**MINUTES**

**REGULAR MEETING**

**DOWNEY CITY COUNCIL**

**TUESDAY, AUGUST 13, 2019**

**7:00 PM**

**ATTENDANCE:** Rex Nielsen, Council President Gary Barnes, Dan Wilson, Grant

Johnson, Tony Hancock, and Brenda Kay. Mayor Dennis Phillips was excused.

**Patrons:** Barbara Hill, Bonnie Hill, Jeanette Minou, Larry Morrison, Mike Doyle, from

the South Bannock County Historical Museum, and Amy Manning from III-A. Officer Taysom, from the Bannock County Sheriff’s Department arrived later.

**Call to Order:** Council President Gary Barnes called the meeting to order at

7:00 p.m. and welcomed everyone.

President Barnes offered the invocation and led the group in the Pledge of

Allegiance.

**Reading of Agenda:** President Barnes read the Agenda.

**ACTION ITEM - Approve Minutes**: **Dan Wilson moved to approve the Minutes of**

**the Downey City Council of July 9, 2019, seconded by Grant Johnson, all voted aye, motion carried.**

**ACTION ITEM** **- Approve Accounts Payable:** **Grant Johnson moved to approve**

**the Accounts Payable of August 2019, seconded by Dan Wilson, all voted aye, motion carried.**

**Comments from the audience on Agenda items only:** No comments.

**ACTION ITEM – Amy Manning – Annual III-A Report:** Amy Manning, the

Executive Director of the Idaho Independent Intergovernmental Authority (III-A), presented the Council with the Annual Report for the III-A 2017-18 Plan Year.

**ACTION ITEM – Mike Doyle – Presentation regarding the South Bannock County Historical Museum in Lava Hot Springs:** Mike Doyle is

the President of the South Bannock County Historical Museum in Lava. He wants the City to know the museum is here for all residents of the valley and apologized for not including Downey more. Most of the items in the Museum are from Lava, which is not representative of the purpose of the Museum.

Mike reported they have no board members from any community other than Lava. He would like the City to present the museum with names of persons who might be interested in being a member of the board.

They would also like someone from Downey to come to their meeting in October and tell a little bit about our community and answer questions. They are considering asking each community to provide an exhibit. The community exhibits would be rotated. Currently, they are looking for a director for the museum, which is a paid position.

**ACTION ITEM – Beikki Pope – Request for a Little League Baseball Donation**: Bekki was unable to attend. She will reschedule for another meeting.

**ACTION ITEM – Consider Approval of Robin Nielsen’s proposal to update the Barber Shop in exchange for reduced rent to lease it:**

Robin informed the Council he would like to have a gym in the Beauty Shop; however, Wendy John is required to be in a specific location, which is closed off to the public.

Wendy would like to move into the old Barber Shop, which will help her with the cost of rent. However, she does not have money to put into the repairs that need to be made at the Barber Shop. Robin looked at the location with Tony and there are some repairs that need to be made. Robin asked the Council if his time can be applied to his rent if he does the repairs at the Barber Shop. This will allow Robin time to get moved into the building and get on his feet a little bit.

Robin feels with the floor being spongy in the Barber Shop, it probably needs a new sub-floor. He figured it will cost about $1,500 to make the necessary repairs. He was unsure about the plumbing, but Tony thought it would be okay. Tony can look at the floor from the basement to make sure the supports are not damaged.

Robin will figure up the costs to make repairs and it will put it on the Agenda for August 27th. He plans to have some cardio machines, tread mills, bikes, and weights. The cost will probably be about $3 per visit to start out and then he will come up with a membership cost once he gets it going.

**ACTION ITEM – Consider Approval of Market Stock Sale Donation – Keston Pallesen & Rietta Call:** Dan Wilson declared a conflict of interest

because Keston and Rietta are related to him.

**Grant Johnson moved to approve a donation of $50.00 each for the Market Stock Sale donation to Keston Pallesen and Rietta Call, seconded by Rex Nielsen, Rex Nielsen, aye; Grant Johnson, aye; Gary Barnes, aye; motion carried. Dan Wilson abstained.**

**ACTION ITEM – Consider Approval of a Livestock Permit for Chevelle Kent:** **Grant Johnson moved to approve the Livestock Permit for Chevelle Kent for**

**ten fowl, with the condition she meets the requirements of the new ordinance when it is approved and keeps the area clean, seconded by Rex Nielsen, Rex Nielsen, aye; Grant Johnson, aye; Gary Barnes, aye; and Dan Wilson, nay, motion carried.**

**ACTION ITEM – Consider Approval of a Fall Clean-up Day:** Tony reported

we used two dumpsters last year. One of the dumpsters was provided free of charge by PSI and the City paid for the other dumpster. The council agreed to have two dumpsters, plus the free dumpster this year. This cleanup day will be for City residents only. Tony suggested Saturday, October 12th.

**Rex Nielsen moved to have a fall cleanup on October 12th, with two dumpsters in addition to the free dumpster provided by PSI, seconded by Dan Wilson, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval of the Idaho City Clerk’s, Treasurers & Finance Officers’ Association Institute Training**: **Dan**

**Wilson moved to approve having the clerk attend the ICCTFOA training, seconded by Rex Nielsen, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval of a donation for the District basket for the ICCTFOA training raffle: Dan Wilson moved to approve a**

**donation of $50 for the District basket for the ICCTFOA training, seconded by Grant Johnson, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval OF repairing the Taxi Way and Parking Area at the Airport:** Tony reported Kory Morrison will donate 20 loads of

millings for repairs at the airport. Tony would like to use it in front of the hanger they use. He would also like to purchase 20 additional loads of millings to repair the taxi way. If the parking area is done too, it will require an additional 10 to 20 loads. The council agreed to do it all.

**Dan Wilson moved to approve the repairs of the taxi way and parking area at the airport, seconded by Rex Nielsen, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval of Painting the exterior of the entire City Office Building:** Tony presented information on the cost of paint from

Sherwin Williams. It will take about 20 gallons of paint, and the cost will be about $1,000 to paint the entire City building. Tony checked on the cost of renting a boom lift, and it is about $750 for one week. There will be extra cost for a few things in addition to the $750.

Grant asked about the cost of doing stucco across the remaining front of the building. Tony will get bids and it will be put it on the Agenda for August 27th.

**Law Enforcement:** Officer Taysom reported the Bannock County Fair went well and

the attendance was good. They didn’t have too many problems.

President Barnes thanked Officer Taysom for the police reports we are receiving. The Council thanked Officer Taysom for coming tonight.

**ACTION ITEM – Consider Approval of reducing the cost of the Downey History Books:** **Rex Nielsen moved to reduce the cost of the Downey History**

**Books by 30%, seconded by Dan Wilson, all voted aye; motion carried.**

**ACTION ITEM – Consider Approval of Utility Deposit Refunds:** **Grant**

**Johnson moved to approve Utility Deposit Refunds for Andrea Wheatley, Michael Geddes, Ben Sutorius, Jeanette Minou, Jayme Turner and Kiesha Keller, seconded by Dan Wilson, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval of an Ordinance Establishing the salaries of the Mayor and Council**:

**ORDINANCE NO. \_\_\_\_\_\_\_\_\_\_\_**

**AN ORDINANCE ESTABLISHING THE COMPENSATION FOR THE MAYOR AND COUNCILMEMBERS OF THE CITY OF DOWNEY, REPEALING CONFLICTING ORDINANCES, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOWNEY, IDAHO:**

**SECTION 1. MAYOR AND COUNCIL COMPENSATION.**

Commencing January 1, 2020, the salaries of the Mayor and of the members of the Downey City Council shall be as follows:

 (a) The Mayor shall receive a monthly salary in the sum of Five Hundred

Dollars ($500), plus PERSI retirement and monthly city utilities; and

(b) Each member of the Council shall receive a monthly salary in the sum of

One Hundred ($100), plus PERSI retirement and monthly city utilities.

**Section 2. REPEAL OF CONFLICTING PROVISIONS.**

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

**SECTION 3. PUBLICATION AND EFFECTIVE DATE.**

The city clerk is hereby directed to publish this ordinance as a legal notice in the Idaho State Journal, the official city newspaper.

This ordinance shall be effective January 1, 2020, following its publication as provided by law.

Enacted by the City Council as an ordinance of the City of Downey on the 13th day of August 2019.

APPROVED BY THE Mayor on the 13th day of August 2019.

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 Gary Banes, Council President

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City Clerk

**Rex Nielsen moved to suspend reading the proposed Ordinance on three different days and propose the Ordinance be read by Title only, seconded by Grant Johnson, by roll call vote: Rex Nielsen, aye; Dan Wilson, aye; Grant Johnson, aye; and Gary Barnes, aye; motion carried.**

Rex Nielsen read the title of the Ordinance:

**AN ORDINANCE ESTABLISHING THE COMPENSATION FOR THE MAYOR AND COUNCILMEMBERS OF THE CITY OF DOWNEY, REPEALING CONFLICTING ORDINANCES, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

**Rex Nielsen moved to approve the Ordinance Establishing the Salaries for the Mayor and the Councilmembers of the City of Downey, repealing conflicting ordinances and providing for publication and an effective date, seconded by Dan Wilson, by roll call vote: Rex Nielsen, aye; Dan Wilson, aye; Grant Johnson, nay, Gary Barnes, aye; motion carried.**

The Ordinance will be Ordinance No. 2019-02

**ACTION ITEM – Consider Approval of the Tentative Budget for the Fiscal Year 2019-20:**

|  |  |  |  |
| --- | --- | --- | --- |
|  **CITY OF DOWNEY** |  |  |  |
|  **PROPOSED BUDGET FOR FISCAL YEAR 2019-20** |
|  |  |  |  |
| **Account Title** |  |  |  |
|  |  | **FY2019-20** |  |
| General Fund Revenue: |  |  |  |
| Balance Brought Forward |  | $31,000  |  |
| Bannock County Taxes |  | 96,090  |  |
| Bannock County Tort |  | 10,370  |  |
| Park Tax Receipts |  | 5,984  |  |
| Personal Property Tax Replacement - General |  | 2,631  |  |
| Personal Property Tax Replacement - Tort |  | 250  |  |
| Personal Property Tax Replacement - Park |  | 164  |  |
| Business & Beer Licenses |  | 800  |  |
| Building Permits |  | 3,000  |  |
| Dig Permits |  |  |  |
| Dog Licenses |  | 1,000  |  |
| Fines |  |  |  |
| Tree Grants |  |  |  |
| State Liquor Dispensary |  | 23,000  |  |
| County Revenue Sharing |  | 19,000  |  |
| State Revenue Sharing |  | 23,000  |  |
| Airport Fees |  | 360  |  |
| Airport Grant Receipts |  |  |  |
| Miscellaneous |  | 2,000  |  |
| History Book Receipts |  |  |  |
| Franchise Fee |  | 500  |  |
| Rental |  | 1,200  |  |
| RV Park Grant |  |  |  |
| RV Park Rental |  | 2,500  |  |
| Park Grant Receipts |  |  |  |
| Shooting Range Grants/Donations |  | 200  |  |
| Interest Income - Ireland Bank Checking |  | 300  |  |
|  |  |  |  |
| **Total General Fund Revenue** |  | **$223,349**  |  |
| **General Fund Expenses:** |  |  |  |
|  **Wages & Benefits** |  |  |  |
|  |  |  |  |
|  **Total Wages & Benefits** |  | **$106,151**  |  |
|  |  |  |  |
| **Other Expenses:** |  |  |  |
| Election Expense |  | $250  |  |
| Building Maintenance |  | 3,750  |  |
| Office Supply |  | 2,000  |  |
| Advertisement & Publications |  | 2,500  |  |
| Insurance |  | 10,370  |  |
| Travel Expense |  | 3,000  |  |
| Dues & Membership |  | 1,100  |  |
| Utilities - Telephone |  | 4,700  |  |
| Utilities - Rocky Mountain Power |  | 2,300  |  |
| Utilities - Furnace Oil & Propane |  | 4,800  |  |
| Miscellaneous |  | 4,000  |  |
| History Book Expense |  |  |  |
| Tree Projects |  |  |  |
| Audit |  | 6,500  |  |
| Legal Services |  | 2,500  |  |
| Police Contract |  | 30,514  |  |
| Contracted Services |  | 3,550  |  |
| Building Permits |  | 3,000  |  |
| Airport Expenses |  | 3,800  |  |
| Airport Grant Expense |  |  |  |
| Park |  | 12,000  |  |
| RV Park Grant Expense |  |  |  |
| RV Park Expense |  | 1,000  |  |
| Park Grant Expense |  |  |  |
| Shooting Range Grant Expense |  | 200  |  |
| Drug Testing |  | 150  |  |
| Christmas Lighting |  | 1,500  |  |
| New City/Community Building |  | 3,287  |  |
| County Building Contribution |  | 0  |  |
| Capital Outlay |  | 10,077  |  |
| Forested Land Tax |  | 350  |  |
|  |  |  |  |
|  **Total Other Expenses** |  | **$117,198**  |  |
|  |  |  |  |
| **Total General Fund Expenses** |  | **$223,349**  |  |
| **Balance Brought Forward** |  | **$35,000**  |  |
| Bannock County Taxes |  | 36,735  |  |
| Personal Property Tax Replacement - Road |  | 1,001  |  |
| Highway Users Revenue |  | 22,000  |  |
| New Highway User's Revenue |  | 6,900  |  |
| County Revenue Sharing |  | 6,000  |  |
| Road & Bridge |  | 3,500  |  |
| Grant Receipts |  |  |  |
|  |  |  |  |
| **Total Road Fund Revenue** |  | **$111,136**  |  |
|  |  |  |  |
| **Road Fund Expenses:** |  |  |  |
|  **Wages & Benefits** |  |  |  |
|  |  |  |  |
|  **Total Wages & Benefits** |  | **$35,185**  |  |
|  |  |  |  |
| **Other Expenses:** |  |  |  |
| Operations & Maintenance |  | $9,000  |  |
| Road Chipping Expense |  | 35,000  |  |
| Lights - New Street Lights |  | 2,000  |  |
| Lights - Old Street Lights |  | 7,700  |  |
| Fuel |  | 4,000  |  |
| New City/Community Building |  | 3,287  |  |
| Capital Outlay |  | 14,964  |  |
| Road Grant Expense |  | 0  |  |
|  |  |  |  |
|  **Total Other Expenses** |  | **$75,951**  |  |
|  |  |  |  |
| **Total Road Fund Expenses** |  | **$111,136**  |  |
|  |  |  |  |
| **Water Fund Revenue:** |  |  |  |
| Balance Forward |  |  |  |
| Water Sales |  | 150,000  |  |
| Canal Water |  | 1,000  |  |
| New Connection |  | 3,000  |  |
| Miscellaneous |  | 500  |  |
| Nine Mile Logging |  |  |  |
| Grant Receipts |  |  |  |
| Interest Income - Water Reserve |  |  |  |
|  |  |  |  |
| **Total Water Fund Revenue** |  | **$154,500**  |  |
| **Water Fund Expenses:** |  |  |  |
|  **Wages & Benefits** |  |  |  |
|  |  |  |  |
|  **Total Wages & Benefits** |  | **$42,753**  |  |
|  |  |  |  |
| **Other Expenses:** |  |  |  |
| Operations & Maintenance |  | 8,000  |  |
| New Connections |  | 3,000  |  |
| Engineers |  |  |  |
| Fuel |  | 2,500  |  |
| Canal |  | 2,000  |  |
| Pump - 100 HP |  | 6,000  |  |
| Pump - 40 HP |  | 2,000  |  |
| Chlorinator |  | 3,000  |  |
| Water Tests |  | 2,000  |  |
| Grant Expenses |  |  |  |
| New City/Community Building |  | 3,287  |  |
| Capital Outlay |  | 3,397  |  |
| USDA Loan Payment |  | 76,563  |  |
| USDA Loan Interest |  |  |  |
|  |  |  |  |
|  **Total Other Expenses** |  | **$111,747**  |  |
|  |  |  |  |
| **Total Water Fund Expenses** |  | **$154,500**  |  |
|  |  |  |  |
| **Sewer Fund Revenue:** |  |  |  |
| Balance Forward |  | $0  |  |
| Supplies |  |  |  |
| Collections |  | 55,000  |  |
| New Connections |  | 2,000  |  |
| Miscellaneous |  |  |  |
| Interest Income - Sewer Reserve |  |  |  |
|  |  |  |  |
| **Total Sewer Fund Revenue** |  | **$57,000**  |  |
|  |  |  |  |
| **Sewer Fund Expenses:** |  |  |  |
|  **Wages & Benefits** |  |  |  |
|  |  |  |  |
|  **Total Wages & Benefits** |  | **$35,185**  |  |
|  |  |  |  |
| **Other Expenses:** |  |  |  |
| Operations & Maintenance |  | 6,376  |  |
| Insurance |  | 0  |  |
| Miscellaneous |  | 500  |  |
| New Connections |  | 2,000  |  |
| Fuel |  | 1,500  |  |
| Pump |  | 225  |  |
| New City/Community Building |  | 3,287  |  |
| Sewer line project for fair building |  | 0  |  |
| Capital Outlay |  | 7,927  |  |
|  |  |  |  |
| **Total Other Expenses** |  | **$21,815**  |  |
|  |  |  |  |
| **Total Sewer Fund Expenses** |  | **$57,000**  |  |
|  |  |  |  |
| **Garbage Fund Revenue:** |  |  |  |
| Balance Brought Forward |  | $5,000  |  |
| Collections |  | 43,000  |  |
| Miscellaneous |  |  |  |
|  |  |  |  |
| **Total Garbage Fund Revenue** |  | **$48,000**  |  |
|  |  |  |  |
| **Garbage Fund Expenses:** |  |  |  |
| Miscellaneous |  | $1,150  |  |
| PSI |  | 46,850  |  |
| Capital Outlay |  |  |  |
|  |  |  |  |
| **Total Garbage Fund Expenses** |  | **$48,000**  |  |
|  |  |  |  |
| **TOTAL BUDGET** |  | **$593,985**  |  |
|  |  |  |  |
|  |  |  |  |

**Dan Wilson moved to approve the Tentative Budget for the fiscal year of**

**2019-20 in the amount of $593,985, seconded by Grant Johnson, by roll call vote: Rex Nielsen, aye; Dan Wilson, aye; Grant Johnson, aye; and Gary Barnes, aye; motion carried.**

**REPORTS**

**Tony Hancock:** Tony reported on the following items.

* The spring flow is about 420 to 430 gpm. With the springs flowing so good, the well has not run.
* The fair was cleaned up better than ever before. Tony was called out several times for various reasons, but everything seemed to go well. Tony and Matt are trying to get everything greened up again.
* Kory Morrison donated millings to put where the kids are picked up and dropped by the buses at the elementary school. Tony thanked the Road District for helping with the project. Tony may put a little cold mix on top of the millings. We will send a thank you to Kory Morrison for the millings.
* Tony informed the council Larry Morrison donated a Cyclone rake vacuum to the City to clean up leaves. He would like a thank you note sent to him also. The vacuum belonged to Ben Bowen.

**Brenda Kay:** Brenda reported the Idaho State Journal called and they will be doing a

weekly Community Page. There will be a page for the City of Pocatello, the City of Chubbuck, Power County and rural Bannock County cities. If we have any events or information we would like to put on the page, we need to let them know.

Bannock County will be holding a meeting on their Comp Plan on August 28th, at the Senior Center if anyone from the council would like to attend. The meeting will begin at 2:00 p.m.

Brenda suggested with the closing of the Senior Center, we may need to make some changes to Light Up Downey. It’s something we need to start thinking about.

Selena has continued working on dog licensing. There are about five or six dog owners still needing to license their dogs. She is working with the Animal Control Officer on those who have not yet licensed their dogs, and we are making progress.

**Gary Barnes:** Gary expressed appreciation for comments we have received from City

residents. We need to be aware of what is going on and what we need to take care of. Gary reported the staff is doing their part over and above expectations. He also expressed appreciation to the council for what is being done by them.

**Rex Nielsen:** Rex Nielsen is concerned about a letter Gary received. He feels it needs to

be addressed. Some of the complaints are legitimate, but people cannot be forced to water lawns.

Rex appreciates everything being done and the upkeep being done on the buildings.

**Daniel Wilson:** Dan thanked the staff for all they do and the time they put in. He also

appreciates the community’s input. Dan received a complaint about a lady who was at the post office and was attacked by a dog. The dog owner was contacted.

Dan had a cow going through the cemetery, and the same person’s cow and goat were in the road the next day. He talked to the resident about the animals. The resident asked how long he has until he is in violation of the ordinance for having a billy goat and a rooster. The clerk called the City attorney and he suggested giving the person ten days to comply.

Larry Morrison has a goat in his area. Jeannette said there were two goats behind their house. There have also been dogs there. The property has apparently been sold and we are unsure who owns the property. Tony will check into it.

**Grant Johnson:** Grant expressed appreciation to Dan for what he’s doing with the dogs.

He also expressed appreciation for all the employees do.

**Mayor Phillips:** Not present.

**ACTION ITEM** **– Adjournment:** **Grant Johnson moved to adjourn at 9:28 p.m.,**

**seconded by Dan Wilson**

 **Approved\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Gary Barnes, Council President**

**Attest\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Brenda Kay, City Clerk**