

City of Rigby  
Council Meeting Minutes  
March 1, 2018

Mayor Richardson called the meeting to order at 7:00pm Thursday, March 1 2018. The pledge of allegiance was given by Nicole Weight and the prayer given by Dr. Datwyler.

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 and Mitch Bradley, Public Works Director

2017 Audit Report:

Sheri Poulsen from the accounting firm Jensen & Poulsen CPA's came forward and presented to the council the September 30, 2017 audit report. Overall she reported that the city's finances were very strong and the management of the city is to be commended in that regard. The audit report is an unqualified report. The city's cash and investments are stated at \$11.9 million, an increase of \$1.5 million over the prior year. The net assets of the city also increased by \$1.5 million and are stated at \$25.6 million.

She went on and covered the various funds: general fund, road fund, library, park, and airport and capital improvement fund. The city's three enterprise fund's also had increases in net asset position. Water revenue net assets increased by \$226,000, the sanitation fund's net assets increased by \$49,000, and the sewer revenue fund's net assets increased by \$627,000.

Councilman Burke moved to accept the September 30, 2017 audit report 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 |

Treasurer's January 2018 Report:

The city treasurer presented to the council the January 2018 financial statements. He presented a shorten version of the budget versus actual results for all funds of the city. Overall the revenues for the four month period are coming in as expected. Expenditures for the funds but for a couple of funds are within budget. The exceptions are where revenues have yet to begin (park/rodeo) and one time expenditures in the capital improvement fund. He also reviewed the journal entries made for the month which consisted mostly of accrued earnings on investments and internal charges in the internal service fund.

5<sup>th</sup> West Street Bridge:

Mitch Bradly, public works director for the city, came forward and explained the time crunch that was being imposed on the city due to the early timing of the canal turning in the water for recharge. The city has advertised for bids to install footings and other work for the new bridge but due to when the water is let into the canal and the next council meeting, he was asking that the council allow the mayor to sign and award to the low bidder for the canal work to expedite the work.

Councilman Taylor moved to authorize the mayor to execute the contract for the bridge work upon the contractor meeting all the requirements as specified in the contract. Motion seconded by Councilman Burke.

The Mayor asked the clerk to poll the council:

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

Approval of Bids on Milling 3<sup>rd</sup> West and E Short St.

The mayor opened the sealed bids that were received on the milling of 3<sup>rd</sup> West and E Short Street. The two bidders were: DePatco - \$164,541 and H/K Contractors - \$179,926.58. The public works director and the council had discussions relating to the streets and the difference in bids between the two contractors.

Councilman Taylor moved to award the milling contract to the apparent low bidder, DePatco for \$164,541 seconded by Councilman Olsen.

The Mayor asked the clerk to poll the council:

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

Will Serve Agreement and Contract with Keller's:

Public Works Director Mitch Bradley came forward again and discussed the procedure that the LDS Church and the city were looking at to verify if the location of the new church (intersection of 4000 E and 200 North) if sufficient water could be delivered to the site and the size of pipe needed to meet their needs. The city will contract with Keller's (\$3,500) for the study and a memorandum of understanding will be issued from the LDS Church and the city to reimburse the city the cost of the study.

Councilman Taylor moved to approve the model contract for \$3,500 with Keller Engineering to conduct the study. Motion seconded by Councilman Olsen.

The Mayor asked the clerk to poll the council:

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

Approval Recording System:

The clerk explained to the council the CD recording system is inoperative and needs to be replaced. As he noted he had emailed the council the recording system that he would like to get. The Soniclear system will allow the posting of the recordings on the city's web page and the recording will be indexed to the agenda. This will be used to tag on the subject they want to listen to without having to listen to the entire recording or skip around to the item they are interested in. The system costs \$1,990. The system also needs to have a laptop computer with which to implement the system. The city's IT company has bid out a Dell Laptop computer that will meet the specs of the Soniclear system. It costs \$531.84.

Councilman Olsen commented that he had encouraged the clerk to replace the CD system years ago and feels the new system is needed. The mayor concurred. Councilwoman Weight questioned the refurbished computer and feels a new one could be purchased for a similar or lower price. The clerk indicated the computers his office along with server are refurbished and they have not had any issues. In addition the Dell computer will be configured to the specs required by Soniclear where others may not meet the specs. Councilman Olsen commented the refurbished computers are in some cases better than new and the Dell comes with one year warranty.

Councilman Olsen moved to authorize the purchase of the recording system and laptop seconded by Councilman Burke.

The Mayor asked the clerk to poll the council:

|                     |     |
|---------------------|-----|
| Councilman Taylor   | Yes |
| Councilwoman Weight | Yes |
| Councilman Burke    | Yes |
| Councilman Datwyler | Yes |
| Councilman Hall     | Yes |

Councilman Olsen Yes

Museum Roof:

Public Works Director, Mitch Bradley came forward and presented the council with three bids he received for re-roofing the museum building. He had the bidders prepare their bids using two different assumption: re-roof over the existing shingles and do a complete tear off with re-installation of new shingles. He also had bids prepared for the lower deck of the building and the upper deck. Two of the bids were submitted as requested: Briggs Roofing and JD Roofing. The third company, Smith Roofing, submitted a single line item bid for a re-roofing over the two decks.

The mayor indicated that he had not firmed anything up with the potential buyer of the museum as to a time line or anything else.

Council discussed the pro and con of a complete tear off or re-roof over existing shingles and conscious was to re-roof over the existing shingles. Comparative bids for the re-roof were:

|               | <u>Upper Deck</u> | <u>Lower Deck</u> | <u>Total</u> |
|---------------|-------------------|-------------------|--------------|
| Briggs        | \$9,246           | \$26,246          | \$35,492     |
| JD Roofing    | \$6,444           | \$17,405          | \$23,849     |
| Smith Roofing |                   |                   | \$36,826     |

Councilman Taylor moved to approve JD Roofing to do the entire structure for \$23,849, seconded by Councilman Datwyler.

The Mayor asked the clerk to poll the council:

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

Approval of Minutes:

Councilman Taylor moved to approve the minutes of February 1, 2018 seconded by Councilman Hall.

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

Approval of Bills:

The clerk said there were two bills to add to the list: Fleet Service -\$4,010.88 and Rigby Canal - \$1,487.00.

Councilwoman Weight moved to approve the bills including Fleet Service and Rigby Canal. Motion 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 |

Other Council Business:

Airport Well: The clerk said that Bruce Spaulding from the airport board had called and told him the airport well had gone dry. The airport board is looking at having a new well drilled. They are currently using a tanker with water to supplement their water.

Chamber Commerce – Farmer/Merchant Banquet: The annual Farmer/Merchant Banquet is being held Thursday Mar 8, 2018 at 7:00pm at the Rigby Middle School Commons. The mayor reminded the council of the need to attend and see what the citizens give to the community for farming, business and school.

Update on museum: Discussed under museum roof above.

Library Bills: Councilwoman Weight asked if the library bills when they come in late for the council packet if they could be added as an addendum to the account payable.

**Public works director discussion Items:**

Change Order on LID Sewer Project: The public works director came forward and informed the council there was a proposed change order on the sewer project amounting to \$24,000. After discussion Marv Fielding came forward and revised the change order to \$8,200 which Keller's would be responsible for around \$4,100 of the increased costs. Council reviewed the protocol established years ago regarding construction change order as to when the public works director needed to involve the mayor and when the council needed to become involved. Being the change had changed from \$24,000 to \$8,200 the public works director and mayor can address the change order.

New Backhoe: The public works director said he has been looking at a new backhoe as the old John Deere has had numerous hydraulics and other issues and at the present time is not running at all. Knowing the council cannot make a decision this evening being it wasn't on the agenda he wanted to inform the council what he was looking at. He has solicited bids for a near new backhoe and has received two bids -one a Case and one a John Deere. John Deere has just come out with a new federal discount program which originally was priced out at \$90,000 has been reduced to \$66,000 with the trade of the old John Deere. The federal program runs 10 days and he would like a feeling from the council whether he should pursue the John Deere or not.

The council discussed options as to selling the old John Deere outright which the PW director felt never works to the city's advantage. They also discussed looking at the state surplus sale which the PW director said he has looked at it but those machines have 800 hours while the John Deere has only 300 hours and a full 1 year warranty. The council discussed if the purchase was in the budget which the PW director said that there was \$70,000 budgeted for a dump truck but given the two trucks we currently

have and sit 70% of the time a backhoe was need more. The mayor asked if any council person had feelings about the backhoe. Hearing none the PW director will move forward and have something for the council at the next council meeting.

Courthouse Way Paving: The PW director wanted to address the council on the paving of the Courthouse Way extension. He said he has a meeting scheduled with the county commissioners regarding the paving of the extension of Courthouse Way. He indicated county had expressed interest in doing the paving of Courthouse Way as in kind work. The mayor expressed concern that when Edstrom Construction was ready to pave the road if the county wasn't ready then the city should go with Edstrom.

End of public works director discussion.

Philo Farnsworth Statute: The mayor said they have a meeting scheduled for tomorrow at 2:30pm to draft a letter to the Utah delegation asking that the Farnsworth statute at the US Capitol building be presented to the city of Rigby, if Utah was no longer using it. The mayor would like community involvement if there was interest in having the statute located in the Farnsworth Museum.

Senior Citizen Center: Councilman Hall said he had met with the senior citizen board and they would like more input from the council. They would like to host more fund raising activities to support the center but they are in need of volunteers to assist them.

Public Comment:

- Leon Guymon from the museum board thanked the council for the new roof. He later wanted to let the public know the museum was hosting a free visit your museum day on Saturday, March 10, 2018. He also said the museum board would assist in getting the statute to Rigby.
- Pat Scott thanked the council as well for the roof. She also wanted to let everyone know that the Lions would be hosting St Patrick Day breakfast at the senior citizen center from 7:30am to 11:30am with 100% of the proceeds being donated to the senior citizen center. She also mentioned the Utah delegation had changed the statute at the capitol building to recognize the first women elected in the nation to a state office.
- Audrey Wolfensburger said they will be doing the Easter Egg Hunt this year on Saturday, March 31 at 10:00am in the city park. They would like the involvement of the Rigby Youth Advisory Committee and any other group/persons that will help. The event is growing every year.
- Bo Porter wanted to let the council know that after last council meeting he would like to become involved in upgrading the city's ball field. He said he would like to partner with the city and from the money raised in the baseball leagues put it back into improvement of the fields. The mayor will meet with Mr. Porter later and get a better idea of what Mr. Porter is looking at accomplishing.

Executive Session:

Councilman Taylor moved that the council enter into executive session per Idaho Code 74-206 (c)- To conduct deliberations to acquire an interest in real property which is not owned by the city. Motion 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 |

Council enters executive session: 8:50pm

Council exits executive session: 9:03pm

Decision/Discussion.

The mayor asked if there was any discussion or decision from the executive session. Hearing none he moved to item #15 on the agenda.

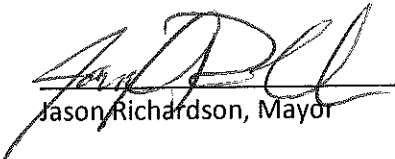
Adjournment:

Councilman Datwyler moved that the council adjourn seconded by Councilman Burke.

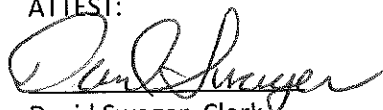
The mayor called for a voice poll: All in favor none opposed.

Council Adjourns: 9:03pm

CITY OF RIGBY

  
Jason Richardson, Mayor

ATTEST:

  
David Swager, Clerk