

City of Rigby  
Regular Council Minutes  
February 7, 2012

Mayor Smith opened the meeting at 7:00PM Tuesday, February 7, 2012.

Mayor Smith asked Councilman Day conduct the Pledge and Robin Dunn the Prayer.

Mayor Smith asked the clerk to call the roll.

Councilman Day	Present
Councilman Blackburn	Excused
Councilman Simonson	Present
Councilman Maloney	Present
Councilwoman Hinckley	Present
Councilman Zimmermann	Present

Also present: Chief Keith Hammon and Attorney Rob Dunn

The Mayor asked permission to deviate from the agenda. At which point he asked former police Chief Larry Anderson and current police Chief Keith Hammon to come forward. Chief Hammon presented Larry Anderson with a book compromising the history that Hammon found detailing Chief Anderson's police history with the city up to including his retirement. Following that presentation, the Mayor presented Chief Anderson with a plate containing the seal of the city and thanked him for his services to the city.

SCADA System – Scott Wells of NKD Technologies

Scott Wells from NKD Technologies came forward and handed to the council a summary of costs proposals referencing the sewer SCADA system. His proposal contained a discussion of an ok system; better system and the best system as the SCADA system relates to the city sewer system.

The first proposal contained basic low end monitor which would only alarm the city if something was not running correctly in the system. Any corrective action would need to be corrected by manual control. Cost of the basic system is \$75,000.

The second proposal would sound alarms but in addition allow the operator to determine the location of the error and the ability to make adjustments via a computer link. The programming of the module is not proprietary in nature. Any number of software programs can be used on this mode. Cost of the proposal is \$84,000.

The third proposal would be the same as the previous two but be for a higher end higher volume of waste flow. The unit is for high volume up to 20 million gallons flow per day. The cost would be \$126,000.

Wells indicated his recommendation would be for the second unit (cost \$84,000). The system being recommended this evening was the same system proposed during the 2007 WWTP plant which was removed during construction. Also the second option has the ability to work with the water SCADA system with parts in either interchangeability. With the second option also comes 16 hours of training.

He did mention additional costs increases are expected around the first of March. To keep the price as quoted he would need a determination prior to March 1. Wells commented the proposal includes the monitoring the lift stations in conjunction with the wastewater plant system. The collection part of the SCADA is in the process of being built, the proposal would tie that system into the treatment plant.

The council questioned Wells as to warranty, reliability, and integration with the existing water SCADA system. The issue came up wherein Keller Associates would also be involved in the over sight of the SCADA system and their fee for this would be around \$12,000. This comment brought questions from the council directed to Nick Charles of Keller who was in attendance. Charles commented the fee was a lump fee, composed of the cost of administering and handling the contract, engineering, training and related liability/insurance. He also commented the additional fee was for work Keller needed to do that was outside the scope of work as originally proposed. Charles will bring back to the council a schedule that quantifies the added fee they are looking at.

Consent with the council was for a review of the Keller fee schedule prior to committing to the Wells proposal. Council will make a decision at the next council meeting.

Wells exit meeting at 7:30PM.

Reading of the "Life/Safety" Ordinance – 2012-552:

The first reading of the summary of the Life/Safety Ordinance was read into the record by Attorney Dunn.

AN ORDINANCE (2012-552) OF THE CITY OF RIGBY, JEFFERSON COUNTY, IDAHO, KNOWN AS "EXISTING BUILDINGS LIFE SAFETY ORDINANCE", SETTING FORTH THE SCOPE OF APPLICATION FOR THIS ORDINANCE; PROVIDING GUIDELINES TO BE FOLLOWED BY THE BUILDING DEPARTMENT OF THE CITY OF RIGBY IN EVALUATING EXISTING STRUCTURES INTENDED FOR RENT AS RESIDENTIAL UNITS; PROVIDING FOR AN APPEAL PROCESS; PROVIDING FOR FEES; PROVIDING PENALTIES FOR FAILURE TO COMPLY WITH ANY PROVISIONS OF THIS ORDINANCE AND SETTING FORTH A VIOLATION OF THIS ORDINANCE CONSTITUTES A MISDEMEANOR; PROVIDING A SAVING CLAUSE; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE HEREOF.

After reading the summary, the mayor entertained a waiver of a complete reading of the ordinance. Moved by Councilwoman Hinckley to waive the reading, seconded by Councilman Simonson. Voice poll: all in favor none opposed.

Boiler Bids:

The clerk came forward and presented the council with three bids for replacing the city hall boiler. The bids received were from Rocky Mountain Boiler, B&S Boiler, and Ace Boiler. The clerk explained there is a difference between the low and second low bid that needed to be explained so the low bid is not missing a component unit. Motion by Council Maloney to approve the expenditure for a boiler replacement seconded by Councilman Zimmermann. The Mayor called for a poll of the council.

Councilman Day	Aye
Councilman Simonson	Aye

Councilman Maloney           Aye  
Councilwoman Hinckley       Aye  
Councilman Zimmermann      Aye

Motion Approved.

Computer Bids:

The clerk brought before the council the need to replace the server and two desktop computers in the clerk office. The accounting software for the city has been upgraded from the 2000 version of the Caselle to the 2010 Clarity version. In order to upgrade the software an upgrade is needed for the server and computers. Two bids were received from Complete Office Care and PC Plus. Complete Care submitted a bid of \$4,157 and PC Plus submitted a component bids totaling \$ 4,600. Not all items listed in PC Plus would be needed. Motion by Councilman Zimmermann to allow the clerk to award the bid and replace the server and two desktops computers after consideration of all the needed components, seconded by Councilman Simonson.

The Mayor called for a poll of the council.

Councilman Day                Aye  
Councilman Simonson         Aye  
Councilman Maloney         Aye  
Councilwoman Hinckley      Aye  
Councilman Zimmermann     Aye

Upper Snake Mitigation Solutions and Rocky Mountain Environmental Assoc:

Roger Warner from Rocky Mountain Environmental – Bryce Contor and Stan Clark of Upper Snake Mitigation Solutions came forward and introduced their respective companies to the council. Mr. Clark, who is a past member of the Committee of Nine, explained that they are not engineers but work with entities to maximize its water rights. For the last 15 years any well permit needed to be mitigated. Rocky Mtn work with engineers to secure water rights and work on groundwater modeling. Upper Snake Mitigation work on finding solutions to insufficient water supply, provide mitigation for new ground water rights and explore alternatives that allow re-charging the aquifer with surface water rights. Several options where the two companies feel could be of benefit to the city is in using canal shares for landscape irrigation, use of existing canal shares for recharge, purchasing additional storage water for recharge, and to purchase and transfer existing groundwater.

Current and past cities the companies have worked with: Rexburg, Shelley and Iona. Securing the Shelley water right that was 4-5 years ago. The hearing and judicial process was contested by the Twin Falls irrigators and cost Shelley around \$50,000.

The Mayor asked the group to come back with a proposal to be considered at the next council meeting.

Other Council Business:

Franchise Fee Update: The clerk presented a summary of the work done to correct the assessment of the power, gas and cable franchise fees. Working with Eric Smith, Jefferson County GIS department, has overlapped all three utilities user data with that of the city. There were mistakes found in all three utilities. Smith is working with the companies to obtain correct listing. The work is expected to be completed within two weeks. Total dollar impact at this point is not known.

Update on Urban Renewal: Ted Hendricks came forward to describe one of the projects the Urban Renewal is considering. The agency is looking at obtaining/building a business development center in the city. The business development center would assist new companies to locate in Rigby by offering them office space for a period of time to build their business, technical guidance by way of reviewing their business plan and assisting in future capital needs. Several surrounding cities have such centers: Idaho Falls, Salmon, Arco, Mackay; St. Anthony and Rexburg. Currently Driggs is looking at remodeling a second center. Hendricks is suggesting a 15,000 sq foot building for Rigby. The agency has gone to the Rexburg center and talked with individuals currently utilizing the facility. Hendricks explained due to the size of the project it would need to have a block grant to assist in funding the program. However, given the current grants the city has the agency would not qualify for a grant. It was his suggestion for the agency to put on hold the current project of the expansion of the street lighting project. The grant for the development center would involve matching funds. If a new business goes through the process of business assistance through a development center the success rate is 85% successful. Conversely, those that do not participate have a failure rate of 85%. Currently occupancy is 50%; prior to the current year the occupancy was 65-70%. Idaho Tech College has expressed interest in utilizing a center in Rigby. Hendricks would like to have the city and the Urban Renewal partner in a development center.

Denny Jones, chair of the Urban Renewal, came forward and indicates he did participate in the review of the Rexburg center and he was impressed with what the center offers.

Community Reviews: Councilman Zimmermann brought up the topic presented at the last Chamber meeting. A community review would consist of focusing on 3-4 areas that was needed in the city. The committee will have a 15 member committee of professionals assist in the joint effort involving both the county and the city.

Employee In-Service Education Program: The Mayor obtained a copy of the City of Falls employee education program. The information is for council consideration for funding education programs for its employees. The Mayor explained that Officer Jenkins recently obtained his Master degree in criminology. He wants to encourage an employee to further his/her education which in turns makes that employee a better employee for the city. If the city were to implement such a program the employee would need to submit his application in a timely manner prior to budget so it could be funded (not in full). He wants the council to review the concept and consider adding something similar to this to the city's employee benefit program. The Mayor would like this brought forward for further discussion sometime in March.

Approval of Minutes:

The Mayor asked for approval of the minutes of the January 17, 2012 meetings. The council made several corrections. Motion by Councilman Zimmermann, moved to accept the minutes as corrected, seconded by Councilman Simonson. Voice poll, all in favor, none opposed. Minutes approved.

Approval of Bills:

Council reviewed the bills with comment on a penalty on state withholding, Keller retainer, comparison of street lighting – difference from the new vs. the old lights; and the Rigby Canal assessment. Brief discussion concerning ITD proposed street lighting from 3<sup>rd</sup> West to State, sometime mid-summer, which will be LED lights.

Councilman Maloney moved to approve the bills, seconded by Councilman Day.

The Mayor called for a poll of the council.

Councilman Day	Aye
Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye

Public Comment:


The Mayor asked for any comment from the public, no one came forward.

Adjournment:

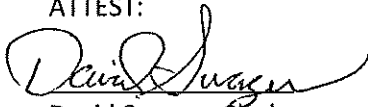
Being no further business, Councilman Simonson moved to adjourn, seconded by Councilman Zimmermann. Voice poll: all in favor none opposed.

Meeting adjourned at 8:50PM.

CITY OF RIGBY

  
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Keith Smith, Mayor

ATTEST:

  
David Swager, Clerk