

Brookings City Council
January 26, 2016

The Brookings City Council held a meeting on Tuesday, January 26, 2016 at 6:00 p.m., at City Hall with the following members present: Mayor Tim Reed, Council Members Keith Corbett, Dan Hansen, Ope Niemeyer, Patty Bacon, and Scott Meyer. Council Member Jael Thorpe was absent. City Attorney Steve Britzman, City Manager Jeffrey Weldon and City Clerk Shari Thornes were also present.

Consent Agenda. Item #3C Action to hold a City Council meeting on March 8, 2016 was removed from the agenda. A motion was made by Council Member Hansen, seconded by Council Member Corbett, to approve the Consent Agenda as amended. The motion carried by the following vote: Yes: 7 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

3.A. Action to approve the agenda, as amended.

3.B. Action to approve the January 12 City Council Minutes.

3.D. Action on Resolution 16-009, a Resolution declaring Parks & Forestry equipment as surplus property.

Resolution 16-009 - Declaring Surplus Property

Whereas, the City of Brookings is the owner of the following described equipment formerly used at the City of Brookings Parks, Recreation & Forestry Department: One (1) 1987 John Deere 84 Payloader, Serial Number T60084X000203.

Whereas, in the best financial interest, it is the desire of the City of Brookings to sell same as surplus property; and

Whereas, the City Manager is hereby authorized to sell said surplus property.

Now, Therefore, Be It Resolved by the governing body of the City of Brookings, South Dakota, that this property be declared surplus property according to SDCL Chapter 6-13.

3.E. Action to authorize the City Clerk to proceed with a Vote Center Election for the Joint City/School April 12, 2016 Election.

3.F. Action on Abatement of property taxes for Parcel No. 40090-01300-019-00, Lot 19, Block 13, Camelot Square Addition, Brookings in the amount of \$1,157.08.

3.G. Action on Abatement of property taxes for Parcel No. 40960-11050-354-00, located on Outlot A, excluding Lot H2 & excluding D & D Addition in the Southeast ¼, Section 35-T110N-R50W, Brookings in the amount of \$1,367.04.

3.H. Action on Resolution 16-005, a Resolution authorizing Change Order No. 1 (Final) for 2015-07STI Asphalt Concrete Freight on Board Project; Bowes Construction, Inc.

Resolution 16-005 - A Resolution Authorizing Change Order No. I (Final),
for 2015-07STI Freight On Board Project; Bowes Construction Inc.

Be It Resolved by the City Council that the following change order be allowed for

2015-07STI Freight on Board Project: Construction Change Order Number I Final: adjust estimated bid quantities to "as-built" quantities for a total decrease of \$32,740.72 to close out the project.

3.I. Action on Resolution 16-006, a Resolution authorizing Change Order No. 1 (Final) for 2015-04STI, 26th Street South and Main Avenue South Traffic Signal Project; Action Electric.

Resolution 16-006 - Resolution Authorizing Change Order No. 1, Final, for 2015-04STI 26th Street South and Main Avenue South Traffic Signal Project; Action Electric Company

Be It Resolved by the City Council that the following change order be allowed for 2015-04STI, 26th Street South and Main Avenue South Traffic Signal Project: Construction Change Order Number 1 (Final): Adjust plan quantities to as-constructed quantities for a total decrease of \$2,070.24 to close out the project.

3.J. Action on Resolution 16-012, a Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2015-01SWR (2015 Sidewalk Repair Sites).

Resolution 16-012 - Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2015-01SWR, (2015 Sidewalk Repair Sites)

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

1. The assessment roll for Sidewalk Assessment Project No. 2015-01SWR having been filed in the office of the City Clerk on the 19th day of January, 2016, the City Council shall meet in the Chambers at the City & County Government Center, 520 3rd Street, Brookings, SD on Tuesday, the 9th day of February, 2016, at 6:00 o'clock PM, the said date being not less than twenty (20) days from the filing of said assessment roll.

2. The City Engineer is authorized and directed to prepare a notice describing, in general terms Sidewalk Assessment Project No. 2015-01SWR, the date of filing the assessment roll, the time and place of hearing thereon, stating that the assessment roll will be open for public inspection at the office of the City Engineer and referring to the assessment roll for further particulars.

3. The City Clerk is authorized and directed to publish said 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 at his, her or their last mailing address as shown by the records of the Director of Equalization not less than ten nor more than twenty days prior to the hearing.

3.K. Action on Resolution 16-015, a Resolution setting fees for Transportation Network Companies and drivers.

Resolution 16-015 - Resolution establishing the Fees for Transportation Network Companies and Drivers in the City of Brookings

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

Whereas, approved Ordinance 15-024 of the City of Brookings provides for the regulation of Transportation Network Companies and requires a license be obtained; and

Whereas, the License Fee shall be set by Resolution from time to time by the City Council.

Now, Therefore, Be It Resolved that the City of Brookings sets the license fee pertaining to Transportation Network Companies at \$250.00, and drivers at \$25.00 for new license, and \$15.00 for renewal, per calendar year.

Presentation of annual Dr. Martin Luther King, Jr. Day Awards by the Mayor and the Human Rights Commission. In celebration of Dr. King's birthday, the Brookings Human Rights Commission sponsored a poster contest for elementary and intermediate school students and an essay contest for middle school and high school students to help students reflect on Dr. King's ideas and their impact on the community. This year's theme for the poster contest was "*Only Love Can Drive Out Hatred.*" The theme for the essay contest was "*Darkness Cannot Drive Out Darkness: Only Light Can Do That. Hate Cannot Drive Out Hate: Only Love Can Do That.*" Mayor Tim Reed presented the following winners with their awards: Grade K-3 Poster: 1st Place – Anika Hooda, 2nd Place – Brooklyn Ballis, 3rd Place – Ernest Ting, Honorable Mentions – Brooklyn Lueders, Grace Mary Vostad, and Sophie Schoeld. Grade 4-5 Poster: 1st Place – Zoe Ritter, 2nd Place – Ahmed Sarah, 3rd Place – Nicole Sanchez, Honorable Mentions – Alora Good Shield, Jeffrey Min, Alisha Lam, and Lillianne Weber. Middle School Essay: 1st Place – Prasoon Kharel, 2nd Place – Aditya Tummala, 3rd Place Isha Hooda, and Honorable Mention – Tristina Ting. High School Essay: 1st Place – Marina Du, 2nd Place – Shannon VanderVliet, 3rd Place – Brianna Serrett, and Honorable Mention – Jane Ardry.

Resolution 16-007. A motion was made by Council Member Corbett, seconded by Council Member Hansen, to approve Resolution 16-007, a Resolution to purchase one new 2016 Chevrolet Silverado 3500 HD 4x4 Extended Cab Long Box for the Parks, Recreation & Forestry Dept. Motion was approved by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

Resolution 16-007 - Resolution to Purchase One New 2016 Chevrolet Silverado 3500HD 4x4 Extended Cab Long Box for the Parks, Recreation & Forestry Dept.
(Parks)

Whereas, the City of Brookings has sought and received the following quote for one new 2016 Chevrolet Silverado 3500HD 4x4 extended cab long box from the Billion Auto State Bid Contract #16866 item 24: Billion Auto in the amount of \$27,572.00.

Now Therefore, Be It Resolved that the contract from Billion Auto in the amount of \$27,572.00 be accepted.

The capital budget for this expenditure is \$35,000.00.

Resolution 16-010. A motion was made by Council Member Niemeyer, seconded by Council Member Hansen, that Resolution 16-010, a Resolution to purchase one (1) John Deere 324K Wheel Loader off of the National Joint Purchasing Agreement for the Parks, Recreation & Forestry Dept. (Parks), be approved. The motion carried by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

Resolution 16-010 - Resolution to Purchase One John Deere 324K Wheel Loader off of the National Joint Purchase Agreement for the Parks, Recreation & Forestry Dept.
(Parks)

Whereas, the City of Brookings has sought and received the following quote for one John Deere 324K Wheel Loader from the National Joint Purchase Agreement: John Deere Company in the amount of \$89,339.52.

Now Therefore, Be It Resolved that the contract from John Deere in the amount of \$89,339.52 be accepted.

The capital budget for this expenditure is \$100,000.00.

FIRST READING – Ordinance 16-003. Introduction and First Reading on Ordinance 16-003, an Ordinance on a Petition to Rezone Lot 2, Block 1, Foster Addition from an Industrial I-1R District to an Industrial I-1 District. Public Hearing: February 9, 2016.

FIRST READING – Ordinance 16-004. Introduction and First Reading on Ordinance 16-004, an Ordinance amending the Zoning Ordinance of the City of Brookings and pertaining to the creation of a Residence R-1D District for the purposes of administration of the Zoning Ordinance. Public Hearing: February 9, 2016.

FIRST READING – Ordinance 16-005. Introduction and First Reading on Ordinance 16-005, an Ordinance establishing a Dedicated Public Art Fund of the City of Brookings. Public Hearing: February 9, 2016.

FIRST READING – Ordinance 16-006. Introduction and First Reading on Ordinance 16-006, an Ordinance creating the Brookings Public Arts Commission for the City of Brookings. Public Hearing: February 9, 2016.

Ordinance 16-001. A public hearing was held on Ordinance 16-001, an Ordinance creating the Brookings Bicycle Advisory Committee for the City of Brookings, South Dakota. A motion was made by Council Member Meyer, seconded by Council Member Hansen to approve Ordinance 16-001. A motion was made by Council Member Hansen, seconded by Council Member Corbett, to amend Ordinance 16-001 to not consist of more than nine (9) members. The motion carried by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe. On the main

motion, as amended, the motion carried by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

Ordinance 16-002. A public hearing was held on Ordinance 16-002, an Ordinance creating an Urban Chicken Demonstration/Pilot Project and temporarily amending Chapter 14 of the Code of Ordinances of the City of Brookings, South Dakota to include provisions pertaining to the keeping of chickens pursuant to a Pilot Project of Limited Duration in the City of Brookings. A motion was made by Council Member Bacon, seconded by Council Member Hansen, to approve Ordinance 16-002. A motion was made by Council Member Niemeyer, seconded by Mayor Reed, to amend Ordinance 16-002 to limit the number of coops to 5. The motion failed by the following vote: Yes: 1 – Niemeyer; No: 5 - Reed, Corbett, Hansen, Meyer, and Bacon; Absent: 1 – Thorpe. The main motion carried by the following vote: Yes: 5 - Reed, Hansen, Niemeyer, Meyer, and Bacon; No: 1 – Corbett; Absent: 1 – Thorpe.

Resolution 16-008. A motion was made by Council Member Corbett, seconded by Council Member Niemeyer, that Resolution 16-008, a Resolution amending the Major Street Plan of the City of Brookings, be approved. The motion carried by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

Resolution 16-008 - A Resolution Amending the Major Street Plan
of the City of Brookings

Whereas, the City Council of the City of Brookings, SD in accordance with SDCL 11-6-18 adopted the Major Street Plan for the City of Brookings, SD; and

Whereas, the City Council determined that the Major Street Plan should be amended and supersede the previously adopted Major Street Plan adopted March 27, 2012; and

Whereas, the City Planning Commission of the City of Brookings, SD has recommended approval of the revised Major Street Plan in accordance with SDCL 11-6-17;

Now, Therefore, Be It Resolved by the City of Brookings, SD, that the Major Street Plan, as amended, is hereby adopted for the City of Brookings, with said map to supersede the previous Major Street Plan. The Major Street Plan shall be on file in the office of the City Clerk and is available for public inspection by any interested person.

Resolution 16-014. A motion was made by Council Member Niemeyer, seconded by Council Member Hansen, that Resolution 16-014, a Resolution authorizing the Retirement of Brookings Municipal Utility Bonds issued in 1998, 1999, and 2000; in the actions of the Brookings Municipal Utilities Board, be approved. The motion carried by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

Resolution 16-014 - A Resolution authorizing the Retirement of
Brookings Municipal Utility Bonds issued in 1998, 1999, and 2000;
in the actions of the Brookings Municipal Utilities Board

Whereas Brookings Municipal Utilities (BMU) has outstanding debt of \$10,715,000 from municipal tax exempt bonds issued in 1998, 1999, and 2000; and

Whereas the Brookings Municipal Utilities Board has determined that it is beneficial to BMU to retire the above mentioned bonds issued in 1998, 1999, and 2000; and

Whereas the Brookings Municipal Utilities Board has determined that there are sufficient resources within the BMU fund balances to retire the debt outstanding from the above mentioned bonds issued in 1998, 1999, and 2000; and

Whereas the Brookings Municipal Utilities Board authorized the Executive Vice President and General Manager of BMU to execute the documents necessary to retire the outstanding debt from the municipal tax free bonds issued in 1998, 1999, and 2000 by BMU Resolution No. 4-16 adopted the 11th day of January, 2016; and

Whereas, the City Council recognizes the benefit of the retirement of the 1998, 1999 and 2000 bonds; and

Whereas, this authorization by the City Council will facilitate the retirement of the 1998, 1999 and 2000 bonds.

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

- A. That the retirement of Brookings Municipal Utility Bonds issued in 1998, 1999 and 2000 is hereby authorized; and
- B. That the Mayor, City Clerk and the Executive Vice President and General Manager of BMU are authorized to execute the documents and notices required in accordance with this Resolution.

Interfund Loan. A motion was made by Council Member Hansen, seconded by Council Member Niemeyer, that an Interfund Loan between the Solid Waste Fund and the Swiftel Center Fund be approved. The motion carried by the following vote: Yes: 6 - Reed, Corbett, Hansen, Niemeyer, Meyer, and Bacon; Absent: 1 – Thorpe.

Appointment of Council Member. A motion was made by Mayor Reed, seconded by Council Member Hansen, that Dr. David A Meyer be appointed as an interim City Council Member, effective 2/10/2016 - 4/30/2016. The motion carried by the following vote: Yes: 5 - Reed, Corbett, Hansen, Niemeyer, and Bacon; Absent: 1 – Thorpe; Abstain: 1 – Meyer.

Adjourn. A motion was made by Council Member Hansen, seconded by Council Member Corbett, to adjourn the meeting at 8:05 p.m. The motion carried by a unanimous vote.

CITY OF BROOKINGS

ATTEST:

Tim Reed, Mayor

Shari Thornes, City Clerk

City of Brookings 2016 Payroll

(Addendum to the January 26, 2016 City Council Minutes.)

Dispatch: Dawna Everett, Communications Operator, 21.25; Baily Jo Galbraith, Communications Operator, 18.16; Emily Johnson, Communications Operator, 17.46; Jolynn Longville, Communications Operator, 21.25; Tracy Nelson, Communications Operator, 21.25; Sara Rentschler, Communications Operator, 20.46; Monic Roland, Communications Operator, 21.25; Lisa Slinger, Communications Operator, 18.90; Mark Stratton, Communications Commander, 5,825.31. Storm Drainage: Derk Hartenhoff, Street Maintenance Technician, 19.10. Council: Patricia Bacon, Council Person, 600.00; Keith Corbett, Council Person, 600.00; Daniel Hansen, Council Person, 600.00; Scott Meyer, Council Person, 600.00; Oepke Niemeyer, Council Person, 600.00; Timothy Reed, Mayor, 800.00; Jael Thorpe, Council Person, 600.00. City Clerk: Laurie Carruthers, Communications Specialist, 23.05; Bonnie Foster, Deputy City Clerk, 23.05; Shari Thornes, City Clerk, 6,794.90. City Manager: Jeffrey Weldon, City Manager, 12,635.04. Human Resources: Donna Langland, Human Resources Director, 7,338.26; Ashley Plueger, Human Resources Technician, 19.84. Finance: Shawna Costello, Finance Director, 7,190.79; Rose Davis, Accounting Specialist-Finance, 27.13; Gwendlyn Madsen, Accounting Clerk I, 21.49; Brenda McCracken, Accounting Specialist - Liquor, 26.08. IT: Korku Kponyoh, IT Specialist, 24.72; Reed Walter, IT Specialist, 28.94. Community Development: Daniel Hanson, Planning, Zoning & Housing Administrator, 6,291.35; Sarah Keizer, Code Enforcement Officer, 21.46; Greg Pearson, Code Enforcement Officer, 24.12; Michael Struck, Community Development Director, 8,603.59. Engineering: Thad Drietz, Assistant City Engineer, 6,291.39; Jacqueline Lanning, City Engineer, 9,806.96; Greg Miller, Building Services Administrator, 5,825.31; Lana Schwartz, Office Manager-Engineering/Community Development, 21.90; Jared Thomas, Engineering & Building Services Technician, 21.01. Police: Timothy Andersen, Patrol Officer, 25.51; Seth Bonnema, Patrol Officer, 22.69; Charles Bush, Patrol Officer, 26.51; Joey Collins, Lieutenant, 6,103.33; Terry Coon, Sergeant, 30.48; Luke DeJong, Patrol Officer, 22.69; Justina Diamond, Lieutenant, 6,063.45; David Erickson, Assistant Chief of Police, 6,794.90; Joseph Fishbaugher, Patrol Officer, 26.51; Brian Franklin, Patrol Officer, 26.51; Drew Garry, Patrol Officer, 26.51; Marci Gebers, Patrol Officer, 26.51; Jorrie Hart, Patrol Officer, 21.79; Daniel Jungen, Lieutenant, 6,103.33; Arlo Jurrens, Patrol Officer, 26.51; Christine Larson, Office Manager-Police, 22.77; Jordon McCaskill, Patrol Officer, 25.51; Daniel McLaughlin, Patrol Officer, 21.79; Jeff Miller, Police Chief, 8,162.97; Joel Perry, Sergeant, 30.48; Shawn Peterson, Sergeant, 30.48; Geoffrey Pollman, Patrol Officer, 22.69; Michael Popp, Patrol Officer, 21.79; Edward Derrick Powers, Investigative Lieutenant, 6,103.33; Trevor Radtke, Evidence Technician/Clerk, 19.70; Brandon Ridgeway, Patrol Officer, 22.69; Dana Rogers, Patrol Officer, 26.51; Joshua Schneider, Patrol Officer, 26.51; Darin Sinner, Patrol Officer, 24.52; Adam Smith, Patrol Officer, 26.51; Laurie Smith, Patrol Officer, 22.69; Anthony Sonnenburg, Sergeant, 30.48; Tricia Squashingroff-Schwartz, Police Records Clerk, 19.70; Damian Weets, Patrol Officer, 25.51; Jonathan

Weinrich, Patrol Officer, 24.52. Fire: Peter Bolzer, Deputy Fire Chief, 6,180.06; Jan Duchscherer, Office Manager-Fire, 22.77; Darrell Hartmann, Fire Chief, 7,338.06. Street: Dale Algood, Shop Supervisor/Mechanic, 25.12; Kurt Athey, Street Maintenance Technician, 21.48; Matthew Bartley, Street Superintendent, 5,677.47; James Becker, Heavy Equipment Operator, 24.12; Michael Billet, Street Maintenance Technician; 21.48; Deb Groon, Office Manager-Street, 22.70; Marty, Hendricks, Street Operations Supervisor, 25.57; Todd Johnson, Heavy Equipment Operator, 25.12; Justin Kahler, Temporary Advanced Equipment Operator, 21.01; Pete Kirchhevel, Advanced Equipment Operator, 22.77; Josh McClain, Advanced Equipment Operator, 22.77; John Miraglia, Street Maintenance Technician, 19.83; Todd Smidt, Temporary Advanced Equipment Operator, 22.77. Animal Control: Duane Walburg, Animal Control Officer, 24.12. Recreation: Darren Hoff, Recreation Manager, 4,997.15; Mitchell Pederson, Recreation Manager, 4,115.21. Park: Patrick Ammann, Building Trades Specialist, 24.12; Joshua Bauman, Park Supervisor, 20.61; Mark Bren, Shop Supervisor/Mechanic, 24.12; William deBlonk, Park Supervisor, 24.12; Paul Erickson, Park Supervisor, 24.12; Allen Kruse, Parks & Forestry Superintendent, 5,148.86; Stephen Hartung, Park Technician, 17.64; Paul Laleman, Park Technician, 21.48; Ross Shafrath, Park Technician, 19.83; Brett Torgrude, Building Trades Technician, 21.48; Christi Weidemann, Office Manager – Park, Recreation & Forestry, 20.22. Forestry: Ryan Burggraff, Forestry Technician, 19.83; Lucas Dahl, Forestry Technician, 19.83; Christopher Engbrecht, Forestry Technician, 21.48; Larry Maag, Forestry Supervisor, 23.20. Library: Pamela Brecht, Community Services Coordinator, 20.25; Alison Bruinsma, Young Adult Services Coordinator, 25.57; Katherine Eberline, Children's Services Librarian, 25.57; Cathy Enlow, Technology Services Librarian, 28.72; Nita Gill, Adult Services Librarian, 28.72; Alice Hayes, Administrative Assistant – Library, 19.49; Elvita Landau, Library Director, 6,794.64; Betsy Lenning, Interlibrary Loan Services Coordinator, 19.12; Alison Tappan, Circulation Manager, 21.48; Evan Washechek, Circulations Assistant II/Technician, 16.99. Liquor: Janet Coplan, Liquor Store Manager, 5,505.79; Andrew Ekeland, Liquor Store Sales Associate, 18.02; Brian Hanson, Inventory Control Clerk, 16.66; Robert Lantgen, Liquor Store Sales Associate, 16.04; James Wilson, Liquor Store Sales Associate, 15.41. Airport: Ryan O'Rear, Airport Manager, 4,795.00 Jeremy Scott, Airport Operations/Maintenance Technician, 22.77. Edgebrook Golf Course: Bruce Hovelson, Golf Course Superintendent, 5,721.10; Nick McGinnis, Park Technician, 21.48; Greg Redenius, Park Supervisor, 22.32. Solid Waste Collection: Paul Hartley, Sanitation Collector, 21.48; Tim Huber Sanitation Collector, 21.48; Jeremy Janssen, Sanitation Collector, 17.64; Brian Klingbale, Sanitation Collector, 21.48; Aaron Mumby, Sanitation Collector, 21.48; Marvin Privett, Sanitation Collector Supervisor, 24.12. Solid Waste Disposal: Calvin Cook, Solid Waste Worker, 22.77; Todd Langland, Director of Solid Waste Management; 6,301.38; Caryl Larson, Office Manager – Landfill, 21.90; Rodney Olson, Heavy Equipment Operators, 24.12; Jody Osmond, Landfill Supervisor, 25.57; Garry Prussman, Heavy Equipment Operator, 24.12.