

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, February 19, 2019
7:00 pm Regular Meeting – City Council Chambers, 420 Villa Drive, Box Elder

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

Roll call was taken. Present were Mayor Larson, City Attorney Kristi Vetri, Council Members Scott Allen, Dawn Beltran, Steve Cowley, Michael Hanson, Michael Knight, and Rick McPherson.

Also present were City Administrator/Finance Officer Nicole Schneider, Police Chief Jason Dubbs, Public Works Director Bob Kaufman, Planning and Zoning Director Ron Koan, Accountant Mandy Morris, and City Clerk Jermyer Washington.

Motion by Allen to approve order of business adding an Executive related to Item H on the Consent Agenda; pull Item H for separate consideration, and add the Executive as 13C with Item H to follow after 13C [Item H deferred until after Item 13C]. Reason discussed for Executive Session. Seconded by McPherson. Roll Call: Allen- Aye; Beltran-Aye; Cowley-Aye; Hanson-Nay; McPherson-Aye; Knight-Aye. Hanson reconsidered and changed vote to “aye”. Unanimous. Motion passed.

PUBLIC COMMENT:

Ron Gonzalez – Vice President of Box Elder Volunteer Fire Department (BEVFD) – spoke on BEVFD not needing City Attorney’s services at this time; asking that City Attorney not be involved with any business with Box Elder Fire District stuff, unless written confirmation or more than one board member request that she be there. Appreciated her offer to help them, but do not need her at this moment for any advice or direction with items on their table. No action taken.

COUNCIL COMMITTEE REPORTS:

- A. FINANCE, LEGAL, AND PUBLIC SAFETY
Michael Hanson, Steve Cowley, and Rick McPherson

Motion by McPherson to Accept the Finance, Legal, and Public Safety Committee Report. Seconded by Cowley. Vote: Aye. Unanimous. Motion passed.

Motion by Allen to Adopt the Legal, Finance, and Public Safety Committee Report. Seconded by Cowley. Vote: Aye. Unanimous. Motion passed.

- B. PUBLIC WORKS AND PLANNING AND ZONING
Michael Knight, Scott Allen, and Dawn Beltran

Motion by Hanson to Accept the Public Works, and Planning and Zoning Committee Report. Seconded by Allen. Vote: Aye. Unanimous. Motion passed.

Motion by Hanson to Adopt the Public Works, and Planning and Zoning Committee Report. Seconded by McPherson. Vote: Aye. Unanimous. Motion passed.

CONSENT AGENDA:

Allen asked question on Item I; purchase agreement, MOA, and everything else good with all parties. Hanson commented that dates need changed from June to August 1. Mr. Keester spoke about his attorney not having opportunity to look over documents yet and liking old version. McPherson commented on if Council approved documents, Keester still has option to not sign. Hanson spoke on correction on page 1 of Claims. Motion by Hanson to Approve Consent Agenda Items A-I, with the exception of H, and changes [corrected claims and date change on I] (02/05/19 Council Minutes; Payroll; Claims; 2019 Park Mowing; Pace Butler; 2nd Reading of Ordinance 619 (Zoning Map - Lot M, NW 1/4 SE 1/4); Engineering Service Agreement for Cimarron Drive; new documents for Half Mile, Inc. and Gikling Ranch. Seconded by McPherson. Roll Call: Allen- Aye; Beltran-Aye; Cowley-Aye; Hanson-Aye; McPherson-Aye; Knight-Aye. Motion passed.

NEW BUSINESS:

Review and Approve Staff Recommendation on Ellis Court Master Meter. Public Works Director spoke on letter that lays out information discussed in Public Works; made recommendation to Hartshorns; have not heard back from them yet—called today, got no answer; said not sure how Council wanted to proceed. City Attorney suggested take same action as with Mr. Keester (Council accept document, then up to Hartshorns to accept). Motion by Allen to approve. Seconded by McPherson. Roll Call: Allen- Aye; Beltran-Aye; Cowley-Aye; Hanson-Aye; Knight-Aye; McPherson-Aye. Motion passed.

Approve Action on Shannon Brinker Realtor/Ellsworth Development Authority. Hanson gave synopsis; plan to lease portion of SDEDA land near old Exit 66, use as staging area for modular trailers for housing for offices, etc., and plan to make substantial improvements to land (e.g. parking area, leveling the area, 14-foot fence, lighting, security) and plan on leaving infrastructure improvements in place after they leave; will be on month-to-month lease after first 6 months; SDEDA agreed that if operations not going as intended or if not acceptable, will terminate lease. Knight mentioned agreement included City Attorney assist with lease process. Motion by Cowley to approve. Seconded by McPherson. Roll Call: Allen- Aye; Beltran-Aye; Cowley-Aye; Hanson-Aye; Knight-Aye; McPherson-Aye. Motion passed.

EXECUTIVE SESSION:

Motion by Allen for Executive under Statute 1-25-2 Part 1 [SDCL 1-25-2 (1) for personnel]. Seconded by Cowley. Vote: Aye. Unanimous. Motion passed.

Entered Executive Session at 7:25 p.m.

Out of Executive Session at 8:12 p.m.

Approve Resolution 19-02 – Rescission of Resolutions 18-28 and 18-34 (Transfer of Real Property to BEED). Motion by Beltran to approve Resolution 19-02 – Rescinding 18-28 and 18-

34, approving SDEDA as the agent for passthrough of the sale of the Half Mile property. Seconded by McPherson. Roll Call: Allen- Aye; Beltran-Aye; Cowley-Aye; Hanson-Aye; Knight-Aye; McPherson-Aye. Motion passed.

Motion by Hanson to adjourn. Seconded by Cowley. Vote: Aye. Unanimous. Motion passed.

ADJOURNMENT: 8:13 p.m.

Seal:

Attest:

Larry Larson
Mayor

Nicole Schneider
City Administrator/Finance Officer

Claims for 02/19/19			
#	VENDOR	AMOUNT	DESCRIPTION OF SERVICES RENDERED
1	Aces	\$444.10	Thunderbird Drainage- Mailings
2	Aspen Ridge Lawn & Landscape LLC	\$1,820.00	Skid Bucket, Treated Salt
3	BERS, LLC	\$695.00	Solid Waste Disposal 1/6-1/17 2019
4	Black Hills Chemical & Janitorial	\$446.36	Sno Plow Ice Melt: 50lb bags, 55Gal Drum Liquid Ice Melt
5	Black Hills Council of Local Governments	\$2,355.00	2019 Assessment - BH Council
6	Black Hills Truck & Trailer, Inc	\$60.91	Rubber Strap/Bungee Cords- Load Securement, Cartridge Assembly for Airdry
7	Border States Electric Supply	\$450.33	LS0S400 Fuses- Supplies for Wells
8	Box Elder True Value	\$74.48	Black Gloss Spray Paint x12, Pipe Insulation, Cable
9	Carquest #3951	\$273.91	Belt, Oil, & Air Flow Sensor- CTY7202, Oil & Wheel Oil Seal CTY6344
10	Century Business Products, Inc	\$1,243.69	Copier, Printer, Lease Jan 2019
11	City of Rapid City	\$808.31	Solid Waste - Old PW Yard, Bulk Water Meter 12/20-1/22/19
12	Code Works, Inc.	\$4,469.20	Courtyard-Plan Review
13	Condrey & Associates, Inc	\$250.00	Job Descriptions
14	Core & Main LP	\$3,167.44	Strainer Cover, Gaskets, Valve Box risers, Repair Clamps, Fittings, Couplings, Curbstop/Pipe
15	Cory's Tri-State Tire Factory	\$892.14	Repairs CTY8002- 2008 Impala
16	Douglas School District 51-1	\$3,750.00	2019 Library Appropriation
17	Epic Outdoor Advertising	\$450.00	Billboard Advertising- Feb 2019
18	Ferber Engineering Company	\$3,324.00	East Mall Drive Design- Jan 209
19	Great Western Tire	\$1,025.12	New Tires & Balancing - Dump Truck CTY7295, CTY0206 Truck
20	Hagen Glass, Windows, & Siding	\$193.88	PD Foyer Door Repair
21	Harvey's Lock & Security	\$45.00	K5 Special Duplicate Keys
22	Hawkins Inc	\$1,186.13	Water Treatment Chemicals
23	Humane Society of the Black Hills	\$185.00	Animal Control Jan 2019
24	Interstate All Battery Center	\$114.90	24 Key Fob Batteries, AA Batteries
25	Johnson Machine, Inc	\$508.28	Brake Wheel Cylinders (CTY6344), Rain-X
26	Kimball Midwest	\$939.01	Grease Fittins, Washers- Fleet Supplies
27	Kirschenmann, Dean	\$271.50	Training Perdium- 2/24-29/19
28	Konstandinos Voutsas	\$1,164.48	Travel Expense for Training
29	KT Connections, Inc	\$11,341.82	Monthly Billing Feb, New Laptop/Computer/Docking station for SGT/Chief, 2nd Monitor for UB Clerk, Additional Users ArticWolf Security Bundle
30	KTM Design Solutions, Inc	\$3,783.27	N Ells/225th Water Main Project
31	Lamar Companies	\$509.16	EAFB Air Force Rd at EP Howe Dr- Advertising Feb 2019
32	Lasting Impressions Unlimited	\$30.00	Name Plates- PZ Board
33	Lighting Maintenance Co	\$348.52	Repair Street Light- Liberty
34	Matheson Tri-Gas Inc. dba Linweld	\$219.80	Supplies- CO2 Cylinders, Jan 2019- AC, AR, CO2, O2 Rentals
35	Mckie Ford Lincoln, Inc.	\$119.48	Oil Change/Inpsection CTY8572 & CTY7921, Program Key Fobs 17 Explorer
36	MDU	\$830.78	Utility Srevicees Jan/Feb 2019
37	Menards	\$831.57	HEPA Air Purifiers for City Hall Construction
38	Midcontinent Communications	\$548.60	Phone Services Feb 2019
39	Midcontinent Testing Laboratories	\$225.00	Water Testing January 2019
40	Nelson Rental & Repair Inc	\$18.75	Black Rope Starter & Air Filter
41	Northern Truck Equipment Corp	\$217.00	48" Blade Buides X4- Plows
42	Northwest Pipe Fittings, Inc	\$220.15	Elbows, Rectorseals, Male Hex Nuts
43	Office Depot	\$157.26	Banker Boxes, Rubber Bands, Magazine Holders, Black Gel Pens
44	Olheiser, Dale	\$342.00	Perdium CCIC Training - Denver, CO
45	Pennington County Register of Deeds	\$30.00	Plat Recording 2.1.19
46	Poweplan OIB	\$428.08	Seals for Snow Blowers, Washer, Cutting Edge, Bolts
47	Qualified Presort Service, LLC	\$890.08	Utility Billing & Late Cards- Jan 2019
48	Rapid City Journal C/O Lee Enterprises	\$157.62	Notice of Vacancy 1/16-1/26, CC Meeting Minutes 1/2/19, Sale of Alcohol Public Hearing
49	Record Storage Solutions	\$98.02	396 LBS Shred, 1.5 man hours & truck
50	Sanford Laboratories	\$99.65	1/15/19-Random Employee Drug Testing
51	SDEDA	\$92,171.93	Jan 2019- Wastewater Treatment
52	Servall Uniform & Linen Supply	\$309.92	Rugs, Mops, Shirts, Rugs, Rags- PW & CH for Jan 2019
53	Temperature Technology, Inc	\$1,039.25	Well #4- Thermostat, Covers, Wire
54	Watertree, Inc.	\$44.75	5 Gall Water Deliver, Dispenser Rental- Dec 2018
55	Wex Bank	\$328.22	Fleet Fuel -Jan 2019
	SUBTOTAL	\$145,948.85	
	Purchasing Card Statement		
56	Great Western Bank	\$13,338.29	January 2019 Credit Card(s) Statement Balance Due
	TOTAL	\$159,287.14	

		Hand Checks/Payments	
1	Credit Collections Bureau	\$60.00	Payroll 3 Garnishment
2	Department of Treasury	\$22,576.78	Payroll 3 Taxes
3	Office of Child Support Enforcement	\$66.68	Payroll 3 Garnishment
4	SDRS Supplemental Retirement Plan	\$30.00	Payroll 3 Retirement
5	Waste Connections	\$361.16	Portable Toilets: BMX & Bandit Ball Jan 2019
	TOTAL	\$23,094.62	
		Hand Checks: Utility Billing Deposit Refund Checks	
1	TROLL, ALTA/SUE	\$22.91	Finalized Account, Credit Balance Refund
2	SIMM/MARTIN, JON/WILLIAM	\$24.72	Finalized Account, Credit Balance Refund
3	GATES, JACQUELINE	\$19.41	Finalized Account, Credit Balance Refund
4	LOOMAN/BROWN, JAY/BETTY	\$10.91	Finalized Account, Credit Balance Refund
5	JACOBS, NICOLE/HAROLD	\$8.79	Finalized Account, Credit Balance Refund
6	QUEST, RANDY	\$33.77	Finalized Account, Credit Balance Refund
7	THOMPSON, NELLIE	\$32.76	Finalized Account, Credit Balance Refund
8	BURTON, CHRIS	\$26.88	Finalized Account, Credit Balance Refund
9	EASY ENTERPRISES LLC	\$16.62	Finalized Account, Credit Balance Refund
10	ELKINS, ZACH	\$44.65	Finalized Account, Credit Balance Refund
11	BOYKIN, CLUBBS, ED/COREY	\$22.55	Finalized Account, Credit Balance Refund
12	VANTHUYNE, FRED A	\$0.40	Finalized Account, Credit Balance Refund
13	MIDDLE TENT, ERNEST G	\$19.70	Finalized Account, Credit Balance Refund
14	MATTHEW PROPERTIES LLC	\$18.33	Finalized Account, Credit Balance Refund
15	BRIMMER, BRENDA	\$22.77	Finalized Account, Credit Balance Refund
16	LACURAN, MIKE	\$10.76	Finalized Account, Credit Balance Refund
17	COOPER/RUPE, JOY/JOE	\$19.64	Finalized Account, Credit Balance Refund
18	EWELL, TERRY	\$28.65	Finalized Account, Credit Balance Refund
19	THORNBURG, SANDY	\$48.56	Finalized Account, Credit Balance Refund
20	JASPER, DEANNA/DAVID	\$32.76	Finalized Account, Credit Balance Refund
21	MILLER, EUGENE	\$0.33	Finalized Account, Credit Balance Refund
22	THOMPSON, ANGELA	\$62.90	Finalized Account, Credit Balance Refund
23	WARNER, DARRELL	\$35.69	Finalized Account, Credit Balance Refund
24	SMITH, JUDITH	\$16.48	Finalized Account, Credit Balance Refund
25	WEIPPERT, TINA	\$39.24	Finalized Account, Credit Balance Refund
26	FOX, DIANNE	\$0.40	Finalized Account, Credit Balance Refund
27	JOHNSON, TODD	\$33.72	Finalized Account, Credit Balance Refund
28	MATHEW PROPERTIES, LLC	\$33.76	Finalized Account, Credit Balance Refund
29	CARY, KEN	\$40.91	Finalized Account, Credit Balance Refund
30	BARTELS, THERESA/CODY	\$22.56	Finalized Account, Credit Balance Refund
31	BUEHRING, BRYAN/KAREN	\$16.46	Finalized Account, Credit Balance Refund
32	KULPA/YELLOW EL, JEMMALYN/	\$32.14	Finalized Account, Credit Balance Refund
33	JOHNSON, SCOTT	\$37.30	Finalized Account, Credit Balance Refund
34	GHOLSON, PAMELA/ROBERT	\$30.15	Finalized Account, Credit Balance Refund
35	MATTHEW PROPERTIES	\$32.76	Finalized Account, Credit Balance Refund
36	HAGSTROM, JAMES	\$42.70	Finalized Account, Credit Balance Refund
37	KILANDER, SAYSHA	\$46.11	Finalized Account, Credit Balance Refund
38	LECOMPTE, JOSEF	\$41.54	Finalized Account, Credit Balance Refund
39	BRAND, SAMANTHA	\$39.99	Finalized Account, Credit Balance Refund
40	TANNER, GARLON	\$36.83	Finalized Account, Credit Balance Refund
41	SANDERS, STACY/WENDELL	\$26.49	Finalized Account, Credit Balance Refund
42	JUSTICE, MARGARET	\$23.15	Finalized Account, Credit Balance Refund
43	WINKLEY/CARLSON, CLARA/ELI	\$19.91	Finalized Account, Credit Balance Refund
44	MCGLOTHLEN, LINDA/DAN	\$31.95	Finalized Account, Credit Balance Refund
45	WRIGHT, JOSHUA/MYKAYLA	\$7.85	Finalized Account, Credit Balance Refund
46	ARGUELLO, JOSE	\$24.17	Finalized Account, Credit Balance Refund
47	ROUBIDEAUX, QUENNA	\$8.32	Finalized Account, Credit Balance Refund
48	PETERSON, BOBBI JO	\$50.32	Finalized Account, Credit Balance Refund
49	DAHLBERG, PHYLLIS	\$88.62	Finalized Account, Credit Balance Refund
50	MILLIKEN, MYTH/ZACHARY	\$27.56	Finalized Account, Credit Balance Refund
51	BROOKS, MOKENA	\$58.42	Finalized Account, Credit Balance Refund
52	CLIFFORD, KRISTEN	\$39.20	Finalized Account, Credit Balance Refund
53	DENNIS, KAI	\$51.96	Finalized Account, Credit Balance Refund
54	ALVARADO, CHRIS/MISTY	\$4.53	Finalized Account, Credit Balance Refund
55	BRIGHT/HANSON, RONALD/BRIT	\$20.29	Finalized Account, Credit Balance Refund
56	BLACK ELK, JODI	\$20.50	Finalized Account, Credit Balance Refund
57	MARTINEZ, KENNETH	\$95.47	Finalized Account, Credit Balance Refund
58	MCCASKEY, FRANCES	\$16.23	Finalized Account, Credit Balance Refund
59	BEAR RUNNER, WAKISPE	\$60.38	Finalized Account, Credit Balance Refund

60	WARREN, JUDY	\$17.13	Finaled Account, Credit Balance Refund
61	SMALLEY, JEFF	\$111.85	Finaled Account, Credit Balance Refund
62	BERGLUND/WRIGHT, TAMARA/MA	\$37.09	Finaled Account, Credit Balance Refund
63	GAY, JOYCE	\$30.97	Finaled Account, Credit Balance Refund
64	BROWN, SAVANNAH	\$22.16	Finaled Account, Credit Balance Refund
65	HIGH ROCK, JOSHUA	\$20.86	Finaled Account, Credit Balance Refund
66	ALSUP, LORI	\$27.66	Finaled Account, Credit Balance Refund
67	F & M ENTERPRISES/BILL MAH	\$117.76	Finaled Account, Credit Balance Refund
68	LADA, JUDITH	\$38.43	Finaled Account, Credit Balance Refund
69	VIGIL, RAYMOND/HALLIE	\$16.57	Finaled Account, Credit Balance Refund
70	THODE, AMY	\$24.48	Finaled Account, Credit Balance Refund
71	JOHNSON, BRIAN	\$13.31	Finaled Account, Credit Balance Refund
72	DALEY, VINCENT/DONNA	\$15.28	Finaled Account, Credit Balance Refund
73	OSBORNE, SUSAN/ROBERT	\$29.53	Finaled Account, Credit Balance Refund
74	THOMPSON, ALICIA	\$25.11	Finaled Account, Credit Balance Refund
75	MCKEE, MOLLIE/PARKER	\$46.07	Finaled Account, Credit Balance Refund
76	SARGENT, WINONA	\$32.43	Finaled Account, Credit Balance Refund
77	BALDWIN, PEGGY	\$0.40	Finaled Account, Credit Balance Refund
78	FOGLE, SAMIE/LEROY JR	\$35.10	Finaled Account, Credit Balance Refund
79	PARKS, LARRY	\$5.50	Finaled Account, Credit Balance Refund
80	ANGELO, LOUIS	\$48.76	Finaled Account, Credit Balance Refund
81	FERRIS, CHARLES	\$19.39	Finaled Account, Credit Balance Refund
82	SUMMERS, DONALD	\$0.88	Finaled Account, Credit Balance Refund
83	FOGLE, PATRICIA L	\$10.47	Finaled Account, Credit Balance Refund
84	SWANSON, KENZIE	\$34.93	Finaled Account, Credit Balance Refund
85	MUILENBURG, RANDY	\$85.00	Finaled Account, Credit Balance Refund
86	ERICKSON, DUANE	\$31.02	Finaled Account, Credit Balance Refund
87	ROGERS, CALVIN	\$101.10	Finaled Account, Credit Balance Refund
88	FORBES, DELONA	\$17.89	Finaled Account, Credit Balance Refund
89	BLOOMGREN, JASON	\$46.89	Finaled Account, Credit Balance Refund
90	THREADGILL, MELISA	\$40.27	Finaled Account, Credit Balance Refund
91	SARVIS, MARK	\$26.33	Finaled Account, Credit Balance Refund
92	LARSON, MICHAEL	\$33.76	Finaled Account, Credit Balance Refund
93	CONQUERING BEAR, RICH	\$21.33	Finaled Account, Credit Balance Refund
94	HOLT, CHAD	\$7.60	Finaled Account, Credit Balance Refund
95	BACKUS, KYLIE	\$13.06	Finaled Account, Credit Balance Refund
96	MENDENHALL, SHAWN	\$10.83	Finaled Account, Credit Balance Refund
97	CORBETT, SYBIL	\$42.70	Finaled Account, Credit Balance Refund
98	DOBBIN, DAVE	\$2.40	Finaled Account, Credit Balance Refund
99	KIEWEL, JADA	\$42.12	Finaled Account, Credit Balance Refund
100	HOWE, RICHARD	\$115.40	Finaled Account, Credit Balance Refund
101	JOHNSON, JESSICA	\$22.55	Finaled Account, Credit Balance Refund
102	CASEY, SUKI	\$40.50	Finaled Account, Credit Balance Refund
103	PUHLMAN, BRADEN	\$47.76	Finaled Account, Credit Balance Refund
104	JACKSON, SHELDON	\$117.76	Finaled Account, Credit Balance Refund
105	CURRAN, ROBERT	\$12.06	Finaled Account, Credit Balance Refund
106	MAGNUSON, APRIL/TRAVIS	\$63.68	Finaled Account, Credit Balance Refund
107	KINZIE/JACKSON, BRIAN/ALE	\$33.94	Finaled Account, Credit Balance Refund
108	MURILLO, AMBER/JOHN	\$3.69	Finaled Account, Credit Balance Refund
109	ADER/PEHRINGER, JESSICA/C	\$23.19	Finaled Account, Credit Balance Refund
110	BUXCEL/ROOT, MONA/MARY	\$31.78	Finaled Account, Credit Balance Refund
111	SWETT, SAMANTHA	\$12.01	Finaled Account, Credit Balance Refund
112	DUPRIS, FERNANDA	\$34.00	Finaled Account, Credit Balance Refund
113	SNETHEN, MISTY	\$43.70	Finaled Account, Credit Balance Refund
114	KELLY, KEEGAN	\$37.85	Finaled Account, Credit Balance Refund
115	KASSUBE, ALEX/JESSICA	\$32.76	Finaled Account, Credit Balance Refund
116	COATNEY, SANDRA	\$40.89	Finaled Account, Credit Balance Refund
117	AFRAID-OF-LIGHT, TRIVIA	\$126.98	Finaled Account, Credit Balance Refund
118	PULIS CONSTRUCTION	\$33.76	Finaled Account, Credit Balance Refund
119	NEIGHBORHOOD HOUSING SERVICE	\$31.27	Finaled Account, Credit Balance Refund
		\$3,992.78	
	GRAND TOTAL	\$186,374.54	