

COMMON COUNCIL MEETING OF THE CITY OF BOX ELDER
DRAFT MEETING MINUTES
Tuesday, July 1, 2014, 7:00 p.m.

A scheduled meeting of the Common Council of the City of Box Elder was called to order at 7:00 pm on Tuesday, July 1, 2014. Present were: Mayor William Griffiths; Council Members: Allen; Cowley; Coatney; Curry; Haddenham; and Hollinshead. Police Chief Dubbs; Finance Officer Mystee Lashwood; Legal Counsel Rex Hagg; Public Works Director Al Todd; and Planning & Zoning Director Ron Koan.

Moment of Silence and Pledge of Allegiance

1. **Call meeting to order at 7:00pm.**
2. **Pledge of Allegiance and moment of silence.**
3. **Roll Call:** Present: Allen; Cowley; Coatney; Curry; Haddenham; and Hollinshead.
4. **Approve Agenda**

Motion by Coatney, seconded by Cowley to approve the agenda. Vote Aye: Unanimous.

5. EXECUTIVE SESSION: None.

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 maybe 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 June 17, 2014 Common Council Minutes.

B. To approve Payroll 13 (June 1 to June 14): Total Payroll \$50,970.00; General Government: \$1,693.85; Finance Office: \$1,852.00; General Financial: \$3,860.00; Police Dept: \$19,360.49; PW Street: \$4,994.38; Animal Control: \$340.00; Sign Inspection: \$80.75; PW Parks: \$8,552.23; Planning & Zoning: \$3,069.60; PZ Board: \$450.00; PW Water Production: \$2,648.60; PW Water Distribution: \$2,505.90; PW Sewer Collection: \$1,562.20.

C. To approve the Claims, Utility deposit refunds, and Hand Checks. Questions asked and answered.

D. To approve annual review of Conditional Use Permit #120127 by Tim Engesser to allow the keeping of two horses at 443 Line Rd (W ½ of Tract 1 of Napoli Subdivision in Section 29, T2N, R9E, BHM, City of Box Elder, Pennington County, SD). Recommendation from Planning/Zoning Board to approve continuance of permit and recommendation of a due pass.

Motion by Cowley, seconded by Coatney to approve the consent agenda. Vote Aye: Unanimous.

7. CITY BUSINESS:

A. PUBLIC WORKS/ANIMAL CONTROL: Request of hearing on findings of vicious animal complaint.

Motion by Hollinshead, seconded by Curry to deny the request of hearing on findings of vicious animal complaint.

Roll Call- Vote Aye: Allen, Cowley, Curry Haddenham, Hollinshead. Abstain: Coatney.

B. PLANNING/ZONING DEPARTMENT: To discuss and approve Layout Plat Application #140093 for Patrick & Laura Clarke Ealy to allow the subdivision of land in Freedom Estates Subdivision #2. Planning Commission approved the concept of the subdivision and recommends a due pass to the City Council.

Planning Director Koan: explained that the planning commission has reviewed phase 1 and the overall preliminary plat and recommends that the council approve the preliminary plat and If this is approved tonight we will come back with a rezoning amendment to residential and that would be the next step and then on to a preliminary plat situation at planning and then back to the council.

Extensive discussion on Mr. Ealy's project.

Motion by Coatney, seconded by Haddenham to approve the application for the layout plat application.

Roll Call- Vote Aye: Coatney, Curry. Vote Nay: Allen, Cowley, Haddenham, and Hollinshead. Ayes: 2, Nays: 4.

Allen requested that Mr. Ealy bring back a solid plan with a concept for the council to review.

C. PLANNING/ZONING DEPARTMENT: To approve and authorize signatures on Letter of Understanding between the City of Box Elder and Lon Edwards (Custer Hardware, Inc) for the purchase of property for the location of a True Value Hardware Store.

Hagg made the council aware that the last sentence of paragraph 8 is the only thing that needs to be addressed.

Discussion on paragraph 8.

Motion by Allen, seconded by Coatney to approve and strike the last sentence of paragraph 8. Vote Aye: Unanimous.

D. PUBLIC WORKS DEPARTMENT: Motion by Coatney, seconded by Curry to approve new lighting service area and authorize signature on contract with Black Hills Power for Boykin Park. Vote Aye: Unanimous.

E. FINANCE DEPARTMENT: Motion by Coatney, seconded by Allen to approve and authorize signature on audit engagement with Casey Peterson & Associates, LTD for the year ended December 31, 2013. Vote Aye: Unanimous.

8. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: Griffiths thanked Tanya and Tricia for all their hard work on the upcoming Box Elder Bash. We were able to get bleachers from the base but we were unable to secure the barriers from them. Scott Allen will be representing the city with his car in the derby, we are really trying to get this Bash going and we have a lot of flyers out there for the fireworks, band, vendors, and a lot of other things. Please get out there and tell people about it. I went to MPO and asked what we have to do before we get help with Radar Hill Road and 14/16, they said it will be addressed in the 2018 transportation plan. I would like to thank Tricia for attending the transportation plan meeting today and representing the planning and zoning board at the meeting. Tully and Jeff from public works have also been hustling to get the bash up and running.

Police: Chief Dubbs gave the department statistics report for June 17 to 30. We are looking forward to participating in the Box Elder Bash on July 5th, we also have a blood drive scheduled on July 22nd so contact me if you would like to donate blood. Our department started a 90 day fitness challenge.

Public Works: Director Todd explained the parks department will receive the playground equipment on July 7th. Ghere Well is now in the system; we had a parks board meeting tonight, there were requests for capital improvements for next years budget. I will look up the costs and send it to the public works committee and then the council. The requests are for Bandit Ball and Vucurevich Park. Other than the playground equipment our department is caught up. Coatney: asked about the pot holes on Line Rd. Todd said he is getting a quote on a list of roads from J&J Asphalt and Line Rd. is a priority. Mayor Griffiths said if we have any money we should pave Line Rd from Ellsworth down. Todd said the long range plan is to reconstruction that road and it will probably cost around \$500,000.

Finance: Officer Lashwood received information for the 2014 Elected Officials workshop from the Municipal League on July 23rd and if you would like to go please let me know, I have included the agenda for you. We do budget for the trip so I need to know by July 16th.

Planning/Zoning: Director Koan had our transportation meeting with the consultants today and it was very productive, I will be distributing the power point soon to those who want it. We also had a South Dakota Development Authority meeting recently and they have agreed to put \$10,000 toward the True Value project. It will be given to the city and then be distributed as needed.

City Attorney: No input.

9. COUNCIL REPORTS:

Allen: No input.

Cowley: No input.

Coatney: Thank you to the police department for the work they have been doing down in my court and throughout the city, I hope the Bash is a successful event for the city.

Curry: I would like to recognize Jeff and Ron and whoever I may be missing that helped out with the True Value Hardware meetings, it will be a huge boast for the City. Ron thank you for all the emails you have been sending me recently they have helped me a great deal to understand and become more educated.

Haddenham: No input.

Hollinshead: I want to make sure credit goes back to Steve and Scott, they have been working on True Value for a while and as a council we all had input at the end and it shows good work on the council's part to make things happen for that. It will be great for the City and thanks again to Ron for all his input and help keeping us prepared.

Mayor: This is a unique council, it's a good council, and everyone of them have their hands and feet in the work and we are moving ahead.

Coatney: One more thing, I would like to thank the Chief for the behind the scenes email he sent us this week.

10. OTHER DEPARTMENT REPORTS:

Chamber of Commerce: Thank you to the entire council for your direction to allow City Staff to help us out last week. Tully and the public works guys have been really great and we couldn't have done it without them. We are down to the final minutes for the Box Elder Bash, it's going to be a great event. We have a parade at 11:00am, water wars, demolition derby, Russian egg roulette, and a dance at the end of the night along with fireworks. Thank you Ms. Haddenham for your sizable firework donation, our show should be a firework show to be talked about throughout the Black Hills this year. As the Mayor said, Tricia and Tanya from the City Office have been doing a lot of work, along with Wendy and our entire board from the chamber they have been working double time. We all have full time jobs and businesses that we are trying to run and still putting on a great show for the City, I can't thank everyone enough for doing what they are doing. We'll have another update after the Bash.

Mayor Griffiths asked everyone to come out and support the Bash.

Economic Development: No update, Lashwood asked for their budget by tomorrow.

11. CITIZEN INPUT:

Resident Rick: told everyone that Mayor Griffiths photo is in the South Dakota Magazine this month.

Resident Ebel: asked Koan about the sign ordinance and to hang up the City Horizon signs.

A Male Resident: recommended Todd look into Hills Materials for pricing on materials for Line Rd., their prices are about 30% cheaper.

12. ADJOURNMENT: THERE BEING NO FURTHER BUSINESS TO BE TAKEN IN FRONT OF THE COUNCIL AT 8:35PM MOTION BY Allen, SECONDED BY Coatney TO ADJOURN. Vote Aye: Unanimous.

Seal:

Attest:

William F Griffiths Sr
Mayor

Mystee Lashwood
Finance Officer