

CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA

Tuesday, December 4, 2018

7:00 pm Regular Meeting – City Council Chambers, 420 Villa Drive, 2nd Floor, Box Elder

Public comments are welcomed but are limited to 3 minutes, unless prior approval is granted by the Mayor. Action will not be taken at the meeting on any issue not on the Agenda, except by placement on the agenda by unanimous vote of the Common Council members.

- 1. Call meeting to order**
- 2. Moment of Silence/Pledge of Allegiance**
- 3. Roll Call**
- 4. Approve the Order of Business**
- 5. Declaration of any potential conflicts-of-interest**
- 6. PUBLIC COMMENT (3-minute time limit per speaker):**
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.
- 7. AWARDS AND RECOGNITIONS:**
- 8. COUNCIL COMMITTEE REPORTS**
 - A. LEGAL, FINANCE AND PUBLIC SAFETY**
 - i. Michael Hanson, Steve Cowley, and Rick McPherson
 - B. PUBLIC WORKS AND PLANNING AND ZONING**
 - i. Michael Knight, Scott Allen, and Dawn Beltran
- 9. CONSENT AGENDA:** Agenda items A through I 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 20, 2018 Common Council Meeting Minutes.
 - B.** To approve Payroll.
 - C.** To approve the claims, loan payments, and hand checks.
 - D.** To approve Revised Staff Handbook.
 - E.** Disclosure of new hire personnel per SDCL 6-1-10 since 11/06/18; Public Works Department: Jeremy Roberts (12/03/18 \$34,946.00), Joseph Cuiba (12/10/18 \$34,946.00); Finance Department: Carissa Bauer (11/26/2018 \$42565.33).

- F. To approve Minor Plat #180248.
- G. To authorize Mayor to sign Change Order #1 for Sewer Lift Station Upgrade.
- H. To approve 2nd Phase Strategic Planning Proposal.
- I. To approve Resolution 18-36 – Amending Code of Ethics.

10. INFORMATIONAL ITEMS:

- A. Final City Logo.
- B. Update on Well #4.

11. REPORTS FROM BOARDS AND/OR COMMISSIONS:

12. UNFINISHED BUSINESS:

- A. Discuss and approve Variance Application for 119 S. Ellsworth Road & 133 Melody Lane.

13. NEW BUSINESS:

- A. First Reading of Ordinance #617 – Attendance Policy.
- B. Discuss and take action regarding surplus of Lot 3, City Center Subdivision, and authorize the City Attorney to prepare documents for the conveyance to BEED and to Jim Walter for development.
- C. Thunderbird Subdivision Drainage – Discuss and decide amount City will contribute.

14. DEPARTMENT HEAD REPORTS:

15. COUNCIL MEMBERS:

16. EXECUTIVE SESSION: None

17. EXECUTIVE SESSION ACTION:

18. ADJOURNMENT: _____ p.m.

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.