

City of Rigby
Council Meeting Minutes
August 7, 2012

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

The mayor then opened the council meeting with Councilman Maloney offering the prayer and Councilwoman Hinckley the pledge of allegiance.

Mayor Smith asked the clerk to call the roll.

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

Also present: Attorney Rob Dunn, Chief Hammon.

Public Hearing:

The first order of business was the public hearing “status of funded activities for the ICDBG wastewater collection project”.

Rick Miller from the “Development Company” came forward to discuss the status of the wastewater collection project. Rick passed around the room an attendance sheet for everyone present this evening to sign. Rick noted the discussion is in part a requirement of the Civil Rights Act regarding block grants.

Rick recapped the general description of the project; accomplishment to date; summary of expenditures paid to date; funding sources received to date (DEQ loan; USDA-RD; and block grant). He commented the funds had been disbursed by the city in a timely manner.

Public comments would be accepted both written and verbal regarding the project up to five days after the hearing. The block grant funds used on the project were authorized by the Dept. of Housing and Urban Development Act of 1973.

The Mayor asked if there were any citizens wishing to speak either in favor of, opposed to or neutral to the project. Being none, the mayor asked if the council had any questions. Councilman Maloney asked Miller if there was anything he was aware of as not being in compliance and acceptable to date. Miller explained the project was on track and everything is in compliance with the loan agreements. Miller explained one item was ground water which to date the contractor has completed all of the deep excavation and avoided any sub water.

The Mayor explained most of the project is complete but for the extension on 2nd North from 2nd West to State Street and the alley south of the Broulim store, which will not involve trench excavation and the sewer lift station upgrade.

Being no further comments the Mayor closed the public hearing at 7:10 PM.

Miller exits meeting at 7:10PM.

Rocky Mountain Environmental:

Bryce Condor came forward and presented the council with a completed copy of the study his firm report dated August 2012. Condor indicated from page 4 (Table 1) of the report the city has total groundwater rights of 5,885 gallons per minute with no volume restrictions. Not having any volume restrictions allows the city to pump 5,885 gallons per minute per day twelve months a year.

Condor indicated the most important need was for municipal water need. Condor reviewed the various options of obtaining additional water rights. The city current water rights are sufficient until the population reaches 5,500.

Once the city approaches the 5,500 population the ability that the city has to meet redundant water capacity would be questionable. Redundant capacity refers to the excess pumping capacity needed and still meets the water requirements if the highest volume pump is off line. Table 2 on page 7 of the report indicates the city has sufficient redundant capacity given the current storage the city currently has. Given the analysis, without storage, the city average daily demand is 1,480 GPM and peak demand is 6,070 GPM based on current population of 3,945. When the population reaches 5,500 the maximum daily demand per minute equals the total existing permitted water of 5,885 gallons per minute. Once the population exceeds 5,500 the city will be pumping more water than the city's water rights permit.

Condor referenced the comments made on page 16 of the report which discusses the option of offsetting the wastewater discharge currently be diverted to the dry bed to either Class A (treated water for landscape use with a buffer distance) or Class B (landscape use without a distance buffer) use.

Condor in response to a question about redundancy indicated the city could drill another well and file for a change of point of diversion without violating the city's water permits as long as the total water pumped does not exceed the water rights permit of 5,885 GPM.

The Mayor thanked Bryce for his report and indicated he and/or the council may call him at a later date for further clarification.

Bryce Condor exit meeting 7:30PM

Acceptance of Rigby Professional Plaza:

The clerk indicated all work has been completed on the Rigby Professional Plaza. The single item remaining which is the responsibility of the city is the operation and maintenance manual which has been contracted out to Keller & Associates to complete. The O/M manual will be done in conjunction with the rehab of the 3rd West sewer lift station. Public works director Rick Lamoreaux indicated he know of nothing on the Rigby Professional Plaza that has not been completed.

Councilman Simonson moved that the city formally accept the Rigby Professional Plaza as a completed subdivision, seconded by Councilman Maloney.

The Mayor asked the clerk to poll the council:

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

Acceptance of Hailey Creek Subdivision:

Public Work Rick Lamoreaux came forward and told the council the only remaining item on the Hailey Creek Subdivision Division #1 was completed last week along with a fog seal and recommends that the council formally accept the subdivision.

Councilman Maloney moved that the city formally accept the Hailey Creek Subdivision Division #1 as a completed subdivision, seconded by Councilman Zimmermann.

The Mayor asked the clerk to poll the council:

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

Purchase of Capital Outlay Equipment:

Police Dept:

Chief Hammon came forward and indicated to the council the need to replace one computer that has gone down. The computer will only need a tower the keyboard and monitor presently in use will not need to be replaced. In addition to the computer tower he also submitted a list of additional items that needed council approval. The list including the computer tower is as follows:

- Computer Tower \$700
- Neat Document Scanner \$400
- Gun Lock for detective car \$335
- Flashlights, battery, taser cart. \$342
- Total \$1,777

Council discussed the items and decided the flashlight, battery were consumable supplies and not under the capital outlay classification.

A motion by Councilman Zimmermann to authorize the expenditures as outlined for the police department, seconded by Councilman Simonson.

The Mayor asked the clerk to poll the council:

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

Questioned about the expenditures from the Walmart grant was brought up and he presented the following list of planned expenditures that the Walmart grant would be used for.

• 40X49 speed trailer	\$190
• Extension cords	\$ 27
• Caster Wheels/hitch/	\$48
• Lumber	\$89
• 2" Ball hitch	\$70
• Pyle Audio Receiver	\$130
• Critter Camera	\$130
• Chairs/Tables	\$600
• Reserve officer fund	\$600
• Duty Gear/flash light	\$530
• Duty Shirts	\$130
• Paint Hummv	\$370
• Cordless Drill	\$100
• Outside light	\$75
• Audio/video Cords	\$40
• Surveillance hard drive camera	\$120
• Mtce Item	\$100
• Door Stops/wafer board	\$250
• Police Patches	<u>\$500</u>
Total	\$4,090

A motion by Councilwoman Hinckley moved to approve the expenditures as outlined for the Walmart grant be approved, seconded by Councilman Maloney.

The Mayor asked the clerk to poll the council:

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

Parks/Rodeo Dept:

The clerk came forward and informed the council the water truck at the park/rodeo grounds had the engine loss oil and freeze up. ICRMP will pay \$3,375 for the value of the truck and if the city keeps the truck less salvage value of \$500. There is a \$500 deductible against the claim. The Park/Rodeo Dept has around \$10,000 to contribute towards the truck. The clerk indicated the rodeo grounds needs a water truck for rodeo events. In addition if the truck has forward spray nozzles the streets could utilize the truck to hose down the streets and help take the pressure/use off of the street sweeper. Currently there is \$12,000 in the internal service fund and the clerk requested the authorization to use \$5,000 towards the purchase of a replacement water truck. The total amount the park/rodeo would have would be around \$18,900 which includes \$1,537 also from ICRMP for damages incurred on the arena fencing.

Motion by Councilwoman Hinckley to authorize the expenditures of \$5,000 from the internal service fund for the matching portion of a water truck , seconded by Councilman Maloney.

The Mayor asked the clerk to poll the council:

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

Other Council Business:

Curbside Recycle:

The clerk explained that from the information regarding Western Recycle doing curbside recycle BYU Idaho has approached the city and provided information on the program BYU-Idaho has initiated in the City of Rexburg. Rexburg purchased a trash compactor and BYU-Idaho supplies the facility and the labor to sort the material. Rexburg has a 95% participation of single family homes and has seen a 25-30% reduction in gross waste after the initiation of the recycle program. The college will charge the city a fee to pick up and haul the bins. The costs for the bins are around \$42 per container. Wayne Clark from the plant facility dept. would like to come before the council to present their offer. Given this proposal the city would have the BYU-Idaho and Western Recycle to consider relative to recycling.

Discussions Outside council and Public Hearings:

The attorney reminded the council of the pending hearings scheduled for in Sept for the proposed LID districts. He again reminded the council not to hear, take testimony or listen to public comments from residents regarding the LID project. The Mayor interjected that if council does take testimony or has information taken outside of the hearing process they could be challenged on received information not presented at the public hearing.

Amend Agenda:

The clerk commented that the events of last week he had failed to include on the agenda the 2013 budget. As indicated in the cover letter, he had intended to present the budget this evening but failed to have included on the published agenda. He requested the agenda be amended to include the budget presentation.

Motion by Councilman Maloney to amend the agenda to allow for the presentation of the 2013 budget, seconded by Councilwoman Hinckley.

The Mayor asked the clerk to poll the council:

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

The clerk presented the proposed tax levy which increased from \$1.058 million to \$1.125 million. The utility fees for residential users changed from \$98.35 to \$99.55. Water rates increased 60 cent; sewer rates increased \$1.60; sanitation without tonnage fee decreased fifty cent and tonnage fee of \$1.50 added and if the county assesses the city the fee would be \$1.50 per 90 gallon per month. The tonnage fee would not be assessed if the county does not assess the city, if they do assess the city then it would be assessed. Adding the fee now would save the city from having to post and hold a public hearing for its inclusion. The sewer bond will decrease \$2.00 per hookup from \$34.75 to \$32.75.

The numbers being presented are based on the taxes levy and rates as outlined. All funds are revenue based with expenditures equaling current revenues. The only exception is in the capital improvement fund which will utilize carryover of cash from the sewer revenue fund (\$337,000) and water revenue fund (\$300,000) which will be the city's share for the proposed LID projects on Dove and 1st North.

He briefly reviewed selected funds. Water revenue will see an increase in electrical charges due to increases in water being consumed and increases in power rates. Water consumption for 2012 over 2011 have increased 30% in total gallons being pumped. Electrical charges will also see increases in the sewer revenue fund for power used in the wastewater plant.

Park/Rodeo Dept which had in the past been funded through transfers from the general fund will have its own tax levy and the funding for parks/rodeo increases from \$4,500 to \$11,075. The difference over the \$4,500 is an the accumulation of what has been spent from the park fund for internal service work at the rodeo grounds. Roughly \$6,500 has been expended from parks for the benefit of the rodeo grounds. The shift will allow more funds being allocated to the park system.

Police and compliance were reviewed and showed where in the past the percent of property taxes being directed towards police were as high as 82% with the current year amount being held to 71.8%. The funding source from the resource officer of \$36,000 will decrease after the new school opens.

Councilwoman Hinckley inquired how the foreclosure in the city affects the city tax revenues. The clerk explained the value of any foreclosed home or home with decreasing market value is reflected in the assessed valuation determined by the county assessor. Changes that occur after the assessor sets the valuation would not be reflected until the following year.

The road fund was reviewed and noted the decrease amount being allocated for seal coating and other street maintenance. The clerk also noted the city needs to have a road inventory/assessment conducted on the city streets to determine what if any backlog the city has in maintaining its roads and to assist in making future projections so the city doesn't fall behind as is being seen on the county roads.

Comment on weed control. The weeds are being taken care of from either the road or sewer fund depending on where the weed control is taking place.

The clerk also commented that if the city had a light snow season the funds budgeted for snow removal could be reallocated towards seal coating as is being done this year. Roughly \$38,000 is available from the current budget for snow removal which could be reallocated towards additional seal coating.

Question of the airport grant: The clerk responded the airport budgeted for and received a grant from the state for \$30,000. The proceeds and disbursements were completed this week with the receipt of the \$30,000 and disbursement to the airport board of same \$30,000.

A motion by Councilman Maloney to authorize the clerk to publish the budget and set September 4, 2012 as the date for public hearing on the budget, seconded by Councilwoman Hinckley.

The Mayor asked the clerk to poll the council:

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

Old Business:

Electrical Lights in Bldg: The clerk indicated that he had contacted two other electricians to bid the three city buildings but has not had a reply at this time.

City Picnic:

The Mayor reminded the council of the city picnic being held tomorrow evening at 6:00PM in the large park shelter.

Planning/Zoning:

The attorney commented the city's planning/zoning has held one meeting this year and are required to have nine meetings per year. The clerk is advertising for the planning/zoning position.

Review of Bills:

Council reviewed the bills with comment on the purchase of file folders. The city has a surplus of file folders from the closure of the rec building. Question on the drug dog, indicated the dog "Sam" became sick and is no longer in service, however, the city has taken possession of a replacement dog at no charge and if it works out okay will become the city's drug dog.

A motion by Councilman Maloney to approve payment of the bills, seconded by Councilman Simonson

The Mayor asked the clerk to poll the council:

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

Approve of Council Minutes:

Council reviewed the minutes of July 17, 2012. Spelling corrections were noted on page three.

A motion by Councilman Zimmermann to approve minutes of July 17, 2012 as corrected, seconded by Councilwoman Hinckley.

The Mayor called for a voice poll: All in favor none opposed.

Public Comment:

Rebecca Squires came forward and commented the Jefferson Star is available on-line beginning tomorrow.

Adjournment:

Motion by Councilman Simonson moved to adjourn seconded by Councilman Zimmermann.

The Mayor called for a voice poll: All in favor none opposed.

Meeting adjourned at 9:05PM

City of Rigby

Keith Smith, Mayor

ATTEST:

David Swager, Clerk