

# MINUTES–CITY OF ASHTON

## SPECIAL CITY COUNCIL MEETING

Wednesday, February 13, 2019

3:00 p.m.

714 Main (North Entrance)

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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.*

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### CALL TO ORDER & WELCOME

**PRAYER OFFERED BY: Tadd Atchley**  
**PLEDGE LED BY: Teresa Hansen**

**In Attendance:** Teddy Stronks, Teresa Hansen, Tadd Atchley, Jerry Funke, and Tom Mattingly.

**Also in attendance:** City Clerk Stegelmeier, Sheri Poulsen, Lisa Smith, Sheryl Hill, John Scafe, Michelle O'Malley, Rachel Hatton, Brett Griffel, Sterling Nelson, Todd Martindale and Marvin Fielding.

Mayor Stronks opened the meeting at 7pm.

### 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 Special Meeting Minutes 12-14-2019
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

Councilman Atchley made a motion that the Consent Agenda be approved as presented. Councilman Hansen seconded the motion. The motion passed unanimously

### 2. ORDINANCES/RESOLUTIONS:

- A. Ordinance 474-19 – Dog Ordinance Amendment – Police Chief Griffel, City Attorney Angell  
City Attorney Angell explained that he had discussed the amendment with Chief Griffel. The idea is to simplify the ordinance by replacing the non-commercial kennel section to just set a limit on the number of dogs allowed in the City. It limits the amount of dogs permitted in each residence. Each residence are allowed two dogs. Mayor Stronks asked what would happen if someone has more than two (2) dogs. City Attorney Angel replied that right now they are not allowed to have more than two (2) dogs without an approved non-commercial kennel license. There are no approved licenses in town and so no one should have more than two dogs. Councilman Atchley expressed his concern that there will still need to be enforcement. Councilwoman Hansen would like to get something in the newsletter about the limit on dogs. Councilman Mattingly enquired as to whether there was going to be an exception for puppies like there was in the past ordinance. City Attorney Angell will add an exception for puppies and bring it back to the Council at the March meeting.
- B. Resolution 19-01 – Community Review Resolution & Teleconference – Mayor Stronks, John Barrett, Rachel Hatton, Julie Mauer, Sara Bowersox Joh  
Mayor Stronks asked Rachel to explain everything. Rachel explained that John Barrett with the Idaho Rural Partnership is going to speak to the Council by speakerphone. She passed out a summary of the community review that was done in October. John explained that the committee, the community and Idaho Rural Partnership have completed conducting phase I in October and have written a report. The report summarizes the meetings and prepares a survey that is being conducted now to bring focus to identifying three issues to focus on and accomplish. The resolution is a way for the City to show its support for the Community Review. It also may bring attention to the process to try

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to bring more community members to the process. Then there will be 6-8 weeks then the plan is reported. Councilwoman Hansen asked what the three focus issues were chosen. Rachel explained that there are ballots being handed out now and in March they will count them to find those three focus issues. Mayor Stronks asked the Council to go over resolution so that they could take action next month. He expressed his appreciation to the Community Review committee. They expressed appreciation for the Mayor and his efforts in assisting them with the Review. Councilman Funke enquired about the section in the Resolution concerning the cost of the Review. He does not feel that the Council should commit taxpayer dollars to the review. City Attorney Angell thought it that the Council should be careful to safe guard taxpayer dollars. No funds should be given directly to a fundraiser and this is not one of those exceptions. Supporting, advertising, facilitating and those kinds of assistance are great. Mayor Stronks reminded the Council that the resolution will be an action item next meeting.

- C. Resolution 19-02 - Policy for Insurance Reporting – City Attorney Angell, Police Chief Griffel  
City Attorney Angell explained that this is another proposal from Chief Griffel for City employees and officials clarifying how to handle accident reporting. It specifies that the City Clerk is the person to report accidents involving City property, personal property, etc. Councilman Funke would like to add that an immediate drug test be mandatory for the person involved in the accident. City Attorney Angell is opposed to drug testing as there are potential problems with personal privacy. He tends to advise cities to quit drug testing. It is oftentimes unworkable, more burdensome than a liability and claims from employees, etc. are often filed. He explained that the idea with this is resolution is not meant to be punitive in nature but to make sure everything is covered. This resolution will be an action item at the next meeting.

### 3. NEW BUSINESS/PETITIONS:

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

- A. FY2018 Audit – Sheri Poulson  
Mayor Stronks thanked Sheri for coming and asked her to go ahead and report the audit. Sheri explained that the basic outcome is that the City Administration has an unmodified decision. That is the highest opinion you can receive. The City is in a strong financial position with a combined savings of 2.2 million. The General Fund has a balance of \$720,000 but did go down a little last year. It is a strong fund balance and she asked the Council to please try to maintain the balance. The Street Fund is still holding its own but she reminded the council to be mindful and keep the fund up. The Parks & Recreation Fund dropped and is negative at \$-13,000. She said to look at transferring out of general fund to alleviate the negative balance. The Visitor Center fund was at a loss in 2018 but it was a calculated loss in purchasing the Sani-Star payment system. She went over the payments and interest rates. Sheri then reminded the Council that purchase orders are to be done. She is encouraged that the City Clerk and Deputy Clerk went to a Caselle training and encourages the City to send them whenever possible. Overall everything went well and quickly. The City is in a good financial spot. The Mayor and Council thanked Sheri for her time.
- B. Credit Card Service Change – City Clerk Stegelmeier **ACTION ITEM**  
City Clerk Stegelmeier explained that she would like to change the credit card payment system the City is using. The new system would work seamlessly with the City's software and is very user friendly. The customers can set up many different ways to pay. She will bring more information at the next meeting.
- C. Nielson Lease Payment – City Clerk Stegelmeier, Brett Griffel **ACTION ITEM**

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City Clerk Stegelmeier explained that Chad Nielson came in to the City and wanted to talk about paying less rent because of the construction. City Clerk Stegelmeier asked Mr. Nielson to just bring in a check for the amount he thought was fair along with an explanation of the reason behind paying less. Sewer Supervisor Brett Griffel explained that there was not a loss of irrigation water on the pivot as listed by Mr. Nielson. The only difference is that the end gun cannot be used with effluent to make sure the distance from private property is maintained. Brett also explained that the crops taken off the field were better than Mr. Nielson has gotten since he started leasing the property. City Attorney Angel went over the lease with the Council. Councilmen Atchley and Funke suggested that the City find out if someone else would like to farm the property. City Attorney Angel said he would work with Mayor Stronks to work on this lease.

#### 4. UNFINISHED/OLD BUSINESS:

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

- A. American Dog Derby – John Scafe, Police Chief Griffel, Todd Martindale, Brett Griffel **ACTION ITEM**  
John Scafe is here to let the City know how things are going with this year's derby. This is the first time that too much snow might be a problem. The weather reports may delay start and roads may be bad for mushers and spectators. The committee is going to be patience appreciate all the support from the City and community. They are ready to go.
- B. Tennis Court Grant Application – Mayor Stronks, City Clerk Stegelmeier **ACTION ITEM**  
City Clerk Stegelmeier explained that the City has applied for a Land & Water Conservation Fund Grant through the Idaho Department of Parks and Recreation. Mayor Stronks will go to Boise next month to do a presentation. As part of the grant application, the City will be committing to a 50-50 grant match. This will require the City to come up with \$71,084 but the Mayor has already secured \$24,000 so the remaining funds to raise add to \$47,084.
- C. Bank Bids – City Clerk Stegelmeier **ACTION ITEM**  
City Clerk Stegelmeier spoke with Sheri Poulson concerning the bids. Sheri suggested that since the City would still be paying an analysis fee, it seems that keeping the account at Key Bank is the best solution. That is what City Clerk Stegelmeier is planning on doing.

#### 5. REGULAR BUSINESS/EMPLOYEE REPORTS:

- A. Scheduling – City Clerk Stegelmeier **ACTION ITEM**  
City Clerk Stegelmeier went over the schedule with the Mayor & Council.

#### 6. COUNCIL DISCUSSION:

*Councilmembers will bring items to be discussed with the other Councilmembers & Mayor. No action should be taken on these items as they have not been specifically listed on the agenda.*

Mayor Stronks reported that he received a letter from the Environmental Protection Agency explaining that they are going to present an award to the City. The presenter will come in April. Mayor Stronks will give the Council more information as the date gets closer.

#### 7. EXECUTIVE SESSION:

*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 public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

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Councilman Atchley made a motion to enter executive session. He then called a roll call vote: Councilwoman Hansen seconded the motion. Councilman Mattingly, aye; Councilman Atchley, aye; Councilman Funke, aye; Councilwoman Hansen, aye. The motion passed.

The Council entered Executive Session at 4:15 PM.

Councilman Atchley made a motion to exit Executive Session. Councilman Mattingly seconded the motion. The motion passed unanimously.

The Council exited Executive Session at 4:35 PM.

### **8. ADJOURNMENT:**

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

The meeting was adjourned at 4:36 pm.

### **NEXT MEETING**

- ◆ Special Council 7:00 p.m. – Wednesday, March 13, 2019 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.

**This meeting will serve as the Ashton City Council's February meeting.**

Minutes respectfully submitted by Cathy Stegelmeier, City Clerk.

Attest:

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Cathy Stegelmeier  
City Clerk

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Theo R. Stronks  
Mayor