

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

**Tuesday, December 6, 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: Allen Cowley Curry Second: Hegel Hollinshead Weathers Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

**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 15, 2016 Common Council Meeting Minutes.

**6.** To approve Payroll 24 (Oct 30 to Nov 12) Total Payroll \$51,575.18; General Government: \$5,082.68; Finance Office: \$2013.27; General Finance: \$2,684.51; Police Dept: \$19,817.00; PW Street Maintenance: \$4,586.80; PW Animal Control: \$649.83; PW Parks: \$1,952.17; Planning & Zoning: \$4,832.15; Planning & Zoning Board: \$425.00; PW Water Production: \$2,969.65; PW Water Distribution: \$5,489.15; PW Sewer Collection: \$1,072.97.

**7.** To approve the claims, utility refunds, loan payments and hand checks. Claim #2 has been removed for separate consideration.

**8.** To approve abatement as recommended by Pennington County for Bernard Rogers, 110 South Gate Rd, in the amount of \$128.12. 1978 trailer was moved to Todd County in February 2012. Moving permit was obtained in Todd County. Previous years have already been abated. This is for the 2015 taxes.

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

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

**CITY BUSINESS:**

**9. POLICE DEPARTMENT:** To discuss and decide action on claim for AC/DC Automotive in the amount of \$45.00.

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

**10. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on appeal filed for business license 1713; Kaiser’s Lilacs and Lily Pads – in home daycare.

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

**11. PUBLIC WORKS DEPARTMENT:** To discuss and decide action on “Box Elder” sign design agreement and to authorize signatures.

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

**12. LEGAL COUNSEL:** To discuss and decide action on organizational chart.

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

**13. PUBLIC WORKS DEPARTMENT:** To discuss and decide action on East Mall Drive archeological/environmental study. Recommendation to add this to the Ferber Engineering Contract.

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

**14. FINANCE DEPARTMENT:** To discuss and decide action on job descriptions  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**\*15. COUNCILMEMBER WEATHERS:** To discuss and decide action on Economic Development Coordinator.  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

(Previous item 16, was requested to be deferred to the council meeting on December 20<sup>th</sup> by Council Member Weathers.)

**\*16. FINANCE DEPARTMENT:** To discuss and decide action on Resolution 16-26, a resolution authorizing and providing for the indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its Northern Lights water storage tank and well.  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**\*16A. FINANCE DEPARTMENT:** To discuss and decide action on the purchase of fire rated safe.  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**17. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney:

**18. COUNCIL REPORTS:**

Allen:

Cowley:

Curry:

Hegel:

Hollinshead:

Weathers:

**19. OTHER REPORTS:**

Economic Development:

**20. CITIZEN INPUT:**

**21. EXECUTIVE SESSION:**

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

**22. ADJOURNMENT: at \_\_\_\_\_**

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