

CITY OF BOX ELDER COMMON COUNCIL MEETING DRAFT MINUTES

Tuesday, November 4, 2014

7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder

A regular scheduled meeting of the Common Council of the City of Box Elder was called to order on Tuesday, November 4, 2014 at 7:01pm. Present were: Mayor William Griffiths; Council Members: Scott Allen; Steve Cowley; Mark Coatney; Doug Curry; Carolyn Haddenham; and Jeff Hollinshead. Also present were: Police Chief Jason Dubbs; Finance Officer Mystee Lashwood; City Attorney Rex Hagg; Public Works Director Al Todd; and Planning and Zoning Coordinator Ron Koan.

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

4. Motion by Allen, seconded by Hollinshead to approve the Agenda for November 4, 2014 as presented. Vote aye: Unanimous.

5. **EXECUTIVE SESSION:** Motion by Allen, seconded by Cowley to enter into Executive Session at 7:04pm. Vote aye: Unanimous.

Motion by Allen, seconded by Coatney to come out of Executive Session at 7:26pm. Vote aye: Unanimous. No decisions were made.

6. **CONSENT AGENDA:** Agenda items A through O 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 October 21, 2014 Common Council Minutes.

B. To approve Payroll 22 (October 5 to October 18): Total Payroll \$46,610.17; General Government: \$1,693.85; Finance Office: \$1,852.00; General Financial: \$2,477.26; Police Dept: \$21,677.54; PW Street: \$4,885.85; Animal Control: \$510.00; Sign Inspection: \$403.75; PW Parks: \$3,145.36; Planning & Zoning: \$3,070.31; PZ Board: \$450.00; PW Water Production: \$2,473.10; PW Water Distribution: \$3,068.95; PW Sewer Collection: \$902.20.

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

D. To approve renewal of Package (off sale) Liquor license for 4U Stores, located at 640 Box Elder Rd W.

E. To approve renewal of Retail (on sale) Liquor license with Sunday sales for Americas Beverage and Entertainment LLC, located at 486-514 America's Way.

F. To approve renewal of Package (off sale) Liquor license for Americas Beverage and Entertainment, located at 486-514 Americas Way.

G. To approve renewal of Convention Facility (on sale) Liquor license with Sunday sales for Atlantis LLC, located at 4201 S Interstate 90.

H. To approve renewal of Package (off sale) Liquor license for LaQuinta Inn & Suites, located at 1416 N Elk Vale Rd.

I. To approve renewal of Retail (on sale) Liquor license with Sunday sales and Video Lottery for Belle Starr Gentlemens Club, located at 228 Box Elder Rd W.

J. To approve new application of Package (off sale) Liquor license for Contraband LLC, located at 300 Box Elder Rd W.

K. To approve new application of Package (off sale) Malt Beverage & SD Farm Wine license for Contraband LLC, located at 300 Box Elder Rd W.

L. To approve transfer of license of Package (off sale) Liquor license for Mini Mart, Inc dba Loaf 'N Jug #449, located at 437 N Ellsworth Rd.

M. To approve renewal of Retail (on sale) Liquor license with Sunday sales and Video Lottery for MG Oil – Truck Stop Restaurant & Lounge, located at Exit 61 & I-90.

N. To approve renewal of Retail (on sale) Liquor license with Sunday sales and Video Lottery for MG Oil – Truck Stop Lounge North, located at 4200 N I-90 Service Rd.

O. To approve Business License Application #1610 by Marissa James for Little Leap Frogs Daycare, located at 276 Dunn Ct, Box Elder.

Motion by Cowley, seconded by Curry to approve Items A-O on the Consent Agenda with changes to Item 6C. Discussion on changes to the claims list – Change to Item #2 Black Hills Power – Should be \$10,806.19; Delete Item #28 – Watertree \$149.24. Total changed to \$94,080.65 Vote aye: Unanimous.

6P: Motion by Coatney, seconded by Hollinshead to approve claim removed for separate consideration – AC/DC Automotive - \$765.04 – Complete brake job for PD Tahoe. Vote aye: Cowley; Coatney; Curry; Haddenham; and Hollinshead. Abstain: Allen.

7. CITY BUSINESS:

A. Motion by Curry, seconded by Coatney to defer ECivis master subscription and service agreement to November 18th council meeting for consideration. Vote aye: Unanimous.

B. Motion by Coatney, seconded by Cowley to accept petition for voluntary annexation for 14851 and 14855 Radar Hills Drive, Box Elder. Vote aye: Unanimous.

C. Motion by Allen, seconded by Cowley to approve Resoluion 14-18, a resolution to approve voluntary annexation petition for 14851 and 14855 Radar Hills Drive, Box Elder. Vote aye: Unanimous.

D. Motion by Allen, seconded by Cowley to approve Minor Plat #140151, Farrar Real Estate LLP for 140 Liberty Blvd. Vote aye: Unanimous.

E. Motion by Allen, seconded by Hollinshead to approve Resolution 14-19, a resolution to approve a plat for Farrar Real Estate. Vote aye: Unanimous.

F. Motion by Haddenham, seconded by Curry to approve first reading of Ordinance #551, Water Department Regulations. Vote aye: Unanimous.

G. Motion by Coatney, seconded by Allen to approve amended Letter of Understanding with True Value. Vote aye: Unanimous.

H. Motion by Cowley, seconded by Curry to defer the Preliminary Bond Transcript for TIF 3 projects to November 18th council meeting. Vote aye: Unanimous.

8. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: No Input.

Police: Police Chief Dubbs presented the department statistics; and gave an update on training.

Public Works: Public Works Director Todd stated that Tuesday, November 4th was PW Operator 3 Tully Jackson's last day; Monday, December 15th will be PW Operator 2 Tom Hilt's last day. He stated that the department is working on fixing potholes; and he discussed the I-90 service road water main project.

Finance: Finance Officer Lashwood discussed the electric bill for Black Hills Power; and discussed information gathered on the alcohol rider.

Planning/Zoning: No Input.

City Attorney: No Input.

9. COUNCIL REPORTS:

Allen: No Input.

Cowley: No Input.

Coatney: No Input.

Curry: No Input.

Haddenham: No Input.

Hollinshead: No Input.

10. OTHER DEPARTMENT REPORTS: Chamber of Commerce: Mike Hanson stated that the Halloween Event at Douglas High School was great. He spoke about the upcoming Christmas event on December 6th.

Economic Development: Wes Rick stated that they are having a meeting on Thursday, November 13th at noon.

11. CITIZEN INPUT:

Jane Maine asked if the meeting at 5:30 was an open one. Council President Allen stated that it was indeed an open meeting, they were discussing employee benefits.

12. ADJOURNMENT:

There being no further business to be taken in front of the Common Council at 8:10pm, Motion by Coatney, seconded by Allen to adjourn. Vote aye: Unanimous.

Seal:

Attest:

William F. Griffiths

Mystee Lashwood