

MINUTES–CITY OF ASHTON

REGULAR COUNCIL MEETING

Wednesday, April 13, 2021

6:00 p.m.

714 Main Street

*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.*

Due to the COVID-19 pandemic: Please do not attend the meeting if you feel sick or have been around those who have been sick.

PRAYER OFFERED BY: Teresa Hansen

CALL TO ORDER & WELCOME

PLEDGE LED BY: Tom Mattingly

In Attendance: Tom Mattingly, Teresa Hansen, John Scafe, Jerry Funke and John Kaelberer.

Also, in attendance: City Clerk Stegelmeier, Chief Griffel, City Attorney Angell, P&Z Administrator Bowersox, Deputy Clerk Warnke, Chief Griffel, Abbie Mace, Jordan Stoddard, Tom Cluff, Scott Kamachi, Blair Dance, Blair Jones, Hill, Andrea Simson, Andrew Rogers, McCall Stronks, Rachel Hatton, Rosie Owens and Sheryl Hill.

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

1. Joint Meeting with Fremont County Commissioners

The City Council and County officials will discuss some items which the City Council would like to work on together with the County.

Mayor Mattingly opened the meeting and asked if City Clerk Stegelmeier would start the discussion with the County. City Clerk Stegelmeier explained that the first item on the City's list for discussion was property tax exemptions. The City would like to be informed when an exemption is being considered in the City of Ashton. Fremont County Clerk Abbie Mace explained that those applying for exemption have to fill out some forms and the process has statutory requirements. There are requirements to meet and then come before the commission. There is a matrix that each applicant must meet. City Clerk Stegelmeier asked if there is a due date or something – then she could call and inquire as to whether there have been any applicants within the City of Ashton. Clerk Mace said she believes the applications are due April 15th each year. The next item for discussion was to ask that - if the City is able to purchase some property from the Rankin family west of Ashton – would Fremont County be willing to partner on building a road from the County Road (1300 N) going south to provide a safer exit from the Rankin Motel, Dave's and the Forest Service Office. The County Commissioners asked Blair Jones, county road supervisor, to give input. Councilman Scafe spoke about how much better that road would be for safety. Councilwoman Hansen said it is sometimes rough working with the ITD but maybe the City and the County could work with each other as we try to work with the ITD. Commissioner Kamachi explained that he thinks there needs to be more information prior to any firm commitment from the County. The Mayor and Council explained that the City is willing to pay for engineering and supplies, they just do not have the equipment to construct a road. The Mayor then explained that the City has had a lot of water that cannot be accounted for and asked that the County fill up at the City building so that the water can be metered and billed. All of the City water is treated and that costs the citizens of Ashton. Blair Jones said they will contact the City if they have need of water. They then discussed the County assisting with the new dog pound construction. The County Sheriff's Department also uses the City pound. The City will give more information to the County as it is necessary for building the dog pound. The discussion turned to short term rentals. City P&Z Administrator Bowersox has spoken with County P&B Administrator Cluff. Administrator Cluff had some references of other cities, etc. who have regulations that Administrator Bowersox which she should research. The County is now working on revamping their regulations and Administrator Cluff is of the opinion that as a small city, the regulations put in place should be made to be less stringent and easier to enforce than the County's

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regulations. He said to start with thinking about what issues the City thinks they need to solve with short term rentals and work out from that point. Administrator Cluff explained that the challenge the County has had is that there are so many rentals that it becomes a manpower issue. This issue was discussed more and then Councilwoman Hansen asked how many short-term rentals there are in Fremont County. Administrator Cluff explained that it varies but that in the Island Park area they estimate that there are up to 30% of homes that are short-term rentals. Commissioner Dance is not sure how this affects the ability to buy or sell. He feels that open market is still the best. Administrator Bowersox then discussed the City's plan to change some of the zoning in the City's area of impact on both HWY 47 and HWY 32. She had also discussed this with Administrator Cluff who recommends thinking over the change to see that it makes sense along with their plan and other code. The meeting with the Commissioners ended with the County recommending that the City speak with ITD and the Rankins and get back with them on the road construction. Mayor Mattingly thanked the Commissioners and other county staff for their time.

Mayor Mattingly called a 5-minute recess.

2. AMEND AGENDA: ACTION ITEM

A. 4. Nomination for Urban Renewal Agency – Mayor Mattingly

Councilwoman Hansen made a motion to amend the agenda by adding Nomination for Urban Renewal Agency as number 4. Councilman Kaelberer seconded the motion. the motion passed unanimously

3. 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 3-9-2022, 3-16-2022
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

Asked about. Caselle and medical supplies.

Councilwoman Hansen made a motion to approve the Consent Agenda as presented. Councilman Funke 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.

4. Nomination for Urban Renewal Agency – Mayor Mattingly ACTION ITEM

Mayor Mattingly nominated Glen Pond to serve on the Ashton Urban Renewal Agency.

Councilman Funke made a motion to appoint Glen Pond to serve on the Ashton Urban Renewal Agency. Councilman Kaelberer seconded the motion. The motion passed unanimously.

5. ORDINANCES/RESOLUTIONS:

A. **City of Ashton Ordinance 489-22 – ACC 8.16.100 Burning of Refuse Amendment – City Clerk Stegelmeier, Chief Griffel ACTION ITEM**

Mayor Mattingly explained that the fire code needed an update. City Clerk Stegelmeier has typed up an amendment for the code for the Council to consider. He called on North Fremont Fire District Chief Andrew Rogers to add to the discussion. Chief Rogers explained that he will give out permits for those wishing to burn and that he will give the City notice. He asked if City Clerk Stegelmeier would add to the amendment that the Chief be given a 24-hour notice. He also explained that an example of an approved container can be found online. The Council will go over the amendment for approval at next month's meeting.

6. Utility Connection Discussion – Andrea Simson, City Clerk Stegelmeier, Deputy Clerk Warnke

Andrea Simson wanted to come to City Council to see if it would be possible to set up a payment plan or

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something to be able to get the water turned on at the store she is buying. Councilwoman Hansen asked if they knew there was not plumbing when they bought the store. Andrea said they did but they were unaware that the services had been removed. The owner had said that the plumbing was bad and so she and her husband have worked to get it repaired. Councilwoman Hansen explained that the owner had signed an agreement and knew the costs. She went on to suggest that Andrea negotiate with the owner as Councilwoman Hansen feels that the owner has the responsibility of connection fees. Councilman Kaelberer said that he realizes that it is a lot of money. He explained that payment plans are not offered to anyone for connection fees. Councilman Funke asked what Andrea was thinking on a payment schedule. She replied that they could come with \$1,500 down and then make payments along with the monthly bill. Councilman Scafe expressed his opinion that the City wants to promote business in town because it is tough to have a business. Councilwoman Hansen asked Andrea to go back to the owner to discuss the connection fees.

~~7. Water Leak Discussion – Blair Nash, City Clerk Stegelmeier, Todd Martindale~~

This item was removed before the meeting.

8. Impact Area Update – P&Z Administrator Bowersox **ACTION ITEM**

P&Z Administrator Bowersox explained that she wanted to come to and follow up with the council about making a change in zoning in the impact area around the city. The impact area is managed by the county but the City would need to pass an ordinance and update the map through the county process. The county would then apply the city rules to those properties through the planning and zoning process. The ordinance the City would consider would be considered following a public hearing. Basically, Administrator Bowersox is recommending consistency by allowing a commercial district on Hwy 47 east of town and on HWY 32 southeast of town within the existing impact area. The commercial zone would consist of the first 150 feet fronting both highways. Councilwoman Hansen would like to take a road trip with Administrator Bowersox to look at the area being considered as well as talk about some of the impacts to residences that already exist. Councilman Scafe was concerned about someone who may want to have a subdivision with no commercial section. They discussed that this is a long-term planning tool. Administrator Bowersox said she would bring this item back for more discussion.

9. Projects 2022 Update –City Clerk Stegelmeier **ACTION ITEM**

City Clerk Stegelmeier went over an email from Marvin Fielding from Keller Associates that went over the dates that funding responses on the water planning study which is the first step in looking at adding to the well system for the City. The answer on that funding should be coming soon. It was supposed to be latter part of March, first part of April but should be soon. The next is the grant on the wastewater project (screen). The grant info should be coming soon but is not back yet. The TAP application for sidewalks on Main Street has also not been finalized yet either. The sign project is out to bid and hopefully will fund this year. Councilwoman Hansen expressed her concern that this project has taken forever. The railroad avenue project has two parts. The Ashton Area Urban Renewal will fund the first part from Main to the alley but they will have to reimburse us for some of the costs as their funding will not come in until after taxes are paid. The City will need to pay for the engineering and the City will need to amend the engineering contract to include the Urban Renewal portion but the City will be reimbursed for the Urban Renewal portion.

Councilwoman Hansen made a motion to accept the modifications for the engineering contract on Railroad Avenue. Councilman Kaelberer seconded the motion. The motion passed unanimously.

10. Budget Discussion – City Clerk Stegelmeier, Chief Griffel **ACTION ITEM**

Chief Griffel explained that it was his intent was to budget for a new vehicle for Detective Owens in 2023. However, the cam shaft lifters are going out in Detective Owens' vehicle. Mayor Mattingly expressed his opinion that they would go out in 3 to 4 months. The repair would be around \$6,000. The leasing company that the City is using for Detective Belew's vehicle has another vehicle that the City could lease with the same terms. The company representative said that they could sell Detective Owens vehicle now and it would still be worth some money off of the lease. Councilman Funke said that cam shaft problems will just be the beginning. Councilman Scafe said that it would be just as well to get a new motor and the lease sounds like it would be good. He went on to say that we would probably put all that money into the drive

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train and other things are wearing out. The City needs to have reliable vehicles for community safety. Chief Griffel will get the paperwork done to do the lease.

Councilman Kaelberer made a motion to lease a pickup truck to replace Detective Owens truck. Councilman Funke seconded the motion. The motion passed unanimously.

City Clerk Stegelmeier explained that she would like to go over the budget schedule. She would like to have the Council go through the City's facilities. She then asked the Council to set the 2023 Budget hearing date. She explained that it is usually set for the 4th Wednesday in August which would be August 24th this year.

Councilwoman Hansen made a motion to set the City FY 2023 Budget Hearing on August 24, 2022. Councilman SSAFE seconded the motion. The motion passed unanimously.

11.Scheduling – City Clerk Stegelmeier **ACTION ITEM**

City Clerk Stegelmeier went over the schedule with the Council. City Clerk Stegelmeier then brought up the Association of Idaho Cities Conference in June. They discussed the conference and whether they would want to go to the meeting. They then discussed the Mayor's Youth Advisory Council. The AIC is now wanting to call it the Idaho Youth Council. The council thinks it would be a good idea to get set up to do this for next school year. Councilwoman Hansen and Councilman Funke said they would be willing to help.

Councilman Funke asked if the City was going to have a surplus sale. There is a car and truck to sell. City Clerk Stegelmeier said she would ask public works to make a list for her to bring to council next month.

Councilman Funke then asked about junk cars. Chief Griffel said he will make his rounds and get letters sent out.

The old Burns house was discussed. The fire department could maybe use it for a practice. Fire Chief Rogers will look into working on that.

12.ADJOURNMENT

Councilman Hansen made a motion to adjourn. Councilwoman Kaelberer seconded the motion. The motion passed unanimously.

The meeting ended at 9:22 pm.

NEXT MEETING

- ◆ City Council/P&Z 6:00 p.m. – Wednesday, April 27, 2022 Council Chambers, Ashton City Building – 714 Main, Ashton.
- ◆ City Council/P&Z 6:00 p.m. – Wednesday, May 4, 2022 Council Chambers, Ashton City Building – 714 Main, Ashton.
- ◆ Regular City Council 7:00 p.m. – Wednesday, May 11, 2022 Council Chambers, Ashton City Building – 714 Main, Ashton.
- ◆ Questions concerning items appearing on these Agendas 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.

Minutes respectfully submitted by Cathy Stegelmeier, City Clerk.

Attest

Cathy Stegelmeier
City Clerk

Tom Mattingly
Mayor