

COMMON COUNCIL MEETING OF THE CITY OF BOX ELDER
DRAFT MEETING MINUTES
Tuesday, July 15, 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 15, 2014. Present were: Mayor William Griffiths; Council Members: Allen; Cowley; Coatney; Curry; Haddenham; and Hollinshead. Also present were: 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. Absent: Hollinshead.
- 4. Approve Agenda**

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

- 5. PRESENTATION:** Presentation from Dustin with Pennington County Emergency Management.
- 6. PRESENTATION:** Certificates from Mayor presented to the Box Elder Chamber, BEPD, BEVFD, BEPW participation in the 2014 Box Elder Bash. Individual Above and Beyond awards were presented to Theresa Mellen, Tanya Shepersky, Tricia Weathers, Wendy Rossman, Jeff McGough, and Tully Jackson for their job well done at the bash. Parade participants were also recognized.
- 7. EXECUTIVE SESSION:** No Executive Session.
- 8. CONSENT AGENDA:** Agenda items A through E 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 July 1, 2014 Common Council Minutes.
 - B.** To approve Payroll 14 (June 15 to June 28): Total Payroll \$53,599.47; General Government: \$1,603.85; Finance Office: \$1,852.00; General Financial: \$3,886.53; Police Dept: \$19,744.05; PW Street: \$4,879.66; Animal Control: \$306.00; Sign Inspection: \$209.95; PW Parks: \$7,620.21; Planning & Zoning: \$3,070.78; PZ Board: \$450.00; PW Water Production: \$2,341.72; PW Water Distribution: \$2,710.52; PW Sewer Collection: \$1,174.20.
 - C.** To approve the Claims, Utility deposit refunds, and Hand Checks.
 - D.** To approve Business License Application #1577 by Toomas Tomson located at 4031 W Omaha Street, Rapid City, SD. Corporate office Southwestern Advantage located at 2451 Atrium Way, Nashville, TN. Door to Door sales.
 - E.** To approve annual review of Conditional Use Permit #090085 by Dream Design International regarding apartments in the Northern Lights Subdivision (Lots 1, 2, and 3 of Block 1 of Northern Lights Subdivision, located in the SW ¼ SE ¼ of Section 27 and in the NE ¼ of Section 34, T2N, R8E, BHM, City of Box Elder, Pennington County, SD).

Hollinshead arrived.

Motion by Curry, seconded by Allen to approve the consent agenda. Vote Aye: Unanimous.

9. CITY BUSINESS:

A. PUBLIC WORKS/FINANCE DEPARTMENT: To discuss and decide disposition of Surplus Inventory Listing.

Motion by Allen, seconded by Coatney to have a maximum inspection of 4 days (if needed) with a reserve for items not to fall below scrap value. Vote Aye: Unanimous.

B. PLANNING/ZONING DEPARTMENT: Motion by Allen, seconded by Cowley to approve Resolution 14-13, a resolution to vacate a setback easement for property located at 22569 Westgate Road. Vote Aye: Unanimous.

C. FINANCE DEPARTMENT: Motion by Coatney, seconded by Cowley to approve Resolution 14-14, a resolution consenting to transfer of franchise. Franchise transfer is from Knology to Clarity. Vote Aye: Unanimous.

D. PLANNING/ZONING DEPARTMENT: To approve and adopt Project Plan for TIF #2.

Extensive discussion on TIF#2.

Motion by Coatney, seconded by Allen to defer to the August 5th meeting. Vote Aye: Unanimous.

10. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: Griffiths invited the council members to the Mayor's luncheon next Thursday at noon in the event center.

Police: Chief Dubbs gave the department statistics report for July 1st to 14th with an update on upcoming staff trainings. He also reminded people of the blood drive on July 22nd in the Box Elder Event Center, to register please call him.

Public Works: Director Todd explained we are waiting on quotes for asphalt; Creekside Park equipment is up; we are still working on the other parks; Ghere Well is on line and we have received complaints on the hardness of the water; we are working with Hawkins to see about the hardness of the water. Resident Rick thanked public works for the work on Line Rd. Resident Maine expressed concern of standing water around some of the equipment in Boykin Park.

Finance: Officer Lashwood let everyone know that we are getting ready for budget hearings, the agenda packets will be ready sometime tomorrow afternoon. Resident Maine asked about the time and dates for the budget meetings. Budget meetings are July 21, 22, and 23 (if needed) from 6-8pm.

Planning/Zoning: Director Koan thanked Scott and Steve for sitting in on meetings with different agencies and businesses that want to move out to Box Elder. If they do come into Box Elder it will benefit the business community and bring in a lot of sales tax. Resident Maine added that if we want businesses to come in we need businesses on Box Elder Rd West to start cleaning up.

City Attorney: No input.

11. COUNCIL REPORTS:

Allen: Thanked everyone involved with the bash, you did an outstanding job, it was bigger than I have ever seen and I had a great time with everything I participated in.

Cowley: I was at the Bash and it was excellent, kudos to Mike and his staff.

Coatney: I would also like to echo the others everyone did a wonderful job. The fire department and the police department did a good job especially with the number of people in attendance.

Curry: Mike you and your team did a great job.

Haddenham: No input.

Hollinshead: Good job Mike, you guys put on a good show out there.

Allen & other council members thanked Carolyn for donating the fireworks for the display.

12. OTHER DEPARTMENT REPORTS:

Chamber of Commerce: President Hanson expressed thanks to all of the Council, thank you for your help, for you attending, and for your support at the Bash. The Chamber board has 5 members; we are all volunteers, we all have full time jobs, and run our own businesses. We could not have done what we did without the help of the city, the council, the fire department and the police department, there were a lot of agencies involved to make the day go as well as it did. I would like to thank Ms. Haddenham for all the fireworks. I want to thank everybody here and the citizens of Box Elder for attending. We are estimating we had over 600 people and that's the biggest Bash we have ever had. Thank you all very much I appreciate it.

Economic Development: President Rick included a copy of our financial statement in your packet. The property is going to be signed over next week to True Value Hardware. We were going to have a meeting this last week, but we didn't have a quorum, so we have to reschedule.

13. CITIZEN INPUT:

Jim Walter – Gold Key Realty and Auctions: I was going to come here to speak about a conversation that took place at the Bash, but the issue has been resolved. I called City Hall this morning to be taken off the agenda. I would like to thank Bill, the council, and the chamber for a great Bash experience.

14. ADJOURNMENT: THERE BEING NO FURTHER BUSINESS TO BE TAKEN IN FRONT OF THE COUNCIL AT 8:11PM MOTION BY Coatney, SECONDED BY Allen TO ADJOURN. Vote Aye: Unanimous.

Seal:

Attest:

William F Griffiths Sr
Mayor

Mystee Lashwood
Finance Officer