

**City of Rigby  
City Council Meeting  
November 3, 2010  
7:00 p.m.**

Mayor Smith welcomed everyone to the meeting and turned the time over to Councilman Blackburn who invited everyone to join him in the pledge of allegiance. Mayor Smith turned the time over to Councilwoman Hinckley who gave the prayer.

Dave Swager, City Clerk/Treasurer, performed roll call. Those present were: Councilman Blackburn, Councilman Day, Councilwoman Hinckley, Councilman Maloney, Councilman Simonson and Councilman Zimmermann.

**Review of Year End Financial Statements-**

Mayor Smith stated the next item on the agenda was the review of the year end financial statements and turned the time over to Mr. Swager for his presentation.

Mr. Swager referred to the packet that had been mailed to the council and stated these included the financial statements. Mr. Swager stated that Sheri Poulsen has started the city audit earlier today. Mr. Swager stated that he would give a brief explanation of each fund unless the council had some specific questions. Mr. Swager referred to the General Fund and stated it would end the year with approximately \$102,000 net income over profit but explained this would be dropped down below \$100,000 due to some entries that Mrs. Poulsen had found that needed corrected. Mr. Swager referred to the Building Fund and stated it would end the year with a surplus and explained that \$8,000 of this would be transferred back to the General Fund. Mr. Swager referred to the Library Fund and stated this fund is still in trouble and explained it would be part of the year end transfers in the amount above the \$11,000 already moved from the General Fund. Mr. Swager referred to the Park Fund and explained this is continuing to grow and would end the year with approximately \$8,000 in net income over expenses. Mr. Swager referred to the Road Fund and explained that Rick Lamoreaux, Park/Street/Sanitation Supervisor, had worked very well with the budget he had been given. Mr. Swager stated Mr. Lamoreaux had budgeted, excluding transfers, \$265,000 in revenues and explained the expenses came to \$274,000. Mr. Swager stated that with transfers the Street Fund was \$291,000, and explained the total expenses came approximately \$20,000 under this amount. Mr. Swager stated that for the 2011 year there has been an increase in the tax levy for the Street Fund that should pick up some income and alleviate transfers from the General Fund. Mr. Swager referred to the Capital Improvement Fund and explained there had been an increase in this fund due to the sale of the recreation center equipment and from the sale of the surplus vehicles from the auction. Mr. Swager stated there is approximately \$24,000 in the Capital Improvement Fund. Mr. Swager referred to the Water Fund and explained this fund pretty much broke even with revenue equaling expenses. He went on to explain there had been a lot of expenses come out of the Water Fund this year in the form of pipe repairs and pumps. Mr. Swager referred to the Sinking Bond Fund and explained that he had talked with the auditor and the bond being retired and so this fund would have approximately \$164,000 in reserve balance. Mr. Swager referred to the Sanitation Fund and explained that even with depreciation this fund was doing well. Mr. Swager stated the Sanitation Fund has a \$270,000 net over assets and explained it is

continuing to fulfill its obligation. Mr. Swager stated this fund has enough money to cover the purchase of another truck if necessary. Mr. Swager referred to the Sewer Fund and stated the Sewer revenue is a little unknown at the present time due to the struggles with the wastewater and collection system. Mr. Swager stated the city is still experiencing problems with the pumps. Mr. Swager referred to the Water Connection Fund and explained it has approximately \$246,000 in reserve balance for the purpose of future expansion. Mr. Swager referred to the Sewer Connection Fund and explained it has approximately \$2,600. Mr. Swager explained this fund was depleted to this point due to the expenditures for the sewer line extensions associated with Pro Plaza. Mr. Swager referred to the Urban Renewal Project and explained this was a flow-through grant. At year end there is still a balance remaining from the Community Block Grant of \$97,000. Mr. Swager referred to the Internal Services Account and explained this was established this year as a way to keep track of equipment usage under one category. Mr. Swager stated this amount would be prorated back based on the actual use of the machines. Mr. Swager stated this has generated approximately \$27,000 in this account. Mr. Swager stated this money is unbudgeted and could be used for future repair or replacement of necessary equipment. Mr. Swager stated that he felt the General Fund as well as other city funds were in much better shape this year than they were last year. Mr. Swager stated the Mayor, Council and Department Heads need to be commended and referred to the 4% salary cuts at the beginning of the year. Mr. Swager stated that everyone worked together and kept the overall expenses down and this was reflected through the financial statements.

**Approve Year End Cash Transfers-**

Mr. Swager stated that he had included all three of the year end transfers in the financial statements.

Mr. Swager stated there was \$12,250 had been transferred to the Road Fund from the General Fund to bring the Road Fund back to a zero balance. Mr. Swager explained there had been \$56,000 budgeted but with the expenses being held down the fund only needed this smaller amount. Mr. Swager stated that he would like to have the approval of the council to make this transfer.

Mr. Swager referred to the Library Fund and explained the General Fund had already transferred \$11,900 but would need another \$19,000 to be brought to a zero balance. Mr. Swager stated that Marilyn Kamoe, Library Director, had done a great job and explained that he did not see it feasible to cut this fund any more that it has been already. Mr. Swager stated utilities are holding level. Mr. Swager stated the only variable the Library had was salaries but explained this had been cut to a point where any change would not really matter and certainly would not pick up \$20,000. Mr. Swager stated that he would like to have approval of the council to make this transfer.

Mr. Swager referred to the Building Fund having a surplus amount of \$8,000. Mr. Swager stated that he would like to transfer that \$8,000 from the Building Fund to the General Fund. Mr. Swager explained that a year ago there had been a transfer of \$56,000 from the General Fund to the Building Fund. Mr. Swager stated that he would like to have approval from the council to make this transfer.

Mr. Swager asked Mayor Smith if he would like to proceed with the approvals now and Mayor Smith stated that was correct. Councilman Blackburn referred to the Internal Service Account and

Mr. Swager's previous comment about this account being set up for all equipment and asked for clarification of this. Mr. Swager stated this included the backhoes, sweepers, bucket truck, and graders. Councilman Blackburn asked if this account was earmarked for one specific fund and Mr. Swager explained there was a log in each piece of equipment and the prices were prorated back to the department that used the equipment. Mr. Swager referred to the detailed financials and stated this would show the accumulative cost for that piece of equipment. Mr. Swager gave a brief explanation on how this process works and how the amount is computed and charged back. Mr. Swager stated the account is building up because they are charging revenue that is currently higher than the expense but explained that over time it should average out. Councilman Blackburn asked if this money would be distributed to the various departments or if it was going back into the General Fund. Mayor Smith stated the money from this account would be used to repair or replace that specific piece of equipment. Councilman Day moved to approve the three transfers as presented by Mr. Swager. Councilman Zimmermann seconded. On a roll call vote:

Councilman Maloney	--	aye
Councilwoman Hinckley	--	aye
Councilman Blackburn	--	aye
Councilman Day	--	aye
Councilman Simonson	--	aye
Councilman Zimmermann	--	aye

Mr. Swager stated the next thing he wanted to discuss is the structure of the Library Account that he had put together. Mr. Swager referred to a document in the council packets and stated that he had talked with Mrs. Kamoe and explained that labor takes up three-fourths (3/4) of the budget. Mr. Swager explained that he had done an analysis of what the library is, the hours of operation and things like that. Mr. Swager stated the library was currently open thirty-two (32) hours a week which totals 1,664 per year and the weekly labor costs of \$1,884. Mr. Swager referred to the document and stated the hourly time for Mrs. Kamoe as well as the other ladies is printed there and explained the average hourly cost is \$17.70. Mr. Swager stated the hourly cost of operation, excluding the director, is 2.3 employees per hour. Mr. Swager stated that if you included Mrs. Kamoe's time then it becomes 3.3 employees per hour. Mr. Swager stated once again that cutting labor is not going to be beneficial given the current situation. Mr. Swager stated that he had contacted the Madison/Rexburg Library and obtained some information from them and used this as a comparison to the City of Rigby Library. Mr. Swager stated the Rigby Library had 44,000 visitors last year and with 32 hours of operation per week and a budget of \$135,000. Mr. Swager stated this estimates \$3.07 per customer. Mr. Swager stated the Madison/Rexburg Library had 237,000 visitors last year with 59 hours of operation a week with a budget of \$736,000. Mr. Swager stated this estimates \$3.11 per customer. Mr. Swager stated Rigby is only four cents lower than Madison/Rexburg even though they are five times bigger and five times the budget. Mr. Swager stated that what Rigby cost per customer (\$3.11) compares to what Madison/Rexburg cost per customer is (\$3.07). Mr. Swager stated that he would like to see Rigby open more hours but given the financial constraint they are under just does not see this to be possible. Mr. Swager referred to the future of the Rigby Library and the concern of how it could continue to operate. He referred to a comment that Mrs. Kamoe had made in Department Head meeting and explained that was to have the council and Library Board consider forming a Library District in an attempt to increase the tax base, a position which he supports. Mr. Swager stated the City was currently taxing almost the maximum as allowed by State Law which is \$1.0 mill. Mr. Swager stated they were currently taxing \$.79 mill. Mr.

Swager stated that another two-tenths mill levy would generate approximately \$24,000 which would definitely help. Mr. Swager stated the only way to increase the broad base of the library would be to increase the tax base would be by forming a Library District. Mr. Swager stated there needed to be some discussion on this and felt right now was not a good time to raise taxes but felt the library is a good asset and feels its underutilized due to financial constraints. Councilman Blackburn asked there was an increased usage from the county and Mrs. Kamoe (library director) stated that due to the cut in hours they have seen a drop in usage but explained the county numbers were still relatively high. Councilman Blackburn stated that when establishing a library district this affects the people within a certain geographical area or even within the county and stated the city would no longer charge them a fee and asked if this was correct. Mr. Swager stated the one thing to remember is once a library district is formed then the library no longer belongs to the city. Councilman Day asked if the employees would still be city employees and Mr. Swager stated they would not and explained they would be district employees. Mr. Swager explained that Menan has a library district. Mr. Swager explained the Madison/Rexburg Library was a library district and explained they were neither city nor county but had their own board and board governments who manage their budgets and submit the requests. Councilman Blackburn referred to the information regarding Madison/Rexburg and Menan and asked Mr. Swager if it would be his recommendation to seriously consider forming a library district. Mr. Swager stated he would and explained if it could extend the operating hours, increase the tax base which in turn increases the operating budget and relieve the city of that cost. There was a brief discussion on district employees versus city employees, cost savings and how this would affect the Library Fund. Councilman Day referred the city currently owns the library building and all the books and asked how forming a district would affect this. Mr. Swager stated that would be an issue for legal but felt donations or something like that would have to happen. Mrs. Kamoe stated the district would have to come to an understanding with the city regarding leasing or renting the building and the books would be donated for good will. Mrs. Kamoe stated that would be a discussion and negotiation process. Councilman Simonson referred to the previous \$11,000 and the proposed \$19,000 being transferred to the Library Fund and asked if there was a district would the city be obligated to this money and Mr. Swager stated they would not. Councilman Simonson referred to the money from the tax levy for the district and asked if this would be spread to cover the library. Councilman Blackburn stated there would be a process and even getting this on a ballot for vote. Mr. Swager stated there is also the process of defining the district boundaries and explained they could not include the Menan area because they have already established a district. Councilman Blackburn asked what the timeline was for getting this item on a ballot for voting and Mr. Swager stated 2012 or 2013. Mr. Swager explained some of the requirements that would need to take place. Councilman Blackburn stated the proposed \$19,000 transfer would still need to take place and Mr. Swager stated that was correct. Mrs. Kamoe stated that even if the election was done and the district was passed there was still another 18 months or so before the tax money could be collected. Councilman Blackburn asked if there had ever been an instance where a district was formed and it turned out badly and the city once again took over and Mr. Swager stated the only one he had heard about was in Heise, which chose to disincorporate as a city. There was a brief discussion regarding how this reversal would be handled. Councilman Day asked if the library would be ok with \$30,000 per year or if the cost was expected to increase and Mr. Swager stated he believed it would be approximately the same. Mr. Swager explained the more that is given to the library the less that can actually be given to other funds.

Mr. Swager stated the next thing he would like to discuss is the fee structure. Mr. Swager explained that he had worked with Mr. Lamoreaux and together they had changed the way the city is doing the garbage fee structure. Mr. Swager stated this change was made based on actual usage. Mr. Swager referred to the Water Fund and explained that when he found this fund was breaking even started really looking into this account and found several inequities. Mr. Swager referred to an AIC (Association of Idaho Cities) meeting that he had attended recently and stated that he had obtained a copy of Ammon's fee structure. Mr. Swager referred to a document in the council packet and stated that Ammon separates single-family dwellings from multi-family dwellings in their fee structure. Mr. Swager stated that last year Ammon charged \$35.25 per month for a single-family home and gave a reduction for an apartment or condo with a fee of only \$22.00. Mr. Swager stated the explanation for this is usually an apartment or condo unit does not have the irrigation or associated land that a single-family home would have plus there are not generally as many people living in the apartment as compared to single-family homes. Mr. Swager stated this is something that he would like to see Rigby consider. Mr. Swager stated there had been an issue brought up on 2<sup>nd</sup> West where there is a huge lot and no irrigation water and explained the pressure would be upon the city to provide this additional water demand. Mr. Swager stated the city's water usage would be going up due to this and other issues like it. Mr. Swager referred to the water study recently performed by Keller Associates and stated it claims the city uses approximately 540 gallons per day/per capita. Mr. Swager stated that with metered usage the City of Rexburg usage had dropped down to 190 gallons per day/per capita. Mr. Swager stated this all goes back to if you use it then you should pay for it. Mr. Swager stated he felt the city council should make the distinction between homes and condos because condos or townhomes are not going to have the same water usage as a single-family home. Mr. Swager stated the city used to charge \$10 or \$12 per month for summer water to compensate for turning the sprinklers on and this in turn helped with the water bill. Mr. Swager referred to a document in the council packet and stated that he had noted November through March the city's average pump bill was \$5,200 and then May through September that bill jumps to \$8,300. Mr. Swager stated that if nothing else the council may want to consider implementing this fee for those homes with yards during the summer months to compensate for the increased water usage. Mr. Lamoreaux stated that when the city came forth with the water bond they did away with the summer usage charge in an attempt to help the citizens equal out there utility bill. Mr. Lamoreaux stated that since the city has retired that water bond he agreed the city may want to re-establish the summer water usage. Paula Sessions, Planning and Zoning Administrator, stated there was a provision in the city code that allowed for this charge. Mr. Swager stated the council has suspended this section of ordinance and by action only the council could reintroduce the ordinance.

**Purchase GIS-**

Mayor Smith stated the next item on the agenda was the purchase of GIS and turned the time over to Scott Barry, Water/Sewer Director, for his presentation.

Mr. Barry stated that on Monday morning his crew would be starting the leak detection project on the city's water system. Mr. Barry stated they would also like to start mapping the city's water system onto the GIS but explained the city would need to purchase the GPS unit along with the software. Mr. Barry stated that he had started with six (6) bids and explained that with help from Mary at Jefferson County and Nick Charles from Keller Associates they had narrowed it down to two (2) and then went with the least expensive. Mr. Barry stated the lowest bid uses the same software system as the county and explained the price was \$7,095. Mr. Barry stated that he was

asking approval for this purchase. Mayor Smith reminded the council that during the last fiscal year the city had obtained an agreement with the county to partner with them in their GIS system. Mayor Smith stated this was part of the equipment the city needed to gather the data and populate it into the system the county has in place. Mayor Smith stated the city has already started paying for this service. Mayor Smith asked Mrs. Sessions if she had spoken with the county regarding training and she stated that she had been having computer issues but would be meeting with Eric Smith in the next few days. Mayor Smith asked Mr. Barry if this was within his budget and Mr. Barry indicated that it was. Councilman Blackburn asked if this purchase was approved would there be additional costs for this software down the road and Mr. Barry stated there would not. Mayor Smith stated that Mr. Barry had made arrangements with the company that is selling the equipment would also assist with the training and use of the equipment by the city staff. Councilman Blackburn moved to approve the purchase as outlined by Mr. Barry. Councilman Simonson seconded. On a roll call vote:

Councilman Day	--	aye
Councilwoman Hinckley	--	aye
Councilman Maloney	--	aye
Councilman Simonson	--	aye
Councilman Zimmermann	--	aye
Councilman Blackburn	--	aye

**Aerial Mapping-Approve High Resolution Mapping-**

Mayor Smith stated the next item on the agenda was the aerial mapping but stated no one from Keller Associates was present. Mr. Swager stated that he could give a brief explanation regarding this.

Mr. Swager referred to the last council meeting when Michael Jaglowski from Keller Associates had mentioned there was a cost change to go with the aerial mapping. Mr. Swager stated that Mr. Jaglowski had presented all the information but had never asked for council approval to change from the ground survey to the aerial mapping. Mr. Swager stated this was a \$20,000 and explained it would come out of the grant money. Mr. Jaglowski felt the city needed to go this route especially with the weather as mild as it is and the trees not being leafed out. Mayor Smith stated this was not new money but rather the same money but explained it was being spent in a different way. Mayor Smith referred to Mr. Jaglowski's previous presentation and stated a \$1 million project in the future would pay for the additional information that would be gathered from an aerial survey. Mr. Swager stated this survey is one of the basic components necessary for the GIS and is fundamentally important. Councilman Zimmermann referred to a copy of an email from Mr. Jaglowski where it talks about the \$20,000 and stated that both pages show the same amount. Mr. Swager stated it breaks down the charges but explained the total was \$28,000 was for the aerial photography but an \$8,000 reduction would be given in not conducting ground survey, for a net increase of \$20,000. Councilman Maloney moved to approve this expenditure. Councilman Zimmermann seconded. On a roll call vote:

Councilwoman Hinckley	--	aye
Councilman Maloney	--	aye
Councilman Simonson	--	aye
Councilman Zimmermann	--	aye

Councilman Blackburn	--	aye
Councilman Day	--	aye

**Public Hearing-**

Mayor Smith stated the next item on the agenda was two public hearings and referred to a sign-up sheet on the table in the back of the room and suggested anyone wanting to give testimony to please sign.

**-Public Hearing-Community Development Block Grant-Wastewater Collection Line-**

Mayor Smith stated the first public hearing would be for the Community Development Block Grant regarding the wastewater collection line and opened the public hearing at 7:37 p.m. and turned the time over to Rick Miller for his presentation.

Rick Miller of Rural Development stated that he had a sign up sheet that he was going to pass around through the audience and asked everyone to please sign their names. Mr. Miller stated that one of the initial formalities of the Block Grant is to hold an initial public hearing. Mr. Miller stated the purpose of this public hearing is to let the community know what they are proposing, how this affects them and what the city can expect. Mr. Miller explained they were proposing to put in a Block Grant application for the sewer collection project which will consist of the repair and replacement of deteriorated collection system and manholes throughout the city. Mr. Miller stated the ones listed to be the highest priority will be the ones being repaired or replaced. Mr. Miller stated that he had brought a rough-draft of the application with him this evening for review but explained there was still quite a bit of information that needed to be added in the next two weeks. Mr. Miller explained the deadline for the application submission is November 19, 2010. Mr. Miller stated the application would go to the State at that point and the Department of Commerce will distribute them to the Economic Advisory Council for their review. Mr. Miller stated the review process does take a few months but explained that by end of April or first of May the City of Rigby would be notified whether they succeeded in obtaining this grant or not. Mr. Miller stated that if everything was favorable and the city was approved for this grant the money would be available to them by mid-summer. Mr. Miller stated this was the timeline of events they were looking at in regards to the block grant. Mr. Miller stated there was also the judicial review for the other money they city was attempting to borrow from DEQ (Department of Environmental Quality). Mr. Miller stated the total project cost was estimated to be \$7.75 million. Mr. Miller stated this would be met if the city was able to receive the entire \$500,000 in the Block Grant, the \$6 million loan and the \$1,250,000 from Rural Development. Mr. Miller stated that Block Grants are received through the State of Idaho through the Housing and Urban Development (HUD) program. Mr. Miller stated the city needs to allow for written comment up to five (5) days after the public hearing. Mayor Smith asked if the city accepts this Block Grant would it affect the wages that have to be paid on the entire project and Mr. Miller stated it would not.

Mayor Smith asked for any testimony in favor. No testimony was given.

Mayor Smith asked for any testimony against. No testimony was given.

Mayor Smith asked for any testimony neutral. No testimony was given.

Mayor Smith closed the public hearing at 7:42 p.m. and turned the time over to the council for deliberation. Councilman Blackburn asked if it was clarified how much of the work would be completed before this \$7.75 million was received. Mr. Miller stated they estimated this to be approximately a twelve (12) month project. Mr. Miller stated there was currently \$5.3 million in the construction budget and explained about \$1.5 million the city was planning to reimburse themselves back for funds they had used on the sewer project. Ted Hendricks from The Development Company, stated that how much in physical percentage this would actually fix of the collection system there is not a real clear answer for that. Councilman Blackburn stated that he understood there was a lifespan on the system and when you tackle one there is another one degrading that needs repairs. Councilman Blackburn expressed a concern as to whether the city would ever get ahead of the curve ball. Mr. Hendricks stated the city's current system is so dilapidated but explained the new products out have life expectancies of 75 years or better. Mr. Hendricks stated the City of Rigby has concrete pipe, asbestos pipe, and cardboard with tar type pipe and explained those things do not have the life expectancy of the newer pipes. Mr. Hendricks stated these types of materials have been used in the city a lot longer than it should have been but explained there will always be a maintenance issue on the collection system. Mr. Hendricks stated this money would only fix the very worst of the existing system. Councilman Blackburn asked if this fix would be about eight (8) to (10) percent and Mr. Hendricks stated he felt it would be more between ten (10) and fifteen (15) percent. Mr. Hendricks stated if the city was to replace the collection system they would look at more towards \$30 million or even \$40 million. Mayor Smith stated there needed to be a motion to move forward with this or a motion to stop. Councilman Simonson moved to approve they move forward with the application for this block grant. Councilman Zimmermann seconded. Mr. Miller interjected and asked if the motion to call include authorizing the Mayor to sign the block grant application. Councilman Simonson amended his motion to include allowing the Mayor to sign the documents for the block grant. Councilman Zimmermann seconded the amendment. On a roll call vote:

Councilman Maloney	--	aye
Councilman Simonson	--	aye
Councilman Zimmermann	--	aye
Councilman Blackburn	--	aye
Councilman Day	--	aye
Councilwoman Hinckley	--	aye

**-Public Hearing-Amended Plat Acceptance-Elite Townhomes-**

Mayor Smith stated the next item on the agenda was a public hearing for an amended plat in Elite Townhomes and opened the public hearing at 7:48 p.m. Mayor Smith turned the time over to Kent Merrill for his presentation.

Kent Merrill stated that he would like to amend the plat on which he built his townhome so the units could have their own legal descriptions and be sold individually. Mr. Merrill stated there had been a discussion at the last council meeting regarding the procedures that needed to be done. Mr. Merrill stated he felt everyone was aware of the situation. Mr. Merrill stated that he would like to ask for approval of his amended plat. Mayor Smith asked if this would change the units from apartments to townhomes and Mr. Merrill stated that was correct. Mayor Smith stated this was the same process on the building across the street that was built by Jeff Avery and Mr. Merrill stated that was correct.



Mayor Smith stated the water had been separated and the responsibility for the city had been established regarding the sewer line.

Paula Sessions, Planning and Zoning Administrator, stated this item had gone before the Planning and Zoning Commission in their October 14, 2010 meeting. Mrs. Sessions explained that Mr. Swager had attended the meeting on behalf of the City of Rigby to address some of the issues regarding water and sewer fees that had not been paid and the building permit being issued for apartments rather than townhomes. Mrs. Sessions explained that everything was addressed during that meeting except for the issue of water and sewer fees. Mrs. Sessions referred to the previous council meeting and stated those items had been discussed at length during that meeting and felt a resolution had been reached at that time. Mrs. Sessions stated the determination had been this subdivision is Elite Townhomes and regardless of how the application gets submitted they need to be charged accordingly. Mrs. Sessions stated this was actually the second amended plat for Elite Townhomes and explained the first one is across the street and was done by Jeff Avery. Mrs. Sessions gave a brief explanation of the plat and construction process and why the amended plat was being requested. Mayor Smith asked what the Planning and Zoning Commission's recommendation was and Mrs. Sessions stated they unanimously voted to recommend approval as presented and not to assess any additional fees.

Mayor Smith asked for any testimony in favor. No testimony was given.

Mayor Smith asked for any testimony against. No testimony was given.

Mayor Smith asked for any testimony neutral. No testimony was given.

Mayor Smith closed the public hearing at 7:52 p.m. and turned the time over to the council for deliberation. Councilman Day stated that he had no problem approving it but stated he did not have a plat. Mayor Smith stated the only thing that was changing is there would be four smaller lots instead of one big one. Councilman Day asked if the plat had been stamped by Thompson and Mrs. Sessions indicated that it had. Councilman Blackburn moved to accept the 2<sup>nd</sup> Amended Plat for Elite Townhomes. Councilman Maloney seconded. On a roll call vote:

Councilman Simonson	--	aye
Councilman Zimmermann	--	aye
Councilman Blackburn	--	aye
Councilman Day	--	aye
Councilwoman Hinckley	--	aye
Councilman Maloney	--	aye

**Other Council Business-**

Mayor Smith stated the next item on the agenda was other council business and turned the time over to the council for anything they needed to discuss or disclose.

**-Proclamation 2010 Family Reading Week-**

Mayor Smith stated that he had a proclamation and read that into record as follows:

***Proclamation for 2010 Family Reading Week***

*WHEREAS, reading is key to learning and the foundation of future success; and  
WHEREAS, parents are a child's first teacher, preparing them to succeed in learning;  
and*

*WHEREAS, research shows that children of all ages who are read to are more successful  
in school, are better readers, and are more likely to remain life-long readers; and*

*WHEREAS, libraries are the gateway to learning and information; and*

*WHEREAS, libraries have programs and resources that help parent nurture a child's  
natural curiosity for learning; and*

*WHEREAS, reading together is a great way for parents and children to connect; and*

*WHEREAS, schools, libraries, and community organizations across the State of Idaho  
have created fun events to celebrate Idaho Family Reading Week using the theme "join  
the Curious Crowd-Read Aloud!"*

*NOW, THEREFORE, I Keith Smith, Mayor of Rigby do hereby proclaim the week of  
November 14 through 20, as Family Reading Week in Rigby and call upon all parents to  
read aloud to their children every day and to visit their local library for information and  
materials to help with reading.*

*IN WITNESS WHEREOF, I have hereunto set my hand this 3<sup>rd</sup> day of November 2010.*

Councilman Zimmermann stated at the last Urban Renewal meeting he had attended there was a problem with one of their board members, Shane Brown, and asked if that had been resolved. Mayor Smith stated that he had talked with Mr. Brown several times and has been told he would attend. Mayor Smith stated that he would just appoint another person to the board in his place.

Councilman Zimmermann referred to Bennion Park and explained there are two buses parked there on the East side. Councilman Zimmermann stated one was a taco wagon and assumed it was legal to be there because they pay rent to Abbotts. Councilman Zimmermann stated there was another one parked there that had a flat tire and was curious if there was anything the city could do to have this moved. Councilman Zimmermann stated he felt this was an eyesore for the people that walked through there. Councilman Blackburn asked if it was parked on the street and Councilman Zimmermann stated it was parked in the parking lot. Larry Anderson, Chief of Police, stated he would talk to Steve Abbott and see what could be done. Councilman Day stated there was an ordinance against broken down vehicles. Councilman Blackburn asked how long it had been parked there and Mayor Smith stated about a month.

Mr. Swager stated there is a ribbon cutting for Urban Renewal on Friday, November 12, 2010 at 10:00 a.m. Mayor Smith asked if this would be held at Bennion Park and Mr. Swager indicated that was correct.

Councilman Day referred to the last council meeting when the Chamber of Commerce had donated \$3,000 to the city for the Christmas decorations and asked if it would be appropriate to send them some sort of thank you card. Mayor Smith stated he felt that would be a good idea.

Councilman Day referred to the Urban Renewal's work on the Downtown Revitalization Project and suggested sending them a letter of appreciation for that.

Mr. Swager stated that in regards to donations Omni Securities had also donated \$500 but explained he had not received that check yet but explained that Ginger Crystal from the Rigby Chamber of Commerce had confirmed this donation. Mr. Swager stated that earlier today Wells Fargo Bank had also contributed \$500 for either Christmas decorations or flags and would like to attend the next council meeting to present that check to the city. Mayor Smith stated with this new information he would suggest waiting on the letter writing and asked Councilman Day if that was ok and Councilman Day indicated that it was.

Councilman Maloney referred to the burn pit on the Annis Hwy and asked how much longer the city would keep it open. Mr. Lamoreaux stated it is usually closed by this time of year but explained that with the good weather he had left it open a little longer. Mr. Lamoreaux stated he had obtained a new sign that would say it would be closed for the season.

Councilwoman Hinckley referred to the Christmas decorations and asked when they would be ordered and Mr. Lamoreaux stated they were already up. Councilwoman Hinckley asked if they were the old ones or the new ones and Mr. Lamoreaux stated the old decorations were on the old poles and the new decorations were on the new poles. Mr. Lamoreaux stated they were not plugged in and would not be until the day after Thanksgiving.

Councilman Day asked when cars would have to be off the street for the snow removal and Mayor Smith stated it was from November 15<sup>th</sup> through March 15<sup>th</sup>. Chief Anderson stated there would be an article in the paper and asked that a notice be placed on the utility bills and explained that flyers would be placed on vehicles starting next week to notify people.

Councilman Simonson referred to the recent water leaks that had been detected and asked if any of those had been repaired yet. Mr. Barry stated they had all been repaired except for the one on the State Highway and explained he is unable to obtain a permit at this time. Councilman Day asked if the paperwork had been submitted and Mr. Barry stated he has been to the State Department twice and is unable to get an answer. There was a brief discussion regarding the paperwork being submitted and what the next steps need to be. Mayor Smith asked Councilman Day if he would follow-up on this and relay the information back to Mr. Barry and Councilman Day stated that he would.

Mayor Smith referred to the Jefferson Star and stated there was a letter to the editor in today's edition. Mayor Smith explained that he had received this letter previously and it was now being reprinted in the newspaper. Mayor Smith stated a gentleman from Texas had been traveling through Rigby a short time ago when he experienced car problems. Mayor Smith stated that someone by the name of Mike Weeks had offered his assistance and so now this gentleman from Texas had sent a check as a form of repayment to this Mr. Weeks. Mayor Smith stated that in working with the Rigby Police Department he was able to locate Mr. Weeks and has photocopied and framed this letter and will present it to Mr. Weeks in the morning. Mayor Smith stated that he

brings this up because he wanted to point out there are still some good people in this country not only Mr. Weeks for helping but also this gentleman from Texas who showed his appreciation this way. Mayor Smith stated he had called Mr. Weeks to inform him of this money and explained that Mr. Weeks stated he didn't want the money and that was not the reason he did what he had. Mayor Smith state he felt this was a good show of the kind of people that live in this city.

**Approval of October 19, 2010 Minutes-**

Mayor Smith stated the next item on the agenda was the approval of the October 19, 2010 minutes and asked if there were any corrections or additions.

Councilman Day referred to page 11 at the very bottom where it says Rigby Lake and asked if that should be Rigby Lake Drive. Mayor Smith stated it was typed the way it had been said but did confirm the meaning was Rigby Lake Drive. Mr. Swager stated that in reference to the lights it needed to indicate Rigby Lake Drive and Mayor Smith agreed. Councilman Zimmermann moved to approve the minutes from October 19, 2010 as amended. Councilman Simonson seconded. All were in favor.

**Review and Approval of Bills-**

Mayor Smith stated the next item on the agenda was the review and approval of the bills and asked for any questions or concerns.

Councilman Maloney referred to page 2, second item from the top under Police Expenditures for Sudsy Car Wash paid in protest and asked if there was a story behind that and Mr. Swager stated that he probably shouldn't have put that on there but explained that every time Sudsy pays their utility bill they place paid under protest on it. Councilman Maloney moved to approve payment of the bills. Councilwoman Hinckley seconded. On a roll call vote:

Councilman Zimmermann	--	aye
Councilman Simonson	--	aye
Councilman Maloney	--	aye
Councilwoman Hinckley	--	aye
Councilman Day	--	aye
Councilman Blackburn	--	aye

**Public Comment-**

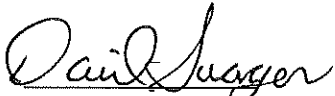
Mayor Smith stated the next item on the agenda was public comment and turned the time over to the audience.

No public comment was given.

Councilman Simonson moved to adjourn the meeting. Councilman Zimmermann seconded. All were in favor. The meeting was adjourned at 8:15 p.m.

  
Keith Smith, Mayor

ATTEST:

  
David Swager, Clerk