

# MINUTES–CITY OF ASHTON

## CITY COUNCIL MEETING

Wednesday, March 10, 2021

7:00 p.m.

714 Main Street

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*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.*

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Due to the COVID-19 pandemic, social distancing will be required which may impact the amount of people able to attend the meeting.

ALSO: Temperature screening will be required.

**Please do not attend the meeting if you feel sick or have been around those who have been sick.**

**PRAYER OFFERED BY: Tom Mattingly**

**CALL TO ORDER & WELCOME**

**PLEDGE LED BY: Teresa Hansen**

**In Attendance:** Tom Mattingly, Jerry Funke, Teresa Hansen and John Kaelberer.

**Also, in attendance:** City Clerk Stegelmeier, City Attorney Angell, Deputy Clerk Warnke, Chief Griffel, P&Z Administrator Sara Bowersox Jeremy Harris, Lisa Smith, John Scafe and Rachel Hatton.

Mayor Mattingly welcomed everyone and opened the meeting at 7:00 pm

### **1. 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 Special Meeting Minutes 2-10-2021
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

The Council asked several questions about the payables. City Clerk gave information to clarify several of the items on the list.

Councilwoman Hansen made a motion to approve the consent agenda as presented. Councilman Kaelberer 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.*

### **2. FY2020 Audit Report – Sheri Poulsen ACTION ITEM**

Sheri Poulsen is here to talk about the fiscal year 2020 audit. She brought an overview of the audit and will list the highlights. The audit ended in a clean opinion with no material misstatements. The City ended the year with positive financial results. The City's cash balances have decreased but that was to be expected due to the wastewater facility upgrade. In the General Fund the revenues exceeded the expenses. Public Safety (police department) are by far the largest expense in the fund. There were some substantial transfers to the Parks & Recreation fund. Sheri is concerned that sustaining these transfers in the future would make it so that the General Fund suffers. Right now, the fund can fund itself for 8 1/2 months if no

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income is received but that is significantly less than the fund had earlier. She is aware that this season, the City needs to chip seal the streets and that the Streets Fund will need assistance from the General Fund. These needs are not sustainable and the City needs to look to save or earn more in those funds. She has spoken with City Clerk Stegelmeier and they have some ideas for saving that will help but she wants the Council to have sustaining the fund on their minds as they make decisions. The proprietary funds are doing well – in particular – the Water Fund. Sheri has some concerns in the Sewer Fund. The first being the loan through North Fremont Canal Systems for the pipeline serving the land application site. The interest on that loan is quite steep and Sheri suggests that the Sewer Fund borrow the money from the Water Fund to pay the loan off. That will save about \$100,000 in interest. She is also concerned that the rate in the sewer fund is not at a level to fund depreciation and maintenance. She did a small study on the rates which she included at the end of the overview. With depreciation and maintenance sewer rates would need to be at \$75 to fund depreciation over 40 years and \$85 over 30 years. Factoring in depreciation gives the City a way to pay for improvements without loans in the future. City Clerk Stegelmeier had asked Sheri to see if it would be possible to lower the water rate as a loan in that fund has been paid off. Sheri explained that right now the water rate is meeting the costs and depreciation but she is not sure that is the best move. The sewer rate must go up to be able to pay the loans for the 2007 and 2020 improvements. The other funds seem to be doing well. Sheri thanked City Clerk Stegelmeier and Deputy Clerk Warnke for having everything in order and ready when they came for the audit. She expressed concern that purchase orders were not used in all cases. Sheri left the Council with the advice to pay attention to general fund balance and look to raising sewer rates.

### **3. PSI Discussion – Jeremy Harris **ACTION ITEM****

Jeremy Harris is here and has brought the new area supervisor, Ian West. He turned the time to Ian. Ian explained that PSI is gearing up for this year. He has gotten a lot more carts, some new trucks and getting a lot of miles on the trucks. Councilwoman Hansen asked Ian about the times that the Ashton customers have been missed lately. Ian explained they had to move around drivers a little but are now having the Ashton veteran driver, Able, back in Ashton with a brand-new truck. Councilman Funke expressed his concern that the service has gotten lackadaisical with garbage left and if it is spilled – that they don't get out of the truck to pick it up. Jeremy said he would look into that and that he would make sure it gets taken care of. He also explained that PSI has a new app that customers can download and it will notify them if there is a delay, etc. City Clerk Stegelmeier said if he sent her the information, she would put the link for the app on the City's Facebook page. Jeremy asked the Council to call or text him anytime with questions or concerns.

### **4. Ball Park Discussion – Byron Stutzman, City Clerk Stegelmeier **ACTION ITEM****

Byron Stutzman explained that the Fremont County School District doesn't want to own the field. They feel they need to build their own field and have it for their primary field. He would, however like to work with the City for now in fixing up the field so that the school could use it for the next few years prior to completing the new field. Also – then there would be two facilities and North Fremont could hold tournaments or the JV and Varsity could practice at the same time. Councilwoman Hansen asked that the City be notified about what will be happening on the field and that permission is needed for any work, etc. prior to the contractors coming to do the work. Byron said that will work great. He will put together an agreement and coordinate with the City on the improvements. They would like to move the backstop, make a dugout and have some moveable bleachers. It would be nice for the fans and they will work on parking. A watering system is needed to help with maintenance. Councilman Funke expressed his concern that Fall River Electric may need to be contacted if the light poles need to move as they were the ones who donated them to the City. Byron said he will get back to the City with a team schedule and back to the Council with an agreement.

### **5. P&Z Commission Discussion – City Clerk Stegelmeier, City Attorney Angell **ACTION ITEM****

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City Clerk Stegelmeier explained that for several years it has been hard to get citizens to serve on the City's Planning and Zoning Commission. She has worked with City Attorney Angell on a proposed ordinance which would allow the City Council to act as the Commission until such time as the Council feels that there would be more people to serve. It is not a costly or large change to the code. P&Z Administrator Bowersox explained that 3 of the 4 sitting commissioners are hitting the limit on time to serve. Also – the fifth member is required to be from the City's Impact Area. This is especially hard to fill and there has not been a fifth member since she has served as Administrator. Councilman Funke asked City Attorney Angell if this would cause a conflict of interest. City Attorney Angell explained that it does not and that there are many cities who have moved to having the Council handle these issues. Councilwoman Hansen asked Councilmen Funke and Kaelberer's opinion on the issue. Councilman Funke is concerned that it will take some of the individual voices from the community. Councilman Kaelberer thinks that the Council should do it for the time being but that he would like it to change back in the future.

### **6. Visitor Center Rate Increase – Mayor Mattingly, City Clerk Stegelmeier **ACTION ITEM****

At the employee meeting the week prior the employees talked about sewer usage at the Visitor Center. The sewage can change the rate of turnover at the lagoons and does cost more for the sewer fund. Prices were discussed and although the employees recommended \$15 or \$20 as a new rate – the Mayor advises putting the rate at \$10. He also noted that the potable water meter should be installed. This will make it so the usage at the Center will make the user shoulder the burden instead of the citizens. City Clerk Stegelmeier will bring a resolution for Council's consideration next month. There will need to be a public hearing on the resolution as the rate will increase more than 5%.

### **7. Surplus Sale Discussion – City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier presented the Council with a list of surplus items for their review. Bids will be brought back to the Council at the April meeting for approval.

### **8. Park Restroom Update – Councilman Funke **ACTION ITEM****

Councilman Funke explained that he is still working on the project. It is going to be a long process. He does, just last week, have a final plan. Materials have gone up upwards of 40% and some of the contractors are book up into 2023 so it may be a while before the project is completed.

### **9. Park Discussion – City Clerk Stegelmeier, Michele Smith **ACTION ITEM****

City Clerk Stegelmeier explained that the Council needs to discuss the parking lot at the tennis court and decide on the paving. The bid was discussed and Councilman Kaelberer asked if the lot needed to all be brought up to the level of the court or if it could just be higher on the court side and then lower at the street – saving some of the cost of fill. It was agreed that the sealing on the walking path is necessary but the Council would like to see a bid with the change on the parking lot at the tennis court, sealing the path and then maybe a tentative bid on the parking around the park. City Clerk Stegelmeier will talk with Michele and get back with the Council. They also talked about the north side of the tennis court and different solutions. City Councilwoman Hansen discussed the possibility of asking for some local business or others to help with the landscaping.

### **10. Farmer's Ditch Note Discussion – City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier explained that this was the loan Sheri had spoken with them about in her audit report. This loan was because the canal that runs through the City's wastewater land application site was put into a pipe system. All the landowners who are served by the ditch had to put up so much money per acre for the project. Councilman Funke had been the City representative at the meetings for the pipeline. Mayor Mattingly would like City Clerk Stegelmeier to keep a good accounting of the sewer fund payments to the water fund.

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Councilman Funke made a motion to pay of North Fremont Canal System note in full by allowing the sewer fund to borrow from the water fund. Councilwoman Hansen seconded the motion. The motion carried.

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

City Clerk Stegelmeier went over then next month's schedule with the Council.

### 12. 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.**

Councilwoman Hansen 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 Kaelberer, aye. The motion passed.

The Council entered Executive Session at 8:20 pm.

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

The Council exited Executive Session at 8:52 pm

### 13. ADJOURNMENT

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

The meeting ended at 8:53 pm.

### NEXT MEETING

- ◆ City Council 7:00 p.m. – Wednesday, April 14, 2021 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

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Cathy Stegelmeier  
City Clerk

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Tom Mattingly  
Mayor