

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, March 7, 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. Call meeting to order

2. Moment of Silence/Pledge of Allegiance

3. Roll Call

Allen Cowley Curry Hegel Hollinshead Weathers

4. Approve Agenda

Motion by Hollinshead to approve the agenda, seconded by Weathers. 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 February 21, 2017 Common Council Meeting Minutes.

6. To approve Payroll 5 (Feb 5 to Feb 18) Total Payroll \$52,050.77; General Government: \$2,760.38; Finance Office: \$3,320.09; General Finance: \$3,295.78; Police Dept: \$21,381.56; PW Street Maintenance: \$4,972.59; PW Animal Control: \$708.62; PW Parks: \$1,098.48; Planning & Zoning: \$3,565.75; Planning & Zoning Board: \$35.00; PW Water Production: \$4,100.02; PW Water Distribution: \$5,080.65 PW Sewer Collection: \$1,731.85.

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

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

Motion to approve the consent agenda items 5-7 by Weathers, seconded by Hollinshead. Vote aye: unanimous.

CITY BUSINESS:

8. FINANCE DEPARTMENT: To discuss and decide action on increasing the amount of funds dedicated to Donna Denker and Associated for financial clean-up and training.

Motion to approve extension and additional funds for project by Hollinshead, seconded by Cowley. Vote aye: unanimous.

9. PUBLIC WORKS DEPARTMENT: Discussion of Ghere Well Water results, proposal for additional pumping to be presented soon.

10. PUBLIC WORKS DEPARTMENT: Request authorization for Mayor to sign professional services agreement for design of "Welcome to Box Elder" signs.

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

11. PUBLIC WORKS DEPARTMENT: Request authorization for Mayor to sign professional services agreement for City Hall Door and Window replacement project.

Motion to approve discussion by Curry, seconded by Hagel. Vote aye: unanimous.

12. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Bradsky Seger Crossing agreement.

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

13. PLANNING/ZONING DEPARTMENT: To discuss and decide action on variance Lamar.

Motion to approve by Weathers, seconded by Hagel. Vote aye: unanimous.

14. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Flood Development - Lamar.

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

15. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Sign Application - Lamar.

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

16. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Northern Lights Plat.

Motion to approve by Weathers, seconded by Hagel. Vote aye: unanimous.

17. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Rubble Site Plat. Motion to approve by Allen, seconded by Weathers. Vote aye: unanimous.

18. DEPARTMENT HEAD REPORTS:

Mayor: Legislative updates: House bill 1176 was "killed" in a unanimous vote, attended an interview at the Black Hills Council of Local Government, hired Allie Dimesermen in place of Blaze Emerson. Read a book at Dr Suess Week at the Community Library, attended a chamber mixer where I met with a few developers interested in traffic counts.

Police: 190 calls for service; 19 citations; 24 warnings; 4 accidents and 3 DUI's. Attended recent graduation of the 163rd session at the Law Enforcement Training Academy, all who attended graduated. Also attended the Western Dakota Tech Law and Advisory Board Meeting, good news for everyone in the region. In our hiring process we had several candidates lined up to fill our two openings, however we were unable to hire them on so we will be starting over with two new candidates that we are starting in the background process now.

Public Works: Committee approved the recommendation for additional three lights on Ellsworth road and two along Radar Hill road; plans for Radar Hill road construction work are in final review for the DOT; meet with Lois Piece daughter, Gale Cook, to start negotiations for easement acquisitions; discussion changes to development standards that will require specific geotechnical design vs. a standard street design; took delivery of new backhoe last week, three new pickups will be delivered on Thursday.

Finance: **City Election 2017 will not be held due to absence of contest (code 9.13.15)** that change will go into effect on May 2nd, 2017. At that time we will also have a new council member. Council equalization meeting will be held on March 20th, 2017, starting at 6:00 pm. Based on what is available in house, it should be finished in one meeting. Assistant Finance Officer interviews start next Tuesday. Unaudited totals were also posted.

Planning & Zoning: Received final mylar for Bison Acres subdivision on Radar Hill road; 493 Coyote will be fenced in next week, Mr. Tipton has cut ties with project and we are moving forward with new contractor.

City Attorney: None

19. COUNCIL REPORTS:

Allen: None

Cowley: None

Curry: None

Hegel: None

Hollinshead: Conway needs to be cleaned up, will be speaking with appropriate persons to do so.

Weathers: None

20. OTHER REPORTS:

Economic Development: Due to weather meeting has been rescheduled to the 23rd.

21. CITIZEN INPUT:

Wes stated that his part of town is covered with trash as well and some has gone into the creek.

22. EXECUTIVE SESSION: Enter into executive session at _____ pm; Out of Executive session at _____ pm

23. ADJOURNMENT: at ___7:29___ pm

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