

*CITY OF ST. ANTHONY*  
*COUNCIL MEETING MINUTES – October 14, 2009 – 7:00 P.M.*  
*420 NORTH BRIDGE, SUITE A, ST. ANTHONY, ID, CITY COUNCIL CHAMBERS*

**PRESENT:** Mayor Garth Rose, Councilmembers Bryant Biorn, Bryan Fullmer, Elva Powell, Woody Andersen, Bryan Stoddard and Rod Willmore.

**ALSO PRESENT:** City Attorney Bill Forsberg, Police Chief Jim Smith, Public Works Superintendent Scott Butigan, City Clerk/Treasurer Patty Parkinson, and approximately nine interested citizens.

The meeting was called to order by Mayor Rose at 7:00 p.m.

The **PLEDGE OF ALLEGIANCE** was led by Suzanne Bagley.

**PUBLIC COMMENT** – Mayor opened the floor for public comment.

Paul Scoresby of Schiess & Associates said that tonight he submitted to the Local Highway Technical Assistance Council (LHTAC) the final plans for the East Main Stimulus Project. The estimate for the construction is \$413,000, including a 15% contingency. The estimate was close to the awarded amount. The first proposal didn't have ADA assessable sidewalks as it was feared those would push the total construction over the awarded grant amount. This new estimate includes ADA assessable ramps and the design of seven blocks. Scoresby explained the process of the project. The next step is the bid process which will be done by the Idaho Transportation Department (ITD). This project should unfold with no out of pocket expense to the city. Scoresby said that he is willing to help the city if they request any assistance with working with ITD or LHTAC.

## **GENERAL BUSINESS**

**Review Request For Proposals for Engineering Procurement for Waste Water Phase III Project** – Council began by discussing the scoring method. Ted Hendricks of The Development Company reviewed the process of scoring the engineering services and the negotiation process. The scoring sheets were handed to the clerk who scored the totals. While waiting, Hendricks talked about the project and the next steps that the city needs to be taking. The Development Company needs to have the assistance of the engineer firm to complete the application for the Idaho Block Grant. This grant is due November 20, 2009. He also introduced Rick Miller as another member of his team who will be assisting the clerk. Hendricks said that he would like to work with Attorney Forsberg to come up with an agreement between the city and The Development Company for payment of their services. Clerk Parkinson added up the scores on the tally sheet and then reported who scored as First, Schiess & Associates; second, Forsgren Associates; third, Nelson Engineering and fourth, Keller & Associates. There was a tie for third and fourth and that tie was broken by Mayor Rose's score sheet. A motion to accept the Request For Proposal (RFP) submitted by Schiess & Associates and enter into negotiations was made by Councilmember Biorn and seconded by Councilmember Willmore. Councilmember Fullmer asked if the city is obligated to use Schiess & Associates if they can not agree on a contract price. Attorney Forsberg advised that the council can move right down the list

and choose to negotiate with another firm if the city and the engineer could not agree. All were in favor. Motion passed 6-0.

**Ordinance to Change Buildable Lot Sizes** – Jim Hobbs, member of the Planning & Zoning Board, presented the proposed ordinance to change buildable lot sizes. Hobbs said there are many residents that have lot sizes too small to build on as per our current ordinance. This amendment would allow for citizens to build on these smaller lot sizes without having to go through the variance process. Councilmember Andersen had a few questions that were answered by Hobbs. Andersen said he is concerned with giving the Public Works Superintendent the authority to provide variances for set backs. Hobbs said that the PWS has the authority set to a minimum five feet, which is minimal. Andersen said when he was the building inspector he tried to maintain a line of sight. Hobbs agreed and said they are not trying to create or allow smaller lots in new subdivisions. They are only trying to fix existing small lot problems. A motion to suspend the rules of reading the ordinance to change buildable lot sizes on three different days and read by title only was made by Councilmember Biorn and seconded by Councilmember Stoddard. A roll call vote followed with Councilmembers Fullmer, yes; Powell, yes; Andersen, no; Biorn, yes; Stoddard, yes and Willmore, yes. Motion passed 5-1. Andersen was opposed and commented that he wasn't sure that we are protecting the other parts of the ordinance. Biorn read by title only. After the reading Andersen said he didn't think that we are protecting ourselves. Attorney Forsberg said it was the intention of Planning and Zoning to maintain the 10,000 square foot lot size in newer lots. Andersen would like to make the amendment to add the 10,000 square feet. A motion to adopt ordinance to change buildable lot sizes with the 10,000 square foot amendment in section three was made by Councilmember Fullmer and seconded by Biorn. A roll call vote followed with Councilmembers Fullmer, yes; Powell, yes; Andersen, yes; Biorn, yes; Stoddard, yes and Willmore, yes. Motion passed 6-0.

**Ordinance to Change Appointment of Airport Board Members** – The ordinance was introduced by Councilmember Willmore. Councilmember Biorn asked about having only one member that isn't a user of the airport. Biorn thought that all of them being from the airport could be a conflict of interest. Councilmember Fullmer wanted to know if there should be a maximum number of members. Willmore said it is difficult to even get enough interested people to participate as it is. Biorn would like to amend the ordinance for a minimum number of members to be four. A motion to suspend the rules of reading the ordinance to change appointment of airport board members with an amendment to there shall be at least four (4) board members on three different days and read by title only was made by Biorn and seconded by Councilmember Stoddard. A roll call vote followed with Councilmembers Fullmer, yes; Powell, yes; Andersen, yes; Biorn, yes; Stoddard, yes and Willmore, yes. Motion passed 6-0. Stoddard read by title only including the amendment. A motion to adopt the ordinance to Change Appointment of Airport Board Members with the amendment was made by Biorn and seconded by Willmore. A roll call vote followed with Councilmembers Fullmer, yes; Powell, yes; Andersen, yes; Biorn, yes; Stoddard, yes and Willmore, yes. Motion passed 6-0.

**Parking Ordinance** – Mayor Rose asked for discussion on the parking ordinance. Councilmember Biorn asked if there was money in the budget to facilitate signage for this ordinance. A motion to suspend the rules of reading the Parking Ordinance on three different days and read by title only was made by Councilmember Stoddard and seconded by Councilmember Andersen. A roll call vote followed with Councilmembers Fullmer, yes;

Powell, yes; Andersen, yes; Biorn, yes; Stoddard, yes and Willmore, yes. Motion passed 6-0. Stoddard read by title only. A motion to adopt the parking ordinance was made by Biorn and seconded by Andersen. A roll call vote followed with Councilmembers Fullmer, no; Powell, yes; Andersen, yes; Biorn, yes; Stoddard, yes and Willmore, yes. Motion passed 6-0. Motion passed 5-1. Fullmer commented that we cut the police department down and now added more work for that department.

**Cloud Seeding Pledge to High Country Resource** – Mayor Rose said he has received a request for pledging for the cloud seeding program. Clerk Parkinson said that the fees are the same in this year's budget as last years. Last year the pledge amount was paid from the water department's professional services. Public Works Superintendent Butigan remembered that the \$2100 was figured out by population versus the city to the county. Joyce Edlefsen, citizen, said that the city has done this for the last three years. Councilmember Willmore said we should donate but at a reduced amount, say \$1500. Councilmember Fullmer suggested \$1000. A motion to pledge \$1000 to the High Country Resource cloud seeding program was made by Councilmember Fullmer and seconded by Willmore. All council members were in favor with one opposed. Councilmember Andersen was opposed. Motion passed 5-1. Andersen said \$1500 amount was a better number.

**State Surplus Land Sale in St. Anthony 10/19/09** – The State Board of Land Commissioners is offering the sale of surplus land to the city of St. Anthony prior to auctioning the land to the public. Public Works Superintendent Butigan reported on the property and its location. Mayor Rose said the property is not accessible and staff generally believes there isn't much value for the city to purchase the property. A motion not to purchase was made by Councilmember Fullmer and seconded by Councilmember Stoddard. All council members approved.

**Consideration of Runway Lights/Fly By Night Switch** – Councilmember Willmore said that right now we pay \$120 per month to keep the lights on all night. With this new purchase the pilot can click his radio five times and then the runway lights will come on. Willmore thought that the switch would pay for itself in the first year as the lights would only come on as needed instead of burning all night long. It won't cost anything to install as they will use volunteer help to install it and with freight its estimated cost is around \$600. A motion to purchase the runway lights/fly by night switch using no more than \$650 was made by Councilmember Biorn and seconded by Councilmember Fullmer. All council members were in favor.

**Proposed council date changes/cancelations November/December** – Mayor Rose proposed that council not meet for the second meetings in November or December due to the holidays. Councilmember Fullmer asked if necessary could we call a special meeting. Mayor Rose said that a special meeting can be called if needed. A motion to cancel the second meetings in November and December was made by Fullmer and seconded by Councilmember Willmore. All council members approved.

**INVOICES & CLAIMS** - Payment Approval Reports were presented to Mayor and Council. A motion to approve the invoices and claims for payment was made by Councilmember Andersen and seconded by Councilmember Fullmer. All council members approved.

**MINUTES** - Regular Council Meeting Minutes of August 26, 2009 and Special

Council/County Commissioner Meeting Minutes of September 2, 2009 were presented to Mayor and Council. A motion to accept the Regular Meeting Minutes of August 26, 2009 and Special Council/County Commissioner Meeting Minutes of September 2, 2009 was made by Councilmember Fullmer and seconded by Councilmember Andersen. All council members approved.

## **MAYOR, COUNCIL and DEPARTMENT REPORTS**

Councilmember Willmore reported on the Airport Board meeting and they have scheduled the next Fly In for September 18, 2010. They also discussed the lease and Willmore felt that most approved of the lease. Clerk Parkinson reported all leases have been paid.

Councilmember Biorn reported that the Fire Department will be training on the Jaws of Life and they now have their first ever Fire Department patch. The Lions Club is organizing the annual Thanksgiving Dinner and they are looking for volunteers. Volunteers should contact Sam Davis, president of the Lions Club. Councilmember Stoddard suggested putting something on the marquee for contacts for the upcoming food drive.

Councilmember Andersen said he missed the October 1, 2009 Chamber of Commerce meeting but will be attending the next Chamber of Commerce meeting being held tomorrow.

Councilmember Fullmer said PWS has done work on the trucks to enable them to haul more snow.

Clerk Parkinson reported on the Compliance Review by the USDA. The city passed the review with one minor adjustment that needs to be added to our letter head showing that the city is an equal opportunity employer. Parkinson also reported on the last Census Meeting and the committee has a couple of events planned through the schools with a contest being one. Parkinson will contact Fort Henry Elementary so that they can participate in that contest. Parkinson reported the resignation of one part time office employee. The hiring process has already begun. Parkinson also reported discovering some sanitation rate errors to commercial customer accounts. She said that an audit has been completed of the commercial customers and an inventory of all garbage bins has been completed. Letters have gone out to every commercial customer to confirm their rates and bins. Some customers will be contacted by the Mayor for a personal review. Councilmember Fullmer asked that this item be placed on the next agenda so that it may be discussed. Parkinson provided copies of a letter received, which addressed the flowers in the city. Also, she included copies of an invitation to the 7<sup>th</sup> Annual GRG Legislative Listening Forum from Eastern Idaho Community Action Partnership. Parkinson also addressed a letter from the Fremont County District Library requesting current problems and building needs. Parkinson reported that work orders have been completed for each request and they are currently being taken care of. Councilmember Stoddard asked if there is an agreement with the Library on what the city maintains. Mayor Rose asked that this be placed on the next agenda so that council can discuss it. Parkinson reported her continued work with various insurance companies to ensure that the city is receiving the best value for their employees. Insurance rates for vision will not be increasing.

Attorney Forsberg attended the Airport Board Meeting. Forsberg reported that PWS Butigan has contacted Theresa Garrett of Garrett Trailer Court and she has concerns about moving the nuisance trailer off her property by the end of the month. Garrett may be receiving help from her ward to assist her in moving the trailer. However, their concern is they may open themselves up to some sort of liability. They want to ensure that the city will hold them harmless if they should take on the project. Forsberg has contacted ICRMP to see if there would be a problem with the city entering into an agreement to hold them harmless. ICRMP didn't see any problem and Forsberg recommends entering into that agreement. Forsberg will coordinate with Butigan.

PWS Butigan said that they are modifying the dump trucks by raising the sides up allowing for more snow into the loaders. This should allow for five or six more bucket loads per truck. The tentative start date for Bridge Street was today and Butigan hasn't seen or heard anything since. It could be spring before work begins on Bridge Street.

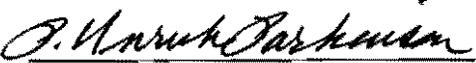
Clerk Parkinson also reported on the attending the Local Highway Rural Investment Program (LHRIP) application workshop in Rigby with Paul Scoresby of Schiess & Associates. Scoresby said that Schiess & Associates will apply for this grant for the city at no charge to the city. They will be applying for the bridge work that needs to be done at the end of West Main. Parkinson recommends council consider putting together a Street and Road Committee to continue to plan for the future needs for the city. Councilmember Stoddard said he would sit on a committee like that.

Chief Smith said that there has been some bidding on the police car and it closes tomorrow. The stop sign by Spring Creek Manor has been holding up to the weather and winds. Channel Eight picked up on a story about animal neglect. Chief suggest the city may want to consider an ordinance change that would better equip the city to handle something like this. The Silver Horseshoe has not yet requested a license for alcohol.

There being no further business to come before the Council the meeting was adjourned at 8:42 p.m. by Mayor Rose.

  
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Garth Rose, Mayor

Attest:

  
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Patty Unruh Parkinson, City Clerk-Treasurer

