

CITY OF ST. ANTHONY
REGULAR COUNCIL MEETING MINUTES
DECEMBER 12, 2013, 7:00 p.m.
420 NORTH BRIDGE, SUITE A, ST. ANTHONY, ID, CITY COUNCIL CHAMBERS

PRESENT: Mayor Neils Thueson, Council Members Lisa Haeberle, Rick Hill, Russ Rubert and Rod Willmore.

ABESNT: Council Members Suzanne Bagley and Tom Erickson.

ALSO PRESENT: City Attorney Bill Forsberg, Public Works Superintendent Scott Butigan, City Clerk/Treasurer Patty Parkinson, Police Chief Jim Smith and seven others in the audience.

Mayor Neils Thueson called the meeting to order.

PLEDGE OF ALLEGIENCE was led by Councilmember Rubert.

GENERAL BUSINESS

Annual 2012/2013 Audit Presentation/Scott Bond of Rudd & Co – Scott Bond of Rudd and Company presented the council with the annual audit for fiscal year 2012/2013. Bond reported there was one fund which exceeded its budget. This was the Sanitation Fund. Bond also reported the city has accumulated some cash which now exceeds the FDIC Insurance. It is recommended to spread some of this cash to other financial institutions in order to obtain the \$250,000 maximum insurance through FDIC. Bond said he wasn't too concerned since the cash is now with a large recognized, sound and secure financial institution. The auditor is issuing an unqualified or clean opinion on the financial statements of the City of St. Anthony. Bond briefly reviewed some of the highlights of the audit, reviewing the General Fund and other major funds in the city. There were no funds ending the year in a deficit. Bond also reviewed all the utility funds. Each fund had a positive increase, not significant, but positive. During the audit it was noted the city refinanced its water and wastewater bonds. There were two different benefits the city gained by refinancing these bonds. There was a savings of \$282,000 in refinancing the water bonds. This means by refinancing, the city improved their cash position by this amount. The sewer bonds are similar, the gains were significantly more. The cash savings gained by the city was \$970,000. Bond said this was definitively a lot of work, but a significant gain obtained by the city. Bond said the Sanitation Fund was exceeded, however, the fund was not in distress or in a deficit; however, they are required to disclose this. Bond also reviewed some of the other smaller funds. Bond said he appreciates working with the city. Bond said Clerk Parkinson did a great job getting everything ready for them. Bond said it was good to have Councilmember Erickson in on their meetings. Bond asked council if they had any questions. There being no questions Bond ended his presentation to the city council.

West Main Update/Schiess & Associates/Paul Scoresby – Paul Scoresby of Schiess

& Associates reported on the status of the West Main Street Project. Scoresby said they are expected to have all the design finished by May of 2014. Scoresby said they should have formal approval to start the design by the first of the year from LHTAC (Local Highway Technical Assistance Council). It is desirable to finish by May because if there are any projects state wide not ready in time then the city's project may be able to be moved ahead. Should things progress as planned it is possible the project could start construction sooner.

TRPTA Request for Match Monies/Amanda Ely, Michael Jones and Alden Allen –

Alden Allen was the only member for TRPTA (Targhee Regional Public Transportation Authority) present. Allen passed out to council TRPTA's letter of intent for the fiscal year 2014 grant process. Allen reported to council on what TRPTA is doing. He said as of November 30, the Executive Director Position has been replaced with a three member management team. The team consists of Amanda Ely, Michael Jones and Allen. In 2014 TRPTA is maintaining the same scope of services they have had in the past. Their federal funding is assisted with local match. Local match in the past has come from Madison County, Fremont County, the City of Rexburg and the City of St. Anthony. There is an increased requirement for match next year due to an asset management plan for the replacement of buses. Allen said TRPTA is requesting \$1,500 from the city to help support their program for fiscal year 2014. Beginning January 6, 2014 TRPTA will begin offering two additional demand/stop runs in the City of St. Anthony. These stops will be at the old Lincoln Elementary School and the St. Anthony Health Center. These will connect into the City of Rexburg. Mayor Thueson asked what the number of riders coming from St. Anthony is. Allen said they do 1,500 trips from the rural area which includes Ashton, St. Anthony and Sugar City. Thueson said he sees the bus every day, however never sees any riders on it. Thueson said he should be able to tell council the number of riders from St. Anthony using the service. Councilmember Willmore said he would like to see how the money would be spent and how it is spent on each rider. Allen said he would get back the exact rider numbers to council. Councilmember Rubert said TRPTA should be able to report the number of trips to and from St. Anthony. Councilmember Hill asked how much we gave TRPTA last year. Clerk Parkinson reported it was \$1,000. Allen also requested for a letter of intent from the city for fiscal year 2015. Thueson said to get back to council with the number of riders as council cannot make a decision until they have that information.

Official Vote Talley for Election Presented to Council for Acceptance/Parkinson –

Clerk Parkinson provided council with the election results from Fremont County. These are the canvassed results showing all elected members ran unopposed with the following votes: Neils Thueson, Mayor, 152 votes; Suzanne L. Bagley, Councilmember, 159 votes; Lisa Haeberle, Councilmember, 157 votes; and Rod Willmore, Councilmember, 161 votes. The Mayor and Council Members will be sworn in the first council meeting in January. A motion to accept the canvassed votes was made by Councilmember Rubert and by Councilmember Haeberle. All council members present were in favor. Motion passed 4-0.

Review/Discuss/Accept Easement between Property owner of Section 31

Township 8 North, Range 41 East for Fremont County to Install water line to Transfer Station – Fremont County's Public Works Director Brandon Harris reported the construction on the transfer station begun two months ago. About 80% of the concrete has been poured and the building can begin. They had to blast a lot of rock. The goal is by March to have it up and running. Everything will operate pretty much the same way as it does now. The scale building will go in later and they will also begin to change the fee structure when the scale building is operating. In order to meet all the codes they need water lines out there. The water line has been in the works for a while. The county will be the contractor in putting in the water line and then transfer the line over to the city. The water line is being built to DEQ (Department of Environmental Quality) and the City's specifications. The water line will be placed on the East side of the road. At the point where the bridge crosses the canal the water line will encroach on a couple of pieces of private property. Easements are necessary to continue the water line. One property owner is requesting a residential water line in exchange for the easement. Fremont County will install a one inch residential water line and the city will allow for the impact fee for the water line. The water line will be stubbed in and capped. No water meter will be placed there until the property owner is ready to begin to use the line. This does not include the cost of the water meter or installing the water meter. A motion to accept the agreement between Benjamin and Stephanie Clark and the City for an easement in exchange for a one inch residential water line stubbed into said property was made by Councilmember Willmore and seconded by Councilmember Rubert. All council members present approved. Motion passed 4-0. Harris and council discussed the recent chip, seal and fog coating done in the county. It looks really good and minimized rock chips and gains about two years between chip seals. Council discussed this process and if it will work at the airport. Harris thought it would, should the chips be smaller. Mayor Thueson asked Harris for their help again this summer in chipping and sealing the city streets. Harris said they are willing to help. Council expressed their appreciation for Harris and his crews and the county for all the assistance they have given the city in chipping and sealing.

Confirmation of Mayor's Appointment of Travis Eva to be Chair of the Airport Board – Mayor Thueson said he appointed Travis Eva to be the Chair of the Airport Board. Thueson requested council's affirmation of his appointment. Every member affirmed his appointment with no dissent.

Acceptance of Resolution for Airport Grant Runway Maintenance – Clerk Parkinson provided council with a copy of the Idaho Airport Aid Program grant agreement and resolution to accept the grant offer from the State of Idaho. Council must accept this grant by resolution prior to any work done through this grant. This is a \$100,000 grant, where the State of Idaho through the Idaho Transportation Department, Division of Aeronautics provides 75%, or \$75,000 maximum to the city and the city matches 25% or \$25,000. The resolution was read in full by Councilmember Haeberle. A motion to accept Resolution 2013-06, A Resolution Accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of \$75,000 to be used under the Idaho Airport Aid Program, Program number LNS8U12, Project number SP-0430141.A014 in the development of

the Stanford Field Airport and to authorize Mayor Thueson to accept such grant was made by Councilmember Willmore and seconded by Councilmember Rubert. All council members present were in favor. Motion passed 4-0.

Annual Road and Street Financial Report/Parkinson – Clerk Parkinson provided council members with the Annual Road and Street Financial Report. Each year the city is required to submit this report should they like to receive their annual revenue from the state from the Highway fund. The city's annual report includes all the projects the city has completed on the streets. This includes our regular street fund, the 12th Street Project and the West Main Street Project. Parkinson reviewed the report in some detail asking if council had any questions. She said this is the report which will be printed in the paper after January 1.

ICRMP Training/Parkinson – Clerk Parkinson trained council on Avoiding Accidents. This is the second part in a two part training program through the city's insurer ICRMP (Idaho Counties Risk Management Program). By completing this training the city saves five percent (5%) on their total insurance bill. Information was provided to council on ways to avoid accidents. Parkinson and council discussed accidents and ways to avoid them. After the training, Parkinson encouraged anyone who still needed to complete their online courses should continue to do so.

PUBLIC COMMENT

Mayor Thueson opened the floor for public comment. Thueson acknowledged and thanked everyone for their attendance.

There being no public comment Mayor closed the floor.

INVOICES & CLAIMS - Payment Approval Reports were presented to Council. Following some questions for staff, which were satisfactorily answered, a motion to pay the invoices and claims was made by Councilmember Rubert and seconded by Councilmember Haeberle. All council members present were in favor. Motion passed 4-0.

MINUTES – Regular Council Meeting Minutes of November 14, 2013 were presented to council. A motion to accept the Regular Council Meeting Minutes of November 14, 2013 was made by Councilmember Willmore and seconded by Councilmember Hill. All council members present were in favor. Motion passed 4-0.

DEPARTMENT REPORTS

Chief Smith reported the DUI Grant finished up well. Smith is negotiating on two bids for the camera system. The Police Event Summary is included in council's packets. The city has four officers attending the Shop With A Cop Program this Saturday.

PWS Butigan reported with the last power outage losing a variable drive on the south

well. This is something the city will turn over to the City's insurance or to Rocky Mountain Power to see if it is covered. Mayor Thueson asked if there is anything the city can do to prevent something like this from happening in the future. Crews will be putting on a surge protector which will protect everything in the system. In addition, there will be something which will balance the power supply. Snow will be hauled tonight off of Bridge Street. Crews are working on the slide down at the Sand Bar Park. Mayor Thueson asked if any more windows would be replaced on the city building. Butigan said they would be replacing the rest, including the library and the doctor's office. Thueson reminded Butigan when replacing the doctor's office window to talk to them about their sign on the window to ensure we replace at least what they had on the old window. Butigan said he would.

Attorney Forsberg reported attending the AIC (Association of Idaho Cities) Legislative meeting. They had a good presentation on decriminalizing as many misdemeanors as possible in city ordinances. Forsberg spoke about this to council and is recommending a review and update to the city's ordinances where misdemeanors are the punishment. Forsberg said he will provide council with a series of amendments which will begin to change certain violations of city code from misdemeanors to infractions.

Clerk Parkinson reported there were some problems associated with the recent power outages requiring a call to a technician to repair. The router, which was old, finally broke and had to be replaced. This caused a problem of not being able to connect to the server. Additionally, a battery backup box was also replaced. While on vacation, Parkinson reported the hard drive on her computer died and was replaced. This computer is still under warranty, however is reaching the end of the warranty. The Planning and Zoning Commission have completed a rough draft of the first seven chapters of the zoning. If anyone is interested in seeing it to please let Parkinson know and copies can be sent to them. Parkinson said she will be Attending Shop With A Cop to volunteer to wrap presents. The annual employee/volunteer Christmas party is this Saturday. The next meeting is the day after the Christmas Holiday. Parkinson said she wants to know if there will be a quorum for that meeting as yearend bills still need to be paid. After some discussion, some members said they will be gone. However, Mayor Thueson said council should get at least a quorum just for the approval of any invoices and claims to pay. Parkinson said the city's phone system is nearing the end of its usefulness. The city is spending more in repairs each year and problems continue. Parts are obsolete and finding someone to repair the old system is getting harder and harder. In fact, the vendor which sold the old system to the city is unable to repair it. Parkinson has a quote for a new phone system for the city for \$9,800. This is reduced by \$1,000 if purchased before year end. Renting it would cost about \$3,000 per year. The current system has been here for at least 15 years, maybe longer. The building budget has money for building improvements. Council agreed the city should replace the phone system by purchasing a new system.

COUNCIL & MAYOR REPORTS

Councilmember Rubert reported the Chamber of Commerce has a new leadership

core. They have also revitalized the committee system. Participation by city businesses is rather lacking.

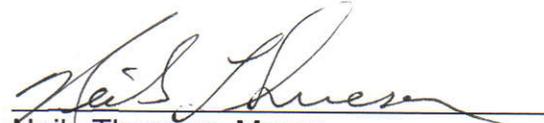
Councilmember Haeberle had nothing to report.

Councilmember Hill had nothing to report.

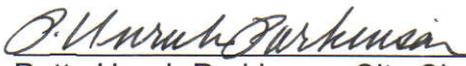
Councilmember Willmore asked about the slurry seal on the airport taxiways. He wondered if this is what Rigby did as it looks good. PWS Butigan said he will review options and pricing at the Airport Board Meeting.

Mayor Thueson reported on attending the AIC Legislative meeting in Boise. He said it is important citizens and the city are calling the Idaho Dig Line before digging. Thueson suggested it should be on our permits. Clerk Parkinson said she would ensure it is.

There being no further business to come before the Council the meeting was adjourned at approximately 8:36 p.m. by Mayor Thueson.


Neils Thueson, Mayor

Attest:


Patty Unruh Parkinson, City Clerk-Treasurer

