

City of Rigby
Council Meeting Minutes
September 18, 2012

Mayor Smith called the meeting to order at 7:00PM Tuesday, September 18, 2012.

Public Hearing -“Proposed LID Hearings”

The Mayor indicated the proposed hearing scheduled for Sept 18, 19 and 20 have been cancelled due to the publication notice not being published as requested in the local paper. The hearings for the LID projects have been rescheduled to Oct 9, 10, and 11, 2012.

The mayor asked Officer Tower to lead the pledge of allegiance and Police Chief Hammon offered the prayer.

Mayor Smith asked the clerk to call the roll.

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

Also present: Attorney Rob Dunn, Chief Hammon.

New Police Officer:

Chief Hammon came forward along with Officer Spencer Housley and Chief Hammon swore Officer Housley into office. Housley completed POST academy training in Boise Aug 30, 2012 and along with his certification of completion was recognized by his peers as best candidate with which to work with.

Status Sewer Construction Phase II:

Mike Jaglowski from Keller Engineering came forward and discussed with the council the current status of the sewer construction project. He indicated work on the project is near completion with the final work being done on 2nd North. He estimated the contractor is 93% complete and a completion date of October 20, 2012. All road resurfacing have been completed, but noted some areas needed reworked i.e. Annis. 2nd North would be completed and paved sometime prior to October 20.

Jaglowski reviewed the time expended on inspections and the remaining hours. Time expended total around 1000 with total hours budgeted totaling 1400 hours.

Jaglowski reviewed the change orders processed and indicated they were all current as shown on his report but for the change in sewer pipe being used on 2nd North which he did not have prices from the contractor.

Report on door-to-door Interview 1st North and Dove Ave.

Jaglowski reported and distributed to the council copies of the brochures that his office made up for the two LID projects. He noted that his office has made two visits to the residences on Dove Ave. On 1st North two associates walked the street last week and he spent around two hours with the residents on 1st North.

Comments on 1st North were that many individuals commented that they “may be the only person wanting this road completed”, in fact there were several making the same comment. His focus was educating the homeowners with the information regarding the LID. Two individuals out of eight did not wish to express any comment unless it was to a councilmember.

Jaglowksi indicated a 50/50 split of positive vs. negative feelings on 1st North. On Dove Ave. the split was greater than 50% in favor vs. against the project.

On 1st North Jaglowksi indicated all of the homes have been contacted but for two homes. Councilman Blackburn questioned if the citizens asked about costs to which Jaglowksi indicated there was a range of price but until the final bids and design was completed only a range could be given. He noted the brochure has a range of engineer’s price estimates for each of the projects.

Bids Review of Sewer Lift Station Upgrade:

Jaglowksi presented the council with a review of the five bids received on the sewer lift station. Two of the bidders were listed as non-responsive. The remaining three bids met the required documents as specified in the bid specs. Out of the responsive bidders the low bid was HK contractors with a price of \$248,888, followed by 3H Construction - \$278,250 and Edstrom Construction - \$279,277.

After the review of the specs and bids Jaglowksi recommended the bid be awarded the HK Contractors with a bid price of \$248,888. Prior to the notice of award DEQ and USDA-RD will need to review and approve the bids. The notice of award will need to be signed by the Mayor after approval from DEQ and USDA-RD. The process will take 10 to 15 days. Engineer’s estimate was \$280,000 for the project.

Councilwoman Hinckley asked about the time line for the project. To which Jaglowksi state the notice to proceed to start of construction is 4 weeks. There are 75 working days allowed in the contract to complete the work from start to finish. Estimated start time would be around the middle of October.

A motion by Councilman Simonson to allow Mayor Smith to sign the required documents and award the bid to HK Contractors in the amount of \$248,888, 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
Councilman Blackburn	Aye
Councilman Day	Aye

Jaglowksi exit meeting at 7:40pm. (His early exit time was appreciated by the council.)

Amending 2011/2012 Budget:

The clerk presented the council with the figures and amounts to amend the 2011/2012 budget. The council reviewed and approved the amendment at last council but the amended budget needed to be published which it has now been done. The council needs to approve Resolution 164-2012 which formally amends the budget for 2011/2012.

Councilman Simonson moved approve Resolution #164-2012 which amends 2011/2012 budget, seconded by Councilman Blackburn.

The Mayor asked the clerk to poll the council.

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

Budget amended.

Upgrading Library, City Hall and Police Bldg. Lights:

The city has obtained two bids: Curtis Elect and Doyle Hammon to upgrade the three buildings. Northern Lights asked not to bid and Paul Field Elect never responded to request. Curtis Elect bid for the three bldgs totaled \$18,330; and Doyle Hammon bids were for \$18,703.

Councilman Day moved to accept Curtis Electric as the responsible low bidder for the retrofit of the three city buildings, 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
Councilman Blackburn	Aye
Councilman Day	Aye

Amending Resolution #162-2012:

The attorney indicated the legal publication as required by state code had not been published which required the city to push back the public hearing dates. The original dates in the resolution were set for September 18, 19, and 20. Those dates need to be changed to October 9, 10, and 11 along will all dates relating to the dates of the hearings.

Councilman Blackburn moves to amend resolution #162-2012 to reflect the hearing dates being October 9, 10 and 11 and waive the required three readings of said resolution. Councilman Zimmerman seconded.

The mayor called for a voice poll of the council, all in favor none opposed.

Transfer of Funds:

The clerk indicated the 4th quarter transfers from the three enterprise funds were due to be made. \$6,250 from each of the enterprise funds needed to be made to the general fund to reimburse the general fund for administrative services provided the three enterprise funds. Total transfer to general fund \$18,750.

Councilman Simonson moved to authorize the clerk to make the transfers per budget for the 4th quarter 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
Councilman Blackburn	Aye
Councilman Day	Aye

Other Council Business:

Library and Planning and Zoning Board Members: The Mayor indicated the library and planning and zoning board members are in need of board members. He reminded Councilman Simonson and Councilman Day that they needed to assist in finding replacement members.

Flu shots: The Mayor informed the council that arrangements have been made with the Broulim pharmacy to provide flu shots to all city employees (full and part time) and council members. The mayor felt it was important that with the interaction the employees have with the public there is a need to prevent the spread of the flu virus. The shots will be available from October 8 to October 20.

Open House: Councilwoman Hinckley reminded the council of the upcoming open house for the public for their patience during the sewer construction project. The open house will be Wednesday September 26 from 1:00 to 5:00PM.

City Work Crews: On Sunday around 10:00AM a 6 inch water main broke near the intersection of State and 2nd South. City crews were on site repairing the broken line. He wanted the crews to know and the public that the crews are out and about the city when repairs are needed and he thanked the crew.

Cardboard Recycle Bins: Cardboard and newspapers recycle bins are now located on the north side of the Broulim store.

City Wide Cleanup: City wide cleanup will be held Sat October 6, 2012 from 8:00 to 5:00 at the INL bus site in the north compound.

Review and Approval of Bills:

The council reviewed the bills payable with the clerk noting the bill to the sheriff dept. for \$12,197.46 has been included on the current list but had not be included in the list provided the council in their packet.

Having no questions, Councilman Blackburn moved to approve the bills as presented 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
Councilman Blackburn	Aye
Councilman Day	Aye

Bills were approved for payment.

Minutes:

Minutes of September 4, 2012 were reviewed, with the comment the date was listed as September 5 and should be September 4, 2012. Motion by Councilwoman Hinckley moved to approve the minutes seconded by Councilman Simonson. Voice poll: all in favor none opposed.

Public Comment:

There was no public comment.

Adjournment:

Councilman Simonson moved to adjourn seconded by Councilman Zimmermann. Voice poll: all in favor none opposed.

Meeting adjourned at 7:58 PM.

City of Rigby

Keith Smith, Mayor

ATTEST:

David Swager, Clerk