

# MINUTES–CITY OF ASHTON

## COUNCIL MEETING

Wednesday, April 9, 2025

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: Teresa Hansen**  
**CALL TO ORDER & WELCOME**  
**PLEDGE LED BY: Tom Mattingly**

In Attendance: Tom Mattingly, Teresa Hansen, John Kaelberer, John Scafe and Nate Finley

Also in attendance: City Clerk Stegelmeier, Deputy Clerk Warnke, P&Z Administrator Bowersox, Chief Griffel, City Attorney Angell, Aaron Denney, Rick Miller, Rachel Hatton, Nathan Ricks and Dallas Hill.

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 3-12-2025, Special Meeting 3-25-25
- 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.

### **Regular Business:**

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

#### **1. Abatement Discussion – 401 Main Street – City Clerk Stegelmeier, City Attorney Angell, Chief Griffel, Detective Owens, Nathan Ricks, Dallas Hill **ACTION ITEM****

City Clerk Stegelmeier explained that the abatement process starts with the police notifying the City Clerk that there is a building or something that has become a nuisance and/or a danger to the public and may need to be abated. The City Clerk then notifies the property owner asking them to come and meet with the City Council to discuss the property. She then explained that the City Attorney can help them to understand the process from that point. Mayor Mattingly asked Police Chief Griffel for a description of the property. Chief Griffel explained that he had taken photos in 2024 and then he and Detective Owens took photos this year. The building has now deteriorated enough that it has become a safety hazard. If anybody is close or in the building – it could collapse and hurt them. Dallas Hill has been asked by the owner, Nathan Ricks, to help him with this situation. Dallas and Nathan have looked at the building and they say it is not an immediate danger to the community. What he means is that the building is secure. The building is locked and there are no broken windows or other entry. Nathan does not have the means to fix the building tomorrow and has asked Dallas to help him sell the property. Dallas explained that there is no eminent need to fix the roof and structure, no sign of cracking and leaning of the structure so there is not a situation where if somebody were walking by the building would just fall on

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them. Mayor Mattingly said that it is his understanding that there is cracking and leaning of the walls. Chief Griffel explained that the east wall is leaning in. It has a bulge and the back wall is starting to come out and is cracking. Mayor Mattingly asked City Attorney Angell if he had any input. City Attorney Angell explained that he had no input but did go over the process. The City Council can decide to declare the building a nuisance and give Mr. Ricks some time to get things sold or fixed up. Both Mr. Hill and Mr. Ricks expressed their intention of taking time to repair the outside and inside to put it on the market. Councilwoman Hansen asked if all the vehicles parked at the business were Mr. Ricks' vehicles. He explained that some were but others own the rest. It was discussed that the vehicles need to be moved. As the discussion continued, Dallas suggested 30 days to get the building cleaned for sale and 90 days to complete a sale. The Council liked the suggested timeline. Councilwoman Hansen explained that with some people, if there is a will – there is a way to get in a building. She is still concerned that someone might get hurt within the 90 days. Councilman Kaelberer suggested some no trespassing and unsafe building signs. Chief Griffel would like signs explaining that it is unsafe to be placed so that people will stay a safe distance away from the building. Councilman Scafe reiterated 30 days to get ready for market and 60 days to sell giving 90 days in total.

Councilman Kaelberer made a motion to declare the building at 401 Main Street as a nuisance and abatable as such with a final deadline for such of 90 days, 30 days cleanup and 60 days for a completed sale. Councilman Scafe seconded the motion. The motion passed unanimously.

### **2. Park Project Discussion – City Clerk Stegelmeier, Rick Miller, Taci Stoddard *ACTION ITEM***

Rick Miller from Altura is here to discuss an LMI eligibility survey for the City. If the City would like to be eligible for Idaho's Community Development Block Grants, a survey will need to be conducted. Rick had prepared a contract with Altura offering to do the survey for \$5000. City Clerk Stegelmeier asked if the survey could be done for less. He replied that it could not. There was a discussion on the price with Rick Miller offering to only charge half the fee (\$2500) if the City ends up not being eligible following the survey. Councilwoman Hansen asked how long the survey would take. Rick explained that it takes about 60 days. The City would need to decide soon as the survey would need to be completed by June to then be used in the application process for a city park project. The City would like to finish the curb and gutter parking on the west and north of the park. The survey results would be good for 5 years. Councilman Scafe asked if they go to each house. Rick said that they send out letters with flyers to the citizens and then they visit the homes.

Councilman Scafe made a motion to approve the LMI Survey contract with Altura with the updated eligibility discount. Councilwoman Hansen seconded the motion. The motion passed unanimously.

### **3. City Budget Hearing Date Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier explained that Idaho State Code requires that City notify the County Clerk of the City's budget hearing date as of April 30<sup>th</sup> each year. The City of Ashton's public hearing is typically the last Wednesday of August which for 2025 is August 27<sup>th</sup>. If the date is good for the Council, City Clerk Stegelmeier asked that they make a motion to set the City of Ashton's Fiscal Year 2026 Budget Hearing date as August 27, 2025. City Clerk Stegelmeier and the Council then discussed a grader that the City may want to include in the budget for FY2026. She explained that she had included photos and information in the packet so the Council can be considering it prior to more in depth budget meetings in the coming months.

Councilwoman Hansen made a motion to set the city 2026 budget hearing for August 27, 2025. Councilman Kaelberer seconded the motion. The motion passed unanimously.

### **4. Sign Safety Project Discussion – City Clerk Stegelmeier *ACTION ITEM***

City Clerk Stegelmeier said that Mr. Loosli is getting his public works license and says that he will have it

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prior to April 30<sup>th</sup> which is the deadline the Council set.

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

City Clerk Stegelmeier explained that the screen is up and working. She then spoke with the Council about a change order from Edstrom Construction to complete the road from where they had updated it to the highway. There is still grant money available to fix the road.

Councilman Scafe made a motion to approve the change order for Edstrom Construction to complete the road. Councilman Finley seconded the motion. The motion passed unanimously.

### **6. Sidewalk Grant Discussion – City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier pointed them to an email printout in their packets from Lisa at LTHAC Told them about grant RFI (Request for Information) concerning engineering firms. In the email, the City is asked to pick three (3) from a list of ten (10) or so. City Clerk Stegelmeier explained that she discussed it with Todd and sent a note picking Keller Associates, J.U.B. and Forsgren. These are the firms the City has worked with in the past. This is just the next step in the sidewalk grant process. She will have more information for them as it becomes available.

### **7. Planning & Zoning Report – P&Z Administrator Denney **ACTION ITEM****

Administrator Denney said there was not a whole lot to report. He is working right now on researching and becoming familiar with the Ashton City Code. There is a hearing on a zone change coming up before the Planning and Zoning and then it will come before the City Council. There will be more information for the Council in the packet prior to the hearing. The Comprehensive Plan Open House went well and there will be more information on the results of the meeting for the Council soon. Addison from Great West Engineering said the turnout for the meeting was good.

### **8. Short-Term Rental Discussion – City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier explained that some packets will be sent out soon and then the City should be getting permit applications. She had put a list of the known short-term rentals in the packet and asked that if the Council knows of more – please let her know so she can send them a packet.

### **9. Text Communication Discussion - City Clerk Stegelmeier **ACTION ITEM****

City Clerk Stegelmeier explained that the meetings/trainings are going well and she is excited to get started. She thinks that the communication with citizens will improve.

### **10. Council schedule.**

City Clerk Stegelmeier went over the upcoming schedule with the Council. Councilwoman Hansen suggested that the police may want to look at other buildings so that the City can work on any other safety hazards before it is winter again. Chief Griffel said the police would check. The Council then discussed the upcoming Spring District meeting in Idaho Falls as well as the AIC Conference in June. There will be more discussion next month.

### **11. 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.**

Councilman Kaelberer made a motion to enter executive session. Councilwoman Hansen seconded the motion. Mayor Mattingly called for a roll call vote. Councilman Finley, aye; Councilman Scafe, aye; Councilwoman

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Hansen, aye; and Councilman Kaelberer, aye. The motion was passed by a unanimous vote.

The Council entered an executive session at 6:47 pm.

Councilwoman Hansen made a motion to exit executive session. Councilman Kaelberer seconded the motion. The motion passed by a unanimous vote.

The Council exited Executive session at 6:59 pm.

### **12.ADJOURNMENT**

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

The meeting ended at 7:00 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