

City of Rigby
Council Meeting Minutes
August 20, 2020

Mayor Richardson called the meeting to order at 7:00 pm Thursday, August 20, 2020. The pledge of allegiance was given by Becky Harrison and the prayer given Nicole Weight.

The mayor asked the clerk to call the roll:

Councilman D Burke	Present
Councilwoman King	Present
Councilwoman Weight	Present
Councilwoman Harrison	Present
Councilman Datwyler	Present
Councilman R. Burke	Present

Also present: Mitch Bradley, Chief Tower and Robin Dunn

Economic Development Director Brent Tolman

Mr. Tolman discussed with the council the process in which the city will see growth and development occurring. It will not happen overnight but is a slow and continual evolution as one event builds on another. He stated that southern Idaho is experiencing an increase in population coming from out of state. Rigby is unique in that it is between two large and fast growing cities – Rexburg with the college and Idaho Falls. As economic development director he will make contact and become associated with various regional development agencies and will build a relationship with those agencies as well as building his own. He expects to travel and attend various trade shows to highlight the area and the advantages of locating a business in the area. He mentioned the annual ammo show in Las Vegas that is one trade show that can produce positive results. Mr. Tolman has 20 plus years working as an employee of the Idaho Dept of Commerce and as regional rep for the Mini-Casa area economic development. His involvement with the Rigby Urban Renewal Agency ties in with the long term goal of the Rigby economic development director. The urban renewal agency creates the ground work for new development and the economic development director assists in completing the work started by the urban renewal agency.

Amending Arterial Road and Bridge Fees – Code #11-6-9:

Councilwoman Weight moved ordinance #2020-214 – Amending Arterial Road/Bridge fee – be read in title and summary only.

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

The mayor read the summary and title of Ordinance 2020-614.

Councilman Datwyler moved that the council suspend the rules of the reading of the second and third readings and pass and published Ordinance #2020-614. Motion seconded by Councilwoman King.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye

Councilwoman Weight	Aye
Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

Amending City code – 8-2-2– Connection to Sanitary Sewer Required: - Adding subsection 8-2-2(A) – Sewer Service Lateral Line ownership and responsibility to identify, repair, maintain or service – Amending 8-2-35 – Installation and Maintenance of Sewer Line :

The clerk reviewed the changes made in the ordinance from the last discussion. The section 8-2-35 contained a statement that conflicted with 8-2-2 and the conflicting statement was removed. The city is clarifying its position that all service lines once they leave the main sewer line is the owner responsibility for maintenance and the city does not and has not done locates on sewer service lines. The change in 8-2-2 and 8-2-35 clarifies this position.

Councilman Datwyler moved that ordinance #2020-615 be read in title and summary only. Motion seconded by Councilwoman Weight.

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

The mayor read the summary and title of Ordinance 2020-615.

Councilwoman Weight moved that the council suspend the rules of the reading of the second and third readings and pass and published Ordinance #2020-615. Motion seconded by Councilman D Burke.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye
Councilwoman Weight	Aye
Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

Acceptance Grant – Funding for Video Recording System:

The clerk stated that due to the COVID shut down the city had to limit the number of patrons attending council meetings. The state COVID grant fund provided the funding to enable the city to purchase the necessary video equipment to live stream and record the council meetings. A quote had been obtained from the company that the city uses to record the audio of the meetings. The same company, Soniclear, can provide a video recorder that tie in with the audio recording. The state has approved the purchase from the COVID fund for the city purchase the video equipment. Council needs to accept the grant funds in the amount of \$6,290 and approve the purchase of the video recording equipment.

Councilman D Burke moved to accept the COVID grant in the amount of \$6,290 and purchase the Soniclear video recording system. Motion seconded by Councilwoman Weight.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye
Councilwoman Weight	Aye

Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

2020 Budget Report:

The clerk updated the council from the last council meeting mentioning the airport board did provide their budget to him. The airport budget increased \$4,000 from the prior years, with no assistance coming from property taxes. The city is supporting the airport in its M/O expenses in the amount of \$6,000 which is coming from the general fund. This is the same amount as in all prior years. The airport board is asking the city that they may need an additional \$20,000 to complete the expansion of the airport with the acquisition of the southern end of the airport. The funds will be earmarked for capital outlay items – fencing, security gates or other items and only used if needed. The \$20,000 for the airport is being shown as coming from the capital improvement fund. There was no overall change in the capital improvement fund with the \$20,000 being earmarked “airport” from the capital improvement line item “equipment” which was reduced from \$180,000 to \$160,000.

Councilwoman Weight moved to approve the preliminary budget and to hold the public hearing for Thursday, September 3, 2020 and publish notice of public hearing. Motion seconded by Councilwoman King.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye
Councilwoman Weight	Aye
Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

2020 Audit Engagement Agreement:

The mayor stated the accounting firm of Jensen/Poulsen has submitted an audit engagement agreement again this year for the upcoming audit. He mentioned he had no concern with Jensen/Poulsen doing the audit again this year. Councilwoman Harrison asked about the fee and the clerk indicated it was in line with last years with a 4% increase. Councilman Datwyler asked about the line item on the budget worksheet showing an increase for the coming year over last year. The clerk stated he had made an error in splitting the audit fee between the three funds and had understated the amount that was charged to the general fund.

Councilwoman Weight moved to approve the audit engagement letter with Jensen/Poulsen seconded by Councilwoman King.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye
Councilwoman Weight	Aye
Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

Public Works:

- 4000 East Water Line: Mr. Bradley showed the council a section of the water line that was replaced on the 4000 E water line. It showed the joint had been misaligned and would in all likelihood failed at some point. Ryan Loftus came forward and complimented the city and city crew naming Chris Scott for going above board on the job. He felt the new section given all the obstacles presented was installed correctly thanks in large part to the city's efforts.
- State Street Water Line: Mr. Bradley explained the instance where the section of State Street between Main and Fremont does not have a water main serving those businesses. The water serving those businesses come off individual water lines from Fremont. Wells Fargo water line failed and needed to be replaced. Instead of replacing their water line from Fremont he felt it is in the city's best interest would be to install a new waterline on that section of State St. The other issue was the water serving the Vape Shop is that their water comes from Main and runs under the Me'N Stans restaurant. With the café being torn down in the near future the Vape Shop will be in need of getting a new service line. The Urban Renewal Agency has agreed to assist in the installation of the new water line. Mr. Bradley has a quote from Edstrom Const for \$49,728 to install the water line and do the individual hookups. The actual cost will be lower than the quote due to not having to install a fabric liner and not needing to do two hot taps or purchase a value. The overall cost should be around \$37,000 plus/minus which the Urban Renewal has agreed to participate with.

Councilwoman King moved to award and approve the agreement with Edstrom Const for \$49,728 seconded by Councilwoman Harrison.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye
Councilwoman Weight	Aye
Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

- Parking Lot Damage: Mr. Bradley stated that this week an individual had unloaded his horses on the new parking lot directly under the sign indicating horse were not to be on the parking lot. The individual tied the horses to the trailer and rode one or two later on. While the horses were tied to the trailer they pawed the asphalt creating holes and gaps in the asphalt. The individual was cited for the violation with a \$5.00 fine. Mr. Bradley indicted the cost to repair the asphalt will be a lot more than the \$5.00 fine. Discussion by council and attorney to review the state and city code to allow for a fine plus restitution for damages. The attorney will have something for the council to review at the next council meeting.
- Area of Impact: Mr. Bradley said the city is needing review the area of impact in that in a couple of instances with the annexation of land the city boundary is on the same as the area of impact which needs to be extended out for the city boundary.

Donation of Park:

The clerk stated that he had received a phone call from a Mr. Miles Anderson who owns the corner lot in the Hailey Cr subdivision at the intersection of Hwy 48 and county road 4100 East. Mr. Anderson wants

to donate the land for a park named after former teacher Betsy Thayer. During discussion with Mr. Anderson he would allow the ground to be sold or otherwise traded if a better location could be found for a park but he wanted any park to be named after Mrs. Thayer. The council individually felt the donation was greatly appreciated as the city is in of more soccer fields.

The clerk indicated the title company needed something in the minutes where the city will accept the donation and being the request was not known until today, Councilman Datwyler move to amend the agenda to an action item allowing the acceptance of the donation seconded by Councilwoman Weight.

The mayor called for a voice poll to amend the agenda: All in favor none opposed.

Councilman D Burke moved that the city accept the donation with the city's gratitude to Mr. Miles Anderson who he has met with years ago seconded by Councilwoman King.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
Councilwoman King	Aye
Councilwoman Weight	Aye
Councilwoman Harrison	Aye
Councilman Datwyler	Aye
Councilman R. Burke	Aye

Other council business:

Summer Picnic: the summer picnic is scheduled Wed Sept 9, at 5:30 in Scotty's South Park.

Public Comment:

Brent Tolman representing Rigby's Urban Renewal Agency said the agency has completed the purchase of the old Me'N Stan café building and lot. Plans are underway to demolish the building and fill in the hole. The URA will have control over what will be built on the site.

Approval of Minutes:

Councilman Datwyler moved to approve the minutes of August 6, 2020 seconded by Councilwoman Weight.

The mayor called for a voice poll: All in favor none opposed with Councilman Datwyler abstaining.

Review and Approval of Bills:

In addition to the bills the clerk indicated that the city will need a check tomorrow to pay the closing costs associated with the land donation from Mr. Anderson. The city has agreed to all fees and there is a need to process this as fast as possible as Mr. Anderson is concerned about his medical condition and he wants to clear up his estate as fast as possible.

Councilman Datwyler moved to approve the bills and to provide for a check payable to First American Title to pay for the closing cost estimated to be under \$1,000. Motion seconded by Councilwoman Weight.

The mayor asked to clerk to poll the council:

Councilman D Burke	Aye
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Councilwoman King Aye
Councilwoman Weight Aye
Councilwoman Harrison Aye
Councilman Datwyler Aye
Councilman R. Burke Aye

Executive Session:
Not needed.

Adjournment:
Councilman D Burke moved to adjourn seconded by Councilwoman Harrison.

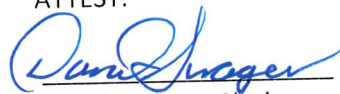
The mayor called for a voice poll: All in favor none opposed.

Meeting adjourned: 8:30pm

CITY OF RIGBY



Jason Richardson, Mayor

ATTEST:

David Swager, Clerk