

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

**Tuesday, June 2, 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. Moment of Silence/Pledge of Allegiance**

**3. Roll Call**

**4. Approve Agenda**

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

**5. CONSENT AGENDA:** Agenda items A through G 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 May 19, 2015 Common Council Meeting Minutes.

**B.** To approve Payroll 11 (May 3 to May 16) Total Payroll \$44,813.21: General Government: \$1,503.85; Finance Office: \$1,888.80; General Financial: \$2,572.40; Police Dept: \$18,939.97; PW Street: \$6,403.33; PW Animal Control: \$626.63; PW Parks: \$2,767.96; Planning & Zoning: \$3,162.37; Planning & Zoning Board: \$200.00; PW Water Production: \$2,559.27; PW Water Distribution: \$3,234.83; PW Sewer Collection: \$953.80.

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

**D.** To approve Application for Minor Plat #150053 by William Dennert for 15206 225<sup>th</sup> Street (Lots 1 & 2 of D.B. Subdivision (formerly Lot C of the SW¼NW¼, the Balance of Lot F of the SE¼NW¼, and unplatted portions of the SW¼ of Section 11, T2N, R9E, B.H.M., Meade and Pennington Counties, S.D.)

**E.** Application for Grading Permit #150015 by Jaennis LLC for Phase 1 of Freedom Landing Subdivision (Lots 1–14 of Block 1, Lots 1–7 of Block 2, and Lots 1–4 & 15–21 of Block 3 of Freedom Landing Subdivision (formerly a portion of the NW¼SE¼ of Section 8) in Section 8, T2N, R9E, B.H.M., Box Elder, Pennington County, SD).

**F.** Application for Minor Plat #150055 by David & Lora Moore for 14671 Country Road (Lots 5 & 6 of G-S Subdivision (formerly the W½E½NW¼NE¼ of Section 23) in Section 23, T2N, R8E, B.H.M., Pennington County, SD).

**G.** Application for Grading Permit #150056 by Cheyenne Pass Development Company for Cheyenne Pass Subdivision Phase 2B (The NE¼NE¼ Less Cheyenne Pass Subdivision, Less Lot H2 and Less Right-of-Way in Section 36, T2N, R8E, B.H.M., Box Elder, Pennington County, SD).

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

**6. UNFINISHED BUSINESS:**

**A. FINANCE DEPARTMENT:** To discuss Computer Services Contract.

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

**7. CITY BUSINESS:**

**A. PLANNING/ZONING DEPARTMENT:** To discuss and decide action relating to waiving Vandenberg School Fees. (Building Permit, Water, and Sewer impact fees) or assessing them to the Douglas School System.

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

**B. FINANCE DEPARTMENT:** To approve and authorize signatures on the engagement letter with Casey Peterson & Associates, LTD to conduct the 2014 Audit for the City of Box Elder.

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

**C. FINANCE DEPARTMENT:** To discuss and authorize payment of Wells Fargo Business Card statements as they come in to avoid late fees, finance charges, and declines for purchases.

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

**D. MAYOR:** To approve the appointment department heads: Police Chief – Jason Dubbs; Public Works Director Al Todd; Planning & Zoning Coordinator Ron Koan; Finance Officer Mystee Lashwood.

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

**E. MAYOR:** To acknowledge receipt of letter from Teamsters Local No. 120 for Police Department Union negotiations. Discussion to appoint members to the negotiation committee.

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

**F. PUBLIC WORKS DEPARTMENT:** To approve the solicitation for sealed bids to overlay 6,000 to 7,000 feet of local streets.

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

**G. POLICE DEPARTMENT:** To approve the solicitation for sealed bids for the 2004 Harley Davidson Motorcycle.

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

**\*\*\*H. MAYOR:** To approve appointment of Planning and Zoning Board Member

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

**8. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney:

**9. COUNCIL REPORTS:**

Allen:

Cowley:

Coatney:

Curry:

Hegel:

Hollinshead:

**10. OTHER REPORTS:**

Chamber of Commerce:

Economic Development:

**11. CITIZEN INPUT:**

**12. EXECUTIVE SESSION – SDCL 1-25-2 3) Contractual**

Into Executive Session at \_\_\_\_\_ Out of Executive Session at \_\_\_\_\_

**Allen Cowley Coatney Curry Hegel Hollinshead**

13. ADJOURNMENT: at \_\_\_\_\_