

**CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES**

**Tuesday, May 19, 2015**

**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: Mayor Larson called the meeting to order at 7:00 pm on Tuesday, May 19, 2015.

2. There was a recognized Moment of Silence and the recitation of the Pledge of Allegiance.

3. Roll Call: Present were Mayor Larry Larson, Council Members: Scott Allen, Steve Cowley, Mark Coatney, Doug Curry, Bruce Hegel, and Jeff Hollinshead. Also present were: Planning & Zoning Coordinator Ron Koan, Public Works Director Al Todd, Assistant Finance Officer Racheal Jundt, and Police Chief Jason Dubbs.

4. Approve Agenda: Motion by Coatney, seconded by Allen to approve the agenda with an Executive Session for Contractual as per SDCL 1-25-2 Sub (3) and with change on item 5 agenda items A through K. Vote aye: Unanimous.

5. CONSENT AGENDA: Agenda items A through H 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.

A. To approve the reading of the May 5, 2015 Common Council Meeting Minutes.

B. To approve Payroll 10 (April 19 through May 2) Total Payroll \$45,835.43; General Government: \$3,449.42; Finance Office: \$1,888.80; General Financial: \$2,599.41; Police Dept: \$18,603.23; PW Street: \$4,044.20; PW Animal Control: \$637.06; PW Parks: \$4,571.97; Planning & Zoning: \$3,167.18; Planning & Zoning Board: \$250.00; PW Water Production: \$2,459.05; PW Water Distribution: \$3,244.91; PW Sewer Collection: \$920.20.

C. To approve the Claims, Utility deposit refunds, and Hand Checks.

D. To approve Renewal of License for Retail On/Off Sale Malt Beverage for Big C Properties dba The Jug Liquor Store at 135 South Ellsworth Road, Box Elder.

E. To approve Business License Application #1647 for Thrifty Threads, a clothing consignment store by Tracie Wendelboe, located at 218 Frontage Road, Box Elder, SD.

F. To approve Grading Permit Application #150047 for WR Holdings for site address 449 Americas Way.

G. To approve Sign Permit Application #150050 for TWC Construction Inc for site address 540 North Ellsworth Road (True Value).

H. To approve Temporary Fireworks License Application #1646 for All American Sales to be located at 523 Americas Way.

Motion by Curry, seconded by Hegel to approve the consent agenda items A through H. Vote aye: Unanimous.

**6. CITY BUSINESS:**

A. PRESENTATION: Presentation from Box Elder Promotions (Paul Bradsky). Report on the funds collected from the Business Improvement District.

B. FINANCE DEPARTMENT: Motion by Allen, seconded by Hollinshead to approve payment of Draw Request Reimbursement #6 for Tax Increment District #3, Public Improvements – Residence Inn Infrastructure a/k/a Watiki Way in the amount of \$53,399.37 Vote aye: Unanimous.

C. MAYOR: Mayor recommendation Josh Kelly for appointment of Planning & Zoning Board Member. No motion made.

D. FINANCE DEPARTMENT: Motion by Coatney, seconded by Hollinshead to defer Computer Services Contract. Vote aye: Unanimous.

**E. FINANCE DEPARTMENT/CITY ATTORNEY:** Motion by Hollinshead, seconded by Allen to approve Resolution 15-11, a resolution regarding CoBank and the interim financing of \$3.5 million dollars for the Well #5 Project. Vote aye: Unanimous.

**F. FINANCE DEPARTMENT/CITY ATTORNEY:** Motion by Hollinshead, seconded by Cowley to approve Resolution 15-12, a resolution authorizing the Mayor to sign all related documents regarding the interim financing for the Well #5 Project. Vote aye: Unanimous

**G. FINANCE DEPARTMENT:** Motion by Curry, seconded by Coatney to approve Resolution 15-13, a resolution to allow Public Fireworks Displays in the City of Box Elder for the calendar year 2015. Vote aye: Unanimous

**H. FINANCE DEPARTMENT:** Motion by Coatney, seconded by Allen to approve Resolution 15-14, a resolution to allow Fireworks in Box Elder. Vote aye: Unanimous

**I. MAYOR:** Discussion on appointment to Rail Authority Committee

**J. MAYOR:** To review committee assignments.

**K. COUNCIL PRESIDENT:** General discussion about moving council meetings to Monday nights. Council agreed to leave meetings on Tuesday Nights.

### **7. DEPARTMENT HEAD REPORTS:**

Mayor: No report.

Police: Chief Dubbs said they had gotten the new police car. He mention they would be pinning 7 new reserve officers. Dubbs also talk about moving forward with hoping to have 2 new hires before Rally.

Public Works: Public Works Director updated the council about Well #7, Hunt on line went seamless, Hired 2 summer helps, Roger Olson is being promoted to Operator 3, and a few pot holes will be filled.

Finance: Racheal metioned the 15<sup>th</sup> was water payment day.

Planning & Zoning: Ron Koan mentioned talking with owners of the new Trampoline Park, and that he had been talking with 2 other businesses

Attorney: Absent

### **8. COUNCIL REPORTS:**

Allen: No report.

Cowley: No report.

Coatney: No report.

Curry: No report.

Hegel:Hegel mentioned that W. Sunnydale Rd needed to be grated.

Hollinshead: No report.

### **9. OTHER DEPARTMENT REPORTS:**

Chamber of Commerce: Josh Kelly spoke about the Box Elder Bash was coming along.

Economic Development: No report.

**10. CITIZEN INPUT:** Jane Maine metioned that she had 5 open houses coming up.

**11. EXECUTIVE SESSION – SDCL 1-25-2 1) Personnel; 2) Legal; 3) Contract**

Into Executive Session at 7:45 pm. Motion by Allen, seconded by Hegel. Vote aye: Unanimous.

Out of Executive Session at 8:16 pm. Motion by Allen, seconded by Hollinshead. Vote aye: Unanimous.

**12. ADJOURNMENT:** at 8:17 pm. Motion by Allen, seconded by Coatney. Vote aye: Unanimous.

Seal:  
Attest:

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Larry Larson

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Mystee Lashwood