

**CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA**  
**Tuesday, February 7, 2017**  
**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: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Curry Hegel Hollinshead Weathers

**CONSENT AGENDA:** Agenda items 5 through 7 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 17, 2017 Common Council Meeting Minutes.**

**6. To approve Payroll 3 (Jan 8 to Jan 21) Total Payroll \$56,264.21; General Government: \$2,365.38; Finance Office: \$4,309.93; General Finance: \$3,871.71; Police Dept: \$23,907.71; PW Street Maintenance: \$4,276.35; PW Animal Control: \$869.29; PW Parks: \$1,337.18; Planning & Zoning: \$3,306.44; Planning & Zoning Board: \$750.00; PW Water Production: \$2,877.20; PW Water Distribution: \$6,849.81 PW Sewer Collection: \$1,543.21.**

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

To discuss and decide action on Consent Agenda Items 5-7

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

**CITY BUSINESS:**

**8. COUNCILMEMBER WEATHERS:** To discuss and decide action on Event Coordinator – temp/part time.

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

**9. LEGAL DEPARTMENT:** To discuss and decide action on second reading of Ordinance 570.

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

**10. LEGAL DEPARTMENT:** To discuss and decide action on second reading of Ordinance 571, an ordinance to amend Chapter 33 to repeal Section 33.04.02 of the Box Elder code.

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

**11. LEGAL DEPARTMENT:** To discuss and decide action on Resolution 17-03, a resolution to amend City policy and procedure manual, Policy 9 – disciplinary action. Item was deferred from 1/17/17 Council meeting.

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

**12. PUBLIC WORKS DEPARTMENT:** To discuss and decide action on Sanitary Sewer Lift Station agreement.

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

**13. FINANCE DEPARTMENT:** To discuss and decide action on request submitted by Rapid City Journal regarding Ellsworth Support Sponsorship. Item was deferred from 1/17/17 Council meeting.

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

**14. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on second reading of Ordinance 572, Title 93 – General Nuisances.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**15. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Pennington County recommendations for property tax abatement, four parcels: 6852, 6850, 6869, 9390, owner Ellsworth Development.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**16. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Pennington County recommendations for property tax abatement, parcel M8010527, owner Chase Manhattan.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**17. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Pennington County recommendations for property tax abatement, parcel 8010882, owner Valerie Reeves.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**18. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on annual review of CUP for Ken Jobbins, 502 West Box Elder Road.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**19. PLANNING/ZONING DEPARTMENT:** To acknowledge letter of request to form an assessment district from Doyle Estes to extend Denali Drive to the railroad tracks, and a portion of Northern Lights Blvd.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**20. PLANNING/ZONING DEPARTMENT:** To acknowledge letter of request to form an assessment district from B-1 Development, Inc. for Seger Drive.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**21. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on zoning variance application #170003 by High Country Erectors to allow a 14' west property line setback at 365 Cimarron Drive.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**22. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on a Sign Permit Application for Home 2 Suites hotel at 621 Watiki Way.

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

Allen Cowley Curry Hegel Hollinshead Weathers

**23. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on minor plat for the City of Box Elder on behalf of Betty Smith for Lot AR of Bison Acres (formerly Lot A and Lot B of Bison Acres Subdivision and vacated Radar Hill Road ROW).

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

Allen Cowley Curry Hegel Hollinshead Weathers

**24. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney: Special Assessment guidelines.

**25. COUNCIL REPORTS:**

Allen:

Cowley:

Curry:

Hegel:

Hollinshead:

Weathers:

**26. OTHER REPORTS:**

Economic Development:

**27. CITIZEN INPUT:**

**28. EXECUTIVE SESSION:** Enter into executive session at \_\_\_\_\_ pm; Out of Executive session at \_\_\_\_\_ pm

**29. ADJOURNMENT:** at \_\_\_\_\_ pm

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Allen      Cowley      Curry      Hegel      Hollinshead      Weathers

Vote: Yes \_\_\_\_\_ No \_\_\_\_\_