

**ALBION CITY COUNCIL MEETING
MINUTES DECEMBER 7, 2021.**

CALL TO ORDER – The meeting was called to order at 7:00 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, and Brad Woodrow, City Clerk-Treasurer Mary Yeaman, and City Attorney Kerry McMurray.
Councilperson Wayne Winder and Maintenance Department Colt Giles were excused.

OTHERS IN ATTENDANCE – Tony Prescott, John Davis, Resident Deputy Levi Smith, Deputy Clerk Deric Bell, Jeff Poulsen, David Chatterly, Adam and CheyAnne Spencer, and Sally Hall.

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

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

LAW ENFORCEMENT REPORT – Resident Deputy Levi Smith reported to the Council for the month of November 2021 there was one (1) Larceny, one (1) Damage Property under \$1000, two (2) Traffic Stops, two (2) 911 Hang Up/Open Line/Prank Calls, one (1) Abandoned Vehicle, one (1) Dog Stray, one (1) Death Investigation, one (1) Cows Out, and three (3) VIN Inspections.
Mayor Isaac Loveland thanked Resident Deputy Smith for his Report.

ANIMAL CONTROL REPORT – No report was given.

AGENDA BUSINESS ITEMS

OATS FAMILY CENTER – SALLY HALL

Sally Hall, from OATS Family Center, reported she is following up on a challenge issued by the City of Heyburn, to reach out to surrounding Cities letting them know what the OATS Family Center does. Hall reported they are a Non-profit 501 (c) (3) Public Charity. The staff are all volunteers, and she is the main counselor. The OATS Family Center has been in the old Simplot Building for the past fourteen (14) years, and provide

weekly family dinners, case management, treatment classes for mental health and substance abuse and overall help for those in need. OATS serves the poor of the community at no cost for the services. It is OATS goal to help the citizens of Mini Cassia, help give people stability. Hall reported fundraisers have helped, and they are looking at applying for grants. Hall reported the City of Heyburn donated two thousand dollars (\$2,000 this year, and any help the City of Albion could offer would be greatly appreciated.

Council President Kevin Lloyd proposed the Council discuss this further at the next Council Meeting.

Mayor Isaac Loveland thanked Hall for providing information on the OATS Family Center to the Council.

AUDIT REPORT 2020-2021 – JEFF POULSEN

Jeff Poulsen, from Poulsen VanLeuven & Catmull PA, reported to the Council the Audit Report for fiscal year 2020-2021 is a Clean Audit. Poulsen thanked Clerk Yeaman and City Attorney McMurray for all of their help, and reported the City's records are in order. Poulsen reviewed the graphs at the back of the Audit Report with the Mayor and Council. The General Fund expenses dropped while the revenue was up, making the cash balance up by about fifty thousand dollars (\$50,000). The ARPA Funds, which are restrictive funds, were deposited into the General Fund and can be transferred into the Water or Sewer Funds for system improvements when needed. The Electric Fund revenue was the same while the expenses dropped, making the cash balance up by about twenty thousand dollars (\$20,000). The Electric Fund has a reserve of fifty thousand dollars (\$50,000). The Water Fund revenue and expenses were unchanged leaving the cash balance the same. The Sewer Fund expenses were up while the revenue remained the same. The Sewer Fund cash balance and reserves are up by about one hundred fifty thousand dollars (\$150,000). The General Fund State revenue is up by forty one percent (41%), and the expenses were down. Total reserves for the City are about eight hundred seventy thousand dollars (\$870,000). Poulsen reported page 13, of the Audit Report, shows the Fund breakdowns.

Council President Kevin Lloyd asked how long could the City function without any further income, to which Poulsen reported, the City has a year's worth of cash reserves. Mayor Isaac Loveland thanked Poulsen for preparing and reporting the City's 2020-2021 Audit.

KELLER ASSOCIATES CONTRACT RENEWAL

Mayor Isaac Loveland reported to the Council the Contract for renewal is the same as last year's, there are no changes. The Mayor reported Task 1 includes the two hundred fifty dollar (\$250) monthly fee, and Task 2 includes the time and material charges for other projects, not to exceed fifteen thousand dollars (\$15,000) per year. The new Contract will expire September 30, 2022. The Mayor asked for Council approval to sign the Contract.

Upon motion made by Lloyd, seconded by Woodrow, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, and Woodrow-aye, with Winder excused, the

Council moved to approve the Contract from Keller Associates and authorized the Mayor to sign the Contract.

LIVE NATIVITY

Mayor Isaac Loveland reported permission from the Council has been requested to hold the Live Nativity in the Park again this year. The date for the Live Nativity will be December 11, 2021.

Upon motion made by Carlson, seconded by Lloyd, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, and Woodrow-aye, with Winder excused, the Council moved to approve the Live Nativity being held in the City Park.

BPA CUSTOMER PORTAL ACCESS AND USE AGREEMENT

Mayor Isaac Loveland reported BPA has a new customer portal coming in January 2022. The Mayor reported he has an agreement that needs to be signed and returned to BPA by December 31st. If the City does not sign the agreement, access to the portal will become stale and will be retired in May 2022. The agreement gives existing customers more control over their customer portals.

City Attorney Kerry McMurray reported there is no legal reason not to sign the agreement.

Upon motion made by Lloyd, seconded by Woodrow, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, and Woodrow-aye, with Winder excused, the Council moved to approve the Mayor signing the BPA Customer Portal Access Agreement.

ROSE GARDEN

Mayor Isaac Loveland reported he has visited with several people about the possibility of the City selling the Rose Garden property, and the reality is no one seems to care. Council President Kevin Lloyd reported he has also talked to a few people, and has received the same reaction.

City Attorney Kerry McMurray reported the process would be for the City to Declare Intent to Sale, Publish a Notice of Public Hearing, that could include a minimum value, set by the City, or a set price, with no minimum.

Mayor Isaac Loveland reported the Rose Garden property contains point one four acres (.14 acres). The Mayor suggested having the property surveyed, since most property lines within the City are not correct. The Mayor reported he would like to have this on the January Agenda, but time wise, it may have to be on the February Agenda.

Councilperson Brad Woodrow reported he feels an appraisal is a good idea, to which the other Councilmembers agreed.

Upon motion made by Carlson, seconded by Lloyd, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, and Woodrow-aye, with Winder excused, the Council moved to approve the Rose Garden property being surveyed and appraised before setting a Public Hearing date.

The Council asked City Attorney Kerry McMurray to contact the surveyor and appraiser.

BOOM TRUCK SURPLUS

Mayor Isaac Loveland reported he would like to declare the Boom Truck surplus, and sell it. The Mayor reported the truck is unsafe to use and taking up space at the Shop. City Attorney Kerry McMurray reported the City has a policy addressing surplus, that allows the City to declare the value of the item, and if the item is under two hundred fifty dollars (\$250), the City can sell it, but if the value is over two hundred fifty dollars (\$250), the City has to auction the item, accepting the highest bid over two hundred fifty dollars (\$250).

Upon motion made by Woodrow, seconded by Lloyd, and unanimously carried, with the following vote: Carlson-aye, Lloyd-aye, and Woodrow-aye, with Winder excused, the Council moved to declare the Boom Truck surplus, with a value under two hundred fifty dollars (\$250).

INFORMATION FROM CITY OFFICIALS

City Clerk Mary Yeaman reported the next Council Meeting will be Tuesday, January 4, 2022.

Council President Kevin Lloyd reported if the City sells the Rose Garden property, he would like to use the Funds for new Bathrooms in the Park.

Council President Kevin Lloyd reported he would like the props used for the Live Nativity removed from the Park sooner than they have been in the past, preferably by the end of December.

Mayor Isaac Loveland reported he has been in contact with Keller Associates on the water system study, and the news is not good. The water system is out of compliance in several areas. The Mayor reported Keller Associates will give a full report at the January Council Meeting. The Mayor reported the City basically has three (3) options, 1) drill three (3) new wells, 2) drill two (2) new wells and build a new storage tank, and 3) limit water usage, and use surface water where possible. The Mayor reported whatever option is decided upon, it is going to be extremely expensive, millions of dollars. The Mayor reported there are grants and loans available, that may require some match from the City.

PRESENTATION OF BILLS

Mayor and Council Salaries *	1550.00
Salaries – Clerk *	3024.00
Deric Bell – Deputy Clerk *	976.18
Colt Giles – Maintenance Department *	5580.00
PERSI – Employer Remittance (11/16-11/30/21) *	1148.06
DL Evans Bank – EFTPS 941 Employer Remittance (Nov. 21) *	2227.82
PERSI – Employer Remittance (12/01-12/15/21) *	1009.84
Raft River Electric – Water Tank-45.13/Service Work-890.43 *	935.56

vote: Carlson-aye, Lloyd-aye, and Woodrow-aye, with Winder excused. Adjournment was at 8:49 p.m.

Isaac Loveland, Mayor

Mary Yeaman, City Clerk-Treasurer