

**ALBION CITY COUNCIL MEETING
MINUTES APRIL 6, 2021.**

CALL TO ORDER – The meeting was called to order at 7:01 p.m. in the Albion Civic Center by Mayor Isaac Loveland.

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

ROLL CALL – Present: Mayor Isaac Loveland, Council President Kevin Lloyd, Councilpersons Dallan Doc Carlson, Wayne Winder, and Brad Woodrow, Deputy Clerk Deric Bell, City Attorney Kerry McMurray, and Maintenance Department Bryan Day.

OTHERS IN ATTENDANCE –Isaac Hausheer, Krista Hausheer, Juan Maestas, Troy Mortensen, Matthew Hill and Resident Deputy Levi Smith.

APPROVAL OF MINUTES – Upon motion made by Woodrow, seconded by Lloyd, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye, the Council moved to approve the Minutes of the March 2, 2021 Council Meeting as presented.

APPROVAL OF BILLS – After reviewing the Four Leaf Clover Club AVN/H.P Contribution F/Y 2020-2021 request, the Council Members had questions about the charge and asked that it be moved to next month, upon motion made by Lloyd, seconded by Carlson, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye, the Council moved to approve payment of the Bills as presented with the exception of the Four Leaf Clover AVN/H.P Contribution F/Y 2020.

LAW ENFORCEMENT REPORT - Resident Deputy Levi Smith reported to the Council for the month of March 2021 there was one (1) Burglary Attempt, one (1) Traffic/Other, one (1) Alarm, one (1) Animal Complaint, one (1) Motorist Assist, one (1) Traffic Stop, two (2) 911 Calls, one (1) Suspicious Person, one (1) Disturbance and three (3) VIN Inspections. The Council had no questions for Resident Deputy Levi Smith.

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

CITIZENS ISSUES – Troy Mortensen brought up his concerns about water. He went over the main users of water and noted that the Campus and the City have water rights for 1.2cfs. Troy researched the decree dates and found that the City has water rights ahead of 6 S Ranch. He requested that the City have its own ditch rider to get water to the places it needs to go. City Attorney, Kerry McMurray was asked how to present a ditch rider. He replied that it would need to be an agenda item. An expressed worry is that waiting until the next meeting would not be soon enough. Mr. McMurray advised that if someone was to volunteer or agree to serve as the rider, that they could be

ratified at the next City Council Meeting. The Mayor asked Juan Maestas if he would be interested in receiving water, to which Mr. Maestas said yes. Mayor Loveland said that he would talk to Nate Warren to ask him to be the ditch rider and, if accepted, would be ratified at the next City Council Meeting.

AGENDA BUSINESS ITEMS

KELLER ASSOCIATES UPDATE/LAGOON SEEPAGE TEST

Matthew Hill from Keller Associates reported that they have been working on mapping and the water study. The mapping is from the CCTV footage project that was recently completed. Matthew reported that the pipes appear to be in good shape, but have many spot repairs that need to be addressed. The Council was informed that Keller Associates is checking with the DEQ about the seepage tests. DEQ says that they lagoon seepage tests will need to be completed in 2021 – 2022. The Council asked how the seepage test is performed and Matthew explained the process. It was asked if there was any cost benefit to doing both sides at one time. Matthew replied that it would be cheaper, overall, to do both lagoons at the same time with a projected price of \$8,000. Keller will go forward and prepare a contract. Councilperson Wayne Winder asked to be included in the proceedings due to his prevue; Bryan Day will keep Wayne informed. A motion by Lloyd and seconded by Carlson and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye, to have Keller Associates continue with the seepage tests on the lagoons.

GENERATOR PURCHASE

Mayor Loveland discussed purchasing a generator vs. purchasing a new truck. Three options were presented: install a permanent generator at the well, get a portable generator or sell the generator on the sewer lift station and use one portable generator for both water and sewer. Worries about the security of a generator were expressed. It was reported by Mayor Loveland that the price for a generator is around \$40,000. Further research will be done and if the Council decides that they want to move forward, then research and costs will be presented.

WATER TANK CLEANING

This would be done to clean the tank and check for various problems. This must be done every three (3) years. The council asked that this be tabled until next month.

PURCHASING POLICY

Mayor Loveland went over the current purchase policy of \$500 being allowed to be approved by the Mayor. The Mayor expressed that now, more than ever, some of our purchase needs lie outside of this amount. He stated that currently the purchase of a water meter pit falls outside of the \$500 limit. Councilperson Woodrow suggested that purchases could have exemptions, with certain distinctions needing to be made. City

Attorney Kerry McMurray suggested that construction/consumables costs be allowed to be approved by the Mayor. Councilperson Kevin Lloyd suggested a tiered purchase policy where the Mayor could approve up to \$1,000 and after that the Mayor would have another Council member's approval to allow the purchase. Attorney McMurray warned that this idea leaves the City open to a "Serial Meeting". He suggested that Bryan be allowed to spend up to a certain dollar amount on repairs, new construction and tools while leaving the \$500 limit intact for all other purchases. Mayor Loveland shared that he was concerned about transparency. Councilperson Woodrow suggested that the overall limit be raised to \$2,500. A motion was made by Lloyd and seconded by Winder and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye to change the mayoral approval limit to \$2,500.

WATER ORDINANCE STANDARD REVIEW

The Council reviewed the updated Water Ordinance. One concern was on the penalty section. Clarification was needed on what constitutes a misdemeanor charge. Attorney Kerry McMurray stated that he would research and clarify this section. Section 6-10 would give the Mayor power to limit water. McMurray said that he had some corrections for this section. Councilperson Brad Woodrow had questions on the price for upsizing pipes for water (i.e., 6" would be responsible by the owner, while a size would be the city's responsibility). There was discussion about the responsibility of extending water lines; when would the City pay to bring a bigger line to a customer versus the customer being responsible for the line extension. McMurray said that he would work to clarify this section as well. The Mayor asked for clarification on the edge of property installation while passing other properties. He proposed that the cost of any extension of the water would be the responsibility of the owner/developer. McMurray said that he would take the feedback from the Mayor and Council and incorporate it into an updated Ordinance. He said that he would use strike-through to show the updates. He will get these updates to the Council.

INFORMATION FROM CITY OFFICIALS

Mayor Isaac Loveland asked the Council about having an Employee dinner or about the possibility of having a community BBQ. The general consensus was that the City should wait on doing a community BBQ, but could consider an Employee dinner. The Mayor said that maybe a survey would be sent out to see about the opinion of the City members Mayor Loveland thanked those in attendance at the meeting, and announced the Council will now go into an Executive Session.

PRESENTATION OF BILLS

Mayor and Council Salaries *	1700.00
Salaries – Clerk *	2880.00
Deric Bell – Deputy Clerk *	887.26
Bryan Day – Maintenance Department *	4162.50
Ravyn Buck – Maintenance Department *	2210.00

PERSI – Employer Remittance (03/16-03/31/21) *	1221.62
DL Evans Bank – EFTPS 941 Employer Remittance (Mar, 21) *	2550.52
PERSI – Employer Remittance (04/01-04/15/21) *	985.13
Raft River Electric – Water Tank-45.13/Service Work-157.79 *	202.92
SelectHealth – Insurance (May 21) *	954.00
Carquest of Burley – Maintenance Supplies *	44.26
Southern Idaho Solid Waste – Garbage Fee *	12.00
Idaho State Tax Commission – W/H Tax 1 st Qtr. *	561.00
Ace Hardware – Maintenance Supplies	179.31
ATC Communications – Phone, Internet, Lift Station, & Wells	478.41
Bonneville Power Administration – Transmission/Power (Mar.21)	14305.00
BuyWyz – Toner Cartridges	562.98
Costco – Annual Membership Renewal	60.00
Creekside Store – Maintenance Fuel (April 21)	240.67
Ferguson Waterworks – Maintenance Supplies	440.16
Four Leaf Clover Club – AVN/Holiday Projects Contribution	1400.00
Keller Associates – Monthly Fee/WFPS	715.00
Kerry McMurray – Legal Services (April 21)	1368.50
Lamont Young – Back-Up Operator Fee (April 21)	300.00
Magic Valley Labs – Water Test	20.00
Raft River Electric – New Service #192	1733.21
Raft River Electric – Move Service #150	561.75
Sweets Septic and Backhoe Service – Jetted Line (Gamble Dr.)	662.50
UAMPS – General A&G Expenses	49.25
VISA - #1475 M. Yeaman April 21 Stmt. (QB Payroll/Speakers)	<u>740.43</u>
TOTAL	\$42,188.38

COUNCIL ENTERS INTO AN EXECUTIVE SESSION

At 9:01 p.m., motion was made by Woodrow to enter into an Executive Session pursuant to Idaho Code 74-206 (1)(f) regarding controversies not yet being litigated but imminently likely to be litigated. The motion was seconded by Lloyd, and unanimously carried, with the following roll call vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye.

COUNCIL RETURNS TO A REGULAR SESSION

The Executive Session was concluded at 9:12 p.m. Upon motion made by Winder, seconded by Carlson, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye, the Council moved to take the matter under advisement.

COUNCIL ADJOURNS

There being no further business brought before the Council, motion to adjourn was made by Winder, seconded by Carlson, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye. Adjournment was at 9:13 p.m.

Isaac Loveland, Mayor

Deric Bell, Deputy Clerk