

MINUTES OF THE MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SODA SPRINGS, CARIBOU COUNTY, IDAHO HELD October 4, 2023.

MEETING CALLED TO ORDER AT 5:00PM BY Council President Mitch Hart

ROLL CALL SHOWED THE FOLLOWING PRESENT:

MITCHELL J. HART, PRES.  
RYAN CARPENTER  
RODNEY WORTHINGTON  
SCOTT K. GAMBLES

EXCUSED:

Mayor Robinson, Absent & Excused

ALSO PRESENT:

Alan Skinner, Engineer  
CeJay Golightly  
Dan Squires  
Charles Fryer

Paul Gritton  
Chief Scott Shaw II  
Justin Hansen  
Gregg Haney, Attorney  
Hannah Beer, Clerk-Treasurer

The invocation was given by Hannah Beer, then President Hart led everyone in the Pledge of Allegiance.

The previous meeting minutes were presented for review. Councilmember Gambles moved to accept the minutes of September 21st, 2023 and dispense with the reading. Councilmember Worthington seconded the motion. All in favor, motion carried.

The accounts payable were reviewed. Councilmember Worthington asked Director Squires about the cost of repairs for the fire alarm at the Ender's building. In response, Director Squires expanded on the repairs and said no problems have occurred since. Councilmember Gambles moved to approve the accounts payable, dated September 16<sup>th</sup> through September 28<sup>th</sup>, 2023 and payroll for the month of September, seconded by Councilmember Hart. A vote on the motion was called. All in favor, motion carried.

Appointments:

Representatives for Hope and Recovery Center were present and requesting donations from the City. Melissa Gallegos focused on events and resources the Center offers to the community. She is hoping to continue her work with the help and support of the City Council. Ms. Gallegos discussed the youth and adults she is serving in the Caribou County area. Council President Hart

said the City would address the donation amount at the next Council meeting on the 18<sup>th</sup> when Mayor Robinson is present.

(SEE ATTACHED ACCOUNTS PAYABLE REGISTER FOR DETAIL)

Citizen Input:

Roger Sorenson thanked Director Hansen and Director Alan for the work that was done on the Airport.

Engineer Skinner represented the Rotary Club when he stated they are planning to conduct a candidate form on October 17<sup>th</sup> at the Soda Springs Middle School.

Unfinished Business:

Clerk Beer provided pictures of the courtesy vehicle the City will purchase from Caribou Ford. The car is a white 2023 Ecosport with 4x4 wheel drive. Clerk Beer thanked P & Z Secretary Chelesy Davids for her help in researching vehicles. The Council requested a set of instructions be made with the intent to encourage people to use the car appropriately.

Engineer Skinner discussed the project list update with the Council. Mr. Skinner said there are projects on the list that should be completed but are not budgeted for the next fiscal year. Completed projects included purchasing a backhoe, snow plow, and loader. Contracts have been awarded to 220 South but will not be finished this year.

A letter was received from the Idaho Transportation Department, Division of Aeronautics, for a grant agreement to pay for an apron repair. This grant will cover 100% of the cost, up to \$65,200. Councilmember Carpenter made a motion for Council President Hart to authorize the grant agreement from the Idaho Airport Aid Program and to adopt Resolution 2023-06, second by Councilmember Gambles. All in favor, motion carried.

Engineer Skinner discussed the energy forecast for Soda Springs and the importance of pursuing energy efficient methods. Mr. Skinner stated there is money in the budget from BPA for residents to upgrade to more energy efficient measures. Engineer Skinner committed to creating a one-page pamphlet explaining to residents how they could receive assistance to make the transition. He also addressed the Wetland project which is a 5-year grant contract to develop trail systems and public access to designated property.

Councilmember Carpenter made a motion to adopt Resolution 2023-5, The Record Destruction Approval, and authorized President Hart to sign on behalf of Mayor Robinson, second by Councilmember Worthington. All in favor, motion carried.

Director Skinner discussed the priority list with the Council. Unfortunately, there is not enough money in the budget to fund all the projects on the list but eventually he would like to see plans completed.

President Hart discussed the Pressure Releasing Valves (PRV) upgrade and the qualification-based selection for engineering firms. Previously, The City of Soda Springs reached out to various companies to collect data on qualified engineering firms. Council President Hart said no one engineering firm is qualified to do all the work every time. The PRV System upgrade is the next large project that will be a priority this upcoming 2024 year. The council will move ahead with contracting Sunrise Engineering firm to compete the project. Councilmember Carpenter made a motion to enter into negotiations and a contract with Sunrise Engineering firm to design the PRV system, seconded by Councilmember Gambles. All in favor, motion carried. Councilmember Worthington inquired about a timeline for negotiations to be completed for the project. Engineer Skinner estimated a month for negotiations to be solidified.

Clerk Beer asked for clarification on the current utility policy. The bill states utilities will be turned off if residents do not pay their bill by the 20<sup>th</sup> of the month. Mrs. Beer wanted direction when implementing policies moving forward. The Council said it would be best if Clerk Beer were to design an updated utility policy the Council could agree on. The Council also agreed to placing cameras in City Hall. Engineer Skinner will help with facilitating this project.

The Council discussed a Cost-of-Living Adjustment and rather than a 3.5 % COLA which was previously voted on; the City will implement a 6 % COLA increase this year. Councilmember Carpenter, made a motion to increase the COLA to 6% for the 2024 Fiscal year, for all city employees, seconded by Councilmember Worthington. All in favor, motion carried.

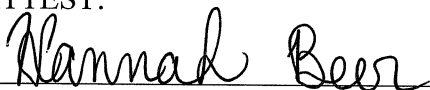
Attorney Haney read Executive Order No 2020-03 which addressed parental leave for the state of Idaho. Mr. Haney and Mayor Robinson believe parental leave would be a great addition to the benefit package for new employees. Council President Hart acknowledged Executive Order No. 2023-03 does not apply to local government, and suggested the Council take time to review the request and decide what policy would be best for the City by the next council meeting.

Motion to adjourn at 7:15 by Councilmember Gambles, Seconded by Council member Worthington. All in favor, motion carried.



Austin W. Robinson, Mayor

ATTEST:



Hannah Beer, Clerk-Treasurer