

CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA

Tuesday, January 20, 2015

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. Pledge of Allegiance

3. Roll Call

4. Approve Agenda with Executive Session for Contractual as per SDCL 1-25-2 Sub (3).

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

5. EXECUTIVE SESSION: For Contractual as per SDCL 1-25-2 Sub (3).

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

Out of Executive at _____

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

6. CONSENT AGENDA: Agenda items A through E 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. To approve the reading of the January 6, 2014 Common Council Minutes.

B. To approve Payroll 1 (December 14 to December 27): Total Payroll \$43,629.78; General Government: \$1,603.85; Finance Office: \$1,852.00; General Financial: \$2,481.91; Police Dept: \$19,846.46; PW Street: \$7,122.22; Animal Control: \$612.00; Sign Inspection: \$108.00; PW Parks: \$902.20; Planning & Zoning: \$2,979.60; PW Water Production: \$2,430.74; PW Water Distribution: \$2,788.60; PW Sewer Collection: \$902.20.

C. To approve Payroll 2 (December 28 to January 10): Total Payroll \$49,418.09; General Government: \$1,453.85; Finance Office: \$1,888.80; General Financial: \$2,557.53; Police Dept: \$21,285.61; PW Street: \$7,149.77; Animal Control: \$485.52; PW Parks: \$1,219.12; Planning & Zoning: \$5,044.09; PZ Board: \$250.00; PW Water Production: \$2,781.72; PW Water Distribution: \$4,251.68; PW Sewer Collection: \$1,050.40.

D. To approve the Claims, Utility deposit refunds, and Hand Checks.

E. To approve the following abatements as recommended from Pennington County: Bricker, Timothy \$1010.39 owner qualifies for OO Classification; SD Ellsworth Development Authority \$233.50; SD Ellsworth Development Authority \$235.24; SD Ellsworth Development Authority \$109.66; SD Ellsworth Development Authority \$720.87; SD Ellsworth Development Authority \$13.16; SD Ellsworth Development Authority \$197.39; SD Ellsworth Development Authority \$48.61; SD Ellsworth Development Authority \$140.74; SD Ellsworth Development Authority \$110.72; SD Ellsworth Development Authority \$140.74; City of Box Elder \$782.70; SD Ellsworth Development Authority \$488.01; SD Ellsworth Development Authority \$208.35; SD Ellsworth Development Authority \$180.95; SD Ellsworth Development Authority \$185.88; SD Ellsworth Development Authority \$1,257.48; Wahlin, Andrew \$1160.47 Classification check, change to classification; Lewison, Amanda \$59.30 MH in poor condition, no market value-will be removed from tax roll after 2014; Teton Coalition Inc \$1855.37 property acquired by Pennington County, then sold at tax deed auction, correction to assessed value.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

6F. SEPARATE CLAIM FOR CONSIDERATION: To approve Claim #1 – AC/DC Automotive for \$287.00 - \$7.50 tire plug for Tahoe; \$279.50 starter for 07 Crown Victoria – Police Department.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

7. CITY BUSINESS:

A. FINANCE DEPARTMENT: To approve second reading of Ordinance #552, an ordinance to amend the 2015 budget.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

B. PLANNING DEPARTMENT: To discuss and decide action on Review of Conditional Use Permit for 502 Box Elder Rd.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

C. PLANNING DEPARTMENT: To discuss and decide action on review and approval of Conditional Use Permit Application #140173 for Western SD Properties at 120 N. Ellsworth Rd.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

D. PLANNING DEPARTMENT: To discuss and decide action on review and approval of Conditional Use Permit Application #140176 for Kube Portable Storage for property at 118 N. Ellsworth Rd.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

E. PLANNING DEPARTMENT: To approve Variance request for 508 & 510 Line Rd. for Leroy Hix to place manufactured homes on these properties without the required 60' front lot street frontage.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

F. PLANNING DEPARTMENT: To review and approve Conditional Use Permit #120271 for 131 S. Ellsworth Rd allowing the sale of vehicles.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

G. PUBLIC WORKS DEPARTMENT: To approve and authorize signature on agreement with Advanced Engineering and Environmental Services Inc (AE2S) for evaluation and recommendations for water treatment of Well 7; contracted fees not to exceed \$11,240.00.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

H. COUNCIL MEMBER: To approve and authorize signature on contract with Condrey & Associates, Inc. for an employee compensation/classification study.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

I. FINANCE DEPARTMENT: To approve and authorize signature on Intergovernmental Contract with South Dakota Public Assurance Alliance (SDPAA).

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

J. FINANCE DEPARTMENT: To approve and authorize signature on Polling Place agreement with Pennington County for the School Election on June 2, 2015 – Box Elder Event Center.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

K. FINANCE DEPARTMENT: To approve Resolution 15-01, a resolution to accept the revised policy and procedure employee manual for the City of Box Elder.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

L. PLANNING DEPARTMENT: To accept and authorize signatures on the Warranty Deed for the Drainage Tract 2 of Seger Crossing.

Motion: Allen Cowley Coatney Curry Haddenham Hollinshead **Second:** **Vote: Yes** _____ **No** _____

8. DEPARTMENT HEAD REPORTS TO COUNCIL: Mayor; Police; Public Works; Finance; Planning/Zoning; City Attorney

9. COUNCIL REPORTS: Allen; Cowley; Coatney; Curry; Haddenham; Hollinshead

10. OTHER DEPARTMENT REPORTS: Chamber of Commerce; Economic Development

11. CITIZEN INPUT:

12. ADJOURNMENT: _____

Motion:

Second:

Vote: Yes _____ **No** _____