



## Minutes of the Albion City Council Meeting Held December 02, 2025

CALL TO ORDER— Mayor Isaac Loveland called the meeting to order at 7:00 p.m. in the Albion Civic Center.

OPENING CEREMONIES – Councilperson Winder led the Pledge of Allegiance.

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

OTHERS IN ATTENDANCE – Earl Warthen, Ginna Hall, Jon Davis, Richy Carlson, Rob South, Troy Mortensen, Mark and Gina Sakievich, Bob Johnson.

APPROVAL OF MINUTES—There being no questions, Carlson made a motion to approve the Minutes of the Council Meeting held on Dec..02, 2025. Tolman seconded the motion and was formally approved with a vote: Lloyd- aye, Carlson-aye, Winder-aye, and Tolman-aye.

APPROVAL OF BILLS- The Council Members reviewed the bills; A motion was made to approve them as presented by Lloyd and seconded by Winder. The motion passed with a vote of: Lloyd- aye, Carlson-aye, Winder-aye, and Tolman-aye.

### LAW ENFORCEMENT REPORT

Law Enforcement Officer Allred read the Law Report for November 2025 as follows: 7 Traffic Stops with 2 citations issued, 1 Fire alarm, 1 Alarm (other), 1 Motorist assist, 1 Prank Calls/ 911 Hang up, 1 Park Detail, 1 Foot Patrol, 1 Suspicious Vehicle, 1 SRO Follow up, 1 VIN Inspections, 1 Civil Paper services, 1 Sex Offender Registry, 1 Burn- Controlled, 1 Suicidal Subject/Psy. Evaluation, 1 Welfare check.

### MAINTENANCE DIRECTOR REPORT

Maintenance Director Woodrow stated that a grant to purchase new street signs for the city has been signed and submitted to LTAHC. Woodrow also mentioned that he has been getting the Snowplow ready for plowing and has parts on order to replace the worn-out blade, so it will be prepared for snow removal.

### CLERKS REPORT

Deputy Clerk Bell reported that the 2 CDs at D.L. Evans Bank are ready to renew. He asked the council to consider what we would like to do, whether to keep some of the fund's liquid or to renew with the current amounts for a short or long-term period. A decision was made to hold a Special Council Meeting this Thursday at 5:30 pm to discuss and decide on an option for the CD renewals. Energy Assistance Program is offering Smart Thermostat rebates up to \$125.00, as well as the city offering a \$15.00 energy credit on their bill; He feels this will be a good benefit for the citizens and the city to save money as well as savings on our energy resources.

Mayor Loveland stated that we will be changing the format of the city meetings; moving forward, the city action and business items will be the first items on the agenda, with the Citizens' Issues and comments being moved to the end of the meeting.

### AGENDA ITEMS

#### **1 – Discussion Clarification of Building Height Measurement Criteria and Standardization of Residential Height Restriction to Mirror Cassia County (Carlson, Deputy Clerk)**

Carlson stated that the building height for City residential is currently 20' with no designated starting point; Would like to mirror Cassia county's height of 30' from a starting point of the ground height. A motion was made by Winder and seconded by Lloyd, with the council voting unanimously all aye in favor.

## **2 – Evaluate Current Road Maintenance Agreement with Albion Highway District Adoption for the 2025-2026 Year. (Mayor, Deputy Clerk)**

Mayor Loveland stated that the renewal signing for the highway maintenance agreement needs to be updated & clarified to distinguish the duties of each entity on South Main Street. Maintenance Director Woodrow has attended the Highway District meetings and agrees that more discussion with the highway district is necessary before the city signs the agreement. Mayor Loveland feels that Main Street sustains most of the damage from County traffic. Warthen believes the damage results from the city's constant use of large 10-wheeler trucks on Main Street. Rob South from the Highway District said he would be glad to sit down and discuss the issues, confident that the City and Highway District can reach an agreement.

## **3 - Progress Update on Flood Prevention Efforts and Discuss any Further Action Required (Mayor)**

Mayor Loveland stated that the fence has been built and the surrounding area was cleaned out to improve water access and divert water to prevent flooding in the city. Loveland added that the drain ditch along Tremayne Street needs to have the cat tails removed so water can flow freely and avoid causing flooding to city residents. Mortensen mentioned that Banner's wanted to thank the city, Nick Knudsen, and Lynn Taylor for all their efforts and help in completing this project and asked if the city would operate the snow plow up Tremayne Street all the way; they would greatly appreciate it. Mayor Loveland also wanted to thank everyone for their help and efforts in making the necessary improvements to prevent flooding in the city.

## **4 – Discussion of Potential New Resident Communication System, TextMyGov (Deputy Clerk)**

Bell said he has been exploring a new communication system, "TextMyGov," to improve communication between municipalities and citizens. The system allows users to register by their addresses, enabling targeted messages to specific citizens in affected areas or directing information only to the city office or maintenance departments. All data would be entered through a single website. Currently, the city spends about \$150.00 for alert text messaging. The new system would have a setup fee of \$250 and an annual cost of \$1,500.00 for 2,500 text messages. Carlson felt that the costs were quite high. Bell stated that he believes the new system would improve alert communication for all citizens and asked the council to consider purchasing it.

## **5 – Progress Update on City Office Relocation to Civic Center (Mayor)**

A brief discussion was held about progress on the move of the City Office to the Civic Center. There was no major progress reported and no decisions were made and updates will be ongoing.

## **6 – Review Completion of Blue Cross of Idaho's Community Health Academy and Discuss Potential Uses for Program Completion Grant Award (Deputy Clerk)**

Mayor Loveland stated that the CHA grant will be awarded to the city for \$20,000.00. Loveland asked the council for their thoughts on how to use the funds; we could put them toward a park project, maybe insulate the pavilion, install a restroom, add a kitchenette, or use them to assist with the move to the Civic Center. Loveland asked the council to consider these options and prepare a priority list for the use of the grant funds to discuss at next month's city meeting.

## **7 - Review/Approve any Water Project**

Mayor Loveland stated that we have a Reimbursement Request of \$7,286.00 to Keller and Associates and asked the council for approval to sign and submit the requested reimbursement. A motion was made to approve the Mayor to sign and Submit the Reimbursement for \$7,286.00 to Keller and Associates by Carlson and seconded by Lloyd with a vote of Lloyd- aye, Carlson – aye, Winder – aye, and Tolman – aye.

## **8– Executive Session as Needed Pursuant to Idaho Code § 74-206 (1) (a), (b), (c), (d), (f), or (i)**

No Executive Session was held at this time.

## **GENERAL PUBLIC COMMENTS/CITIZENS ISSUES**

Earl Warthen asked whether the city has fire codes in its buildings and, if so, who enforces them. Mayor Loveland confirmed that the city's fire codes are from and enforced by Cassia County.

Troy Mortensen thanked the council for doing a thankless job. He believes the city has made a lot of progress, and good things have come from its service over the past 18 years. Mortensen then read and passed out some positive quotes on

“Success is 99% Failure” by Theodore Roosevelt and a Mantra he keeps in his home. He thanked the council members for doing the job no one else wants to do. The council members thanked Mortensen for his comments.

Bob Johnson thanked the city council for doing a good job and appreciated their efforts in improving flood control issues. Johnson also expressed gratitude to the city for donating funds to the Clover Leaf Club to support the monthly community newsletter that is distributed. The council members thanked Johnson for his comments. Mayor Loveland remarked that it is great when our community comes together and works for each other's betterment.

## PRESENTATION OF BILLS

<b>PAYEE</b>	<b>DESCRIPTION &amp; Notes</b>	<b>AMOUNT</b>
Mayor and Council Salaries*	Gross Salary/Payroll*	1,700.00
Linda Hutchison - City Clerk/Treasurer *	Gross Salary/Payroll*	4180.00
Deric Bell – Deputy Clerk*	Gross Salary/Payroll *	1,515.00
Brad Woodrow - Maintenance Director*	Gross Salary/Payroll*	6,300.00
IRS Direct Debit*	EFTPS 941 Tax (Federal Payroll Tax) *	1,526.39
ACE Hardware	2 Invoices	153.32
ATC	Internet Service & Network Terminals	690.60
Amazon Business	Annual Membership fee	179.00
Beam Insurance*	Employee Benefits - Vison & Dental*	370.54
Bonneville Power Administration	Bulk Electric Power Purchase + Transmission	12,916.00
CAL Ranch	Gen. Maint. Supplies	1.70
Click Send	City Texting App.	20.40
ETS	Microsoft 365 Subscriptions & Email Boxes	65.10
HP Instant Ink	Office Copier Ink Subscription	8.47
Keller Associates	General Engineer Service	2,278.75
Keller Associates	Water Project Reimbursement/Auth. For Mayor to Sign Request	3,643.00
Kerry McMurray*	City Legal Services (Retainer, Research & Drafts)*	680.00
Lamont Young	Backup Licenses- Water, Water Chemicals & Wastewater (3 @ \$50/ea.)	150.00
Magic Valley.com	Column Software Legal Publication Seeking Bids to Drill Test Well on Water Project	212.00
Magic Valley Private Utility Locates	Electric Utility Line Locate 3 Inv.	280.00
Magic Valley Labs	Water Tests- Wastewater & Drinking Water Bacteria	2023.00
Muni Billing	Software Service January thru March 2026 (1 <sup>st</sup> QTR)	1,191.00
NORCO Inc.	Rental of Welder Materials	13.80
OOMA Inc.*	Phone Service For Office/Maintenance Shop & SCADA System	84.00
PERSI*	Employer Remittance- Retirement Contribution*	2,571.07
Snake River Hydraulics	Pump parts	16.20
St. Lukes Health Plan *	Health Insurance	2,618.65
UAMPS	General A&G Expenses	89.05
US Postal Service	350 Stamps	273.00
Visa – #2580 Linda Hutchison	Quick Books Online Pmt., Hostinger Web site	217.00
Visa- #5228 Deric Bell (Dedicated Fuel)	Maintenance Department Fuel Purchases (Dedicated Card)	268.43
Visa- #1598 Brad Woodrow	Maintenance & Repair Items Home Depot, Smartsign.com	740.87
Western State Equipment	Maint./ Repair – Kohler Generator	1,071.31
Wickel Tire Pros	Service2022 Ram 2500 Truck	163.96

Wildcat Waste Service	Trash Removal- Shop Dumpster (June Service)	95.00
Wpmudev*	Web Site Software – Forms Creation and Managment	72.00
<b>GRAND TOTAL</b>		<b>48,378.59</b>
<i>*Denotes Payments Already Made Pending Council Ratification</i>		

**COUNCIL COMMENTS/INFORMATION FROM OFFICIALS & STAFF, AND FINAL THOUGHTS**

Winder asked if Woodrow had purchased stain for the park bench at the gazebo; Woodrow stated that he had not, as he thinks it won't cure in this colder weather. Carlson noted that he thought the Cowboy Christmas event went well and had a good turnout from the community. Lloyd asked whether we had put up the signs that Cassia County gave us; Woodrow said they have not been installed yet. Rob South thanked the city for allowing the Cowboy Christmas event to take place at the city park and appreciated law enforcement's presence. Rob felt it was a great success to kick off the holiday season. He noted that they would like to hold the event again next year but move it to just one day in the future.

**COUNCIL ADJOURNS**

There being no further business at this time, the motion was made by Winder and seconded by Lloyd to adjourn the meeting with a vote: Lloyd- aye, Carlson – aye, Winder-aye, and Tolman-aye; the meeting was officially adjourned at 8:24 pm.

  
 Isaac Loveland / Mayor

  
 Linda Hutchison / City Clerk -Treasurer