

MINUTES OF THE MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SODA SPRINGS, CARIBOU COUNTY, IDAHO HELD JUNE 7TH, 2023.

MEETING CALLED TO ORDER AT 5:00PM BY MITCHELL J. HART, COUNCIL PRESIDENT.

ROLL CALL SHOWED THE FOLLOWING PRESENT: MITCHELL J. HART, PRES.
RYAN CARPENTER
RODNEY WORTHINGTON
SCOTT K. GAMBLES

EXCUSED: AUSTIN W. ROBINSON, MAYOR

ALSO PRESENT: Mark Steele Alan Skinner, Engineer
Trent Clark Tausha Vorwaller, Clerk
Jeff Hansen Gregg Haney, Attorney
Ben Torgesen
Naonna Gentry Chief Scott Shaw II
Alana Burns Justin Hansen
Amanda Larsen Dan Squires

The invocation was given by Scott Gambles, Council President Hart then led everyone in the 'Pledge of Allegiance'.

Council President Hart thanked everyone for attending and noted Mayor Robinson was absent due to his work commitment.

The previous meeting minutes were presented for review. Councilmember Gambles moved to accept the minutes of May 17th, 2023 and dispense with the reading. Councilmember Carpenter seconded the motion. All in favor, motion carried.

The accounts payable and payroll were reviewed. Councilmember Gambles moved to approve the accounts payable for May 16th through May 31st, 2023 and the payroll for May 2023, seconded by Councilmember Carpenter. Councilmember Carpenter asked about the Rocky Mountain Boiler payment. The Clerk will check to see if it was for two months. He also asked if the electric lifts for the treatment plant were received. Engineer Skinner stated they had not and the payment would be held. Councilmember Worthington asked some questions about the fuel at the airport. Director Hansen explained a new meter & pump was installed on the 1000-gallon aviation fuel tank the City has. The fuel is marked up 50 cents by the City and currently costs \$8.25. A vote on the motion to approve the bills and payroll was called. All in favor, motion carried

(SEE ATTACHED PAYROLL & ACCOUNTS PAYABLE REGISTERS FOR DETAIL)

Council President Hart mentioned a letter received from local resident Bud Barthlome expressing concerns and asking for answers regarding the City' capacity to handle the proposed 354 housing unit Cardinal Cove development. The Council agreed they have the same questions and concerns that will need to be addressed as the development goes

through the approval process. Engineer Skinner commented Mr. Barthlome is not the only one to ask and express concerns. He suggested the City proceed with facility planning studies which will help answer these questions. Councilmember Carpenter noted his appreciation for the well thought out precise letter and supported getting the planning studies done as soon as possible instead of waiting for grant funds.

Clerk Vorwaller briefly reviewed a recent workman's compensation report from the State Insurance Fund (SIF). She noted the renewal rates consider a three-year claim history and due to some large claims, the City's cost is high right now but it will drop down in another year. The report did not show any concerning trends regarding accidents.

The Clerk requested to close City Hall on July 3rd. Councilmember Gambles moved to approve closing City Hall on July 3rd with staff using paid time off for that day. Councilmember Worthington seconded the motion. All in favor, motion carried.

The Clerk noted she had not yet been contacted by any group wanting to run the 4th of July Carnival but had heard there were a couple of groups interested. Councilmember Worthington noted it is a lot to manage and important to make sure the bounce houses are cleaned and stored properly.

Council President Hart declared the public hearing open for the purpose of giving consideration to the vacation of that portion of the undeveloped South Fourth East Street from 2nd South, South 742 feet in a Southernly direction toward 3rd South, located in the City of Soda Springs, Idaho. The Clerk noted there were no written comments received. Jeff Hansen, local resident and employee of Conrad Bischoff Oil Company located across from the proposed vacation asked why the vacation was needed. Council President Hart explained that a new business was pursuing locating there and there was a need to create a new ingress/egress off the highway. There were no other questions or comments from those in attendance and the public hearing was closed. The Council discussed at length the need to vacate the undeveloped street and whether it was consistent with other requests. Council President Hart explained the Idaho Transportation Department (ITD) rules for limited access to the state highway. He also mentioned the business will be a new Maverik which will be good for the City and noted the City's current Maverik is one of highest grossing stores for its size. Councilmember Gambles introduced Ordinance #700 entitled AN ORDINANCE OF THE CITY OF SODA SPRINGS, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, VACATING A PORTION OF FOURTH EAST STREET, A ROAD, CITY OF SODA SPRINGS; RESERVING UNTO THE CITY OF SODA SPRINGS AN EASEMENT ON SAID ROAD WAY; GRANTING TO THE ADJOINING LAND OWNER THE PROPERTY SO VACATED; AND ESTABLISHNG AN EFFECTIVE DATE OF SAID ORDINANCE. A motion was then made by Councilmember Carpenter and seconded by Councilmember Gambles that the rules requiring ordinances to be read on three separate occasions be dispensed with and that the ordinance be read once by title only. A roll call showed the following vote:

Those voting aye: Ryan Carpenter
Mitch Hart

Those voting nay: none

Rod Worthington Absent: none
Scott Gambles

Motion Carried.

Clerk Vorwaller read Ordinance #700 by title. Councilmember Gambles then moved to approve the adoption of Ordinance #700 vacating a portion of South 4th East Street. Councilmember Worthington seconded the motion for adoption. A roll call showed the following vote:

Those voting aye: Mitch Hart Those voting nay: none
 Scott Gambles
 Rod Worthington Absent: none
 Ryan Carpenter

Motion Carried.

(SEE ATTACHED COPY OF ORDINANCE #700 - ORIGINAL ON FILE)

Volunteers Naonna Gentry, Alana Burns and Amanda Larsen showed drone footage of last year's 4th of July parade and the safety concerns regarding children and spectators getting too close to the vehicles and floats and also people encroaching on corners making it hard for floats to turn safely. They discussed at length different options to make the parade safer and their concerns about who is responsible if there was an injury or fatality. They noted they are just volunteers and not part of the Rotary Club and would like the City to make a decision on what safety measures to implement. The Council and Chief Shaw discussed at length the challenge of enforcement and the lack of manpower. Attorney Haney noted there is always a risk in every type of public event and the liability falls on the sponsors which are the Rotary and the City and it wouldn't be on the volunteers. Council President Hart noted the City cannot legislate everything but can support additional safety measures. The Council agreed to try placing a chalk line on the highway, barricade the corners better and prohibit parking on 1st West and Center Street due to the narrowness of the street. It was also suggested that volunteers wear high-visual clothing, the parade participants be asked to be more cautious and mindful of where they are throwing candy, and posters be made to go on every float reminding spectators to stay behind the lines. This is everyone's due diligence in trying to mitigate the risks. Director Hansen asked for a list of where barricades will be needed. The Council thanked the ladies for their efforts in trying to make the parade safer.

Engineer Skinner and Supervisor Squires gave an update on the engineered plan for the City-wide pressure reducing valve (PRV) system. They detailed the deficiencies identified and the solutions discussed in weekly meetings they have been holding. They reviewed the location of the new PRV's and how going to electronic valves will be the biggest gain. The models ran allowed all valves to be fully open and will allow use of the two springs equally. Supervisor Squires expressed his satisfaction with the solid plan and the time spent using accurate data. It took into account the proposed new development and will also help with the future leak detection project. He noted it will be a challenge logistically getting the new valves installed but he is working on it. There is no total cost estimate yet. The Council asked about City staff installing the valves. Engineer Skinner and Supervisor Squires agreed the City Staff is spread too thin and would not be able to manage the project and a

utility contractor will be needed. They also mentioned some of the new valve locations will need new power run to the site which will be the initial step.

Engineer Skinner explained the removal of a private greenhouse during the South 2nd East Street utility upgrade project and the need to replace the greenhouse. This will wrap up the final clean-up items for the project. The replacement proposal to rebuild the 18' x 24' greenhouse, which is the exact size of the old one will cost \$16,000. The Council reviewed the materials needed and the history of the private sewerline and how the greenhouse got built over the line. Councilmember Gambles moved to work with the property owner to rebuild the greenhouse destroyed by the utility improvement, seconded by Councilmember Carpenter who stressed the need to be sure this type of thing doesn't happen in the future. All in favor, motion carried.

Engineer Skinner reviewed some grants applied for which included a \$65,000 Airport support grant and a million-dollar grant for the development of the wetland south of the gravel pit which would be a 50/50 split. He also mentioned the area's median household income of \$58,400 hurts the City's chances for utility grants which requires City rates to be at least 2% of the median household income and our rates are currently only 1.09% for water and 1.28% for sewer.

There were no updates to the ongoing project list and there is no utility upgrade project budgeted for this year. Funds are being reserved to go with grants to be used on the 2nd South project. Engineer Skinner stated the State is willing to talk about doing the utility upgrades in conjunction with the State project. The project might be postponed until 2025. Engineer Skinner reported the City Park cameras are installed and should be hooked up in the next week. Director Hansen reported the loader has been repaired and is back.

Engineer Skinner mentioned there may be another opportunity to provide free LED light bulbs through a Bonneville Power Administration (BPA) program. The Council supported pursuing. The Clerk suggested letting the Post Office know if it was going to be a direct mail.

Supervisor Squires reported on the recent Water Sanitary Survey inspection done by the Department of Environmental Quality (DEQ). It went well with very few comments or questions and no significant deficiencies. The City will receive a full report and pictures.

Engineer Skinner requested approval of the base engineering contract with Forsgrens for phase II of the Child Pedestrian Safety sidewalk grant and also Task Order #1. Attorney Haney has some concerns and is currently reviewing. The contract and task order will allow the design to be finalized and the project sent out for bid. The goal is to get South of Thirkill done before school starts. The route starts at Main Street goes East including a bridge. The \$250,000 grant funds have already been received and the project must be completed by the end of 2023. Councilmember Carpenter moved to approve the base contract and Task Order #1 contingent on the Attorney's review and approval. Councilmember Worthington seconded the motion. All in favor, motion carried.

Director Hansen reported clean-up week was going well and there had not really been any complaints about no curbside pick-up. He noted it has been a positive thing with more manpower at the shop/drop-off spot to help people unload. Council President Hart requested Attorney Haney to draft and send out letters to residents who have unsightly properties encouraging them to clean them up and citing the ordinances governing. He suggested the Council help provide a list of properties to send letters to. The Council and Attorney also discussed the process of condemning properties that need cleaned-up. The Police and Fire Department's need to provide guidance on what properties should be considered.

Staff gave an update on open positions and the City Hall transition. Director Hansen reported he has hired extra summer help positions due to one full time staff out on medical leave and being short one other full-time position which he will be advertising to fill. Supervisor Squires noted the Water/Wastewater Department is currently fully staffed and as Fire Chief he reported the Fire Department is also fully staffed. Councilmember Carpenter commended Chief Squires for his great leadership and professionalism. Chief Squires added that his firemen are top notch and would be able to handle any situation without him. Police Chief Shaw reported he is currently down one patrol position and a secretary which he will be working hard to fill. The Clerk noted the new Clerk training was going well and interviews were scheduled for the recreation director and planning & zoning/legal secretary positions.

Several Openings on the City's committees were reviewed and discussed.

Upcoming meetings were discussed. The Council agreed to move the June 21st meeting to June 28th and cancel the July 5th. The next regular meeting will be July 19th, 2023.

Clerk Vorwaller mentioned the final Department budget worksheets would be sent out and asked what percentage cost of living allowance (COLA) should be figured into the budget? The Council agreed to include a 3% COLA in the preliminary budget for review and consideration.

Councilmember Carpenter moved to approve entering into executive session pursuant to I.C. 74-206(1)(f) to communicate with legal counsel regarding probable litigation. Councilmember Gambles seconded the motion. A roll call showed the following vote:

Those voting aye:	Mitch Hart	Those voting nay:	none
	Scott Gambles		
	Ryan Carpenter	Absent:	none
	Rod Worthington		

Motion Carried.

Councilmember Worthington moved to exit executive session, seconded by Councilmember Gambles. All in favor, motion carried.

Councilmember Carpenter moved to adjourn the meeting at 7:45pm, seconded by Councilmember Gambles. All in favor, motion carried.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL THIS 28TH DAY OF JUNE, 2023.

Austin W. Robinson, Mayor

ATTEST:

Tausha Vorwaller, Clerk