

**CITY OF BOX ELDER COMMON COUNCIL  
MEETING AGENDA  
Tuesday, January 7, 2014  
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**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Coatney Foster Haddenham Hollinshead

**5. Announcements and Praise**

**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 maybe 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 December 17, 2013 Common Council Minutes.

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

**C.** To approve Payroll 26 (December 1 to December 14): Total Payroll \$45,205.66; General Government: \$1,693.85; Finance Office: \$1,816.38; General Financial: \$3,761.43; Police Dept: \$19,861.15; PW Street: \$5,368.25; Animal Control: \$373.53; Code Enforcement: \$31.66; Sign Inspection: \$316.60; PW Parks: \$2,230.38; Planning & Zoning: \$2,821.14; PZ Board: \$450.00; PW Water Production: \$2,459.16; PW Water Distribution: \$2,563.32; PW Sewer Collection: \$1,458.81.

**D. PLANNING/ZONING DEPARTMENT:** To approve Business License application #1547 by Clayton King for King's Pit Stop, a bar located at 520 N Ellsworth Rd, Ste 7A and 3B.

**E. PLANNING/ZONING DEPARTMENT:** To approve Business License application #1548 by Curtis Duke and Ryan Waters for Darkside Tattoo and Art, a body modification through tattoo business located at 223 Main Gate Dr.

**7. UNFINISHED BUSINESS:** None.

**8. NEW BUSINESS:**

**A. FINANCE DEPARTMENT:** To acknowledge and approve Proclamation for Arbor Day 2014 Celebration in Box Elder as April 26, 2014.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Coatney Foster Haddenham Hollinshead

**B. FINANCE DEPARTMENT:** To discuss and approve implementation of InCode InSite 3.0.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Allen Cowley Coatney Foster Haddenham Hollinshead

**C. FINANCE DEPARTMENT:** To approve 2014 Salary Schedule.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**D. PLANNING/ZONING DEPARTMENT:** To discuss and vote on property development proposal from Bryan Tharp.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**E. FINANCE DEPARTMENT:** To approve 2014 Municipal Election Day as April 8. This is the second Tuesday in April.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**F. FINANCE DEPARTMENT:** To approve the following positions up for re-election: Council Positions: Ward 1 – Scott Allen; Ward 2 – Kelly Foster; and Ward 3 – Mark Coatney.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**G. FINANCE DEPARTMENT:** To designate Rapid City Journal (Lee Newspapers) as the official newspaper for the City of Box Elder for 2014.

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**H. FINANCE DEPARTMENT:** To approve schedule for 2014 Equalization Meetings as Monday, March 17; Wednesday, March 19; and Thursday, March 20 (if needed).

**Motion:** Allen Cowley Coatney Foster Haddenham Hollinshead  
**Second:** \_\_\_\_\_  
**Vote: Yes** \_\_\_\_\_ **No** \_\_\_\_\_

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

**10. COUNCIL REPORTS:** Allen; Cowley; Coatney; Foster; Haddenham; Hollinshead

**11. OTHER DEPARTMENT REPORTS:** Chamber of Commerce; Economic Development

**12. CITIZEN INPUT:**

**13. EXECUTIVE SESSION:**

**14. ADJOURNMENT:**