

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday April 17, 2018
7:00 pm Regular Meeting – City Council Chambers, 420 Villa Drive, Box Elder

1.Call meeting to order

The meeting was called to Order at 7:00 p.m.

2. Moment of Silence/Pledge of Allegiance

3. Roll Call – City Clerk

Present were Mayor Larry Larson, Council Members Scott Allen, Steve Cowley, Bruce Hegel, Jeff Hollinshead, and Tricia Weathers. Also present were Interim City Attorney: Richard Pluimer, Police Chief Jason Dubbs, Public Works Director Bob Kaufman, Planning and Zoning Director Ron Koan, City Clerk Michael Alcanter, and City Administrator Nicole Schneider.

4. Approve Agenda

Motion by Allen to amend consent agenda item number 15 to read \$31,200. Seconded by Hegel to approve. Vote Aye: unanimous.

5. Declaration of any potential conflicts-of-interest: None

CONSENT AGENDA:

6. Approval of the April 17, 2018 Common Council Meeting Minutes.

7. Approval of Payroll 8 (March 18- March 31). Total Payroll \$66,248.97; General Government: \$4,539.41; Finance Office: \$4,830.98; Police Department: \$26,444.38; PW Street Maintenance: \$6,190.24; PW Parks \$4,275.42 Planning & Zoning: \$6,218.32; P & Z Board: \$670.00; PW Water Production \$5,931.33; PW Water Distribution: \$4,063.39 and PW Sewer Collection: \$3,085.50.

8. Approval of the claims, loan payments, and hand checks.

9. Approval of the Business License for Myers Vintage & Curios, application #1775 at 316 Villa Dr. Ste. 6.

10. Approval of the Business license for Escapees, Inc, application #1778 at 316 villa Dr.

11. Public works: Approval of bid from Bituminous Paving Inc. for \$45,270.00 for Radar Hill Road Chip Seal Project 3-2018.

12. Approval of Minor Plat #180046.

13.Approval of Grading Permit #180058 for Lot 1 of Lot B of DSDP Subdivision.

Motion by Weathers, seconded by Hegel to approve consent agenda items. Vote Aye: unanimous.

CITY BUSINESS:

14. Introduction of new employees.

15. Request by Amanda Heiland for adjustment of monthly sewer fee because of water leaks during months used to establish sewer rates. Motion by Weathers, seconded by Cowley to use the average of November, December of 2016 and January 2017. Vote Aye: unanimous.

16. Request by Oley Hansen for a payment plan to spread \$953.47 water bill into four payments of \$238.36 a month. Motion by Hegel, seconded by Cowley to approve the payment plan request. Vote: Roll Call Allen-Aye, Cowley-Aye, Hegel-Aye, Hollinshead-Nay, Weathers-Aye Motion Passed.

17.: Request by Samuel Griffiths for a reduction in his water bill due to water leak. Motion by Weathers, seconded by Allen to reduce the sewer amount to the previous months sewer. Vote Aye: unanimous.

18. Approve report and election results for 2018 election. Motion by Weathers, seconded by Cowley to approve the reporting of election results 2018. Vote Aye: unanimous.

19. Approve resolution to authorize exploration and options for the construction of a new city Event Center and to explore its financing, feasibility and potential operation. Motion by Hegel, seconded by Weathers to approve moving forward with resolution. Vote Aye: unanimous.

20. Motion by Cowley, seconded by Hegel to approve the second reading Ordinance #593 changing the zoning of Lots 1-4, Block 9, Northern Lights Subdivision from Residential to General Residential 3-Mixed Use Residential. Vote Aye: unanimous.

21. Motion by Weathers, seconded by Hollinshead to deny weekend flea market at 119 S. Ellsworth Road. Vote: Roll Call Allen-Nay, Cowley-Aye, Hegel-Nay, Hollinshead-Aye, Weathers-Aye Motion Passed.

22 Motion by Allen, seconded by Cowley to approve the first reading of Ordinance #594 regarding rezoning of Lot B of DSDP Subdivision, Box Elder, South Dakota and reflect the change on the official zoning map. Vote Aye: unanimous

23. Motion by Allen, seconded by Cowley to approve first reading of Ordinance #595 regarding zoning change for Lot 2R2 of Lot D of Southgate Addition, Box Elder, South Dakota; also changing the official zoning map. Vote Aye: unanimous.

24. Motion by Hollinshead, seconded by Weathers to approve first reading of Ordinance #596 Zoning Map Change for lots 1-3, Block 5, Freedom Estates Subdivision from Agricultural to General Residential 3. Vote Aye: unanimous.

25. Motion by Cowley, seconded by Allen to approve Resolution 18-08 to allow a Public Fireworks Display for the Box Elder Bash. Vote Aye: unanimous.

26. Motion by Allen, seconded by Hegel to approve Resolution 18-07 to allow citizens to ignite fireworks June 30th to July 4th, 2018, August 7, 2018, and December 31st, 2018 to January 1st, 2019. Vote: Roll Call Allen-Aye, Cowley-Aye, Hegel-Aye, Hollinshead-Nay, Weathers-Aye Motion Passed.

27. Motion by Cowley, seconded by Hegel to approve Resolution 18-10 for Minor Plat of Lots 1 & 2 of Temple Subdivision #2. Vote Aye: unanimous.

28. DEPARTMENT HEAD REPORTS:

Mayor Larson: Attended Ellsworth task force meeting to discuss the B-21. Attended a meeting to discuss the Rapid City Chamber uses all of their revenue from their hotel rooms to hire a person to bring conventions into the area; inquired if we would contribute so that hotels and Box Elder could also be included in convention bids. Referred them to the Council for action. Staff recognition first quarter award went to Randy. Attended the MPO meeting on the 12th to be briefed on the design of interstate 90, exit 63 interchange construction projects in the long-range transportation plan. The South Dakota DOT project will cost \$20.5 million and be done in 2021 timeframe.

Police Chief Dubbs: I will be attending the joint Chiefs and Sheriffs Association meeting in Deadwood. After a three week of rest on Line Road the nails are being thrown in the road again. I would ask the Council's authorization to offer a \$250 reward for the arrest and prosecution of the offender to be placed on the next agenda.

Public Works Director Bob Kaufman: Received a traffic study around the schooling area. Ron and I will be reviewing that and getting comments back to the consultant before he gets his final report done. Received three proposals for our water study for a new well location; will be holding formal interviews in May. Western Engineering was contacted to do work on well number six to check valves with an estimated bill \$5000 to \$6500. The work will include pulling some pumps out and putting new check valves in. We have not heard from Wagon Wheel, but we did receive a payment for this month. Interim City Attorney Pluimer: Last meeting, KT connections had quoted on some of the electronic communication equipment that was being requested. Councilman Hegel had raised the question, whether the purchase policy anticipated those kinds of expenses. My advice to go back and get some quotes was inaccurate as that this was not an open source. There is a state statute that exempts communication technology, computer hardware, software equipment, peripherals, and related connectivity. Our purchasing policy specifically exempts items that are exempt under state statute. I think the staff can move forward with the information received from KT connections. I wanted to correct the record there.

Finance/Legal: City Administrator/Finance Officer Schneider presented financial reports for the month.

Planning & Zoning Administrator Ron Koan reported our GIS software was loaded and that the priority is getting the water system mapped. Met with developer about offering affordable housing, little smaller homes, smaller lots, and in the \$180,000 range. K&M tire should be breaking ground this week. The welcome signs: the foundations are poured; county and state road restrictions on weight come off May 1 to get the signs delivered to the sites.

City Attorney Richard Pluimer: Thanked the city for making him the interim City Attorney and for the great working relationship with Council.

29. COUNCIL, REPORT:

Allen: Nothing.

Cowley: Nothing

Hegel: Congratulated the new council members and thanked to Richard Pluimer for an outstanding job in a tough situation.

Hollinshead: Nothing

McPherson: Absent.

Weathers: Box Elder Bash is under way. Vender applications will be going out this week that's all I have.

30. OTHER REPORTS:

Economic Development: We have possibly two more prospects to join.

31. CITIZEN INPUT: Citizen on Prairie Edge Drive inquired into City's water moratorium. Directed to get information about requested tap to Mr. Kaufman to bring it back to the next Council meeting.

32. EXECUTIVE SESSION: Motion by Hollinshead, seconded by Weathers to go into executive session. Vote Aye: unanimous. Pursuant to SDCL 1-25-2 (1) for personnel, session started at 8:17 pm; Out of Executive Session at 8:48 pm.

33. ADJOURNMENT: Motion by Hollinshead seconded by Hegel to adjourn at 8:48 p.m. Vote Aye: unanimous.

ADA Compliance: The City of Box Elder fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Office 24 hours prior to the meeting so that appropriate auxiliary aids and services are available.

Seal:

Attest:

Larry Larson
Mayor

Nicole Schneider
City Administrator/Finance Officer