

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, May 2, 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

4. Approve Agenda

Motion by Weathers, seconded by Cowley to approve the agenda. Vote aye: unanimous.

5. To approve the reading of the April 18, 2017 Common Council Meeting Minutes.

Motion to approve by Allen, seconded by Cowley to approve with change to "Sentinel" on item number 23. Vote aye: unanimous.

6. OLD BUSINESS:

A. PUBLIC WORKS DEPARTMENT: discuss and decide action on water bill adjustment for major leak, Nick and Johanna Brooks, 14976 Antelope flats.

Motion to adjust bill to \$195.66 for April and May by Hollinshead, seconded by Allen. Vote aye: unanimous.

B. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Resolution of Intent for Business Improvement District #2.

Motion to defer to May 18th meeting by Hollinshead, seconded by Cowley. Vote aye: unanimous.

C. PLANNING/ZONING DEPARTMENT: To discuss and decide action on final plat application #170061 for Liberty Park Subdivision.

Motion by Hollinshead, based on Ron's verbiage, to approve, seconded by Hegel. Vote aye: unanimous.

D. LEGAL: To discuss and decide action on second reading, amendments to Water ordinance #575.

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

7. ANNOUNCEMENTS AND PRESENTATIONS:

Presentation of plaque and reading of resolution in recognition of Ward 2, Council Member Doug Curry.

Short statement by Doug Curry

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

8. RECESS (Short): ending of the 2016-2017 Council Session

Motion to approve short recess by Allen, seconded by Weathers. Vote aye: unanimous.

9. CALL TO ORDER 2017-2018 Council Session

SWEAR IN NEWLY ELECTED COUNCIL MEMBERS: (City Attorney)

Oaths of office administered to ward Council Member: Scott Allen, Rick McPherson and Tricia Weathers

A. Roll Call

B. Election of Council President

Nomination by Council Member Allen to elect Council Member Jeff Hollinshead as Council President. No other nominations. Motion by Cowley to close ballot and cast a unanimous vote, seconded by Allen. Vote aye: unanimous.

C. Election of Council Vice President

Nomination by Council Member Hollinshead to elect Council Member Scott Allen as Council Vice President. No other nominations. Motion by Cowley to close ballot and cast a unanimous vote, seconded by Hollinshead. Vote aye: unanimous.

10. CONSENT AGENDA: Agenda items A through N 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.

11 A. To approve Payroll 9 (April 2 to April 15) Total Payroll \$54,960.18; General Government: \$2,620.38; Finance Office: \$7,550.11; Police Dept: \$21,264.82; PW Street Maintenance: \$3,291.58; PW Animal Control: \$608.52; PW Parks: \$3,158.02; Planning & Zoning: \$5,272.87; Planning & Zoning Board: \$750.00; PW Water Production: \$3,273.39; PW Water Distribution: \$5,949.97 and PW Sewer Collection: \$1,220.52.

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

C. To approve renewal of retail (on-off sale) malt beverage & SD farm wine license for Americas Beverage and Entertainment LLC at 514 Americas Way #1000.

D. To approve renewal of retail (on-off sale) malt beverage & SD farm wine license for Baan Thai at 114 Box Elder Rd W.

E. To approve renewal of retail (on-off sale) malt beverage license for Cimarron Casino at 224 Frontage Road.

F. To approve renewal of retail (on-off sale) malt beverage license for Cimarron Casino – Cimarron Casino II at 224 Frontage Road #A.

G. To approve renewal of retail (on-off sale) malt beverage license for Fresh Start Convenience Stores, Inc at 640 Box Elder Rd W Ste A.

H. To approve renewal of retail (on-off sale) malt beverage license for Fresh Start Convenience Stores, Inc at 640 Box Elder Rd W Ste B.

I. To approve renewal of retail (on-off sale) malt beverage license for MG Oil – Flying J Travel Plaza at 4200 N I-90 Service Road.

J. To approve renewal of retail (on-off sale) malt beverage license for MG Oil – Truck Stop Lounge at 4300 N I-90 Service Road.

K. To approve renewal of package (off sale) malt beverage license for Love's Travel Stops & Country Stores Inc – Love's Travel Stop #602 at 679 Reagan Avenue.

L. To approve renewal of retail (on-off sale) malt beverage license for Love's Travel Stops & Country Stores Inc – Love's Travel Stop/Hardees Gameroom #602 at 679 Reagan Avenue.

M. To approve renewal of package (off-sale) malt beverage license for Mini Mart Inc – Loaf 'N Jug #449 at 437 N Ellsworth Road.

N. To approve renewal of retail (on-off sale) malt beverage license for NPC International – Pizza Hut #2768 at 102 Ellsworth Road.

To discuss and decide action on Consent Agenda Items A-N

Motion to approve items A – N on agenda by Hegel, seconded by Cowley. Vote aye: unanimous.

12. CITY BUSINESS:

A. COUNCIL MEMBER WEATHERS: To approve agreement with Rapid City for 7 bleachers and for lease payment (Deposit \$3500, Payment \$1400) for Box Elder Bash.

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

B. COUNCIL MEMBER WEATHERS: To approve agreement with Central States Fairgrounds for stage and payment (\$1500).

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

C. COUNCIL MEMBER WEATHERS: To approve sales order with Premier Pyrotechnics for fireworks display and payment (\$8600).

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

D. COUNCIL MEMBER WEATHERS: To discuss and decide action on a monthly food truck night during the summer season.

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

E. PLANNING/ZONING DEPARTMENT: To discuss and approve flood plain development application for the City of Box Elder concerning East Mall Drive Project.

Motion by approve by Allen, seconded by Cowley. Vote aye: unanimous.

F. PLANNING/ZONING DEPARTMENT: To discuss and decide action on first reading, ordinance #576, Title 150 Building Construction. (Reviewed by Legal)

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

G. PLANNING/ZONING DEPARTMENT: To discuss and decide action on employing BYRS Lawn Care, as 2017 grass mowing and minor abatement contractor.

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

H. PLANNING/ZONING DEPARTMENT: To discuss and decide action on Pennington County recommendations for property tax abatement, parcel #8010527, owner Chase Manhattan.

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

13. DEPARTMENT HEAD REPORTS:

Mayor: Got the letters finalized and put in place, also got new name plates made. Finished working on the Barks Dale Award nomination and was sent in. Went to a Mac Luncheon with VFW of Rapid City, VFW is working on a big project to put an American Flag on every single grave site in the National Cemetery on Memorial Day. Anyone is welcome to volunteer to help with this project. Ellsworth Task Force, introduced a new member, Ben Snow, Rapid City Economic development, talked about hoping the government will continue with their resolution. Attended the Black Hills Mayors Meeting, Nicole and Rebecca went along, made some good contacts.

Police: From 18 April to 1 May there were 211 Calls for Service, 29 citations issued, 24 warnings issued, 1 DUI arrest, and 3 non-injury accident. Last week, I and Chris Misselt attended two retirements for long time law enforcement personnel, one for Glenn Talley, 44 years in law enforcement and retiring from the Director of Western Dakota Tech's Law Enforcement program after 23 years. Also, attended Captain Jay Evanson's retirement from the Pennington County Sheriff's Office. We also unfortunately attended the funeral for Meade County Sheriff's Office Chief Deputy Tom Wilts, he had full Law Enforcement Honors. Currently, we are prepared for the Freshmen Impact tomorrow, 4 officers will be assigned to that. Next week we will begin two weeks of joint rifle training.

Public Works: Welcome Council Member McPherson. Had a report from Mike Tooeey from water test results from Ghere Well that are not improving, need to have a meeting in the near future about solutions. Talked about water restrictions sooner rather than later, probably around the middle of the month we will discuss when we want to put those into effect. We will probably have a resolution for the Council by next meeting with some type of action to limit our delivery of water outside the City. Had a contact from the South Dakota Governor's Office of Economic Development, they are willing to fund up to 50% of a water main extension on Ellsworth Road, we will be pursuing that. Working on the street maintenance program for the summer and started work on the items for the 2018 budget.

Finance: Also want to welcome Council Member McPherson, we will have a meeting to get you up to speed with everything happening in the City. You are already set up with the orientation packet and have a proxy card to get into the building so don't hesitate to call or stop in if you have any questions. Print out of some of the City's largest revenues with sales tax, property tax, triple B tax, business improvement district and STIP funds all in one document. Gives a real clear picture of where we stand at the end of April except for sales taxes that are always delayed. In addition, you have the quarterly financials for the City. You will see your revenues and expenditures by department that is broken out by general funds and your enterprise funds. One thing to take note of in the general fund, revenues will be lower than expenditures because we are working on cost recoveries, it's what came up during the fiscal year 2015 audit, which is the audit they are currently working on. At this time, the City has not cost recovered any of the expenses that the general fund has incurred in providing services to the other funds. We will be making adjustments in the near future. I have also provided you with a copy of an update with the things that are going on in finance. We are busy, making changes to the water ordinance, we sent out updated post cards, made phone calls, updated the websites, updated the phones and so far, it sounds like it was a success. The public works department were very happy with the changes that were made. This effort allowed us to cut the list water "turn off's" by at least half. We will be setting up meetings with Department heads to discuss the budget for the fiscal year 2018.

Planning & Zoning: The school proposed some changes to Don Williams drive, Bob and I have been meeting with consultants, will be taking proposals till this Friday. We are doing traffic studies for this project. Dale continues to be doing well out in the field, the community has been very cooperative.

City Attorney: None

14. COUNCIL REPORTS:

Allen: Welcome Mr. McPherson

Cowley: Welcome McPherson

McPherson: None

Hegel: Welcome McPherson

Hollinshead: Welcome McPherson

Weathers: Welcome McPherson, Box Elder Bash planning is going well, new volunteer Chris McKieffen has gotten together a couple of different volunteers, so I have a committee now helping me.

15. OTHER REPORTS:

Economic Development: None.

16. CITIZEN INPUT: City to send a card to the family of Tim Holts for his unfortunate passing. Suggestion for an Ariel map of business districts. It is a public document and any questions

17. EXECUTIVE SESSION: Enter into executive session at 8:58 pm; Out of Executive session at 9:03 pm
Motion by Allen, seconded by Hollinshead. Vote aye: unanimous.

18. ADJOURNMENT: at 9:04 pm
Motion to adjourn by Weathers, seconded by Allen. Vote aye: unanimous.