

CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA

Tuesday, January 15, 2019

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. Any resident wishing to have the Council act on an item at a Common Council Agenda shall complete an agenda request item form and turn it into the City Clerk.

- 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 (NO REPORT)**
 - 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.** Approve the reading of the January 2, 2019 Common Council Meeting Minutes.
 - B.** Approve Payroll.
 - C.** Approve the claims, loan payments, and hand checks.

- D. Disclosure of fiscal year 2019 wage/salaries & titles per SDCL 6-1-10: Mayor, Larry Larson (\$21,000); Council President, Michael Hanson (\$12,000); Council Members, Scott Allen, Dawn Beltran, Steve Cowley, Michael Knight, Rick McPherson (\$45,000); Planning and Zoning Committee, Bruce Hegel, Mike Irwin, Al LaBine, Wesley Rick, Nik Zuhlsdorf (\$18,000); Sr. Administrative Assistant/City Clerk, Jermery Washington (\$41,337); City Attorney, Kristi Vetri (\$104,436); Part-Time Accountant, Mandy Morris (\$45,051); Human Resources Clerk, Carissa Bauer (\$43,416); City Administrator/CFO, Nicole Schneider (\$94,498); Assistant Finance Officer, Rebecca Davis (\$60,645); Chief of Police, Jason Dubbs (\$72,933); Police Lieutenant, Chris Misselt (\$58,426); Police Sergeant, Joshua Campbell (\$52,915); Police Officers, Richard Benn (\$50,396); Justin Claussen (\$48,552); John Cargill (\$43,959); Gene Lansdowne (\$49,159); Chris Swan (\$43,959); Gunnar Grass (\$51,026); Heather Monson (\$46,199); Nick Fahlberg (\$46,199); Police Detective, Duane Peyrot (\$47,361); Community Service Officer, Tonya Sabin (\$41,854); Police Administrative Specialist, Raven Kaufman (\$41,154); Police Reserves, Various (\$61,318); Planning and Zoning Director, Ron Koan (\$62,909); Planning and Zoning Assistant, Michelle Clavadetscher (\$39,357); Building Inspector/Code Enforcement, Dale Olheiser (\$42,377); GIS Specialist, Nick Dierks (\$43,430); Public Works Director/City Engineer, Bob Kaufman (\$79,559); Public Works Assistant Director, Nathan Gjovik (\$70,265); Public Works Streets Superintendent, Dean Kirschmann (\$62,909); Public Works Superintendent Water/Sewer, Dan Merrill (\$64,492); Facilities Maintenance/ Event Coordinator, Racheal Jundt (\$43,416); Utility Billing Clerk, Randy Papendick (\$38,392); Utility Billing Collections Clerk, Brenda Brown (\$36,079); Utility Clerk I, Kelli Eleeson (\$36,079); Fleet Manager/ Mechanic, Doug Linton (\$40,323); Summer Help, Various (\$20,522); Equipment Operator 1, Dillon Arch (\$34,341); Alec Gentrup (\$36,090); Jesse LaBine (\$38,860); Joseph Cuiba (\$35,645); Jeremy Roberts (\$35,645); Equipment Operator II, Ty Wilson (\$38,392); Sewer Maintenance Tech, Josh Sadler (\$36,090); Water Distribution Operator II, Mike Lemley (\$39,357); Parks Operator, Tyler Steffens (\$35,645).
- E. Disclosure of new hire personnel per SDCL 6-1-10 since 01/11/19; Finance Temp: Doris Nelson – \$15.00/hour.
- F. Approve equipment rental agreements for 2019.
- G. Approve City Hall HVAC Maintenance Contract with “Climate Control”.
- H. Approve West River Electric Power Line Easement Lot 7, Block 6, Sunnydale.
- I. Authorize Mayor to sign contract for City Hall 1st Floor renovation.

10. INFORMATIONAL ITEMS:

11. REPORTS FROM BOARDS AND/OR COMMISSIONS:

12. UNFINISHED BUSINESS:

13. NEW BUSINESS:

- A. Appointment to Planning and Zoning Board and Advisory Board.

B. Authorize Mayor to sign Right-of-Way agreements for East Mall Drive Project.

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.