

**CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES**

**Wednesday, August 5, 2015**

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

**1. Call meeting to order** at 7:02 pm – Council President Scott Allen.

**2. Moment of Silence/Pledge of Allegiance**

**3. Roll Call:** Present were: Council Members: Scott Allen; Steve Cowley; Mark Coatney; Bruce Hegel; and Jeff Hollinshead. Council Member Doug Curry was absent. Also present were: Police Chief Jason Dubbs; Planning & Zoning Coordinator Ron Koan; Public Works Director Al Todd; Legal Counsel Rex Hagg; and Finance Officer Mystee Lashwood.

**4. Approve Agenda:** Motion by Hollinshead, seconded by Coatney to approve the Agenda for Wednesday, August 5, 2015. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

**5. 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 July 21, 2015 Common Council Meeting Minutes.

**B.** To approve Payroll 16 (July 12 to July 25) Total Payroll \$46,849.98: General Government: \$2,103.85; Finance Office: \$1,888.80; General Financial: \$2,526.64; Police Dept: \$19,402.87; PW Street Maintenance: \$6,048.60; PW Animal Control: \$587.18; PW Parks: \$5,265.54; Planning & Zoning: \$3,162.69; Planning & Zoning Board: \$150.00; PW Water Production: \$2,694.80; PW Water Distribution: \$2,694.80; PW Sewer Collection: \$953.80.

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

**D.** To approve Business License Application #1653 for Box Elder True Value, Lon & Carol Edwards, at 540 North Ellsworth Road, Box Elder, SD.

**E.** To approve Retail (on-off sale) Malt Beverage License for 4-U Stores, LLC. This license is a transfer from sole proprietorship to an LLC ownership. This license is for the Store.

**F.** To approve Retail (on-off sale) Malt Beverage License for 4-U Stores, LLC. This license is a transfer from sole proprietorship to an LLC ownership. This license is for the Restaurant.

**G.** To approve Package (off sale) Liquor License for 4-U Stores, LLC. This license is a transfer from sole proprietorship to an LLC ownership.

Motion by Hegel, seconded by Cowley to approve Items 5A to 5G as presented on the Consent Agenda. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

**6. CITY BUSINESS:**

**A. PLANNING DEPARTMENT:** Motion by Coatney, seconded by Cowley to discuss and approve Variance Application #150087 to allow for the platting of a 6.7 acre Agricultural zoned lot being less than the required 10 acres for Agricultural zoned parcels. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

**B. PLANNING DEPARTMENT:** Motion by Cowley, seconded by Hollinshead to discuss and approve the sign, but do not put up the sign until the advertisement/rental fees are coming in. Council wants to have two commitments before the sign is installed. Discussion - Public Works to install one Trailblazer Master Sign to be located near the intersection of North Ellsworth Road and Liberty Boulevard. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

**C. PUBLIC WORKS DEPARTMENT:** Motion by Allen, seconded by Coatney to discuss and defer first reading of Ordinance #554, an ordinance amending Ordinance #551, Water Service Regulations. Extensive discussion. Council stated that the ordinance will go to the ordinance committee for review. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

**D. FINANCE DEPARTMENT:** Motion by Coatney, seconded by Allen to discuss and approve Special Event Permit for the Black Hills Walk to Fight Suicide on September 19, 2015. Event will begin at the American Legion Post 315 at 9:00 am and will end at 12:00 noon. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

## **7. DEPARTMENT HEAD REPORTS:**

Mayor: Absent

Police: Jason gave the statistics report for July 21-August 4. He stated that they have seen an increase in traffic and in radio traffic due to the rally. He stated that the Dakota Thunder ride went off without a hitch, and hopefully the upcoming air show goes as well. He stated that the 2016 Dakota Thunder Air Show is on August 15 and 16<sup>th</sup>.

Public Works: Al stated that the paving is finished; he stated that the department is working on a drainage problem on Cardinal. He stated that Robert passed his 6 months, is due \$0.50 raise. Tricia asked about the status of the Radar Hill Road project, Al stated that the road is blocked off with barriers, and there is still discussion on the 20% of the project costs.

Finance: No Input.

Planning & Zoning: Ron stated that he is busy with nuisance violation complaints. He stated that the city is being used fairly and across the board. Curt Meier asked about the tattoo parlor at the cow country, Ron stated that the business is actually in the GSA building.

City Attorney: No Input.

## **8. COUNCIL REPORTS:**

Allen: No Input.

Cowley: No Input.

Coatney: No Input.

Curry: Absent.

Hegel: No Input.

Hollinshead: No Input.

## **9. OTHER REPORTS:**

Chamber of Commerce: No Input.

Economic Development: Wes stated that a letter had been sent out in regards to the property, he stated that he has a meeting

## **10. CITIZEN INPUT:**

Tricia stated that there one of the green lights is not working on the signal light on Liberty Blvd and Tower Rd. Jane stated that the pews should be donated to the church that had the fire. She also stated that she was diagnosed with cancer and will be going to Rochester to have a kidney removed, and stated that Mystee and Racheal will be taking over the event center for the time being.

## **11. EXECUTIVE SESSION: None.**

**12. ADJOURNMENT:** There being no further business to be considered in front of the Common Council at 7:28 pm, motion by Coatney, seconded by Cowley to adjourn. Vote aye: Allen, Cowley, Coatney, Hegel, and Hollinshead. Absent: Curry.

Seal:

Attest:

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Scott Allen  
Council President

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Mystee Lashwood  
Finance Officer