

CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA

Tuesday, October 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

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

5. EXECUTIVE SESSION:

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 K 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 September 16, 2014 Common Council Minutes.

B. To approve Payroll 20 (September 7 to September 20): Total Payroll \$47,954.22; General Government: \$1,693.85; Finance Office: \$1,852.00; General Financial: \$3,859.99; Police Dept: \$21,527.06; PW Street: \$1,928.85; Animal Control: \$527.00; Sign Inspection: \$258.40; PW Parks: \$2,488.06; Planning & Zoning: \$3,069.60; PZ Board: \$360.00; PW Water Production: \$2,623.22; PW Water Distribution: \$7,990.32; PW Sewer Collection: \$902.20.

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

D. To approve Retail (on-off sale) Malt Beverage & SD Farm Wine license for Baan Thai, located at 114 Box Elder Rd W. New license.

E. To approve a Retail (on-off sale) Wine License for Dolgen Midwest (Dollar General Store #15078), located at 430 N Ellsworth Rd. New license.

F. To approve a Package (off-sale) Malt Beverage License for Dolgren Midwest (Dollar General Store #15078), located at 430 N Ellsworth Rd. New license.

G. To approve Business License Application #1595 by Demi Reasor for Reasors Wiggle Worms, an in home daycare located at 343 Mickelson Ct, Box Elder.

H. To approve Business License Application #1601 by Peter Woo for T-Mart, a retail and wholesale t-shirt store, located at 520 N Ellsworth Rd, Ste 7C, Box Elder.

I. To approve Business License #1602 for Contraband LLC, a manufacture/wholesale/retail distillery business, located at 300 Box Elder Rd W, Box Elder.

J. To approve recommendation of Annual review of Conditional Use Permit #100112 by America's Mailbox. PZ Commission recommends continued use.

K. To approve Minor Plat #140133 for DiAnn Laurant for 14851 Radar Hills Drive. PZ Commission recommends approval

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

7. CITY BUSINESS:

A. BID OPENING: Open sealed bids for Surplus Property.

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

B. PLANNING ZONING/FINANCE DEPARTMENT: To approve and authorize Mayor's signature on the Dream Design Contract for the Northern Lights Tank and Well design and construction management. This is phase #1 of the TIF #3 proposed projects.

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

C. PLANNING/ZONING DEPARTMENT: Review and approve Preliminary Plat #140127 for property located in Cheyenne Pass Subdivision for the construction of Townhomes.

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

D. PLANNING/ZONING DEPARTMENT: Review and approve the proposed "Welcome to Box Elder" sign concept.

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

E. FINANCE DEPARTMENT: To discuss and decide action on Project Skills proposal. This program is funded by the South Dakota Division of Rehabilitation Services.

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

F. COUNCIL DISCUSSION: To discuss Information Officer/Event Coordinator job opening/position.

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** _____