

*CITY OF ST. ANTHONY
REGULAR COUNCIL MEETING MINUTES
SEPTEMBER 27, 2012, 7:00 p.m.
420 NORTH BRIDGE, SUITE A, ST. ANTHONY, ID, CITY COUNCIL CHAMBERS*

PRESENT: Council Members Suzanne Bagley, Bryant Biorn, Tom Erickson, Russ Rubert and Rod Willmore.

ABSENT: Mayor Neils Thueson and Council Member Rick Hill

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

In the absence of Mayor Thueson, the meeting was called to order by Council President Biorn at 7:00 p.m.

PLEDGE OF ALLEGIANCE was led by Boy Scout James Bagley .

GENERAL BUSINESS

Report & Discussion on West Main Street Public Hearing – Councilmember Erickson reported the city had a public hearing in the city council chambers on the West Main Street Project from 4:30 p.m. to 6:30 p.m. earlier today. Erickson said Scott Ellsworth, representative from the Local Highway Technical Assistance Council (LHTAC) of the Idaho Transportation Department (ITD) was in attendance as well as Paul Scoresby from Schiess & Associates. Everyone who lives or owns a piece of property along the project was provided a letter, mailed and/or hand delivered, to invite them to attend this hearing. Part of the letter sent to them is a request for the project to be able to obtain access to their property to build the new sidewalks or to have access to build a new driveway. There were 22 people who signed in to the meeting. There was also a Hearing Officer from ITD to hear any complaints, questions or problems. Erickson said he thought the meeting went very well and the project is on schedule. Most people were concerned about snow removal and placing snow on the sidewalks. The other concern was the detouring of traffic during construction. These concerns will each be addressed to see if they can be worked on. PWS Butigan said he didn't have any additional concerns. Erickson said construction is scheduled to start 2016. Erickson invited council to look at the design maps.

Dangerous Building/Blanchard – Council President Biorn asked Chief Smith for a report. Smith reported a letter for abatement was sent to the owners of tax record, Keith and Marsha Blanchard. Smith said the property is owned by Matt Blanchard and as of today the property still hasn't been abated. At this time, city council needs to determine if the building is a dangerous building and to proceed with an order to remedy the building or demolish it. Attorney Forsberg asked Clerk Parkinson if the letter sent to the Blanchard's was sent by certified mail. Clerk Parkinson said it was not. Forsberg asked if the letter was in fact delivered. Parkinson said it was delivered by US Postal mail. PWS Butigan reported Matt Blanchard contacted him and told him he was planning on giving the property to the South Fremont Fire District to use in fire training. However, the Fire District is still waiting for the right conditions to burn. Butigan said he told Matt to contact Smith. Forsberg said due

process is always an issue with this and Matt did speak to Butigan and offer a plan. Forsberg suggested Parkinson contact Matt and confirm there is a plan in place to demolish the building. Forsberg said if there is a plan to then allow a reasonable time for abatement. Butigan said the building is sitting off of the foundation and the building should be secured so no one can enter it. Council discussed the options and decided Parkinson should make contact by either letter or in person to ensure there is a plan in place and the property is secured. A motion to contact Blanchard's by certified mail or personal contact giving them 30 days to abate the property and to secure the property with a snow fence immediately so no one can enter the building was made by Councilmember Bagley and seconded by Councilmember Rubert. All members present were in favor. Motion passed 5-0.

Approval of the 2013 Retail Alcoholic Beverage Licenses – Council President Biorn asked if council had reviewed the applications for licenses. Chief Smith reported there was nothing to report as concerns for any of the businesses applying for license. Biorn did note to Clerk Parkinson an error on one license. Parkinson said she would correct before giving it to the business. Parkinson reported all the applicants provided copies of their approved State and Fremont County licenses except for Spurs & Spokes which only provided an application. Silver Horseshoe was sent an application but did not respond. The business is currently closed. A motion to approve Retail Alcoholic Beverage Licenses for BJ's Corner, Bottlestop, Broulim's, Dusty's Pit Stop, El Jaliciense, Maverik, RJ's Shell and the Star Bar was made by Councilmember Willmore and seconded by Councilmember Bagley. All council members present were in favor. Motion passed 5-0. The license for Spurs and Spokes was not approved since they did not have the required State or County license.

PUBLIC COMMENT

Council President Biorn asked if there was anyone wishing to address council. There being no one wishing to comment, Biorn closed the floor for public comment.

INVOICES & CLAIMS - Payment Approval Reports were presented to Council. Following some questions where were satisfactory answered by staff, a motion to pay the invoices and claims was made by Councilmember Bagley and seconded by Councilmember Rubert. All council members present were in favor. Motion passed 5-0.

MINUTES – Regular Council Meeting Minutes of September 13, 2012 were presented to council. A correction was identified. A motion to accept the Regular Council Meeting Minutes of September 13, 2012 with the spelling correction was made by Councilmember Willmore and seconded by Councilmember Erickson. All council members present were in favor. Motion passed 5-0.

DEPARTMENT, COUNCIL & MAYOR REPORTS

Police Chief Smith reported the police department would like to have the front office's old computers once they are finished with them. The Skate Park cameras are in the installation process. The new officer was hired under the COPS Grant. His name is Aaron Park and he will start on October 15th. The part time clerk was hired and will be starting October 1, 2012. Her name is Celeste Walker with a Bachelor's in Accounting. The range fire was represented well by city council with Councilmember Rubert and Attorney Forsberg in attendance. Council President Biorn asked if council had any issue with the police department using the

old computers from the front office. Biorn suggests some period of time should pass prior to the police department using them until the front office is up and running comfortably to ensure there isn't anything still left on those computers. Council all agreed.

PWS Butigan reported the Variable Frequency Drive's (VFD's) are up and running on the water pumps. They are still working on the SCADA System and on some of the hard wiring. The parking lot has been finished and it looks really nice with new sidewalks and sealant.

EXECUTIVE SESSION, IF NEEDED, PURSUANT TO IDAHO CODE – A motion to enter executive session pursuant to provisions of Idaho Code 67-2345, subsection 1(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated was made by Councilmember Erickson and seconded by Councilmember Rubert. A roll call vote followed with council members answers as follows: Willmore, yes; Biorn, yes; Erickson, yes; Bagley, yes; and Rubert, yes. Motion passed 5-0. The room was cleared except for the council members, Attorney Forsberg, Chief Smith and Clerk Parkinson.

A motion to exit executive session was made by Councilmember Bagley and seconded by Councilmember Rubert. A roll call vote followed with council members answers as follows: Willmore, yes; Biorn, yes; Erickson, yes; Bagley, yes; and Rubert, yes. Motion passed 5-0.

Council President Biorn then opened up the regular meeting inviting everyone back in to the room. Biorn reported there were no decisions made while in executive session.

Attorney Forsberg thanked the police department for their impressive demonstration of their night optical equipment.

Clerk Parkinson reported she and the front office staff attended the Idaho City Clerks, Treasurers and Financial Officer's Association (ICCTFOA) meetings in Coeur d'Alene last week. Parkinson thanked council for allowing them to attend as they learned so much. This year she presented at the meetings on the topic of Best Budgeting Practices. Parkinson also reported the new server for the city has been installed and the three work stations are up and running. So far things are running fairly well with just a few small bugs to work out. The server is also serving the police department. Caselle, the city's software for utilities, uploaded the city's data and will be providing the city with their newest software product, Clarity, in the next couple of weeks or so. This will give staff an opportunity to run mock data. The city plans on going live with Clarity the second week of November. The Idaho Bond Bank sold the city's refinanced bonds on the secondary market. The winning rate for the bonds was 1.74% which was less than the projected rate of a little over 2%. Parkinson will invite Cameron Arial from Zion's Bank to a council meeting in the near future to give a full report to city council. A press release will also be prepared and once received Parkinson will forward it to all the council members and the local press. Parkinson also wanted to remind all the council members to complete their classes on the ICRMP Online University. Once the city meets all their requirements it'll save the city over \$2000 in insurance premiums. Parkinson also reported on the Idaho Independent Intergovernmental Authority (III-A) fiscal year 2012-2013 insurance rates. The city was age banded and paying for each individual employee at the rate set for that employee. The city now is part of the entire group and because of that will be paying a significantly lower rate and in total there will be an estimated savings per month of around \$1,000 to the city. Many cities did experience a rate increase of

19% to their health insurance and this was because they were already paying group rates. Vision insurance did go up 15%. Overall, the city will experience a nice savings in insurance this year. PERSI came to the city to audit the city's reporting procedures and personnel files. The last time they audited the city was early 2008. A letter was later received by Mayor Thueson from PERSI reporting the city has a solid understanding of PERSI and we are correctly reporting and nothing requires attention at this time. Council President did read the letter received from PERSI commending Parkinson. Parkinson also reported Planning and Zoning is meeting twice each month and continue to work on the draft model zoning ordinance. Parkinson also provided council members with the Fund Summary through the end of the month of August. This report shows all the changes made in additional revenue according to the approved budget amendment. Parkinson worked with Wanda Adams, Grant Administrator, on the request for reimbursement for the airport runway sealant grant. The papers were submitted and now the city is waiting for the reimbursement.

Councilmember Willmore reported being contacted by Wanda Adams to sign all the necessary papers for the airport grant. Willmore also said the Annual Fly-In was a very successful event. He said he gave rides to 25 kids who have never been flying before. The airport looked very nice.

Councilmember Erickson had nothing to report.

Councilmember Bagley asked council to save the date of October 18th for the first Mayor's Youth Council project. Bagley will be visiting the schools with Mayor Thueson to talk with their student council and to place flyers at the school and here at the city building.

Councilmember Rubert said he thought the police department did a good job at the night shoot. It was very educational. Rubert also congratulated and thank the chief and police and the police department for their patience, tolerance and professionalism. Rubert said he also spent a brief amount of time at the airport Fly-In and was very impressed with the airport and the condition it is in. The Fly-In was a very good activity.

Council President Biorn reported he will be resigning. Biorn and his family have moved out of the city and since he no longer lives in the city he must resign. Biorn said his last official day as a council member will be September 30, 2012. Biorn said this position and the work that has been done here has been some of the most challenging things he has ever done. It has also been the most rewarding. Biorn said he would like to recommend as the city moves forward to never give up the Finance Committee. He credits this committee for the state the city is in now. The city went from junky streets and a so-so sewer system to a council who is informed with money for streets and big projects like they are doing now. The city is better off because of it. Biorn asked the council to continue to support the youth in the community through the Mayor's Youth Council as well as all other projects bringing the youth together in the community. Biorn said he is a big fan of the Idaho Art Lab and all the work they have done with the city's youth and the city. He is very impressed with their willingness to work on the Mural Project in Keefer Park. Biorn said the Upper Valley Youth Association has recently made some requests for assistance from the city and he encourages the city to help where they can. Biorn said he will continue to help the city with their Web Site and if we need help crunching some numbers on the water system to give him a call. Biorn then thanked his wife, Sandy, for her support. Biorn continued by saying it hadn't always been easy and being a council member sometimes created tension in his family, especially during the city's

separation from the South Fremont Fire District.

There being no further business to come before the Council the meeting was adjourned at approximately 7:50 p.m. by Council President Biorn.


Neils Thueson, Mayor

Attest:


Patty Unruh Parkinson, City Clerk-Treasurer

