

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

**Tuesday, May 6, 2014**

**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. Pledge of Allegiance**

**3. Roll Call**

**4. Approve Agenda – with the removal of Items 7B and 7C**

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:**  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**5. Presentation:** Ben Snow, President of Rapid City Economic Development Partnership, presenting information on the Rushmore Region Branding and Marketing Initiative

**6. CONSENT AGENDA:** Agenda items A and B on the Consent Agenda are meant to be approved as a group with a single motion. Questions maybe 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 April 15, 2014 Common Council Minutes.

**B.** To approve Payroll 9 (April 6 to April 19): Total Payroll \$46,954.63; General Government: \$1,693.85; Finance Office: \$1,852.00; General Financial: \$4,046.72; Police Dept: \$20,287.77; PW Street: \$4,710.04; Animal Control: \$340.00; Sign Inspection: \$629.85; PW Parks: \$3,080.76; Planning & Zoning: \$3,074.31; PZ Board: \$540.00; PW Water Production: \$2,498.60; PW Water Distribution: \$2,788.53; PW Sewer Collection: \$1,412.20.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:**  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**7. UNFINISHED BUSINESS:**

**A. PLANNING/ZONING DEPARTMENT:** To discuss and approve revised Minor Plat #140023 by Atlantis LLC and MC Davis Inc for Lots 1-3 of ISIS Subdivision (Formerly Lot 1 of Tract E of W-Y Addition, Lots A and B of Lot 1 and Lot 2 of Wal East Subdivision) located in the SW1/4 of Section 27, Township 2 North, Range 8 East, Black Hills Meridian, Box Elder, Pennington County, SD.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:**  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**B. PLANNING/ZONING DEPARTMENT:** To discuss, approve, and authorize Mayor to sign Grant Application to GOED (Governor’s Office of Economic Development) Local Infrastructure Improvement Program Application for extension of water and sewer on Ellsworth Road.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:**  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**C. PLANNING/ZONING DEPARTMENT:** To discuss and approve direction to Public Works Director to obtain an initial engineering estimate to extend water and sewer to City owned lot in Skyway Subdivision.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:**  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**D. CITY ATTORNEY:** To discuss, approve, and authorize signatures on Agreement Establishing the Rushmore Regional Railroad Authority. To discuss and approve Resolution 14-05, a Resolution Authorizing an agreement to create the Rushmore Regional Railroad Authority and to become a member thereof. Section 3 of the Resolution was removed; need to appoint representative and alternate.

**Motion:** Allen      **Second:** Cowley      **Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_  
Allen      Cowley      Coatney      Foster      Haddenham      Hollinshead

**8. City Report: Council Member Foster:**

**9. SWEARING IN and ELECTIONS:**

**A.** Swearing in of Council Members for new three (3) year terms – Ward 1 Scott Allen; Ward 2 Doug Curry; and Ward 3 Mark Coatney.

**B. Nomination and Election of Council President**

**Motion:** Allen      **Second:** Cowley      **Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_  
Allen      Cowley      Coatney      Curry      Haddenham      Hollinshead

**C. Nomination and Election of Council Vice President**

**Motion:** Allen      **Second:** Cowley      **Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_  
Allen      Cowley      Coatney      Curry      Haddenham      Hollinshead

**10. SECOND CONSENT AGENDA:** Agenda items D through M on the Second Consent Agenda are meant to be approved as a group with a single motion. Questions maybe 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.

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

**E.** To approve application for Temporary Fireworks Sales License #1555 by Douglas Bellinger of All American Sales to be located at 4505 South I-90 Service Road. (PZ Commission approved unanimous)

**F.** To approve application for Annual Fireworks Sales License #1198 by MC Davis Inc, doing business as Space International, at 4309 South I-90 Service Road. (PZ Commission approved unanimous)

**G.** To approve application for Annual Fireworks Sales License #1562 by Tom Skoog of Big Fireworks to be located at 4501 S I-90 Serivce Road. (PZ Commission approved unanimous)

**H.** To approve application for Minor Plat #140043 by Bryan Tharp for Lots 1-3 of Big B’s Subdivision (formerly a portion of the NE1/4 of the NW1/4) located in Section 8, T2N, R9E, BHM, Meade County, SD (PZ Commission approved unanimous)

**I.** To approve application for Minor Plat #140050 by Tom Farrar for Lot 1 of Tract B (formerly a portion of Tract B Less Lots H1 and H2) of Block 2, Cimarron Subdivision, Section 20, T2N, R9E, BHM, Box Elder, Pennington County, SD. (PZ Commission approved unanimous)

**J.** To approve application for Business License #1558 by Angie Vinson for AV Photography located at 484 Freude Lane, Box Elder.

**K.** To approve application for Business License #1560 by Kamaliah Scally for Tortoise and the Hare Daycare located at 1213 Dakota Drive, Box Elder.

**L.** To approve application for Business License #1561 by Chad Moyers and Jake O’Grady for Two Guys and a Truck (Moving and Landscaping business) located at 701 Lazelle Street Unit A, Sturgis.

M. To approve application for Business License #1565 by Dolgencorp, LLC for Dollar General Store #15078 located at 430 North Ellsworth Road, Box Elder.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**11. NEW BUSINESS:**

**A. FINANCE DEPARTMENT:** To discuss and approve audit reporting for 2011 and 2012 from Casey Peterson and Associates.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**B. PLANNING/ZONING DEPARTMENT:** To discuss and approve Performance Contract between City of Box Elder and Black Hills for the Development of Tax Increment District # 2 Project Plan.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**C. PUBLIC WORKS DEPARTMENT:** To approve First Reading of Ordinance #547, an Amendment to 2014 Budget.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**D. FINANCE DEPARTMENT:** To approve Computer Service Contract for remote computer and network support assistance with Matthew Anderson. Effective April 1, 2014 to March 31, 2015.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**E. FINANCE DEPARTMENT:** To approve Resolution 14-06, a Resolution endorsing the Rushmore Region marketing code of conduct.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**F. PLANNING/ZONING DEPARTMENT:** To approve Application for Conditional Use Permit #140029 by Brandon Wiege to allow a home based auto repair business at 22746 Pickarts Lane. (PZ denied request unanimous)

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**G. PLANNING/ZONING DEPARTMENT:** To discuss and approve the request for Atlantis LLC and MC Davis Inc as an "Experimental Subdivision" as per Ordinance 468 Article VI.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**H. CITY ATTORNEY:** To approve Resolution 14-07, a Resolution of two (2) year moratorium on mobile home/manufactured home parks.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**I. CITY ATTORNEY:** To approve and authorize Mayor to sign Letter of Understanding with TruValue.

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**J. COUNCIL MEMBERS ALLEN/COWLEY:** To approve Resolution 14-08, a Resolution to transfer of City land to Box Elder Economic Development (legal – Tract C, Skyway Subdivision)

**Motion:** Allen Cowley Coatney Curry Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**12. DEPARTMENT HEAD REPORTS TO COUNCIL:** Mayor; Police; Public Works; Finance; Planning/Zoning; City Attorney

**13. COUNCIL REPORTS:** Allen; Cowley; Coatney; Curry; Haddenham; Hollinshead

**14. OTHER DEPARTMENT REPORTS:** Chamber of Commerce; Economic Development

**15. CITIZEN INPUT:**

**16. EXECUTIVE SESSION:**

**17. ADJOURNMENT:** \_\_\_\_\_

**Motion:**

Allen

Cowley

Coatney

**Second:**

Curry

Haddenham

**Vote: Yes** \_\_\_\_\_

Hollinshead

**No** \_\_\_\_\_