

CITY OF BOX ELDER CITY COUNCIL MEETING MINUTES
Tuesday, February 4, 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 Nicole Schneider, Community and Economic Development (CED) Director Blaise Emerson, Public Works (PW) Director Bob Kaufman, Assistant Police Chief Chris Misselt, and City Clerk Jermery Washington.

Approve the Order of Business

Mayor Larson added item 14C - Approve the Initial Phase of the BUILD Grant Application and Authorize the Mayor to Sign. Motion by Hollinshead to approve the order of business. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

PUBLIC COMMENT:

Jane Maine gave public comment.

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 Hollinshead to adopt the Finance, Legal, and Public Safety Committee Report. Seconded by Knight. 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 Griffith. 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 January 21, 2020 Common Council Meeting Minutes.
- B. Approve January 29, 2020 Water Rate Community Workshop Meeting Minutes.
- C. Approve Claims List.
- D. Disclosure of Employee Promotion per SDCL 6-1-10: Detective Duane Peyrot promoted to Sergeant at \$28.97/hr or \$60,255.00 annually; Officer Heather Monson to Investigator at \$24.98 per hour with annual pay of \$51,957.70. Disclosure of salary increase per

SDCL 6-1-10: Mayor Larry Larson - \$22,470; Council President Jeff Hollinshead - \$12,840; Council Members Dawn Beltran, Rob Griffith, Michael Hanson, Michael Knight, John Talich - \$9,630 each.

- E. Approve Purchase Equipment Accessories for Public Works Bobcat Mini-Excavator
- F. Approve Street Department Major Equipment Purchases for 2020.
- G. Approve Business License Application - Candyland Child Development Center.
- H. Approve Resolution 20-06: Special Alcoholic Beverage License Procedures
- I. Approve and Recommend Abatement from the Pennington County Department of Equalization.

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

AWARDS AND RECOGNITIONS

Employee Recognition - Kristen Schmanski - SHRM Certification
City Administrator gave overview of SHRM; Kristen recognized and congratulated.

Employee Promotions:

1. Detective Duane Peyrot to Sergeant.
2. Officer Heather Monson to Investigator.

Chief Dubbs gave background on Officer Monson; Investigator Heather Monson recognized and congratulated. Chief Dubbs gave background on Detective Peyrot; Sgt. Fahlberg and Sgt. Campbell pinned insignia on Peyrot; Sgt. Duane Peyrot recognized and congratulated.

NEW BUSINESS

First Reading of Ordinance # 643 - Franchise Agreement with West River Electric Association.

CED Director gave background and explained ordinance. Motion by Knight. Seconded by Hollinshead. Vote: Aye. Unanimous. Motion passed.

Accept Council Member Hanson's Resignation.

Discussed resignation; discussed appointment. Public comment from Jane Maine; discussed Council Members' absences from meetings. Motion by Talich to accept the resignation. Seconded by Griffith. Vote: Aye. Unanimous. Motion passed.

Approve the Initial Phase of the BUILD Grant Application and Authorize the Mayor to Sign.

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

DEPARTMENT HEAD REPORTS:

Finance – Nicole Schneider – still preparing for audit.

Community and Economic Development – Blaise Emerson – reviewed Building Permit and Nuisance Reports; plans for 2020.

Public Works – Bob Kaufman – phone confirmation successful TA (Sidewalk) Grant Application; overview location of sidewalks.

Public Safety – Chris Misselt – promotions; couple officers advanced field training process; Officer Carter Smith started Monday.

EXECUTIVE SESSION:

Pursuant to SDCL 1-25-2(3) for the purpose of consulting with legal counsel about proposed or pending litigation. Motion by Talich. Seconded by Griffith. Vote: Aye. Unanimous. Motion passed.

Executive Session started at 7:32 p.m.; Out of Executive Session at 7:51 p.m.

EXECUTIVE SESSION ACTION:

Motion by Hollinshead to approve the Mayor to sign settlement agreement and release regarding Ken Hitsheiw's backwater charges. Seconded by Knight. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye. Unanimous. Motion passed

ADJOURNMENT:

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

Meeting adjourned at 7:52 p.m.

Seal:

Attest:

Larry Larson
Mayor

Nicole Schneider
City Administrator/Finance Officer

CITY OF BOX ELDER CLAIMS 02/04/2020

ACE STEEL & RECYCLING, INC	\$16.73
APPLIED CONCEPTS, INC	\$17,780.00
BAN-KOE SYSTEMS, INC	\$127.60
BLACK HILLS ENERGY	\$4,585.31
BLACK HILLS TRUCK & TRAILER, INC.	\$106.96
BLAKE'S TRAILER SALES & REPAIR, INC.	\$718.00
BORDER STATES ELECTRIC SUPPLY	\$14.61
CARQUEST #3951	\$49.62
CENTURY BUSINESS PRODUCTS, INC	\$978.97
CENTURY LINK	\$46.61
CITY OF RAPID CITY	\$146.32
COCA COLA BOTTLING COMPANY HIGH COUNTR	\$67.50
CORE & MAIN LP	\$594.81
FERBER ENGINEERING COMPANY	\$10,214.10
FIDELITY SECURITY LIFE INSURANCE CO.	\$350.42
GODFREY BRAKE SERVICE & SUPPLY, INC	\$47.84
GREAT WESTERN TIRE	\$509.80
HEAVY CONSTRUCTORS, INC.	\$399,435.17
KIESLER POLICE SUPPLY, INC.	\$1,749.00
KNECHT HOME CENTER OF RAPID CITY	\$217.72
KTM DESIGN SOLUTIONS, INC	\$7,255.39
LIBERTY CHRYSLER CENTER, LLC	\$78.75
LOYAL PLUMBING, LLC	\$250.00
MCKIE FORD LINCOLN, INC.	\$1,024.03
MDU	\$882.25
NATHAN GJOVIK	\$170.39
NORTHWEST PIPE FITTINGS, INC	\$412.48
OFFICE DEPOT	\$369.90
PENNINGTON COUNTY HIGHWAY DEPARTMENT	\$1,102.50
QUALIFIED PRESORT SERVICE, LLC	\$899.55
RAPID CITY JOURNAL C/O LEE ENTERPRISES	\$596.33
REDWOOD TOXICOLOGY LABORATORY, INC	\$166.10
SDEDA	\$87,817.91
SERVALL UNIFORM & LINEN SUPPLY	\$209.31
SONNEL TECHNOLOGIES, LLC	\$89.00
TYLER TECHNOLOGIES INC	\$315.00
US BANK TRUST NATIONAL ASSOC - CITY HA	\$600.00
US BANK VOYAGER FLEET SYSTEMS	\$6,212.12
VERIZON WIRELESS	\$2,319.83
WEST RIVER ELECTRIC ASSOCIATION, INC	\$27,841.11
WESTON ENGINEERING	\$31,928.63
**PAYROLL EXPENSES	
GENERAL GOVERNMENT	\$4,014.12
FINANCE OFFICE	\$9,122.50
POLICE	\$39,935.19

	STREETS	\$11,717.00
	PARKS	\$8,555.55
COMMUNITY DEVELOPMENT		\$3,194.69
PLANNING AND ZONING		\$8,297.36
	WATER	\$16,872.46
	SEWER	\$12,818.88

TOTAL

\$722,825.42