

**CITY OF BOX ELDER COMMON COUNCIL MEETING AGENDA**  
**Tuesday, September 18, 2018**  
**7:00 pm Regular Meeting – City Council Chambers, 420 Villa Drive, Box Elder**

Public comments are welcomed but are limited to 3 minutes, unless prior approval is granted by the Mayor. Action will not be taken at the meeting on any issue not on the Agenda, except by placement on the agenda by unanimous vote of the Common Council members. Any resident wishing to have the Council act on an item at a Common Council Agenda shall complete a RED agenda request item form and turn it into the City Clerk.

**1. Call meeting to order**

**2. Moment of Silence/Pledge of Allegiance**

**3. Roll Call**

**4. Approve the Order of Business**

**5. Declaration of any potential conflicts-of-interest**

**6. PUBLIC COMMENT** (3-minute time limit per speaker):

A time for the members of the public to address the Council. On any issue not on the agenda, action will not be taken at the meeting except by placement on the agenda by unanimous vote of the Council members present.

**7. AWARDS AND RECOGNITIONS:**

- A. TSgt Walson, SSgt Brewer, SSgt Bell, SSgt Cook, SrA Keenan, A1C Harvey, and A1C Guest for their dedication and hard work on the Antelope Ridge transfer station on the night of July 18, 2018.
- B. Executive Proclamation for "World Habitat Day".

**8. COUNCIL COMMITTEE REPORTS**

- A. LEGAL, FINANCE AND PUBLIC SAFETY**  
Michael Hanson, Rick McPherson, and Steve Cowley
- B. PUBLIC WORKS AND PLANNING AND ZONING**  
Michael Knight, Scott Allen, and Dawn Beltran

**9. CONSENT AGENDA:** Agenda items A through P 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 4, 2018 Common Council Meeting Minutes.
- B. To approve Payroll.

- C. To approve the claims, loan payments, and hand checks.
- D. To approve reclassification of Assistant Finance Office from hourly position to salary position.
- E. Second Reading of Ordinance #607, Public Works Surplus Property
- F. Second Reading of Ordinance #608, Zoning Map changes of Lots A, B & C of Block 1, Fox Borough Subdivision from Residential to Residential Mix Use (GR-3).
- G. Second Reading of Ordinance #609, Zoning Map changes of Tract A, Skyway Subdivision from Commercial to Residential Mix Use (GR-3).
- H. Second Reading of Ordinance #610, 2019 Budget.
- I. To Approve conveyance of Lagoon property to BEED and reconveyance to Bill Gikling in exchange for the conveyance of property from Bill Gikling to the City for property adjacent to the Community Park.
- J. To approve National League of Cities (NLC) Service Line Warranty Program and Agreement.
- K. To approve Resolution 18-20, Annexation of Outreach Community Church.
- L. To approve Resolution 18-21, Annexation of Outreach Community Church.
- M. To approve Resolution 18-22, Transportation Alternative (TA) Grant for First Phase of N. Ellsworth to Patriot Pedestrian Way (sidewalk project).
- N. To approve Floodplain Development Application for 126 Gumbo Drive.
- O. To approve Minor Plat for Speedway Subdivision – Former Lagoon property.
- P. To approve Annexation Agreement for 400 225th Street – Community Outreach Church.

**10. PUBLIC HEARING: CDBG Grant for Well #10.**

- A. Convene Public Hearing
- B. Summary of Water Project and Proposed Grant Application
- C. Public Comments
- D. Community Development and Housing Needs Assessment Overview
- E. Public Comments
- F. Approval for Mayor to sign following CDBG documents:

1. Application for State Assistance
2. Applicant/Recipient Disclosure/Update Report
3. Community Development Block Grant – Application Resolution # 18-23
4. Local Match Letter
5. Community Development Block Grant – Project Certifying Officer Resolution # 18-24
6. Community Development Block Grant – Environmental Certifying Officer Resolution # 18-25
7. Form 8 – Documentation of Environmental Exemption
8. Community Development Block Grant – Operation, Maintenance and Repair Statement
9. Community Development Block Grant – Relocation, Displacement and Acquisition Plan
10. Community Development Block Grant – Certification Regarding Restrictions on Lobbying
11. Community Development Block Grant – Code of Conduct Resolution # 18-26
12. Community Development Block Grant – Equal Employment Opportunity Policy
13. Community Development Block Grant – Excessive Force Policy
14. Community Development Block Grant – Resolution Assuring Fair Housing # 18-27
15. CDBG Program Assurances
16. Community Development and Housing Needs Assessment
17. Letter Pledging to Raise Water Rates
18. State Water Plan Application

**G. Close Public Hearing**

**11. INFORMATIONAL ITEMS:**

**12. REPORTS FROM BOARDS AND/OR COMMISSIONS:**

**13. UNFINISHED BUSINESS:**

- A. Approve revised MOU and Purchase Agreement with Bill Keester and Half Mile, LLC, conveyance of property to BEED, and setting the closing on the property.

**14. NEW BUSINESS:**

- A. Discuss and decide action on Box Elder Logo.
- B. Discuss and decide action on METWARN joint cost share agreement by 1 of 3 options:
  - 1. City of Box Elder decides not to participate.
  - 2. City of Box Elder decides to participate if METWARN uses Pennington County numbers.
  - 3. City of Box Elder accepts agreements the way that they stand.

**15. DEPARTMENT HEAD REPORTS:**

**16. COUNCIL MEMBERS:**

**17. EXECUTIVE SESSION: None**

**18. EXECUTIVE SESSION ACTION:**

**19. ADJOURNMENT: \_\_\_\_\_ p.m.**

*ADA Compliance: The City of Box Elder fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Office 24 hours prior to the meeting so that appropriate auxiliary aids and services are available.*