

City of Rigby
Council Meeting Minutes
October 16, 2012

Mayor Smith called the meeting to order at 7:00PM Tuesday, October 16, 2012.

The mayor lead the pledge of allegiance and Attorney Dunn offered the prayer.

Mayor Smith asked the clerk to call the roll.

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

Also present: Attorney Rob Dunn, Chief Hammon.

LHTAC:

The Mayor turned the time over to Bruce Drews manager of the Idaho Technology Center. Mr. Drews recognized Dean Christiansen as having worked and earned his certification as Road Scholar. The road scholar program requires 11 courses which consist of 90 hours of time. He is also working on his Road Master certification. Dean came forward and received his road scholar certificate. Mayor Smith also recognized Dean with a special award.

Water Right Permit – Upper Snake Mitigation Solutions:

Bryce Contor from Upper Snake Mitigation Solutions came forward and discussed USMS proposal for the city to participate in a regional program to obtain approval of water mitigation. Bryce explained there are approx. 8,000 acres committed to join into a water mitigation plan. USMS has a block of water in the aquifer that addresses the planned use and planned recharge of the aquifer. There are currently permits either before and pending before the Dept of Water Resources in addressing the plan use and recharge of the aquifer. Bryce felt the city being a member could benefit in joining with USMS. Bryce has two proposals for the city: 1) make application to recharge and 2) establish a plan for mitigation.

The fee for the application is flat fee of \$500. The fee for the mitigation plan is \$750 per cfs or for 2cfs the fee would be \$1,500. There would be annual assessments similar to those being charged by canal companies.

Councilman Day questioned the guarantee of future water. Bryce answered he couldn't project a 1,000 year guarantee but felt the plan would be similar to 5 years rolling forward. The long term prospect would be the inclusion of multiple canal companies and adding their rights into the plan.

Councilman Blackburn questioned where the previous referenced 30,000 acre feet came from. Bryce answered that during wet years more than the 30,000 acre feet would be added to the aquifer. In dry years less than the 30,000 acre feet would be added.

Councilman Blackburn asked if in the future would the number of participates be capped. Bryce answered that currently there is exact numbers of participates and in the future the need will increase as will the number of participates. Those members participating could extend credit to members needing if they themselves do not use all of their rights. It would be similar to call date – last to enter first to be cut. Water mitigation plan would be based on priorities dates.

Questioned where the 2cfs came from. Roger Warner equated 2cfs would be just under 450 gallons per minute.

If the plan fails the city would be at risk the \$2,000 fees.

The Mayor asked about the urgency in moving forward. In conjunction with the mitigation plan there would need to be a “reasonable anticipation needs” permit. The permit is usually based off of city growth plans and is usually for 5 – 10 years in what the needs of the city would be looking forward.

Councilman Day moved to proceed with the application for the application fee and water mitigation plan for \$2,000, seconded by Councilman Simonson.

Mayor Smith asked the clerk to call the roll.

Councilman Simonson	Yes
Councilwoman Hinckley	Yes
Councilman Zimmermann	Yes
Councilman Blackburn	Yes
Councilman Day	Yes

Acquisition of Police Vehicle:

Chief Hammon came forward and informed the council that a vehicle has been located it’s a 2010 Dodge Charger from Steven Wade in Salt Lake City. They will be going to SLC Thursday to pickup up the car.

He also informed the council that through the federal surplus program he has located a 2010 Chev from Mtn. Home Air base. The car was at no cost. The chief will take the 2010 Chev and turn his existing car down to the detective.

He is also looking at replacing the compliance truck under the same program.

He also is planning in replacing the lobby furniture and needed permission to declare the existing furniture as surplus and dispose it. The replacement furniture will be coming from the Wal-Mart Grant. Council expressed no opposition to disposing it.

The clerk expressed his thanks for him allowing him to use the chief car for a meeting in Burley and also arranging the use of personal truck and trailer to bring the Mtn Home vehicle back.

Acquisition of Water Truck:

The Mayor informed the council that the park/rodeo committee has located a used 95 Ford water truck. The council approved \$5,000 in prior council for the purchase. The 95 truck will include trade in of two dump trucks along with the snow loader for a credit of \$4,000 so the city share would be after trade of \$6,500. He stated that during the LID hearing one of the complaints was dust control. The city also

needs a water truck to wash the streets instead of trying to broom the street. He asked council permission for the extra \$1,500.

The mayor explained the internal service fund acts as a rental company for city equipment. Each department rents the equipment from the internal service fund on a pay as you use basis.

Councilman Blackburn moved for the purchase and the extra \$1,500 needed for the purchase seconded by Councilman Zimmermann.

Mayor Smith asked the clerk to call the roll.

Councilman Simonson	Yes
Councilwoman Hinckley	Yes
Councilman Zimmermann	Yes
Councilman Blackburn	Yes
Councilman Day	Yes

Consideration of Sale of West Main Street Parking Lot

The Mayor informed the council that he had been approached about selling the parking lot east of the Oakridge Furniture Store (previously Jensen Furniture). The owners were having trouble selling the building due to the limited number of parking spaces available. The owner of the building felt if they owned off street parking the likelihood of potential sale would be facilitated.

The attorney was questioned as to the legal process the city would need to go through if the council decided to sell the building.

Council discussed the problem with the city encouraging business owners to refrain from parking on Main Street and to use the city parking lots and the consequences if the off street parking becomes restricted. Council continued the discussion on selling part of the lot, placing deed restrictions on the deed, and doing a lot exchange.

Council felt the businesses adjoining and that use the lot should be approached concerning the proposal. Council requested the number parking spaces the building would require. Item tabled for further discussion at next council.

Change of Council Meeting

The Mayor proposed the regular council meeting scheduled for November 6 is rescheduled to October 30. November 6 is the general election and city hall is polling center.

Councilman Blackburn moved to cancel the November 6 council meeting and re-schedule it to October 30, 2012, Councilman Day seconded the motion.

Mayor Smith asked the clerk to call the roll.

Councilman Simonson	Yes
Councilwoman Hinckley	Yes
Councilman Zimmermann	Yes
Councilman Blackburn	Yes
Councilman Day	Yes

City Financial Goals and Policy:

The clerk came forward and presented the council the financial goal and policy statement that he prepared. The goal and policy statement was initiated to form a consistent basis from one year to the next and to keep the city on sound financial footing he had written the financial goal and policies statement which outlines the method used to determine revenues, expenditures and capital expenditures.

He explained the principle he utilizes for budgeting revenues and expenditures. The statement also outlines the policy used to keep the city out of debt and the goal of maintaining minimum fund balances. A significant part of the policy for capital expenditures is to tie all infrastructure assets into a single project. Meaning: water, sewer, curb/gutters and roads are evaluated as a single project. The goal at first is for three to five year plan and expanding it to revolving 7 year plan.

The clerk explained what was referred to a *generational debt jump*. What happens is during a point in time city realize they need to make major expenditures so a bond is passed and upgrade of the facility is done. Over time as the bond is repaid the revenue are reduced and the asset begins the decline. Then the next generation is faced with an obsolete and under performing asset and the debt to finance cycle begins again.

An example of *generational debt jump* occurred with the road system. Prior to 1980 the city's streets had little to no curb, gutters or drainage and the overall condition of the road surface was poor. When the city wide LID was passed the upgrading of the roads was done. Since the retirement of the LID was completed no funds have been set aside to pay for future rehabbing of the roads. For 30 plus years, only routine repairs and maintenance have been performed. The roads are in decline but where in time is unknown.

The city has completed an evaluation of the city water and sewer system. Those specific uncompleted projects need to be brought together in a comprehensive plan when and how they to be completed are. The missing component is any inventory of the condition and expected life of the city's roads. At some point in time the roads will need extensive rehab costs beyond annual chip and crack seal. With adoption of governmental accounting standard boards policy to include depreciation as a component of operating costs. This is being done in the sanitation fund and sewer fund. But little to the water fund and nothing for roads or other assets i.e. library building.

Also missing is a plan when the city equipment will be replaced. The city has in the past and currently is using a *hop scotch* approach in purchasing equipment. Case in point the water truck, last year it was the valve machine and Case backhoe. The city needs a comprehensive plan when equipment is planned to be replaced. Not an easy project but one that is drastically needed. The policy will only be effective if the council supports the policy and encourages it adoption. The clerk indicated that this is his policy but in time would like the council to adopt the goal and policy as a city resolution for future councils to follow.

Change of Renewal Dates for Beer and Liquor Licenses and Proration of Fees:

The clerk explained that the state and Jefferson County has changed the dates for beer and liquor licenses from a calendar year to fiscal year. City code for beer and liquor still refer to calendar year. He would like to be consistent with the state and county have the city's beer and liquor license follow the October to September dates. He would also like to amend the code to allow for proration of licenses. Currently the license is for 12 month with a twelve month fee. He would like a prorated fee based on the remaining time the license will be in use. The code also has a section requiring bartender licenses. But due to the cost of conducting background checks was more than the fee being charged. Since 2008 the city has not enforced bartender licensure. He would like this section of the code deleted.

Councilman Blackburn moved to allow the clerk to make the proposed changes that will be brought before the council as an amendment to the city code seconded by Councilman Zimmermann.

Mayor Smith asked the clerk to call the roll.

Councilman Simonson	Yes
Councilwoman Hinckley	Yes
Councilman Zimmermann	Yes
Councilman Blackburn	Yes
Councilman Day	Yes

Other Council Business:

Chamber of Commerce: Councilwoman Hinckley wanted to know if the city wanted to enter an entry in the up going Christmas Light Parade that will be held November 30. The city fire truck would be the city's entry unless council decides to enter another entry.

Review and Approval of Bills:

Councilman Zimmermann questioned the different fees charged for drug testing. The indicated some were non-DOT and the higher fees were for DOT employees. Also question billing from EIRMC: Police officer being treated. Question on the Keller bills: three billings: sewer project, retainer, and general engineer fees. Question of the billing for wastewater to water fund. Clerk explained the city and county entered into an agreement where the city pays for the courthouse irrigation and the county does not charge the city for dumping wastewater sludge at the landfill.

Councilman Zimmermann moved to approve the payment of the bills seconded by Councilman Simonson.

Mayor Smith asked the clerk to call the roll.

Councilman Simonson	Yes
Councilwoman Hinckley	Yes
Councilman Zimmermann	Yes
Councilman Blackburn	Yes
Councilman Day	Yes

Approval of Minutes:

The minutes of September 18 and October 2, 2012 were reviewed.

Councilwoman Hinckley moved to approve the minutes of September 18, seconded by Councilman Day. Voice poll of the council: All in favor none opposed.

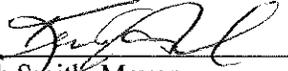
Councilman Blackburn moved to approve the minutes of October 2, seconded by Councilman Zimmerman. Voice poll of the council: All in favor none opposed, Councilman Simonson abstained.

Adjournment:

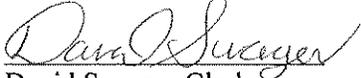
Councilman Simonson moved to adjourn, seconded by Councilman Zimmermann. Voice poll of the council: All in favor none opposed.

Meeting adjourned 8:50PM

CITY OF RIGBY


Keith Smith, Mayor

ATTEST:


David Swager, Clerk