

CITY OF BOX ELDER CITY COUNCIL

Tuesday, August 19, 2025

7:00 PM - City Council Chambers, 420 Villa Drive, 2nd Floor, Box Elder

If not attending the meeting in person, the City of Box Elder encourages written submission of public comments by email to: cityclerk@boxelder.us. All such written comments will be read aloud at the meeting during the public comment period. Please include your name and address in all written public comment submissions.

To participate in this public meeting remotely by Zoom at the scheduled time:

Join Zoom Meeting

<https://us02web.zoom.us/j/83264435430?pwd=cmGR4yoV4jWCvFgPoPbNrTmFaNa8qB.1>

Meeting ID: 832 6443 5430. Passcode: 159910

One tap mobile: +17193594580,,83264435430# US; +12532050468,,83264435430# US

Dial by your location: +1 719 359 4580 US; +1 253 205 0468 US; +1 253 215 8782 US

+1 346 248 7799 US; +1 408 638 0968 US; +1 669 444 9171 US; +1 669 900 6833 US

1. CALL MEETING TO ORDER:

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE:

3. ROLL CALL:

4. APPROVE THE ORDER OF BUSINESS:

5. DECLARATION OF ANY POTENTIAL CONFLICTS-OF-INTEREST:

6. PUBLIC HEARING:

7. PUBLIC COMMENT: *(3-minute time limit per speaker) This is a time for the members of the public to address the Council. On any issue not on the agenda, action will not be taken at the meeting except by placement on the agenda by unanimous vote of the Council members present. If you want to comment during public comment, please click on the participants tab on the bottom of your screen, then select "raise hand" at the bottom right of the screen (or dial * 9 on your phone if you've called into the meeting). Staff will ask you to unmute and will then recognize you by name or phone number when it is your turn to speak. This will allow everyone to be heard in a timely manner.*

8. AWARDS AND RECOGNITIONS:

A. Staff Introductions: Box Elder Police Department:

9. COUNCIL COMMITTEE REPORTS:

A. Finance, Legal, and Public Safety Committee Meeting Report: August 5, 2025

B. Public Works and Planning and Zoning Committee Meeting Report: August 5, 2025

10. CONSENT AGENDA: *Agenda items 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. City Council Meeting Minutes: August 5, 2025

B. Claims List: August 19, 2025

C. Ordinance No. 766, an Ordinance to Revise the Zoning Designation of the Property that is Legally Described as Lot 2A of Block 4 of Sunnydale Estates Subdivision (Formerly Lots 2, 3A, 3B, 3C and 5 of Block 4 of Sunnydale Estates), Section 29, T2N, R9E, B.H.M., City of Box Elder, Pennington County, South Dakota, Second Reading

D. Ordinance No. 770, an Ordinance to Revise the Zoning Designation of the Property that is Legally Described as Lots 1-4 of Block 10 of Redferen Subdivision, Section 21, T2N, R9E, B.H.M., Box Elder, Pennington County, South Dakota, Second Reading

- E. Professional Services Agreement, Amendment No. 4: Towey Design Group, Inc. - Cheyenne Boulevard and Westgate Road Sanitary Sewer Project, City Project No. 23003 - Phase II**
- F. Bid Award: Mick's Electric, Inc. - Well 4 Pumphouse Electrical Upgrades, Project No. 25017**
- G. Vendor Agreement: The Box Events Center - Future City of Box Elder Events**
- H. Professional Services Agreement: Jones Lange Lassalle, Inc. - Hotel/Motel Market Study, Value and Risk Advisory for the City of Box Elder**
- I. Contribution Agreement: Radio Building LLC – 50% cost share of a Hotel/Motel Market Study, Value and Risk Advisory for the City of Box Elder conducted by JLL**
- J. Assumption and Consent Agreement: Dakotamart, Inc. and Timmons Market, LLC**
- K. Master Subscription Agreement: ApplicantPro Holdings DBA isolved Talent Acquisition - Recruitment and Onboarding Services**

11. INFORMATIONAL ITEMS:

- A. Disclosure of Personnel Payroll Changes per SDCL § 6-1-10:**
- B. Police Department: Bi-Annual Update**
- C. Police Department Building Concept Plan Update**
- D. Annual Review: South Dakota Open Meeting Laws**

12. REPORTS FROM BOARDS AND/OR COMMISSIONS:

13. UNFINISHED BUSINESS:

14. NEW BUSINESS:

15. MAYOR CHANGE OF COMMITTEE ASSIGNMENTS:

- A. Appointment of Councilmember to Public Works & Planning and Zoning Committee**
- B. Appointment of Councilmember to Finance, Legal, and Public Safety Committee**

16. MAYOR'S REPORT:

17. EXECUTIVE SESSION:

18. EXECUTIVE SESSION ACTION:

19. ADJOURNMENT:

ADA Compliance: The City of Box Elder fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Office 24 hours prior to the meeting so that appropriate auxiliary aids and services are available.