

# BUTTE COUNTY RAILROAD AUTHORITY



511 6<sup>th</sup> Avenue  
Belle Fourche, SD 57717  
Phone: (605)892-3006  
Fax: (605)723-0897  
www.bfdcsd.com

## MINUTES

January 13, 2016 3:30 p.m.

City Hall Upstairs Conference Room, Belle Fourche, South Dakota

**.047** Call Meeting to Order & Roll Call - Chairperson Stan Harms 3:30 p.m.

**Commissioners present:** David Pummel, Gary Hendrickson, Stan Harms, Kim Kling and Jim Doolittle.

**Others present:** Ryan Kavan, Belle Fourche City Engineer; Hollie Stalder, Belle Fourche Development Corporation Executive Director; Gloria Landphere, Belle Fourche Mayor; James Ager, Belle Fourche City Council; Karen Wagner, Belle Fourche City Council; Milo Dailey, Butte County Post.

**.048** Approve Minutes of the January 14, 2015 Annual Meeting

**Motion Gary Hendrickson, second David Pummel to approve the January 14, 2015 annual meeting minutes.**

**.049** Bills & Communications

**Ryan Kavan will check with city finance officer, Sharon Mins, on the balance in the Butte County Railroad Authority account.**

**.050** Report of Secretary-Treasurer – David Pummel

**It was noted the funds are with the City of Belle Fourche.**

**.051** Reports of Committees

a.) Updates on Belle Fourche Industrial & Rail Park –  
Ryan Kavan, City Engineer & Hollie Stalder, BFDC Director

The rail project for the Belle Fourche Industrial & Rail Park is out for bid. Last fall, the City of Belle Fourche received a \$350,000 grant from the Governor's Office of Economic Development towards the rail project. Project includes two mainline switches and a third siding switch. Ryan presented and reviewed the entire plan with the commissioners and attendees, including the plan costs, rating on the track, roads and land affected in the industrial park. RCP&E has reviewed and approved the plans. Pre-bid was 1/12/16. Twenty one (21) potential bidders, subs and suppliers attended the meeting. 4-6 general contractors. \$1.35 million total budget. RCP&E allowed lower class switch for cost savings. Timelines: open bids January 20<sup>th</sup>, 2015. Public Works on January 25<sup>th</sup> and full city council on February 1. Addendum – installation of switches. As designed, loading/unloading on each user. Timelines – could start construction in March. Final completion is projected for July 2016. Soils pre-graded for construction.

b.) Operation of a rail authority - Jim Doolittle

Plans for research. Management by Butte County Railroad Authority (BCRA). Transload facility on hold. Develop our BCRA plan from research. Present to city and county as prepared. Include RCP&E. They have agreed to move cars and park them. Administration of needs to be identified.

**.052 Unfinished Business**

**Ryan presented that a committee with City and Belle Fourche Development Corporation (BFDC) has been working on updates to the covenants for the Belle Fourche Industrial & Rail Park. Products permitted, language clean up. Covenants go through City and tenants in park.**

**.053 Installation of new commissioners** Stan Harms, Butte County Commissioner – three (3) year term.  
Gloria Landphere, City of Belle Fourche – three (3) year term.  
Jim Doolittle, At Large – one (1) year term.

Oath of office was signed by new and renewed commissioners.

**.054 Election of officers:** (Current 2015) Stan Harms – Chairperson  
Gary Hendrickson – Vice Chair  
David Pummel – Secretary – Treasurer

**Nominations accepted for Chairperson. Motion Jim Doolittle for Stan Harms to remain Chairperson. Seconded by Landphere. Motion carried.**

**Nominations accepted for Vice Chair. Motion Kim Kling for Gary Hendrickson to remain Vice Chair. Seconded by Jim Doolittle. Motion carried.**

**Nominations accepted for Secretary/Treasurer. Motion Gary Hendrickson to nominate Jim Doolittle as Secretary/Treasurer. Seconded by Kim Kling. Motion carried.**

**.055 New Business**

Finances, expenses, website or links and legal publication.

Until a formal budget is established to include a website, Hollie Stalder suggested a request to the Belle Fourche Development Corporation (BFDC) board to consider adding a Butte County Railroad Authority tab on their site where agendas and minutes could be posted as well as some basic marketing material about the authority and its mission. BFDC Next board meeting is January 20<sup>th</sup>, 2015. Stalder will present on behalf of the BCRA. If approved, the tab will be established. A request of the City of Belle Fourche and the Butte County commission will seek adding a link on their respective websites to the BFDC web page for BCRA information. Minutes of the BCRA annual meeting will be published in the local newspaper, the Butte County Post. Contingency for position of a BCRA Director. Discussion and assignment of Hollie Stalder as interim director.

Next meeting: Upon approval of bids to continue moving forward with project, a date will be set for a 2 hour planning session of the BCRA and include RCP&E. Items for discussion include: insurance for BCRA and users; loading and unloading equipment (BCRA or users provide their own) and applicable insurance either way; switch maintenance, snow removal, safety training, operational requirements etc. Prior to meeting, research to include outreach to other area rail authorities and what they do in the noted areas. The BCRA can review and proceed to establish policy.

**.056 Informational – none.**

**.057 Adjournment**

**Motion Gary Hendrickson, second Kim Kling to adjourn the annual meeting.**