

**ALBION CITY COUNCIL MEETING
MINUTES JULY 11, 2017.**

OPENING CEREMONIES – Pledge of Allegiance led by Mayor Hardy-Mills.

While waiting for a Quorum, the Mayor asked for the Law Enforcement Report to be given.

LAW ENFORCEMENT REPORT – Deputy Jason Lynch reported to the Council for the month of June he had ten (10) Traffic Stops, resulting in eight (8) Verbal Warnings and two Citations, doing three (3) VIN Inspections, checking on a Dog Bite Report, checking out a Suspicious Incident, doing Business Checks, responding to an Alarm, doing a Person Check, checking out a Report of Shots Fired, doing Extra Patrol, and Investigating a Theft Under One Thousand Dollars (\$1,000). Deputy Lynch asked the Council if they had any questions or concerns, none were mentioned. Mayor Sharon Hardy-Mills thanked Deputy Lynch for his report and for his time spent in Albion.

CALL TO ORDER – The meeting was called to order at 8:05 p.m. in the Albion Civic Center by Mayor Sharon Hardy-Mills.

ROLL CALL – Present: Mayor Sharon Hardy-Mills, Councilpersons Zack Alexander, Mike Gailey, and Isaac Loveland, City Clerk-Treasurer Mary Yeaman, City Attorney Kerry McMurray, and Maintenance Department Shawn Burton. Council President Chad Manderscheid arrived after the Meeting was in progress.

OTHERS IN ATTENDANCE – Resident Deputy Jason Lynch, Isaiah Lynch, Kylee and Wylee Douglas, Abby Dayley, Susie and Wayne Winder, Myron Wilson, Lorna Rogers, Mary Lynne Bristol, Deputy Clerk Sharity Parish, Steve Noriyuki, Adelmo Maestas, Jody and John Burrows, Brandi and Dave Perry, Chris Clayville, Aaron Larson, and Albion Scouts Mason Pitchford, Jed Lewis, Everett Clark, and Sam Phillips.

APPROVAL OF MINUTES – Upon motion made by Loveland, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye, the Council moved to approve the Minutes of the June 6, 2017 Council Meeting, the Minutes of the June 20, 2017 West St. Culvert Project Bid Opening Meeting, and the Minutes of the June 20, 2017 Special Meeting to Award the Bid for the West St. Culvert Project as presented.

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

CITIZEN'S ISSUES

LETTER FROM 4 LEAF CLOVER CLUB

Mayor Sharon Hardy-Mills reported to the Council the City received a Letter from 4 Leaf Clover Club. The Mayor read the Letter to the Council, which reported the 4 Leaf Clover Club ladies will no longer be taking care of the Park Fountain or the Park Memorial, and the Club will no longer be responsible for any expenses for the Fountain or Memorial. The Letter also stated the Club hopes the City will keep the Park Fountain and Park Memorial in the same condition as it has been kept, in the past, by the Club. Mayor Sharon Hardy-Mills reported to the Council it is nice the City is finally being told what the 4 Leaf Clover Club's plans are for the Park Fountain and Park Memorial.

4TH OF JULY COMMITTEE – KYLEE DOUGLAS

Kylee Douglas reported to the Council she is stepping down as Chairman of the 4th of July Committee. Douglas reported the other members of the Committee no longer want to help with the 4th of July Celebration. Douglas provided a List of items that need to be done when putting together the Celebration. Douglas reported the City is now responsible for the 4th of July Celebration. Mayor Sharon Hardy-Mills thanked Douglas and her Committee for all the work they put into making the 4th of July Celebration a success again this year.

AGENDA BUSINESS ITEMS

PUBLIC HEARING – VACATE PROPERTY REQUEST

Mayor Sharon Hardy-Mills reported to the Council no new information has been received from the requesting party, and asked the Council what they want to do. After a brief discussion, the Council decided to adjourn the Public Hearing on the Vacate Property Request.

PUBLIC HEARING – INTERRUPTION OF SERVICES FEE

Mayor Sharon Hardy-Mills called the Public Hearing on Interruption of Services to order at 8:15 p.m.

City Attorney Kerry McMurray reported to the Council the Notice of Hearing was mailed out with the June Utility Billings. Mailing the Notices on June 29, 2017 met the requirements of Idaho Code Title 63-1311A.

Mayor Sharon Hardy-Mills reported the newly proposed Fee to disconnect and reconnect City Utilities in instances of Interruption of Services is one hundred fifty dollars (\$150.00). The Mayor reported comments in favor of the proposed Fee will be heard first, comments against the proposed Fee will be heard next, and neutral comments will be heard last. The Mayor opened the floor for comments.

Aaron Larson, 1261 S. Hwy 77, asked if the Interruption of Services Fee is the same as the Reconnect Fee from Raft River Electric, to which Councilperson Isaac Loveland reported it is not the same.

Myron Wilson, 149 W. Central St., stated the City should be ahead of costs, not behind. If power is turned off, the costs need to be covered.

No other comments were received.

Mayor Sharon Hardy-Mills asked the Council if they had any comments, no comments were made.

Upon motion made by Gailey, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye, the Council moved to approve setting the Interruption of Services Fee at one hundred fifty dollars (\$150.00), with an immediate effective date.

Mayor Sharon Hardy-Mills welcomed the Albion Scouts to tonight's Council Meeting, and asked if they have any questions.

Jed Lewis asked if the City allows any leniency for the Interruption of Services, to which the Council reported, after a late Notice, a disconnect Notice, and a 24 hour disconnect Notice, the power and water are turned off. This process takes about forty five (45) days, so Yes, there is some leniency.

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

1ST READING OF ORDINANCE NO. 2017-09-01 – COMPRESSION BRAKES SIGNAGE

Mayor Sharon Hardy-Mills read Ordinance No. 2017-09-01 AN ORDINANCE OF THE CITY OF ALBION, IDAHO PROHIBITING THE USE OF COMPRESSION BRAKING SYSTEM ON MOTOR VEHICLES WITHIN THE CITY LIMITS OF THE CITY OF ALBION; PROVIDING DEFINITIONS FOR THIS SECTION FOR MOTOR VEHICLES, COMPRESSION BRAKES OR COMPRESSION BRAKING SYSTEMS AND EMERGENCY SITUATIONS; PROVIDING FOR BRAKING SYSTEM REGULATIONS FOR BRAKE NOISE, AND PROVIDING FOR EXCLUSIONS FOR EMERGENCY VEHICLES; PROVIDING THAT VIOLATIONS OF THIS SECTION SHALL BE AN INFRACTION; PROVIDING FOR A SEVERABILITY CLAUSE, PROVIDING FOR AN EFFECTIVE DATE in its entirety.

The 2nd Reading of Ordinance No. 2017-09-01 will take place at the August Council Meeting.

ALBION QRU QUESTIONS

Mayor Sharon Hardy-Mills turned the time over to the Albion QRU to ask their questions.

Wayne Winder reported to the Council the Albion QRU lost their spot to store the QRU Vehicle and Equipment. Winder reported the Vehicle and Equipment are currently being kept at Abby Dayley's house, which is not always convenient when they receive a call. Winder asked the Council if the City would be willing to donate some property, to the QRU, in order for them to build a building to store the Vehicle and Equipment. Winder reported they are hoping to build somewhere in town, which is more centrally located. Winder reported the Building needs to be temperature controlled, and secure to store the Vehicle and Equipment.

Councilperson Isaac Loveland suggested using the City lot by Well #2, as this is centrally located within town.

Shawn Burton from the Maintenance Department, reported to the Council the City would need to check with the Department of Environmental Quality (DEQ) to make sure a Building with sewer hookups would be allowed that close to Well #2.

Councilperson Mike Gailey suggested researching land the City owns to see where the best location would be for the QRU Building.

It was also suggested the current City Office could be used by the QRU, once the City moves the Office to the Civic Center Building.

Mayor Sharon Hardy-Mills reported the Council is willing to work with the QRU in getting property to build a Building for the QRU Vehicle and Equipment, and asked that the City be informed when the QRU find out the requirements for obtaining a Grant to help with construction of the Building.

FLAGS FOR PARK PURCHASE

Shawn Burton, from the Maintenance Department, reported to the Council the City buys two (2) Flags, and the American Legion buys one (1) Flag each year for the City Park. Burton reported it is time to purchase new Flags, and asked for Council approval to do so.

Upon motion made by Loveland, seconded by Manderscheid, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye, the Council moved to approve purchasing Flags for the City Park.

WEST ST. CULVERT UPDATE

Shawn Burton, from the Maintenance Department, reported to the Council he spoke with the Contractor who had some questions, but he (Burton) is not sure when the Culvert Project will be started.

QUALITY ASSURANCE PLAN / O&M MANUAL UPDATE

Shawn Burton, from the Maintenance Department, reported to the Council he needs to talk with Ivan McCracken, from J-U-B Engineers, and with the Department of Environmental Quality (DEQ), to find out what still needs to be done to complete the Quality Assurance Plan and the O&M Manual.

MAINTENANCE SHOP UPDATE

Steve Noriyuki reported to the Council Art Thornton will be able to start putting the Shop Building up the end of July. Noriyuki suggested the Council give an extension on the Notice to Proceed, because the Re-Bid Process would take too long. Noriyuki reported putting up the Shop Building should take about three (3) weeks.

Councilperson Isaac Loveland agreed with Noriyuki on giving the Contractor more time Steve Noriyuki suggested putting a new start date in the Notice to Proceed, which would be July 31, 2017.

Upon motion made by Loveland, seconded by Manderscheid, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye, the Council moved to extend the Notice to Proceed to July 31, 2017 for the Shop Building, and also approved the Mayor signing the amended Notice to Proceed.

BASKETBALL COURT UPDATE

Mayor Sharon Hardy-Mills reported to the Council the Basketball Court was finished before the 4th of July, and is constantly being used. The Mayor thanked everyone involved in getting the Basketball Court completed.

REDUCED UTILITY RATE REQUEST

Mayor Sharon Hardy-Mills reported to the Council the City has received a request for reduced Utility Rates on an Unoccupied Lot. The property has had no usage for years, and the Utilities, that were previously charged, are paid current. Upon motion made by Mandescheid, seconded by Loveland, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye, the Council moved to approve the reduced Utility Rate request.

COUNCIL GOALS REVIEW

Mayor Sharon Hardy-Mills reviewed the List of Goals with the Council. The Mayor also informed the Council the City received a Letter informing the City, we do not qualify for FEMA funding because the damage happened during the disaster. The Mayor and Council were confused by the Letter, wondering when the damage should have happened to receive funding from FEMA. City Attorney Kerry McMurray suggested asking for clarification on the information contained in the Letter. Mayor Sharon Hardy-Mills reported the other Goals are still being worked on.

Shawn Burton, from the Maintenance Department, reported to the Council the Tree Trimmers are wanting to get started, and Burton suggested giving them five (5) days to trim the trees, in order to keep the cost down, to which the Council agreed.

DELINQUENT ACCOUNT REVIEW

Deputy Clerk Sharity Parish reported to the Council five (5) Delinquent Accounts were sent to Small Claims, resulting in one (1) Account making two (2) payments a month, and one (1) Account being paid in full. Parish reported there are still a few Accounts that need to be written off, and the City received a Judgement, in favor of the City, on two (2) Accounts. The next step in pursuing these two (2) Accounts is to find out where the individuals work, which may be difficult to do. Councilperson Mike Gailey reported to the Council he is pleased with the progress the City is making on the Delinquent Accounts List.

INFORMATION FROM CITY OFFICIALS

City Attorney Kerry McMurray reported to the Council the City received a Public Records request from a company in Boca Raton, Florida. The request is asking for City Employee Compensation information. McMurray reported because the City is a Municipality, all the requested information does not need to be provided. McMurray reported he underlined the required information the City needs to provide.

City Clerk Mary Yeaman reported to the Council the Proposed 2017-2018 Budget will be published in the Times News on the 13th and 20th of July. The Budget Hearing is scheduled for the August 1, 2017 Council Meeting.

City Clerk Mary Yeaman reported to the Council she received a call from Marla Tremayne-Connerley, who wanted to let the City know she is having someone tear down the old building on her property.

Councilperson Isaac Loveland reported to the Council he needs to check on getting the Albion Valley Recreation District on the November Ballot.

City Attorney Kerry McMurray told Councilperson Loveland to check with Susan Keck, the Cassia County Election Official.

Councilperson Mike Gailey reported to the Council he would like the 4th of July Celebration on the Agenda each month.

Council President Chad Manderscheid asked if a date has been set to tear down the trailer on Vaughn and Whitman St.

Mayor Sharon Hardy-Mills reported the City has not been told when this will take place.

Mayor Sharon Hardy-Mills reported to the Council she has been asked about having beer in the Park.

It was reported beer is allowed in the Park, but not in glass containers.

Mayor Sharon Hardy-Mills reported to the Council the P. A. System in the Park is the pits, something needs to be done before next year's 4th of July Celebration.

It was suggested the Mayor contact Brent Walline about a P.A. System for the Park.

Mayor Sharon Hardy-Mills reported to the Council there are some repairs on the old Shop that needs to be done, in order to leave it in good condition. Some shingles and soffit needs to be replaced.

Mayor Sharon Hardy-Mills reported to the Council she received some information on Electronic Speed Signs, which would be nice to have in the City, but they are expensive.

PRESENTATION OF BILLS

Mayor and Council Salaries *	190.00
Salaries – Maintenance-3519.11/Clerk-2831.45 *	6350.56
Sharity Parish – Deputy Clerk *	758.51
Jeremiah Wood – Maintenance Helper *	787.50
Kyle Downey – Maintenance Helper *	1215.00
PERSI – Employer Remittance (06/16-06/30/17) *	749.64
DL Evans Bank – EFTPS 941 Employer Remittance (June 2017) *	1862.26
PERSI – Employer remittance (07/01-07/15/17) *	738.35
SelectHealth – Insurance (August 2017) *	1405.00
Postmaster – Stamps for Office Use *	98.00
State Tax Commission – W/H Tax 2 nd Qtr. *	651.00
Ace Hardware – Maintenance Supplies	25.94
Ag-West Distributing Co. – Maintenance Supplies	120.00
ATC Communications – Phone, Fax, Internet, & Lift Station	424.49
Bonneville Power Administration – Transmission/Power (June 17)	8783.00
Costco - Office & Maintenance Supplies	350.00
Creekside Store – Maintenance Fuel (July 2017)	318.44
Franklin Building Supply – Maintenance Supplies	90.96
Greenlon, Inc. – Bug Spraying	55.00
Kerry McMurray – Legal Services (July 2017)	935.00
Magic Valley Labs – Water Test	16.00
Postmaster – Stamps for Office Use	294.00
Stukenholtz Laboratory – Crop Sample Tests	56.00
Sweets Portable Waste Service – Portable Toilet	129.48
The Times News – Budget Hearing Publications (2X)	459.47
UAMPS – General A&G Expenses	50.17 ?
VISA - # 9113 S. Hardy-Mills July 2017 Statement	<u>191.30</u>
TOTAL	\$27,105.07

Mayor Sharon Hardy-Mills thanked everyone for coming to tonight’s Council Meeting and reported the Council will now go into an Executive Session.

COUNCIL ENTERS INTO AN EXECUTIVE SESSION

At 9:40 p.m. motion was made by Loveland, to enter into an Executive Session pursuant to Idaho Code 74-206(1)(b) regarding personnel issues. The motion was seconded by Manderscheid, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye. After the roll call vote, the Council excused Clerk Mary Yeaman from the Executive session.

COUNCIL RETURNS TO A REGULAR SESSION

The Executive Session was concluded at 10:15 p.m. The general tenor of the Executive Session was to follow up on assignments from the previous month’s Executive Session.

COUNCIL ADJOURNS

There being no further business brought before the Council, motion to adjourn was made by Loveland, seconded by Gailey, and unanimously carried, with the following roll call vote: Alexander-aye, Gailey-aye, Loveland-aye, and Manderscheid-aye. Adjournment was at 10:18 p.m.

Sharon Hardy-Mills, Mayor

Mary Yeaman, City Clerk-Treasurer