

**ALBION CITY COUNCIL MEETING
MINUTES SEPTEMBER 4, 2018.**

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

OPENING CEREMONIES – Pledge of Allegiance led by Mayor Wilmot.

ROLL CALL – Present: Mayor Sharon H. Wilmot, Council President Isaac Loveland, Councilpersons Zack Alexander, and Kevin Lloyd, City Clerk-Treasurer Mary Yeaman, City Attorney Kerry McMurray, and Maintenance Department Bryan Day. Councilperson Chad Manderscheid arrived after the meeting had started.

OTHERS IN ATTENDANCE – Dave Eckblad, Patricia Asher, John and Anna Marie Davis, Tyler Pratt, Matthew Hill, Adelmo Maestas, Jim Burrows, Resident Deputy Jason Lynch, Kathy Endres, Mary Lynne Bristol, Gene Pitchford, Amanda Burton, Robert Murphy, Earl Warthen, and Don Gunderson.

APPROVAL OF MINUTES – Upon motion made by Lloyd, seconded by Alexander, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, and Loveland-aye, with Manderscheid excused, the Council move to approve the Minutes of the August 7, 2018 Council Meeting as presented.

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

LAW ENFORCEMENT REPORT – Resident Deputy Jason Lynch reported to the Council for the month of August he had nineteen (19) Traffic Stops, which resulted in twelve (12) Verbal Warnings, and seven (7) Citations. Lynch also reported serving two (2) Civil Papers, doing two (2) VIN Inspections, doing Foot Patrol, one (1) 911 Hang Up/ Open Line/Prank Call, doing one (1) Follow Up, and responding to a Sick Person (Specific Diagnosis) Call.

Resident Deputy Jason Lynch asked the Mayor and council if they had any other concerns, there were none.

Mayor Sharon H. Wilmot thanked Resident Deputy Lynch for his Report, and his service to the City and Residents of Albion.

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

GENERAL PUBLIC COMMENTS – 10 MINUTES TOTAL

The general tenor of the comments made is as follows: Jim Burrows told the Mayor and Council he would like to see things calm down between the residents of the City and

those living outside the City Limits. Burrows said this is a Community as a whole, and we should not be pushing or fighting against each other. Let's keep our Community together. We are not children, so let's not treat each other like children. We the Citizens can elect who ever we want to, and we can also vote you out of office if need be. You work for us, don't forget that. We need to all get along for the good of the Community.

AGENDA BUSINESS ITEMS

ANNUAL APPROPRIATION ORDINANCE NO. 2018-09-01

City Attorney Kerry McMurray presented Ordinance No. 2018-09-01 AN ORDINANCE TERMED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; MAKING APPROPRIATION OF CERTAIN SUMS OF MONEY TO DEFRAY THE NECESSARY GENERAL EXPENSES OF CONDUCTING THE BUSINESS OF THE CITY OF ALBION; LEVYING A DIRECT TAX UPON ALL THE TAXABLE PROPERTY WITHIN THE LIMITS OF THE CITY OF ALBION FOR THE PURPOSE OF PROVIDING THE NECESSARY MONEY FOR THE GENERAL FUND; PROVIDING FOR THE DELIVERY OF A TRUE AND CORRECT COPY OF THIS ORDINANCE TO THE SECRETARY OF STATE FOR FILING; PROVIDING FOR THE APPROPRIATION OF ALL MONEY COMING INTO THE CITY TREASURY; PROVIDING FOR PAYMENT OF TAXES SO COLLECTED UP TO \$28,349.00 IN THE GENERAL FUND; AND FIXING THE EFFECTIVE DATE OF THIS ORDINANCE to the Council for their approval.

Upon motion made by Lloyd, 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 waive the three (3) readings of Ordinance No. 22018-09-01 Annual Appropriation Ordinance.

Upon motion made by Alexander, seconded by Loveland, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye, the Council moved to accept and have the Mayor and Clerk sign Ordinance No. 2018-09-01 Annual Appropriation Ordinance as presented.

RESOLUTION NO. 2018-03 RECALL ELECTION

City Attorney Kerry McMurray presented Resolution No. 2018-03 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALBION, IDAHO CALLING FOR A SPECIAL RECALL ELECTION OF THE MAYOR SHARON H. WILMOT A/K/A SHARON HARDY-MILLS to the Council for their approval. Attorney McMurray read the entire Resolution to the Council.

Upon motion made by Alexander, seconded by Lloyd, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye, the Council moved to accept Resolution No. 2018-03 as presented.

The Clerk was asked to have Resolution No. 2018-03 recorded at the Cassia County Courthouse.

DEQ INFORMATION / SEWER INFRASTRUCTURE – KELLER ASSOCIATES

Mayor Sharon H. Wilmot reported to the Council she invited Tyler Pratt and Matthew Hill, from Keller Associates, to tonight's meeting, and turned the time over to them. Matthew Hill, from Keller Associates, introduced himself to the Council and reported that He and Tyler Pratt met with the Mayor and Bryan Day, from the Maintenance Department, and reported the two (2) main topics of discussion were Lagoons Land Application verses Evaporation Lagoons, and the condition of the Sewer Delivery System. Hill told the Council this time of year is good to review the City's needs and desires, as Funding Applications will be due soon. Funding sources, for small Cities, are DEQ, USDA, and the Army Corp of Engineers. DEQ is a fifty percent (50%) Grant match, and USDA has a thirty thousand dollar (\$30,000) match for Studies on the System. DEQ deadline for Letter of Intent is in January, and USDA has no specific deadline. Hill reported Keller Associates will assist with the Grant Application, Request for Proposals, the Grading System for Selection, and the formal Procurement Process. Mayor Sharon H. Wilmot reported we know the Sewer System has infiltration issues, and before we repair the roads, the Sewer System should be fixed first.

Councilperson Zack Alexander reported the City had a Study done about five (5) years ago.

Matthew Hill reported they would have to look at the Study to see if any or all the information could be used. Hill suggested using a camera to check out the Sewer System, as this will show what condition the System is in at all areas of town.

Earl Warthen, 1044 S. Hwy 77, asked if there would have been an Agreement, forty (40) years ago, when the Sewer System was put in that might be helpful? Why tie something in, if it is not up to code?

Mayor Sharon H. Wilmot reported we need to come up with specific areas needing to be repaired or replaced.

Councilperson Kevin Lloyd asked what time frame are we looking at, to which Hill replied, the Study takes about six (6) to eight(8) months to complete, so you are looking at the fall of 2020 or spring of 2021.

Matthew Hill reported a new System would most likely be PVC with rubber gaskets, manhole to manhole. You could also do a slip lining, which is a long piece of pipe put into the existing pipe. Hill reported residents would be without service possibly one (1) day.

Tyler Pratt, from Keller Associates, introduced himself to the Council and reported if you submit an Application, and you are not selected you do not have to go forward. The Study can focus on areas you are most interested in, take pictures of the System, find the spots that are worst to best, and use this to create your Priority List.

Councilperson Zack Alexander reported the City will have to request Quotes for Engineering Services.

Tyler Pratt reported that they, Keller Associates, are willing to fill out the Forms, for the City, with no up-front fees.

Matthew Hill, from Keller Associates, reported the Applications are ranked by needs first.

Upon motion made by Lloyd, 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 Keller Associates put together, and submit the Grant Application and Letter of Intent on behalf of the City.

WELL #1 PIPING REPLACEMENT

Bryan Day, from the Maintenance Department, reported to the Council the piping in Well #1 is corroded from moisture and the chlorine leaking on the pipes. Day reported he was told not to scrape the scale off the pipe because the pipe will not withstand the scraping. Day reported to the Council he is moving the chlorine tank to the small room, and is changing the venting in the pump house to prevent the corrosion from happening again. Day reported he received two (2) Quotes to replace the piping, the 1st Quote is for five thousand, one hundred twenty-five dollars (\$5,125), which does not include a soft start, and the 2nd Quote is for four thousand, five hundred thirty-one dollars (\$4,531), which includes a soft start.

Upon motion made by Manderscheid, seconded by Lloyd, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye, the Council moved to accept the 2nd Quote, in the amount of four thousand, five hundred thirty-one dollars (\$4,531), and told Day to get it done.

SOUND SYSTEM FOR CIVIC CENTER

Councilperson Zack Alexander reported to the Council he has been looking at Sound Systems and they run from eight hundred dollars (\$800) to six thousand dollars (\$6,000). Alexander reported he does not feel the City needs the most expensive System, but we do need a good one. Alexander reported he found a pre-built Sound System, that includes six (6) wireless Microphones, and stands complete in a storage box, for two thousand five hundred dollars (\$2,500). Alexander told the Council he feels this would be a good system for the City.

Upon motion made by Lloyd, seconded by Loveland, and unanimously carried, with the following roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye, the Council approved purchasing a pre-built Sound System for the Civic Center in the amount of two thousand five hundred dollars (\$2,500).

SPRINKLER SYSTEM FOR THE PARK / WELL #2 LOT

Bryan Day, from the Maintenance Department, reported to the Council he received two (2) Quotes for installing a Sprinkler System at the Park, and at Well #2 Lot. The first Quote is in the amount of twenty thousand, five hundred dollars (\$20,500) for the Park and four thousand, five hundred (\$4,500) for the Lot. The second Quote is in the amount of sixteen thousand, nine hundred fifty-five dollars (\$16,955) for the Park, and four thousand, eight hundred seventy-four dollars (\$4,874) for the Lot. Both Quotes include using two inch (2") pipe. Day reported they discussed getting the pipe in this Fall, and finishing in the Spring.

Council President Isaac Loveland reported to the Council he feels the City could cut costs by installing the Sprinkler Systems in house. You can save a lot of money on the

Sprinkler Heads themselves. Loveland suggested talking to Silver Creek, from Twin Falls, about the Sprinkler System installation.

Bryan Day, from the Maintenance Department, told the Council he could rent a trencher, but would need the Council to help install the Pipe and Sprinkler Heads, and tying everything into the City's Water System.

The Council agreed they would be willing to help with the Sprinkler System installation. The issue was tabled until the next Council meeting.

QUOTES FOR ROAD REPAIRS

Bryan Day, from the Maintenance Department, reported to the Council he called several Companies and only one (1) responded. The Quote he received was in the amount of eighteen thousand, four hundred seventy dollars (\$18,470), but it did not specify what would be done for the price.

The Council asked Day to continue to seek Quotes for Road Repairs. The Clerk was asked to include this item on the next Agenda.

MASONIC LODGE PLAQUE

Councilperson Zack Alexander reported to the Council he received a Quote for putting the Masonic Lodge Plaque together, which is bronzed, in the amount of seven hundred dollars (\$700).

The Council agreed this is way more than they had thought to spend on the Plaque. Upon motion made by Lloyd, 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 table the issue because of the cost.

WATER RATES

Council President Isaac Loveland reported to the Council he has had several people talk to him about their water charges this summer, which have been higher than usual. Loveland reported he feels the City needs to look at different options for charging for water usage. The City could look at charging a flat fee and not the tiered rate, after the base rate for water usage. Loveland reported this issue needs to be looked at seriously, to see what can be done to help the citizens with their water billings. Loveland wondered if the current water meters are working correctly, and said the water meters may be the cause of the problem.

Earl Warthen suggested comparing the Well Meters usage to the individual Water Meters usage, this should let you know if the individual Water Meters are working as they should.

BUDGET LINE ITEMS

Council President Isaac Loveland reported to the Council we need to break down the Budget Line Items. We as a Council know what is in each Line Item, but the general

Public does not. In all the Annual Audit Reports, it suggests breaking down the Line Items.

Mayor Sharon H. Wilmot reported when we publish the Budget, we need to continue to keep the Budget like it is, because publication costs are so high, but agreed the Budget Line Items should be broken down for better understanding of what is included in each Line Item.

Council President Isaac Loveland reported while he was checking on Water Rates, he also checked on Sewer Rates. Loveland reported the city Sewer Rate is forty-five dollars (\$45) for Residential, and sixty-five dollars (\$65) for Commercial. Loveland reported the average State Sewer Rate is thirty-one dollars and eighty-eight cents (\$31.88). Loveland reported we now have a Line Item for Water Reserves and Sewer Reserves, which does not need broken down, but Capital Improvements should be broken down, because it includes several categories.

Council President Isaac Loveland reported to the Council we need to improve the Surface Water Usage, and all the residents on Whitman St. could use the Surface Water, we just need to improve the condition of the ditches. Loveland reported the property by the Shop could be used to put in a Retaining Pond, to help deliver the Surface Water. Loveland reported he would eventually like to see a Low Pressure Water System in the City, as this would eliminate using Potable Water for irrigation.

MAINTENANCE GENERATOR / TRAILER

Bryan Day, from the Maintenance Department, reported to the Council the Generator the City has now is not big enough to run Well #1, and asked about getting a larger generator, that would be able to run the Wells in case of an emergency.

After a brief discussion, the Council asked Day to get some Quotes on Generators to present at the next Council Meeting.

It was suggested Day check with the State Bureau of Surplus to see if they might have a Generator.

Bryan Day, from the Maintenance Department, asked the Council about purchasing a Trailer to haul items. Day reported the City does not have a Trailer, and it would be helpful to have one.

The Council asked Day to keep looking for a Trailer, and bring information to the next Council Meeting.

MAINTENANCE TRUCK PROPOSAL

Bryan Day, from the Maintenance Department, reported to the Council he would like to purchase a 1995 Chevy 1 ton Truck, with a Service Bed, Winch, and Plow from Schow's Truck Center. Day reported he would like to trade or sell the 1997 Dodge Truck, which is 2wheel drive, and keep the 2003 Dodge Truck. Day reported the Chevy Truck would be better suited for a City Maintenance Truck, and they are asking four thousand, five hundred dollars (\$4500).

The Council asked Day if Schow's Truck Center would take the 1997 Dodge Truck in trade towards the purchase of the Chevy 1 ton Truck, to which Day reported he would asked them.

Upon motion made by Manderscheid, seconded by Lloyd, and carried with the following roll call vote: Lloyd-aye, Loveland-aye, and Manderscheid-aye, with Alexander-nay, the Council approved purchasing the Chevy 1 Ton Truck, with the Service Bed, Winch, and Plow from Schow's Truck Center for the price of four thousand, five hundred dollars (\$4,500), with possibly trading the 1997 Dodge Truck.

PARK COMMITTEE UPDATE

Mayor Sharon H. Wilmot reported to the Council the Grant Money is in the Account, and Isaac Loveland has been appointed as Interim Chairman. The Grant is for structural work only.

Council President Isaac Loveland reported one item that should be looked into is an Automated Chlorination System for the Fountain. Loveland reported another Committee Meeting will be held soon.

INFORMATION FROM CITY OFFICIALS

City Clerk Mary Yeaman reported to the Council the current Maintenance Cell Phones Plan has been shutting the phones off partway through the second month, and the Plan is paid two (2) months at a time. The Clerk reported she is not sure why this is happening. The Clerk asked the Council if a new Cell Phone Carrier can be selected. The Council suggested the Clerk check out the cost for other Plans and compare them to what the City currently has.

City Clerk Mary Yeaman reported to the Council it is time to be thinking about the City's Christmas Party. The Clerk reported .last year the Mayor, Council, Employees, and Attorney went out for the Christmas Dinner, but in other years, the City has done a Potluck Dinner and invited the Fire Department, the Highway District, and the QRU. The Clerk asked the Council to think about what they would like to do this year for the Christmas Dinner.

Councilperson Kevin Lloyd reported to the Council he checked out the property where Mr. Baumgartner wants to put in a road, and there are power poles and telephones boxes located where he said they were. Lloyd reported other problems in the area are guy wires, a fire hydrant, and low tree branches.

City Attorney Kerry McMurray reported the street width would need to meet current standards, and suggested finding the pins and measuring between them to determine if the width meets the standards. The City would need to let the property owners know what needs to be done to alleviate any encroachment on the City's right-of-way.

Council President Isaac Loveland reported there is a power pole with a street light on it in the middle of Brian Brackenbury's driveway, and Brackenbury has requested the pole

be relocated. Loveland asked Bryan Day, from the Maintenance Department, to contact Raft River Electric about relocating the pole.

Mayor Sharon H. Wilmot reported one of the poles the “Welcome to Albion” Banner was attached to, had a transformer located on it, and the transformer was hanging by one bracket. Raft River Electric was called to reattach the transformer, and while they were here they also took down the Banner. Raft River Electric suggested relocating the poles for the Banner, and said they would help with this. The Mayor asked the Council to be thinking about where they would like the poles located.

Mayor Sharon H. Wilmot reported on the Mayor’s Meeting she attended in Island Park. The Mayor reported most small Cities draw is not commerce, it is having amenities developed that people want to have where they live. The Mayor reported another topic discussed was building reserves. It was suggested that Cities have a minimum of three (3) months reserve, and to be self-funding have at least two hundred fifty thousand dollars (\$250,000) in reserves. Another topic discussed was services outside City Limits. The Mayor reported all small Cities agreed to no more services outside the City Limits, without being annexed. No more “Friends with Benefits”.

PRESENTATION OF BILLS

Mayor and Council Salaries *	1700.00
Salaries – Clerk *	2716.82
Bryan Day – Maintenance Department *	
Ravyn Pawson – Maintenance Department *	
PERSI – Employer Remittance (08/16-08/31/18) *	879.86
DL Evans Bank – EFTPS 941 Employer Remittance (Aug. 2018) *	1848.92
PERSI – Employer Remittance (09/01-09/15/18) *	571.99
SelectHealth – Insurance (Oct. 2018) *	1471.00
Association of Idaho Cities – ICCTFOA Dues (M. Yeaman)	45.00
ATC Communications – Phone, Fax, Internet, & Lift Station	420.29
Bonneville Power Administration – Transmission/Power (Aug.18)	10523.00
Catmull Plumbing – After Hours Burst Pipe Repair	906.16
Creekside Store – Maintenance Fuel (September 2018)	
David & Tina Mensing – Water Credit Refund	935.61
Fastenal Company – Cold Patch	133.76
Ferguson Waterworks – Water Meters	330.88
Kerry McMurray – Legal Services (September 2018)	
Lamont Young – Back-Up Operator Fee (September 2018)	150.00
Magic Valley Labs – Water Tests	38.00
Postmaster – Stamps for Office Use	321.00
Rain For Rent Paul – Maintenance Supplies	192.10
Speedcraft Printing & Awards LLC – Signs for Park (2 ea.)	287.50
UAMPS – General A&G Expenses	50.60
USABlueBook – Maintenance Supplies	421.87
VISA - #4409 M. Yeaman Sept. 2018 Statement	

VISA – #8576 B. Day Sept. 2018 Statement

TOTAL 23,944.36

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 roll call vote: Alexander-aye, Lloyd-aye, Loveland-aye, and Manderscheid-aye. Adjournment was at 9:45 p.m.

Sharon H. Wilmot, Mayor

Mary Yeaman, City Clerk-Treasurer