

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, October 16, 2018
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 call was taken. Present were Mayor Larry Larson, City Attorney Kristi Vetri, Council Members Scott Allen, Dawn Beltran, Steve Cowley, Michael Hanson, Rick McPherson, and Michael Knight.

Also present were Police Chief Jason Dubbs, Public Works Director Bob Kaufman, Planning and Zoning Director Ron Koan, Accountant Mandy Morris, and City Clerk Jermyer Washington.

Mayor Larson – New sheet for Claims; minor changes. Item 9D – effective date should be “10/15/2018” instead of “11/11/2018”.

Motion by Hanson to approve Order of Business with addition, Seconded by McPherson. Vote Aye: Unanimous.

AWARDS AND RECOGNITIONS:

COUNCIL COMMITTEE REPORTS:

A. FINANCE, LEGAL, AND PUBLIC SAFETY

Michael Hanson, Steve Cowley, and Rick McPherson

Motion by Knight to Accept the Finance, Legal, and Public Safety Committee Report. Seconded by Allen. Vote: Aye. Unanimous. Motion passes.

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

B. PUBLIC WORKS AND PLANNING AND ZONING

Michael Knight, Scott Allen, and Dawn Beltran

Motion by Hanson to Accept Public Works and Planning and Zoning Committee Report. Seconded by Allen. Vote Aye: Unanimous. Motion passes.

Motion by Cowley to Adopt the Public Works and Planning and Zoning Committee Report. Seconded by McPherson. Vote Aye. Unanimous. Motion passes.

CONSENT AGENDA:

Council Member Allen requested separate vote on Item 1 under Hand Checks/Payments section on Claims list.

Motion by Allen to Approve Consent Agenda Items A-P with the exception of Hand Checks #1. Seconded by McPherson. Roll Call: Allen- Aye; Beltran-Aye; Cowley-Aye; Hanson-Aye; McPherson-Aye; Knight-Aye. Motion passes.

Motion by Knight to approve Item 1 under Hand Checks. Seconded by Hanson. Roll Call: Allen- Nay; Beltran-Aye; Cowley-Aye; Hanson-Aye; McPherson-Nay; Knight-Aye. Motion passes.

INFORMATIONAL ITEMS:

REPORTS FROM BOARDS AND/OR COMMISSIONS:

Banditball Baseball Field reconstruction update. Public Works Director gave update on ball field; budgeted \$250,000.00 (for 2018) on project and when got into design work, costs increased to \$500,000.00 due to

manner how present fields were built on top of previous hay fields/pastures—no drainage around fields; what is being recommended is that fields be built up to ensure good drainage; need storm sewers to carry water off; wanted to bring to Council’s attention where sitting budget wise—looking for other options. Comment: Park Board – Ben Frereicks – thank you for letting us attend; Banditball sent out 35 letters to businesses in Box Elder and Rapid City, and one of the big ones we hope will do match or something to give them sponsorship rights to the field (at least \$200,000.00); Board members reaching out and trying hard to see what can come up with, and if able to come up with any funds, willing to put towards future fields. Comment: Jane Maine spoke about wanting to make sure fields are done right with amount of money being spent on it.

BEED – Wes Rick – Quarterly meeting Thursday (Oct. 18, 2018).

UNFINISHED BUSINESS:

NEW BUSINESS:

DEPARTMENT HEAD REPORTS:

Public Works – Bob Kaufman – water project on Ellsworth Rd and 225th is proceeding; first session of equipment training started Monday, pretty good so far; letters for master meter switchover went out today, scheduled to start in February, first billing starting in March; lot of household garbage being dropped in parks, staff picking up and logging what we’re finding—if we can find out anything about who it belongs to, will give information to Police Department to move forward with some type of action on those.

Planning and Zoning – Ron Koan – we got all but 1 letter back from the voluntary annexation of Wagon Wheel area, so everybody looking forward to annexation.

COUNCIL MEMBER REPORTS:

Council Member McPherson – having Freshman Impact Program in Rapid City tomorrow; two of our officers from Box Elder will be troop leaders tomorrow; good to see Box Elder support the program; it’s about communities all the way around.

Council Member Beltran – Police challenge on PBJ, good job, all over Facebook and news, other communities are doing this to feed South Dakota; “Christmas on the Prairie” coming up December 8th; received question about sidewalks along Tower Road past Patriot estates, there’s nothing there from Patriot Estates up to Antelope Ridge as far as walking. Public Works Director – we don’t have anything planned right now.

Motion by Hanson to adjourn. Seconded by Cowley. Vote: Aye. Unanimous. Motion passes.

ADJOURNMENT: 7:21 p.m.

Seal:

Attest:

Larry Larson
Mayor

Nicole Schneider
City Administrator/Finance Officer

Claims for 10/16/18			
#	VENDOR	AMOUNT	DESCRIPTION OF SERVICES RENDERED
1	4imprint, Inc	\$263.33	Junior Officer Badge Stickers
2	Ainsworth-Benning Construction	\$20,428.94	PayApp 5- Box Elder Welcome Signs
3	American Engineering Testing	\$4,800.00	Soil Engineering - Bandit Ball Field Reconstruction
4	Box Elder True Value	\$329.79	Bit Holders, Fasteners, Paint, Faucet, Tie Cord, Screws, Hooks, Tool Holders, Bar Holder, Straps, Cable, Wire Rope Clips, Cups, Key Identifiers
5	Carquest #3951	\$162.40	Oil, Oil Filter CTY8580
6	Century Business Products, Inc	\$1,163.80	Copier Printer Lease Sept 2018
7	City of Rapid City	\$247.54	Bulk Water Meter 7/26-9/18
8	Code Works, Inc.	\$608.40	Plan Review: Lyndon Bolt 4 Plex
9	Conrad's Big C Electric	\$152.86	2 Sign Post Removals
10	Contractors Supply Inc	\$112.49	Water Tools
11	Core & Main LP	\$21,062.60	Meter Stock & Supplies : Meter Pits
12	DC Scott Surveyors, Inc	\$2,123.60	Survey & Platting- Speedway Subd.
13	Dakota Barricade LLC	\$469.80	Sign Bases for N. Lights Signs
14	Duhamel Broadcasting Enterprise	\$336.00	Safety Ads- Sept 2018
15	Epic Outdoor Advertising	\$450.00	Billboard Advertising: Oct 1-31, 2018
16	Ferber Engineering Company	\$2,112.50	East Mall Drive Design
17	Frontier Stone Company	\$90.00	1 1/2" River Rock: Water Break
18	Great Western Tire	\$304.94	Tires for CTY8571
19	Hach Company	\$925.01	Water Treatment Testing Equipment / Repair
20	Harvey's Lock & Security	\$565.97	Re-Keying Park Bathrooms
21	Hawkins, Inc	\$1,288.10	Water Treatment Repair Equipment
22	Humane Society of the Black Hills	\$236.05	Animal Control Sept 2018
23	Interstate All Battery Center	\$149.60	Automotive Battery 101-018
24	Jenner Equipment Company	\$912.42	Door Glass- Bobcat
25	Kiesler's Police Supply, Inc	\$882.00	2 Glock Gen, 5 Pistols, Night Sights
26	KT Connections, Inc	\$4,806.50	Monthly Billing Oct 2018
27	KTM Design Solutions, Inc	\$1,968.51	N. Ellsworth / 225 Water Extension
28	Love's Travel Stops & Conv.	\$6,128.60	Fleet Fuel 8/29/18-9/27/18
29	Matheson Tri-Gas Inc dba Linweld	\$157.60	Sept 18- AC, AR, CO2, O2
30	McKie Ford Lincoln, Inc.	\$35.14	Oil Change CTY8316
31	Menards	\$343.02	Antibacterial Soap, Brush Killer, Ratchets, Edging, Trash Bags
32	Midcontinent Communications	\$5,430.93	Phone Services Aug/Sept/Oct 2018, PD- Safety Adds
33	Midcontinent Testing Laboratories	\$443.00	Water Testing: Sept 2018
34	Misselt, Christopher	\$37.00	Meal Reimbursement 9/7-9/9- Training
35	Northern Truck Equipment Corp	\$5,900.00	New Boss Plow 101-022
36	Northwest Pipe Fittings, Inc.	\$7,486.08	Meter Pit, Pad, Lids, Shop Fittings, Water Break Repairs, Connectors, Tees, Adaptors, Valve Box
37	Pete Lien & Sons, Inc.	\$102.22	Gravel Cushion 9.25.18
38	Plumbing & Heating Wholesale	\$113.45	Brass Nipples & Fittings for Meter Pits
39	Qualified Presort Service, LLC	\$898.14	UB Processing Sept 2018 & Late Card Processing Sept 2018
40	Rapid City Journal C/O Lee Enterprises	\$1,382.44	9/4 CCM Minutes, Ordinance 607-610, Resolution 18-20 through 18-27, Rezoning Hearing
41	Runnings Supply, Inc	\$124.45	Vehicle Repair Items
42	Safety-Kleen	\$160.92	Part Washer, 16 Premium Sol
43	Sam's Club/Synchrony Bank	\$62.92	Table Cloths, Napkins, Drains- Becky Noble
44	Sander Sanitation Service	\$1,977.51	Yardwaste Dumpsters Aug/Sept 2018
45	SD State Treasurer-UCP	\$493.32	Unclaimed Property Reporting
46	Servall Uniform & Linen Supply	\$293.60	Rugs, Mops, Rags, Shirts CH & PW
47	Simon Contractors of South Dakota	\$22,764.29	Radar Hill Road Patching
48	State Bar of South Dakota	\$500.00	Dakota Disc Aug 2018-July 2019
49	Sturdevant's Auto Parts	\$199.92	Alum Head, Coil, Spark Plugs
50	Survival Armor, Inc	\$192.64	Outer Carrier for L4
51	Temperature Technology, Inc.	\$390.00	Old PW Building Demo-Power Check
52	The Glass Mechanic	\$50.00	Windshield Crack Repair: Chevy Malibu
53	Thyssenkrupp Elevator Corp	\$671.64	Elevator Maint - Oct/Nov/Dec 2018
54	Time Equipment Rental & Sales	\$2,973.68	Tool Boxes & Bed Covers for New Pick Ups, Tent Sides (Salute to Ellsworth-\$141.68)
55	Tyler Business Forms	\$267.76	W-2 & 1099Misc Forms for 2018 Reporting
56	Tyler Technologies Inc	\$25,625.00	License Fees: Tyler TCM EE, Consulting Fee: J. Badger
57	Waste Connections	\$750.67	Portable Toilets- BMX/Bandit Ball Sept 2018, Salute to Ellsworth (\$400)
58	Watertree, Inc.	\$44.00	4-5Gal Water, 2 Rentals Sept 2018
59	Wex Bank	\$498.33	Fleet Fuel September 2018 / \$5.00 Car Wash
	SUBTOTAL	\$153,451.42	

			Purchasing Card
60	Amazon.com Services	\$284.83	Rake for Parks, Display Books / Pages for PZ Manual
61	Box Elder True Value	\$39.57	Ice Scrappers & Ice Melt - City Hall
62	Love's Travel Stop	\$33.78	Gas for Municipal Attorney's Meeting - Pierre, SD
63	Office Depot	\$119.43	Pens, Printer Ink, Journals
64	Sam's Club/Synchrony Bank	\$878.59	Paper Towels, Coffee, Ink- CH/PD/PW Supplies
	SUBTOTAL	\$1,356.20	
			Credit Cards
65	GWB CC - 8088 PD1 (Bank Transfer)	\$0.00	
66	GWB CC - 8096 PD2 (Bank Transfer)	\$86.39	Dollar General: Hand Soap, Dominos: Lunch for Staff Meeting
67	GWB CC - 9355 PD3 (Bank Transfer)	\$0.00	
68	GWB CC - 8120 FO1 (Bank Transfer)	\$733.00	EB Tactical Application: Training Fee PW/FO
69	GWB CC - 8104 FO2 (Bank Transfer)	\$0.00	
70	GWB CC - 9322 FO3 (Bank Transfer)	\$0.00	
71	GWB CC - 3514 PW1 (Bank Transfer)	\$0.00	
72	GWB CC - 9371 PW2 (Bank Transfer)	\$0.00	
73	GWB CC - 9363 PW3 (Bank Transfer)	\$0.00	
74	GWB CC - 8356 PW1 (Bank Transfer)	\$305.40	Herculock: 800 Series Padlocks
75	GWB CC - 5305 PZ1 (Bank Transfer)	\$0.00	
76	GWB CC - 9389 PZ2 (Bank Transfer)	\$0.00	
77	GWB CC - 9348 LGL (Bank Transfer)	\$0.00	Love's: Gas Municipal Attorney's Meeting
	SUBTOTAL	\$1,124.79	
	TOTAL	\$155,932.41	
			Loan Payments
1	SRF	\$37,766.54	October Loan Payment: Principal: \$23,763.69, Interest: \$14,002.85
		\$37,766.54	
			BID#2
1	First American Title Co.	\$21,805.88	Box Elder Event Center Wire Draw #9
		\$21,805.88	
			Hand Checks/Payments
1	Brancato, Robert	\$250.00	Investigation-Due Diligence
2	Century Link	\$52.82	Phone Sec Bandit Ball
3	Credit Collections Bureau	\$60.00	Payroll 21 Garnishment
4	Department of Treasury-IRS	\$19,980.47	Payroll 21 Taxes
5	Liberty Chrysler Center, LLC	\$72,010.00	3-2019 Dodge Ram 1500s , New Tires for 1
6	Office of Child Support Enforcement	\$66.68	Payroll 21 Garnishment
7	Rebecca Davis	\$241.50	Per Diem- Denver CO 10/14-17/2018 - GFOA Training
8	Schneider, Nicole	\$241.50	Per Diem- Denver CO 10/14-17/2018 - GFOA Training
9	SD Dept of Revenue & Regulation	\$21.20	Title/Plate Registration for New 2019 Dodge Trucks
10	Sprinkler Systems Service	\$542.50	Correction to Claims: 10/2/18- Fall Sprinkler Maintenance
	TOTAL	\$93,466.67	
			Hand Checks: Utility Billing Deposit Refund Checks
1	Glo Rentals, LLC	\$65.75	Finale Account, Credit Balance Refund
2	Haines, Benjy/Virgina	\$44.76	Finale Account, Credit Balance Refund
3	Thomas, Kathy/Peter	\$42.94	Finale Account, Credit Balance Refund
4	Terrace on the Green MHP	\$32.76	Finale Account, Credit Balance Refund
5	Burton, Monty	\$64.63	Finale Account, Credit Balance Refund
6	Elite Custom Homes	\$33.76	Finale Account, Credit Balance Refund
7	Hoover, Wesley/Kaitlyn	\$6.75	Finale Account, Credit Balance Refund
8	Lebeuf, Justin	\$37.46	Finale Account, Credit Balance Refund
9	Emerson, Allan	\$42.94	Finale Account, Credit Balance Refund
10	Nesselhuf, Steph	\$45.80	Finale Account, Credit Balance Refund
11	Century 21 Clearview Realty	\$150.40	Finale Account, Credit Balance Refund
12	TNT Homes	\$66.40	Finale Account, Credit Balance Refund
13	Harris, Finis	\$32.70	Finale Account, Credit Balance Refund
14	Maher, William	\$32.76	Finale Account, Credit Balance Refund
15	Hult Homes	\$32.76	Finale Account, Credit Balance Refund
16	Hartshorn, Travis	\$32.76	Finale Account, Credit Balance Refund
17	Harvey, Mark/Sandra	\$29.01	Finale Account, Credit Balance Refund
18	Professional excavating Inc.	\$2,479.40	Finale Account, Credit Balance Refund
19	Bullsey Contracting Services	\$24.19	Finale Account, Credit Balance Refund
		\$3,297.93	