

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES

Tuesday, April 7, 2015

7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder

1. Call meeting to order: Council President Scott Allen called the meeting to order at 7:00 pm. He read a prepared statement from Mayor Griffiths regarding an invitation to meet with Lt. Gen Chris Nolan regarding Mayor Griffiths participation in the P4 Program.

2. There was a recognized Moment of Silence and the recitation of the Pledge of Allegiance.

3. Roll Call: Present were Council Members: Scott Allen, Steve Cowley, Mark Coatney, Doug Curry, Carolyn Haddenham, and Jeff Hollinshead. Also present were: Planning & Zoning Coordinator Ron Koan, Public Works Director Al Todd, Finance Officer Mystee Lashwood, and Police Chief Jason Dubbs. Mayor William Griffiths and City Attorney Rex Hagg were absent. There were 20 citizens present.

4. Approve Agenda: Motion by Coatney, seconded by Curry to approve the agenda for Tuesday, April 7, 2015 as presented. Vote aye: Unanimous.

5. PROCLAMATIONS:

1. Presentation of Proclamation for Arbor Day is April 25, 2015.

2. Presentation of Proclamation for Girl Scout Volunteer Appreciation Week 2015 is April 19th-25th.

3. Presentation of Proclamation for Purple Up! For Military Kids Day is April 15, 2015

6. EXECUTIVE SESSION: Motion by Hollinshead, seconded by Coatney to enter into an Executive Session for Contractual as per SDCL 1-25-2 Sub 2 and for Personnel as per SDCL 1-25-2 Sub 1 at 7:04 pm. Vote aye: Unanimous.

Motion by Hollinshead, seconded by Cowley to exit out of Executive Session at 7:45 pm. Vote aye: Unanimous.

7. CONSENT AGENDA: Agenda items A through G 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.

A. To approve the reading of the March 17, 2015 Common Council Minutes.

B. To approve Payroll 7 (March 8 to March 21): Total Payroll \$45,812.78: General Government: \$1,753.85; Finance Office: \$1,888.80; General Financial: \$2,520.83; Police Dept: \$20,850.36; PW Street: \$5,829.80; Animal Control: \$356.80; PW Sign Inspection: \$108.00; PW Parks: \$2,624.20; Planning & Zoning: \$3,162.61; Planning & Zoning Board: \$250.00; PW Water Production: \$2,578.26; PW Water Distribution: \$2,952.27; PW Sewer Collection: \$937.00.

C. To approve the Claims, Utility deposit refunds, Hand Checks, and Loan Payments.

D. To approve Retail On-Off Sale Malt Beverage License for Love's Travel Stop #602, for the Game room, Northwest corner of location. Dimensions 16' 9.25" x 20' 11", 351 sq ft.

E. To approve Business License Application #1635 for Antiques Refinishing & More, a refinishing and reselling of antiques, miscellaneous, and barnwood creations by Julie Ertz to be located at 14768 Flying Eagle Drive, Box Elder.

F. To approve Business License Application #1637 for Phuzion Storm Tattoos, a tattoo shop by Paul Fiddler to be located at 4509 I-90 Service Road, Box Elder.

G. To approve Business License Application #1639 for The Growing Garden Day Care an in-home daycare by Alison Logue to be located at 1141 Tallent Court, Box Elder.

Motion by Coatney, seconded by Cowley to approve Items A-G as presented on the Consent Agenda. Vote aye: Unanimous.

7H. CLAIM FOR SEPARATE CONSIDERATION: Motion by Hollinshead, seconded by Coatney to approve the payment of AC/DC Automotive total \$913.50 for Change out tires on 2007 Crown Victoria, \$21.00; Radiator and fan

assembly for 2008 Crown Victoria \$551.39; and Repairs to 2007 Tahoe \$341.11 for Police Department vehicles. Vote aye: Coatney, Cowley, Curry, Haddenham, Hollinshead. Abstain: Allen.

8. CITY BUSINESS:

A. PUBLIC WORKS DEPARTMENT: Motion by Hollinshead, seconded by Coatney to approve billing payment for SDEDA; Total payment due \$115,975.03 Regional Waste Water Treatment Plant Operations Cost - \$57,175.03; Capital Cost \$58,800.00. Vote aye: Unanimous.

B. FINANCE DEPARTMENT/AUDITOR: Motion by Cowley, seconded by Coatney to approve Resolution 15-06. a resolution to approve the reallocation of cash balances for the fiscal year 2013. Vote aye: Unanimous.

C. PLANNING/ZONING DEPARTMENT: Motion by Hollinshead, seconded by Curry to defer the discussion of the continuation of CUP #120023 for Marine Storage at 22761 Mule Deer Trail, Milt Gutknecht to the next council meeting. Vote aye: Unanimous.

D. FINANCE DEPARTMENT: Motion by Hollinshead, seconded by to Curry to approve and authorize signature on the Software Contract with Data Technologies and to authorize initial payment of \$35,380.00. Vote aye: Unanimous.

E. PLANNING DEPARTMENT: Motion by Coatney, seconded by Cowley to approve Minor Plat Application #150026 for H. Lee Ahrlin for a 5.4 acre parcel on the east side of Liberty Boulevard. Vote aye: Unanimous.

F. PLANNING DEPARTMENT: Motion by Curry, seconded by Hollinshead to approve Sign Permit Application #150027 by Solar Sound Corporation for the installation of an updated sign at the Box Elder Branch for Wells Fargo Bank. Vote aye: Unanimous.

9. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: Council President Allen read a prepared statement from Mayor Griffiths. The statement was in regards to the swimming pool on Ellsworth AFB will be accessible to all Box Elder citizens beginning May 30. The agreement needs to be signed by the Colonel. There will be an additional facilities agreement in regards to the softball fields and the bowling alley in the near future. There was also a section on the sign vandalism that has happened over the past week and asked that all vandalism be reported to the police department.

Police: Police Chief Dubbs reported the statistics report for March 17 to April 6. He updated the council on the 2015 vehicle purchase, the Records Management System contract, the Office of Highway Safety Grant, a new billboard will be up soon, there will be one more message up on the billboard before the end of the fiscal year. He stated that the department will be applying for a grant to replace the in car cameras. He stated that the department will be hosting numerous training classes in June and July for surrounding enforcement agencies.

Public Works: Public Works Director Todd stated that there is a rather large piece of the road falling on the upper curve of Radar Hill Road. He stated that he spoke to the DOT and the estimate to repair is \$500,000. He stated that he will be working with the DOT to get the problem fixed. The leak in the Ghere tank turned out to be a larger project to be repaired than was first anticipated. The situation should be resolved soon, the tank is usable, but it is leaking. The Parks Board had a meeting today. They talked about the procedures for the parks, the playground equipment in the parks, the BMX Track and how it isn't compatible with the overlay. There was an extensive discussion on Gardening Clubs in the parks, and the possibility of implementing some community gardens about town. They had extensive discussion on the ball fields; they will be having another meeting to discuss this issue further. Dan Oliver stated that in the neighborhood, there were questions about using RC cars in Boykin Park; there was also questions about the use of the battery operated little tykes vehicles. PW Director Todd stated that there are no regulations forbidding the use of these type of items in the parks. Dan Oliver asked if the sign could be replaced about the park regulations.

Finance: Finance Officer Lashwood stated that the following people were appointed to the Election Board for this election: Superintendent – Mary Jo Hix; Deputies – Joann Black Weasel, Eileen Kienzle, Jonda Bennett, David Jungemann, Gladys Hillstead, Tom Baumker, and Wes Rick. Lashwood also stated that she won't be at the next council meeting on April 21st due to having surgery. She stated that she will be out for approximately six weeks, but will be available by cell phone. Finance Administrative Assistant Racheal Jundt will be doing her job while she is out.

Planning/Zoning: PZ Coordinator Koan stated that developers are looking to expand their current developments, so there will be permits coming forward for those. Tru-Value and the new hotel are on line to be open by May. The interim financing for the new well has been approved, just waiting on the final go ahead from Rural Development, hopefully will be ready to go to bid on the project soon. Condrey and Associates was here March 25th, they are consolidating the data and will be back in approximately three weeks to present the preliminary proposals to the council. He stated that the emergency siren grant project process is moving forward.

City Attorney: Absent.

10. COUNCIL REPORTS:

Allen: Wish all of the candidate's good luck on Tuesday.

Cowley: No Input.

Coatney: Wish everyone good luck on Tuesday. Thank everyone that came out on Thursday for the Meet the Candidates forum. He stated that it was a good learning experience for him and hopes to move forward from there.

Curry: No Input.

Haddenham: Good job on the question and answer period. She stated that it was very informative and she enjoyed the program as put on by the Chamber of Commerce at the Thursday Meet the Candidates program.

Hollinshead: No Input

11. OTHER DEPARTMENT REPORTS:

Chamber of Commerce: Mike Hanson stated that due to the term limits in the by-laws, he has resigned from the Chamber of Commerce board. Josh Kelly stated that he was voted in as president, but has stepped down as he is unable to commit the time, so Tricia Weathers was voted in as president.

Economic Development: Wes Rick stated that there is an upcoming meeting on Thursday.

12. CITIZEN INPUT:

Jane Maine thanked Mike Hanson for the commitment to the Chamber and stated that the Chamber should keep up the good work.

Al LaBine stated that the council executive should be scheduled to a time before the meeting so that the people who have business to discuss won't have to wait.

Curt Meier asked the council's opinion about a candidate using city employees to put up campaign signs. Jeff stated that this is a misappropriation of funds. Jane stated that this issue should be addressed to all candidates, and all city employees that this is to cease and desist. City employees should report this to the council if they are asked to do this and they should tell management no.

13. ADJOURNMENT: There being no further business to be discussed in front of the Common Council at 8:36 pm, motion by Coatney, seconded by Cowley to adjourn.

Seal:

Attest:

Scott Allen

Mystee Lashwood