 PM REGULAR MEETING**

**1. Call to Order / Pledge of Allegiance.**

**2. Record of Council Attendance.**

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

**4. Executive Session**

**4.A. [ID 23-0120](#)** Executive Session, pursuant to SDCL 1-25-2.3 Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters; and SDCL 1-25-2.5 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.

*Action: Motion to enter into Executive Session, Voice Vote*

*Action: Motion to exit Executive Session, Voice Vote*

**5. Open Forum.**

*At this time, any member of the public may make a brief announcement or invitation, or request time on the agenda for an item not listed. Items to be added to the agenda will be scheduled at the end of the meeting. Individuals will state their name and city of residence for the record. Public Comment is limited to a maximum of three minutes per person. The comments and views expressed by the public are those of the speakers and do not necessarily reflect the views or positions of the City of Brookings or City Council.*

## 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 23-0118](#) Action to approve City Council meeting minutes.
- Attachments:** [3/14/2023 Minutes](#)  
[3/20/2023 BOE Minutes](#)
- 6.B.** [ID 23-0119](#) Action on appointment to the Brookings Human Rights Commission.
- 6.C.** [ID 23-0115](#) Action to abate property taxes in the amount of \$3,204.28 for Parcel #40265-01500-066-00, Marla J. Liebing, owner. Address: 1827 Santee Trail, Brookings. Legal description: Lot 66 Santee Village, Indian Hills Addition.
- Attachments:** [Abatement Application](#)  
[Location Map](#)
- 6.D.** [RES 23-028](#) Action on Resolution 23-028, a Resolution Approving the Purchase of two (2) Automated Collection Trucks.
- Attachments:** [Resolution](#)  
[Cost Estimate](#)  
[Sourcewell - Labrie - Proof of Publication](#)  
[Sourcewell - Labrie - Proposal Evaluation](#)  
[Sourcewell - Labrie - Contract Acceptance](#)  
[Sourcewell - Freightliner - Proof of Publication](#)  
[Sourcewell - Freightliner - Proposal Evaluation](#)  
[Sourcewell - Freightliner- Contract Acceptance](#)  
[Appendix - About Sourcewell](#)
- 6.E.** [RES 23-029](#) Action on Resolution 23-029, a Resolution Approving the Purchase of a 2023 John Deere 624P Articulating Wheeled Loader with Wing and Plow.
- Attachments:** [Resolution](#)  
[Admin MN Contract](#)  
[RDO Price Schedule](#)

- 6.F. [RES 23-033](#) Action on Resolution 23-033, a Resolution Approving the Purchase of a Dehumidification System for the Larson Ice Center.

**Attachments:** [Memo](#)  
[Resolution](#)  
[Proposal](#)  
[About Sourcewell](#)

- 6.G. [RES 23-030](#) Action on Resolution 23-030, a Resolution authorizing the City Manager to sign and submit an Environmental Grant Application and associated documents for a Household Hazardous Waste Drop-off event in 2023.

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

## 7. Presentations/Reports:

- 7.A. [ID 23-0093](#) Proclamation: Developmental Disabilities Awareness Month

**Attachments:** [Proclamation](#)

- 7.B. [ID 23-0094](#) Introduction of new and/or promoted City of Brookings employees.

- 7.C. [ID 23-0116](#) Report: SDSU Student Association.

## 8. Contracts/Change Orders:

- 8.A. [RES 23-026](#) Action on Resolution 23-026, a Resolution Authorizing Change Order No. 1, for Multi-Stack Fire Training Facility for the Brookings Fire Department; Fire Training Structures, LLC.

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

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

- 8.B. [RES 23-032](#) Action on Resolution 23-032, a Resolution Awarding Bids on the 2023-01STI University Boulevard and 22nd Avenue Gravity Sewer Improvements Project.

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

*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 23-009](#) Introduction and First Reading on Ordinance 23-009, an Ordinance to Rezone Block 9 of Wiese Addition from Planned Development District with Business B-4 Heavy District underlying to Planned Development District with Business B-2 District underlying. Public Hearing and Action: April 11, 2023.

**Attachments:** [Memo](#)  
[Ordinance](#)  
[Hearing Notice - City Council](#)  
[Hearing Notice - Planning Commission](#)  
[Planning Commission Minutes](#)  
[Location Map](#)  
[Zoning Map](#)  
[Future Land Use Map](#)  
[Petition to Rezone](#)  
[B-2 Zoning Exhibit](#)  
[Urban High Land Use Exhibit](#)

- 9.B.** [ORD 23-010](#) Introduction and First Reading on Ordinance 23-010, an Ordinance Authorizing Budget Amendment No. 3 to the 2023 Budget. Second Reading and Action: April 11, 2023.

**Attachments:** [Memo](#)  
[Ordinance](#)

- 9.C.** [ORD 23-011](#) Introduction and First Reading on Ordinance 23-011, an Ordinance Amending Section 14-85 of the Code of Ordinances of the City of Brookings, South Dakota, and Pertaining to Bee Keeping in the City of Brookings, South Dakota. Second Reading and Action: April 11, 2023.

**Attachments:** [Memo](#)  
[Ordinance](#)  
[Current City Code](#)

## **10. Public Hearings and Second Readings:**

- 10.A.** [ID 23-0130](#) Public Hearing on the Progress of the Brookings Non-Profit Food Facility.

**Attachments:** [Memo](#)  
[Public Progress Hearing Requirements](#)  
[Legal Notice](#)

*Action: Open & Close Public Hearing*

- 10.B.** [RES 23-024](#) Public Hearing and Action on Resolution 23-024, 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](#)  
[Zoning Map](#)  
[Future Land Use Map](#)  
[Urban Low Land Use Exhibit](#)  
[Urban Medium Land Use Exhibit](#)

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

- 10.C.** [RES 23-025](#) Public Hearing and Action on Resolution 23-025, 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](#)

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

- 10.D.** [ORD 23-008](#) Public Hearing and Action on Ordinance 23-008, an Ordinance Amending Article II of Chapter 22 of the Code of Ordinances of the City of Brookings and pertaining to the Adoption of the 2021 International Building Code, the 2021 International Residential Code, the 2021 International Mechanical Code, the 2021 International Fire Code, 2021 International Existing Building Code, 2021 International Property Maintenance Code with certain Amendments thereto.

**Attachments:** [Memo](#)  
[Ordinance - clean](#)  
[Ordinance - marked](#)  
[Notice](#)

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

**Legislative History**

3/14/23            City Council                            read into the record

**11. Other Business:**

- 11.A. [RES 23-027](#) Action on Resolution 23-027, a Resolution Authorizing the Transfer of Real Property for Economic Development Purposes.

**Attachments:** [Memo](#)  
[Resolution 23-027](#)  
[Presentation](#)

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

12. [ID 23-0117](#) City of Brookings Progress Report.

**Attachments:** [March 2023 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 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. Individuals will give their name and city of residence for the record. Public Comment may be submitted prior to the meeting by the following means: 1) Email comments to the City Clerk ([cityclerk@cityofbrookings-sd.gov](mailto:cityclerk@cityofbrookings-sd.gov)), 2) participate remotely, or 3) via eComment (<https://cityofbrookings.legistar.com/Calendar.aspx>). Comments provided will become part of the official record and subject to review by all parties and the public. The comments and views expressed by the public are those of the speakers and do not necessarily reflect the views or positions of the City of Brookings or City Council.*

*Meetings are broadcast live and recorded. Go to [www.cityofbrookings-sd.gov](http://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 the City ADA Coordinator at (605) 692-6281 at least three (3) business days in advance of the meeting.*