

*CITY OF ST. ANTHONY  
REGULAR COUNCIL MEETING MINUTES  
JANUARY 9, 2014, 7:00 p.m.  
420 NORTH BRIDGE, SUITE A, ST. ANTHONY, ID, CITY COUNCIL CHAMBERS*

**PRESENT:** Mayor Neils Thueson, Council Members Suzanne Bagley, Tom Erickson, Lisa Haeberle, Rick Hill, Russ Rubert (arrived at 7:15 p.m.) and Rod Willmore.

**ALSO PRESENT:** City Attorney Bill Forsberg, Public Works Superintendent Scott Butigan, City Clerk/Treasurer Patty Parkinson, Police Chief Jim Smith and 10 others in the audience.

Mayor Neils Thueson called the meeting to order.

**PLEDGE OF ALLEGIENCE** was led by Clerk Parkinson.

**INVOICES & CLAIMS** - Payment Approval Reports were presented to Council. A motion to pay the invoices and claims was made by Councilmember Erickson and seconded by Councilmember Haeberle. All council members present were in favor. Motion passed 5-0.

**MINUTES** – Regular Council Meeting Minutes of December 12 and December 26, 2013 were presented to council. A motion to accept the Regular Council Meeting Minutes of December 12 and December 26, 2013 was made by Councilmember Willmore and seconded by Councilmember Bagley. All council members present were in favor. Motion passed 5-0.

**ELECTED OFFICIALS SWEARING IN** Clerk Parkinson swore in Mayor Neils Thueson, Councilmembers Suzanne Bagley, Lisa Haeberle and Rod Willmore. Thueson said this is one of the best groups of council members he has worked with.

**ELECT PRESIDENT OF THE COUNCIL** Councilmember Bagley nominated Councilmember Rod Willmore to be Council President. This was seconded by Councilmember Hill. Bagley moved to cease nominations. This was seconded by Councilmember Haeberle. All council members present approved. Motion passed 5-0.

**GENERAL BUSINESS**

**Concerns of Using Alley Space for Parking at the Community Health Center at 45 S 2<sup>nd</sup> W/Brian Hadlock** – Brian Hadlock, Executive Director of Grand Peaks Medical/Dental, formerly Upper Valley Community Health Services, provided council with some handouts, including a fact sheet of services and history of the clinic and aerial photos showing the parking area. Grand Peaks parking lot borders a city alley which is approximately 100 feet long. The alley has no outlet and provides no access to any other roadway. Hadlock said he is at council this evening to request an expansion of the parking taking up the city alley way. This will provide a safer distance between

the entrance and traffic flow. Hadlock said they will make proper assurances the adjoining property is not impeded in any way and will provide complete access to the property owner year round. Councilmember Erickson asked if Hadlock has spoken to the adjoining property owner on the other side of the alley. Hadlock said they have briefly spoken to them. There is a fence up on their property with no gate or access into the alley. Hadlock said they are waiting to approach the property owner until council even considers this as a possible option. There are two property owners there. The one on the back end has a shed and they would guarantee the property owner access to his shed through the alley. The alley way has a large power pole on the property line, making it very narrow. (Councilmember Rubert arrived at this time.) Mayor Thueson said he is very opposed to closing any alley and giving it to any property owner. Thueson asked if they would consider leasing the alley from the city. Hadlock said they would consider a lease. Councilmember Willmore asked if there are any utilities in this alley. PWS Butigan said there is water and sewer. Hadlock said they have been maintaining the surface of the asphalt. The current zoning of the property is residential (R1). Attorney Forsberg said the use cannot be expanded without rezoning. The law says that a use which was legal before the zone continues to be legal. However, if the use is expanded, then it needs to be rezoned to commercial. Hadlock said they would be willing to have it rezoned. Thueson said to apply to the city for a rezone after which council can then consider leasing the alley for additional parking.

**Dangerous Building located at S St Anthony Bartlett Add(Old A&W 1045 S Yellowstone Hwy)/Smith** – Clerk Parkinson read the letter received from Donna Parker regarding the property located at 1045 S Yellowstone into the record. This letter was received late this afternoon. Parker, in summary, is requesting an additional 30-60 days to clean up the property. Thueson said it sounds like they have good intentions to clean up the property. Chief Smith said the broken windows, graffiti and entry into the bathroom areas need to be attended to and/or cleaned up. Councilmember Willmore asked what brought this on. Smith said patrol has seen all the graffiti, no maintenance, vandalism and broken windows making it an attractive nuisance. Thueson said he has received one complaint in the past year. Jim Hobbs, citizen, asked if those apprehended for creating graffiti could help clean it up. Thueson thought something could be done. Council all agreed to give them the time to clean it up. Thueson asked Parkinson to contact Ms. Parker and relay the council's message about allowing them the time to clean the property up. Council agreed to allow for an additional 60 days or longer, as weather permits.

**New Water Meter Reading Equipment/Parkinson & Butigan** – Clerk Parkinson reported the city has some very old meter reading hardware. PWS Butigan thought it may have been purchased around 2003 or earlier. Parkinson said last month, in November, the meter reader was unable to complete reading all the meters because the memory on the equipment kept crashing and losing the data. After several attempts the meter reader was only able to collect the meter reads for the city's commercial customers. Parkinson reported the city's computer software needs to be slowed down in order to collect the information off of the meter reader's handheld equipment. There is no backup equipment. Replacement of the current equipment will cost around

\$12,000. The City of Ashton used to have the same sort of meter reading equipment and in the past we have assisted each other when equipment breaks. Ashton is now getting all new meters and meter reading equipment and so our equipment is increasingly becoming more obsolete. Not having the reads from November may affect the cash flows for water and sewer. Sewer rates are set on the average winter water usage and so there may be some averages which will need to be manually adjusted on a case by case basis. Erickson asked if the handheld equipment is becoming antiquated then isn't the meter becoming so as well. Butigan said the meters are all being changed out with newer meters as they wear out. The new meters are all radio reads and will work with the new meter reading equipment. Parkinson said the current budget does not include this amount, however, if the budget is like last year's there should be enough money to purchase this equipment without having to reopen the budget. Thueson said it is important to make sure we are getting accurate readings and billing the correct amounts of usage to customers. Council agreed this is something that needs to be done.

**TRPTA Request for Funding and Email** – Mayor Thueson tabled this for the next meeting.

## **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.

## **DEPARTMENT REPORTS**

**Chief Smith** reported the newest officer started 12/31/13. He will be going to the Academy in March. The latest DUI Safety Grant is over. The Police Summary is in Council's Packet. Smith said he is reviewing a couple of ordinances and will provide drafts to the City Attorney. This is his last week in office and Smith expressed his appreciation to everyone. Thueson said there will be an open house on Wednesday, January 15<sup>th</sup>, in honor of Smith's retirement, beginning at 4:00 p.m. and invited everyone to attend.

**PWS Butigan** reported the blower is broken out at the sewer ponds and needs to be replaced. This will be costing around \$6,000. The water slide is about done for the Sand Bar Park. It will be installed in the spring. Crews picked up a dump truck in the Lewiston auction. It is painted and the bed is being worked on. There is an option to pick up a sander for it. Crews will be plowing roads tonight and picking up the piles the following night, as weather permits.

**Attorney Forsberg** reported on a letter received from III-A. There were some member cities who decided to resign due to some fiscal issues the end of last year. Jerome is one of those cities. Jerome filed a lawsuit for a declaratory judgment, saying the

contract they entered into with III-A was void. Forsberg summarized the letter saying the significance for us is any city which feels like it could have the opportunity to walk away before the three year period without penalty and could do so with no obligation towards a shortfall. The decision is under appeal and all the city can do now is wait to see what the outcome is. Forsberg said he attended the Planning and Zoning meeting last night and they are doing some good work. What they are working on is a major improvement over what we have now.

**Clerk Parkinson** reported she needs everyone to complete the 2014 W4s for payroll. Yearend payroll is completed and everyone should have their W2s and 1099s. The Annual Chamber of Commerce Banquet will be Monday, February 10, 2014 at 6:30 p.m. Parkinson needs a number for those attending and to please get back to her so she can let the Chamber know. The banquet is being held at the Idaho Art Lab and there are a limited number of seats. Councilmember Rubert said everything is going very well with the Chamber and he is looking forward to the banquet and all the upcoming events the Chamber does. Parkinson reported the Regular Bill List for Approval changed slightly. The mileage rates have decreased a half a cent. Everything else has remained the same. The city uses each year the IRS guidelines for mileage rates and per diems. Parkinson also provided the Quarterly Financial Report ending Fiscal Year 2013 and the monthly Financial Summary for October and November. Parkinson also reported since council has approved for the short term investing program through Zion's Bank the investments she and the mayor have done have already provided more return in the last two weeks than what the city used to receive on those some funds in the last month. When the city receives its first large check for tax revenue, expected the end of January, Parkinson will work on more short term investments with the mayor to find the best alternatives. Mayor Thueson said Parkinson is getting pretty good at it and picked it up in a hurry. Parkinson also provided the Zoning and Fence Permits Report and the monthly newsletter. Of special note are the TRPTA routes on the back of the newsletter.

## **COUNCIL & MAYOR REPORTS**

**Councilmember Rubert** said all he had was to remind everyone of the Chamber Banquet.

**Councilmember Bagley** reported on the Mayor's Youth Council. In November they helped with the Free Annual Thanksgiving Dinner, providing 27 pies. They were asked to deliver 12 so really did well getting 27. They also participated in the Shop With a Cop Program and they were amazing. The police department really did a fine job participating in the program. Bagley thanked the officers who attended, Chief Smith, Officer Packer, Councilmember Rubert, Mayor Thueson, Councilmember Haeberle and Clerk Parkinson. Everyone had a great time and they are already off and running towards next year. The youth will be given a break in January and then in February they plan on attending a council meeting for introductions. Thueson asked if they would be interested in working at the Annual Winter Carnival. Bagley said she would let them know about it and thought it would be something they would like to do. Thueson shared

his story about volunteering at Shop With A Cop.

**Councilmember Erickson** said he has been reviewing the bridge inspections received from the Idaho Transportation Department. Mayor Thueson said he is aware of the reports. PWS Butigan said this is something the city will need to discuss at their next budget meetings. The city needs to be working on them and Butigan said he will be looking at the best ways to make the needed repairs.

**Councilmember Haeberle** had nothing to report.

**Councilmember Hill** had nothing to report.

**Councilmember Willmore** had nothing to report.

**Mayor Thueson** said he will be meeting with Paul Scoresby of Schiess and Associates and folks from Contech (builders of bridges) to look at the bridge by the shop. Thueson wants to review with Butigan some possible options for the bridge and what can be done at what cost to the city. The city currently has a federal grant to work on the bridge, but he wants to review other ideas to make sure the city is looking at all their options.

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

