

CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA

Tuesday, March 17, 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: Allen Cowley Coatney Curry Haddenham Hollinshead
Second: _____
Vote: Yes _____ **No** _____

5. CONSENT AGENDA: Agenda items A through D 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 March 3, 2015 Common Council Minutes.

B. To approve Payroll 6 (February 22 to March 7): Total Payroll \$46,446.66: General Government: \$1,403.85; Finance Office: \$1,888.80; General Financial: \$2,529.92; Police Dept: \$21,271.89; PW Street: \$6,499.07; Animal Control: \$463.85; PW Sign Inspection: \$216.00; PW Parks: \$1,595.08; Planning & Zoning: \$3,162.85; Planning & Zoning Board: \$250.00; PW Water Production: \$2,550.62; PW Water Distribution: \$3,694.53; PW Sewer Collection: \$920.20.

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

D. To approve Business License application for The Delicious Depot by Dawn Weber, to be located at 228 Box Elder Road West.

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

5E. CLAIM FOR SEPARATE CONSIDERATION: AC/DC Automotive - \$755.27 for repairs to 2003 Explorer – Police Department vehicle.

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

6. CITY BUSINESS:

A. COUNCIL DECISION: To discuss and approve decision on utility account leak for service address 117 South Ellsworth Road #55.

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

B. PUBLIC WORKS DEPARTMENT: To approve second reading of Ordinance #553, an ordinance to amend the 2015 Budget for the Capital Improvement Program.

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

C. PUBLIC WORKS DEPARTMENT: To discuss and approve payment of TIF #3 Pay Application I-90-2, for South I-90 Service hook ups in the amount of \$17,181.31 (GSA sewer svc); \$12,583.06 (I-90 RV water svc), for a total amount due of \$29,764.37

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

D. PUBLIC WORKS DEPARTMENT: To discuss and approve payment of TIF #3 Pay Application I-90-3 for South I-90 Service hook ups in the amount of \$42,893.48 (I-90 RV sewer svc).

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

E. PUBLIC WORKS DEPARTMENT: To discuss and approve payment of TIF #3 pay request for TIF 3 Projects invoice from Dream Design International. Contract documents and USDA review.

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

F. FINANCE DEPARTMENT: To discuss and approve Resolution 15-01, a resolution to approve the updated City Employee Policy and Procedure Manual.

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

G. PLANNING/ZONING DEPARTMENT: To discuss and approve application for flood plain development permit #150016 for David Jasper at 344 Box Elder Road.

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

H. PLANNING/ZONING DEPARTMENT: To discuss and approve Layout Plat for Jaennis LLC for a 170 lot residential development.

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

I. PLANNING/ZONING DEPARTMENT: To discuss and approve the annual review of Conditional Use Permit #090268 for Meier Trucking in relation to display of metal buildings and surplus property at 152 Douglas Road.

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

J. PLANNING/ZONING DEPARTMENT: To discuss and approve application for Sign Permit #150014 for Residence Inn.

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

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

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

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

10. CITIZEN INPUT:

11. EXECUTIVE SESSION: For Personnel as per SDCL 1-25-2 Sub (1) and for Contractual as per SDCL 1-25-2 Sub (2).

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

Out of Executive at _____

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

12. ADJOURNMENT: _____

Motion: _____ **Second:** _____ **Vote: Yes** _____ **No** _____