

**CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA**  
**Tuesday, April 5, 2016**  
**7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder**

Public comments are welcomed, but no action will be taken by the Council on comments received for items not on this agenda. Anyone wishing to have the Council vote on a new item will need to fill out an agenda request item form for the item to be considered on the next council agenda.

**1. Call meeting to order**

**2. Moment of Silence/Pledge of Allegiance**

**3. Roll Call**

**4. Approve Agenda**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**CONSENT AGENDA:** Agenda items 5 through 8 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 March 15, 2016 Common Council Meeting Minutes.**

**6. To approve Payroll 7 (March 6 to March 19) Total Payroll \$47,385.70; General Government: \$2,390.38; Finance Office: \$1,942.26; General Finance: \$2,628.80; Police Dept: \$21,479.92; PW Street Maintenance: \$3,818.72; PW Animal Control: \$374.00; PW Street Lights: \$116.88; PW Parks: \$2,148.32; Planning & Zoning: \$4,816.74; Planning & Zoning Board: \$425.00; PW Water Production: \$2,389.08; PW Water Distribution: \$4,388.40; PW Sewer Collection: \$467.20.**

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

**8. To approve business license application #1681 by Anne Waters DBA Dance Wear. Business located at 634 Northern Lights Boulevard.**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**CITY BUSINESS:**

**9. FINANCE DEPARTMENT:** To discuss and decide action on cost share for outdoor public warning siren upgrade and standardization project in the amount of \$4,300.00 for 2 sirens.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**10. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on second reading of Ordinance #560, Title 15, Chapter 153, Zoning Regulations.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**11. PUBLIC WORKS DEPARTMENT:** To discuss and decide action on request from Morningview Water District for the City to take over ownership and maintenance of the water infrastructure.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**12. PLANNING/ZONING DEPARTMENT:** To discuss and decide action Minor Plat #160021 for DeJong Subdivision.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**13. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Resolution 16-08, to approve a plat for DeJong Subdivision.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**14. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Minor Plat application #160019 for ISIS Subdivision.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**15. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Resolution 16-09, to approve a plat for ISIS Subdivision.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**16. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on lawn care and abatement services proposal by B.Y.R.S. Lawn Care.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**17. FINANCE DEPARTMENT:** To discuss and decide action on proposal and authorized signatures on payment processing agreement with Forte for on-line credit card payments.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**18. FINANCE DEPARTMENT:** To discuss and decide action on proposal and authorized signatures on payment processing agreement with XCharge (openedge) for counter credit card payments.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**19. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on appointment of Mike Irwin to Planning & Zoning Board.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**20. FINANCE/PUBLIC WORKS DEPARTMENT:** To discuss and decide action on Pay Application 4 to Water System Drilling Inc. in the amount of \$34,254.40 for Well 5 Northern Lights.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**21. FINANCE/PUBLIC WORKS DEPARTMENT:** To discuss and decide action on Pay Application 5 to R.C.S. Construction Inc. in the amount of \$756,916.33 for Well 5 Northern Lights water storage tank and pump house.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**22. FINANCE DEPARTMENT:** To discuss and decide action on Election Board workers for the April 12, 2016 ward 3 election. Election Superintendent – Mary Jo Hix; Election Deputies: Jonda Bennett, David Jungemann, Eileen Kienzle, and Gladys Hillestad.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**23. COUNCIL MEMBER WEATHERS:** To discuss and decide action on authorization to sign for a B-1 bomber fly over for Box Elder Bash.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**24. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney:

**25. COUNCIL REPORTS:**

Allen:

Cowley:

Curry:

Hegel:

Hollinshead:

Weathers:

**26. OTHER REPORTS:**

Chamber of Commerce:

Economic Development:

**27. CITIZEN INPUT:**

**28. EXECUTIVE SESSION:**

Out of Executive Session at \_\_\_\_\_

**29. ADJOURNMENT: at \_\_\_\_\_**

Motion:

Allen

Cowley

Curry

Second:

Hegel

Hollinshead

Weathers

Vote: Yes\_\_\_\_\_

No\_\_\_\_\_