

City of Rigby
Council Meeting Minutes
Oct. 19, 2023

The mayor called the meeting to order at 7:00 pm Thursday, Oct. 19, 2023. The pledge of allegiance was given by Mike Wilder and the prayer given by Becky Harrison.

The mayor asked the clerk to call the roll:

Councilwoman King	Present
Councilman D Burke	Present
Councilwoman Harrison	Present
Councilman Orme	Present
Councilman Wilder	Present
Councilman R. Burke	Absent

Also in attendance: Mitch Bradley, Chief Fullmer, City Attorney

Amend Agenda:

The mayor stated the agenda needed to add an action item: the awarding of the wastewater discharge water line. The bids were opened Wednesday PM and the work needs to be completed prior to spring when the water comes in the canal and before winter sets in.

Councilwoman Harrison moved to amend the agenda for the action item and review and award the bid for the wastewater discharge water line, seconded by Councilwoman King.

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

Certificate of Appreciation:

The mayor had Kevin Cowley step forward and presented him with a certificate of appreciation for his service and work as a planning zoning commissioner.

Public Comment:

Laura Lerwill - requested permission to set up a food vendor truck during the school lunch time. Informed to come back during the November 2 meeting for the city to act.

Marie McLean – stated the parking ordinance referred to during the public hearing was incorrect. The council agreed that the incorrect code was referenced.

Adam Hall – New Web Page:

Adam Hall from Marketable Media demonstrated the proposed web page for the city. He's still working on the page and intends to get it up and running soon.

ICRMP – Renew Insurance:

The annual renewal for the city's liability insurance needed to be renewed: Councilwoman King moved to renew the insurance with ICRMP seconded by Councilman D Burke.

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

Wastewater Discharge Water Line:

The rerouting and extension of the wastewater discharge water lines bids were opened Wednesday with 5 bidders presenting proposals. Bybee Excavation was the low bidder in the amount of \$332,311.06 with the next low bidder being Jerome Bowen Const of \$398,553.00. Mitch Bradley commented that he had checked on Bybee's references and found no discrepancies or complaints. Bybee's has met the bid requirements for bonds, licenses etc.

Councilwoman Harrison moved to approve and award the wastewater discharge water line to Bybee Excavation in the amount of \$332,311.06 seconded by Councilman Wilder.

The mayor asked the clerk to poll the council:

Councilwoman King	Abstained
Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Treasurers' August 2023 Financial Report:

The clerk reviewed the August 2023 financial statements. Overall actual revenues were falling above budgeted and actual expenditures were below budgeted expenditures. Journal entries were for recurring interest earnings, which were higher than budgeted due to higher rates being paid, and internal charges.

Interfund Transfers from LID Accounts to Capital Improvement Fund:

The clerk said the funding for the three LID projects were financed from the capital improvement fund and as assessments are paid by the property owners those funds are transferred back to the capital improvement fund as loan repayment. The following amount and from each LID fund is as follows:

LID #8	11,851.13
LID #9	28,407.59
LID #10	<u>232,454.23</u>
	272,712.95

Councilwoman King moved to approve and authorize the transfers as presented seconded by Councilwoman Harrison.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Proposed Water Tank – 200 North:

Mitch Bradley stated he had had three meetings with Keller's regarding their fee for the proposed water tank on 200 North. Their first proposal was for \$1.07 million and after two subsequent meetings they lowered their fee to \$828,195 with a fixed fee for the basic service and an estimate for time of \$100,500 for onsite monitoring.

Councilwoman King moved to approve the engineer proposal to Keller in the amount of \$828,195 seconded by Councilman D Burke.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Rebuild of Main Sewer Lift Pumps:

Mitch received a maintenance report which indicated the pumps in the 3rd West lift station needed to be rebuilt. The bid to perform the work totaled \$17,284. After discussion with the council, it was noted the startup charge was for three pumps with only two pumps being worked on.

Councilman Wilder moved to approve the maintenance work for the 3rd West lift station subject to the public works director requesting a reduction in the startup charge of \$3,000 seconded by Councilwoman Harrison.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Disposal of Surplus Land:

The city declared roughly 1.87 acres south of Scotty's South Park being surplus and has no beneficial use to the city. Per state code #50-1402 the city needs to call a public hearing to receive input from the citizens.

Councilwoman Harrison moved to hold a public hearing on the surplus land November 16, 2023 with two publications in the local paper, motion seconded by Councilman D Burke.

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

First Reading Ordinance #2023-639- Certain Material Not Collected:

Councilwoman Harrison moved the ordinance be read in title and summary only seconded by Councilwoman King.

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

The mayor reads the ordinance's title and summary.

Councilwoman Harrison moved to waive the second and third reading of Ordinance #2023-639, to approve and publish, motion seconded by Councilwoman King.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
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Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Police Dept. Monthly Report:

Chief Fullmer reviewed the September 2023 statcal incident report with the council.

He updated the council on a change in the K-9 officer.

Review and Approval of Minutes:

Councilwoman Harrison moved to approve the minutes of October 5, 2023, seconded by Councilwoman King.

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

Review and Approval of Bills:

The clerk noted there was one additional bill to be added: DEQ for loan payment \$198,174.90. Councilman Orme moved to approve the bills seconded by Councilman Wilder.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Executive Session:

Councilwoman Harrison moved for the council to enter executive session per Idaho Code #74-206(b) – Evaluation of employee, seconded by Councilwoman King.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilwoman Harrison	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Council enters executive session: 8:11pm

Council exits executive session: 8:33pm

Council discussion/decision:

Councilwoman Harrison moved to grant a 5% pay increase to Chief Allen Fullmer and public works director Mitch Bradley and a reduction in work hours for clerk Dave Swager from 40 hours per week to 35 hours per week, motion seconded by Councilman D Burke.

The mayor asked the clerk to poll the council:

Councilwoman King	Yes
Councilman D Burke	Yes

Councilwoman Harrison Yes
Councilman Orme Yes
Councilman Wilder Yes


Adjournment:

Councilwoman Harrison moved to adjourn seconded by Councilwoman King.

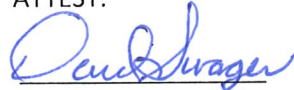
The mayor called for a voice poll: all in favor none opposed.

Council adjourned: 8:37pm

CITY OF RIGBY


Richard Datwyler, Mayor

ATTEST:


David Swager, Clerk