

COMMON COUNCIL MEETING OF THE CITY OF BOX ELDER
DRAFT MEETING MINUTES
Tuesday, April 1, 2014, 7:00 p.m.

A scheduled meeting of the Common Council of the City of Box Elder was called to order at 7:00 pm on Tuesday, April 1, 2014. Present were: Mayor William Griffiths; Council Members: Allen; Cowley; Coatney; Haddenham; Hollinshead were present; and Foster was absent. Also present were: Police Chief Dubbs; Finance Officer Mystee Lashwood; Legal Council Rex Hagg; Public Works Director Al Todd; and Planning & Zoning Director Ron Koan.

Moment of Silence and Pledge of Allegiance

1. **Call meeting to order at 7:00pm.**
2. **Pledge of Allegiance**
3. **Roll Call:** Present: Allen; Cowley; Coatney; Haddenham; Hollinshead. Absent: Foster.
4. **Approve Agenda** with Executive Session for Personnel as per SDCL 1-25-2 Sub (1).

Motion by Allen, seconded by Coatney to remove item 7A and to defer item 8C to the April 15 meeting per customer request. Vote Aye: Unanimous.

Motion by Allen, seconded by Cowley to approve the amended agenda. Vote Aye: Unanimous.

5. Announcements and Praise

Mayor Griffiths made an executive proclamation to declare April 15th Purple Up! For Military Kids Day!. He requested that everyone join him and wear purple on April 15th to honor the sacrifices children make when their parents serve in the military.

6. CONSENT AGENDA: Agenda items A through C on the Consent Agenda are meant to be approved as a group with a single motion. Questions maybe 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.

A. To approve the reading of the March 18, 2014 Common Council Minutes.

B. To approve the Claims, Utility deposit refunds, and Hand Checks. Questions asked and answered.

C. To approve Payroll 7 (March 9 to March 22): Total Payroll \$47,775.38; General Government: \$2,053.85; Finance Office: \$1,852.00; General Financial: \$3,860.00; Police Dept: \$20,270.00; PW Street: \$5,293.93; Animal Control: \$340.00; Sign Inspection: \$855.95; PW Parks: \$2,653.24; Planning & Zoning: \$3,069.60; PZ Board: \$360.00; PW Water Production: \$2,996.03; PW Water Distribution: \$2,758.58; PW Sewer Collection: \$1,412.20.

Motion by Cowley, seconded by Allen to approve the consent agenda. Vote Aye: Unanimous.

7. UNFINISHED BUSINESS:

A. PUBLIC WORKS DEPARTMENT: ~~To discuss and approve Sanitary Sewer Discharge Agreement between Atlantis LLC, City of Rapid City, and City of Box Elder. Item Removed.~~

8. NEW BUSINESS:

A. PLANNING/ZONING DEPARTMENT: Motion by Allen, seconded by Hollinshead to discuss and approve First Reading of Ordinance 545, Rezoning ordinance for Gary Brown. Vote Aye: Unanimous.

B. PLANNING/ZONING DEPARTMENT: Motion by Coatney, seconded by Cowley to discuss and approve First Reading of Ordinance 546, Rezoning ordinance for Love's Travel Plaza. Vote Aye: Unanimous.

C. PLANNING/ZONING DEPARTMENT: To discuss and approve Preliminary Plat for Bradsky/Haddenham Project. New hotel project and commercial development. *Item deferred to April 15 meeting.*

D. FINANCE DEPARTMENT: Motion by Allen, seconded by Haddenham to discuss and approve the annual contract for Tessier's Inspection and Maintenance agreement for heating and cooling system. Vote Aye: Unanimous.

E. COUNCIL DISCUSSION: To discuss and approve reduction in speed limit in Cheyenne Pass Development.

Residents from Cheyenne Pass expressed a need for speed limit/children at play signs, a reduced speed limit of 15 mph, and a concern for the construction trucks that speed through the subdivision.

Motion by Coatney, seconded by Allen to approve two 15mph speed limit signs and two children at play signs for Cheyenne Pass, signs will be located at the entrances and midway down Old Calvalry Rd at the Bus Stop. Vote Aye: Unanimous.

F. COUNCIL DISCUSSION: To discuss and approve reduction in speed limit and addition of Children at Play signs in Patriot Estates Development.

Residents from Patriot Estates expressed concerns of the construction employees speeding and a desire for a 15 mph speed limit sign as well as a children at play sign where the neighborhood children play basketball.

Motion by Allen, seconded by Cowley to approve two 15 mph signs and two children at play signs at each entrance: Pershing & Eisenhower. Vote Aye: Unanimous.

9. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: Griffiths explained that the B-52s are coming to Ellsworth and they will be bringing around 300 people into the area. He encourages our citizens to tell these people to use our local businesses instead of going out of town. Griffiths also discussed 3 community partnership ideas: 1)getting Box Elder kids the opportunity to use base facilities like the pool and bowling alley. 2) the golf course is open to the public, they will receive a grant to keep the golf course watered, and letters have been sent out requesting donations to help pay for watering the golf course if the city takes it over. 3)Urgent Care will come to Box Elder, if we can get them a building. He also discussed the monthly Mayor's luncheons and going forward I will be inviting the council members to join me for them. He attended the ISIS gives back ceremony today and the Box Elder BMX received a donation as well as our parks. Griffiths encourages everyone to come and visit because he has an open door policy. Finally, Mayor Griffiths said Clean-Up Week will be April 21-26 and information about that and tire/household waste disposal is available in the April newsletter.

Police: Chief Dubbs gave the statistics report for March 18-31. DARE started last week and Rick and Becky will be teaching those sessions. We have received a lot of applications for the 4 reserve officer positions that we are trying to fill. There will be a blood drive on April 11 from 0730-1345 at Douglas High School. Dubbs asked that the public give us their patience as we work our way around the city with the new speed limit changes.

Public Works: Director Todd explained Ron passed his six month inspection on March 11th so he will get his 50 cent raise. Tully passed all of his tests to become an Operator 3 and his new pay rate will be \$18.56. Box Elder's first ever public works/capital improvements meeting will be Thursday, a parks board meeting will be held April 15th at 6pm before the next council meeting. Ghere Well flushing is still going on and some of the landowners are being infringed on, if you hear anything please relay it to me so we can accommodate the landowners as needed. When the weather is better we will be putting up the signs.

Finance: Officer Lashwood discussed the letter we received from USAA for the 2004 Envoy that was in an accident, the Envoy was totaled and we will receive a check for \$6,580.46 to replace it. We received a \$2,000 donation from BHA Community Foundation via funds from the ISIS Gives Back program to be used to replace the playground equipment in Veterans Park. She also reminded people to get out and vote in Wards 1 & 3. For Ward 2 there will be no election as Douglas Curry was unopposed. Please remember to pick up your coloring sheets for Arbor Day, the sheets need to be turned in by April 18, the tree planting is April 26 at Denali Park. Kids attending will get a tree to plant at their own house. Council Member Hollinshead asked about the specification of the ISIS donation to be used at Veteran's Park. Lashwood said that is what the envelope she received the check in designated.

Planning/Zoning: No input.

City Attorney: No input.

10. COUNCIL REPORTS:

Allen: No input.

Cowley: No input.

Coatney: Would like people to go out and vote for people running in their wards.

Foster: Absent

Haddenham: No input.

Hollinshead: No input.

11. OTHER DEPARTMENT REPORTS:

Chamber of Commerce: President Hanson said their insurance has been written to have a demolition derby at the Box Elder Bash, July 5 which will also be the 50th Anniversary of Box Elder.

Economic Development: President Rick said they will hold a meeting on April 10 to decide on assisting a commercial development that would like to be in Box Elder. He also recommended to the new citizens that if they give their information to Mystee they can get the newsletters. Voting was also discussed: absentee voting is now available at City Hall. The polling location for local elections next week on April 8 will be in the Event Center: 420 Villa Dr. and polls will be open from 7am-7pm.

12. CITIZEN INPUT:

No input.

13. EXECUTIVE SESSION:

Motion by Cowley, seconded by Haddenham to enter into executive session at 8:00pm. Vote Aye: Unanimous.

Motion by Hollinshead, seconded by Coatney to exit executive session at 8:44pm. No decisions were made. Vote Aye: Unanimous.

14. ADJOURNMENT: THERE BEING NO FURTHER BUSINESS TO BE TAKEN IN FRONT OF THE COUNCIL AT 8:44PM MOTION BY Hollinshead, SECONDED BY Coatney TO ADJOURN. Vote Aye: Unanimous.

Seal:

Attest:

William F Griffiths Sr
Mayor

Mystee Lashwood
Finance Officer