**MINUTES**

**REGULAR MEETING**

**DOWNEY CITY COUNCIL**

**TUESDAY, MAY 14, 2019**

**7:00 PM**

**ATTENDANCE:** Gary Barnes, Grant Johnson, Rex Nielsen, Dan Wilson, Mayor Dennis

Phillips, Tony Hancock, and Brenda Kay.

**PATRONS ATTENDING:** Ben Ware from Ware & Associates, Bonnie and Barbara Hill,

 Judy Rae Anderson, Aurelia Norris, Blair Morrison, Mr. and Mrs. August, Shari

Stiemle, Mr. and Mrs. Wade Christiansen, Greg Dawson, Lowell Allen, Sheldon

and Rhonda Barfuss, and Michael Patton, from SICOG

**Call to Order:** Mayor Phillips called the meeting to order at 7:00 p.m. and

welcomed everyone.

Tony Hancock offered the invocation and led the group in the Pledge of

Allegiance

**Reading of Agenda:** Mayor Phillips read the Agenda.

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

**Minutes of Tuesday, April 9, 2019, and the Special Minutes of Wednesday,**

**April 17, 2019, seconded by Gary Barnes, all voted aye, motion carried.**

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

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

**Law Enforcement:** Not Present

**Comments from the audience on Agenda items only:** Shari Steimle

apologized she has not been here for the meetings she was scheduled to attend; she has had health problems.

**ACTION ITEM – Audit Report and Acceptance of Audit for the fiscal year ending September 30, 2018:** Ben Ware, from Ware and Associates,

reported on the City’s audit. Ben informed the council if using a school grading system, the City would receive an A on the Audit. There were no code violations. The budget was also checked with the minutes, and there were no Idaho Code violations. The City generally spends about $14,735 on expenses per month. With the City’s current fund balance, the City could operate for two years based on the average expenditures. The City should have at least two to three months of operating funds. Ben does not feel the City’s fund balance is in excess. The council should not be alarmed about having two years of operating funds. Most smaller cities run about the same. The water system is not quite half-way depreciated; but should have quite a few years left. The sewer and garbage have surpassed the time frame of working equipment. The sewer might start showing signs of leaking. Ben mentioned Tony does a good job keeping things up.

The auditor recommends taking the full three percent tax increase because they have only seen problems when it is limited. It takes a full ten years to catch up; however, it is up to the council to make the decision. Downey is an exception, with one other city, in the fact that we have not taken the three percent increase every year, but still made the budget work. About 10.08% of the City’s property taxes are delinquent.

Ben thanked the council for the opportunity to complete the City’s audit. He thanked Brenda for helping with the audit and providing the documents needed.

**Gary Barnes moved to accept the Audit Report for the fiscal year ending September 30, 2018, seconded by Rex Nielsen, all voted aye, motion carried.**

Grant asked about funds available for projects. The clerk reported she talked with Ben about pulling money from Road, Water, Sewer and Garbage for a building reface, in addition to the General Fund. Ben concurred it is okay to pull percentages from these funds because they are part of the office work. However, we need to be reasonable on the percentages.

Ben excused himself.

**ACTION ITEM – Park Project Grant – Splash Pad:** Grant presented some

ideas on the splash pad. He’s finding out the cost is more than what we expected. He is just checking into preliminary options. One company he checked with for something very basic; the alone materials are $30,000. The installation cost is about $100,000.

Grant is unsure of a location for the project. He suggested putting it in the City Park by the playground equipment. The cleanest spot would be Woodland Park, but it is away from other things.

Grant spent some time with SICOG. They are working with another city on a project like this. Grant invited them to come down tonight.

Michael Patton, Community Development Specialist for SICOG, reported they help provide funding for cities. They are a non-profit organization. Malad applied for a Community Development Block Grant. It is a Federal Grant in the amount of $150,000. He provided an example of the grant they provided for Malad. The funds come from HUD through the Idaho Department of Commerce. They require a grant administrator and they have five people certified to administer these grants. The cost of a grant administrator is about $15,000. An Engineer also must be on board. The engineering fees are around $25,000. They also take care of the procurement process for a contractor. This will leave about $110,000 for the project. The cost of the materials runs from about $25,000 to $30,000. The grant requires match, but in-kind match may be used.

There are no other grants with large funds available. Most other grants are about $10,000 to $15,000 grants. The grant is due in September. They have a great relationship with the funder.

SICOG’s grant development fee is $5,000 and an additional $15, 000 to administer it. The City usually must come up with the $5,000 development fee, but they can work with the city on it.

Michael asked if there were any questions. Rex asked if Malad is putting in for a grant. Michael stated Malad has received the grant and it is the first time a splash pad has been funded by this grant. Rex asked what the cost is on Malad’s. The engineer gave a couple of different options. The costs were $200,00 to over $300,000. They needed about $60,000 in fund raising with their match. Their location is an undeveloped area, so the costs are greater for the City of Malad. SICOG works with a lot of contractors. Michael Patton said there is a company in Salt Lake that does splash pads. The City of Jerome has one. Fruitland has two splash pads at a cost of $50,000 each.

Michael reported they can help with a cost estimate. Engineers can also give cost estimates. If the grant is awarded, the funder will give us time to work out the project. The first of July would be the latest deadline to get a grant together with SICOG.

Mrs. Christiansen asked how the splash pad is going to be maintained. Tony stated if the water is being recycled there wouldn’t be much cost, but if it is fresh water, the well pump may be running and will be more costly. There will also be costs for chlorinator.

Michael reported he would like to give the council some time to think about the project. He can come back in June, and the council can decide if they want to do it this year or next year. The initial cost will be $5,000 for writing the grant. He created a contract for the council to review, which shows what they can expect from them as a grant writer.

Grant suggested talking with the community and get some ideas and decide next month. Gary does not feel there is enough information to decide this year. Sheldon asked the council to include the fair board in this decision. They may be able to help. Dan feels we need to do it where there is a restroom close by. Sheldon asked the council to come to the board when they meet again. They meet every second Wednesday of the month.

**ACTION ITEM - Alcoholic Beverages Ordinance:** Shari wants to be open

every Sunday. An exception to the ordinance cannot be made. Sheldon Barfuss stated the Ordinance can be changed with 100% approval. Rex informed the audience that our attorney recommends reviewing ordinances. Rex reported we are not trying to hinder the bar being open on Sunday.

Mayor Phillips had to leave the meeting at 8:16 p.m.

The council agreed to send the ordinance to the attorney and combine it like Pocatello’s ordinance.

**ACTION ITEM** – City Office Building Reface: Smiley B’s is one of the best, but he has

been unable to get here. It is in the ballpark of the bids received. Chase Gram’s bid is $8,631.00 and he will be using a sub-contractor and Stucco Boyz LLC is $8,750. On Stucco Boyz they said we would have to do something on top and Chase Graham’s bid said he would take care of it. Tony is unsure when they can do it.

Dan Wilson moved to approve Chase Graham’s bid in the amount of $8,631.00 to do the refacing project on the City Building, seconded by Grant Johnson, by roll call vote: Rex Nielsen, aye; Dan Wilson, aye; Grant Johnson, aye; and Gary Barnes, aye; motion carried.

The council suggested neutral colors that will match downtown.

**ACTION ITEM –** Consider joining the Downey Chamber of Commerce: Rex Nielsen

moved to join the Downey Chamber of Commerce, seconded by Dan Wilson, all voted aye, motion carried.

**Review Livestock Permits:** The council reviewed the Livestock Permits. The

following permit holders need to have letters sent to them stating their permit has expired due to non-use or needs to be updated: Steve and Diana Corcorran – non-use; James Anderson’s permit needs to be changed to two horses; Dallas Estudillo – non-use; Darren Chandler’s permit needs to be changed to three horses; Cheryl Sorensen – non-use; Joann Luczyski – non-use; Tad Bybee – non-use; Twyla Heath – non-use; Kevin Bybee – non -use; Kevin Higbee’s permit needs to be have pigs and a horse removed; Darren Day – non-use; Doug Balis – non-use; Francis and Jolene Wolford – non-use; Eric Christiansen – non-use; Kathleen Spraker – non-use; Rick Wiggil’s permit needs to be updated to include goats and have sheep removed; Brandi Greenwood – non-use; and Richard Baker’s permit needs to have sheep and cows removed.

Letters need to be sent to the following residents who have animals, but no Livestock Permit: Dean Moser, DeAnn Jensen, Paul Schaffer, and Rod Wilkin. We also need to check on a permit for Van Wynn.

Greg Dawson reported he is the Public Affairs representative for the Church of Jesus Christ of Latter-Day Saints.

**REPORTS**

Tony Hancock: Tony reported on the following items.

* The spring flow into town is 328 gpm and 310 gpm is turned out up Nine Mile Canyon.
* The CCR water report is finished and will be put on the website and in the utility bills.
* Tony and Matt have been crack sealing today
* Clean up day on the 25th of May.
* The park water systems are up and going
* All the restrooms are open, except Woodland Park. It is still locked up.
* We will be getting some free gravel from the state.
* A new sidewalk and bench have been finished on the pistol range at the Shooting Range.
* Tony and Matt have been spraying weeds.

Gary Barnes asked if there are any millings this year. Tony said there are, but he does not think they are giving any away. Tony feels something needs to be done up by the school. We may need to purchase some hot mix and ask the road district to help.

* Chip sealing will begin June 12th or 13th. All of Fourth East will be done up to Grant Road and Fourth North from Dale Criddle’s until they run out of oil.

**Brenda Kay:** Brenda asked if it is okay to get the flowers for the street planters. The

council agreed.

Someone came in the office and suggested I was throwing the complaints away

when they are received in the office. Complaints are never thrown away. We give them to the Mayor and usually send a letter or whatever he suggests we do. We would like to make residents fill out a complaint form. If they call with a complaint, we would like to have them come into the office and file a written complaint. We will keep them in a binder so the council can review them monthly. Any time there is a complaint, we discuss it with the Mayor.

We had a computer problem today and had to call Bryce Hollingshead to come in and look at it. He asked if the City would like to have a maintenance contract with him to check computers and the cameras and handle problems when we have them. He would also help make sure everything is backed up properly. The council agreed this might be a good idea. He would like to put a bid together. He has been very helpful.

Our City Attorney would like to come to the meeting in June and finish going over the Animal Control and Livestock Ordinance. The council agreed they would like to get it finished. The attorney also observed a lot of commenting from the audience at the last meeting he attended. He was quite surprised by it, as City Council meetings are for the council to discuss Agenda items.

**Gary Barnes:** Gary Barnes thanked the staff for their efforts in public relations and the

help they give the community. He also thanked the council for their friendship and discussions they have. He also thanked the community.

**Rex Nielsen:** Rex concurred with Gary.

**Daniel Wilson:** Dan thanked the staff for everything they have done. Dan asked what

can be done on the trashy yards. Can we make them put up a fence? Brenda reported on the ordinance

**Grant Johnson:** Grant got the senior packets out to Bonnie Beck and she is going to

hand them out to the women at a meeting. Bonnie Hill reported she handed them out at the auxiliary meeting.

Grant would like to see if we can have public input for a splash pad. We will put it on the website, a newsletter and Facebook.

**Mayor Phillips:** Not present.

**ACTION ITEM** – **Adjournment: Dan Wilson moved to adjourn at 9:24 p.m.,**

**seconded by Grant Johnson, all voted aye, motion carried.**

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

 **Gary Barnes, Council President**

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

 **Brenda Kay, City Clerk**