

**CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA**

**Tuesday December 5, 2017**

**7:00 pm Regular Meeting – 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 Hegel Hollinshead McPherson 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 November 21, 2017 Common Council Meeting Minutes.

**6.** To approve Payroll 25 (Nov 12-Nov 25). Total Payroll \$56,891.25; General Government: \$2,515.38; Finance Office: \$8,364.94; Police Department: \$22,992.47; PW Street Maintenance: \$5,497.02; PW Parks \$4,040.20; Planning & Zoning: \$5,127.78; P & Z Board: \$750.00; PW Water Production \$2,445.29; PW Water Distribution: \$4,024.03 and PW Sewer Collection: \$1,131.11.

**7.** To approve the claims, loan payments, and hand checks.

**8.** Approve Business License for Sullivan’s Daycare, application #1756.

To discuss and decide action on Consent Agenda Items 5-8.

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

Allen Cowley Hegel Hollinshead McPherson Weathers

**CITY BUSINESS:**

**9. CITIZEN: Roberta Harmon:** Discussion of City Water Ordinance

**10. FINANCE:** Disclosure of new hire personnel per SDCL 6-1-10. Finance Department: Mandy Morris (TBD \$43,622.81).

**11. LEGAL:** Second Reading of City Ordinance #585, amendment to Chapter 32 of Title III ordinances of the City of Box Elder.

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

Allen Cowley Hegel Hollinshead McPherson Weathers

**12. PLANNING & ZONING:** Discuss & decide action on Minor Plat #170199 to adjust the lot line between 828 & 832 Bayonet Drive.

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

Allen Cowley Hegel Hollinshead McPherson Weathers

**13. PUBLIC WORKS:** Discuss and Recommend Sewer Billing Adjustment for Plainsview Mobile Manor.

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

Allen Cowley Hegel Hollinshead McPherson Weathers

**14. PUBLIC WORKS:** Discuss Recommendation for Architect for Public Works Facility Building Remodeling Work.

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

Allen Cowley Hegel Hollinshead McPherson Weathers

**15. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney: Handout & Discussion: Staff Handbook & Code of Conduct

**16. COUNCIL REPORTS:**

Allen:

Cowley:

Hegel:

Hollinshead:

McPherson:

Weathers:

**17. OTHER REPORTS:**

Economic Development:

**18. CITIZEN INPUT:**

**19. ADJOURNMENT:** \_\_\_\_\_ pm.

Motion:			Second:			Vote: Yes_____	No_____
Allen	Cowley	Hegel	Hollinshead	McPherson	Weathers		