**MINUTES**

**SPECIAL MEETING**

**DOWNEY CITY COUNCIL**

**WEDNESDAY, APRIL 17, 2019**

**12:00 P.M.**

**ATTENDANCE:** Gary Barnes, Mayor Dennis Phillips, Dan Wilson, Rex Nielsen, and

 Brenda Kay. Grant Johnson arrived a few minutes late.

 Guests: Kallie Streeper, Adam Bowcutt, and Jeff Geisler from the State of Idaho

Division of Building Safety.

**CALL TO ORDER:** Mayor Phillips called the meeting to order and welcomed everyone.

**ACTION ITEM – CONSIDER APPROVAL OF ENTERING INTO AN AGREEMENT WITH THE STATE OF IDAHO FOR BUILDING INSPECTIONS WITHIN THE CITY OF DOWNEY:** Mayor Phillips turned the time over to the State of Idaho Division of Building

Safety employees to discuss entering into an agreement with the State for building inspections within the City of Downey. They briefly went over the process they use for building inspections. Permits are submitted electronically and generally have a ten day turn around. They provided a fee schedule for permits that is based on construction cost. The State retains 70% of the permit fee and 65% of the plan review fee. The balance is retained by the City. Kallie Streeper will train the city employees to help with the process. They also provided sample ordinances for building code adoption.

Mayor Phillips thanked Adam, Jeff and Kallie for coming, and they excused themselves.

**ACTION ITEM – CONSIDER APPROVAL OF AN EXTENSION TO THE AGREEMENT OF COOPERATIVE ACTION INSPECTION OF BUILDING ACTIVITIES WITHIN THE CITY OF DOWNEY WITH BANNOCK COUNTY:** The council agreed that contracting

with the State of Idaho to do building inspections for the City is a better option at this time.

**Dan Wilson moved to enter into the Building Services Agreement Between the Idaho Division of Building Safety and the City of Downey and authorized the Mayor to execute the Agreement, seconded by Gary Barnes,**

**by roll call vote: Gary Barnes, aye; Rex Nielsen, aye; Dan Wilson, aye; and**

**Grant Johnson, aye; motion carried.**

**CONSIDER APPROVAL OF A BUILDING PERMIT FOR THE BANNOCK COUNTY FAIRGROUNDS TO INSTALL A HANDICAP RAMP:** The county would like to

build a ramp on the bleachers at the south end of the arena.

**Dan Wilson moved to approve a Building Permit for a handicap ramp for Bannock County, seconded by Grant Johnson, all voted aye, motion carried.**

**ACTION ITEM – CONSIDER APPROVAL OF ADDITIONAL ACCOUNTS PAYABLE:**

**Grant Johnson moved to approve the Additional Accounts Payable for April 2019, seconded by Gary Barnes, all voted aye, motion carried.**

**ADJOURNMENT: Dan Wilson moved to adjourn, seconded by Grant Johnson, all**

 **voted aye, motion carried.**

 **APPROVED\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Dennis J. Phillips, Mayor**

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

 **Brenda Kay, City Clerk**