

**CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA**  
**Tuesday, March 1, 2016**  
**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 Curry Hegel Hollinshead Weathers

**CONSENT AGENDA:** Agenda items 5 through 8 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 16, 2016 Common Council Meeting Minutes.

**6.** To approve Payroll 5 (February 7 to February 20) Total Payroll \$48,557.09; General Government: \$2,215.38; Finance Office: \$1,911.14; General Finance: \$2,628.47; Police Dept: \$22,560.37; PW Street Maintenance: \$5,519.64; PW Animal Control: \$336.60; PW Street Lights: \$58.44; PW Parks: \$994.72; Planning & Zoning: \$4,671.39; Planning & Zoning Board: \$400.00; PW Water Production: \$2,588.28; PW Water Distribution: \$4,205.46; PW Sewer Collection: \$467.20.

**7.** To approve the Claims, Utility deposit refunds, Loan Payments, and Hand Checks.

**8.** To approve recommended tax abatements for SD Ellsworth Development Authority properties purchased. 18 properties total abatement in the amount of \$3,750.00.

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

**CITY BUSINESS:**

**9. MAYOR:** To discuss and decide action on appointment of Finance Officer/City Administrator

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

**10. MAYOR:** To discuss and decide action on appointment of Nik Zuhlsdorf to Planning & Zoning Board.

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

**11. FINANCE DEPARTMENT:** To discuss and decide action on Resolution 16-03, a resolution authorizing the refund and refinance the outstanding sales tax bonds.

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

**12. FINANCE/PLANNING DEPARTMENT:** To discuss and decide action on second reading of Ordinance #559, 2016 budget amendment.

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

**13. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on second reading of Ordinance #560, Title 15, Chapter 153, Zoning Regulations.

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

**14. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on second reading of Ordinance #561, Title 3, Government and Administration.

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

**15. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on second reading of Ordinance #562, Title 9, Chapter 99, Administrative Code Enforcement.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**16. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Resolution 16-06, a resolution to accept the administrative citation fee schedule.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**17. FINANCE DEPARTMENT:** To discuss and decide action on setting Board of Equalization meeting dates. Dates available March 21 through March 25. Last date to appeal is March 17.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**18. PUBLIC WORKS DEPARTMENT:** To discuss and decide action on mechanical service contract for preventative maintenance on the roof top heating/cooling units at city hall building.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**19. PUBLIC WORKS DEPARTMENT:** To discuss and decide action on Amendment #2 to Agreement #713311 between City of Rapid City and SD Department of Transportation for the extension of North Elk Vale Road Project EM 0902(30)61 PCN 1939. This project is for the routine maintenance tasks, damage repairs, and electrical costs for lighting on North Elk Vale Road.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**20. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on request to waive approach permit fee for 22810 Radar Hill Road because original approach was moved off property. Request made by Glen Olson, GLO Rentals LLC.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**21. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on Zoning Variance #160001 for Edward Taylor for an oversized garage at 14813 Fox Trail.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**22. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on nuisance abatement for 219 Country Road. Property owner Scott Archer.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**23. PLANNING/ZONING DEPARTMENT:** To discuss and decide action on purchase of a 2010 Ford Expedition in the amount of \$19,500.00, and to purchase 2 new tires in the approximate amount of \$300.00.

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**24. PUBLIC WORKS/FINANCE DEPARTMENT:** To discuss and decide action Pay Application #3 for Water System Drilling in the amount of \$128,501.48. (Northern Lights Well Project).

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**25. PUBLIC WORKS/FINANCE DEPARTMENT:** To discuss and decide action on Pay Application #4 for R.C.S. Construction in the amount of \$141,864.36. (Northern Lights Tank Project).

Motion: Second: Vote: Yes\_\_\_\_\_ No\_\_\_\_\_

Allen Cowley Curry Hegel Hollinshead Weathers

**26. DEPARTMENT HEAD REPORTS:**

Mayor:

Police:

Public Works:

Finance:

Planning & Zoning:

City Attorney:

**27. COUNCIL REPORTS:**

Allen:

Cowley:

Curry:

Hegel:

Hollinshead:

Weathers:

**28. OTHER REPORTS:**

Chamber of Commerce:

Economic Development:

**29. CITIZEN INPUT:**

**30. EXECUTIVE SESSION:**

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

**31. ADJOURNMENT: at \_\_\_\_\_**

Motion:

Allen

Cowley

Curry

Second:

Hegel

Hollinshead

Weathers

Vote: Yes \_\_\_\_\_

No \_\_\_\_\_