

City of Rigby
Council Meeting Minutes
November 20, 2014

Mayor Richardson called the meeting to order at 7:00 pm Thursday, November 20, 2014. The pledge of allegiance was given by Berry Lewis and Robin Dunn offered the prayer.

The Mayor asked the clerk to call the roll.

Councilman Taylor	Present
Councilman Maloney	Present
Councilman Sullenger	Present
Councilman Olsen	Present
Councilman Simonson	Present
Councilman Walker	Absent

Also present: Robin Dunn, Chief Hammon, and Rick Lamoreaux.

City Code on Web:

The clerk presented a proposal from Sterling Codifiers who recently completed the updating of the city code. They are offering to provide a link from the city's web page to Sterling that will have the city code available on-line and in digital format. There will be a onetime fee of \$800 to set up the account followed with an annual maintenance fee of \$500. The Sterling site hosts over 30 cities code. The codes are searchable by key word and are printable. The clerk also noted that with the update of the code, the city needs to review the entire code and update those sections that are archaic or not applicable. The Mayor mentioned at that the recent AIC meeting the city needs to update its misdemeanor fines to infractions. He also referenced the new statute regarding firearms that need to be reviewed.

Councilman Sullenger moved to approve the update of the city code to Sterling Codifiers seconded by Councilman Maloney.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes
Councilman Sullenger	Yes

Final Assessment of LID #8

Marvin Fielding from Keller's Associates presented the council with the revised and final tabulation of costs relating to the LID#8 (Copy Attached). He noted the next step in the process would be hold a public hearing which allows any resident to protest his assessment.

The Mayor asked Rick Lamoreaux if he had reviewed the assessments and if he saw anything incorrect. Lamoreaux replied he had reviewed the assessments and felt the assessments are correct. The Mayor also inquired if all of the residents had signed off without objections. Fielding noted all residents have signed off but for three. Berry Lewis noted from the audience, that the sign off only related to landscaping on their property. There were several items that may or may not be corrected dependent on the weather. If the items were not corrected they would be carried over in the spring and completed under the warranty assurance.

Discussion among the council when to hold the public hearing. The mayor was concerned with having a public hearing that would conflict with the Holidays.

Councilman Taylor moved to hold the public hearing December 18 seconded by Councilman Simonson.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	No
Councilman Olsen	No
Councilman Simonson	Yes
Councilman Sullenger	No

Councilman Maloney moved to hold the public hearing January 8 and to cancel the regularly scheduled council meeting of January 1 to January 8 seconded by Councilman Olsen.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes
Councilman Sullenger	Yes

Keller Engineering Contract – Sewer Line Replacement – West 1st North:

Rick Lamoreaux presented a proposal for engineering services with Keller's & Associates for the design, bid construction and close out for the replacement of the sewer line running behind approx 5 homes on West 1st North. The total contract presented totaled \$14,000. Lamoreaux noted the engineer's estimate for the construction would be around \$143,000. Lamoreaux noted a portion of the sewer main runs under one home and the replacement of the sewer line would eliminate that issue.

Council discussed the liability the city has with having the sewer line under the home.

Councilman Taylor moved to approve the engineering contract with Keller's seconded by Councilman Simonson.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes
Councilman Sullenger	Yes

Purchase of Autoclave:

Rick Lamoreaux explained the reason for the need of the purchase of the autoclave. The WWTP uses E.coli in their processing of the waste. Currently the city transports the E.coli to the Shelley plant for incineration. The chemical being transported is subject to spillage. The cost of the autoclave is under \$2,000.

Councilman Simonson moved to approve the purchase seconded by Councilman Sullenger.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes

Councilman Sullenger Yes

Review of Attorney Criminal Contract:

The Mayor wanted the council to review not only the criminal attorney contract but all contracts including engineering contract. He would like it sent out to bid to see if the city is getting the best value for the services provided. He noted the reduction in costs that the city realized when the city changed from the previous attorney.

Council expressed concern with having to accept the lowest bid. The mayor answered no but the most reasonable or responsive bid should be considered not necessarily based on price only. Council discussed whether to request bids or not to request bids. The contract renews January 1 unless modified 30-days prior. Concern with the transfer of case load was mentioned. Councilman Maloney noted the time to request proposals should have been done a couple of months earlier to now since we're nearing the renewal date of the contract. The Mayor indicated that if the council did nothing the contract would renew. The mayor wanted the city to continually review all contracts.

Councilman Olsen made a motion to send out proposals or not to send out proposals with either a yes or no vote. Motion failed to receive a second. Councilman Sullenger felt the time, experience and knowledge and relationship that the attorney has with the police could not be achieved by changing. Chief Hammon was asked his thoughts and he concurred with Councilman Sullenger.

No action taken.

Transfer \$350,000 from General Fund to Capital Improvement Fund:

The clerk indicated the 2014 budget had a transfer of \$350,000 surplus funds in the general fund was budgeted to be transferred to the capital improvement fund. Being the city will in the next month need to fund the purchase of the John Deere backhoe the transfer was needed. The mayor stated council had discussed this transfer during the budget process and all that was needed was the formal authorization for the transfer.

Councilman Simonson moved to authorize the transfer of \$350,000 from the general fund to the capital improvement fund seconded by Councilman Sullenger.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes
Councilman Sullenger	Yes

Review of the Sept 30 2014 year-end financial and journal entries:

The clerk reviewed with the council the year-end financial statements with the council. He review the actual revenue to actual expenditures; budgeted appropriations versus actual expenditures; budgeted revenues versus actual revenues and year-end fund balances in relation to the financial goal policy. All of the funds reviewed performed better than budget. All of the funds ended the year achieving the financial goal policy of having a 90-day working capital surplus but for library.

He noted city still needed to implement the capital improvement plan for the sewer, water and streets. Kellers were working on a street study but have not completed their report.

Journal Entries: He noted being year end the number of journal entries is significantly higher than normal due to year end accruals and other adjustments.

Councilman Simonson moved to accept the financial statements and journal entries seconded by Councilman Olsen.

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

Review and Approval of Bills:

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

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes
Councilman Sullenger	Yes

Approval of Minutes:

Councilman Sullenger moved to approve the minutes seconded by Councilman Maloney.

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

Other Council Business:

- Councilman Taylor wanted to review the attorney contract and being there was no motion he would like to have it tabled. The mayor indicated since the council has moved past that item it could be placed on the next agenda.
- Phone Apps – The mayor stated it would take four weeks to implement and that the city is moving forward on it.
- AIC Training – He and Councilman Walker attended the AIC meeting in Pocatello last Friday. One of the items discussed was the city is out of compliance regarding firearms and where guns can and cannot be within the city. The state statute supersedes city code.
- Urban Renewal – Councilman Taylor reviewed the final plan for the improvement being done by the urban renewal agency. Councilman Olsen asked about the status of the Cordon home. He has received compliments from people outside of Rigby commenting on the improvements and the number of activities involving the rodeo grounds.
- Councilman Taylor also reviewed the proposed electric sign the urban renewal is proposing along State St. The sign is be roughly 10 X 12 feet in size. The sign will be used to promote community events.
- Library Longevity Pay: Councilman Taylor stated the personal policy has a reference to longevity pay that is due department heads after 5 years of service. The policy states they are to receive \$10 a month at the end of each five year of their employment. Marilyn Kamoe has been employed 18 years and has not received the longevity pay at the end of year 5th, 10th, and 15th year. The clerk indicated during the past five years no one has been compensated under the longevity clause. Councilman Taylor stated the library board had two interpretations. He asked the mayor to review the policy and make his determination. The board would accept his interpretation of the policy. Councilman Olsen felt the decision for the longevity pay should be decided by the Mayor. Discussion regarding longevity to be placed on the next council agenda.
- Councilman Maloney inquired about the Parade Of Lights. The light parade is being held December 5 at 6:30pm. The parade information has been posted on the city's facebook page.

Public Comment:

Melanie Jones voiced concern about the property at 121 S 2nd West. The property has vacant apartments and around the garbage cans a couch has been discarded. The couch has been there since the first of October. The weeds around the cans are over grown and need to be mowed down. She wanted someone held accountable for it and the site cleaned up. Chief Hammon indicated the compliance officer will address the issue.

Mrs. Jones also had a concern about Main St being posted 20mph and with the school not being there the school zone and reduced speed zone need to be addressed. The mayor indicated city is looking at addressing the speed zone not only in that area but others as well.

Executive Session:

Councilman Taylor moved to enter into executive session per Idaho Code 67-2345(f) to communicate with legal counsel seconded by Councilman Simonson.

The Mayor asked the clerk to poll the council.

Councilman Taylor	Yes
Councilman Maloney	Yes
Councilman Olsen	Yes
Councilman Simonson	Yes
Councilman Sullenger	Yes

Council enters into executive session at: 8:20pm.

Return to open session: Council returns to open session at 9:48pm and opens the council room doors.

Councilman Taylor suggests that the council get on the next school board's agenda and for the city to schedule a walk through on the buildings west of the old junior high.

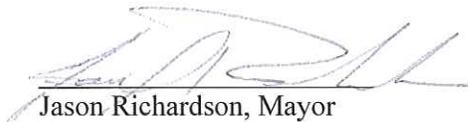
Adjournment:

Councilman Simonson moved to adjourn seconded by Councilman Taylor.

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

Council adjourned 9:48pm.

CITY OF RIGBY


Jason Richardson, Mayor

ATTEST:



David Swager, Clerk