

City of Rigby
Council Meeting Minutes
March 3, 2016

Mayor Richardson called the meeting to order at 7:00 pm Thursday, March 3, 2016. The pledge of allegiance was given by Benson Taylor and the prayer was offered by Nichole Weight.

The Mayor asked the clerk to call the roll.

Councilman Taylor	Present
Councilwoman Thomas	Present
Councilwoman Weight	Present
Councilman Olsen	Present
Councilman Burke	Present
Councilman Walker	Absent

VFW Shelter:

Gary Williams representing the VFW club#1004 came forward and recapped the history of the shelter north of the Veteran Memorial. The VFW club erected the shelter and over the years has maintained the shelter. Neither the club nor the city charges for the use of shelter and Mr. Williams is requesting that the city begin renting the shelter and booking its use. Last year the club reserved the shelter 13 or 14 times.

Mr. Williams mentioned that he had discussed the shelter with the city clerk and the clerk recommended that the city make the reservation and collect the rental fee and at the end of the year determine the rent collected and make a donation back to the VFW club. Mr. Williams also mentioned that he and the club maintains the memorial and the shelter. The exception being the picnic tables that are in the shelter are city owned. He indicated that he noted last year several were in need of repairs with broken and rotted wood that needs replaced. He also indicated the club would do the necessary repairs if the city was unable to maintain them.

Discussion among the council concerned what the other service clubs may follow suit as the VFW club. The difference being the VFW club has improved the shelter over the years and do maintain the shelter while the other shelters are strictly maintained by the city. The two shelters most commonly rented (near 99%) are the two shelters in the central park – the block shelter and the Bob Brown shelter. The two shelters at the south park are very seldom rented out but are used by the public.

Councilman Taylor moved that the city takes over the reservation of the VFW shelter and charge the city rates for the use of the shelter with the intent that the net rental fees be remitted to the VFW club at the end of the year. Motion seconded by Councilwoman Weight.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilwoman Thomas	Yes
Councilwoman Weight	Yes
Councilman Olsen	Yes
Councilman Burke	Yes

Review of Jan 2016 Financial Statements and Journal Entries:

The city treasurer came forward and reviewed the January financial statements. He indicted the revenue to budget for most of the funds were above 34% with most of the funds being at 48-50% with the exception of the capital improvement fund and park/rodeo fund. The capital improvement fund is at 22% but the interfund transfer of \$110,000 was still needed and the park/rodeo fund had yet to begin the season for its activities.

As for expenditures, he noted the funds expenditures to budget were under 34% with the average being 25%. The capital improvement fund is significantly below being the only expenditure being the payment of the Kubota tractor and the sewer bond fund over with the prepayment of the USDA bond. The departments within the general fund overall is at 25% with the mayor/council being at 34% and the police department at 24%. He noted the revised budget approved in February will be reflected on the February report.

The treasurer reviewed the various journal entries he made during the month which consisted mostly of accruing interest earnings on the saving accounts and charges incurred in the internal service fund.

Street Sweeper – Repair or Replace:

The public works director came forward and presented the council with four options for the existing 1995 street sweeper. To repair the existing sweeper the estimated cost would be \$43,000. To purchase a used sweeper in the 2010 – 2013 models will cost between \$150,000 - \$180,000. The third option would be to purchase a demo model that is currently available for around \$166,000. And the fourth option would be purchase a new 2016 Scharze sweeper that could be obtained using the city of Moscow piggy back bid for \$191,623 with trade of the 1995 sweeper. The issue with option two and three would be going to bid which will involve an additional time of three to four weeks and the availability of the existing units may not be available then. The preference would be to purchase the 2016 Scharze unit and piggy backing on Moscow’s bid which the company is honoring and the company is allowing a \$15,000 trade in allowance. Rigby would not have to advertise and bid the Scharze unit by using the piggy back bid of Moscow.

Discussions from the council centered on repair on the Tymco sweeper or purchase the Scharze unit. The cost of the repair spread over four years would approx. be the same as the \$194,000 spread over a twenty year life. The funds for the purchase would come from the capital improvement fund.

Councilman Taylor moved that the city approve the purchase of the 2016 Scharze street sweeper for \$191,623 with trade in of the 1995 Tymco and the mayor be authorized to sign the contract, which is on hand this evening. Motion seconded by Councilman Olsen.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilwoman Thomas	Yes
Councilwoman Weight	Yes
Councilman Olsen	Yes
Councilman Burke	Yes

Statement in support of the National Guard and Reserves:

The mayor read a statement that the city supports the individuals’ men and women that serve in the National Guard and Reserves.

Councilwoman Thomas moved that the city support the statement in support of the National Guard and Reserves seconded by Councilman Burke.

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

Review and Approve Keller Contract for sewer line engineering work – S. 3rd West:

Marvin Fielding from Keller Engineering presented the council with a contract for the design, pre-bid services, and construction services for \$7,900. The engineering fee (\$7,900) is included in the total project cost \$65,000. The contract was not available at last council meeting.

Councilman Taylor asked about the email discussion that was attached to the bid concerning the agreement Keller had made several years ago that the fee Keller's would charge the city be at 9%. Keller's indicated they could no longer do the work at 9% and needed 14%. Councilwoman Weight asked if they would compromise at 11%. Marvin Fielding said they had reduced it as low as they could and the fee even if the project cost \$165,000 because of fixed costs would still involve the same amount of time, so no.

Councilman Burke moved to approve the contract for \$7,900 with Keller Engineering seconded by Councilwoman Weight.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilwoman Thomas	Yes
Councilwoman Weight	Yes
Councilman Olsen	Yes
Councilman Burke	Yes

Review and approval of minutes:

Councilwoman Thomas moved to approve the minutes of March 3, 2016 seconded by Councilman Olsen.

The mayor called for a voice poll: All in favor none opposed, Councilman Taylor abstained.

Review and Approval of Bills:

Councilman Olsen asked about the gun purchase – purchased for a police officer but being reimbursed. Councilman Burke asked about the Lawn Tech bill – full season weed and fertilization program for the central park. And Councilwoman Thomas asked about the Idaho Child Reporting bill, is a wage garnishment. The mayor asked about the security camera – security camera at the rodeo grounds, veteran memorial and skate park.

Councilman Taylor moved to approve the bills seconded by Councilman Burke.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilwoman Thomas	Yes
Councilwoman Weight	Yes
Councilman Olsen	Yes
Councilman Burke	Yes

Other Council Business:

- Chamber Commerce Farmer/Merchant Banquet: The mayor stated the banquet for the city employee of the year – Steve Cook and officer of the year – Chris Scott will be held March 9, 2016 at 7:00pm in the Rigby Middle School commons. The city will purchase tickets for those councilmembers and their spouse wishing to attend.
- Surplus Car: The mayor stated the police department is going to take out of service a 2002 Ford Explorer and replace it with the existing 2008 Ford Explorer. The city has an old 2002 Ford Crown Vic which has a relative new engine and the city of Ucon has a Crown Vic in need of an engine. The possibility exists where the city could use the Explorer and sale the Crown Vic to Ucon.
- Councilwoman Thomas state the training for the Family Crisis Center has been rescheduled to Monday March 7 at 3:00pm to 5:00pm.

Public Comment:

Tracen Treasure came forward and stated that he will be looking for an Eagle Scout project and the picnic tables could be used as his Eagle Scout project.

Fred Martinez came forward and introduced himself to the council as candidate for county commissioner district #3 of the seat currently being held by Jerald Raymond.

Executive Session:

Councilman Taylor moved that the council enter into executive session per Idaho Code section 74-206(f) to consult with counsel on controversies likely to be litigated seconded by Councilman Olsen.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilwoman Thomas	Yes
Councilwoman Weight	Yes
Councilman Olsen	Yes
Councilman Burke	Yes

Attorney Amy Sheets is representing the city in lieu of Attorney Robin Dunn.

Council enters executive session at 8:03pm

Council exits executive session at 8:23pm.

No decision or discussion.

Executive Session:

Councilman Taylor moved that the council enter into executive session per Idaho Code section 74-206(b) to evaluate, dismiss, or discipline, or hear complaints brought against a public officer, employee, staff or individual agent, motion seconded by Councilwoman Weight.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilwoman Thomas	Yes
Councilwoman Weight	Yes

Councilman Olsen Yes
Councilman Burke Yes

Council enters executive session at 8:24pm.

Council exits executive session at 9:40pm.

Decision or discussion:

Councilman Taylor wanted a follow up on with the employee evaluation with Councilman Olsen and Taylor with Councilman Walker being involved.

That being said: The mayor then assigned Councilman Olsen and Taylor with consideration being given to Councilman Walker, although that is not a requirement, to follow up on the evaluation and report back.

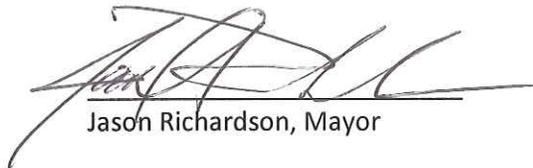
Adjournment:

Councilman Taylor moved that the council adjourn seconded by Councilwoman Weight.

The mayor called for a voice poll: All in favor none opposed, Councilman Taylor abstained.

Council adjourned at 9:45pm

CITY OF RIGBY



Jason Richardson, Mayor

ATTEST:



David Swager, Clerk