

City of Rigby
Council Meeting Minutes
May 3, 2018

Mayor Richardson called the meeting to order at 7:00pm Thursday, May 3, 2018. The pledge of allegiance was given by Dr. Datwyler and the prayer given by Douglas Burke.

The mayor asked the clerk to call the roll:

Councilman Burke	Present
Councilman Datwyler	Present
Councilman Olsen	Present
Councilman Taylor	Present
Councilwoman Weight	Present
Councilman Hall	Present

Also present: Chief Tower, Public Works Director Bradley and Attorney Dunn (arrives 7:05)

Public Works:

Annis Hwy Project: Mitch Bradley presented the council with a proposal from Harper Leavitt Engineers. The scope of work is to do the design and plans for the upgrading of the Annis Hwy from 2nd North to the intersection of Annis and 400 North. The proposal also included the submittals to the Local Highway Technical Assistance Council (LHTACT) for funding from grant funds they have available. The contract proposal is for \$99,950 on a project of \$1.2 million. Mr. Bradley discussed the need to advance on the project due to the timing of when the grants are due (Dec 2018) and to tie the work in with the work being done by the county on the Annis Hwy north from the intersection for 400 North to the Menan/Lorenzo Hwy. The city submitted the project last year but was not approved due to not having design or plans. He also had doubts if funding would be available after 2018. He also mentioned that there is a 4 inch water line and sewer line in the Annis road which needs to be upgraded but would not be funded by the grant.

This lead the discussion into the second contract:

Annis Hwy Sewer Line Extension: Mr. Bradley said that since the county will be extending and upgrading the Annis Hwy he felt it beneficial for the city at this time to seek a design and possible grants for the extension of the wastewater sewer line from 400 North to the wastewater treatment plant on the Annis Hwy. He did not want to install the sewer line after the county completed the work on the Annis Hwy wherein the city would incur more costs in rehabbing the road surface than before the Annis road has been upgraded. The proposal from Harper Leavitt Engineers was for the design of the sewer line and to seek grant(s) for the sewer line. The proposed contract was for \$24,950.

Council discussed if the engineering fees for the two project were in the budget and the length and possibility of changes occurring in the design of the Annis Hwy. The clerk said none of the proposed three contracts before the council this evening were budgeted for and would require an opening of the budgets with the funds coming out of current reserves.

Councilman Taylor moved to approve the contract from HLE for \$99,950 for the Annis Hwy project seconded by Councilman Weight.

The mayor asked the clerk to poll the council:

Councilman Burke	Yes
Councilman Datwyler	Yes
Councilman Hall	Yes
Councilman Olsen	Yes
Councilman Taylor	Yes
Councilwoman Weight	Yes

Sewer Extension Project: the council discussed the timing for the sewer extension is to cut the costs in rehabbing the Annis Hwy and the second reason would be to seek DEQ funding for the sewer line extension which could cover the costs of extending the sewer line. Questions would the DEQ change the requirements for the sewer line between now and at a future date. Mr. Bradley indicated no, the sewer pipe is the current standard being used and he's not heard of anything coming up to replace the current pipe. Both projects are separate from one another and not tied together the main reason for the sewer line would be save the costs associated with rehabbing the Annis Hwy.

The mayor commented that he was concerned with the scope of work as defined in the sewer contract as to city standards, if the pipe was to be installed underground, and the lack of detail in the scope of work that would be included in the work. The mayor also expressed concern with the Annis Hwy contract just passed. The mayor questioned the strengthen of the contract given the recent events that came up this week in other instances. He mentioned the contract on the milling of 3rd West. He recommended a reconsideration of the Annis Hwy contract.

Mr. Bradley agreed with the thoughts expressed by the mayor on the sewer line but felt the Annis Hwy contract would be completed in accordance with ISPWC standards which are reviewed by LHTACT and didn't want to delay the road project. Councilman Hall expressed if a two weeks delay wherein a modification of the contract would be of concern with the submittal of the project not due until December.

Councilman Taylor felt he rushed in approving the contract and stated that in the future he would not accept contracts without having time to review them prior to the council meeting.

Councilman Taylor moved to rescind the motion on the Annis Hwy contract. Motion seconded by Councilwoman Datwyler.

The mayor asked the clerk to poll the council:

Councilman Burke	Yes
Councilman Datwyler	Yes
Councilman Hall	Yes
Councilman Olsen	Yes
Councilman Taylor	Yes
Councilwoman Weight	Yes

Given that the vote and motion on the Annis Hwy contract has been rescinded the mayor said both contracts are tabled at this time.

Wastewater Treatment Plant Study: Scott Humphreys came forward and explained the reason why the wastewater plant needed a study at this time. He stated that when the plant was designed by Keller Engineering and built it was never constructed to remove ammonia nor was it designed to remove phosphate. The plant was design to handle water flow of 2.5 million gallons per day because of subwater inflow which the plant has never been close to that level, the closest was 1.7 million. The plant as designed by Keller's Engineering was to handle 1,000 pounds of BOD and TSS per day and we are currently at those levels. During the summer months the ammonia is dispersed due to the higher temperatures but in the winter we will be in violation of our permit. The phosphate removal compliance will take effect in three years. The city has twice applied for DEQ for matching funds and has been turned down twice. Mr. Humphreys recommend that Keller do the study being they designed the plant and have the plans for the plant. Councilman Olsen expressed frustration over the plant where he remembered being informed the plant would met the city needs well into the future and now they are being told that in less than 10 years the plant is insufficient. Mr. Humphreys said the plant was designed to handle a population of 5,000 with no industry. The city is at 5,000 and has two potato plants.

Councilman Datwyler asked what the study was going to show the council. Mr. Fielding from Keller's came forward and informed the council his study would show what the plant currently has and what equipment would be needed to meet the future EPA/DEQ and to suggest alternative and put costs estimates to them. Mr. Fielding said you spend the \$73,000 to get the "right" technology so you don't keep coming back every few years spending \$2- \$3 million. Mr. Humphreys also stated he wanted the filtration system installed that had never been installed. The mayor indicated he wanted a plant for 20 years in the future and not having to redo the plant every few years. Councilman Olsen asked the attorney if he remembered how the plant was designed. The attorney stated the design was flawed from the beginning. Councilman Taylor asked Mr. Fielding how the population would be computed. Mr. Fielding said the study would look at trends in the county and ask the city for their input and would include costs estimates to meet the needs.

Councilman Datwyler moved to approve the wastewater treatment plant to Keller Engineer for \$73,700 seconded by Councilman Hall.

The mayor asked the clerk to poll the council:

Councilman Burke	Yes
Councilman Datwyler	Yes
Councilman Hall	Yes
Councilman Olsen	Yes
Councilman Taylor	Yes
Councilwoman Weight	Yes

Police Dept – Purchase of Kevlar Vest:

Chief Tower came forward and demonstrated a Kevlar vest he needed to purchase for one of his officer's. The cost of the vest is \$1,093 which would be reimbursed 50%. He was looking at doing a rotation of the vests for all his officers.

Councilman Hall moved to approve the purchase of the vests seconded by Councilman Taylor.

The mayor asked the clerk to poll the council:

Councilman Burke	Yes
Councilman Datwyler	Yes
Councilman Hall	Yes
Councilman Olsen	Yes
Councilman Taylor	Yes
Councilwoman Weight	Yes

City Attorney:

The mayor explained that the attorney had run into a tax issue with his civil contract with the city. The services are being done via Dunn Law Office. The mayor has spoken with AIC and with city auditor Sheri Poulsen who are satisfied with having the appointment being Dunn Law Office instead of Robin Dunn.

Councilman Taylor moved to change the name of the city attorney from Robin Dunn to Dunn Law Office seconded by Councilman Olsen.

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

Treasurer's Report:

The city's treasurer came forward and recapped the 6 month financial statements of the city. Generally he stated the general fund, special revenue funds and debt service funds were within budget except for the road, airport, capital improvement and rodeo accounts. These are over due to timing of revenue to the expense or budgeted capital outlay items.

He expressed concern over the enterprise funds namely the sewer revenue fund. He noted the revenue to budget for the water fund is 44% of budget, sanitation is 54% of budget and the sewer revenue fund is at 40% of budget. He was concern with the decrease from the percentage variance in comparison to the water and sanitation fund. Revenue for all the enterprise funds is based on of historical performances of past operating years. He had no explanation for the variance from water/sanitation versus the sewer revenue. Knowing that the revenues for the sewer fund is below budget he felt caution needed to be extended to the expenditures side in the sewer revenue fund to lower the expense without having to dip into cash reserves.

Extending his remarks he noted that given what is being presented for future expenditures in the wastewater plant the council should begin looking at increasing the monthly fees over 5%. When the expenditures are made, the sewer fund will need drastic increases. The treasurer felt small annual incremental increases are better than a major jump in charges all at one time.

Approval of Minutes:

Councilman Hall moved to approve the minutes of April 19, 2018 seconded by Councilman Taylor.

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

Approval of Bills:

Councilman Hall moved to approve the bill except for the Zion Bank payment for the police department due to an incorrect check amount, motion seconded by Councilwoman Weight.

The mayor asked the clerk to poll the council:

Councilman Burke	Yes
Councilman Datwyler	Yes
Councilman Hall	Yes
Councilman Olsen	Yes
Councilman Taylor	Yes
Councilwoman Weight	Yes

Other Council Business:

Urban Renewal Agency: The mayor stated that regarding the urban renewal agency from what he has read only the council is involved in the urban renewal board. He then indicated to the council president that he would need to establish a date and time for the agency to hold its board meetings. He suggested the URA board meeting be held either before or after the council meetings. Several members of the council were opposed to holding them prior to the council meetings. Councilman Burke indicated he would check with the clerk and set a time and date for the URA meetings. June 7 looks like the most likely date available.

Senior Citizens: Councilman Hall has met with the Rigby Sr Citizens committee and they were expressing concern with not being able to obtain grants due to lack of funds on hand. Councilman Hall was told that the city could act as sponsor for grants and the city has done this in the past.

May 17 Council Meeting: Councilwoman Weight reminded the council that the Rigby schools will be holding a school event on Thursday May 17, 2018 and that three of the council members will be absent that evening. She expressed concern with not having a quorum to hold the council meeting. All three councilmembers said they would not be in attendance on the 17th.

Amend Agenda: Due to the possible lack of a quorum at the May 17 council meeting Councilman Taylor moved to amend the agenda to allow a change from the set council meeting seconded by Councilman Hall.

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

Councilman Hall moved to reschedule the council meeting of May 17 to May 24, 2018 at 7:00pm seconded by Councilman Taylor.

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

Sno-Shack: The Mayor referred the council to their packet wherein a copy of the contract agreement between the Wood's and the city had been drafted and signed. He questioned the time that they said they would be opened from 11:00am to 6:00pm and noted it said "with the possibility of staying later if there are still customers". Short discussion among council on this.

Public Comment:

None

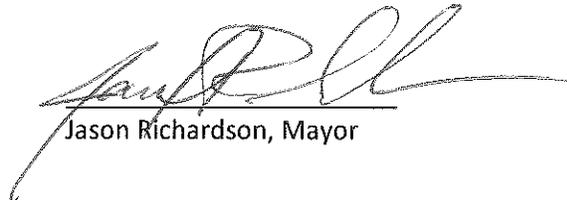
Adjournment:

Councilman Datwyler moved to adjourn seconded by Councilman Hall.

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

Meeting adjourned: 8:25PM

CITY OF RIGBY



Jason Richardson, Mayor

ATTEST:

David Swager, Clerk