

City of Rigby
Council Meeting Minutes
November 19, 2015

Mayor Richardson called the meeting to order at 7:00 pm Thursday, Nov. 19, 2015. The pledge of allegiance was given by Terri Smith and the prayer was offered by Schyler Walker.

The Mayor asked the clerk to call the roll.

Councilman Maloney	Present
Councilman Simonson	Present
Councilman Olsen	Present
Councilman Burke	Present
Councilman Taylor	Present
Councilman Walker	Present

Also present: Keith Hammon, Robin Dunn, and Weston Davis

Swearing in Brent Ellsworth – Planning Zoning Commission:
Mr. Ellsworth was not present at this time.

Councilman Taylor moved to amend the agenda and conduct the swearing in later in the evening when Mr. Ellsworth was in attendance. Motion seconded by Councilman Burke.

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

Nomination to Rigby Urban Renewal Agency Board:

The mayor informed the council that Connie Moore has resigned from the urban renewal board. For her replacement, he is recommending Keith Smith to fill the position. Mr. Smith is familiar and well acquainted with the urban renewal board as in past position of mayor and councilman. The mayor then placed his name in nomination to fill the vacant position on the urban renewal board.

Councilman Taylor moved to accept the nomination of Mr. Smith to the urban renewal board seconded by Councilman Simonson.

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

Contract with Jefferson County Sheriff Department for law enforcement:

The mayor noted that the council had in front of them the latest draft of the proposed contract between Jefferson County Sheriff and the city. He noted changes that have been made to the contract: Response and assistance from the sheriff department on animal control ordinances; terms of discontinuance of the contract or its renewal; breakdown of costs for salary benefits; additional cost of detective/patrol officer if needed; and cost of the county handling special events. The mayor also noted the cost of salary benefits for retirement, worker comp and unemployment were not shown on the contract.

After discussion with the attorney Weston Davis, being that the changes on the contract was not made available to the council before this evening nor was it available at the time the agenda was posted and the contract contained missing information and was not complete and he recommended that the council not vote on the contract.

After discussion among the council, mayor and Mr. Davis it was decided among the council to delay the final vote until the next council meeting (December 3, 2015).

The mayor reviewed the revised police budget with the reduction in force of one officer and the county contract giving best case scenario and worst case scenario and the differences in savings between the two contracts would be a minimum saving (with additional personnel on the county) \$87,000 from the police to \$240,000 on the county.

Councilman Taylor noted that the police force had been reduced by one officer during the past two weeks. So the revised budget the chief submitted last council would be in play now with the reduction of one officer. Chief Hammon noted the savings would be larger since the officer who left is paid at a higher rate than the revised budget had projected.

Councilman Taylor asked the chief when he knew the officer would be leaving. Chief responded a week before the last council. When asked when the mayor was informed of this, the chief stated it was 3 or four days after the November 5 council. The chief stated he didn't inform anyone of the change prior to the November 5 council so as not to influence the decision.

Further discussion on the contract tabled until next council.

Review and Approval of Department Heads Salaries:

Public Works:

The mayor stated that based on prior discussions the department heads and the rest of the employees have already been made. So the department heads decision needed to be handled by the council. Those employees falling under this would be the police chief, Rick, the city clerk and the park/rodeo director.

The mayor recommended 5% increase for the public works and city clerk. He noted that both have done a phenomenal job in saving the city money in shopping for equipment/contracts and the clerk in managing the funds of the city to allow for early retirement of debt with a tremendous savings of interest.

Councilman Olsen asked if with Rick if an increase was going to a yearly request. The mayor stated that in his discussion with Rick, the raise would be good for two years at which time he was thinking of retiring. Referencing a replacement for Rick, it would be either from within or other persons outside of the city and whether it be an engineer or rather the city contract with another city was discussed. The mayor did not see a need for an engineer per se.

The mayor outlined three conditions that Rick has committed to complete for the raise: 1) would be for him to continue with the GIS mapping, 2) his need to put together a 5-7 year capital improvement plan for the infrastructure for the roads, sewer and water system and 3) getting a replacement for public works.

Councilman Taylor expressed his desire that Rick have a replacement in place six months before he retires.

Councilman Olsen noted that in his years of business, losing a key person isn't the end of the world. Other persons have stepped up and the company has moved forward.

Councilman Taylor moved that the public works employee wage be increased by 5% seconded by Councilman Simonson.

The Mayor asked the clerk to poll the council.

Councilman Maloney	Yes
Councilman Simonson	Yes
Councilman Olsen	No
Councilman Burke	Yes
Councilman Taylor	No
Councilman Walker	Yes

Discussion on the City Clerk:

The mayor noted that the clerk has done a fantastic job and getting the services at the best price. He did not know what a comparable salary is in other cities. He also noted that the clerk is more than a city clerk due the mayor's part time position. The clerk steps in many positions and duties during his absence. There is room in the budget for the increase and he is

recommending a 5% increase. The clerk expressed and is willing to take only a 3% increase similar to what other employees were given. However, in discussion with other members of the council there is a feeling of doing more than 3% and he is recommending a 5% increase. The mayor noted the clerk has brought the finances of the city into the black along with initiating the capital project plans within the other departments and reducing indebtedness of the city.

Councilman Olsen moved that the city clerk salary be increased by the same percentage as the public works seconded by Councilman Maloney. (The mayor noted the increase would then be 5%, Councilman Olsen answered yes).

The Mayor asked the clerk to poll the council.

Councilman Maloney	Yes
Councilman Simonson	Yes
Councilman Olsen	Yes
Councilman Burke	Yes
Councilman Taylor	No
Councilman Walker	Yes

Discussion on the Park/Rodeo Director:

The mayor stated that Mr. Cook has done a tremendous job in establishing the park/rodeo ground from an event center to a destination. Mr. Cook is a servant of the city for the amount of time he puts in summer and winter usually working six days a week, all for the sum of \$200 month. The mayor is concern with raising his salary would put additional pressure on him to bring in more events to cover any increase. The mayor suggested a minimum of \$100 month. He also felt that the city pays for other department's equipment out of the capital facility fund. He would like the make the tractor payment from the capital facility fund instead of the park/rodeo fund.

Councilman Olsen noted that \$500 a month is justified if not more. Discussion among the council was that Mr. Cook's replacement would cost far more than what the city is paying for his services.

Councilman Walker moved that the pay be doubled to \$400 month seconded by Councilman Burke.

The Mayor asked the clerk to poll the council.

Councilman Maloney	Yes
Councilman Simonson	Yes
Councilman Olsen	No – With explanation that the salary should be more.
Councilman Burke	Yes
Councilman Taylor	Yes
Councilman Walker	Yes

City Attorney:

The mayor noted that he has not had any discussion with the attorney regarding pay. And he has no recommendation.

Chief Hammon:

Being the council was still making the decision on what to do with the police department, it was decided to wait on the chief until a decision is made.

Review and acceptance of the November 3, 2015 election results:

Councilman Simonson moved to accept the results and tabulation of the November 3, 2015 elections seconded by Councilman Walker.

The Mayor asked the clerk to poll the council.

Councilman Maloney	Yes
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Councilman Simonson	Yes
Councilman Olsen	Yes
Councilman Burke	Yes
Councilman Taylor	Yes
Councilman Walker	Yes

Acceptance of Memo between Nat'l Guard and city of Rigby:

The mayor reviewed the ground north of the rodeo grounds and noted that the land was owned by the National Guard. Earlier this year the mayor wrote a letter requesting access and permission to use the land. The National Guard drafted the memorandum of agreement. In general the National Guard will allow the city to use the property including utilities and to grade the road in such a manner that is beneficial to the city except they do not want it paved. Being that the attorney had not reviewed the agreement, it was asked if he would do so. The attorney noted that the agreement reference an exhibit A which was not attached. Being that this was missing, the agreement Councilman Simonson moved that the agreement be tabled at this time seconded by Councilman Taylor.

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

Swearing in Planning and Zoning Member:

Brent Ellsworth had entered the room and the mayor asked that Mr. Ellsworth come forward and take the oath of office.

Review and Approval of Minutes:

Councilman Taylor moved to approve the minutes of November 5, 2015 seconded by Councilman Olsen.

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

Review and Approval of Bills:

Councilman Taylor asked about the \$1,000 for Caselle. It was explained that it's the monthly maintenance of the accounting software include the direct payroll module. Councilman Olsen asked about the bill from Complete Office Care. The billing has three invoices: one for ink toner, one for work on the network server and the final is the monthly maintenance of the computers: five in city hall and one at the wastewater treatment plant. Councilman Olsen felt the billing for maintenance was high.

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

The Mayor asked the clerk to poll the council.

Councilman Maloney	Yes
Councilman Simonson	Yes
Councilman Olsen	Yes
Councilman Burke	Yes
Councilman Taylor	Yes
Councilman Walker	Yes

Other Council Business:

Employee Christmas Party: The mayor said the prefer date of December 2 at the Rigby Senior Center was booked and the next available date would be December 9. Council felt December 9 would be acceptable. The mayor will obtain prices from different vendors, including the seniors, to cater the meals for around 70 individuals.

Christmas Chamber Bucks: Discussion on having the city purchase \$25 gift certificates from the chamber of commerce to all employees and volunteers on the different boards. Being the item was not listed as an action item, it was tabled until next council.

Idaho Life Magazine: Councilman Olsen asked about the Idaho Life magazine. The mayor said an inquiry has been made but we have not heard anything back.

Engineering: Councilman Burke asked if the city had heard anything back from the engineers on Rigby Lake Road. The mayor said Thompson Eng. will be in next council and make a report.

Public Comment:

Mary Lee Hornberger: Came forward and expressed her support in keeping the Rigby police department. She had concern with losing control of law enforcement and noted the costs if the department were to be reactivated would be expensive.

Adjournment:

Councilman Simonson moved that the council adjourn seconded by Councilman Olsen.

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

Meeting adjourned: 8:10pm.

CITY OF RIGBY


Jason Richardson, Mayor

ATTEST:


David Swager, Clerk