

**CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES**  
**Tuesday, May 21, 2019**  
**7:00 pm Regular Meeting – City Council Chambers, 420 Villa Drive, Box Elder**

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

Roll was taken. Present were Mayor Larson, Council Members Dawn Beltran, Michael Hanson, Michael Knight, Jim Maffrand, and Rick McPherson.

Also present were Police Chief Jason Dubbs, Public Works Director Bob Kaufman, Planning and Zoning Director Ron Koan, Human Resources Clerk Carissa Bauer, and City Clerk Jermery Washington.

Motion by Hanson to approve order of business. Seconded by Knight. Vote: Aye. Unanimous. Motion passed.

**PUBLIC HEARING: City of Box Elder Well #10 Project.**

Mayor Larson convened public hearing at 7:01 p.m.

Bill Lass (Black Hills Council of Local Governments) spoke on purpose of hearing. Mike Towe (KTM Design Solutions) and Bob Kaufman spoke on need and description of proposed project; Kaufman said Ghere Well will not be usable well; will be well below meeting demands of City, new well necessity to provide services needed for City; Towe said teamed with hydro-geologists who identified best well site and how would connect well to existing Ghere reservoir, he also commented on plans/thoughts and prepared last possible amendment to original Water Facilities Plan that created 2005 and 2007; he said solutions provided to City would best serve and hopefully be done next year and half. Lass said application that went to DENR called Drinking Water Facilities Funding Application, can fund from two different sources: (1) financing (Drinking Water State Revolving Loan Fund (SRF) Loan or (2) Consolidated Water Facilities Construction Program (primarily grant program), he said doesn't think they will fund project from that, but possibility; said amount SRF Loan being requested \$1,742,000.00, and how fortunate received \$770,000.00 block grant that big part of project; he said that City pledged \$400,000.00 to project and between three sources have financing for project. Lass commented that City indicated that repay loan with water surcharge (set surcharge on everyone's water bill go specifically for debt service on loan; surcharge will go away after loan paid off). Lass mentioned 2.25% interest rate for 20 years; mentioned effect of proposed financing on user rates which about \$4.11 per account/per month, but amount will be slightly different after loan closes; and mentioned block grant requirement of raising water rates at least \$30/month per 5,000 gallon usage (which also requirement for this funding application for interest rate).

Council Member Knight asked if \$4.11 will be on top of minimum \$30 rate or can be included in \$30 rate. Mr. Lass responded that can be included in that. Kaufman mentioned present rate for 5,000 gallons is \$26.50, and by going to \$30 not quite at \$4 surcharge.

Mayor Larson opened floor to public comment at 7:09 p.m.

**Public Comments:**

Mr. Carl Landreneau (not resident, visiting his son) – said curious about extra surcharge; asked if going to all residents currently on service, or only going to new residents. Public Works (PW)

Director said going to every person receiving water, even shared by customers outside City limits.

No other public comments. Mayor Larson closed floor to comments and adjourned hearing at 7:10 p.m.

### **AWARDS AND RECOGNITIONS:**

Mayor Larson introduced Blaise Emerson, Community and Economic Development Director. Mr. Emerson spoke and gave overview of Community and Economic Development; said looking at how bring community development (how whole community grows) and economic development, look at long-range planning, how start focusing on bringing certain types of businesses and creating right environment to attract those businesses, and also attract other type of development into community that will enhance those businesses. He also explained that is combination of both, looking at economic side of it—bringing businesses and getting jobs into community, but also then looking at how to grow rest of community so people enjoy living here, wanting to stay here, and wanting to move here; said thinks will be little bit evolution process, thinks City put together dynamic team already with staff; can work together to bring really good things to Box Elder.

### **COUNCIL COMMITTEE REPORT:**

#### **A. FINANCE, LEGAL, AND PUBLIC SAFETY**

Motion by Beltran to Accept the Finance, Legal, and Public Safety Committee Report. Seconded by McPherson. Vote: Aye. Unanimous. Motion passed.

Motion by McPherson to Adopt the Legal, Finance, and Public Safety Committee Report. Seconded by Beltran. Vote: Aye. Unanimous. Motion passed.

### **CONSENT AGENDA:**

McPherson voiced concern over Item K; said he'd move that it be accepted except for pulling Item K unless answer some questions; wanted to know what all involved—are just approving amount without knowing what getting. Mafrand mentioned amount for fireworks increased this year; thinks \$35,000 is high number, doesn't think will be met; but that's number he's working in and trying to stay below. Hanson said so far have band, fireworks, still looking at contracts demolition derby and adult beverage vendor; not planning doing vendors this year, shortening event; mentioned past issues with vendors driving into grounds caused ruts and tripping hazards, etc., with those problems, looking at not doing vendors at all this year. Hanson further discussed overall costs - seating/bleachers, stage, demolition derby prize money; said all gets lumped into \$35,000.

Mayor Larson gave update on "Salute to Ellsworth" - will be September 14th; last year had around 850 people, stayed under \$15,000; doing differently this year, Air Space Musuem has open house 10 a.m. to noon with car show, mentioned trying get parade with car show and racing vehicles; Salute to Ellsworth from 1 p.m. to 6 p.m., completely free again and giving \$5 tokens to residents and their families and Ellsworth community; he mentioned activities and entertainment for event—belly dancers, cloggers, drum group Sheltered Reality, working on Native dancers, and mentioned trying get one other thing; said from 1 to 6, every hour some

type of group; will have D.J. and probably at least 6 jump castles for kids; will have sanctioned powerlifting event; said may come up with other events, ahead of the game.

Motion by McPherson that we would accept it A through K - Consent Agenda Items A-K: (May 7 Common Council Meeting Minutes; Claims List; Disclosure of New Hire Personnel per SDCL 6-1-10: Assistant Public Works Director–Operations Manager since 05/07/2019: Christopher Mason - \$70,264.99 annually; Public Works Operator I since 05/14/2019: Tyler Rice - \$34,340.97 annually; Community and Economic Development Director since 05/20/2019: Blaise Emerson - \$82,529.47 annually; Donation Policy; Second Reading Ordinance 623 – Line Road Zoning Map; Final Plat #170220 Liberty Park Subdivision; Final Plat #180163 Freedom Landing; Legal Services Agreement between the City of Box Elder and Todd Meierhenry for the Purpose of Obtaining a Loan from the United States Department of Agriculture for the Issuance of Tax Incremental Revenue Bonds for the East Mall Drive Project (Resolution 19-12); Resolution Giving Approval of the Issuance of Tax Incremental Revenue Bonds, In One or More Series, to Finance the Project Costs and Authorize the Sale of Said Tax Incremental Revenue Bonds and the Terms Thereof (Resolution 19-13); BASH Time from 4:00 p.m. Until End of Fireworks and approve blanket approval for all Box Elder BASH (not to exceed \$35,000) and Salute to Ellsworth (not to exceed \$15,000) for Special Event Contracts, Licenses/Permits, and Invoices). Seconded by Knight. Roll Call: Beltran-Aye; Hanson-Aye; Knight-Aye; Maffrand-Aye; McPherson-Aye. Motion passed.

#### **NEW BUSINESS:**

First Reading of Ordinance 625 – Rezoning of McGriff & Shock Property to Highway Service. Planning and Zoning (PZ) Director gave overview - McGriff property bought by SDEDA; repurposing Shock property from agricultural on north side to highway service and south side from residential because in flight zone to highway service. Hanson asked if owners okay with this. PZ Director responded yes and mentioned Ellsworth Development Authority requested it. Motion by Hanson to approve. Seconded by Knight. Roll Call: Beltran-Aye; Hanson-Aye; Knight-Aye; Maffrand-Aye; McPherson-Aye. Motion passed.

2019-2020 Retail (on-off sale) Malt Beverage & SD Farm Wine Liquor License Renewals (RB-25413 Americas Beverage & Entertainment, LLC; RB-2464 BW Gas & Convenience Retail, LLC-Yesway #1172; RB-3193 BW Gas & Convenience Retail, LLC-Yesway 1172; RB-25418 Baan Thai, Inc. - Baan Thai; RB-25414 Dolgen Midwest, LLC – Dollar General Store # 15078). Hanson asked Police Chief if any issues. Chief responded none. Motion by Hanson to approve. Seconded by McPherson. Roll Call: Beltran-Aye; Hanson-Aye; Knight-Aye; Maffrand-Aye; McPherson-Aye. Motion passed.

#### **DEPARTMENT HEAD REPORTS:**

Finance/Human Resources – Carissa Bauer – had couple new hires, Blaise Emerson, Tyler Rice, Christopher Mason. Had couple interviews for Finance Purchasing Specialist and Public Works Admin, think we have two good candidates, will put through background check, have offers on table.

Public Works – Bob Kaufman – we're monitoring creek level quite closely, had crews out all day, did spend some time today checking out and putting gravel on bypass between Creekside and Prairie in case need to open that for emergency purposes. As of late this afternoon, creek level still down, box culverts and bridges handling everything fine. Police will be monitoring it through

the night, if something comes up, will contact our emergency phone, be back watching next few days.

**COUNCIL MEMBERS:**

Council Member Maffrand – Demolition Derby is happening regardless what being said elsewhere.

Council Member Knight – welcome Emerson.

Council Member Hanson – welcome to Blaise. I gotten to work with you over last few years, working with Council of Governments, now as employee. Very happy you're with us. Been fortunate enough to see what you have done. Your expertise is going to be greatly valued here. So, thank you for coming onboard.

Council Member McPherson echoed welcome to Emerson.

Council Member Beltran echoed welcome to Emerson. School is out tomorrow, be careful.

**EXECUTIVE SESSION:**

Motion by Knight to go into Executive Session, Pursuant to SDCL 1-25-2 (1) for personnel. Seconded by McPherson. Roll Call: Beltran-Aye; Hanson-Aye; Knight-Aye; Maffrand-Aye; McPherson-Aye. Motion passed.

**Executive Session entered at: 7:29 p.m.**

**Out of Executive Session at: 8:05 p.m.**

Motion by Hanson to adjourn. Seconded by McPherson. Vote: Aye. Unanimous. Motion passed.

**ADJOURNMENT: 8:05 p.m.**

**Seal:**

**Attest:**

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**Larry Larson**  
**Mayor**

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**Nicole Schneider**  
**City Administrator/Finance Officer**

## CITY OF BOX ELDER CLAIMS for 05/21/2019

AFLAC	\$	790.31
CENTURY BUSINESS PRODUCTS, INC	\$	1,081.44
CREDIT COLLECTIONS BUREAU	\$	60.00
DELTA DENTAL OF SOUTH DAKOTA	\$	1,338.24
DEPT OF TREASURY- IRS	\$	24,974.73
FIRST AMERICAN TITLE COMPANY OF SD	\$	155,641.88
HEALTH POOL OF SD	\$	18,824.71
LIBERTY CHRYSLER CENTER, LLC	\$	48,552.00
MIDCONTINENT COMMUNICATIONS	\$	534.26
OFFICE OF CHILD SUPPORT ENFORCEMENT	\$	66.68
SDRS SUPPLEMENTAL RETIREMENT PLAN	\$	30.00
SOUTH DAKOTA RETIREMENT SYSTEM	\$	12,710.88
TEAMSTERS LOCAL NO. 120	\$	344.50
ACE STEEL & RECYCLING, INC	\$	46.14
ACES	\$	21,275.00
AMERICAN WATER WORKS ASSO	\$	324.00
BAN-KOE SYSTEMS, INC	\$	5,937.75
BERS, LLC	\$	4,020.00
BLACK HILLS BUSINESS SOURCE	\$	433.39
BLACK HILLS RUBBLE MANAGEMENT	\$	525.00
BLACK HILLS TRUCK & TRAILER, INC.	\$	707.62
BOX ELDER PROMOTIONS	\$	7,355.50
BOX ELDER TRUE VALUE	\$	20.68
CARQUEST #3951	\$	805.71
CERTIFIED LABORATORIES	\$	1,310.37
CITY OF RAPID CITY	\$	261.49
COCA COLA BOTTLING COMPANY HIGH COUNTR	\$	174.00
CODE WORKS, INC.	\$	3,784.01
CONDREY & ASSOCIATES, INC.	\$	12,250.00
CORE & MAIN LP	\$	10,510.77
DEMCO SOFTWARE	\$	1,568.00
EPIC OUTDOOR ADVERTISING	\$	450.00
FERBER ENGINEERING COMPANY	\$	10,044.62
FERGUSON ENTERPRISES DBA POLLARDWATER	\$	2,404.99
G & H DISTRIBUTING OF RAPID CITY INC	\$	46.86
G & R CONTROLS, INC.	\$	10.21
GREAT WESTERN BANK	\$	7,154.90
GREAT WESTERN TIRE	\$	55.90
HACH COMPANY	\$	484.62
HAGEN GLASS, WINDOWS & SIDING, INC.	\$	186.78
HARVEY'S LOCK & SECURITY	\$	95.95
HILLS SEPTIC SERVICES	\$	200.00
HUMANE SOCIETY OF THE BLACK HILLS	\$	571.30
JENNER EQUIPMENT COMPANY	\$	235.34
JOHNSON TREE SERVICE, INC	\$	435.00

KIMBALL MIDWEST	\$	657.28
KOMPAN, INC	\$	238.00
KT CONNECTIONS, INC	\$	13,043.50
KTM DESIGN SOLUTIONS, INC	\$	7,724.92
LAMAR COMPANIES	\$	509.16
LIGHTING MAINTENANCE CO	\$	129.34
LOVE'S TRAVEL STOPS & COUNTRY STORES,	\$	5,596.89
MATHESON TRI-GAS INC dba LINWELD	\$	194.80
MDU	\$	388.56
MENARDS	\$	3,207.46
NORTHWEST PIPE FITTINGS, INC	\$	132.23
OFFICE DEPOT	\$	27.00
PENNINGTON COUNTY REGISTER OF DEEDS	\$	60.00
PETE LIEN & SONS, INC	\$	746.17
PEYROT, DUANE	\$	330.00
PLUMBING & HEATING WHOLESALE, INC.	\$	7.19
POWERPLAN OIB	\$	367.20
QUALIFIED PRESORT SERVICE, LLC	\$	707.19
BEST WESTERN RAMKOTA HOTEL	\$	165.00
RAPID CITY JOURNAL C/O LEE ENTERPRISES	\$	45.43
REMBOLT LAWN SERVICES	\$	3,491.20
SD ASSO RURAL WATER SYS	\$	50.00
SD MUNICIPAL ATTORNEYS' ASSOCIATION	\$	53.00
SDEDA	\$	97,832.55
SENSUS METERING SYSTEMS	\$	1,949.94
SERVALL UNIFORM & LINEN SUPPLY	\$	217.80
SONNEL TECHNOLOGIES, LLC	\$	2,657.11
STEFFENS, TYLER	\$	66.63
STURDEVANT'S AUTO PARTS	\$	7.40
SUMMIT SIGNS & SUPPLY INC.	\$	150.00
TEMP VENDOR	\$	100.00
TYLER TECHNOLOGIES INC	\$	3,971.72
USA BLUEBOOK	\$	10,803.72
VERIZON WIRELESS	\$	1,945.39
VERMEER HIGH PLAINS	\$	709.82
WESTERN COMMUNICATIONS, INC.	\$	2,000.00
BOOMSHOCKALOCKA, LLC	\$	65.40
DUNHAM, WILLIAM	\$	34.77
GRUNEWALD, ISAAC	\$	17.84
KERNS, LAURA/RYAN	\$	63.11
LITTLE, CHRIS	\$	17.40
MILITARY WARRIORS SUPPORT FOUN	\$	7.46
PULIS CONSTRUCTION	\$	33.76
ROMERO, JEFF	\$	11.54
ROYER, RYAN	\$	81.40
SISLO, ERIN/JAMES	\$	74.85
SNYDER, AMBER	\$	7.41

STARC, CHRISTOPHER A.	\$	32.76
TNT HOMES & CONSTRUCTION	\$	67.52
ZASKE, TERRY/CANDIS	\$	18.70
**PAYROLL EXPENSES	\$	99,515.74
<b>TOTAL</b>	<b>\$</b>	<b>618,968.79</b>