

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

**Tuesday February 20, 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: Allen Cowley Hegel Second: Hollinshead McPherson Weathers Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

**CONSENT AGENDA:** Agenda items 5 through 9 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 February 6, 2018 Common Council Meeting Minutes, February 9, 2018 Common Council Special Meeting Minutes, and February 15, 2018 Common Council Special Meeting Minutes.

**6.** To approve Payroll 4 (Jan 21- Feb 03). Total Payroll \$66,707.36; General Government: \$3,807.67; Finance Office: \$11,458.23; Police Department: \$25,266.91; PW Street Maintenance: \$5,882.40; PW Parks \$4,202.26; Planning & Zoning: \$5,386.85; P & Z Board: \$450.00; PW Water Production \$2,789.52; PW Water Distribution: \$4,175.10 and PW Sewer Collection: \$1,288.42.

**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: \$1,623.06 due March 10, 2018.

**9.** To approve Business License for OTB Computing LLC, application #1766 at 823 Bayonet Drive.

To discuss and decide action on Consent Agenda Items 5-9.

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

**CITY BUSINESS:**

**10. FINANCE:** Disclosure of annual report, per SDCL 9-22-21.

**11. FINANCE:** To approve the appropriations necessary to establish a City Attorney department.

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

**12. LEGAL/FINANCE:** Discuss and Decide action on Amend Resolution 18-01, Authorizing Finance Officer to Initiate Special Assessment process for \$1,000,224 for Business Improvement District Number 2.

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

**13. PLANNING & ZONING:** Discuss and decide action on 1st reading of City Ordinance #591, changing the Zoning Map.

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

**14. PLANNING & ZONING:** Discuss and decided action approving an on-site sign for 827 Tower Road.

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

**15. PUBLIC WORKS:** Review Bids and award contract for Public Works Building.

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

**16. PUBLIC WORKS/LEGAL:** Discuss and decided action approving Eastgate Estates agreement (Wagon Wheel Village Mobile Home Park).

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

**17. PUBLIC WORKS/LEGAL:** Authorize Mayor to sign modified agreement for I-90 Service Road removal.

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

**18. LEGAL:** Review and approve elected officials to sign amended Code of Ethics and Conduct for Elected and Appointed Officials referencing sections 3(d) and 4(c).

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

**19. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney:

**20. COUNCIL REPORTS:**

Allen:

Cowley:

Hegel:

Hollinshead:

McPherson:

Weathers:

**21. OTHER REPORTS:**

Economic Development:

**22. CITIZEN INPUT:**

**23. EXECUTIVE SESSION:** Pursuant to SDCL 1-25-2 (1) for personnel, session started at \_\_\_\_\_ pm; Out of Executive Session at \_\_\_\_\_ pm.

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

**24. ADJOURNMENT:** \_\_\_\_\_ pm.

Motion:

Second:

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

Allen

Cowley

Hegel

Hollinshead

McPherson

Weathers