**MINUTES**

**SPECIAL MEETING**

**DOWNEY CITY COUNCIL**

**TUESDAY, AUGUST 27, 2019**

**7:00 PM**

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

Barnes, and Brenda Kay. Mayor Dennis Phillips was excused.

**PATRONS:** Bonnie Hill and Barbara Hill.

**CALL TO ORDER:** Gary Barnes called the meeting to order at 7:12 p.m. and

welcomed everyone.

Grant Johnson offered the invocation and led the group in the Pledge of Allegiance.

**ACTION ITEM – Public Hearing – Budget for the Fiscal Year 2019-20:**

President Barnes opened the Budget Hearing.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  **CITY OF DOWNEY** |  |  |  |  |
|  **PROPOSED BUDGET FOR FISCAL YEAR 2019-20** |  |
|  |  |  |  |  |
| **Account Title** |  |  |  |  |
|  |  | **FY2019-2020** |  |  |
| 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  |  |  |
| Insurance |  | 0  |  |  |
| 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  |  |  |
| Insurance |  | 0  |  |  |
| 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**  |  |  |
|  |  |  |  |  |

President Barnes asked for comments from the Audience. There were no comments.

President Barnes asked for comments from the Council. There were no

comments.

President Barnes closed the Public Hearing.

**Dan Wilson moved to approve the total budget for the fiscal year 2019-2020 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.**

**ACTION ITEM – Consider Approval of** **An Ordinance Entitled the Annual Appropriation Ordinance for the fiscal year beginning October 1, 2019, appropriating the sum of $593,985 to defray the expenses and liabilities of the City of Downey for said fiscal year, specifying the objects and purposes for which said appropriation is made, authorizing a levy of a sufficient tax upon the taxable property, providing for repeal of conflicting ordinances, directing the City Clerk to file certified copies of this Ordinance with the County Commissioners and Idaho Secretary of State, and providing an effective date:**

**CITY OF DOWNEY**

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

**ANNUAL APPROPRIATION ORDINANCE**

**AN ORDINANCE ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, APPROPRIATING THE SUM OF $593,985 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF DOWNEY FOR SAID FISCAL YEAR, SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, DIRECTING THE CITY CLERK TO FILE CERTIFIED COPIES OF THIS ORDINANCE WITH THE COUNTY COMMISSIONERS AND IDAHO SECRETARY OF STATE, AND PROVIDING AN EFFECTIVE DATE.**

**BE IT ORDAINED, by the Mayor and City Council of the City of Downey, Bannock County, Idaho:**

**Section 1:** That the sum of $593,985 be, and the same is appropriated to defray the necessary expenses and liabilities of the City of Downey, Bannock County, Idaho for the fiscal year beginning October 1, 2019.

**Section 2:** That the objects and purposes for which such appropriation is made, and the amount of each object and purpose is as follows:

**ESTIMATED EXPENDITURES:**

**GENERAL FUND**

 **Administration $106,151**

 **Professional Services 39,514**

 **Insurance 10,370**

 **Other Government Expense 57,237**

 **Capital Outlay 10,077**

**TOTAL GENERAL FUND $223,349**

**ROAD FUND 111,136**

**WATER FUND 154,500**

**SEWER FUND 57,000**

**GARBAGE FUND 48,000**

 **TOTAL EXPENDITURES $593,985**

**Section 3:** That a general tax levy of $149,179 on all taxable property within the City of Downey be levied for the general purposes of said City, for the fiscal year beginning October 1, 2019.

**Section 4:** All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

**Section 5:** The City Clerk of the City of Downey is hereby directed to file a certified copy of this Ordinance with the County Commissioners of Bannock County, Idaho, and the Idaho Secretary of State, in accordance with Idaho Code 50-1003 and 63-804.

**Section 6.** This ordinance shall take effect and be in full force upon its passage, approval and publication in one issue of the Idaho State Journal, the official newspaper of the City of Downey.

**PASSED under suspension of rules, by roll call vote of the City Council at a convened meeting of the Downey City Council held on the 27th day of**

**August 2019.**

**APPROVED by the Mayor of the City of Downey, Idaho, this 27th day of**

**August 2019.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Dennis J. Phillips, Mayor**

**ATTEST:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Brenda Kay, City Clerk/Treasurer**

**DATED: August 27, 2019**

**Published: September 5, 2019**

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

Councilman Grant Johnson read the title of the ordinance:

An Ordinance Entitled the Annual Appropriation Ordinance for the fiscal year beginning October 1, 2019, appropriating the sum of $593,985 to defray the expenses and liabilities of the City of Downey for said fiscal year, specifying the objects and purposes for which said appropriation is made, authorizing a levy of a sufficient tax upon the taxable property, providing for repeal of conflicting ordinances, directing the City Clerk to file certified copies of this Ordinance with the County Commissioners and Idaho Secretary of State, and providing an effective date.

**Grant Johnson moved to approve the Annual Appropriation Ordinance for the fiscal year beginning October 1, 2019, appropriating the sum of $593,985, seconded by Dan Wilson, by roll call vote: Rex Nielsen, aye; Dan Wilson, aye; Grant Johnson, aye; and Gary Barnes, aye; motion carried.**

 This Ordinance will be Ordinance No. 2019-03

**ACTION ITEM – Consider Approval of a Resolution changing the monthly water rates to be effective October 1, 2019. The rate will change from $40.50 to $41.00 for the first 10,000 gallons of water used per month, and from $.50 to $.60 per 1,000 gallons of water used thereafter:**

Gary Barnes read the following Resolution:

**RESOLUTION NO. \_\_\_\_\_\_\_\_\_**

**OF**

**CITY OF DOWNEY**

**STATE OF IDAHO**

**RESOLUTION CHANGING THE MONTHLY WATER RATES TO BE EFFECTIVE OCTOBER 1, 2019.**

 **WHEREAS**, the City of Downey, State of Idaho (“City”) desires to increase the monthly rate charged for culinary water service; and

 **WHEREAS**, the City is duly authorized to adopt and implement culinary water rates charged to those using those City services; and

 **WHEREAS**, the City has determined an appropriate rate based upon the cost of providing the services to City residents.

 **NOW, THEREFORE,** **Be it resolved** by the Mayor and City Council of the City of Downey, State of Idaho, that the monthly rate charged for water usage shall change from $40.50 for the first 10,000 gallons used per month, plus $.50 per 1,000 gallons thereafter, to $41.00 for the first 10,000 gallons used per month, plus $.60 per 1,000 gallons thereafter, and said rates are hereby adopted, effective October 1, 2019.

 Upon consideration of said Resolution by the Mayor and City Council, upon motion duly made and seconded and being put to a vote, said resolution was carried by the affirmative vote of all members of the City Council present.

 DATED the 27th day of August 2019.

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

 Mayor

 Attest:

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

 City Clerk

**Rex Nielsen moved to approve the Resolution changing the monthly water rates to be effective October 1, 2019, seconded by Dan Wilson, by roll call: Rex Nielsen, aye; Dan Wilson, aye; Grant Johnson, aye; and Gary Barnes, aye; motion carried.**

This Resolution will be Resolution No. 2019-01

**ACTION ITEM - Consider Approval of Additional Accounts Payable:**

 There were no additional accounts payable.

**ACTION ITEM – Consider Approval of RobIn Nielsen’s proposal to update the Barber Shop:** The Council reviewed the proposal of Robin Nielsen,

which is attached hereto. The Council agreed Robin Nielsen can start the work immediately. Wendy John does not want to sign a Lease Agreement for the Barber Shop until the work is finished and she feels it will meet the needs of her Beauty Shop.

**Dan Wilson moved to accept the proposal from Robin Nielsen, to do the work to update the Barber Shop in the amount of $1,549.65, which includes materials, tax, and labor, seconded by Rex Nielsen, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval of a bid for stucco and paint for the City building:** The bid was not ready.

**ACTION ITEM** - **Consider Approval of changing the Fall cleanup day to October 19th, instead of October 12th:** The clerk reported October 12th

 falls on a three-day weekend due to Columbus Day being Monday, October 14th.

Therefore, the maintenance crew would like to have the cleanup day on

October 19th.

**Rex Nielsen moved to change the fall cleanup date to October 19, 2019, instead of October 12, 2019, seconded by Dan Wilson, all voted aye, motion carried.**

**ACTION ITEM – Consider Approval of refunding Wade and Carol Christiansen’s permit fees on their Building Permit Application:**

 The clerk reported Wade and Carol Christiansen’s plans have changed, and they

will not be building a home. The Plan Review Fee charged by the State of Idaho cannot be refunded since their plans were already reviewed. However, the City’s percentage of the Plan Review Fee and the entire Building Permit Fee can be refunded since no building inspections have been made, if approved by the Council.

**Dan Wilson moved to approve refunding Wade and Carol’s permit fees in the amount of $2,728.87, with a non-refundable fee of $622.38, which will be paid to the State of Idaho for the Plan Review Fee, seconded by Grant Johnson, all voted aye, motion carried.**

**ADJOURNMENT: Rex Nielsen moved to adjourn, seconded by Dan Wilson, all**

**voted aye, motion carried.**

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

 **GARY BARNES, Council President**

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

 **Brenda Kay, City Clerk**