

MINUTES–CITY OF ASHTON

COUNCIL MEETING

Wednesday, June 12, 2024

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. 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.*

PRAYER OFFERED BY: Teresa Hansen

CALL TO ORDER & WELCOME

PLEDGE LED BY: John Kaelberer

In Attendance: Teresa Hansen, John Scafe, John Kaelberer and Nate Finley. Mayor Mattingly was excused.

Also in attendance: City Clerk Stegelmeier, City Attorney Angell, P&Z Administrator Bowersox, Chief Griffel, Jaden Jackson, Sara Bowersox, Gregg Bowman, Jaden Jackson, Andrew Schauerhamer and Rachel Hatton.

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

1. AMEND AGENDA: **ACTION ITEM**

E. State Highway Discussion: ITD Representatives **ACTION ITEM**

City Clerk Stegelmeier explained that Gregg Bowman had contacted her earlier in the month but had been left off the agenda.

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

2. 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 5-8-2024, 5-29-2024
- B. **Treasurers Report** - As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As submitted

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

3. Regular Business:

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

E. State Highway Discussion: ITD Representatives **ACTION ITEM**

Gregg Bowman from the Idaho Transportation Department (ITD) is here to speak to the council concerning some projects and meetings the ITD will be working on in the Ashton area. For the Highway 20 project, Ashton to Hwy 87, the PEL continues with a level 3 screening being held in June. That will mean that public meetings on it will be held in late August. The simple restriping project at the base of Ashton Hill will be done in the next couple of weeks. This will make a turning lane at the Ashton Hill Estates. Work on the bridge will start next week and then the restriping will be completed. Councilman Scafe asked if there will be more signs. Gregg replied that all signs will all be brought up to uniform

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traffic standards. There were some other items identified in the public meetings that ITD will be working on. One is that they will continue with tree clearing along the highway. They will be working in sections over the next few seasons. They are working on the feasibility of a signal light at Elk Creek. They are working on the money and funding for the light. There is also a problem with right-of-way area for the intersection. There are a few other intersections that have the same issues and they are working to solve them. The Chester to Ashton project is in the early days of buying property and the draft environmental document should be completed in October. That will mean public comment on the document in November and December. The funds are slated for 2029. There is also going to be some striping in Island Park and work on a guard rail at the Mack's Inn bridge. South St. Anthony interchange work is ongoing with a switch in traffic lanes just prior to 4th of July. It is slated to be open to normal traffic late fall. Councilman Scafe asked if the economic study concerning the highway exit, etc. for Ashton in the Ashton to Hwy 87 had been completed. Gregg said there have been some studies but there will need to be more following the completion of the PEL. Mayor Mattingly thanked Gregg for his time.

F. **Park Discussion – Andrew Schauerhamer, City Clerk Stegelmeier** **ACTION ITEM**

Andrew Schauerhamer is now the president of the North Fremont Booster Club. The club raises money for the athletic programs at North Fremont High School. The club has a facility on wheels, the Husky Hut, that they use for fundraising by selling burgers, snacks and drinks at games. Andrew is here to ask if it would be possible for them to put the Husky Hut at the Ashton City Park while the pool is open. The hut is run by volunteers and they would be selling snacks and drinks. The Council asked City Attorney Angel for his opinion and he explained that he thought the City should have a policy with a form so that requests can be managed administratively. City Clerk Stegelmeier explained that she had spoken with the city's park supervisor, Michele Smith, about the Husky Hut. Michele would like the Hut to be south of the pool in the parking lot so as not to be in the way for mowing, watering, etc. City Clerk Stegelmeier was concerned about getting a certificate of insurance from the Booster Club also. Councilman Scafe advised Andrew on where to get insurance as he has had to work on that for the American Dog Derby. Andrew said he would get back with City Clerk Stegelmeier with insurance.

Councilman Scafe made a motion to approve allowing the NF Booster Club to sell food at the City Park providing they provide proof of insurance to the City. Councilman Finley seconded the motion. The motion passed unanimously.

G. **Maple Leaf Drive & Railroad Avenue Construction – City Clerk Stegelmeier** **ACTION ITEM**

City Clerk Stegelmeier explained that there was a meeting with the contractor on the project, 3H Construction, last week. They discussed timing and the budget. City Clerk Stegelmeier was concerned as the City did not budget as much as the bids came in as for the project. Reed with 3H Construction explained that they are planning to start in the latter part of August to avoid some of the harvest traffic so that pay requests would be mostly in the next fiscal year (the City's fiscal year is October 1 to September 30). They will start on the Maple Leaf water line and then move to the Railroad Avenue sewer line and street.

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

City Clerk Stegelmeier explained that Edstrom Construction has mobilized at the site and are starting on the foundation of the screen building. There have been some issues – a communication line was severed and there is an issue with the road into the site. The City, engineer and contractor will be working through the issues.

I. **Sign Project Bidding Discussion – City Clerk Stegelmeier** **ACTION ITEM**

City Clerk Stegelmeier explained that the signs have been delivered. Jaden Jackson was at the meeting and explained that the simplest way to get the signs installed was to send the maps drawn up for the ITD to bidders. If the bids come in more than \$50,000 – the City will have to put together a bid package. The City Council asked City Clerk Stegelmeier to get the maps sent out to at least 3

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contractors.

J. **Budget FY2025 Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that there are a couple of new items in the packet for consideration for budget. There will need to be a special budget meeting in late July to hammer out the details before publication in August.

K. **Short Term Rental Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that there are a couple of short-term rental codes in the packet for the Council to go over and make recommendations to get a code in place for the City. Councilman Kaelberer said he likes the St. Anthony code and thinks it would work well for the City. The Council will look over the codes and discuss it more next month.

L. **Federal Holiday Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that the Council could make a decision on whether they would like to go to the federal holiday schedule and/or give extra holidays by making a motion, etc. The alternative would be to have City Clerk Stegelmeier update the City's personnel policy and bring it for approval at next month's meeting. The Council discussed the holidays. They feel that the 11 holidays will be good and if the employees want to take extra days, they should have enough comp time or vacation time to take the day off. City Clerk Stegelmeier will bring the personnel policy to the Council next month for approval.

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

City Clerk Stegelmeier went over the schedule with the Council.

John Scafe asked about when the Council will discuss a public comment section on the agenda. City Attorney Angell explained that it needs to be on the agenda for discussion before making a decision.

N. **ADJOURNMENT**

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

The meeting ended at 6:49 pm.

Minutes respectfully submitted by Cathy Stegelmeier, City Clerk.

Attest

Cathy Stegelmeier
City Clerk

Tom Mattingly
Mayor