

CITY OF FAIRFIELD
Regular City Council Meeting
#FY 25-16
Thursday, June 12th, 2025, 7:00p.m.

Mayor Terry Lee called the City Council meeting to order at 7:00 p.m. City Clerk Sonja Chrysler took roll call. In attendance were Mayor Terry Lee, councilmembers Josh Bovey, Ted Miller, Tyler Ballard, and Council President John Pine was absent. Also, in attendance were Planning and Zoning Administrator Ed Reagan, Public Works Supervisor Jerry Scovill, city engineer Antonio Conti, Domonique Kramer, Nick Bombini, and Donna Baggs.

APPROVAL OF AGENDA: *Councilmember Josh Bovey motioned to approve the agenda with the addition of item L and item M under New Business, second by Councilmember Ted Miller. Motion passed 3-0.*

CONSENT AGENDA: Councilmember Josh Bovey motioned to approve the consent agenda as a whole, second by Councilmember Tyler Ballard. Motion passed 3-0.

NEW BUSINESS:

- A. Budget Suggestions (changes for this year) – ACTION ITEM:** No discussion.
- B. Special Events Permit – Farmer’s Market – ACTION ITEM:** Donna Baggs was present and addressed council requesting a special event permit to start the farmer’s market. The market would be each Friday from 3 pm to 7 pm at the steam engine park, starting July 4th and running until September 26th, except for the Friday during Fair week on August 1st. **Councilmember Josh Bovey motioned to approve the special event permit for the farmer’s market and waive the fees, second by Councilmember Ted Miller. Motion passes 3-0.**
- C. Special Events Permit – Camas County Fair – ACTION ITEM:** The Camas County Fair Board submitted Special Events Permit applications for the County Fair and for the street dance, to be held from July 31st to August 2nd. There were no other conflicting events during those dates. **Councilmember Josh Bovey motioned to approve the special event permit for the fair and the special event permit for the street dance and waive the fees, second by Councilmember Tyler Ballard. Motion passes 3-0.**
- D. Fair Board Annual Donation – ACTION ITEM:** Domonique Kramer addressed council requesting the annual donation to the Fair Board. The City donated \$500 last year from our Youth Program funds. **Councilmember Josh Bovey made a motion to donate \$500 to the Fair Board, second by Councilmember Ted Miller. Motion passes 3-0.**

- E. Special Events Permit – 4H Market Animal Dinner – ACTION ITEM:** A Special Events Permit Application was submitted to request to use the City Park to hold a dinner on July 26th for the supporters of the kids in 4H Market Animal Sales. **Councilmember Josh Bovey motioned to approve the special event permit for the 4H Supporter's Dinner and waive the fees, second by Councilmember Tyler Ballard. Motion passes 3-0.**
- F. Flood Plain Information:** Ed Reagan stated that he was designated as the flood plain administrator several years back. As such, he recently attended a couple of zoom meetings with Idaho Department of Water and FEMA. He wanted to pass on some of the information he received during those meetings. He stated that FEMA's primary involvement is creating the flood plain map. In addition, based on what he learned, there are many regulations regarding wetlands, and who has jurisdiction. These regulations can affect funding and land use in the future.
- G. Chamber Sign Project – ACTION ITEM:** Ed Reagan addressed council and stated that the Chamber has been working on revitalizing the sign on highway 20 to the west and getting a new sign for highway 20 to the east. Cheryl at REDS has stated that it would be difficult for the chamber to get funding to be able to do so. Even though they are non-profit, they are not a 501(c)(3), however, the city would be able to get grant funds. In doing so, the city would then be the owner of the signs. There was question as to placement of the signs that the city would take ownership of. Ed stated that the existing sign would require no changes to placement and that there is already a permit for the placement of the new sign and the next step is just construction. The signs would not be so much detailed to the businesses, as it is a Welcome to Fairfield. **Councilmember Tyler Ballard motioned to allow the chamber to move forward with the sign project, second by Council President Ted Miller. Motion passes 3-0.**
- H. Access Road to LDS Church – ACTION ITEM:** Ed Reagan gave an update on the construction of the new addition to the LDS Church. He stated that they have most of the outside and roof nearly done now. He voiced his concern about the amount of traffic they might generate with attendance in the larger building. He suggested a possible new road to direct traffic down Camas Ave., instead of Alturas Ave. This new road into the church parking lot could be to the east of the clinic. There was concern about the width in that area to fit a road, as well as a possible hinderance to emergency medical service vehicles. Mayor Lee stated we have an easement to the west of the clinic, but it becomes marshy in the spring. This discussion could continue as more information is gathered and as we approach the completion of the building.

- I. **Employee Vacation Time – ACTION ITEM:** Included in the council packets were copies of the city employee personnel policy showing the current vacation time and sick leave accrual, as well as copies showing the county accruals. In the past when changes were made, the city has mirrored the county. Upon looking at the numbers, it showed that the county is currently offering double what the city's policy does. The proposed changes would reflect the following. Vacation: 0-5 years: 2 weeks, 6-9 years: 2.5 weeks, 10-14 years: 3 weeks, 15+ years: 3.5 weeks. Vacation would be accrued up to a maximum of 240 hours. Sick leave would accrue at 8 hours per pay period with a maximum accrual of 640 hours. Upon retirement, as defined by PERSI, employees would be compensated for 30% of their accrued sick leave at the date of termination. **Councilmember Josh Bovey motioned to change the city vacation and sick leave to match the county at 2 weeks 0-5 years, 2½ weeks 6-9 years, 3 weeks 10-14 years, 3½ weeks 15+ years, vacation time accrued up to a maximum of 240 hours, sick leave accruing up to a maximum of 640 hours, and if an employee stays to retirement as defined by PERSI they will be compensated for 30% of their accrued sick leave , second by Councilmember Ted Miller. Motion passes 3-0.**
- J. **Southern Idaho Tourism Contract – ACTION ITEM:** Southern Idaho Tourism is requesting the annual contribution of \$225 for FY 2026. Mayor Lee stated that he felt it was beneficial to Fairfield to continue to work with them and noted that this year they helped us to get the funds to fix the fencing on Main St. between the Longhorn coffeeshop and the building next to it. **Councilmember Ted Miller motioned to budget \$225 for Southern Idaho Tourism in next year's budget, second by Councilmember Josh Bovey. Motion passes 3-0.**
- K. **Mountain Humane Contract – ACTION ITEM:** We received the letter from Mountain Humane with the cost for next year. It is going up to \$300 from \$250. They also sent a breakdown of the percentage per city as well as the total number of animals brought in last year. **Councilmember Josh Bovey motioned to budget \$300 for the Mountain Humane contract for next year, second by Councilmember Ted Miller. Motion passes 3-0.**
- L. **Fireworks Permit – Camas Creek Country Store – ACTION ITEM:** Camas Creek Country Store submitted the Application for Safe and Sane Fireworks Permit along with a check for the appropriate fee. This was filed later than usual as Michelle did not think the fireworks had been sent but then showed up in her order. **Councilmember Josh Bovey motioned to approve the Application for Safe and Sane Fireworks Permit, second by Councilmember Ted Miller. Motion passes 3-0.**

- M. Sidewalk Removal Request – Camas Creek Enterprises – ACTION ITEM:** Nick Bombini with Camas Creek Enterprises had discussed with Mayor Lee about removing the old sidewalk in front of his business on Soldier Road and was told that he would need to get on the agenda to get approval from City Council. Nick stated that his intention was to do that, however the crew he hired showed up before he did so and started removing it. Mayor Lee spoke to Nick and shut down the work until it could be addressed by council. **Councilmember Ted Miller motioned to allow Nick (Camas Creek Ent.) to move forward with their project of removal of the old sidewalk, second by Councilmember Josh Bovey. Motion passes 3-0.**

CONTINUED BUSINESS:

- A. Tour De Force Speed Trials - ACTION ITEM:** Tour De Force was planning to fix the street but has decided not to move forward with that. They are working though some logistical things so there is a hold for the time being.
- B. North Sidewalk Project – ACTION ITEM:** Steven Yearsley dropped off the final Transportation Study to be signed. This study was paid for by LRHIP. **Councilmember Josh Bovey motioned for the mayor to sign the 2025 Transportation Study, second by Councilmember Ted Miller. Motion passes 3-0.**
- C. South Sidewalk Project – ACTION ITEM:** Antonio Conti said that following the bid opening, he met with the contractor and went over the numbers line by line to find ways to cut the cost of the project. He provided a copy of the revised bid, along with a comparison to the old bid showing a difference of about sixty-one thousand dollars less. This is for the two blocks on the west side of Soldier Rd. The total bid is \$279,086.00. There was discussion about lighting and possibly saving money by choosing to put them in at a later date. Council also discussed our out of pocket cost for each of the sidewalk projects, and how much we had budgeted for them. **Councilmember Tyler Ballard motioned to approve the new bid, second by Councilmember Ted Miller. Motion passes 3-0.**
Councilmember Josh Bovey motioned to allow Mayor Lee to sign the new contract, second by Councilmember Ted Miller. Motion passes by unanimous rollcall vote.
- D. 708 Soldier Rd. – Utilities Letter - ACTION ITEM:** Since the last payment of \$300 on the account in April, there have been no other payments or communication from the tenant. The balance on the account has crept up to more than was initially owed at the time of the letter to council. It also appears that the water leak has not been fixed on the property. We will check the ordinance for not fixing leaking pipes and then proceed with the landlord. It was decided that the water shut-off would no longer be delayed, as the tenant has not made sufficient effort to try to pay the bill and the time originally given has expired. Upon the next billing cycle the account will go back to the normal shut-off ordinance.
- E. Code Enforcement Officer – Action Item:** No discussion

- F. **Nuisance Hearing – ACTION ITEM:** No discussion.
- G. **Ziply Project 5520810 – North Fairfield Fiber Install - ACTION ITEM:** No discussion.
- H. **Ziply Project 5520819 – South Fairfield Fiber Install - ACTION ITEM:** No discussion.
- I. **Sun Creek Subdivision – ACTION ITEM:** No discussion.
- J. **Pickleball Court Overlay – ACTION ITEM:** No discussion

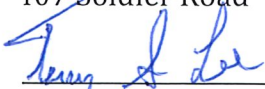
REPORTS

- A. **Mayor's Report and Correspondence:** Mayor Lee: Jerry and Mayor Lee met with Gordon about the upgrade to the sewer system. He is wanting the city to okay moving forward with getting funding. Mayor Lee is concerned that even if he gets 90%, 10% will still be eight hundred thousand dollars. Gordon thinks that there are also state grants he could get to help cover those costs. There is no commitment at this time to try to get funding. This system would remove the solids from the water and turn them into ash. Once the water is clean it is said to be okay for drinking or putting into an injection well to put it back into the ground. Bellevue is looking into it and Eastern Idaho has several cities in the first phase. The pilot program will be going into Burley next month. Antonio added that DEQ would require having a back-up. There might also be special permits needed to operate it. Mayor Lee stated that if there are no strings attached that it would not hurt to see if we can get funding.
- B. **Water and Sewer:** Tyler Ballard: No report.
- C. **Streets and Alleys:** Ted Miller: Shipp had a time limit that he was supposed to be allowed to have the camper on the property, and now there is two. There was no permit filed with the city. Tyler Ballard asked about the road being closed next to the school for the roof repair and why it is still closed when no work is being done. Work is nearly done, but Tyler suggested moving the road blocks while work is not actively in progress.
- D. **Parks and Recreation:** John Pine: No report
- E. **Fire and Police:** Josh Bovey: The attorney got the changes made on the water tender contract and it has been sent over to Gooding Fire. Their commissioner meeting is tomorrow. The main changes made, were going from a purchase to a lease/purchase. The fire department has finished up the insurance audit for the fire insurance rating. They improved one classification which should turn into a slight break on everyone's insurance in town. They had their first brush fire this season up Soldier Creek up near the ski hill.
- F. **Public Works Superintendent:** Jerry Scovill: No report

- G. **Planning and Zoning Administrator:** Ed Reagan: AIC sent out the handbook on record retention with new legislation. Ed will forward it to Sonja. They also sent out guidelines regarding agricultural protection areas. There are a couple of sections that apply to cities. He didn't think it would affect us much but wanted to make sure.
- H. **City Clerk/Treasurer:** Sonja Chrysler: Sonja will be gone next week, Wednesday, Thursday, and Friday for the AIC conference in Boise. The flower baskets are up and appear to be working well.


Councilmember Tyler Ballard moved to adjourn the meeting, seconded by Councilmember Josh Bovey. Motion passed 3-0. Meeting adjourned at 8:30 p.m.

Next Regular Council meeting will be Thursday, July 10th, 2025, at 7:00 p.m. at
407 Soldier Road



Terry S Lee, Mayor

ATTEST:


Sonja Chrysler City Clerk