

**ALBION CITY COUNCIL MEETING  
MINUTES MARCH 6, 2018.**

CALL TO ORDER - The meeting was called to order at 7:00 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, Council President Isaac Loveland, Councilpersons Kevin Lloyd, and Chad Manderscheid, City Clerk-Treasurer Mary Yeaman, City Attorney Kerry McMurray, and Maintenance Department Shawn Burton. Councilperson Zack Alexander was excused.

OTHERS IN ATTENDANCE – Earl Warthen, Gwen Montgomery, Pat Asher, Dave Eckblad, Casey Knudsen, John Davis, Amanda Burton, Karla and Leroy Robinson, Kathy Endres, Bryan Day, Deputy Clerk Sharity Parish, Darlene Wahlgren, Mary Lynne Bristol, Janet Brackenbury, Cindy Pitchford, Heather and Troy Mortensen, and Brandi and Dave Perry.

APPROVAL OF MINUTES – Upon motion made by Lloyd, seconded by Manderscheid, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, with Alexander excused, the Council moved to approve the Minutes from the February 6, 2018 Council Meeting, and the February 27, 2018 Special Executive Session Meeting Minutes as presented.

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

LAW ENFORCEMENT REPORT – Resident Deputy Jason Lynch was not in attendance, therefore, no Report was given.

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

**CITIZEN'S ISSUES**

**PARK PROJECT – GWEN MONTGOMERY**

Gwen Montgomery reported to the Council she has submitted a request to ALSAM for funding to finish the Memorial in the Park. Montgomery reported she has received a Bid from Curb Appeal to complete the Project in the amount of twenty-five thousand five hundred twenty-five dollars (\$25,525). The Project includes a retaining wall with a bench, and lighting for the stone and vegetation. Also included is a hidden recirculating fountain for the vegetation. A small bridge, handicapped accessible, will be installed

along with a small fence around the Memorial. The arbor will be put back in place, and flower planters will be placed around it. Montgomery suggested the arbor be anchored. Some up lighting will be included adding to the beauty of the finished Project. Montgomery reported to the Council in 2002 the fountain was dedicated to Veterans as a Memorial, and with the small bridge, the kids can go over the bridge instead of the rock. Montgomery reported she is hoping to work with the Historical Society, and show the history through them. Montgomery suggested forming a Park Committee, in order to get more ideas.

Mayor Sharon Hardy-Mills reported to the Council she has had several people ask her about the scathing letter the City received previously about the upkeep of the Park. Casey Knudsen asked who is responsible to take care of the Park, to which the Mayor answered, the City is. Casey Knudsen then asked who has taken care of the Park all these years.

Karla Robinson told the Council she feels it is petty to not keep the Park beautiful.

Gwen Montgomery reported she is trying to keep the valley beautiful.

Troy Mortensen reported he feels a Park Committee is a great idea, and said he appreciates all the Gwen has done at the Park.

Gwen Montgomery reported she wants to finish the Veteran's Memorial for loved ones. Montgomery suggested putting together a Memorandum of Understanding (MOU) for a Park Committee.

City Attorney Kerry McMurray reported a MOU is not needed, as the City Council would be responsible for appointing a Park Committee.

Mayor Sharon Hardy-Mills asked Montgomery to let the Council know who might be interested in being on a Park Committee.

Brandi Perry reported to the Council she was on the former Committee, and they did fix the fountain.

#### ALBION RECREATION DISTRICT/FLOODING ISSUES – EARL WARTHEN

Earl Warthen reported to the Council, regarding Flooding Issues, it is his understanding the landowners would prefer to keep up their own tributaries.

Earl Warthen reported to the Council, regarding an Albion Recreation District, he has followed this the last two (2) months, and it is his interpretation the City is greatly involved, and he feels it got off on the wrong foot to start with. Warthen reported hearing the City is helping people pay their ATC bills, and when he worked for the City, all power was purchased from Bonneville Power Administration (BPA). Warthen reported Raft River Electric operates under REA Loans and so does ATC. Warthen reported Government Agencies rely on farm crops being sold to communities, and the outreach for a Recreation District blew out on the wrong foot.

Mayor Sharon Hardy-Mills thanked both Montgomery and Warthen for their presentations.

#### **AGENDA BUSINESS ITEMS**

#### 4TH OF JULY CELEBRATION UPDATE

The 4<sup>th</sup> of July Committee Members Karla Robinson, Kathy Endres, Janet Brackenbury, and Darlene Wahlgren reported to the Council they are excited about the one hundred fifty (150) year's Celebration and they want it to be huge. Brackenbury reported they are looking for more help on the Committee. Robinson reported they hope to make this a three (3) day Celebration, with the 2<sup>nd</sup> being an old fashioned Mountain Man Activity, Butter Making, Dutch Oven Cook-off, Pie Eating Contest, with the 3<sup>rd</sup> having a Street Dance, Kids Games, and maybe Baked Potatoes, and the 4<sup>th</sup> will have a Patriotic Program, Parade, Games, Entertainment, more Food Booths, Activities throughout the Day, ending with Fireworks. Several Fundraisers are planned, with the first one being a Chili Feed on March 22<sup>nd</sup> at the Park Pavilion. T-Shirts will be sold at each Fundraiser, and ideas for the Theme will be accepted at the Chili Feed. On April 12<sup>th</sup> a Breakfast Dinner will be held, on May 17<sup>th</sup> a Fun Run will be held, with some type of Meal, and on June 14<sup>th</sup> an Ice Cream Social will be held. Lots of helpers will be needed to make this Celebration a success. More information will be coming next month. The Committee also requested the funding from the City for the 4<sup>th</sup> Celebration.

Mayor Sharon Hardy-Mills asked for a written request for the funding from the Committee, so the amount can be included in the List of Bills for the April Council Meeting.

The Clerk was asked to include the Ordinance addressing Vendors on the April Council meeting Agenda.

#### CITY PERSONNEL POLICY HANDBOOK

City Attorney Kerry McMurray presented copies of the City Personnel Policy Handbook to the Mayor and Council for review, which includes changes discussed at the February Council Meeting.

After a brief discussion by the Council, more changes were suggested.

City Attorney McMurray reported he will make the suggested changes, and bring the City Personnel Policy Handbook to the April Council Meeting for approval.

Mayor Sharon Hardy-Mills asked the Clerk to remind the Council to bring their copies of the City Personnel Policy Handbook, presented tonight, to the April Council Meeting.

#### ITD- IDAHO UNIFIED CERTIFICATION PROGRAM

Mayor Sharon Hardy-Mills reported to the Council the City received information from the Idaho Transportation Department (ITD) regarding an updated copy of the agreement which established the Idaho Unified Certification Program (IUCP). Each recipient of USDOT funding is required to sign the Statement of Agreement recognizing ITD as the agency authorized to manage the Disadvantage Enterprise Program for the State of Idaho. The Mayor reported by signing the Agreement the City is not obligated to anything. The Mayor asked for permission to sign the Idaho Unified Certification Program Statement of Agreement.

Upon motion by Lloyd, seconded by Manderscheid, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, with Alexander excused, the Council moved to approve the Mayor signing the Idaho Unified Certification Program Statement of Agreement.

## ALBION ROLL-OFF STATION

Mayor Sharon Hardy-Mills reported to the Council the City received information about Fees being assessed at the Roll-Off Station in Albion. The Fee is determined by what is brought to the Station. The Mayor reported she attended the County Commissioners meeting, and asked if the City could receive a waiver of the Fee. The Mayor reported she feels this is double dipping, as tax payers already pay Fees, for the Roll-Off Station, on their property taxes. The Mayor reported the Commissioners said they will look into the issue further, before making a decision.

City Attorney Kerry McMurray reported the Commissioners decided they would allow the City two (2) amnesty days per year.

Mayor Sharon Hardy-Mills suggested the City Clean-Up Day and the 4<sup>th</sup> of July should be the two (2) amnesty days. Also, the City may have to revisit the Park Use Fees, possibly adding in the Roll-Off Station Fee to those using the Park.

## VEHICLE SAFETY DEVICES

Council President Isaac Loveland reported to the Council he has been looking into Vehicle Safety Devices for the City Vehicles. The Devices cost between one hundred fifty dollars (\$150) to two hundred fifty dollars (\$250), depending on whether you want a battery operated one or a wireless one. A wireless one would be the most expensive. Loveland reported some Insurance Companies provide the Devices for their customers. We would need to check with ICRMP, and then decide who will be responsible for downloading the information.

Upon motion made by Lloyd, seconded by Loveland, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, with Alexander excused, the Council moved to approve spending up to three hundred dollars (\$300) for purchasing two (2) Vehicle Safety Devices.

## UTILITY CHARGES OUTSIDE CITY LIMITS

City Attorney Kerry McMurray reported to the Council the City cannot charge extra for Electric or Water services outside the City Limits, but they can charge double the rate for Sewer services outside the City Limits.

The Clerk was asked to include the Ordinance for City Services on the April Agenda.

## LIFT STATION BACK-UP PUMP

Shawn Burton, from the Maintenance Department, reported to the Council he received a Quote from C.H. Spencer for a back-up pump for the Lift Station. Burton reported this is the same Company the current pumps were purchased from. The Quote is for six thousand two hundred dollars (\$6,200).

Upon motion made by Lloyd, seconded by Manderscheid, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, with Alexander excused, the Council moved to accept the Quote and approve the purchase

of a back-up pump for the Lift Station from C.H. Spencer, in the amount of six thousand two hundred dollars (\$6,200).

## COUNCIL GOALS REVIEW

Mayor Sharon Hardy-Mills reviewed the List of Goals with the Council. The Non-Potable Water Irrigation System – still needs to be looked into, Promote Growth and Business – is a work in progress, Flood/Emergency Preparedness Plan – is still being worked on by Dave Mabey from NRCS, he is waiting for information from residents, Resurface Roads – the outline has been put together, as soon as weather permits, Shawn and Kevin will inspect the Roads, Build Walking Path, Re-Do Sidewalks, Include Lighting – is a good Project for the Recreation District, Review Ordinances – One Each Month – is being done, City Wide Clean-Up Day – is scheduled for Saturday, April 14<sup>th</sup> at 9:00 a.m., a list of areas to work on would be helpful, City Office Repairs – Move Office to Civic Center – is still being looked into, and the Civic Center Sign – is hopefully going to be an Eagle Scout Project.

## DELINQUENT ACCOUNT REVIEW

Mayor Sharon Hardy-Mills reported the report is looking much better. Council President Isaac Loveland asked why some of the accounts have a higher balance than last month, to which Deputy Clerk Sharity Parish reported some of the accounts did not receive a payment.

## **INFORMATION FROM CITY OFFICIALS**

Mayor Sharon Hardy-Mills introduced Bryan Day, the new Maintenance Worker.

Mayor Sharon Hardy-Mills reported to the Council the County Commissioners all have little microphones that worked really well, and she feels having similar microphones would be beneficial for our Council Meetings. The Mayor asked Deputy Clerk Sharity Parish to check into this.

## PRESENTATION OF BILLS

Mayor and Council Salaries *	1700.00
Salaries – Maintenance-/Clerk- *	
Sharity Parish – Deputy Clerk *	
Bryan Day – Maintenance Worker *	
PERSI – Employer Remittance (02/16-02/28/18) *	935.98
DL Evans Bank – EFTPS 941 Employer Remittance (Feb. 18) *	1709.92
PERSI – Employer Remittance (03/01-03/15/18) *	677.01
SelectHealth – Insurance (Apr. 2018) *	859.00
Cassia County Treasurer – Water Master Tax 2018 *	144.83
A.M.I. Supply – Maintenance Supplies	206.29
Ace Hardware – Maintenance Supplies	20.91

ATC Communications – Phone, Fax, Internet, & Lift Station	420.71
Bonneville Power Administration – Transmission/Power (Feb. 18)	19328.00
Costco – 2018 Membership Dues	120.00
Don’s Repair – 2003 Dodge Repair	384.85
Creekside Store – Maintenance Fuel (March 2018)	
Gas Detector Shop – Replacement Battery	175.00
ICRMP – 2ne Half 2017-2018 Premium	4236.50
Kerry McMurray – Legal Services (March 2018)	1062.50
Magic Valley Labs – Water Tests	16.00
Raft River Electric – Water Tank-/Service Work-	
Stacy Taylor – Utility Deposit Refund After Final Billing	169.92
UAMPS – General A&G Expenses	50.60
VISA - #9113 S. Hardy-Mills Mar.18 Stmt. (Maint. Cell Phone)	79.82
Water District 140 – 2018 Annual Assessment	<u>148.08</u>

TOTAL

**COUNCIL ADJOURNS**

There being no further business brought before the Council, motion to adjourn was made by Manderscheid, seconded by Lloyd, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, with Alexander excused. Adjournment was at 8:30 p.m.

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Sharon Hardy-Mills, Mayor

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Mary Yeaman, City Clerk-Treasurer