

City of Rigby
Council Meeting Minutes
June 7, 2018

Mayor Richardson called the meeting to order at 7:00pm Thursday, June 7, 2018. The pledge of allegiance was given by Doug Burke and the prayer given by Nicole Weight.

The mayor asked the clerk to call the roll:

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

Also present: Chief Tower, Public Works Director Bradley and Attorney Dunn

Public Works:

Connection Allocation Agreement – Water Line 4000 East:

Mitch Bradley presented the draft copy of the agreement between the city and the LDS Church for the payment of the upsizing of the water line (city's portion) and future allocation of connection fees on the water line. Mr. Bradley stated that had had talked with Mr. Beck of DL Beck on the alternate for the upsizing of the water line. It was discussed that the easiest to pay for \$135,100, city's share of the water line, would be to issue a purchase order and pay DL Beck the alternate amount. The second issue that Mr. Bradley would like to make would be to split any future water connection fees 50/50 between the city and the church for 20 years or until the church has received 100% of its cost, whichever comes first.

After council discussion, Mr. Bradley was directed to convey his thoughts and changes to the church for the church to redraft an agreement.

Computer – Wastewater Treatment Plant:

Scott Humphreys discussed the reason and need to upgrade and replace his computer at the WWTP. The old computer has limited memory in which to operate the SCADA program. He has the software in the old computer which can be converted to the new computer. He also discussed the monthly contract to back up the records for an estimate of \$70 per month which is not in place at this time.

Councilwoman Weight moved to approve the purchase of the computer for \$649.00 from Complete Office Care motion seconded by Councilman Burke.

The mayor asked the clerk to poll the council:

Councilman Burke	Yes
Councilman Datwyler	Yes
Councilman Olsen	Yes
Councilwoman Weight	Yes

Councilman Taylor Yes

Water Grant Loan:

Mr. Bradley told the council that he had received “unofficial” confirmation that the church on 4000 E and 200 N will sell 1.6 acres to the city for the water tank/well. With that indication from the church, he has proceeded to take the next step necessary in securing the land and getting acceptance from DEQ for the site. The grant for the tank needs to be completed near the end of June with the city accepting the grant and other requirements as specified. Being the mayor will be gone the month of June, Mr. Bradley was asking the council to authorize the council president to sign documents needed to complete the transaction. The grant is due to expire June 30, 2018 unless the city takes the necessary steps to acquire the land prior to the expiration date.

Councilman Taylor moved to authorize the council president to execute any and all documents on behalf to the city in the mayor’s absence seconded by Councilwoman Weight.

The mayor asked the clerk to poll the council:

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

Will Serve Water Line Model – School Dist:

The school district has approached the city about extending water and sewer service from S Yellowstone Hwy east on 200 North to 3950 East. Mr. Bradley indicated he felt the extension would be an asset to the city and allow for development along 200 N and west of 4000 East. The study would be ordered by the city and the school would reimburse the city the cost of the study. He expected the cost to run around \$3,500. He proposed having the city own the water line. The sewer line would be on the north side of the property and not along 200 North.

Councilman Datwyler moved to order a “will serve study” for the water and sewer for the school running along 200 North the cost of which will be reimbursed by the school seconded by Councilman Olsen.

The mayor asked the clerk to poll the council:

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

Clerk’s Dept:

April ’18 financial statement:

The clerk reviewed the April '18 financial statements with the council. He noted that on the March '18 review he commented that the sewer revenues were running below average. After a review of the fund, he noted the school district charges had not been allocated correctly resulting in an adjustment upward of \$70,692 which brings the sewer revenue into balance of 53%. The other funds percentage of revenues – budget vs. actual are generally running near expectation of 55% with park/rodeo running below pending summer activities. He commented that the water/sewer connection revenues were up due to the increase construction occurring in Cedar Meadows. As for expenditures all the funds are averaging in accordance with budget with several (road, sewer and capital improvement) higher due to the timing the capital expenditures being completed in those funds.

He reviewed the April journal entries he made which were for internal charges and recording of interest earnings.

LID #9:

The clerk said Keller Engineering had prepared the final assessment for LID #9. State statute requires the council to review and approve the final assessment roll.

The mayor asked the public works director if he was satisfied with the project and if he had signed off on the project. He indicated Edstrom did a really nice job and yes to his knowledge all work has been completed.

Councilman Taylor moved to approve the final assessment roll for LID #9 seconded by Councilman Burke.

The mayor asked the clerk to poll the council:

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

Creation of Ordinance setting date for payment and time for payment:

The clerk indicated the council needed to direct the attorney to create an ordinance setting forth the time, date and payment of LID #9 and financing of the assessment. The attorney indicated he would need to obtain the county's property assessment for each home which he would get from Sherry Lufkin at the county.

Councilman Taylor moved to draft the ordinance setting forth the time of payment and how the assessment would be made: 20 years at 3% interest funded through the capital improvement fund seconded by Councilwoman Weight.

The mayor asked the clerk to poll the council:

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

Mayor's Items:

Employee Summer Picnic:

Council discussed various dates to host the employee summer picnic. It was decided to host the summer picnic on Thursday Sept 13 at 6:00pm. Councilman Burke will coordinate the event.

Planning/Zoning Director:

The asked Paul Scholes to come forward and introduced him to the council. Mr. Scholes indicated he had previously applied for the position and was offered the position which he has been working for the past four days. He was raised in the Clark area, worked as a home/commercial builder and did a private consulting for a number of clients. He feels his background in building works well with the position.

Advertising in summer edition:

The mayor reviewed the proposed summer edition being printed by the newspaper. He commented several changes from last year as to individual pictures. He said the cost, \$795, is the same as last year.

Councilwoman Weight moved to approve the expenditure seconded by Councilman Burke.

The mayor asked the clerk to poll the council:

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

Museum Board:

Leon Guymon from the museum board discussed the fence that was discussed during the last council. He said the fence would be 5 feet in height and would set in 6 feet from the edge of the roof overhang thereby preventing anyone from accessing the roof by using the fence. The museum board had not had confirmation from the fire marshall as to fencing off the fire exit door and having the fence gate open during business hours. The council can't vote on proceeding with the fence being it was not on the agenda and they wanted confirmation from the fire marshall.

Mr. Guymon reviewed a number of items (copy attached) that the museum board felt needed to be changed from the lease drafted by the Attorney Dunn. Renting of the rooms to various groups: The attorney objected to renting the room for political groups. The mayor suggested allowing a sublet clause. Due to the limitation of time, the mayor suggested the council review the proposed changes as noted by the museum board and the attorney will draft a revised lease with the changes.

One item discussed was having the city provide insurance covering the patrons in the museum which would be backed billed to the museum. This item is dependent on ICRMP insuring it. Other items discussed: annual review, termination with 30 days' notice, alcohol & tobacco on the grounds, and whose responsibility for repairs, maintenance and utilities.

The mayor said both items will be next agenda.

Approval of Minutes:

Councilwoman Weight moved to approve the minutes of May 24, 2018 seconded by Councilman Datwyler.

The mayor called for a voice poll: all in favor – none opposed with Councilman Taylor abstaining.

Approval of Bills:

Councilman Taylor moved to approve the bills seconded by Councilwoman Weight.

The mayor asked the clerk to poll the council:

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

Other Council Business:

Veterans Memorial Tank:

The mayor commented that Ivan Uranovitz from the Seattle WA area visited the Veteran Memorial and felt the tank needed rehabbing. In an email, Mr. Uranovitz is arranging to come back to Rigby around July 18 and spend three to four days painting and upgrading the tank. Mr. Uranovitz commented that he would like to have the VFW obtain donations to assist with the purchase of the paint, obtain dust covers on the gun turret and replace the lens covers on the lights. The mayor said this was an incredible donation of his time and wanted him acknowledged.

Trees in the park:

Councilwoman Weight commented that they have purchased trees in the park using the coupons received from Rocky Mountain Power and the donation pledged from the Hot Classic car show.

Public Comment:

None

Adjournment:

Councilwoman Weight moved to adjourn seconded by Councilman Burke.

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

Meeting adjourned: 8:00pm

CITY OF RIGBY



Douglas Burke, Council President

ATTEST:



David Swager, Clerk