

# MINUTES–CITY OF ASHTON

## COUNCIL MEETING

Wednesday, February 12, 2024

6:00 p.m.

714 Main Street

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*The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of **Public Hearings**. The Mayor will not normally allow audience participation at any other time. Idaho Law prohibits council action on items brought under this section except in an emergency circumstance. Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meetings should be addressed to the Office of the City Clerk or call 208-652-3987.*

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**PRAYER OFFERED BY: John Scafe**  
**CALL TO ORDER & WELCOME**  
**PLEDGE LED BY: Nate Finley**

In Attendance: Tom Mattingly, John Kaelberer, John Scafe and Nate Finley. Councilwoman Hansen was excused.

Also in attendance: City Clerk Stegelmeier, Deputy Clerk Warnke, P&Z Administrator Bowersox, Chief Griffel, City Attorney Angell, Keith Richey, Nicole Adams and Justin Angell.

Mayor Mattingly welcomed everyone and opened the meeting at 6:00 pm.

### **1. CONSENT AGENDA: ACTION ITEM**

*Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilman or a citizen that one or more items be removed for later discussion.*

- A. **Minutes** – Approval of Meeting Minutes 1-8-2025
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

City Clerk Stegelmeier reported that a bill for the construction at the Police Station came in after the packets went out but that she added it to the report. She added it because the Council was expecting that there would be bills for the construction coming in and the construction company just did not realize they had to have it in the Friday prior to council meeting.

Councilman Kaelberer made a motion to approve the Consent Agenda as presented. Councilman Scafe seconded the motion. The motion passed unanimously.

### **Regular Business:**

*Each speaker will be allowed a maximum of 5 minutes unless repeat testimony is requested by the Mayor/Council.*

#### **1. Ashton Resolution 25-01 – Garbage Rate Adjustment – City Clerk Stegelmeier**

##### **ACTION ITEM**

City Clerk Stegelmeier explained that PSI had already raised the City's rate by 3% due to a new tipping rate passed by Fremont County. This will need to be passed on to the garbage users so that the Sanitation Fund balances. She has included a chart in the packets showing the Council the new rates.

Councilman Kaelberer made a motion to approve the 25-01 as presented. Councilman Finley seconded the motion. The motion passed unanimously.

#### **2. Audit Report – Nathan Maravilla, City Clerk Stegelmeier ACTION ITEM**

Nathan Maravilla is here today to report the completed audit to the Council. As a result of their audit, Jensen, Poulson are giving the City a clean opinion, there are no major issues. The concerns are that the Streets Fund is showing a negative cash balance and the Parks & Rec Fund continues to struggle. The General Fund has had to transfer again to the Parks & Rec to make it balance. Nathan expressed

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his concern that the pool continues to lose money. This year it roughly made \$20,000 but it cost \$40,000 to run it. This is a big deficit and it is unsustainable. Councilman Kaelberer said that the pool is something the community loves and that the General Fund will probably have to continue to subsidize it. Nathan expressed his concern that over the last 3 to 5 years the General Fund has had to subsidize Parks by over \$200,000. This will not be possible eventually. The Water Fund did not do as well this year but Nathan approves of the City's plan to raise the rates by 5% over the next few years to get to a better position. The Sewer Fund is doing well. The Sanitation Fund is breaking even at this time and keeping up with the raise will ensure that it stays that way. The wastewater screen project spending triggered the limit and so a single audit was done to comply with Federal Regulations. The single audit received an unmodified opinion. Nathan went over the cash balances and the loan payments with the Council. He then thanked City Clerk Stegelmeier and Deputy Clerk Warnke for their preparation for the audit and asked if there were any questions or concerns from the Council. Councilman Scafe said it sounds like Parks & Rec Fund is a concern but it must be a concern for every city. Nathan said in his experience it is but that most can come close but the City of Ashton is not. It is unsustainable.

Councilman Kaelberer made a motion to accept the FY2024 audit. Councilman Scafe seconded the motion. The motion passed unanimously.

Nathan asked if the Council would like to have the Mayor sign an engagement letter for FY2025.

Councilman Scafe make a motion to use Jensen and Poulson as the City's auditor for FY2025. Councilman Kaelberer seconded the motion. The motion passed unanimously.

### **3. Emergency Mitigation – Keith Richey, City Clerk Stegelmeier *ACTION ITEM***

Keith Richey is coming tonight to talk about Fremont County's all hazard mitigation plan. He hosted a kick off meeting the night prior to this council meeting. Councilman Kaelberer attended the meeting. Keith as been able to hire a contractor to work on this plan. His name is Mike Clements. Mike knows this area and is a good friend. He would like to turn his time over to Mike Clements. One of the conditions of the grant is a cost match. Part of that match can be paid by attendance at meetings so Mike asked that everyone please sign the sign in sheet. Each signature will add \$44.10 per hour goes to the cost share for the grant. Mike also asked that everyone go to the Facebook page and take a survey. This will also help with the cost match and you could win a survival kit or flashlight. He then went on to talk about Hazzard Mitigation and what plans the City might have for the grant. The City Council can come up with what they would like in the plan. Then get with Mike to get it fleshed out and listed. Mike has given City Clerk Stegelmeier a form that he needs filled out. City Clerk Stegelmeier will email him the form and sign-in sheet on Thursday.

### **4. Water Study Update – City Clerk Stegelmeier, Kyle Jones**

Kyle Jones is here to update the Council on the City's Water Study. He explained that he is working on the report. The City will want to design for growth and 40 years of growth is what Kyle usually plans. For grants, both the DEQ and the USDA require at least a 30-year growth plan. Kyle went over the growth, water capacity and water rights that he has identified. He is now working on a map of the water lines and will be getting with Todd to make sure that he has everything mapped. He should be finishing the study soon.

### **5. Wastewater Screen Project Update – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier reported that the screen is here and the contractor should be putting it in soon.

### **6. American Dog Derby Discussion – John Scafe, City Clerk Stegelmeier *ACTION ITEM***

John Scafe explained that this year is turning into a completely different year. There is a group of people who have joined the committee and are really excited. The trail is going to be on Main Street starting at 5<sup>th</sup> Street, then turning north on 9<sup>th</sup> Street and out of town. He will get the proof of insurance and permits to City Clerk Stegelmeier. The event has been advertised and they have 15 teams signed up to participate. The committee has other snow equipment and will be setting up and moving the snow after the event. Mayor Mattingly thanked John and the American Dog Derby committee for putting on the event.

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### **7. Sign Bid Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier went over the bids with the Council. She explained her concern with the lowest bid in that he did not include his Public Works License number and any work for the City costing over \$50,000 has to be done by a licensed contractor. The bids were discussed and Councilman Kaelberer asked if the City could just hire some temporary workers and get an auger to do the work ourselves. City Clerk Stegelmeier said they would need to get some numbers together to see if it would cost less. Councilman Kaelberer said he thought Forrest would be game to do the work. Councilman Finley said he would like to table a decision and see if the cost would be less in house. The Council directed City Clerk Stegelmeier to get costs together for in-house construction. They asked her to contact the low bidder and explain that the City is going to check on costs. Also, get with him on the public works licensure. They will then decide next month whether to award the bid or to do the work in-house.

### **8. Council Schedule – City Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier went over the upcoming schedule with the Council.

### **9. Executive Session – City Attorney Angell *ACTION ITEM***

I.C. 74-206 Certain City-related matters may need to be discussed confidentially as a matter of law (Acquisition of real property, personnel matters, attorney-client communications) subject to applicable legal requirements, the Council may enter executive session by roll call vote to discuss such matters.

**(f) To communicate with legal counsel for the City of Ashton to discuss legal ramifications of and legal options for pending litigation.**

City Attorney Angell said there was no need for an executive session.

### **10. ADJOURNMENT**

**Councilman Finley made a motion to adjourn. Councilman Kaelberer seconded the motion. The motion passed unanimously.**

The meeting ended at 6:26 pm.

Minutes respectfully submitted by Cathy Stegelmeier, City Clerk.

Attest

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Cathy Stegelmeier

City Clerk

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Tom Mattingly

Mayor