

CITY OF BOX ELDER COMMON COUNCIL MEETING MINUTES
Tuesday, December 2, 2014
7:00 pm – City Council Chambers, 420 Villa Drive, Box Elder

A regular scheduled meeting of the Common Council of the City of Box Elder was called to order on Tuesday, December 2, 2014 at 7:00 pm. Present were: Council President Scott Allen (chairing the meeting); Council Members: Steve Cowley; Mark Coatney; Carolyn Haddenham; and Jeff Hollinshead. Council Member Doug Curry was absent. Also present were: Police Chief Jason Dubbs; Finance Officer Mystee Lashwood; Legal Counsel Rex Hagg; Public Works Director Al Todd; and Planning & Zoning Coordinator Ron Koan. Mayor Bill Griffiths was absent.

There was recognition of a Moment of Silence and the recitation of the Pledge of Allegiance.

4. Motion by Coatney, seconded by Cowley to approve the Agenda for December 2, 2014 as presented. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

5. EXECUTIVE SESSION: None.

6. CONSENT AGENDA: Agenda items A through G 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. To approve the reading of the November 18, 2014 Common Council Minutes.

B. To approve Payroll 24 (November 2 to November 15): Total Payroll \$44,418.52; General Government: \$1,693.85; Finance Office: \$1,852.00; General Financial: \$2,500.16; Police Dept: \$20,116.33; PW Street: \$6,734.49; Animal Control: \$527.00; Sign Inspection: \$500.65; PW Parks: \$1,180.75; Planning & Zoning: \$2,979.60; PW Water Production: \$3,609.92; PW Water Distribution: \$1,805.10; PW Sewer Collection: \$918.67.

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

D. To approve renewal of Package (off sale) Liquor license for The Jug Liquor Store (Big C Properties) located at 135 S Ellsworth Rd.

E. To approve renewal of Retail (on-off sale) Wine license for Dolgen Midwest LLC dba Dollar General Store # 15078 located at 430 N Ellsworth Rd.

F. To approve the recommendation of Conditional Use Permit #100173 for Daniel & Lori Ellefson permitting the sale of trailers and trade in vehicles at 305 Hillview Drive. PZ Commission recommends continued use.

G. To approve the recommendation of Conditional Use Permit #100159 for Elk Vale Business Park permitting storage units at 611 Northern Lights Boulevard. PZ recommends continued use

Motion by Cowley, seconded by Coatney to approve Items A through G as presented on the Consent Agenda. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

7. CITY BUSINESS:

A. Motion by Coatney, seconded by Haddenham to approve Insurance contract for 2015 calendar year with Don Hermann Agency. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

B. Motion by Hollinshead, seconded by Cowley to approve Second Reading of Ordinance #551, Water Department Regulations. Changes made from first reading discussed. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

C. Motion by Coatney, seconded by Cowley to approve Conditional Use Permit 140163, Atlantis LLC for operation of a hotel at 581 Watiki Way. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

D. Motion by Coatney, seconded by Hollinshead to approve Minor Plat #140162 by Lon Edwards for Lots C1 and C2 of Skyway Subdivision. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

E. Motion by Coatney, seconded by Hollinshead to approve Resolution 14-24, a resolution to approve a plat for Lon Edwards. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

F. Motion by Coatney, seconded by Hollinshead to approve Minor Plat #140168, Lucille Enterprises LLC for 120 & 124 Box Elder Rd. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

G. Motion by Coatney, seconded by Hollinshead to approve Resolution 14-25, a resolution to approve a plat for Lucille Enterprises LLC. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

H. Motion by Hollinshead, seconded by Cowley to approve recommendation of Annual review of Conditional Use Permit #100037 allowing the sale of vehicles and metal storage buildings at 139 S Ellsworth Road – PZ Commission recommends revisiting this permit in 90 days. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

I. Discussion on Employee benefits, cost of living increase, longevity, etc. Discussion on changing longevity to a different type of program, make it more of a merit increase program. Discussion on adding the 2% COL increase back in. Need to put on next agenda for vote.

8. DEPARTMENT HEAD REPORTS TO COUNCIL:

Mayor: Absent.

Police: Police Chief Dubbs gave the statistics report.

Public Works: Public Works Director Todd stated that the wreaths are scheduled to go up on Thursday, the booster pump upfit is at least three weeks out; and the department is doing a yearly review.

Finance: No Input.

Planning/Zoning: Planning and Zoning Coordinator Koan stated that the process is moving along for the TIF.

City Attorney: City Attorney Hagg stated that the ROW easements on the Title Opinion form for the TIF should be finished in the next couple of days.

9. COUNCIL REPORTS:

Allen: No Input.

Cowley: No Input.

Coatney: No Input.

Curry: Absent.

Haddenham: Carolyn asked about the new construction infrastructure inspection procedures. Public Works Director Todd explained the process.

Hollinshead: No Input.

10. OTHER DEPARTMENT REPORTS:

Chamber of Commerce: Chamber President Mike Hanson spoke about the upcoming Christmas on the Prairie; and stated that the lease for the chamber office should be coming, will pass onto Rex to review.

Economic Development: No Input.

11. CITIZEN INPUT:

Mary McGriff asked about sump pumping and storm water going into the sewer plant. Public Works Director Todd stated that sump pumping water should be pumped outside not into the sewer. Mary asked about lights on Exit 67. Planning/Zoning Coordinator Koan stated that the exit is on the list for partial lighting in 2015.

12. ADJOURNMENT:

There being no further business to be considered in front of the Common Council at 8:32 pm, motion by Coatney, seconded by Cowley to adjourn. Vote aye: Cowley, Coatney, Haddenham, and Hollinshead. Absent: Curry.

Seal:

Attest:

Scott Allen

Mystee Lashwood