

**CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA**  
**Tuesday February 6, 2018**  
**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 January 16, 2018 Common Council Meeting Minutes and January 19, 2018 Common Council Special Meeting Minutes.

**6.** To approve Payroll 3 (Jan 1- Jan 20). Total Payroll \$63,035.32; General Government: \$3,807.67; Finance Office: \$10,800.12; Police Department: \$26,330.87; PW Street Maintenance: \$6,060.76; PW Parks \$4,567.43; Planning & Zoning: \$5,386.85; P & Z Board: \$670.00; PW Water Production \$2,827.61; PW Water Distribution: \$4,181.96 and PW Sewer Collection: \$1,402.05.

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

**8.** To approve tax abatement on property no longer on the tax rolls and one tax correction related to an error created by Pennington County tax software. Total abatement: \$3,056.38 due February 10, 2018.

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 SHARON SCUDDER:** Presentation to create awareness of Kiwanis as they are working on opening a club in Box Elder to Serve the needs of children through literacy and leadership.

**10. CITIZEN TYLER BAUMBERGER:** Seeking water bill reduction for 604 Vector Court due to large bill from freeze up.

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

**11. PLANNING & ZONING:** LIV Hospitality discussion regarding the event Center Feasibility Study.

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

**12. PLANNING & ZONING:** Discuss and take action regarding rezoning application #180006 for Americas Mailbox and associated companies to rezone from Commercial to Highway Service.

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

**13. PLANNING & ZONING:** Discuss and take action regarding Floodplain Development Application #180012.

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

**14. PUBLIC WORKS:** Authorize Mayor to sign Architectural Design Agreement with ARC International for new Public Works Building.

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

**15. PUBLIC WORKS:** Authorize Mayor to sign Change Order No.1 for Ghere Well Closeout Project.

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

**16. PUBLIC WORKS:** Approve Resolution 18-03 accepting public infrastructure in regard to Kodiak Drive.

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

**17. LEGAL:** Authorize amending sections 3(b), 3(d), and 4C(c) of Code of Ethics and Conduct for Elected and Appointed Officials.

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

**18. LEGAL:** Approve changes to sections 3(b), 3(d), and 4C(c) of Code of Ethics and Conduct for Elected and Appointed Officials.

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

**19. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney: Update on Wagon Wheel Mobile Home Park (Eastgate Estates).

**20. COUNCIL REPORTS:**

Allen:

Cowley:

Hegel:

Hollinshead:

McPherson:

Weathers:

**21. OTHER REPORTS:**

Economic Development:

**22. CITIZEN INPUT:**

**23. ADJOURNMENT:** \_\_\_\_\_ pm.

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