

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, June 6, 2017
7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder

Public comments are welcomed, but no action will be taken by the Council on comments received for items not on this agenda. Anyone wishing to have the Council vote on a new item will need to fill out an agenda request item form for the item to be considered on the next council agenda.

1. Meeting called to order by Mayor Larson

2. Moment of Silence/Pledge of Allegiance led by the Boy Scouts.

3. Roll Call

Mayor Larry Larson, Council Members Scott Allen, Steve Cowley, Bruce Hegel, Jeff Hollinshead, Rick McPherson, Tricia Weathers were present. Also in attendance were Legal Council Kimberly Pehrson, Police Lieutenant Chris Misselt, Planning & Zoning Director Ron Koan, and Finance Assistant II Randy Papendick.

4. Approve Agenda

Motion to approve agenda with changing item 13D, Resolution 17-14 by Allen, seconded by Cowley. Vote aye: unanimous.

CONSENT AGENDA: Agenda items 5 through 7 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.

5. To approve the reading of the May 16, 2017 Common Council Meeting Minutes.

6. To approve Payroll 11 & Payroll 12 (April 30 to May 13 and May 14 to May 27) Total Payroll 11/12 \$59,247.88 / \$54,967.36; General Government: \$2,690.38 / \$2,505.38; Finance Office: \$8,624.07 / \$8,899.95; Police Department: \$23,594.68 / \$21,504.36; PW Street Maintenance: \$5,988.17 / \$4,627.87; PW Parks: \$4,485.17 / \$4,740.58; Planning & Zoning: \$5,133.09 / \$5,081.91; Planning & Zoning Board: \$750.00 / \$35.00; PW Water Production: \$2,496.71 / \$2,521.98; PW Water Distribution: \$3,989.36 / \$3,938.56 and PW Sewer Collection: \$1,116.25 / \$1,111.77.

7. To approve the claims, loan payments, and hand checks.

To discuss and decide action on Consent Agenda Items 5-7

Motion to approve by Hegel, seconded by Cowley. Vote aye: unanimous.

CITY BUSINESS:

8. LEGAL: Authorize Public Works department to hire Simpson Appraisals for Radar Hill Road Easement Appraisal per Agreement with Gail Cook.

Motion to approve by Allen, seconded by Hollinshead. Vote aye: unanimous.

9. LEGAL: Authorize Public Works Department Mayor to sign Radar Hill Road Right-of-Way Agreement with Gail Cook and authorize direct payment of the greater of \$7,500.00 or Appraisal Amount to be made to Gail Cook for Right-of-Way. Discussion was held with Hollinshead and Legal Council

Motion to move item 9 to item 18A by Weathers, seconded by Allen. Vote aye: unanimous.

10. PLANNING & ZONING DEPARTMENT: Review & decide action on nuisance non-running vehicle at 351 Hillview Drive (Lot 23 Glore Addition, Box Elder Pennington County, South Dakota).

Motion to table by Weathers, seconded by Cowley. Vote aye: unanimous.

11. PLANNING & ZONING DEPARTMENT: Discuss and decide nuisance action for non-operable/non-licensed vehicle at 605 Westwind Road.

Motion to table by Cowley, seconded by McPherson. Vote aye: unanimous.

12. PUBLIC WORKS DEPARTMENT: Authorize Mayor to sign Engineering Agreement with KLJ Engineering for design of Water Main Extension between Creekside and Prairie Subdivisions.

Motion to approve by Hollinshead, seconded by Cowley. Vote aye: unanimous.

13. PUBLIC WORKS DEPARTMENT: Award bid for 2017 Gravel Street Reconstruction Project

Motion to approve lowest bid of \$160,074.00 by Weathers, seconded by Cowley. Vote aye: unanimous.

13B. COUNCIL MEMBER WEATHERS: Authorize five-year agreement with vendor for alcohol sales at Box Elder Bash. Motion to approve by Allen, seconded by Cowley. Vote aye: unanimous.

13C. COUNCIL MEMBER WEATHERS: Authorize five-year agreement with vendor to organize, manage, and run the Demolition Derby event for the Box Elder Bash. Motion to approve by Hollinshead, seconded by Allen. Vote aye: unanimous.

13D: PUBLIC WORKS DEPARTMENT: Discuss and decide action on Resolution 17-14 regarding South Dakota Governor's Office of Economic Development Local Infrastructure Program Application. Motion to approve by Hollinshead, seconded by Hegel. Vote aye: unanimous.

13E: PUBLIC WORKS DEPARTMENT: Approved signed letter of commitment to provide matching funding for the Ellsworth Road/225 Water Main. Motion by Cowley, seconded by Hegel to approve. Vote aye: unanimous.

13F: PUBLIC WORKS DEPARTMENT: Permission for Mayor to sign South Dakota GOED Local Infrastructure Improvement Grant Application. Motion to approve by Weathers, seconded by Cowley. Vote aye: unanimous.

14. DEPARTMENT HEAD REPORTS:

Mayor: Attended a military affairs luncheon with Lt Cornel Wyatt Hansen, First Battalion, he spoke and presented information regarding the Regional Training Institute at Fort Meade and how they evaluate and develop soldiers to becoming Second Lieutenants and the future leaders of the Army National Guard. I also attended a grand opening of the Home 2 Sweets at exit 61 where the Bradsky's have developed their new hotel. The Black Hills Mayor's Meeting was held in Hot Springs this year. Thune's office has a bipartisan for the Infrastructure Bill (one trillion over two years); however, it can not add to the deficit. Therefore, the President is thinking that it should be a Private/Public partnership. It works for larger cities and states but it's felt that this would not work very well in South Dakota or in rural America. There is not enough revenue streams to work in these kind of areas. I was working with Council Member Weathers on the Box Elder Bash, to get sponsorships through the Chamber of Commerce and I ended last Friday. We raised a total of \$3,500 and recognized these sponsors in the Box Elder Newsletter and also will have a stage banner at the Box Elder Bash featuring all the businesses.

Police: 380 Calls for Service generated not including any traffic. 52 new criminal cases, 6 DUIs, 98 traffic enforcements of various types, and 5 accidents. Welcome to summer, that is our usual season uptick but we expect that to level off. Upcoming in the next couple of weeks, Chief Dubbs is in Pierre attending Human Resource Training and we have a lot of training coming up throughout this month. This week we continue our support of the South Dakota Wildlife Federation Youth Conservation Camp, a partnership we have had with them delivering some statistics within our subject matter of expertise. We have done a hand gun safety program with them for the last 10 years. We will do two groups, 10 kids each, tomorrow in Custer State Park. The following day, as a part of our tactical and medical program that we have been pushing around the region, we developed an injured outdoors curriculum which we will be doing with the kids on Thursday, so that they are better equipped to deal with outdoors injuries and emergencies. It will be our second year of offering this particular program. It is one of our ongoing partnerships with Game, Fish, & Parks and South Dakota Wildlife that we are particularly proud of. This following week we will have all our officers at the Training Commissions Summer Firearms Program in Spearfish and Custer again receiving some additional training with our partner agencies as well. We give them an instructor for the evening and they supply all of the ammunition. The day after that, we will be hosting a Domestic Violence Training with the South Dakota Network Against Family and Sexual Violence here at the Event Center. You may have received an invitation to that, it is not only open to Law Enforcement but also to EMS, court, criminal justice, military, and community members as well. It is not something that we have done annually but has occurred every 18 to 24 months or so to comply with both continuing education and it is a very good training as well. Right now with enrollments, we are at a couple dozen attendees with representation from Security Forces at Ellsworth. It is an opportunity to train the particular skill set to our partners on that side of the fence.

Public Works: Nothing to mention besides it is summer time and it has already been hot outside so water conservation is something to remember.

Finance: Three of our Finance team is in Pierre at the Human Resource and Finance Officer Training until the end of the week.

Planning & Zoning: The state does have all the appraisals in for the East Mall drive portion that they are supposed to acquire for right of way, they started negotiations today with land owners to acquire that land, and we are ready to move forward with it. The design is about 99% finished and we have submitted our application to the USDA for the funding. Also, the Department of Transportation contacted me today, said that Exit 63 on westbound ramp will be closed on Friday

(June 7th) the entire day for reconstruction and that traffic will be rerouted through the Westgate and the I-90 service road by Exit 61. Therefore, I encourage everyone to use Exit 67.

City Attorney: Nothing to report.

15. COUNCIL REPORTS:

Allen: Nothing.

Cowley: Nothing.

Hegel: Thank you to the Boy Scouts for coming, we appreciate it.

Hollinshead: Nothing.

McPherson: Nothing.

Weathers: Thank you to the Boy Scouts for coming, the Box Elder Bash planning is going well. So tying in with the Boy Scouts being here, we are looking for parade participants. If you would like to speak further about the parade, it is July 1st at 12:30 p.m. A contract for the entertainer will be on our next agenda, he just got it to me yesterday.

16. OTHER REPORTS:

Economic Development: No report.

17. CITIZEN INPUT: David Bigelow: I will have a suggestion for the next council meeting on how to schedule citizen input.

18. EXECUTIVE SESSION: Session started at 7:54 pm; Out of Executive Session at 8:31 pm.

Motion by Weathers, seconded by Cowley to go into Executive Session. Vote aye: unanimous.

18A LEGAL: Authorize Public Works Department and Mayor to sign Radar Hill Road Right-of-Way Agreement with Gail Cook and authorize direct payment of the greater of \$7,500.00 or Appraisal Amount to be made to Gail Cook for Right-of-Way. Per Lega Council, Kim Pehrson, indicated this agreement is a 50/50 Split of the \$7,500.00 between Flying Eagle, LLC and Lois H Pierce Irrevocable Real Estate Trust.

Motion to approve by Hollinshead, seconded by Cowley. Vote aye: unanimous.

19. ADJOURNMENT: at 8:33 pm

Motion by Weathers, seconded by Hollinshead. Vote aye: unanimous.