



Minutes of the Albion City Council Meeting Held March 5, 2024

CALL TO ORDER – The meeting was called to order at 7:00 pm in the Albion Civic Center by Council President Kevin Lloyd.

OPENING CEREMONIES – Maintenance Director Brad Woodrow led the Pledge of Allegiance.

ROLL CALL – Roll call by Linda Hutchison Clerk- Treasurer. Present: Council President Kevin Lloyd, Councilpersons: Dallan Doc Carlson, Wayne Winder, Tyson Tolman, Clerk-Treasurer Linda Hutchison, Deputy Clerk Deric Bell, Maintenance Director Brad Woodrow, and City Attorney Kerry McMurray. Mayor Loveland was not present at roll call but joined the meeting shortly after.

OTHERS IN ATTENDANCE – Linda Prefontaine, Bob Johnson, Jan Johnson, John Davis, Troy Mortensen, Heather Mortensen, Lance Holman, David Bell, Shari Bell. There were a few others that didn't sign in and were not immediately recognized.

APPROVAL OF MINUTES- A motion was made to approve the Minutes of the February 6, 2024 meeting by Carlson, seconded by Winder, and carried with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

APPROVAL OF BILLS – The bills were reviewed by the Council Members and there being no questions about them, a motion was made to approve them as presented by Carlson, seconded by Tolman, and approved with the following vote: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

LAW ENFORCEMENT REPORT

Report was given for January & February by Law Enforcement Officer Tanner Allred – Reported for January: (1) Hit and Run Accident, (6) Traffic stops, (1) Minor Accident, (1) Follow up Check, and (1) Welfare Check. Reported for February: (1) Fraud – False Pretense/ Swindle, (1) Information, (15) Traffic Stops with 5 Citations issued, (1) Minor Accident, (1) 911 Hang up/ Prank Call, (1) Business Check, (1) Cow Out, (2) Failure to Provide proof of insurance, (1) Inattentive/ Careless Driving, (1) Exceeding Maximum Speed Limit.

MAINTENANCE DIRECTOR REPORT

Maintenance Director Brad Woodrow reported that he will soon begin patching potholes around the City. He is currently waiting on materials and weather to begin. Woodrow will start with large holes at West St and Hwy 77 and Central St and S. Main St. He also reported that the backhoe had been serviced and is operating well, noting that the last time service was performed was in 2018.

CLERKS REPORT

Deputy Clerk Bell reported that he now had the information about available energy efficiency rebates available to City residents and would be getting the information out soon.

GENERAL PUBLIC COMMENTS/ CITIZEN'S ISSUES

Albion Valley resident Bob Johnson came to the podium and asked the Council if there were any preparations for flooding. Woodrow shared that there is currently a large pile of loose sand that can be bagged, but he has 3-4 pallets of prefilled sandbags. He also said that he has a supply of empty sandbags if people need them.

AGENDA ITEMS

1 – Review and/or Approve Resolution 2024-01 Regarding Clarification and Alteration of Existing City Utility Fees

Council President Lloyd began by asking Attorney McMurray to explain the important parts of the resolution. McMurray stated that the purpose of this resolution is to clean up the fee structure on utilities and provide further clarification on procedures. He reviewed the highlights of the resolution and changes that were put in, including changing the disconnect/reconnect fee from a flat \$150 to a \$75 Fee + actual RRE charges. Winder asked for clarification about covering our costs. It was explained the new fee structure would be a \$75 charge to cover City costs in addition to the actual charges from RRE to perform the labor. Lloyd asked if there were any other questions or concerns from the Council. There being none, a motion was made by Carlson to approve Resolution 2024-01. It was seconded by Winder and became official with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

2 – Discuss Implementation Dates for Tiered Increase of Water Rates in Preparation for Upcoming Water Project

At this point, Mayor Loveland took over, leading the meeting. He explained that it was time to start thinking about increasing our water rates in anticipation of the upcoming water project. He asked if Bell had any figures prepared for this. Bell displayed a proposed rate introduction on the screen. The proposed tiered rate increase would be 1st- Increase base rate of \$33 by \$15 to a new base rate of \$48 to be effective on July 1st, 2024 and 2nd -Increase base rate of \$48 by \$15 to a new base rate of \$63 to be effective on January 1st, 2025. Loveland explained that we knew this was coming, but thankfully we didn't have to increase the base rate to well over a hundred dollars because of the funding that had been acquired. Bell explained that as part of the USDA Loan part of the project, the City must demonstrate that they can make the annual loan payment. Lloyd asked if these numbers were firm and was told that yes, they were based on the information given to the City. The conversation then shifted to the price of each additional 1K gallons above the base allowance of 150K gallons. The Mayor explained that the current cost is \$1/1K gallons but asked the Council for their thoughts on increasing that cost to \$1.15/1K. A member of the Council asked Bell about the reasoning behind this increase. He replied that, based on usage trends, the increase would likely amount to an additional \$5-\$7. These users are causing the City water system to produce extra usage of the system. Bell stated that he felt that the higher volume users should help contribute to the extra consumption costs. The Council discussed the idea and concluded that they were ok with the additional gallons increase to \$1.15/1K gallons. The Council asked if it was necessary to make a motion on these proposed changes, but McMurray stated that formal approval should follow a public hearing and that he would implement these changes in the upcoming fees hearing.

3 – Fee Workshop to Review Citywide Fees, Including Evaluation, Addition and Deletion of Entire City Fee Structure

Mayor Loveland turned the time over to Deputy Clerk Bell to go over proposed changes. Bell asked the Council to refer to the handout of the Master Fee List. There was discussion throughout the room as the fee changes were reviewed as well as items that man need to be repealed or removed. Some items like the "Flood Hazard Development Fee", which is covered through Cassia County, are not applicable. The discussion continued as the Council reviewed the four (4) page table of fees. Some of the proposed changes include altering or removing the section on event licenses such as traveling carnivals, circuses, etc., because there is no public City property big enough to hold such events. Another suggested change was that due to alcohol already being permitted in the City Park, instead drop the extra alcohol fee on the Pavilion rental and up the refundable cleaning deposit amount to \$200. The private hiring of City workers/equipment fees are to be removed as this is not allowed under current City laws. A discussion was then held about fireworks being sold or large shows being displayed in the City which drew many comments from residents, the Cassia Deputy, and the Council. It was decided that due to liability and the inability to police all aspects of fireworks, the City would choose to remove it from the books and not allow it anymore. Itinerant merchant section was reviewed, and Bell brought up that the Council had been working on, and tabled, a Food Truck ordinance and suggested that review that and add it as an agenda item to the next Council meeting. It was stated that after a public hearing to allow public comments on the fee list, if passed, would be available by request at the City Office or online at the City's website.

4 – Discuss Interest in Purchase of Radar Speed Signs System for the City

Mayor Loveland asked the Council to refer to the advertisement for radar speed signs included in their document packet. He stated that this has been something that has been of interest to the community for a long time and he wondered about the Council's interest level in getting a system like this. Loveland also noted that currently the budget might not support the immediate signs purchase, but that he feels this is a worthwhile project to work towards. Woodrow shared that he is reaching out to ITD to discuss options and funding assistance availability. He noted that Malta has recently installed one of these signs by the schools. Mayor Loveland added that there is also one near Oakley schools as well and that it may be something we could put near the Albion school. Troy Mortensen asked if there were any funding opportunities for something like this, like the sidewalk project. Loveland explained that the sidewalk project was process started five years ago and that while these grants do come up, they are getting harder to obtain. He did note that the City intends to apply for \$40K sign replacement grant through LHTAC in the next couple years. As an aside from this agenda item, Mayor Loveland noted many in attendance had come from the meeting with the Cassia County School Board at the Albion School and asked how that meeting had gone. Heather Mortensen reported that the school is not closing at this moment, but it may be in the future if certain goals cannot be met. She expressed the hope that the Mayor and Council will use their leadership in the Community to possibly create a committee to work on keeping the school open. Lloyd noted that at present, Declo Elementary schools' classes are at capacity, and they are unable to accept those wishing to move from other schools. Troy Mortensen said he had spoken with an engineer regarding the schools in Burley and it is forecast that they will soon be well beyond capacity and require action as new housing and other development takes place in the area. This means that people might be bringing children into schools this way, so it makes sense to keep the school going.

COUNCIL COMMENTS/INFORMATION FROM OFFICIALS & STAFF, FINAL THOUGHTS AND OUTSTANDING REPORTS

Mayor Loveland went around those at the meeting asking for any final thoughts or comments. **Maintenance Director Woodrow** reported that the Whitman Street project is in the process of starting and we should begin the bidding process before long. **Mayor Loveland** asked people to be mindful of rising waters as snow melting is taking place. He noted that the City has sandbags and resources, but also to watch out for our neighbors.

PRESENTATION OF BILLS

PAYEE	DESCRIPTION - NOTES	AMOUNT
Mayor and Council Salaries*	Salary/Payroll	1,700.00
Linda Hutchison - City Clerk/Treasurer *	Salary/Payroll	3,132.71
Deric Bell – Deputy Clerk*	Salary/Payroll	1,479.49
Brad Woodrow - Maintenance Director*	Salary/Payroll	4,953.62
IRS Direct Debit*	EFTPS 941 Tax.	2,466.67
Ace Hardware	Maint. Supplies-	36.99
ATC Communications	Internet Service	690.60
Beam Insurance *	Dental/Vision Policy*	332.84
Bonneville Power Administration*	Electric Power Purchase *	17,775.00
Creek Side	Maintenance Fuel	163.90
CAL store	Maint. Supplies-	62.97
Cassia County Tax Collector	Water - Marsh Creek 45F	479.40
Deric Bell	Reimburse Costco Battery Backup for City Office	132.49
ETS*	Email License & Tech Ticket	180.75
Goble Sampson Assoc. Inc.	Connectors for Chlorine pump	117.00
Keller Associates	Engineering water System Project & Survey	24,980.00
Keller Associates	Engineering Water System Project & Survey Service	250.00
Kerry McMurray*	Legal Services	892.50
Lamont Young	Back-Up Operator Fee	200.00
Lhtact2	Flagging class	60.00
Magic Valley Labs	Drinking Water testing-	24.00
Magic Valley Private Utility Locates		80.00
NORCO Inc.	Rental & Safety Materials –	13.24
Ooma Office*	Phone Service – Office/SCADA Backup *	89.86
PERSI*	Employer Remittance- 2/1/24 –2/29/2024*	1,969.05
Raft River Electric *	Electrical Service Lagoons & Water Tank, Merchandise	417.96
Select Health*	Insurance Benefits*	2,117.00
Steve Regan Co.	Turf Builder fertilizer	302.70
Stokes	Cold patch street repair	1,861.47
UAMPS	General A&G Expenses	50.90
US Post Office	Stamps 450	306.00
Visa – #2580 Linda Hutchison	Office supplies, Quick Books online pmt.,	105.00
Visa - # 3554 Bradley Woodrow	Vehicle Maint. & Fuel	104.22
Times News	Publish bid for Whitman street	235.42
Western Waste Services	City Dumpster-	116.52
TOTAL		\$67,880.27

*Denotes Payments Already Made Pending Council Ratification

COUNCIL ADJOURNS

There being no further business at this time, the motion was made by Lloyd to adjourn the meeting. It was seconded by Carlson and with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye. The meeting was officially adjourned at 8:11 p.m.


Isaac Loveland / Mayor


Deric Bell / Deputy Clerk

April 2, 2024