

**ALBION CITY COUNCIL MEETING
MINUTES MARCH 7, 2023**

CALL TO ORDER – The meeting was called to order at 7:03 pm in the Albion Civic Center by Mayor Isaac Loveland.

OPENING CEREMONIES – The Pledge of Allegiance was led by Councilperson Tolman.

ROLL CALL – Present: Mayor Isaac Loveland, Council President Kevin Lloyd, Councilpersons Dallan Doc Carlson, Tyson Tolman & Wayne Winder, City Clerk-Treasurer Linda Hutchison, Deputy Clerk Deric Bell and City Attorney Kerry McMurray. Not Present: Maintenance Director Brad Woodrow.

OTHERS IN ATTENDANCE – Earl Warthen, Tony Prescott, John Davis, Kathy Endres, James Endres, Leroy Robinson, Pat Asher, Jim Kempton, Shawn Estes, Chuck Driscoll

APPROVAL OF MINUTES- Upon motion made by Carlson, seconded by Lloyd, and unanimously carried, with the following vote: Lloyd-aye, Tolman-aye, Carlson-aye, Winder-aye, the Council moved to approve the Minutes of the February 7, 2023, Council Meeting.

APPROVAL OF BILLS – Upon motion made by Carlson, seconded by Lloyd, and unanimously carried, with the following vote. Lloyd-aye, Carlson-aye, Winder-aye, the Council moved to approve payment of the Bills as presented.

LAW ENFORCEMENT REPORT – February 2023 Report – (1) Fire Alarm (2) Warrant Service, (6) Traffic Stops, with 1 -Exceed maximum speed citation issued, (2) 911 Hang Up/Open line/Prank call, (2) Business Checks, (3) Civil paper service, (1) VIN inspection.

ANIMAL CONTROL REPORT – No report given.

GENERAL PUBLIC COMMENTS/ CITIZEN'S ISSUES

Earl Warthen - Talked about attending a meeting at the County Commissioner room with the East/West Soil Conservation District noting that Dist. 140's groundwater is in a critical state. This year it looks ok but next year's outlook does not look good for our region. Domestic wells are dropping in water levels. In Earl's opinion we are 30 years behind and overtaking our water rights and there are existing various recharge projects, but they are short groundwater to inject. Earl feels this will affect us all.

Councilman Lloyd asked Earl who are the highest usage industries. Earl noted the Dairies and Corn growth stand out as well as AUMs issued seem to be causing a lot of concern.

Tony Prescott – Voiced concern about the power outages the city had last month and the excessive amounts of chlorine in different city areas and asked if they were planned & if notice was given when these instances occurred. Mayor Loveland stated that No the power outages were due to emergencies and we did not have notice. The Chlorine issue is a problem the City is working on repairing by fixing or replacing a broken check-valve. The Chlorine was being monitored during this time and was within acceptable limits. This is the 4th time in 8 years that the check-valve has failed & it is unclear what actually caused it to fail; hopefully the new well/ tank will fix the problem. It could have broken with the power outage and surging on the well, but we do not know for sure. The plan for a new tank & well is to have the water chlorinated directly to the tank for the water to circulate better & alleviate the problem.

AGENDA ITEMS

AMERICAN LEGION POST 124 USE OF ALBION CIVIC CENTER

Jim Kempton commander of #124 ask for this request & wanted to clarify that the delay from last time requesting was not the city's fault, but that decisions are still being made at the Post level. Jim asked for the 2nd Tuesday in April, what the process is to get a Civic Center key and what advice / responsibilities would be while meeting at the building.

The Mayor said it would be ok to give a key to the Commander and asked for the council's approval to let them have a key if they signed a document stating that no copies of the key would be made. The Mayor stated there are keys out there from people making duplicates so the city is looking into changing to a fob keyed system; the council approved to give the Commander a key at this time. The heat is turned down while not in use so they will have to adjust the heat as needed for the meeting use. The legion would like to put up a freestanding display; Councilman Lloyd & Winder were concerned with the possibility of it tipping over and asked them to preferably use a 4x6 wall space & anchor to the wall. The mayor was ok with them using the wall space and would be less expensive for the display to be anchored to the wall; Moving forward Councilman Lloyd & Winder will be working with the American Legion. Commander Kempton then thanked the Council.

PURCHASE OF CITY MAINTENANCE TRUCK

Mayor Loveland had no information at this time & said he would have information at next month's meeting.

WATER PROJECT UPDATE:

Mayor Loveland stated the application has been put in for USDA. Next week the Block Grant will be submitted. After meeting with Region IV and the Idaho Department of Commerce last week it is hopeful that the City will possibly receive the \$500,000.00 grant.

CIVIC CENTER USE FEES:

Mayor Loveland went over what the current fees are for the Park which is \$200.00 with a deposit of \$150.00 and asked if the same fee/deposit system would be good for the Civic Center as well. Councilman Lloyd questioned what "Civic" meant is it only for Fire Department and American Legion for example or also for community use? The Mayor felt that personal events are ok but City Attorney McMurray wanted to clarify that the City should not be in competition with commercial offerings in the city. The difference between the Park and Civic Center is that the Park is an outside venue whereas the Civic Center is an inside venue and is considered commercial. There are many buildings for rent but no other public park spaces. Noncommercial buildings consistent with public use would be a church. Councilman Lloyd brought up this is a difficult issue with many fine lines to base a decision. Mayor Loveland gave an example of Hunters Education classes - should they be charged or is it free? We need to be careful who to exclude; one example would be a political party where we have said ok in the past but some of them are for fundraisers; Is this permitted? Attorney McMurray brought up the candidate meet and greets; If we allow use for one, we must do for all. The problem being we must make the decision. Councilman Lloyd stated that he would approve the current Civic Center Use policy as stated. Councilman Winder noted that we need to explain the circumstances of not conflicting with businesses in our city and that there are other venues in the city to choose for their events. Mayor Loveland felt it is hard to distinguish qualifications for procedure of decision do we follow the letter and not the spirit of the law? For example, Donald Danner's 90th birthday event to celebrate. He has been a community fixture in the city. Earl Warthen suggested only be able to use for City government & Civic uses. Lloyd suggested we stick to the current policy. Mayor Loveland asked what the fee should be & thinks if user is not a resident, then it need to be brought before the council for approval otherwise all non-residents will pay the use fee. Attorney McMurray stated that would work. The fee will be a non-refundable \$200.00 & no alcohol allowed. Attorney McMurray will make changes and present the revised policy next month at the Public Hearing.

ADOPT RESOLUTION No.2023-02 ADOPTING A POLICY FOR PAYMENT OF RAFT RIVER ELECTRIC SERVICE WORK FOR PROPERTY OWNERS IN THE CITY:

Attorney McMurray told the Council that a Public Hearing must be held in order to adopt the proposed changes for Raft River Electric service work and that we could combine that hearing with the hearing for the proposed Civic Center Changes. The Council stated that this would be good and the plan was made to have the Public Hearing at the next regular City Council Meeting. McMurray stated he would get a notice put together

and have it published in the Times News. A motion was made by Lloyd and 2nd by Winder to hold a Public Hearing for the Raft River Electric Repayment Plan and Civic Center Use fee. This had a unanimous vote of aye.

REPAIRS NEEDED FOR CITY WELL # 1

Chlorine – Maintenance Director Woodrow is working with Pump Services & Engineers to come up with a bare minimum fix. Keller Engineering feels it could be expensive, they are working up a quote for us. The flow meter has been fixed and is currently working. We are currently operating only on well 2. The repair team for the check valve will be up as soon as possible. We should do a less expensive fix until the well is updated with ARPA. The city is not required to chlorinate the water, but we do not want to have any issues and alarm DEQ. Carlson asked if we could chlorinate the water in Well #2 and not Well #1. Mayor Loveland said no; the design flaws are causing the chlorination flow to be un-even; if the pump is turned back on, we will have the same problem again. Maintenance Director Woodrow is good at keeping notes and monitoring issues. Mayor Loveland feels that power outages and barometric pressure have caused the problem. Woodrow is currently at an Idaho Rural Water Conference and is looking into other options, but they are expensive. We still have a couple options; well #1 not being fired up right away and rely on well #2 (which was recently rebuilt) for future use. Mayor Loveland mentioned that the unidirectional flushing had different places we needed to clear the chlorine while trying to vent the water was just transferring the chlorine. Keller Engineering will update the unidirectional flow maps. We could change to a chlorine gas system which is more efficient in spreading out evenly but is quite expensive, there is also the option of adding chlorine discs daily.

ADDITION OF EMPLOYEE INSURANCE BENEFITS

Dental, Vision Insurance benefit forms to show optional plans were given to the council for review. When Colt Giles was hired the city offered him dental & vision insurance but never did get coverage before he quit his position. When Brad Woodrow was hired he was promised the added benefits and if offered to one full-time employee the city needs to offer them to all full time employees. After the council's review of the plans Mayor Loveland said he thinks we should offer additional benefits he noted that after adding up the cost of the highest plan option it would be equal to approximately a \$1.40 raise. Carlson said he thought the highest plan option would be best. Tolman felt that yes we should do this for our employees so we don't lose them. Winder asked if the city offered HAS's; Mayor Loveland said not currently but that was up to the employees. Lloyd asked for the Council's opinion; Carlson said he looks at it like he wishes it was part of his benefits & Winder and Tolman agreed. Mayor Loveland said yes we could add the vision plan as well & possibly approve up to \$275.00. Attorney McMurray felt it would be best to choose one of the optional plans rather than a dollar amount. Motion was made to approve the Beam Dental Ultra & Vision VSP3 benefit plans. Motion by Carlson, and a 2nd by Tolman with a unanimous vote of aye.

INFORMATION FROM CITY OFFICIALS/ADHOC

Attorney McMurray said a policy is needed for obstruction of meters and estimation of meter reading; (for instance when winter weather, customer obstruction, or when employees are not able to read the meters) current policy has very little information and needs to be updated. Recent issues with estimation for city customers necessitate the need to update the policy.

Mayor Loveland reviewed the November 2021 vs November 2022 temperatures were 12 degrees colder with December being 7 degrees colder. Moving forward we will add “estimate” on the bills if not physically read. Tony Prescott brought up water estimating problems in under estimating vs getting overbilled on the first reading. When the water project is complete we will be using radio reading and this will alleviate this issue. Mayor added that after reviewing the steps that were taken for the estimated readings he was pleased & felt we had done a good job with the calculations.

Deputy Clerk Bell said there is Energy efficiency credits available for city customers and will add the information with the utility statements.

Councilman Carlson said we are still waiting for Keller to create the contracts – the Mayor said he would follow up with them.

Lloyd asked if we were still waiting for the conditions for quotes; if we needed 3 different quotes (not sealed) for the contractors. To work in the City they must have public works license and will be based on the amount. The current project awarded us is \$190,000.00. Lloyd asked if we were still considering doing the Emergency notifications; he feels we need to have the text system for communication; the mayor said he received push back in the text system, so possibly set up an email list for the communications.

Winder felt that if we have only very specific alerts it might work best.

Carlson noted that there is a pile of sand and 2 pallets of sandbags at the park for possible flooding conditions soon. Winder said if we get serious flooding it would be good to contact the Sheriff’s office so they can coordinate with the city on groups to help. Carlson & the Mayor expressed that citizens need to take responsibility for their own property & or known flooding issues.

PRESENTATION OF BILLS

Mayor and Council Salaries*	1,700.00
Brad Woodrow - Maintenance Director*	4,180.26
Linda Hutchison - City Clerk/Treasurer *	2,425.46
Deric Bell – Deputy Clerk*	1,252.59
PERSI – Employer Remittance- 3/1/23 –3/31/2023*	2,030.22
DL Evans Bank–EFTPS941 Employer Remittance March.2023*	2,147.88
Select Health – Insurance*	1,978.00
ATC Communications – March 2023	540.77
Ace Hardware – Key - Civic Center	2.79
Accurate Imprints – 1 Councilman & 3 Maint.Director shirts	110.83
Beam Insurance – Dental/Vision Policy March & April 2023*	665.68
Bonneville Power Administration	21,132.00

	Cassia County Treasurer- Water Master Tax *	354.87
	Creekside Store – Maintenance Fuel	.00
	Deric Bell – Reimbursement for office supplies	90.20
	Energy Management Corporation – Generator Service/Repair	2,078.96
	ETS- Email License	58.00
	Ferguson Waterworks – Meters, Pad, & lock Box	00
	Keller Associates – Monthly Fee & Engineering Service	4,081.25
	Kerry McMurray – Legal Services Feb. 2023*	1,470.50
00	Lamont Young – Back-Up Operator Fee	300.00
	Poulsen, VanLeuven & Catmull PA – Prof. services	800.00
	Magic Valley Labs – Bacteria & Nitrate tests	22.00
	Norco – Cylinder Rental	.00
	Raft River Electric * New Service #197*	11,617.42
	Raft River Electric New Service # 198	4,102.39
	Raft River Electric New Service #198, Transformer	4,992.31
	UAMPS – General A&G Expenses	00
	Visa – #2580 L. Hutchison- Toner & Paper	00
	Visa - #3554 B.Woodrow - Truck serviced, shop supplies	00
	Western Waste Services – Dumpster	57.37

Total

COUNCIL ADJOURNS

There being no further business brought before the Council, motion to adjourn was made by Tolman, seconded by Carlson, and unanimously carried, with the following vote: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye. Adjournment was at 9:02 pm.

Isaac Loveland/ Mayor

Linda Hutchison, Clerk – Treasurer