



Minutes of the Albion City Council Meeting Held December 5, 2023

CALL TO ORDER – The meeting was called to order at 7:02 pm in the Albion Civic Center by Mayor Isaac Loveland.

OPENING CEREMONIES – The Pledge of Allegiance was led by Council President Kevin Lloyd.

ROLL CALL – Roll call by City Clerk – Linda Hutchison. Present: Mayor Isaac Loveland, Council President Kevin Lloyd, Councilpersons Dallan Doc Carlson, Wayne Winder and Tyson Tolman, City Clerk-Treasurer Linda Hutchison, Maintenance Director Brad Woodrow, Deputy Clerk Deric Bell, and City Attorney Kerry McMurray.

OTHERS IN ATTENDANCE – Earl Warthen, Cody Adams, Heather Mortensen, John Davis, Mark Catmull, Richie Carlson, Kathy Endres, James Endres, Bob Johnson, Lisa Field, Linda Prefontaine, Lance Holman, Kayleen Mahoney, Dwight Parish, LeRoy Robinson, Ryan McEuen, Myron Wilson, and Deputy Travis Worthington. There were a few others present that did not sign in and were not immediately recognized.

APPROVAL OF AMENDED AGENDA – Due to the nature of payments soon to be coming due, in part from the water project expenses, it became necessary to make decisions prior to the next scheduled meeting. The agenda was amended to bring this issue before the Council. A motion was made to approve the amended agenda by Lloyd, seconded by Carlson and was approved with a vote of: Lloyd- aye, Carlson- aye, Winder- aye, & Tolman-aye.

APPROVAL OF MINUTES- A motion was made to approve the Minutes of the November 7, 2023 meeting by Carlson, seconded by Tolman, and carried with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

APPROVAL OF BILLS – The bills were reviewed by the Council Members and there being no questions about them, a motion was made to approve them as presented by Lloyd, seconded by Winder, and approved with the following vote: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

LAW ENFORCEMENT REPORT

Assigned Deputy Tanner Allred had a prior commitment and was not able to attend, however, he had dropped his monthly report by the City Office. Deputy Clerk Bell read the list of events for the month of November that include: one (1) fire alarm, two (2) fraud/con games, one (1) damage property under \$1,000, one (1) person check, three (3) traffic stops (no citations issued), one (1) accident-minor, one (1) 911 hang up/open line/prank, one (1) dog complaint, and one (1) SRO call. No questions were asked.

MAINTENANCE DIRECTOR REPORT

Maintenance Director Woodrow reported that things are going well in the City. He has recently installed orange reflector sticks on various road edges and intersections to be used as snowplow guides. Woodrow announced that he had completed his coursework for his water license and the license application had been sent off for approval. Mayor Loveland took a congratulate Woodrow and mentioned that this is the first time in 7-8 years that a City Maintenance employee had done this. Winder asked if the City would still need to use Lamont Young's water license upon Woodrow's approval. He was answered that we are unsure now, but it is being researched and more info will follow. City resident Dwight Parish asked Woodrow about the purpose of the new marking reflectors and if they were marking things located in the public right-of-way. Woodrow answered that they were not marking right-of-way problems but are marking intersection and road edges that are not well defined. Their main purposes are safety, guidance, and protection of resident's property.

CLERKS REPORT

Deputy Clerk Bell reported that the new funding figures for energy efficiency rebates have been received. More information will follow in the new year regarding the new programs for this year. He also mentioned that there had been a recent meeting with BPA, which supplies the City's power. In the meeting, it was discussed that a previous monthly billing credit was ending, however, there are going to be two new, smaller billing credits which should nearly match the previous credit. He is still waiting for a full breakdown of power cost projections from BPA to make a full evaluation. Bell gave an update on the new eStatement and AutoPay programs, with a reported 62 eStatements produced and 31 AutoPay customers. He also asked the Mayor, Council

and Attorney about changing the January 2nd meeting to the 9th instead due to the New Year's holiday. It was agreed that this date change would work so the meeting date will be changed to January 9, 2024.

GENERAL PUBLIC COMMENTS/ CITIZEN'S ISSUES

City resident Dwight Parish stood and stated that due to having the past week off from work, he had a chance to observe the current sidewalk project construction. He expressed that he is disappointed with the City throwing away money by pouring concrete on frozen ground. He also stated that he had contacted Councilperson Carlson regarding his concerns. Mayor Loveland then took the opportunity to give an update on the whole sidewalk project situation. He reported that High Output Development, the company who was awarded the bid, is taking appropriate steps to ensure that their work is done right. High Output has employed a testing company that is independent of themselves to make sure that it is verified to meet quality standards. As part of the project contract, the construction company also must warranty their work for a one (1) year period. Parish asked if the quality specs were set by the City and was answered that no, the specs have been established by the State of Idaho's public works division. Loveland stated that High Output is providing the City constant reports of the test results from the independent testing company. He then went over several of those results, emphasizing that they all either meet or exceed specifications. Dwight, using an expletive, expressed his disgust at what was happening, also stating that he had performed his own test using a hatchet and digging a test hole. Loveland stated that this language would not be tolerated and if it continued, he would invite Parish to leave the meeting. Parish shared that he has a lot of pictures which document all kinds of problems with the construction. Loveland then posed the question: what is the solution to the problem? Parish then wanted to know what type of monitoring was taking place. Council President Lloyd then asked Parish, that given his experience, when and what type of problems should we expect from the current construction. Parish replied that problems can show up immediately or three years later, it is not always known exactly when and what will happen, he just reiterated that current practices of the construction company will cause temperature expansion problems. Loveland stated that he has around 20 pages of data that show things are being done right and again posed the questions: what is the solution? Parish suggested that the data being provided means nothing and the construction company and independent tester could be working together to spoof the numbers. He also replied that he didn't care what we do, he just believes that what's happening is asinine. Parish stated that he had contacted Councilperson Carlson to explain his concerns and was upset that the day after contact, construction work still continued. Carlson stated that City is doing the best they can with the resources and data that we have. Loveland invited Parish to stop by the construction site in the morning on his way to work and offer them his knowledge. Parish then changed the subject to the recent chip seal project and expressed his displeasure at how it was done. Loveland responded that there were some less than ideal things that happened, but that the City's aim in that project was to prolong the most infrastructure lifespan we could with the limited funds available.

City Resident Heather Mortensen stood and made the recommendation to the Council that it might refer all technical questions regarding the construction of the sidewalks to the construction company directly as they are the ones who are truly qualified to speak to the construction process. She then thanked the Mayor and Council for their efforts in obtaining funding and updating some of the City's sidewalks. She mentioned speaking to another city resident, Kay Powell, who also expressed pleasure in this project as many of the existing sidewalks in the City were poured around the time the Normal School was built.

City Resident Parish then returned to the podium and asked if the City was pouring concrete on private property. He was answered no, the sidewalks are in the appropriate locations. Parish said he didn't understand the way the sidewalks had been laid out. Loveland replied that, as per grant funding requirements, we are leaving this to the professionals that have been hired to do things correctly. He also stated that the construction company is a local community member, and they want to maintain a good reputation. Albion valley resident Bob Johnson stood and said he had recently poured 40 yards of concrete on a personal project, and he feels that the construction company is doing a good job. Loveland shared an update that we are going to be able to do an additional stretch of sidewalk not originally planned. He mentioned that these types of grants are very competitive, and it has taken a lot of time and effort to qualify for this, while prospects don't look as good for us now. Albion Valley resident Earl Warthen spoke and recommended that the ground temperature readings be constantly taken on the project. Loveland said that he would relay this information to the construction company.

City Resident Ryan McEuen stood and stated that it is important to stay on top of the new construction project. He said that as a business owner on the Square in Rupert, there was confusion and problems with their sidewalks when they were built, and it is important to ensure that things are done correctly. He warned that not all professionals are right in everything they do, so just be cautious.

Albion Valley Resident Lisa Field came to the podium and gave information about the process for the upcoming republican caucus. The Caucus will take place on March 2nd, 2024 at the Declo High School auditorium. She expressed how important it is to become a registered member of the party, as this is the only way that you will be allowed to participate. She invited everyone to take part themselves and please spread the word to everyone they know to get them involved as well.

Mayor Loveland took a moment as he closed the Public Comment portion of the meeting to report on the status of the grant that had been applied for on North and West Streets. Although our streets are in tough shape, we were not awarded a grant to revitalize them. He asked for residents' patience with these streets, noting that pothole filling would continue to take place, however, due to the high cost (initial reports suggest at least \$800K) there were no immediate plans to redo those streets.

AGENDA ITEMS

1 – Public Hearing to Take Comments Regarding the Adoption of Amendments to the Subdivision Ordinance

Mayor Loveland opened the Public Hearing at 7:50pm and began by explaining procedures for hearings. He reminded everyone that a Public Hearing is recorded and that recordings of the event are available on request at the City Office. Loveland then explained that the speaker should come to the podium, speak into the microphone, and state their name and address before giving their comments. He requested that the public give their comments in the following sections: those for, those against, and those who are undetermined. Loveland then requested that City Attorney McMurray review the proposed changes for the public's benefit. McMurray began by explaining the updates were an overhaul of the original ordinance and include clerical changes, legal changes to bring the ordinance into line with County and State laws, and updates to some definitions. He went to give an overview of the amendments being proposed as found on the Summary sheet for the new proposed ordinance. Some of items he touched on include: changes to the definition of cul-de-sacs, update on substandard lots (based on new zoning/lot definition being proposed), date of September 1st, 2023 as the cutoff date, provides a timeframe for the City to review applications, clarifies developer and Council duties, requirement of water/sewer/stormwater considerations, and changes to verbiage to meet Cassia County and Idaho State planning and zoning laws. At the conclusion of McMurray's summarization, Mayor Loveland then opened the floor to take comments from those in support of amendments adoption. Resident Heather Mortensen asked what about those who have questions about these changes. Loveland clarified that that the process is that we either accept these proposed changes or return to the rules of the original ordinance. McMurray explained that the current moratorium period allowed to make changes will expire at the first part of January 2024, so if no changes are approved prior to that, the existing ordinance goes back into effect as is. The Mayor asked McMurray if it was allowable to take questions at this time and was answered yes. Loveland then recognized Earl Warthen of 1047 S, Albion, ID. Warthen stated for the record that he was not a City resident, however he wanted to present the idea of any new developments such as duplexes or housing groups, use a sewer type system to reduce heavies from entering the system. This would help with the longevity of the sewer pumps, and the type of material being moved into the lagoons. Loveland clarified that the term "Subdivision" did not always mean a large group of homes, but can be a splits on smaller property, such as to have a family member build. Linda Prefontaine, of 1106 E 900 S – Albion, came to the podium and asked for clarification on a few questions. She asked if she was understanding correctly that making one acre into two lots is not a subdivision, but one acre into three lots is a subdivision. She continued asking if her thinking was right that if a property was not connected to City sewer, a one-acre lot is required, however you could have a half-acre if you were connected to sewer and water. McMurray interjected saying that it was either City sewer or water, not both services were required to for the half acre. Prefontaine then asked if someone wanted to build on an acre if the application process through the City was still the same or if there were changes. Loveland stated that yes, that was the proper way forward. He further explained that we are modeling after the County Planning and Zoning, and we are wanting to allow building lot sizes based on their zone location in the City. Prefontaine also asked if she was understanding correctly that someone could still come to the Council and present if they wanted to propose something different from the set forth ordinance, to which the response was yes, this ordinance puts forth a way to present a proposal to the Council for approval under the "Substandard Lot" provision. Loveland went on to further explain that the proposal to change the definition in the proposed amendment to reference zoning sizes, gives residents a lot more freedom when dealing with existing lots, especially in the middle of the City. Prefontaine concluded by thanking the Council for the clarifications. The Mayor then asked if there were any further comments for, against or even general thoughts/questions. Rich Carlson, of 310 W St. – Albion, came forward to speak in opposition to the adoption of this amendment because of the change to the definition of lot. His concern is that with the change, the public has not had time to review what it would mean for the ordinance. He stated that he would appreciate extra time for residents to review the change and how it would affect infilling the space in City versus expansion on the edges. Loveland stated that he could understand Carlson's point and went on to further explain the change in definition of lot. He went on to explain that the lot size would be determined first by any laws from the South Central Health District, such as connection

of City water/sewer. After that the lot size would be determined by the zoning allowances already set forth by the City. Heather Mortensen, of 214 N Water Tower Circle – Albion, asked about clarification on the lot size requirement of one-half acre in the City. Loveland answered that this is language that would be changed with the proposed definition change, making the lot size determination by City zone location. Mortensen said that this makes more sense because if the definition is not changed, then the ordinance would be at odds with current City setbacks, which the Mayor acknowledged is true. Mortensen then asked how the Council would have to proceed due to this definition change; is there a need to publish with the changes and have an additional hearing? Attorney McMurray replied that according to Idaho law, if a substantial change is made to an item, another hearing must be held. He further explained that the definition of what qualifies as “substantial” lies within the discretion of the Council. McMurray stated that, in his opinion, this did not qualify as a substantial change. Ryan McEuen, of 137 W Market St – Albion, asked about the possible development of his property which he said contains two lots. Loveland said that with this language, he could split each lot one time without Council approval. McMurray also added that if it was a lot of record prior to the September 1st, 2023 deadline, it could be split if it follows the zone guidelines. Loveland added that the reason this definition change is being proposed is to make sure we don’t punish anyone with existing lots that would have been smaller than the prior proposition of one-half acre lot requirements. McEuen stated that this answered his basic question which centered around the process for existing lots. The Mayor asked one last time for any public comments and there being none forthcoming, he inquired about making his own public statement. McMurray replied that it was probably best saved for the City Council deliberation portion of the meeting. Loveland closed the hearing by reinstating to the public that the purpose of this hearing and subsequent voting is to decide whether to adopt these proposed changes or allow the City to return to the existing legislation. McMurray confirmed this by saying the current moratorium on the Subdivision Ordinance will expire in the first part of January and whatever law is in place at that time will be applied going forward. He further noted that if we tabled this tonight, the current ordinance would return to law. Loveland asked one final time for any questions or comments and there again being none, the meeting moved to the deliberation portion of the agenda. The Public Hearing was closed at 8:14pm.

2 – Make Decision to Approve or Reject Proposed Amendments to the Subdivision Ordinance

Mayor Loveland opened the deliberation by commenting on the need to pass these amendments now. He felt that this is a better option to have these amendments in place and then make changes going forward. This would be a better option, allowing things to return to the existing ordinance and then working again from there. Council President Lloyd brought up that we have seen problems with ambiguity in past laws and it has opened us up to problems. He stated that he supports the proposed amendments. Councilperson Carlson agreed with Lloyd and stated that accepting these amendments would help to safeguard the City. He also brought up the fact that we can still take feedback and make changes going forward if change is needed. Councilperson Winder commented that it is very important to protect our water/sewer and that the study requirements on the new proposed amendments are vital. He also stated that the change in definition is a great thing, especially from a safety perspective as it keeps us in-line with organizations like South Central Health District. The Mayor then asked the Council if they felt the definition change was a substantial change or what other feelings they had on this matter. McMurray referenced the rules of governing boards which address “material changes” and expressed his viewpoint that approving these amendments is more beneficial to the City residents as presented with the definition change. He also reminded the Council that this is just his opinion, and the decision ultimately lies under their prevue. Lloyd asked for clarification on a section of the proposed amended ordinance and some discussion was held resulting in the consensus that the verbiage of the amendment already favors the definition change. The Mayor asked if there were any final comments and there being none, he stated that he would entertain a motion on this proposal. Lloyd made a motion to approve the amended 5-2-19 “Subdivision Ordinance” with the updated definition regarding lot size. A second to the motion was made by Carlson the motion was passed with the following roll call vote performed by Clerk-Treasured Hutchison: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

3 – Adoption Of Ordinance 2023-12-01 Amending the Subdivision Ordinance for the City of Albion

Attorney McMurray stated that he had prepared documentation for either situation and stated that the documentation that had been provided to the City Council members is the correct documentation for the approval of the amendments which include the lot definition change and is still considered to be Ordinance 2023-12-01. The summation given in the hearing of the ordinance was currently applicable to this ordinance. As a full summary was given by Attorney McMurray and deliberation had currently taken place, a motion was made by Lloyd to waive the required three (3) readings. The motion was seconded by Winder and carried with the following roll call vote: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye. Following this approval, a further motion to approve Ordinance 2023-12-01 with to include the discussed change in definition of lot was made by Lloyd. The motion was seconded by Tolman, and the Ordinance was passed with the following roll call vote: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

4 – Approve Signature and Publication of Ordinance 2023-12-01

Attorney McMurray explained that as part of the legal requirements of passing this ordinance, a signed summary must be published in the City's chosen newspaper. A motion was made by Carlson to allow McMurray to sign the summary and publish it in the Times News as designated by law. The motion was seconded by Winder and was passed with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

5 – Appearance of Ryan McEuen Before the Council to Discuss Water Leak and Subsequent Billing

City Resident Ryan McEuen came to the podium and began by stating that he has been to many different Cities council meetings in the past and this has, by far, been the most fun. He explained to the Council that a few months ago, he purchased property within the City that had a plumbing system that he was not entirely familiar with yet. It turned out to have multiple shut-offs and one of them developed a substantial leak, which with the help of Maintenance Director Woodrow, he discovered only after using a substantial amount of water. This increase in water use caused his overall bill to jump up to approx. \$1,100. McEuen stated that he is seeking the Council's help in possibly forgiving the usage this time as it was not deliberate, and the problem has now been resolved. If forgiveness is not possible, he asks instead for help in establishing a payment plan to make his payments manageable. The Council had been provided with a document showing the water usage for McEuen since he moved in and it was noted that in his second month, the usage jumped to over 852K gal. There was general discussion between Council members about forgiveness versus payment plan, with the consensus being that the City can work with McEuen in this situation. Lloyd and Carlson did some basic figuring and then presented to the rest of the Council the idea that the City Office redo the billing to charge McEuen the same for water in October (the month of 852K gal.) as he used in November, which was 162K gal., making the amended water charge for October \$45. The Council agreed with this proposal and a motion was made by Carlson to amend McEuen's October water charge to be a total of \$45. The motion was seconded by Lloyd and fully approved with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

6 – Discuss/Approve Use of Western States for Lift Station Generator Maintenance

Maintenance Director Woodrow reported that the current company we use, Energy Management, dispatches all calls out of the Boise area. This adds a substantial amount of travel charges to their plans and would also increase costs in the event of an out-of-contract repair trip. He also reported that the last time we had requested repairs from them, it took about three months to get a tech here. Woodrow stated that he has investigated a company called Western States that is more local; their Offices are in Twin Falls and Idaho Falls. Their contract services include both standard and preventative maintenance such as filters, seals and fuel sampling. There are also additional, optional services that are available upon request, however, the base amount of the Western States maintenance contract is \$8,345/year. Woodrow reported that the pricing is ultimately the same as we currently have with Energy Management, but in his opinion, having a company that is closer makes better sense all around. The Council had some discussion amongst themselves quickly, but overall agreed with Woodrow on the choice of Western States for our lift station generator maintenance. A motion was made by Carlson to formalize the decision and it was seconded by Winder. The decision was approved with a final vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

7 – Discuss Potential Interest In Purchase of Sand Spreader Attachment for Maintenance Truck

Mayor Loveland began the discussion by saying that he would like to see what the interest level is in purchasing sand spreading equipment for the new maintenance truck. He stated that it could be good to use to sand intersections around town, such as the 4-way stops, like in front of the Post Office. A question came from the Council about the availability of the budget to purchase something like this. The Mayor answered that it had not been investigated that far as this was more to just judge interest levels. Lloyd was worried about the mess the sand would become in the spring/summer after all the snow and ice was melted and that it is a struggle to get street sweeping done in our area. Woodrow stated that his research was preliminary, and he would be willing to investigate further. The Council felt that this was a good idea and decided to table the item for the next Council meeting. Albion Valley resident Bob Johnson gave the recommendation that local fertilizer companies could be helpful in finding spreaders. Local resident Myron Wilson also spoke saying that the City is out early, sanding would not even be a necessity, reporting that in his 40 years of experience it had never been something he has required. Mayor Loveland closed the agenda item by reporting that Woodrow has made a significant effort in trying to make the area in front of the Post Office safe, however, that area is supposed to be taken care of by a contract company of the Post Office and as far as anyone knows, it is not happening. He also reported that the Post Office area is, and always has been, a problem spot due to sun exposure and the building design.

8 & 9 – Update on Sewer Lagoons and Discussion of Letter of Interest (LOI)

Mayor Loveland began by thanking LeRoy Robinson, who works with the City on the sewer lagoon Land App program, He has helped us out a lot. Loveland then presented an update on the current known problem with the sewer lagoon leak, noting that we are aware of the problem and are considering a couple of solutions. One solution would be to perform a repair using clay to try to seal the leak, while another would be to reline the lagoons. Early pricing estimates for the clay option is \$70K - \$150K and pricing for the reline is in the range of \$250K - \$500K. The Mayor stated that currently the City is not in a financial position to take on either solution. There are not currently any funding opportunities to help us in this situation. It was noted that sometimes after official DEQ violations, emergency funding opportunities may be available. Loveland also reported to the Council that our Land App permit is coming up for renewal and we are hoping to be approved as this is very helpful in our lagoon storage.

10 – Review/Decide on Proposed Application for Reduced Utilities on Newly Vacant Property [A140]

Deputy Clerk presented the application for account A140 which has recently become vacant. He reported that an aged community member has had to move from her house here in Albion to the house of a family member. Mayor Loveland reviewed with the Council how the program works- a property can qualify for 6 months of water and sewer rate that are reduced by 50%, while power is billed at full rate. The Council inquired about past approval of applications of this type and Loveland replied that other applicants that have met the same criteria have all been approved. After some brief comments, Carlson made a motion to approve the Reduced Rate Utility Application for account A140. This was then seconded by Tolman and was fully approved with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

11 – Presentation of Written Donation Request For 4 Leaf Clover Club

Mayor Loveland stated that due to some recent personal issues, Mary Lynne Bristol has recently been unable to attend a Council meeting to make a donation request on behalf of the 4 Leaf Clover Club. She, however, has sent a written request to be presented to the City Council. In his remarks, the Mayor reminded those in attendance of some of the good that is done by the Club. The Albion Valley Newsletter that is sent to all free of charge, is funded by the Club. The Mayor also took a moment to recognize the time and effort that Mary Lynne puts in to publish this monthly and noted that he, as a Council member, is grateful for the attention City matters are given in the publication. Loveland also went on to recognize that the annual Easter Egg Hunt is put on by the Club. Council President Lloyd interjected that this is a massive event and is hugely popular among the community. In the request from Bristol, the 4 Leaf Clover Club is seeking donation funds from the City in the amount of \$1,350 to \$1,400. Last year the City granted their donation request in the amount of \$1,400 and the Mayor felt it would be appropriate to match that amount. City resident Myron Wilson asked whether it could be a possibility to send the Albion Valley News via email in order to cut costs. Loveland replied that the entire publication is a Club project and any suggestions be sent to them directly. He closed his remarks by saying that the members of this club are true unsung heroes for what they do for the community. At that point a motion was made by Carlson to approve funding of their request in the amount of \$1,400, which was seconded by Tolman. Approval was granted with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

12 – Proposed COLA (Cost of Living Adjustment) of 3.2% for City Employees

Mayor Loveland introduced the topic of a 3.2% COLA for City employees and reminded the Council that the topic had been discussed at the previous meeting's Executive Session regarding personnel matters. He asked the Council if they had any thoughts or additional discussion on the item. There being none forthcoming, a motion was made by Lloyd to approve a cost of living adjustment of 3.2% for City employees as previously discussed in Executive Session. The motion was seconded by Carlson and the motion passed with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

13 – Discuss Options for and Decide on Funding Interim Options for Incoming Expenses

Mayor Loveland explained to Council that we have come into some year-end expenses, and we need to evaluate our situation going forward. He then turned the time over to Deputy Clerk Bell to further explain the situation and discuss options. Bell began by reviewing a chart of current cash equivalent accounts and their current designations. In explanation, he stated that we currently have around \$158K in liquid general operating funds as we have our other funds being processed into investments. Bell stated that the council just approved payment of bills of a little more than \$50K and there are an additional almost \$30K in expenses coming in the very near future. He presented a recommendation that the City establish a \$100K revolving line of credit using a CD as security for the line. Bell said he has been working with DL Evans Bank to see if this would work and they said that this would be something they would gladly work with us and presented us with the terms of maturity of approx. 6 months (same as maturity date on CD) and an interest rate of 3% (this is 3% above the CD rate, so the net rate is actually 3%). He acknowledged that this seems a little backwards to borrow against our own money, but explained that as a line of credit, we

are not paying interest on the whole amount. We will be using smaller increments of the money and then paying it back as soon as possible, allowing us to just pay interest on that increment. This allows us to have our CD stay committed to earning its normal interest, so we are missing out on that earning potential. Bell stated that he had been evaluating the numbers for the past couple of days and he feels that this option provides us with the best option to maintain necessary liquidity while minimizing other costs. He explained that he had also visited with the new project manager with Region IV Development, and she had explained the process for reimbursement of expenses and told him that she was willing to help figure out which fund to submit to so that we can get repaid on expenses. Bell also said that there are some existing expenses that have already been paid but should be eligible for submission. This would return funds to our general operating accounts. Councilperson Winder state that he felt this is a good solution. Council President Lloyd also noted he is pleased with our relationship with DL Evans Bank and is grateful for the development that is continuing to take place. As a motion was being prepared to be made, Bell stated that the procedure is to have the Council give approval for the Mayor to incur indebtedness on behalf of the City. A motion was made by Councilperson Winder to allow the Mayor to incur indebtedness on behalf of the City of Albion up to and including \$100K. The motion was seconded by Council President Lloyd and the motion passed with the following vote: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

INFORMATION FROM CITY OFFICIALS, STANDING SUBJECTS, GENERAL QUESTIONS AND HOC COMMITTEES

Councilperson Winder asked about the availability of port-a-potties for those employees of the sidewalk construction company. Mayor Loveland reported that yes, there were portable toilettes for employees that are currently located at the staging site at the City Maintenance Shop. He also reported that, after speaking with the construction company, he is allowing company to move the port-a-potties to behind the Mercantile as this is much closer for the employees to walk. Winder said that this is excellent news as he had received news of construction employees relieving themselves on private resident’s property, so this should resolve that issue.

PRESENTATION OF BILLS

PAYEE	DESCRIPTION - NOTES	AMOUNT
Mayor and Council Salaries*	Salary/Payroll	1,700.00
Linda Hutchison - City Clerk/Treasurer *	Salary/Payroll	3,186.00
Deric Bell – Deputy Clerk*	Salary/Payroll	1,452.00
Brad Woodrow - Maintenance Director*	Salary/Payroll	4,953.00
IRS Direct Debit*	EFTPS 941 Tax. &	2,360.12
Federal Unemployment Tax	940 Tax (Q4)	36.53
Idaho Income Tax	State Income tax	981.00
Ace Hardware	Maint. Supplies	51.57
ATC Communications	Internet Service	690.60
Association of Idaho Cities	FY 2024 Membership dues	400.00
Beam Insurance *	Dental/Vision Policy*	332.84
Bonneville Power Administration	Electric Power Purchase *	18,620.00
Creekside Store	Maintenance Fuel	162.71
C-A-L Ranch Store	Maint. Supplies – Dust mop, vinyl tubing	49.73
Deric Bell *	Reimburse for 2 computer monitors	169.52
High OutPut Construction	SideWalks – Paid from Grant Funds – 2 Invoices – 5% Retainage hold	156,100.63
Idaho Consumer Owned Utilities Assoc.	2024 Membership dues	1,183.07
Idaho Rural Water Association	Wastewater Collection I/II Review Training	120.00
ETS	Email License	62.00
Four Leaf Clover Club	Donation – Albion Valley News & Projects	1,400.00
Keller Associates	Monthly Fee, Environmental, Engineering & Survey Service	250.00
Kerry McMurray*	Legal Services Nov. 2023*	1,028.50
Lamont Young	Back-Up Operator Fee	300.00
Magic Valley Labs	Water testing-	48.00
MiniCassia Transportation Committee	Yearly dues	50.00
NORCO Inc.	Rental & Safety Materials –	13.64

Ooma Office*	Phone Service – Office/SCADA Backup *	89.63
PERSI*	Employer Remittance- 12/1/23 –12/31/2023*	1,973.80
Pollard Water	Injection Valve & Plastic tubing	93.95
RAFT RIVER ELECTRIC *	System Maint. & Work Orders, Merchandise	955.38
Road Work Ahead	4- “ No Motor vehicles in Park” Signs –	152.48
Select Health*	Insurance Benefits*	2,117.00
Times News	Publish Ordinance 2023-12-01	187.22
UAMPS	General A&G Expenses	50.90
US Post Office	Stamps	231.00
Visa – #2580 L. Hutchison	Quick Books online pmt., Office Paper	228.53
Visa - #3554 B. Woodrow	License Test, Shop Materials ,Pump replacement parts	339.04
Western Waste Services	City Dumpster-	116.52
Young Automotive	2022 Dodge- Service	206.20
TOTAL		202,443.11

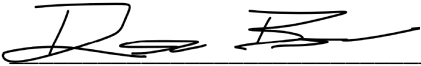
*Denotes Payments Already Made Pending Council Ratification

COUNCIL ADJOURNS

There being no further business brought before the Council, a motion to adjourn was made by Winder, seconded by Lloyd, and carried with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye. The meeting was adjourned at 9:12pm.



Isaac Loveland / Mayor



Deric Bell / Deputy Clerk