

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, October 6, 2015
7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder

1. Call meeting to order: Mayor Larson called the meeting to order at 7:00 pm.

2. Moment of Silence: To recognize our fallen soldiers and active duty personnel. **Pledge of Allegiance**

3. Roll Call: Present were: Council Members: Scott Allen; Steve Cowley; Doug Curry; Bruce Hegel; and Jeff Hollinshead. Also present were: Police Chief Jason Dubbs; Planning & Zoning Coordinator Ron Koan; Public Works Director Al Todd; and Finance Officer Mystee Lashwood. Legal Counsel Rex Hagg was absent.

4. Approve Agenda: Motion by Allen, seconded by Cowley to approve the agenda with the amendment of moving Items 23 and 22 to Items 4A and 4B. Vote aye: Unanimous.

4A. (23.) COUNCIL MEMBER CURRY: To discuss Fire Department. Council Member Curry stated that the council asked for the Fire Department to be at the meeting was to thank them and recognize the good and huge services they provide to the community as a Volunteer Fire Department.

4B. (22.) COUNCIL MEMBER CURRY: To discuss trash service in City – Presentation from Nick Rosser regarding the costs and benefits to the City to do City provided trash removal services. Council asked for a more in depth look at the cost analysis to review.

Council Member Curry left the meeting at 7:32 pm.

CONSENT AGENDA: Agenda items 5 through 10 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.

5. To approve the reading of the September 15, 2015 Common Council Meeting Minutes.

6. To approve the reading of the September 24, 2015 Common Council Special Meeting Minutes.

7. To approve Payroll 20 (September 6 to September 19) Total Payroll \$46,006.39: General Government: \$1,353.85
Finance Office: \$1,888.80; General Financial: \$2,506.58; Police Dept: \$22,683.17; PW Street Maintenance: \$3,154.27;
PW Animal Control: \$820.14; PW Parks: \$2,572.36; Planning & Zoning: \$3,178.51; Planning & Zoning Board: \$200.00;
PW Water Production: \$2,427.14; PW Water Distribution: \$4,301.37; PW Sewer Collection: \$920.20.

8. To approve the Claims, Utility deposit refunds, Loan Payments, and Hand Checks.

9. To approve Business License Application #1662 for Savvy Storage LLC. This is a storage facility rental to be located at 560 Liberty Boulevard.

10. To approve Business License Application #1664 for J & R Towing. This is a towing business to be located at 14745 Country Road.

Motion by Hegel, seconded by Cowley to approve Consent Agenda Items 5 through 10 as presented. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

CITY BUSINESS:

11. MAYOR: To formally accept resignation of Ward 3 Council Member Coatney. Discussion. Motion by Allen, seconded by Cowley to formally accept the resignation. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

12. MAYOR: To discuss and appoint representative and alternate to the Rushmore Regional Rail Authority Committee. Discussion. Motion by Allen, seconded by Hollinshead to defer this item to the October 20, 2015 Council meeting. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

13. PUBLIC WORKS DEPARTMENT: To discuss and decide action on Certificate of Final Completion for paving, curb and gutter, water and sewer mains, and streets Ballista Boulevard, Bayonet Drive, and Ballista Court. Capital Asset value \$630,000. Discussion. Motion by Allen, seconded by Cowley to approve the Certificate of Final Completion. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

14. PUBLIC WORKS DEPARTMENT: To discuss and decide action on the release of Cash Surety Bond to Jaennis, LLC in the amount of \$209,708.00. Motion by Cowley, seconded by Hollinshead to approve the release of the surety bond. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

15. PUBLIC WORKS DEPARTMENT: To discuss and decide action on Resolution 15-32, a resolution authorizing acceptance of paving, curb and gutter and related infrastructure in Freedom Landing Subdivision. Discussion. Motion by Allen, seconded by Cowley to approve Resolution 15-32. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

16. PLANNING/ZONING DEPARTMENT: To discuss and decide action on the first reading of Ordinance #557, Amendments to the Official Zoning Map of the City. Discussion. Motion by Cowley, seconded by Allen to approve the first reading of Ordinance #557. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

17. PLANNING/ZONING DEPARTMENT: To discuss and decide action on the second reading of Title 1, 3, 7, and 9, Codification of City Ordinances. Discussion. Motion by Hollinshead; seconded by Cowley to approve the second reading of Codification of City Ordinances Titles 1, 3, 7, & 9. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

18. COUNCIL PRESIDENT: To discuss and decide action on the office space at City Hall. Discussion. A suggestion was made to the Chamber that they need to find other office space as of January 1, 2016. Motion by Allen, seconded by Hollinshead to defer this item to the last meeting in December. That meeting is scheduled for December 15, 2015. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

19. COUNCIL PRESIDENT: To discuss and decide action regarding Chamber of Commerce. (Request made that the President and other officers be present). Discussion on information that was contained in a press release. No formal action was taken on this item.

20. COUNCIL PRESIDENT: Council only discussion with Mayor Larson – Complete update of all projects – status of the City. Mayor's goals for the City and an overview of the plan to accomplish those goals. Reports presented to council from all department heads.

21. COUNCIL MEMBER HOLLINSHEAD: To discuss and decide action on formation of committee to formulate the job description for City Administrator. Discussion. Committee will consist of Scott Allen; Bruce Hegel; Doug Curry and Mayor Larson.

24. DEPARTMENT HEAD REPORTS:

Mayor: Given under Item 20

Police: Given under Item 20

Public Works: Given under Item 20

Finance: Given under Item 20

Planning & Zoning: Given under Item 20

City Attorney: Absent.

25. COUNCIL REPORTS:

Allen: No Input.

Cowley: No Input.

Curry: Absent.

Hegel: No Input.

Hollinshead: He stated that there was misinformation reported in the "Two Cents" in the Rapid City Journal. He stated that the position for City Administrator is to help create continuity in the city.

26. OTHER REPORTS:

Chamber of Commerce: Dennis Wagner stated that the Chamber has had numerous resignations from the Board of directors. He stated that the membership is up to forty-seven, but it will be some time before the board is resumed.

Economic Development: Wes Rick stated that the board has a meeting on Thursday, October 7th on the extension of a contract.

27. CITIZEN INPUT:

Jane Maine stated that if the citizens of the City would like to know what is going on and what is being voted on, then they should be attending the meetings to be informed of City matters. She stated that the council meetings are "set in stone" and that the council cannot deal with city business if there is constant bickering and fighting.

Jim Walter, Gold Key Realty, stated that he opened his business in Box Elder due to the potential he saw in Box Elder. He stated that due to recent events, he is debating about renewing his property lease at the end of the year or to just move the business elsewhere, because he is upset about the conduct of the council.

Wes Rick extended a thank you to the Box Elder Fire Department Volunteers for everything that they do.

28. EXECUTIVE SESSION:

Motion by Allen, seconded by Hollinshead to enter into an Executive Session at 9:04 pm. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

Out of Executive Session at 9:54 pm.

29. ADJOURNMENT: There being no further business to be considered in front of the Common Council at 9:54 pm, motion by Allen, seconded by Hegel to adjourn. Vote aye: Allen; Cowley; Hegel; and Hollinshead.

Seal:

Attest:

Larry Larson
Mayor

Mystee Lashwood
Finance Officer