

# MINUTES–CITY OF ASHTON

## REGULAR COUNCIL MEETING

Wednesday, December 8, 2021

7:00 p.m.

714 Main Street

---

*The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of **Public Hearings**. The Mayor will not normally allow audience participation at any other time. Idaho Law prohibits council action on items brought under this section except in an emergency circumstance.*

---

**Due to the COVID-19 pandemic: Please do not attend the meeting if you feel sick or have been around those who have been sick.**

**PRAYER OFFERED BY: Tadd Atchley**

**CALL TO ORDER & WELCOME**

**PLEDGE LED BY: Jerry Funke**

**In Attendance:** Teresa Hansen, Tadd Atchley, Jerry Funke and John Kaelberer. Mayor Mattingly was not in attendance.

**Also, in attendance:** City Clerk Stegelmeier, Police Chief Griffel, City Attorney Angell, P&Z Administrator Bowersox, Sheryl Hill and John Scafe.

Councilwoman Hansen welcomed everyone and opened the meeting at 7:00 pm

### 1. Executive Session – City Attorney Angell

*I.C. 74-206 Certain City-related matters may need to be discussed confidentially as a matter of law (Acquisition of real property, personnel matters, attorney-client communications) subject to applicable legal requirements, the Council may enter executive session by roll call vote to discuss such matters.*

**(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.**

Councilman Atchley made a motion to enter executive session. Councilman Kaelberer seconded the motion. Mayor Mattingly called for a roll call vote. Councilman Funke, aye; Councilwoman Hansen, aye; Councilman Atchley, aye; Councilman Kaelberer, aye. The motion passed.

The Council entered Executive Session at 7:01 pm.

Councilman Kaelberer made a motion to exit Executive Session. Councilwoman Hansen seconded the motion. The motion passed unanimously.

The Council exited Executive Session at 7:10 pm

### 2. CONSENT AGENDA: **ACTION ITEM**

*Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilman or a citizen that one or more items be removed for later discussion.*

- A. **Minutes** – Approval of Meeting Minutes 11-10-2021
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

Councilman Funke made a motion to approve the consent agenda as presented. Councilman Kaelberer seconded the motion. The motion passed unanimously

### 3. ORDINANCES/RESOLUTIONS:

- A. **City of Ashton Resolution 21-05 – Sewer Connection Fee Increase – City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier explained that she has included a copy of the city's resolution for equivalent dwelling unit calculations in the packet. She then went over the calculation using the new fee to

# MINUTES–CITY OF ASHTON

## REGULAR COUNCIL MEETING

show the council what the costs would be for some of the connections. Councilman Atchley wanted to verify that this was for new connections. City Clerk Stegelmeier said that it is for new connections to the sewer system like a newly built home or business. City Clerk Stegelmeier explained that there will still be a public hearing in January to finalize a cost for the fee. She just needs the Council to tell her what to set the fee at in the proposed resolution. Councilwoman Hansen expressed her opinion that the fee should be set at \$2,500 instead of the \$2,477 as suggested just to make it simple.

Councilman Atchley made a motion to set the fee in the proposed resolution at \$2,500 per EDU. Councilman Funke seconded the motion. The motion passed unanimously.

### **Regular Business:**

*Each speaker will be allowed a maximum of 5 minutes unless repeat testimony is requested by the Mayor/Council.*

#### **4. Sketch Plan Review – P&Z Administrator Bowersox, Mark Loosli, Tyler Hess **ACTION ITEM****

The applicants were not able to be at the meeting.

#### **5. Extension and Transfer of CUP at 417 Main – P&Z Administrator Bowersox **ACTION ITEM****

P&Z Administrator Bowersox reminded the council of the discussion last month in transferring the conditional use permit at 417 Main to the new owner, Mr. Sorensen. City Attorney Angell had requested that Mr. Sorensen send a written request to transfer and extend the construction time of the permit. Mr. Sorensen did send the written request and it is in the packet. She explained that the permit will apply to the building as it exists – any changes to the façade will require a different permit. Councilman Funke inquired concerning the parking. Councilman Atchley said there are 4 or 5 parking spaces in the rear of the building. Councilman Funke explained that the owner will need to make sure that guests park in the back because of the overnight parking rules on Main Street. Councilman Kaelberer asked Mr. Sorensen about one of the items in the letter. Mr. Sorensen then asked for a verification of the time limitations of the permit if approved. P&Z Administrator Bowersox explained that he will have 24 months to complete construction and then the use will be in perpetuity unless there is a change of use.

Councilman Atchley made a motion to transfer and extend the conditional use permit at 417 Main Street. Councilman Kaelberer seconded the motion. The motion passed unanimously.

#### **6. Main Street Plan & Code Update – P&Z Administrator Bowersox **ACTION ITEM****

P&Z Administrator Bowersox discussed the next steps in updating the plan and code with the council. She asked whether they want a general town hall or a roundtable in January in order to get input from the public before they start to edit. Councilwoman Hansen said that she thought round tables would be the best to start. Councilman Funke though a town hall would be better. After discussion they decided on a town hall meeting. Administrator Bowersox then asked the council to take a section of town and reach out to those business owners in their section. She explained that they could discuss the questions that had been prepared and just talk about what changes they see coming. She explained that the comprehensive plan is what the city sees for the city's future. It needs to be forward thinking, looking toward the future. In the current plan, Main Street is viewed as the core of the community. The central place of the business. It is Administrator Bowersox's view that opening Main Street up to residential use makes it a completely different thing than the plan has said in the past. It may need to change from the commercial core of the community. The council needs to think about what they are telling the citizens of Ashton what the council thinks of the future. Think of the vision of what they will set for the future. The council discussed the plan a bit more and will be going out to get input. Administrator Bowersox will get some dates set for meetings.

#### **7. Crosswalk Lights – Police Chief Griffel, City Clerk Stegelmeier **ACTION ITEM****

Chief Griffel explained that at the last meeting, he learned that the Zion Lutheran Church was considering asking for their donation for crosswalk lights be returned. He has since done some work on finding out what

# MINUTES–CITY OF ASHTON

## REGULAR COUNCIL MEETING

the status on the sign project is and what kind of lights are required. He has found that the total for a set of crossing lights would be about \$7,800. That would mean there would be about \$6,400 more that be needed after the Lutheran donation to pay for the lights. He is here to ask the council if they would be willing to share the remaining cost 50/50 with the school district. The council asked Chief Griffel to keep working on getting all the information and that they would be willing to share costs if feasible.

### **8. Budget Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained again why the public works department would like a plow for the backhoe. There is wear and tear from having to shake the bucket to get the snow out as well as time lost. Councilwoman Hansen expressed concern that it wasn't in the budget. Councilman Atchley asked if there were any other bids. Discussion continued until it was decided that there were more questions for public works.

Councilwoman Hansen made a motion to table the discussion for next month. Councilman Funke seconded the motion. The motion passed unanimously.

### **9. Scheduling – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier went over the upcoming schedule with the council.

## **10.ADJOURNMENT**

Councilman Atchley made a motion to adjourn. Councilman Kaelberer seconded the motion. The motion passed unanimously.

The meeting ended at 7:46 pm.

### **NEXT MEETING**

- ◆ City Council 7:00 p.m. – Wednesday, January 12, 2022 Council Chambers, Ashton City Building – 714 Main, Ashton.
- ◆ Questions concerning items appearing on these Agendas or requests for accommodation of special needs to participate in the meetings should be addressed to the Office of the City Clerk or call 208-652-3987.

Minutes respectfully submitted by Cathy Stegelmeier, City Clerk.

Attest

---

Cathy Stegelmeier  
City Clerk

---

Teresa Hansen  
Council President