

**ALBION CITY COUNCIL MEETING
MINUTES JANUARY 10, 2017.**

CALLED TO ORDER – The meeting was called to order at 8:07 p.m. in the Albion Civic Center by Mayor Sharon Hardy-Mills.

OPENING CEREMONIES – Pledge of Allegiance led by Mayor Hardy-Mills.

ROLL CALL – Present: Mayor Sharon Hardy-Mills, Councilpersons Zack Alexander, Mike Gailey, and Isaac Loveland, City Clerk-Treasurer Mary Yeaman, City Attorney Kerry McMurray, and Maintenance Department Shawn Burton.
Council President Chad Manderscheid was excused.

OTHERS IN ATTENDANCE – Deputy Clerk Sharity Parish, Mary Lynne Bristol, and Troy Mortensen.

APPROVAL OF MINUTES – Upon motion made by Loveland, seconded by Gailey, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused, the Council moved to approve the Minutes of the December 6, 2016 Council Meeting as amended.

APPROVAL OF BILLS – Upon motion made by Loveland, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused, the Council moved to approve payment of the Bills as presented.

LAW ENFORCEMENT REPORT – Resident Deputy Jason Lynch was not present at the Meeting, therefore no Law Enforcement Report was given.
Resident Deputy Jason Lynch emailed a Law Enforcement Report, for December 2016 to the City on January 14, 2017 at 9:20 p.m. The Report included eleven (11) Traffic Stops, of which nine (9) were Verbal Warnings, with two (2) Citations being issued, also a Minor Accident was reported, two (2) Follow Ups were made, two (2) Traffic Issues were checked on, and a 911 Hang Up/Open Line/Prank Call was also checked out.

ANIMAL CONTROL REPORT – Shawn Burton, from the Maintenance Department, told the Council he had nothing to report.

AGENDA BUSINESS ITEMS

NEW MAINTENANCE SHOP UPDATE

Mayor Sharon Hardy-Mills reported to the Council Project Manager Steve Noriyuki has applied for the Building Permit for the New Maintenance Shop. The Mayor reported the cost of the Building Permit is one thousand, three hundred fifty dollars and forty cents (\$1,350.40). The Mayor asked the Council to approve paying the Building Permit Fee.

Upon motion made by Loveland, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused, the Council moved to approve the payment of one thousand, three hundred fifty dollars and forty cents (\$1,350.40) for the New Maintenance Shop Building Permit.

SET HEARING DATE FOR PROPERTY VACATE REQUEST

City Attorney Kerry McMurray reported to the Council in order to set a Hearing Date for the Property Vacate Request, the Property Owner needs to provide the City with a Petition containing the particular circumstances of the request to vacate, a Legal Description of the Property, and a List of the Names of the persons affected by the request. McMurray reported after this Petition is received the City shall then set a Hearing Date. McMurray reported since the needed information has not been provided, as to date, a Hearing Date cannot be set.

The Council agreed to table the issue for now.

WEST ST. CULVERT UPDATE

Shawn Burton, from the Maintenance Department, reported to the Council he spoke with Ivan McCracken, from J-U-B Engineers, about the West St. Culvert Project. Burton reported the Boise Engineer, for the Project, is going slow. Hopefully the Project can be put out for Bid soon.

Shawn Burton, from the Maintenance Department, also reported to the Council he spoke with Undersheriff George Warrell who told him (Burton) there is Emergency Funding available for Culverts and Bridges. Burton reported the Culvert at Whitman St. and West St. needs to be replaced, as this area always floods. Burton reported the design of the channel needs to be changed, in order to allow the water to flow better. Burton told the Council he will check into the funding.

PARK REPLACEMENT LIGHTS UPDATE

Mayor Sharon Hardy-Mills reported to the Council Deputy Clerk Sharity Parish put together a Listing of Park Revenues and Park Expenditures for review. The Park Revenues for the last four (4) years is eight thousand, two hundred forty-eight dollars and seventy-five cents (\$8248.75), and the Expenses for the last four (4) years is eighteen thousand, six hundred ninety-eight dollars and eighty-seven cents (\$18,698.87). The Revenue for last year was two thousand, two hundred (\$2,200) dollars, and the Expenses for last year was nine thousand, three hundred fourteen dollars and eighteen cents (\$9,314.18).

Deputy Clerk Sharity Parish reported to the Council the Electric Usage, Playground Equipment Replacement, and Playground Bark were the biggest share of the Expenses. Shawn Burton, from the Maintenance Department, reported to the Council if the Electric Usage from Well #1 and the Pavilion have been added together, this would account for

the high Electric Usage. Burton reported Well #1 and the Pavilion are two (2) separate accounts. It was determined this was the case.

Deputy Clerk Sharity Parish reported to the Council she will redo the Expenses Listing. Mayor Sharon Hardy-Mills reported the cost of the Lights for the Park was quoted at four thousand, seven hundred fifty-six dollars and seventy-six cents (\$4,756.76) for four (4) Lights. The Lights are Commercial Grade Pole Lights that are ten feet (10') tall. The Mayor reported the City was hoping the Four Leaf Clover Club would be able/willing to help with the cost of replacing the Park Lights.

Mary Lynne Bristol told the Council the Four Leaf /Clover Club has not discussed this issue, and the Club does not have the extra money.

BPA ENERGY PROGRAM UPDATE

Mayor Sharon Hardy-Mills reported to the Council the City received information from AM Conservation Group about Energy Star LED Light Bulbs, Showerheads, Night Lights, Moisture Meters, and Water Heater Jackets. The Mayor reported the City's Logo can be added to the packaging if requested. The Mayor suggested the City purchase the LED Light Bulbs, Showerheads, and Night Lights.

After Council discussion, the Council decided on the LED Light Bulbs.

Upon motion made by Loveland, seconded by Gailey, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused, the Council moved to approve purchasing the LED Light Bulbs through the BPA Energy Program.

ALBION VALLEY RECREATION DISTRICT

Mayor Sharon Hardy-Mills asked Councilperson Isaac Loveland if he had any information to report on the Albion Valley Recreation District.

Councilperson Isaac Loveland reported to the Council the first Meeting for the Albion Valley Recreation District was held tonight, before the Council Meeting. Loveland reported it went well. Loveland reported they are hoping to get the Recreation District officially setup by this fall. Loveland reported they will need twenty percent (20%) of households within the Valley to sign a Petition, and they talked about setting up a Booth on the 4th of July. Some of the suggested Projects were new Bathrooms for the City Park, and Walking/Biking Trails. Loveland reported they want to co-operate with BLM and Skaggs on all Projects they pursue. Loveland reported they plan to meet again on Tuesday, February 7, 2017 before Council Meeting, where he will give another update.

TREES CAUSING DANGEROUS INTERSECTION

Shawn Burton, from the Maintenance Department, reported to the Council he has received several complaints about the Trees at the intersection of East St. and South St. by the Park. The Trees are getting so large they are blocking the view of drivers at the intersection. Burton reported he is not sure if the Trees are in the City's Right-of-Way, or on Private Property.

The Council suggested Burton take pictures of the Trees to send with a Letter to the Property Owner requesting they trim or remove the Trees at the intersection. If the Property Owner is unable to take care of the Trees, the City can trim or remove them, and Bill the Property Owner. The choice to trim or remove the Trees is the Property Owners.

TERMINATION OF SERVICES

Mayor Sharon Hardy-Mills reported to the Council the City has received a request for Termination of Services. The Mayor reported the Property Owner is currently paying a reduced rate for Water and Sewer, as previously requested and approved by the Council. The Property Owner no longer wants to pay the reduced rate, thus the request for Termination of Services.

City Attorney Kerry McMurray reported to the Council according to City Ordinance and Policy, Services are required to be disconnected in order to avoid paying a monthly fee. Upon motion made by Gailey, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused, the Council moved to grant the Property Owner's wish, per their request, to terminate services according to the City's Ordinance and Policy, by pulling the meter and capping the line. Also according to City Ordinance, if in the future, the Property Owner decides to develop or build on the Property full Hook-Up Fees will be required to be paid, in full, before Services will be re-connected.

The City Clerk was asked to include Re-Connect Fees on the next Council Meeting's Agenda.

COST OF LIVING ALLOWANCE

This issue will be discussed in Executive Session.

COUNCIL GOALS REVIEW

Mayor Sharon Hardy-Mills reviewed the List of Plans and Goals with the Council. The Mayor reported there is no updated information on the Plans and Goals List that has not already been discussed.

Mayor Sharon Hardy-Mills reported to the Council because of the weather there have been several areas with water problems, and a lot of complaints have been received.

Councilperson Isaac Loveland reported to the Council the QRU have been asked to vacate the Fire District Building. Loveland asked what if anything, can the City do to help the QRU.

It was suggested to have the QRU check with the Albion Highway District about the Bay on the East end of their Building.

Shawn Burton, from the Maintenance Department, reported to the Council he hopes the Roads will hold up until further work on them can be done.

DELINQUENT ACCOUNTS REVIEW

Mayor Sharon Hardy-Mills reviewed the Delinquent Account Listing with the Council. The Mayor and Council agreed the Delinquent Account Listing is looking a lot better now, than it did when it was first reviewed.

INFORMATION FROM CITY OFFICIALS

City Attorney Kerry McMurray reported to the Council the City has been added to Building Permits issued by the County Building Official for City Construction, as requested.

Councilperson Isaac Loveland reported to the Council all current Ordinances are on the Website.

Councilperson Mike Gailey reported to the Council he will be setting a date for a Surface Water Meeting soon.

PRESENTATION OF BILLS

Mayor and Council Salaries *	190.00
Salaries – Maintenance-3735.82/Clerk-2914.19 *	6650.01
Sharity Parish – Deputy Clerk *	871.92
Jeremiah Wood – Maintenance Helper *	819.00
PERSI – Employer Remittance (12/16-12/31/16) *	757.21
DL Evans Bank – EFTPS 941 Employer Remittance (Dec. 2016) *	1698.86
PERSI – Employer Remittance (01/01-01/15/17) *	773.34
Raft River Electric – Water Tank-40.08/Service Work-10847.59 *	10887.67
SelectHealth – Insurance (February 2017) *	1317.00
ID State Tax Commission – W/H Tax 4 th Qtr. 2016 *	614.00
Ace Hardware – Maintenance Supplies	37.77
AM Conservation Group, Inc. – Light Bulbs/Night Lights & Freight	3990.50
ATC Communications – Phone, Fax, Internet, and Lift Station	419.45
Bonneville Power Administration – Transmission/Power (Dec.16)	19398.00
Burley Reminder – Notary Stamp	23.50
Creekside Store – Maintenance Fuel (January 2017)	
Franklin Building Supply – Maintenance Supplies (Visqueen)	97.89
ID Consumer-Owned Utilities – 2017 Dues & Assessment	1090.77
J-U-B Engineers – Culvert Project	7334.35
Kerry McMurray – January 2017 Legal Services	
Magic Valley Labs – Water Test	16.00
NAPA Auto Parts – Maintenance Supplies	66.32
Standard Plumbing Supply – Maintenance Supplies	2.58
The Book Store & Office Supply – Office Supplies	
The Times News – Street Financial Report Publication	79.71
UAMPS – General A&G Expenses	

TOTAL 57,135.85

Mayor Sharon Hardy-Mills thanked everyone for attending tonight's Council Meeting and announced the Council will now go into an Executive Session.

COUNCIL ENTERS INTO AN EXECUTIVE SESSION

At 10:00 p.m. motion was made by Loveland, to enter into an Executive Session pursuant to Idaho Code 74-206(1)(b) regarding personnel issues. The motion was seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused.

COUNCIL RETURNS TO A REGULAR MEETING

The Executive Session was concluded at 10:45 p.m. Upon motion made by Gailey, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused, the Council moved to approve a three percent (3%) Cost of Living Allowance for City Clerk-Treasurer Mary Yeaman, Deputy Clerk Sharity Parish, and Maintenance Department Shawn Burton, effective January 1, 2017.

COUNCIL ADJOURNS

There being no further business brought before the Council, motion to adjourn was made by Alexander, seconded by Gailey, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, and Loveland-aye, with Manderscheid excused. Adjournment was at 10:47 p.m.

Sharon Hardy-Mills, Mayor

Mary Yeaman, City Clerk-Treasurer