

CITY OF BOX ELDER CITY COUNCIL MINUTES
Tuesday, February 18, 2020
7:00 PM - City Council Chambers, 420 Villa Drive, 2nd Floor, Box Elder

Call meeting to order

Meeting called to order at 7:00 p.m. by Mayor Larson.

Moment of Silence/Pledge of Allegiance

There was a moment of silence followed by the Pledge of Allegiance.

Roll Call

Roll was taken. Present were Mayor Larry Larson, Attorney Matt Naasz, Council Members Dawn Beltran, Rob Griffith, Jeff Hollinshead, Michael Knight, and John Talich. Also present were City Administrator/Chief Finance Officer (CFO) Nicole Schneider, Community and Economic Development (CED) Director Blaise Emerson, Public Works (PW) Director Bob Kaufman, Patrol Sergeant Joshua Campbell, and City Clerk Jermery Washington

Approve the Order of Business

Motion by Knight to approve the order of business. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

AWARDS AND RECOGNITIONS

Employee Introduction: Public Safety - Carter Smith -- Patrol Officer.
Sergeant Campbell introduced and gave background on Officer Carter Smith.

COUNCIL COMMITTEE REPORTS

Finance, Legal, and Public Safety Committee

Motion by Knight to accept the Finance, Legal, and Public Safety Committee Report. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Motion by Talich to adopt the Finance, Legal, and Public Safety Committee Report. Seconded by Hollinshead. Vote: Aye. Unanimous. Motion passed

Public Works, Planning and Zoning, and Community and Economic Development Committee

Motion by Beltran to accept the Public Works, Planning and Zoning, and Community and Economic Development Committee Report. Seconded by Hollinshead. Vote: Aye. Unanimous. Motion passed.

Motion by Hollinshead to adopt the Public Works, Planning and Zoning, and Community and Economic Development Committee Report. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

CONSENT AGENDA

- A. Approve the February 4, 2020 Council Meeting Minutes.
- B. Approve the Claims List.
- C. Disclosure of New Hire Personnel per SDCL 6-1-10: Patrol Officer since 02/03/2020: Carter Smith - \$48,247.89 annually.
- D. Second Reading of Ordinance # 643 - Franchise Agreement with West River Electric Association.
- E. Approve PW Water Department New Equipment, Valve / Hydrant Trailer Purchase.
- F. Authorize Purchase Sewer Jetter with Trailer.

Motion by Hollinshead to approve Consent Agenda Items A – F. Seconded by Talich. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye. Unanimous. Motion passed.

NEW BUSINESS

Discuss and Approve Local Board of Equalization Meeting Dates for March 16, 18, 19, and 20, 2020.

Meeting dates discussed. Motion by Hollinshead. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Approve Moving June 2, 2020 Committee and Council Meetings to June 3, 2020.

Moved by Beltran. Seconded by Knight. Vote: Aye. Unanimous. Motion passed.

Authorize purchase of radio adapters for new staff cars.

Sgt. Campbell gave overview. Moved by Beltran. Seconded by Talich. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye. Unanimous. Motion passed.

Resolution adopting Water Rate Changes.

Motion by Hollinshead. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Proposed Change to Title 53 - Water, temporary/contractor water service, annual rate adjustments per the water rate study, and clarification of language.

Motion by Hollinshead to approve. Seconded by Talich. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye. Unanimous. Motion passed.

Petition for exclusion of territory from a municipality for the Southeast Quarter of Section 22, T2N, R8E, BHM City of Box Elder, Pennington County, SD more generally described as being west of Bennett Road.

CED Director gave background and overview of property. Moved by Beltran. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Plan Development #200000 - Application by KTM Design Solutions for Alpha Land Company LLC for a Plan Development for the proposed Alpha Omega Subdivision Phase 1 located west terminus of West Sunnydale Road.

CED Director gave overview; discussed details and setbacks; public comments from James Brown and Bruce Hegel; comments from Mike Towey (KTM Design Solutions, Inc.) and Kent Hagg (H-S Holdings, LLC). Motion by Hollinshead to approve Item 14G. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Preliminary Plan #200004 – Application by H-S Holdings LLC for 44 lots of Block 1 of Cheyenne Pass Subdivision. More generally described as 1,800 feet west of the intersection of Cheyenne Pass and Radar Hill Road.

CED Director gave overview. Public Comment from Bruce Hegal; comments from Mike Towey and Kent Hagg; Public Comment from James Brown; discussed traffic. Motion by Hollinshead to approve with all stipulations [1. A 60 foot right-of-way width be allowed for the streets identified as “B” and “C”; 2. The Planned Development minimum lot size for detached single family dwelling units shall be 6,000 square feet; and, 3. The Planned Development setbacks shall be as follows: (a) Front Yard Dwelling and detached garages shall have a minimum front yard setback of not less than twenty (20) feet. Corner lots shall have a minimum front yard setback of not less than twenty (20) feet at the building frontage and where the lot takes access. The other front yard shall have a minimum yard setback of not less than fifteen (15) feet All other main and accessory structures shall have a minimum front yard setback of not less than twenty-five (25) feet (b) Side Yard Single story dwellings and accessory structures shall have a minimum side yard setback of not less than five (5) feet Two story dwellings shall have a minimum side yard setback of not less than ten (10) feet. Unattached residential accessory structures shall have a minimum side yard setback of not less than five (5) feet (c) Rear Yard Main structures shall have a minimum rear yard setback of not less than twenty-five (25) feet. Detached accessory structures shall have a minimum rear yard setback of not less than five (5) feet] as identified, to include stipulation 11 – prior to approval of development engineering plans, the applicant shall complete a regional traffic study, to include the impacts of the proposed development on the Radar Hill Road. Seconded by Beltran. Vote: Aye. Unanimous. Motion passed.

Rezone #200005 – Application by H-S Holdings LLC to rezone from Agricultural to Mixed Use Residential - General Residential III property consisting of approximately 19.314 acres more generally described as 1,800 feet west of the intersection of Cheyenne Boulevard and Radar Hill Road.
CED Director gave overview. Motion by Talich to approve. Seconded by Griffith. Vote: Aye. Unanimous. Motion passed.

Rezone #200006 – Application by H-S Holdings LLC to rezone from Agricultural to General Commercial property consisting of approximately 0.918 acres more generally described as 1800 feet west of the intersection of Cheyenne Boulevard and Radar Hill Road.
CED Director gave overview. Motion by Knight to approve. Seconded by Hollinshead. Vote: Aye. Unanimous. Motion passed.

Sole Source Material Authorization Request for Core and Main.
PW Director gave background and explanation. Motion by Hollinshead to approve. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Sole Source Materials Authorization Request for Northwest Pipe Supply.
PW Director gave explanation; gave examples of equipment. Motion by Talich to approve. Seconded by Griffith. Vote: Aye. Unanimous. Motion passed.

Discuss and approve changes to the Title I & Title III.
CFO gave overview and discussed changes. Motion by Beltran to approve. Seconded by Hollinshead. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye. Unanimous. Motion passed.

DEPARTMENT HEAD REPORTS:

Finance–Nicole Schneider–auditors here, things going well; working on refinancing only water loan; Easter Egg Hunt; Job Fair March 3rd.

City Clerk–Jermery Washington–updates on co-located election between City and Douglas School Board.

EXECUTIVE SESSION:

Pursuant to SDCL 1-25-2 to Discuss Pending Litigation and Personnel Matters with Legal Counsel.
Motion by Knight to enter into Executive Session. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.
Executive Session started at 8:25 p.m.; Out of Executive Session at 8:53 p.m. No action taken.

ADJOURNMENT

Motion by Knight to adjourn. Seconded by Griffith. Vote: Aye. Unanimous. Motion passed.
Meeting adjourned at 8:53 p.m.

Seal:

Attest:

**Larry Larson
Mayor**

**Nicole Schneider
City Administrator/Finance Officer**

CITY OF BOX ELDER CLAIMS LIST 02/18/2020

3-D SPECIALTIES, INC.	\$550.50
ADVANCED ASSET ALLIANCE	\$16.40
BOX ELDER TRUE VALUE	\$31.46
CARQUEST #3951	\$40.92
CERTIFIED LABORATORIES	\$860.82
CITY OF RAPID CITY	\$39.45
CLIMATE CONTROL SYSTEMS & SERVICE, LLC	\$859.50
COCA COLA BOTTLING COMPANY HIGH COUNTR	\$67.50
CONTRACTORS SUPPLY INC	\$370.40
CORE & MAIN LP	\$11,973.99
D & F TRUCK AND AUTO ELECTRIC	\$479.30
DOUGLAS SCHOOL DISTRICT 51-1	\$3,750.00
ENGINEERED CONCRETE PRODUCTS, LLC	\$180.00
EPIC OUTDOOR ADVERTISING	\$525.00
EQUIPMENT BLADES INC.	\$336.00
FASTENAL INDUSTRIAL & CONSTRUCTION SUP	\$106.32
GRANICUS, LLC	\$600.00
GREAT WESTERN BANK	\$15,673.13
GREAT WESTERN TIRE	\$879.20
IMAGE ALL, LLC	\$338.00
INTERSTATE ALL BATTERY CENTER	\$99.95
KIMBALL MIDWEST	\$480.99
KIRSCHENMANN, DEAN	\$69.50
KT CONNECTIONS, INC	\$9,495.50
LAKOTA CONTRACTING, INC	\$4,396.16
LAMAR COMPANIES	\$509.00
LIBERTY CHRYSLER CENTER, LLC	\$63,428.30
LIGHTING MAINTENANCE CO	\$155.75
MATHESON TRI-GAS INC dba LINWELD	\$264.95
MCKIE FORD LINCOLN, INC.	\$70.28
MENARDS	\$191.07
MIDCONTINENT COMMUNICATIONS	\$554.31
MIDCONTINENT TESTING LABORATORIES, INC	\$210.00
NORTHERN TRUCK EQUIPMENT CORP	\$75.00
NORTHWEST PIPE FITTINGS, INC	\$1,650.31
OLHEISER, DALE	\$257.50
POWERHOUSE	\$55.00
QUALIFIED PRESORT SERVICE, LLC	\$711.75
RAPID CITY JOURNAL C/O LEE ENTERPRISES	\$1,462.27
RED WING SHOES	\$3,124.28
SANDER SANITATION	\$24,605.46
SCHERR, KRAIG	\$69.50
SERVALL UNIFORM & LINEN SUPPLY	\$54.77
SF MOBILE-VISION, INC.	\$2,350.00
BACHMAN, LYLE	\$8.88

BACKUS, KYLIE		\$10.80
CARROLL, FRANK		\$9.04
HARBOR POINT PROPERTIES LLC		\$16.76
HARBOR POINTE PROPERTIES		\$62.52
ISAACS, VERNON		\$24.94
K & D CONSTRUCTION		\$33.76
PALLAS, TODD		\$9.92
TNT HOMES & CONSTRUCTION		\$160.00
VERSATILE CONSTRUCTION CO LLC		\$101.28
**PAYROLL EXPENSES		
	GG	\$5,670.87
	FO	\$9,144.18
	PD	\$42,227.89
	STREETS	\$11,612.85
	PARKS	\$8,898.91
	CED	\$3,194.69
	PZ	\$8,440.26
	WATER	\$16,487.56
	SEWER	\$12,638.04
TOTAL:		\$270,772.64