

ALBION CITY COUNCIL MEETING
MINUTES APRIL 3, 2018.

CALL TO ORDER - The meeting was called to order at 7:00 p.m. in the Albion Civic Center by Mayor Wilmot.

OPENING CEREMONIES – Pledge of Allegiance led by Mayor Wilmot.

ROLL CALL – Present: Mayor Sharon H Wilmot, Council President Isaac Loveland, Councilpersons Kevin Lloyd, and Chad Manderscheid, Deputy Clerk Sharity Parish, City Attorney Kerry McMurray, and Maintenance Department Bryan Day. City Clerk-Treasurer Mary Yeaman was excused.

OTHERS IN ATTENDANCE – Gwen Montgomery, Pat Asher, Dave Eckblad, John Davis, Karla Robinson, Kathy Endres, Bryan Day, Mary Lynne Bristol, Troy Mortensen, Brandi Perry, Kylee And Wylee Douglas, Deputy Jason Lynch, Jim Burrows, Jason Phillips, Adelmo Maestas, Elaine Asher, Greg and Julian Richins.

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

Upon motion made by Lloyd, seconded by Alexander, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, Alexander-aye and Manderscheid-aye, the Council moved to approve the Minutes from the March 23, 2018 Special Meeting Minutes as amended.

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

LAW ENFORCEMENT REPORT – Resident Deputy Jason Lynch for the month of February he had nineteen (19) Traffic Stops, which resulted in nine (9) Verbal Warnings and ten (10) Citations. Lynch reported one (1) Burglary, one (1) Damage Property Under \$1000, three (3) Follow Ups, one (1) Suspicious Vehicle, four (4) Civil Paper Service, one (1) Threat and one (1) Vin Inspection.

For the month of March he had nine (9) Traffic Stops, which resulted in two (2) Verbal Warnings and seven (7) Citations. Lynch reported one (1) DUI Violation, one (1) Animal Complaint, one (1) Accident-Injury, one (1) Suspicious Incident, one (1) Neighborhood Dispute/Trouble and five (5) Civil Paper Service.

ANIMAL CONTROL REPORT – Nothing to report at this time.

CITIZEN'S ISSUES

Troy Mortensen- Had questions about Contiguous Property Water Meters that was discussed in December. Mayor Wilmot read the December 5, 2017 Meeting Minutes:

WATER USAGE ONLY RATES

Mayor Sharon Hardy-Mills reported to the Council the Water Usage Only Rates needs to be looked at. The Current Rate is twenty cents (\$.20) per thousand gallons, which is really not fair to the other water users. The Council agreed we need to follow the Ordinance, which reads: Where a user has been granted permission by the City to have more than one service line installed to his/her contiguous property, he/she shall only be assessed one monthly base rate fee. The sum total of water used on all lines servicing the property shall be added to calculate the water usage fees set hereafter.

Mortensen stated that the ordinance hadn't been followed and some customers have been charged the base rate for years when they shouldn't have and was wondering when they will credit the money back for being over charged. Mortensen noted that he questioned the ordinance about contiguous property on the campus when Mayor Don Bowden informed him that he had to put separate water meters in when he didn't need them. Mayor Wilmot noted that they found the error and corrected it to follow the ordinance from that point forward in December. Loveland reported that this was not a change to the ordinance; it was an ordinance that needs to be followed. Mortensen reported that it not so much an item to make a decision on. It was miss billed for years and he would like his credit back.

Attorney McMurray recommended sorting out the accounts that this affected and the amounts to put on the agenda for next month to further review to make a better decision.

AGENDA BUSINESS ITEMS

4TH OF JULY CELEBRATION UPDATE

Mayor Wilmot read a letter that was sent to the City Council noting that no one from the City Council or Employees were to the 4th of July Chili Feed on March 22nd. She apologized that a few of them had other obligations and appointments. The 4th of July Committee Members Karla Robinson and Kathy Endres reported that the Chili Feed was good but needed the bathrooms open. They had to take people to their house to use the bathroom due to the park's not being open. Mayor Wilmot reported that the bathrooms will remain closed until the weather permits to open them. Mayor Wilmot requested a Marching Band for the parade. It was reported that their next fundraiser will be a Breakfast Dinner on April 12th from 5:30-7:00p.m. to please come and support it.

CITY PERSONNEL POLICY HANDBOOK

City Attorney Kerry McMurray presented the final City Personnel Policy Handbook to the Mayor and Council for review.

Upon a motion made by Lloyd and seconded by Manderscheid and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, Manderscheid-aye and Alexander -aye the Council moved to approve the new updated City Personnel Policy Handbook.

IDWR-Metering Devices for Wells

Mayor Wilmot reported well number two (2) was in question and Ferguson gave us a bid for a flow meter. There was some slight confusion as to what all needed to be done to be in compliance with IDWR (Idaho Department of Water Resources) on which well needed that new flow meter. Maintenance worker Day reported that there was a guy coming to look at the wells and take pictures on April 6, 2018 that they will have more information at that time on what will need to be done.

PARK PROJECT UPDATE– GWEN MONTGOMERY

Mayor Wilmot asked Montgomery if she had come up with names for the Park Committee that she had visited with the Historical Society and a few people are willing to be on the committee. Montgomery reported that Gwen Montgomery, Nichole Stauffer, Jennifer Mai, Tressa Toner, Donald Danner, Kathy Endres, Bryan Day, Issac Loveland and Emily Loveland are willing to be on the Committee.

Montgomery reported to the Council that The Historical Society needs a letter of written approval from the city to go forward with the project. After they receive the letter, the Historical Society has agreed to receive grant funds from ALSAM for the City Park project.

Mayor Wilmot reported that she has had (3) three individuals request that the park memorial be relocated to the Albion Rose Garden. Montgomery reported the Albion Rose Garden was a private memorial and it would be impossible to move everything. Trees and plants are part of the memorial. It was reported that the city owns the Albion Rose Garden. Councilperson Alexander reported that he hasn't had anyone mention anything to him. Councilperson Loveland that they just need to improve what they have in the park. Councilperson Lloyd reported that they need to make sure and not go over the (\$25,000) twenty-five thousand dollar budget.

Upon a motion made by Lloyd and seconded by Loveland and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, Manderscheid-aye and Alexander-aye the Council moved to approve proposed Albion City Park Improvement/ Veteran Memorial Project to improve the city park.

Upon a motion made by Manderscheid and seconded by Alexander and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, Manderscheid-aye and

Alexander-aye the Council moved to write a letter of written approval to go forward with the Albion City Park Improvement/Veteran Memorial to the Albion Historical Society.

The council requested that Montgomery must file all documentation on the project at the City Office.

FOOD VENDOR ORDINANCE

4th of July Committee to have food vendors in the park – first issue: Title 7 Chapter 2 Requires Permission Permit and license for special events in parks, on property, and in recreational areas under the City. Second issue: public health, welfare, and safety. So vendors will need to fill out a permit and be licensed as a concessionary and may be required to have liability insurance if they City requests it. Commercial vendors must be licensed; that's state regulation. For a one (1) day event for groups like scouts, they don't necessarily need a license, but should take a food safety course. The Health Department offers a food safety training course certificate for (\$65.00) sixty-five dollars. This would be recommended so the city is not liable. Senior Citizens have a training that they can do online that is free. It was suggest that fundraising groups do the online training as well as filling out the permit at the City Office.

SOLAR PANELS INSTALLATION

Jason Phillips and Wylee Douglas presented that they are interested in getting solar systems for their homes to lower their power bills. The idea was presented that some utilities buy back extra power that is produced from the solar system on a (1:1) ratio. They wanted to know as for as the city what they were able to do and if the city was willing to work with them to make Albion a solar friendly community. The council agreed that this was a good idea to look into. They will need more information and do some research on this as far as what our ordinances state, to see what their options are.

UTILITY CHARGES OUTSIDE CITY LIMITS

City Attorney 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. Attorney McMurray handed out copies of the utility ordinances for the council to review. It was noted that some of the customers were a case by case situation on how and when they hooked into the city a long time ago, including exchange of services and the sewer contaminating the water so they were hooked into city water. With some discussion the council agreed that it would benefit the city to get the tax income, to propose annexing the properties that use city services that are currently outside the city limits.

Upon motion made by Manderscheid, seconded by Lloyd, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, Alexander-aye and

Manderscheid-aye, the Council moved to approve to draft up a letter for the residents that use city services to be annexed.

COUNCIL GOALS REVIEW

Mayor Wilmot reported that the Community Clean-Up Day is scheduled for Saturday, April 14th. There was brief discussion on rescheduling to the same day as the Cemetery Cleanup Day but it was unknown what day that was. Due to weather they agreed on changing this date to May 19th at 9:00 a.m.-Councilperson Lloyd reported that there are a lot of roads that are in bad shape, mainly by the Elementary School and the LDS Church. They will need to be fixed. Councilperson Lloyd and Maintenance Worker Day would look into quotes on an overlay for the next meeting. Day reported that he picked up cold patch for the roads.-It was reported that irrigation water will be coming soon and the ditches need to be cleaned. Mayor Wilmot asked MaryInne Bristol to put that in the next Albion Newsletter.-The Eagle Scout Project for the Civic Center Sign has had no progress and has been dropped. The city will have to take care of it.

DELINQUENT ACCOUNT REVIEW

It was reported that the delinquent accounts had went up \$4,000 (four thousand) dollars. Councilperson Isaac reported that it should keep going down not up and this needs to be taken care of.

INFORMATION FROM CITY OFFICIALS

Mayor Wilmot reported that they are working towards getting a contract with City of Rupert for help with licenses and few other leads that will be looked into. Maintenance Person Day is going to take classes to get his licensing. It was reported that the council will begin getting licensing for the city as well. Councilperson Lloyd reported that he will do the very small drinking water licensing for the city.

Maintenance Person Day was requested to have the City Park sprayed and fertilized and the Office sprayed. In the past the city has used Greenlon and asked Day to get a few quotes for the next meeting.

Upon a motion made by Manderscheid and seconded by Lloyd and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, Manderscheid-aye and Alexander -aye the Council moved to approve signing the (Marsy's Law for Idaho and Albion) Idaho Crime Victims' Right Week, April 8-14, 2018 Proclamation.

PRESENTATION OF BILLS

Mayor and Council Salaries *	1700.00
Salaries – Maintenance- /Clerk- *	
Sharity Parish – Deputy Clerk *	
Bryan Day – Maintenance Worker *	

PERSI – Employer Remittance (03/16-03/30/18) *	1273.78
DL Evans Bank – EFTPS 941 Employer Remittance (Mar. 18) *	2315.92
PERSI – Employer Remittance (04/01-04/15/18) *	636.94
SelectHealth – Insurance (Mar. 2018) *	859.00
Trina Worthington – Refreshments for BPA Roundtable Meeting *	50.00
Ace Hardware – Maintenance Supplies	100.89
ATC Communications – Phone, Fax, Internet, & Lift Station	425.35
Bonneville Power Administration – Transmission/Power (Mar. 18)	16393.00
Bryan Day – April 2018 Travel Claim	
Creekside Store – Maintenance Fuel (April 2018)	
Fastenal Co. – Cold Patch	133.76
Kerry McMurray – Legal Services (April 2018)	
Magic Valley Labs – Water Test	16.00
Mary Yeaman – April 2018 Travel Claim	18.00
Norco – Maintenance Supplies	
Pit Stop Cycle Shop – Weed Eater Filters/Spark Plugs	23.76
Raft River Electric – Water Tank- /Service Work-	
Sharity Parish – April 2018 Travel Claim	21.00
STOTZ Equipment – Mower Filters, Spark Plugs, Oil, & Blades	120.22
UAMPS – General A&G Expenses -	
USABlueBook – Maintenance Supplies	348.58
VISA - #9113 S. Hardy-Mills Apr. 18 Stmt.	602.22
VISA - #4409 M. Yeaman Apr. 18 Stmt.	916.98
VISA - # 8576 B. Day Apr. 18 Stmt.	<u>141.85</u>
	TOTAL
	\$

Mayor Wilmot 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 9:09 p.m. motion was made by Lloyd, to enter into an Executive Session pursuant to Idaho Code 74-206 (1) (a), regarding personnel. The motion was seconded by Manderscheid, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye.

COUNCIL RETURNS TO A REGULAR SESSION

The executive session was concluded at 9:27p.m. Upon motion made by Alexander, seconded by Manderscheid, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye the Council moved to have Mayor Wilmot contact and interview Lance Osterhout for the Maintenance position.

COUNCIL ADJOURNS

There being no further business brought before the Council, motion to adjourn was made by Lloyd, seconded by Loveland, and unanimously carried, with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, and Alexander-aye. Adjournment was at 9:32 p.m.

Sharon H Wilmot, Mayor

Sharity Parish, Deputy Clerk