

# MINUTES–CITY OF ASHTON

## SPECIAL CITY COUNCIL MEETING

Wednesday, February 15, 2017

7:00 p.m.

714 Main (North Entrance)

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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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### CALL TO ORDER & WELCOME

**PRAYER OFFERED BY: Teddy Stronks**  
**PLEDGE LED BY: Becky Harrigfeld**

**In Attendance: Teddy Stronks, Teresa Hansen, Becky Harrigfeld and Tadd Atchley.**

**Also in attendance: City Attorney Angell, Todd Martindale, Rick Miller, Sheryl Hill, Marvin Fielding, John Scafe, Sharlene Bergeson, Julie Mauer, Jake Jacobsen, Delray Jensen, Ricky Paskett, Tamra Cikaitoga, Tim Mower, Kurt Eidam, Michelle O'Malley and Shon Shuldberg.**

**Mayor Stronks opened the meeting at 7:00 pm.**

### 1. CONSENT AGENDA:

*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 Council Meeting Minutes 1-11-2017
- B. **Treasurers Report & Financial Statement**– As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted
- E. **Budget Report** – Worksheet showing the revenues and expenditures for the current fiscal year to date

Councilman Atchley made a motion to accept the Consent Agenda as presented. Councilwoman Harrigfeld seconded the motion. The motion passed unanimously.

### 2. ORDINANCES/RESOLUTIONS:

- A. Resolution 17-01 – Financial Control Policy –City Clerk Stegelmeier  
City Clerk Stegelmeier explained that the DEQ had inquired concerning the financial control policies of the City and had been given the information. After review of the policies, they requested that a single document be prepared that listed the procedures. They sent an example that City Clerk Stegelmeier used to list the policies in this simplified form.

Councilwoman Harrigfeld made a motion to accept the pass 17-01 financial control a as presented. Councilwoman Hansen seconded the motion. The motion passed unanimously.

- B. Ordinance 459-17 – Public Intoxication – Police Chief Griffel  
Chief Griffel explained that the City doesn't have an ordinance to cover being intoxicated and causing trouble. This ordinance would fit some of the situations that have occurred. It will also give habitual offenders the opportunity to get help through the criminal system. Chief Griffel has used disturbing the peace in the past but at times it has been hard to get a conviction without the specific language in this ordinance. It will be for the safety of the intoxicated person as well as for other citizens that this ordinance be put in force. City Attorney Angell explained that this ordinance will help close the gap in the code and give the police the authority to pick up those who are either in danger or endangering others.

Councilwoman Harrigfeld made a motion to read the City of Ashton Ordinance 469-16 by title only and dispense with the second and third readings. Councilwoman Hansen seconded the motion. Roll call vote was called. The motion passed unanimously.

Councilwoman Harrigfeld read the ordinance into the record.

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Councilwoman Harrigfeld made a motion to that Ashton City Ordinance 466-16 be approved and published. Councilwoman Hansen seconded the motion. Roll call vote was called. The motion passed unanimously

### **3. UNFINISHED / OLD BUSINESS:**

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

#### **A. American Dog Derby 2017 – John Scafe**

John is here to update the City Council on the American Dog Derby. The race will be held and the racers will start like they have the last several years: going north on 5<sup>th</sup> to Park Avenue, through the Wye and then east towards Greentimber. The Fremont County Parks & Recreation Dept. has started to groom the trail. The Dog Derby committee has one loader on loan and they are asking the City to help them haul snow in to bring back snow to the street so that the County groomer can then get that track ready for Friday morning. Councilwoman Harrigfeld suggested that there is some snow close to her house they could use if necessary. John said that he was sure most people would donate snow if they could. There are now 34 mushers signed up to race. The musher's meeting will be Thursday evening and John will make sure to tell the mushers to move their vehicles directly following the race to allow for opening the roads. Anyway, there will be a lot of things happening and he is hoping that everyone will come to participate. Councilwoman Hansen thanked John for coming to the meeting. Mayor Stronks thanked John and the Dog Derby committee for their work on this event.

#### **B. Funding Update for Wastewater Project – Rick Miller**

Rick is here to talk to the City Council about the funding for the wastewater improvement project. Rick has received the request for addendum from the Idaho Department of Commerce which means that the preliminary part is over and the City's grant is one of those chosen to submit final information. The addendum is due to the DEQ on March 3<sup>rd</sup>. Another item concerning funding is that the DEQ loan offer is done and in the packet. They asked for the total amount proposed – not just the amount before grants, etc. The City will then possibly have enough money to work on the priority 2 sewer lines as well as the priority 1 lines. The interest rate is 1.75% with a 30 year term and they are offering \$700,000 loan forgiveness (grant). Rick then recommended that the City Council consider raising the customer's rates right away to begin to save for payments on the loan. That first semi-annual payment will come quickly. City Clerk Stegelmeier would like to work with the Idaho Rural Water Association on a rate study to go along with the rate proposed in the facility planning study. She will get with IRW and get back with the City Council. Rick then explained that because the loan will be through DEQ there are different reporting requirements for Bacon/Davis wages than were anticipated in his company's proposal for services. He will bring a change in the contract for the Council's consideration at the next meeting. Rick will have all the paperwork ready for Teddy to sign to finalize this loan.

Councilman Atchley made a motion to accept the DEQ loan offer for 4.9 million dollars. Councilwoman Hansen seconded the motion. The motion passed unanimously.

#### **C. WWTP Design Update – Marvin Fielding**

Marvin explained that he and others at Keller Associates are working on the plans for the wastewater improvements. They came and met with the Mayor, public works department and City Clerk Stegelmeier concerning concept ideas. One of the ideas they have been working on is what kind of disinfection to use. Right now the facility uses gas chlorine which can be dangerous. Another alternative would be bleach. Marvin has been working on a cost comparison which he brought to the City Council. He will discuss this again with the Council after they have looked over the information. Marvin does, however, need the Council to make a decision on some work on a permit application for the bio solid application in fields. Marvin has spoken with MVP which is a company that removes bio

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solids from lagoons and have prepared the permit applications many times. In order to keep the project on schedule, the City would need to get working on the permit now so that when bidding time comes, there is a permit. City Clerk Stegelmeier asked Marvin if Keller Associates would be willing to assist the City on an updated Rate Study. She explained that there has been a water loan that has been paid off that may affect the water rate and lesson the total bill rate to the customers. Marvin said that the user rates were projected with US Rural Development loan rates which also could may a difference. He and Cathy will coordinate the rate studies.

Councilman Atchley made a motion to approve MVP to get started sampling and complete permitting process for the bio solids in first two ponds for \$8,200. Councilwoman Hansen seconded the motion. The motion carried unanimously.

D. Proposed Hotel Development – Tom Cluff

Tom called City Attorney Angell and will be coming another time to talk about the project.

#### **4. NEW BUSINESS/PETITIONS:**

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

A. 2016 Audit – Sheri Poulsen

Sheri Poulsen explained for the audience that she is the auditor for the City of Ashton. Sheri passed out reports to the Council and began her report. The audit had gone well and the City did well with their budget in 2016. The Street Fund did have some setbacks but those were mainly from a project done on 3<sup>rd</sup> Street. That project was needed and the Council was prepared for the financial problems. The Street Fund is still doing better than it has in the past. Sheri did caution with the new project because the Sewer Fund has had less income than in the past. The rate studies will be very important in making sure that the Funds stay stable. Councilwoman Hansen was relieved that the report is better than it has been in the past and thanked Sheri for her time. Mayor Stronks thanked Sheri.

B. WWTP Corral, Land Discussion – Chad Nielson

Chad Nielson is here to talk about the new waste water treatment facility. He is the farmer who leases the City's land around the treatment plant. He has spoken to Marvin and is asking if there is a possibility of moving the new lagoon further west. He feels that the corrals and fence would be removed and then the pond may fit in better – leaving more grass for grazing and getting the fence out of the marshy area. Chad also feels that some landscaping or something would help the looks of the lagoons. He also feels that a fence at the bottom of the grade onto the pond would be ruined quickly as snow would drift on it more. He would also like to suggest a 4 wire fence with good American 5 barb wire. Councilwoman Hansen expressed her opinion that Mr. Nielson should have attended some of the prior meetings. Mr. Nielson explained that he is hoping to have some input because in the last project the fencing was especially bad quality. Mayor Stronks asked Marvin Fielding if he could touch on any of Mr. Nielson's concerns. Marvin explained that in this project he is proposing the fencing like Mr. Nielson is suggesting. They have not planned for any landscaping except seeding on the berm of the lagoon. Mayor Stronks thanked Mr. Nielson for his time.

C. Solar Eclipse Discussion with Chamber– Rachel Hatton, Julie Mauer, Dave Jacobsen

Julie Mauer and Dave Jacobsen are here to make the Council aware of some of the public safety concerns that have come up because of the Solar Eclipse that will occur on August 21<sup>st</sup> this year. This eclipse is a total eclipse which is rare and even rarer is that the best viewing are is here in southeast Idaho. Madison County and the City of Rexburg have been able to project that as many as 40,000 people may come to this are to watch the eclipse. This will affect communications, travel and even food availability. They are even wondering if fuel will be in shortage. Many of the visitors will plan at least a four day trip because the eclipse falls on a Monday. NASA is coming to base their equipment for watching/recording the eclipse near the Rexburg R Mountain. There are very few rooms left at motels/hotels and the prices are in the \$300/night range. Tamra Cikaitoga explained

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that there are no extra port-a-potties left in the area for places to rent. They just want the City to think about what the City may want to do to be prepared. The City needs to have a plan in place. Mayor Stronks thanked them for bringing this to the City's attention.

D. Short Term Rental & Restaurant Fees – Bill Stephens, Gwen Stephens

Bill Stephens explained that he is at Council today as a fiend, neighbor and member of this community. He explained that the citizens are again paying for a sewer upgrade. He feels that the City cannot continue to levy for 30 years growth on our water/sewer system and raising access fees for 520 connections. He suggests that assessing higher fees may not be the answer. He explained that as tourism and farming are main sources of revenue/jobs in the area. He feels that the City Council owes it to their constituents to capitalize on the tourism here in the City. He suggests an environmental fee assessed on short and long term rentals. There could also be the same environmental fee assessed to restaurants. A resident exemption could be made at the restaurants if needed. Bill would like the City Council to consider his proposal. Mayor Stronks thanked Bill for his time.

E. City Utility Bill – Tim Mower

Tim Mower is here to work out a payment arrangement on his bill. City Clerk Stegelmeier explained that Tim is behind more than she has authority for which to accept payment arrangements. He would like to pay \$100 every two weeks (coinciding with the date of his paycheck) until he is caught up. City Clerk Stegelmeier would like the authorization to pay all payments made to his current account until it is caught up – then authorization to use every other payment on the hookup fees as approved in January 2016. Councilwoman Hansen expressed her concern that Mr. Mower make his payments and if he cannot, that he contact the City prior to any problems similar to what this problem has become. Councilman Atchley also expressed his concern and asked Mr. Mower to make sure and make the payments. City Clerk Stegelmeier asked Mr. Mower when he would make his first payment. He said he would pay it with his first paycheck on March 1<sup>st</sup>. City Clerk Stegelmeier expressed her appreciation for Mr. Mower coming to the meeting as she knows it is a hard thing to do.

Councilman Harrigfeld made a motion that Mr. Mower be allowed to pay his bill with a payment twice a month – the first few months being applied to his current bill a then one payment each to bill and hook up fee.

Councilwoman Hansen seconded the motion. The motion passed unanimously.

F. City Building Use – Police Chief Griffel

Chief Griffel is here to talk to the City Council about the possibility of moving the police department into the east building of the City Building. There are several reasons but first – they simply need more space for work and for storage. Second is the need for privacy in the investigations. It is embarrassing for subjects to come into the City Building and also embarrassing for the ladies in the office. There is also the need for anonymity for informants. When conducting interviews there is also the need for quiet and no phone interruptions. Chief Griffel has looked at the space and thinks it will work with very little upgrades – maybe just paint for now. The biggest issues are where the Chamber of Commerce and Archives offices will move. He had a brief conversation with Tom Howell concerning the Archives who said that it is an option to have the Archives at the Museum. The Chamber may need to find another space and he thinks that the new space at the Henry's Fork Foundation may be the best solution. City Clerk Stegelmeier has also spoken with him and perhaps the Visitor Center may be an option for the Chamber. Chief Griffel explained that the way the building is laid out would work really well for the City Police Department. Any upgrades could be done as the budget allowed. This is just to start the conversation and hopes that the City Council will consider moving towards moving the Police Department to the east building.

G. Museum Support Letter – Mayor Stronks

Mayor Stronks explained that Tom Howell had asked if the City would write a letter of support for the

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Museum that they could use in order to apply for grants, etc. The letter was prepared and the Mayor and Council signed it this evening. Mayor Stronks asked Tom if he would like to speak to the Council. Tom explained that the Museum is going to have a sort of 'soft opening' of the Museum during the American Dog Derby. He feels that since buying the building and working with the Fremont County Historical Society, things have come together fairly well. He is excited to get everything up and running. Councilwoman Hansen expressed her opinion that the windows look great and it seems to be coming along. Mayor Stronks thanked Tom for all the work he and the Historical Society have done on the Museum.

### H. Scheduling – City Clerk Stegelmeier

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

## 5. EXECUTIVE SESSION:

*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.*

(a) Consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need;

Councilwoman Harrigfeld made a motion to enter an executive session per Idaho Code section 74-206 (a).

Councilwoman Hansen seconded the motion. A roll call vote was taken: Funke, aye; Atchley, aye; Hansen, aye; Harrigfeld, aye. The motion passed unanimously.

Mayor Stronks excused the audience. The Council entered executive session at 8:38 pm.

Councilman Atchley made a motion to exit executive session. Councilwoman Harrigfeld seconded the motion.

A roll call vote was taken. A roll call vote was taken: Funke, aye; Atchley, aye; Hansen, aye; Harrigfeld, aye.

The motion carried unanimously.

The Council exited executive session at 9:11 pm

## 6. ADJOURNMENT:

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

## NEXT MEETING

- ◆ Regular Council 7:00 p.m. – Wednesday, March 8, 2017, Council Chambers, Ashton City Building – 714 Main, Ashton. Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting 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

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Theo R. Stronks

Mayor