

**ALBION CITY COUNCIL MEETING
MINUTES JULY 7, 2020.**

CALL TO ORDER – The meeting was called to order at 7:07 p.m. in the Albion Civic Center by Mayor Isaac Loveland.

OPENING CEREMONIES – Pledge of Allegiance led by Councilperson Dallan Doc Carlson.

ROLL CALL – Present: Mayor Isaac Loveland, Council President Zack Alexander, Councilpersons Dallan Doc Carlson, Kevin Lloyd, and Brad Woodrow-By Phone, City Clerk-Treasurer Mary Yeaman, and City Attorney Kerry McMurray. Maintenance department Bryan Day was excused.

OTHERS IN ATTENDANCE – Lorna Rogers, John Davis, Paul Baumgartner, and Adelmo Maestas.

APPROVAL OF MINUTES – Upon motion made by Lloyd, seconded by Alexander, and unanimously carried, with the following vote: Alexander-aye, Carlson-aye, Lloyd-aye, and Woodrow-By Phone-aye, the Council moved to approve the Minutes of the June 2, 2020 Council Meeting as presented.

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

LAW ENFORCEMENT REPORT – Resident Deputy Jason Lynch was not in attendance at the meeting, therefore no Report was given.

ANIMAL CONTROL REPORT – Bryan Day, from the Maintenance Department, was not in attendance at the meeting, therefore no Report was given.

CITIZEN'S ISSUES

Lorna Rogers told the Council the Lot to the north of her house has not been mowed or sprayed. Rogers reminded the Council she was told at the last Council Meeting that Letters had been sent out, and the grass and weeds would be taken care of by now. Mayor Isaac Loveland reported there must have been some miscommunication, as the Letters were not sent out last month, because a List of Property Owners was needed to do so.

City Clerk Mary Yeaman reported she is still waiting for a List of Property Owners, so she can send out the Weed Letter.

Paul Baumgartner reported to the Council he has been working with Dar Moon on his Subdivision Project. Baumgartner presented a drawing showing the one (1) or more

acre lots on his ten (10) acres parcel. Baumgartner reported he plans to capture the water with a berm, that will prevent flooding surrounding properties. Baumgartner reported he still wants to access his property by developing Union St., and he would like Council approval to do so.

City Attorney Kerry McMurray reported a Council decision cannot be made tonight, as this is not on the Agenda as a business item. McMurray reported to Baumgartner that the development of Union St. would be his responsibility to build, at his expense. The Road would need to be engineered to meet City specifications, also at his expense. McMurray reported to Baumgartner that he would also be responsible to work with Mr. Murphy, because a corner of the Murphy property would be involved if the Road is developed. McMurray suggested Baumgartner put together a complete Proposal to present to the Council at the August Council Meeting.

The Clerk was asked to include this issue on the August 4th Council Meeting Agenda.

BUSINESS ITEMS

PUBLIC HEARING – VARIANCE REQUEST ROCKY & NANCY HENSEN

The Public Hearing for the Variance Request from Rocky and Nancy Hensen will be rescheduled for a later date.

CATERING PERMIT APPLICATION

City Attorney Kerry McMurray reported to the Council the Catering Permit Application Form was never approved by a motion. McMurray reported even though the Catering Permit Application Form has been used, and worked for an Event, the Form needs to be officially approved by the Council.

City Clerk Mary Yeaman reported the Catering Permit Application Form has actually been used for two (2) Events, both were Weddings.

Upon motion made by Carlson, seconded by Lloyd, and unanimously carried, with the following vote: Alexander-aye, Carlson-aye, Lloyd-aye, and Woodrow-BY Phone-aye, the Council moved to approve the Catering Permit Application Form as presented.

RAFT RIVER ELECTRIC CONTRACT

Mayor Isaac Loveland reported to the Council he met with Raft River Electric to discuss the items each entity would like included in the new O&M Contract, between the City and Raft River Electric. The Mayor reported they talked about tree trimming, and agreed the City would take care of this. The Mayor also reported they agreed that Raft River Electric will be the only ones to install meters, service our system, heat up and disconnect services on our system. This will eliminate the problems we had last month, with someone else installing and heating up meters without the Office being notified this was done. A flat Disconnect Fee was also discussed. A Service Procedure List will be included in the Contract, and Raft River Electric will purchase our meters, and we will buy the meters from them when needed, with all meters being installed on poles, not on houses. All property in the City Limits will be on our system, and all property outside the

City Limits will be on Raft River Electric's system, this was not clear in the old Contract. The Mayor reported they also discussed bringing the City's system in line with Raft River Electric's system, as this would allow disconnects to be done from their Office, and remote readings to be done, with the readings being transferred to the City's Office for entry into our Billing program. The Mayor asked the Council to let him know if there are any other items they want included in the Contract, as he and City Attorney McMurray will work to complete the Contract, to be presented at the Special Meeting on July 27th for Council approval. The Mayor reported the Contract can then be given to Raft River Electric to review at their next Board Meeting on July 29th.

LIGHTING PROJECT PROPOSAL

Mayor Isaac Loveland reported the City received a Lighting Project Proposal, that would replace all the lights in the Civic Center, and the Park Pavilion with LED Lights. The Project includes a one thousand seven hundred dollars (\$1,700) incentive, leaving the City owing three thousand five-hundred dollars (\$3,500) for the Project, that can be paid off within five (5) years. The Mayor reported the Council has some time to think about this, as the Project can be done anytime within this year.

SEARCG GRANT – SEWER PROJECT

Mayor Isaac Loveland reported to the Council the City has been approved for an eight hundred thousand dollars (\$800,000) Loan for the Sewer Project. The Loan is at a one percent (1%) interest rate. The Mayor reported a Bond Election would need to be held, for citizen's approval of the Loan. The Mayor reported the City's current Sewer System has lots of infiltration, causing more work for the Lift Station. The Mayor reported to camera the Sewer Lines would cost between twenty thousand dollars (\$20,000) to thirty thousand dollars (\$30,000), but this would show where the problem areas are in the System. To camera the Sewer Lines could be included in the Loan, or the City could pay to do this. The City would then need to pay someone to view the videos, and provide a Report on the information. The Mayor reported the City is debt free, and he doesn't want to incur debt for the City, but he is not sure what other solution is available. The Council agreed they do not want to incur debt, but something needs to be done. The Mayor reported he has three (3) Quotes for camera the Sewer Lines, the first one is for twenty three thousand dollars (\$23,000), the second one is for twenty four thousand dollars (\$24,000), and the third one is for twenty five thousand dollars (\$25,000). The Mayor asked the Council to consider the idea of the City paying to camera the Sewer Lines, and a discussion on this will be held at the Special Council Meeting on Monday, July 27, 2020. The Mayor asked the Clerk to include this item on the Special Meeting agenda.

BUDGET WORKSHOP

Mayor Isaac Loveland reported to the Council he feels the proposed 2020-2021 Budget is more inline, with the Expenditures and Revenues, than it has been in previous years. The Mayor reported cuts in the proposed Budget have been made, but he feels good

about the changes. The Mayor asked the Council what amount they want to put in for Capital Improvements, saying he feels two hundred thousand dollars (\$200,000) is too much.

After a brief discussion by the Council, they agreed to put in one hundred thousand dollars (\$100,000) in Capital Improvements. The Council agreed the proposed Budget looks good.

Upon motion made by Alexander, seconded by Carlson, and unanimously carried, with the following vote: Alexander-aye, Carlson-aye, Lloyd-aye, and Woodrow-By Phone-aye, the Council moved to approve publishing the 2020-2021 Proposed Budget as presented, to include the change to Capital Improvements.

INFORMATION FROM CITY OFFICIALS

City Attorney Kerry McMurray reported he is putting together a Letter of Understanding regarding the Rose Garden.

City Clerk Mary Yeaman reported she moved one hundred thousand dollars (\$100,000) from the LGIP Fund into the Campus Fund today, to cover the Kloefer Inc. payment for the Road Project. The Clerk asked the Council if they approve the Road Project as completed, to which the Council agreed they approve the Road Project and payment to Kloefer Inc.

City Clerk Mary Yeaman reported this is open enrollment month for the City's Health Insurance, and reported she has the forms at the City Office if anyone needs one. The deadline to enroll is August 1, 2020.

Councilperson Kevin Lloyd asked if anyone has heard anything on the Rose Garden, to which Council President Zack Alexander reported he has not heard anything, but he walked through the Rose Garden and it looks amazing.

Council President Zack Alexander reported the Russian Thistle are really bad, especially in the Subdivision, and other Weeds are really bad all over town, and they need to be sprayed

City Attorney Kerry McMurray suggested the City contact Mike Ottley, the County Weed Control Officer, about spraying the Weeds.

Mayor Isaac Loveland reported he has not heard anything about the Park Bathrooms Grant, but he hopes the City will hear something soon.

PRESENTATION OF BILLS

Mayor and Council Salaries *	1700.00
Salaries – Clerk *	2880.00
Deric Bell – Deputy Clerk *	666.75
Bryan Day – Maintenance Department *	4360.50
Ravyn Buck – Maintenance Department *	2405.00

PERSI – Employer Remittance (06/16-06/30/20) *	1272.67
DL Evans Bank – EFYTPS Employer Remittance (June 20) *	2544.24
PERSI – Employer Remittance (07/01-07/15/20) *	996.87
Raft River Electric – Water Tank-45.13/Service Work-338.71 *	383.84
SelectHealth – Insurance (Aug. 20) *	954.00
Idaho State Tax Commission – 2 nd Qtr. W/H Tax *	594.00
AA Trash Removal – July 2020 Fee/Extra Dumpster Charge	160.00
Ace Hardware – Maintenance Supplies	61.95
Ag-West Distributing – Maintenance Supplies	137.38
Association of Idaho Cities – ICCTFOA Dues (Mary & Deric)	90.00
ATC Communications – Phone, Internet, Lift Station, & Wells	585.26
Black Mountain Software – Annual Service & Support	1463.00
Bonneville Power Administration – Transmission/Power (June 20)	10665.00
Creekside Store – Maintenance Fuel (July 20)	327.41
Ferguson Waterworks – Maintenance Supplies	285.63
Four Seasons Burley – Bark for Park	96.00
Gem State Dairy Supply – Chlorine/Tissue Paper	130.64
Greenlon, Inc – Lawn Program/Trees & Shrubs Bug Spray	665.00
Haun’s Hardware – Maintenance Supplies	39.54
Helena Agri-Ent., LLC – Weed Spray	115.00
Idaho Rural Water Association – Water Law Class (Bryan)	120.00
Keller associates – Monthly Fee	249.85
Kerry McMurray – Legal Services (July 2020)	1581.00
Lamont Young – Back-Up Operator Fee (July 20)	300.00
Magic Valley Labs – Water Test	18.00
PLATT – Fountain Lights Parts	118.59
Ravyn Buck – July 2020 Travel Claim (Water Class)	489.90
Schow’s Truck Center – Dump Truck Repair	561.26
Southern Idaho Solid Waste – Garbage Fee (June 20)	12.00
Stokes – Maintenance Supplies	51.28
TNT Electric – Window Painting/Repairs @ Civic Center/Well #1	1497.82
The American Legion Post 124 – 2 Park Flags	277.86
UAMPS –General A&G Expenses (July 20)	49.25
USABlueBook – Water Supplies	460.54
VISA - #1475 M. Yeaman July 2020 Stmt.	198.34
VISA - #3522 B. Day July 2020 Stmt.	163.55
Walt’s Mobile Locksmith LLC – New Shop Locks	<u>50.00</u>
TOTAL	\$39,778.92

Mayor Isaac Loveland reported he needs to have a short Executive Session.
City Attorney Kerry McMurray reported the Executive Session would fall under Idaho Code 74-206 (1)(b).

COUNCIL ENTERS INTO AN EXECUTIVE SESSION

At 8:44 p.m., motion was made by Alexander to enter into an Executive Session, pursuant to Idaho Code 74-206 (1)(b) regarding personnel issues. The motion was seconded by Lloyd, and unanimously carried, with the following roll call vote: Alexander-aye, Carlson-aye, Lloyd-aye, and Woodrow-By Phone-aye.

COUNCIL RETURNS TO A REGULAR SESSION

The Executive Session was concluded at 8:55 p.m. No motion was needed, as a motion was made last month in Executive Session to hire temporary help. This was the issue discussed during tonight's Executive Session.

COUNCIL ADJOURNS

There being no further business brought before the Council, motion to adjourn was made by Alexander, seconded by Lloyd, and unanimously carried, with the following vote: Alexander-aye, Carlson-aye, Lloyd-aye, and Woodrow-By Phone-aye. Adjournment was at 8:56 p.m.

Isaac Loveland, Mayor

Mary Yeaman, City Clerk-Treasurer