

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, July 2, 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 was taken. Present were Mayor Larson, Council Members Dawn Beltran, Michael Hanson, Jim Maffrand, and John Talich.

Also present were Assistant Finance Officer Rebecca Davis, Police Chief Jason Dubbs, Public Works Director Bob Kaufman, Planning and Zoning Director Ron Koan, Community and Economic Development Director Blaise Emerson, Assistant Public Works Director Nathan Gjovik, and City Clerk Jermery Washington.

Mayor Larson stated need to add 14B (Discuss Derby Prize/Payout); talked about during Public Works, Planning & Zoning, and Community & Economic Development (PWPZCED) Committee Meeting. He mentioned importance since Derby Event to be held Saturday during BASH.

Motion by Hanson to approve order of business. Seconded by Maffrand. Vote: Aye. Unanimous. Motion passed.

PUBLIC HEARING – Liquor License Transfers

Atlantis, LLC: Palms Pub to Atlantis, LLC: Atlantis, LLC – RB-2068
Atlantis, LLC: Atlantis LLC to Atlantis, LLC: Atlantis, LLC – CL-15415
Atlantis, LLC: La Quinta Inn & Suites to Atlantis, LLC: Atlantis, LLC – PL-20193

Mayor Larson called Public Hearing to order at 7:01 p.m.

Mayor Larson opened floor for comments.

No comments.

Mayor Larson closed floor for comments.

Mayor Larson closed Public Hearing at 7:02 p.m.

Motion by Maffrand to approve license transfers. Seconded by Talich. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

AWARDS AND RECOGNITION: Mayor Larson introduced and welcomed new employee Andrea Biers (Finance Purchasing Specialist). Mrs. Biers introduced herself; Council welcomed her.

COUNCIL COMMITTEE REPORTS:

A. FINANCE, LEGAL, AND PUBLIC SAFETY

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

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

B. PUBLIC WORKS, PLANNING AND ZONING, AND COMMUNITY AND ECONOMIC DEVELOPMENT

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

Motion by Beltran 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:

Motion by Beltran to approve Consent Agenda Items A – F (June 18, 2019 Council Minutes; Claims List; Credit Application – Transource Truck & Equipment, Inc.; Credit Application – Pacific Steel & Recycling; Authorize Purchase of Replacement Pump for Well #6; Authorize Update to Title III to Move Election Date from April to June to Coincide with the School District). Seconded by Talich. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

UNFINISHED BUSINESS:

Authorize Award of Contract for Installation of Sanitary Sewer for 509 Damview Drive. Public Works (PW) Director said if Council authorizes to proceed, will send out another letter to Evans' (owners) to inform them that Council made decision and if they want to discuss, will give them about 30 days before put contract together. Motion by Hanson to approve. Seconded by Maffrand. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

NEW BUSINESS:

First Reading of Ordinance 626 – Knox Box. Motion by Hanson to approve. Seconded by Maffrand. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

Discuss Derby Prize/Payout. Motion by Hanson to approve the forty-four hundred (\$4,400) and no more and request that they [Derby] provide a record of where it's going. Beltran said would ask breakdown sheet that shows winners and class they won in, and so on and so forth; Maffrand said need number of entries, need better record keeping on their side to see what taken in and what going where. Seconded by Talich. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

DEPARTMENT HEAD REPORTS:

Finance – Rebecca Davis – we are finishing remodel and getting everyone in permanent homes (offices); Andrea started week ago, doing some cross-training; a lot is happening, very busy, moving forward.

Community and Economic Development – Blaise Emerson – discussions on BASH, once Saturday over, will have better idea how can proceed with next year's.

Public Works – Bob Kaufman – pleased to inform Board last Thursday City awarded loan (State Water Board) for our new well, will have contract coming forward for rest of design and completion of construction project. Got Water Right Allocation for Ghere Well transfer to this new location; if allocation not done already and if get to point where Ghere Well get put back into service, will have to formally apply for water right to cover whatever balance between what that well produce and what new

well will produce. PW crews working preparations for BASH. Next Thursday, July 11th, SD DOT holding Annual Surface Transportation Improvement Program meeting at Ramkota at 7 p.m.

COUNCIL MEMBERS:

Talich – question about Sex Offender Program in Police Report Summary, 2017 there were 98, 2018 there were 103, and in 2019 there are zero; asked for clarification. Chief Dubbs clarified that only done twice a year.

Maffrand – BASH is coming along. Welcome Andrea. BASH going to be good time as long as doesn't rain. Everybody come on Saturday, will be fun.

Beltran – does Pennington County come out and mow along Liberty? PW and Planning and Zoning (PZ) Directors responded that county responsibility. Beltran said when they mowed, did not come around corner on Prairie, grass really high and have to inch out to see Liberty, concerned someone will get hit. PW Director said will talk to staff see about getting more off. Welcome (to Andrea).

EXECUTIVE SESSION:

Motion by Hanson to enter into Executive Session Pursuant to SDCL 1-25-2 (1) for personnel. Seconded by Maffrand. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

Entered Executive Session at: 7:16 p.m.
Out of Executive Session at 7:52 p.m.

Motion by Hanson to approve City Administrator/Chief Finance Officer contract. Seconded by Maffrand. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

Motion by Hanson to set a hearing for July 16th, our next Council Meeting, for personnel issues as pursuant to SDCL 1-25-2 (1) for personnel in regards to Kristi Vetri. Seconded by Maffrand. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

Motion by Hanson to have our interim City Attorney Sara Frankenstein negotiate with Ms. Vetri and/or her attorney. Seconded by Talich. Roll Call: Beltran-Aye; Hanson-Aye; Maffrand-Aye; Talich-Aye. Unanimous. Motion passed.

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

ADJOURNMENT: 7:54 p.m.

Seal:

Attest:

Larry Larson
Mayor

Nicole Schneider
City Administrator/Finance Officer

CITY OF BOX ELDER CLAIMS for 07/02/2019

AFLAC	\$	790.31
CREDIT COLLECTIONS BUREAU	\$	60.00
DELTA DENTAL OF SOUTH DAKOTA	\$	1,439.51
DELUXE SMALL BUSINESS SALES, INC	\$	378.16
DEPT OF TREASURY-IRS	\$	25,879.56
DIESEL MACHINERY, INC	\$	400.00
HEALTH POOL OF SD	\$	19,479.04
MDU	\$	255.11
OFFICE OF CHILD SUPPORT ENFORCEMENT	\$	66.68
SD DEPT OF REVENUE & REGULATION	\$	150.00
SDRS SUPPLEMENTAL RETIREMENT PLAN	\$	30.00
SOUTH DAKOTA RETIREMENT SYSTEM	\$	13,189.22
TEAMSTERS LOCAL NO. 120	\$	350.00
TYLER TECHNOLOGIES INC	\$	6,344.00
VERIZON WIRELESS	\$	1,511.64
ARC INTERNATIONAL, INC	\$	784.62
B.Y.R.S. LAWN CARE	\$	1,787.50
BERS, LLC	\$	28.00
BLACK HILLS BUSINESS SOURCE	\$	2,228.24
BLACK HILLS ENERGY	\$	3,421.86
BOX ELDER TRUE VALUE	\$	152.04
CECIL ROUNTREE	\$	600.00
CENTURY LINK	\$	52.89
CONDREY & ASSOCIATES, INC.	\$	12,250.00
CONTRACTORS SUPPLY INC.	\$	726.21
CORE & MAIN LP	\$	3,705.91
CORY'S TRI-STATE TIRE FACTORY	\$	101.22
DARRYL KNIGHT	\$	150.00
DIESEL MACHINERY, INC	\$	300.00
DUBBS, JASON	\$	45.16
EBELUTION, LLC	\$	8,010.22
EDDIE'S TRUCK CENTER	\$	259.62
ELAINE ROMERO-DOUGLAS	\$	75.00
FERGUSON ENTERPRISES DBA POLLARDWATER	\$	236.00
FRONTIER STONE COMPANY	\$	1,170.00
GUNDERSON, PALMER, NELSON, & ASHMORE L	\$	3,919.50
HAWKINS INC	\$	110.00
INTERSTATE ALL BATTERY CENTER	\$	8.97
J&D PRECAST, INC	\$	300.00
JENNER EQUIPMENT COMPANY	\$	595.28
KT CONNECTIONS, INC	\$	15,345.00
KTM DESIGN SOLUTIONS, INC	\$	5,605.20
LOVE'S TRAVEL STOPS & COUNTRY STORES,	\$	6,042.65
M&W TOWING	\$	227.00
MENARDS	\$	565.87

NORTHWEST PIPE FITTINGS, INC	\$	263.24
OFFICE DEPOT	\$	333.23
PETE LIEN & SONS, INC	\$	145.80
POWERPLAN OIB	\$	553.01
RAPID CITY JOURNAL C/O LEE ENTERPRISES	\$	316.64
RAPID FIRE PROTECTION, INC	\$	178.57
REMBOLT ENTERPRISES INC.	\$	5,148.80
REMINGTON, JODIE	\$	726.00
SD ONE CALL	\$	243.60
SUMMIT COMPANIES	\$	16.00
SURVIVAL ARMOR, INC.	\$	198.42
TEMPERATURE TECHNOLOGY, INC	\$	549.01
THYSSENKRUPP ELEVATOR CORP	\$	671.64
TIME EQUIPMENT RENTAL & SALES INC	\$	71.50
TRANSOURCE	\$	2,100.00
US BANK NATIONAL ASSOCIATION	\$	37,766.54
USDA, RURAL DEVELOPMENT	\$	8,182.00
WARNE CHEMICAL & EQUIPMENT	\$	1,464.38
WEST RIVER ELECTRIC ASSOCIATION, INC	\$	27,492.04
A & A PROFESSIONAL PROPERTY MA	\$	32.76
ANTCLIFFE, HEATHER/JASON	\$	118.24
BAUMGARDNER, SHEILA/CHARLES	\$	26.55
BICKLE, JOEL/SHERRY	\$	8.89
BOOMSHOCKALOCKA	\$	12.47
GUMBO DRIVE LLC	\$	220.29
HULT HOMES LLC	\$	32.76
MAXWELL, NATE	\$	85.00
ROSENAU, SHERRY/THOMAS	\$	137.54
SAGASER, DAVID	\$	31.44
TNT HOMES & CONSTRUCTION	\$	35.00
TYCON INC	\$	32.76
VU, DANNY	\$	10.46
**PAYROLL EXPENSES	\$	104,302.04
TOTAL	\$	330,633.81