

**ALBION CITY COUNCIL MEETING  
MINUTES JUNE 1, 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 Council President Kevin Lloyd.

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

OTHERS IN ATTENDANCE – Tony and Giselle Prescott, Deputy Clerk Deric Bell, John Davis, Adelmo Maestas, Jeralee Jones, David and Rhonda Chatterly, Heather Mortensen, and Nathan Davis.

APPROVAL OF MINUTES – 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 the Minutes of the May 4, 2021 Council Meeting as presented.

APPROVAL OF BILLS – Upon motion made by Carlson, seconded by Woodrow, 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.

LAW ENFORCEMENT REPORT – No Report was given.

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

**AGENDA BUSINESS ITEMS**

**ADOPT ORDINANCE NO. 2021-06-01 WATER SYSTEM REGULATIONS, AND EXECUTE SUMMARY FOR PUBLICATION**

City Attorney Kerry McMurray presented Ordinance No. 2021-06-01 AN ORDINANCE OF THE CITY OF ALBION, CASSIA COUNTY, IDAHO, AMENDING CITY CODE TITLE 7, CHAPTER 6 REGARDING WATER SYSTEM REGULATIONS, BY REPEALING ALL OF EXISTING CHAPTER 6 AND REPLACING IT WITH A NEW CHAPTER 6 PROVIDING FOR: PURPOSE; DEFINITION OF TERMS; EXCLUSIVE OWNERSHIP, MANAGEMENT, AND CONTROL; PERMITS AND SERVICE CONNECTION FEES; CONNECTION TO THE WATER SYSTEM; REFUSAL OF USE OF SYSTEM; CITY NOT LIABLE FOR DAMAGES; RIGHT TO TURN OFF WATER; WASTE PROHIBITED; MAYOR MAY LIMIT USE OF WATER; INSPECTION OF PREMISES; EXTENSION OF

WATER MAINS WITHIN THE CITY; EXTENSION OF WATER MAINS OUTSIDE OF CITY; WATER SYSTEM CONNECTION; INSTALLATION CHARGES; LENGTH OF SERVICE LINE; OWNERSHIP, MAINTENANCE AND CONTROL OF SERVICE LINE; ARRANGEMENT OF SERVICE LINE PIPES; BRANCH SERVICE; PERMIT REQUIRED; CUSTOMER LINE MAINTENANCE; PERMIT TO DO PLUMBING; TAMPERING AND IMPROPER USES ARE UNLAWFUL; OWNERSHIP OF METERS; MAINTENANCE OF METERS; METER LOCATION AND ACCESS; SERVICE CALL CHARGE; WATER RATES, FEES; BILLING PERIODS, DUE DATES, STATEMENTS; DELINQUENT ACCOUNTS, OUTSIDE THE CITY WATER RATES; SERVICE OUTSIDE OF THE CITY; FIRE SERVICE CONNECTIONS; FIRE HYDRANTS; UNLAWFUL CONTAMINATION OR CROSS CONNECTIONS; WATER SYSTEM MATERIALS AND INSTALLATIONS; WATER SYSTEM DESIGN; AS BUILT DRAWINGS AND ENGINEER'S CERTIFICATION; SUBDIVISION DEVELOPER'S/PROPERTY OWNER'S RESPONSIBILITY FOR WATER LINES; APPEALS; PENALTIES; SEVERABILITY; REPEAL OF CONFLICTING PROVISIONS; AND EFFECTIVE DATE for Council approval. City Attorney McMurray read the header of Ordinance No. 2021-06-01.

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 waive the three (3) readings of Ordinance No. 2021-06-01.

Upon motion made by Lloyd, seconded by Winder, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye, the Council moved to approve and adopt Ordinance No. 2021-06-01 AN ORDINANCE OF THE CITY OF ALBION, CASSIA COUNTY, IDAHO, AMENDING ALBION CITY CODE TITLE 7, CHAPTER 6 REGARDING WATER SYSTEM REGULATIONS, BY REPEALING ALL OF EXISTING CHAPTER 6 AND REPLACING IT WITH A NEW CHAPTER 6 PROVIDING FOR: PURPOSE; DEFINITION OF TERMS; EXCLUSIVE OWNERSHIP, MANAGEMENT, AND CONTROL; PERMITS AND SERVICE CONNECTION FEES; CONNECTION TO THE WATER SYSTEM; REFUSAL OF USE OF SYSTEM; CITY NOT LIABLE FOR DAMAGES, RIGHT TO TURN OFF WATER; WASTE PROHIBITED; MAYOR MAY LIMIT USE OF WATER; INSPECTION OF PREMISES; EXTENSION OF WATER MAINS WITHIN THE CITY; EXTENSION OF WATER MAINS OUTSIDE OF CITY; WATER SYSTEM CONNECTION; INSTALLATION CHARGES; LENGTH OF SERVICE LINES; OWNERSHIP, MAINTENANCE AND CONTROL OF SERVICE LINE; ARRANGEMENT OF SERVICE LINE PIPES; BRANCH SERVICE; PERMIT REQUIRED; CUSTOMER LINE MAINTENANCE; PERMIT TO DO PLUMBING; TAMPERING AND IMPROPER USES ARE UNLAWFUL; OWNERSHIP OF METERS; MAINTENANCE OF METERS; METER LOCATION AND ACCESS; SERVICE CALL CHARGE; WATER RATES, FEES; BILLING PERIODS, DUE DATES, STATEMENTS; DELINQUENT ACCOUNTS; OUTSIDE THE CITY WATER RATES; SERVICE OUTSIDE OF THE CITY; FIRE SERVICE CONNECTION; FIRE HYDRANTS; UNLAWFUL CONTAMINATION OR CROSS CONNECTIONS; WATER SYSTEM MATERIALS AND INSTALLATIONS; WATER SYSTEM DESIGN; AS BUILT DRAWINGS AND ENGINEER'S CERTIFICATION; SUBDIVISION DEVELOPER'S/PROPERTY OWNER'S RESPONSIBILITY FOR WATER LINES;

APPEALS; PENALTIES; SEVERABILITY; REPEAL OF CONFLICTING PROVISIONS; AND EFFECTIVE DATE as presented.

Upon motion made by Carlson, seconded by Woodrow, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye, the Council moved to approve the Mayor and Clerk signing the Summary of Ordinance No. 2021-06-01 for publication.

#### 4<sup>TH</sup> OF JULY CELEBRATION – JERALEE JONES

Jeralee Jones reported to the Council the Committee is requesting a contribution from the City, for the 4<sup>th</sup> of July Celebration, in the amount of one thousand five hundred dollars (\$1,500). Jones reported the Celebration will be held on Saturday, July 3<sup>rd</sup>, and will include a Parade, a Patriotic Program, a Kids Games Corner, the Horseshoe Tournament, a Greased Pole, Food Vendors, and concluding with Fireworks. A Color Fun Run will be held on June 24<sup>th</sup>.

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 a contribution of one thousand five hundred dollars (\$1,500) for the 4<sup>th</sup> of July Celebration.

Mayor Isaac Loveland reported Mark Catmull has spearheaded raising funds for the Fireworks, with donations from individuals, and businesses, amounting in over five thousand dollars (\$5,000). The Fireworks will be launched from the City's property near the Lagoons, by volunteer Firemen from Declo, Burley, and possibly Malta.

#### CREATE CITY FACEBOOK PAGE – HEATHER MORTENSEN

Heather Mortensen reported to the Council she feels it would be beneficial for the City to create, and have a Facebook Page. The Page could include information about events happening within the City, such as the 4<sup>th</sup> of July Celebration, and other pertinent information involving the City. Mortensen reported she has looked at the City of Driggs Facebook Page, which was very informative about City events, and basic City information. Mortensen reported this is a good way to get information out there, especially for new people in the area.

After a brief discussion by the Council, they agreed this is a good idea. The Council suggested having two (2) people manage the Facebook Page, and asked Heather Mortensen to provide names of people that would be interested in managing the Page. The Council will discuss this further at the next Council Meeting.

#### NET METERING POLICY REVIEW

Mayor Isaac Loveland reported to the Council after last month's discussion with Raft River Electric, he feels it is important to get the City's Net Metering Policy in sync with Raft River Electric's Net Metering Policy. The Mayor reported power quality and proper standards are some of the main issues to consider in revising the City's Net Metering Policy, and working closely with Raft River Electric is in the best interest of the City and

our residents. Net Metering is a complicated process, and we, as the Mayor and Council, need to make sure all the bases are covered for everyone's protection. City Attorney Kerry McMurray suggested including Raft River Electric in the Engineering of Systems, and the Inspection Process. McMurray also suggested getting together with Raft River Electric, for a work meeting, once they have completed the updates on their Net Metering Policy, to discuss what can be incorporated into the City's Net Metering Policy update.

Council President Kevin Lloyd reported larger Cities are making this work, we need to do some research and find out what they are doing.

#### FLOW METER PURCHASE

Bryan Day, from the Maintenance Department, reported to the Council the Flow Meters at the Lagoons need to be replaced. Day reported the Department of Environmental Quality (DEQ) requires the Flow Meters be recalibrated each year, and the current Flow Meters were manufactured in 1975. Day reported he called the manufacturer, and was informed parts may not be available for the current Flow Meters. If parts can be obtained to rebuild the Flow Meters, the cost would be five hundred seventy-five dollars (\$575) each, and there are two (2) Flow Meters. The cost for new Flow Meters is one thousand one hundred fifty dollars (\$1,150) each.

Upon motion made by Carlson, 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 purchase of two (2) new Flow Meters, in the amount of one thousand one hundred fifty dollars (\$1,150).

#### TEMP SUMMER HIRE

Mayor Isaac Loveland reported to the Council one hundred sixty hours (160 hrs.) was approved for Temp Summer Hire at the May Council Meeting, but was not used. Mayor Loveland asked the Council to allow the one hundred sixty hours (160 hrs.) to be carried over, to be used during the month of June.

The Council agreed to carry over the one hundred sixty hours (160 hrs.) from May to be used in the month of June.

#### LATE FEES INCREASE

Mayor Isaac Loveland reported to the Council City Clerk Yeaman informed him the current Late Fee, of ten dollars (\$10), is not making a difference.

City Clerk Mary Yeaman reported those paying their Billing Statements late, are still paying late. Their payment now includes the Late Fee each month.

City Attorney Kerry McMurray reported to the Council, if the Late Fee is increased more than five percent (5%), a Public Hearing is required.

The Council discussed increasing the Late Fee, and adding a tiered interest system that will increase the overall monthly Late Charges.

The issue was tabled until the July Council Meeting.

## BUDGET WORKSHOP

City Clerk Mary Yeaman reported to the Council she plugged in some Budget numbers for consideration, they are not set in stone, they are just a place to start. The Clerk asked the Council if they would like a separate line item for Engineering Fees, which are now included on the Administrative/Dues/Contingency line item, to which the Council agreed they would like Engineering Fees to be a separate line item.

Mayor Isaac Loveland pointed out, there is a little over sixty thousand dollars (\$60,000) difference between the Expenditures and the Revenue.

The Mayor and Council discussed suggested increases to the Revenue line items, Water Revenue by five thousand dollars (\$5,000) and Electric Revenue by twenty-five thousand dollars (\$25,000), and also discussed adding a Franchise Fee line item to the Revenue, in the amount of twenty thousand dollars (\$20,000).

City Clerk Mary Yeaman reported to the Council she will add line items Engineering Fees and Franchise to the Expenditures portion of the proposed Budget. The Clerk reported she will enter fourteen thousand dollars (\$14,000) for Engineering Fees, and twenty thousand dollars (\$20,000) for Franchise. The total for Administrative/Dues/Contingency will now be thirty thousand dollars (\$30,000). The Clerk reported she will put in the new suggested totals for the Expenditures and Revenue, to see how close the proposed Budget is to balancing. The Budget Workshop will be on the July Council Meeting Agenda.

### **INFORMATION FROM CITY OFFICIALS**

Council President Kevin Lloyd reported he is willing to help work on Grants for the Park.

Councilperson Dallan Doc Carlson asked the Clerk if she could order him a new Council Shirt, to which the Clerk replied, she will get one ordered.

### PRESENTATION OF BILLS

Mayor and Council Salaries *	1700.00
Salaries – Clerk *	2880.00
Deric Bell – Deputy Clerk *	882.02
Bryan Day – Maintenance Department *	4162.50
Ravyn Buck – Maintenance Department *	2281.50
PERSI – Employer Remittance (05/16-05/31/21) *	1257.69
DL Evans Bank – EFTPS 941 Employer Remittance (May 21) *	2474.66
PERSI – Employer Remittance (06/01-06/15/21) *	974.91
Raft River Electric – Water Tank *	45.13
SelectHealth – Insurance (July 21) *	954.00
Albion Community Relations Council – 4 <sup>th</sup> of July 2021 Donation *	1500.00
Postmaster – Box Rent F/Y 2021-2022 *	76.00
Postmaster – Stamps *	110.00
Southern Idaho Solid Waste – Garbage Fee *	14.00
AA Trash Removal – June 2021	60.00

Ace Hardware – Maintenance Supplies	78.69
ATC Communications – Phone, Internet, Lift Station, & Wells	506.58
Bonneville Power Administration – Transmission/Power (May 21)	10524.00
C-A-L Ranch Stores – Gloves	28.98
Cassia County Sheriff – Annual Law Enforcement	2500.00
Creekside Store – Maintenance Fuel (June 21)	395.88
Dad’s Battery Store – Maintenance Supplies	32.95
Display Sales – Flagpoles/Flag Accessories	201.00
Energy Management Corp. – Lift Station Generator Service	1025.00
Ferguson Waterworks – Maintenance Supplies	169.56
Franklin Building Supply – Rake/Hose/Washer	121.55
Gem State Dairy Supply - Chlorine	
Helena Agri-Ent., LLC – Fertilizer	112.00
Isaac Loveland – Reimbursement for Squarespace (Website)	144.00
Keller Associates – Monthly Fee/WFPS	4665.00
Kerry McMurray – Legal Services (June 21)	739.50
Lamont Young – Back-Up Operator Fee (June 21)	300.00
Magic Valley Labs – Water Test	20.00
NAPA Auto Parts – Refrigerant	83.97
Postmaster – Stamps for Office Use	330.00
Standard Plumbing Supply – Pex Pipe/Crimp ring/Repair Kit	68.11
Stokes Fresh Food Market – File Guide/Trimmer Line	30.07
STOTZ Equipment – Filter/Oil	33.52
Stukenholtz Laboratory, Inc. – Alfalfa 1 <sup>st</sup> Cutting Testing	56.00
The Book Store & Office Supply, Inc. – Office Supplies	106.34
The Times News – Ordinance No. 2021-06-01 Publication	74.18
UAMPS – General A&G Expenses	50.63
VISA - #3522 B. Day June 2021 Stmt.	<u>465.56</u>
TOTAL	\$42,235.48

**COUNCIL ADJOURNS**

There being no further business brought before the Council, motion to adjourn was made by Lloyd, seconded by Winder, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, Winder-aye, and Woodrow-aye. Adjournment was at 9:30 p.m.

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Isaac Loveland, Mayor

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Mary Yeaman, City Clerk-Treasurer