

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, December 1, 2015
7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder

1. Call meeting to order: Mayor Larson called the meeting to order at 7:00 pm.

2. Moment of Silence: To honor our fallen soldiers and active duty personnel.
Pledge of Allegiance: Recitation.

3. Roll Call: Present were: Council Members Scott Allen, Steve Cowley, Bruce Hegel, Jeff Hollinshead, and Doug Curry. Council Member Tricia Weathers was present via telephone. Also present were: Police Chief Jason Dubbs, Planning & Zoning Coordinator Ron Koan, Public Works Director Al Todd, and Finance Officer Mystee Lashwood. There were nine citizens present.

4. Approve Agenda: Motion by Allen, seconded by Cowley to approve the agenda for December 1, 2015 as presented. Vote aye: Unanimous.

5. Presentation: Insurance renewal – Don Herrmann Agency. Don Herrmann gave an updated presentation based on the questions that were asked at the last meeting. He stated that the state has lost an insurance company, Dakota Care, which was bought out by Avera. He stated that the average increase for insurance is 15-19% based on actuarial figures. He stated that he looked at options to increase the deductibles or to raise the co-pay and he stated that there is no way the plan can be changed and the city would lose its “grandfather” status and the plan would then change to be an age rated system. He stated that the percentage increase for 2016 is based on the risk factors and the anticipated claims. He stated that he is going to talk to the underwriter and get a new rate chart based on the change in the demographics.

6. FINANCE DEPARTMENT: To discuss and decide action on renewal of Insurance. Motion by Allen seconded by Cowley to defer the renewal to the next meeting, and authorize Mayor to sign the review for the rates. Vote aye: Unanimous.

CONSENT AGENDA: Agenda items 7 through 14 on the Consent Agenda are meant to be approved as a group with a single motion. Questions may be asked of any Consent Agenda items, but may not be debated. Any Consent Agenda item may be removed from the Consent Agenda for separate action at the request of any Council Member or anyone present. All questions are to be directed to the Department Head.

7. To approve the reading of the November 17, 2015 Common Council Meeting Minutes.

8. To approve the reading of the November 24, 2015 Common Council Special Meeting Minutes.

9. To approve Payroll 24 (November 1 to November 14) Total Payroll \$45,488.47; General Government: \$1,653.85
Finance Office: \$1,888.80; General Finance: \$2,522.41; Police Dept: \$17,702.84; PW Street Maintenance: \$3,110.20; PW
Animal Control: \$530.47; PW Street Signs: \$14.00; PW Parks: \$2,596.72; Planning & Zoning: \$3,162.85; Planning &
Zoning Board: \$200.00; PW Water Production: \$2,966.58; PW Water Distribution: \$4,836.25; PW Sewer Collection:
\$1,187.56.

10. To approve the Claims, Utility deposit refunds, Rural Development Loan Payments, and Hand Checks.

11. To approve renewal of Package (off sale) Wine license #1598 for Dolgen Midwest LLC dba Dollar General Store #15078 located at 430 North Ellsworth Rd.

12. To approve recommendation from Pennington County on abatement for South Dakota Ellsworth Development Authority in the amount of \$407.96. Property Tax #42615 was purchased by a tax exempt government entity and is exempt for 8/12 of the year.

13. To approve recommendation from Pennington County on abatement for South Dakota Ellsworth Development Authority in the amount of \$1,846.78. Property Tax #2420 was purchased by a tax exempt government entity and is exempt for the entire year.

Motion by Allen, seconded by Weathers to approve Consent Agenda Items 7-13 as presented. Vote aye: Unanimous.

14. Motion by Allen, seconded by Hollinshead to approve Business License #1671 for Down Ohm Vapors submitted by Kevin Quick to be located at 520 North Ellsworth Road, Suite 5A. Discussion. Vote aye: Unanimous.

CITY BUSINESS:

15. PUBLIC WORKS/FINANCE DEPARTMENT: Motion by Hollinshead, seconded by Cowley to approve Pay Application #1 for R.C.S. Construction for the Well #5 project in the amount of \$90,570.69. Vote aye: Unanimous.

16. DEPARTMENT HEAD REPORTS:

Mayor: Mayor Larson spoke about the “Shop Local” promotion and stated that people are excited. He asked that everyone look at the job descriptions and make recommendations for changes if they feel they are needed to either committee members or to the Mayor.

Police: Police Chief Dubbs gave the department statistics report for November 17th to November 30th. He stated that currently Chris, Justin, and Gunnar are attending training in Sioux Falls for Tactical Medical Response. He stated that Josh and one of the reserves will be going to the academy to teach later this month.

Public Works: Public Works Director Todd stated that Mike Lemley is back at work this week, he is on light duty. He stated that this snow storm was a bad one to plow because of the drifting.

Finance: Finance Officer Lashwood stated that the department is working on the end of year reports.

Planning & Zoning: Planning & Zoning Coordinator Koan stated that he received one application for the position and will be looking at it. He stated that based on the results of the application, he will look at if it is necessary to advertise other places.

City Attorney: Absent.

17. COUNCIL REPORTS:

Allen: No Input.

Cowley: No Input.

Curry: No Input.

Hegel: No Input.

Hollinshead: No Input.

Weathers: No Input.

18. OTHER REPORTS:

Chamber of Commerce: Absent.

Economic Development: Wes Rick stated that the papers were signed and the loan was extended for a six month period.

19. CITIZEN INPUT: None.

20. EXECUTIVE SESSION: None.

21. ADJOURNMENT: There being no further business to be considered in front of the Common Council at 7:35 pm, motion by Allen, seconded by Cowley to adjourn. Vote aye: Unanimous.

Seal:

Attest:

Larry Larson
Mayor

Mystee Lashwood
Finance Officer