

CITY OF BOX ELDER CITY COUNCIL MEETING MINUTES
Tuesday, March 3, 2020
7:00 PM - City Council Chambers, 420 Villa Drive, 2nd Floor, Box Elder

Call meeting to order

Meeting called to order at 7:00 p.m. by Mayor Larson.

Moment of Silence/Pledge of Allegiance

There was a moment of silence followed by the Pledge of Allegiance.

Roll Call

Roll was taken. Present were Mayor Larry Larson, Attorney Matt Naasz, Council Members Dawn Beltran, Rob Griffith, Jeff Hollinshead, Michael Knight, and John Talich. Also present were Lead Assistant Finance Officer (LAFO) Mandy Morris, Community and Economic Development (CED) Director Blaise Emerson, Public Works (PW) Director Bob Kaufman, Chief of Police Jason Dubbs, and City Clerk Jermyer Washington.

Approve the Order of Business

Mayor Larson added item 15F – Public Works Discuss Planning Grant – to New Business.

PUBLIC COMMENT

Public Comment from Jane Maine.

Ward 1 Applicants for Consideration, Approval, and Seating to Council

Mayor Larson spoke Ward 1; gave floor to Council President Hollinshead. Hollinshead gave floor to applicants James Brown and Ben Thomas; Brown and Thomas spoke background and interest in Council. There was Q & A between Council Members and applicants. Council discussed. Motion by Hollinshead to nominate Ben Thomas to be seated in Ward 1. Seconded by Griffith. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Nay. Unanimous. Motion passed 4 to 1.

Ben Thomas sworn in at 7:28 p.m. by Mayor Larson.

COUNCIL COMMITTEE REPORTS

Finance, Legal, and Public Safety Committee

Motion by Talich to accept the Finance, Legal, and Public Safety Committee Report. Seconded by Knight.

Vote: Aye. Unanimous. Motion passed.

Motion by Talich to adopt the Finance, Legal, and Public Safety Committee Report. Seconded by Griffith. Vote:

Aye. Unanimous. Motion passed

Public Works, Planning and Zoning, and Community and Economic Development Committee

Motion by Hollinshead to accept the Public Works, Planning and Zoning, and Community and Economic Development Committee Report. Seconded by Talich. 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 Griffith. Vote: Aye. Unanimous. Motion passed.

CONSENT AGENDA

- A. Approve the February 18, 2020 Council Meeting Minutes.
- B. Approve the Claims List.
- C. Second Reading Ordinance 645 -- Rezone #200005 – Application by H-S Holdings LLC to rezone from Agricultural to Mixed Use Residential - General Residential III property consisting of approximately

19.314 acres more generally described as 1,800 feet west of the intersection of Cheyenne Boulevard and Radar Hill Road.

- D. Second Reading Ordinance 646 -- Rezone #200006 – Application by H-S Holdings LLC to rezone from Agricultural to General Commercial property consisting of approximately 0.918 acres more generally described as 1800 feet west of the intersection of Cheyenne Boulevard and Radar Hill Road.
- E. Second Reading - Ordinance 647 Proposed Change to Title 53 - Water, temporary/contractor water service, annual rate adjustments per the water rate study, and clarification of language.

Motion by Beltran to approve Consent Agenda Items A – E. Seconded by Hollinshead. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye; Thomas-Aye. Unanimous. Motion passed.

NEW BUSINESS

Authorize the Mayor to sign the Transforming Box Elder Contract.

CED Director gave background and overview. Motion by Hollinshead to approve. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Preliminary Plan #200010 – Phase II of City Center Development the Villa Drive Extension south of Liberty Boulevard.

CED Director gave overview. Motion Knight to approve. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

1st Reading of Ordinance #648 - An Ordinance Adopting the Official Zoning Map of the City of Box Elder Entitled “City of Box Elder Zoning Map” and Repealing Any Previously Adopted Maps and All Amendments Thereto.

CED Director gave background and explanation. Motion by Hollinshead to approve. Seconded by Knight. Vote: Aye. Unanimous. Motion passed.

Resolution 20-09 - Annexation of Lot 3 of Tract D of W-Y Addition.

CED Director gave background and overview; explained location. Motion by Talich to approve. Seconded by Hollinshead. Vote: Aye. Unanimous. Motion passed.

Resolution 20-10 - Authorizing 2020 Bridge Inspections.

PW Director gave overview and explanation. Motion by Talich to approve. Seconded by Griffith. Roll Call: Beltran-Aye; Griffith-Aye; Hollinshead-Aye; Knight-Aye; Talich-Aye. Unanimous. Motion passed.

Planning Grant.

PW Director gave explanation and discussed contract to enter Planning Grant application. Motion by Hollinshead that we do approve that process to become started. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

DEPARTMENT HEAD REPORTS

Finance – Mandy Morris – Audit went well, no findings this point; auditors plan presenting at next meeting.

Community and Economic Development – Blaise Emerson – February Building Permit Report; Code Enforcement Report for the month.

Public Works – Bob Kaufman – working on bid packets for summer work; award bids in March and April, things going well.

Hollinshead thanked staff/finance for work/effort put in for audit.

EXECUTIVE SESSION

Executive session pursuant to SDCL 1-25-2 for the purpose of consulting with legal counsel about litigation, personnel, and contractual matters.

Motion by Knight to enter into Executive Session. Seconded by Talich. Vote: Aye. Unanimous. Motion passed.

Executive Session started at 7:49 p.m.

Out of Executive Session at 8:49 p.m.

No action taken.

ADJOURNMENT

Motion by Knight to adjourn. Seconded by Griffith. Vote: Aye. Unanimous. Motion passed.

Meeting adjourned at 8:49 p.m.

Seal:

Attest:

Larry Larson
Mayor

Nicole Schneider
City Administrator/Finance Officer

CITY OF BOX ELDER CLAIMS LIST 03/03/2020

ADVANCED ASSET ALLIANCE	\$25.76
ADVANCED ENGINEERING AND ENVIRONMENTAL	\$4,005.75
APPLIED CONCEPTS, INC	\$150.00
BAN-KOE SYSTEMS, INC	\$127.60
BLACK HILLS CHEMICAL & JANITORIAL	\$458.61
BLACK HILLS ENERGY	\$4,577.22
BOX ELDER PROMOTIONS	\$6,602.50
CAMPBELL, JOSHUA	\$349.00
CENTURY LINK	\$53.61
CERTIFIED LABORATORIES	\$1,065.40
CLAUSSEN, JUSTIN	\$137.50
COCA COLA BOTTLING COMPANY HIGH COUNTR	\$67.50
CORE & MAIN LP	\$5,595.44
DAKOTA SUPPLY GROUP	\$268.27
DEMCO SOFTWARE	\$1,097.25
DEPT OF TREASURY- IRS	\$924.41
DUBBS, JASON	\$349.00
EILEEN'S COLOSSAL COOKIES	\$15.80
ELEESON, KELLI	\$137.50
ELEVATE RAPID CITY	\$50,000.00
ESCREEN INC	\$300.00
FERBER ENGINEERING COMPANY	\$20,032.70
GUNDERSON, PALMER, NELSON, & ASHMORE L	\$14,085.38
HEAVY CONSTRUCTORS, INC.	\$202,786.13
IMAGE ALL, LLC	\$329.00
KT CONNECTIONS, INC	\$8,777.00
KTM DESIGN SOLUTIONS, INC	\$7,744.75
LAKOTA CONTRACTING, INC	\$289.00
LANSDOWNE, GENE	\$137.50
MASON, CHRIS	\$220.00
MDU	\$806.65
MENARDS	\$96.99
MISSILT, CHRISTOPHER	\$298.00
OFFICE DEPOT	\$69.90
PENNINGTON COUNTY AUDITOR'S OFFICE	\$402.82
PEYROT, DUANE	\$82.50
THE PITNEY BOWES RESERVE ACCOUNT	\$1,370.00
RAPID CITY JOURNAL C/O LEE ENTERPRISES	\$554.64
RDO EQUIPMENT	\$172,888.00
REBECCA DAVIS	\$302.50
SANDER SANITATION	\$187.86
SANFORD LABORATORIES	\$455.00
SCHMANSKI, KRISTEN	\$82.50
SCHNEIDER, NICOLE	\$82.50
SD DEPT OF REVENUE & REGULATION	\$42.40

SD ONE CALL	\$119.70
SDEDA	\$91,995.97
SERVALL UNIFORM & LINEN SUPPLY	\$209.42
SUMMIT SIGNS & SUPPLY INC.	\$206.25
TIME EQUIPMENT RENTAL & SALES INC	\$862.63
TYLER TECHNOLOGIES INC	\$105.00
USDA, RURAL DEVELOPMENT	\$16,364.00
VERIZON WIRELESS	\$2,419.92
WEST RIVER ELECTRIC ASSOCIATION, INC	\$26,416.24
WESTON ENGINEERING	\$19,756.68
BULYCA, LINNEA/CASEY	\$173.54
CHANT, VAUGHAN	\$16.76
CORBINE, MARY	\$98.82
DECKER, RANDAL	\$51.74
ENGEL, KATHY	\$2.00
GLASGOW, ERIC/JODI	\$108.27
HARBOR POINT PROPERTIES LLC	\$16.76
HARBOR POINTE PROPERTIES	\$30.76
MILLER/LARIVE, NATE/SARAH	\$8.74
**PAYROLL EXPENSES	

GG	\$4,461.29
FO	8777.88
PD	43709.67
STREETS	12411.72
PARKS	8627.67
CED	\$3,194.69
PZ	\$8,439.67
WATER	\$16,503.00
SEWER	\$12,433.66
GARBAGE	\$790.44

TOTAL:

\$786,744.73