

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, February 3, 2015, 7:00 pm
City Council Chambers, 420 Villa Drive, Box Elder

1. Call meeting to order: Council President Allen called the meeting to order at 7:00 pm.
2. The recitation of the Pledge of Allegiance.
3. Roll Call: Council Members present: Scott Allen; Steve Cowley; Mark Coatney; Doug Curry, Carolyn Haddenham; Jeff Hollinshead. Also present were: Police Chief Jason Dubbs; Finance Officer Mystee Lashwood; City Attorney Rex Hagg; Public Works Director Al Todd; and Planning/Zoning Coordinator Ron Koan. Mayor Griffiths was absent.
4. **APPROVE AGENDA:** Motion by Coatney, seconded by Hollinshead to approve the agenda for February 3, 2015. Vote aye: Unanimous.
5. **EXECUTIVE SESSION:** Motion by Hollinshead, seconded by Coatney to enter into Executive Session at 7:02 pm for Contractual as per SDCL 1-25-2 sub 3. Vote aye: Unanimous.

Motion by Cowley, seconded by Curry to exit out of Executive Session at 7:13 pm. Vote aye: Unanimous.

6. CONSENT AGENDA: Agenda items A through D 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 January 20, 2015 Common Council Minutes.

B. To approve Payroll 3 (January 11 to January 24): Total Payroll \$49,091.11; General Government: \$1,453.85; Finance Office: \$1,888.80; General Financial: \$2,514.72; Police Dept: \$20,730.18; PW Street: \$6,487.88; Animal Control: \$468.18; Sign Inspection: \$108.00; PW Parks: \$1,426.36; Planning & Zoning: \$3,170.20; PZ Board: \$250.00 PW Water Production: \$2,989.54; PW Water Distribution: \$2,883.20; PW Sewer Collection: \$902.20; PD Uniform Allowance: \$3,800.00.

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

D. To approve abatement for City of Box Elder on Parcel ID 64863; property is on Radar Hill Road, city is exempt from taxes.

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

6E. CLAIM FOR SEPARATE CONSIDERATION: Motion by Cowley, seconded by Coatney to approve payment of claim for AC/DC Automotive - \$1,600.99 for converters, ignition coil, control ar assembly for 2005 Crown Victoria – Police Department. Vote aye: Coatney, Cowley, Curry, Haddenham, and Hollinshead. Abstain: Allen

7. CITY BUSINESS:

A. FINANCE DEPARTMENT: Motion by Coatney, seconded by Cowley to discuss and approve donation in the amount of \$200.00 to the Patriot Club Baseball. Mary Corbine/Josh Wright. Vote aye: Unanimous.

B. FINANCE DEPARTMENT: Motion by Hollinshead, seconded by Cowley to discuss and approve donation and support to C.O.R.E. Freshman Impact. Rick McPherson. City donation \$300.00; Police Department \$200.00; AC/DC donation \$200.00. Vote aye: Unanimous.

C. FINANCE DEPARTMENT: Motion by Curry, seconded by Hollinshead to defer to the February 17th meeting Resolution 15-01, a resolution to accept the revised policy and procedure employee manual for the City of Box Elder. Vpte aye: Unanimous.

D. FINANCE DEPARTMENT: Motion by Coatney, seconded by Cowley to approve and authorize necessary signatures to move forward for interim financing for the construction of the Northern Lights Well and Tank (Well 5). Vote aye: Unanimous.

E. PLANNING/ZONING DEPARTMENT: Motion by Hollinshead, seconded by Cowley to approve Variance

request for 508 & 510 Line Rd. for Leroy Hix to place manufactured homes on these properties without the required 60' front lot street frontage with conditions. No more than 12 months to complete utilities; no more than 18 months (June 1, 2016) for occupancy; 510 Line Road must have owner occupied status; and development agreement must be signed to make the variance acceptable. Vote aye: Unanimous.

F. PLANNING/ZONING DEPARTMENT: Motion by Hollinshead, seconded by Cowley to approve Approach permit #15000 for True Value. Vote aye: Unanimous.

G. POLICE/FINANCE DEPARTMENT: Motion by Coatney, seconded by Cowley to approve the declaration of surplus the following: 1 – SHO-ME LED Signal Stick – Model #11-1041. Vote aye: Unanimous.

H. FINANCE DEPARTMENT: Motion by Hollinshead, seconded by Curry to approve the amended version Resolution 15-02, a resolution to approve the purchase of water from City of Rapid City as needed. Vote aye: Unanimous.

8. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: Absent.

Police: Police Chief Dubbs gave the statistics report for the department. He also had Council President Allen read an email from one of the officers thanking the public works department for all of their hard work during the last ice storm.

Public Works: Public Works Director Todd stated that Well 7 is off, the water is being pumped from Well 4 and 6 to dilute the hardness of the water. He stated that Well 7 has a seeping leak and that American Engineering will be doing the repair. He gave an executive summary on the topic of the spring load limits. Mark Coatney stated that there is a pile of gravel cushion in the middle of Trenton Lane that needs to be moved off of the road. Jane Maine asked about the spring load limits and how the truckers will get to where they are going if the limits are on both the county and city roads. Tricia Weathers stated that the water has been smelling like chlorine for the last couple of weeks and Todd stated that he will investigate.

Finance: No input.

Planning/Zoning: Planning/Zoning Coordinator Koan stated that the opening for Love's Truck Stop has been moved to March 19th.

City Attorney: No Input.

9. COUNCIL REPORTS:

Allen No Input.

Cowley: No Input.

Coatney: Coatney spoke about a meeting with two representatives from an LLC regarding an evaluation of Freedom Estates.

Curry: Curry stated that it is not often that the departments can hear good things, so he asked that PW Director Todd pass on the thank you from the police department.

Haddenham: No Input.

Hollinshead: Hollinshead stated that there is good food at the Gyro Hub, would like to see a lot of support for local businesses. He stated that this restaurant is a neat and unique addition to Box Elder.

10. OTHER DEPARTMENT REPORTS:

Chamber of Commerce: Tricia Weathers spoke about an upcoming webinar series, will be for four weeks and will be Retail Marketing Unleashed.

Economic Development: No Input.

11. CITIZEN INPUT:

Leroy Hix asked about the parking area at the old fireworks stand and asked about the old Taco Johns property. PZ Coordinator Koan stated that the Taco Johns property was sold to SD Ellsworth Development Authority.

12. ADJOURNMENT: There being no further business to be considered in front of the Common Council at 7:15 pm, Motion by Coatney, seconded by Cowley to adjourn. Vote aye: Unanimous.

Seal:

Attest:

Scott Allen

Mystee Lashwood