

MINUTES OF THE MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SODA SPRINGS, CARIBOU COUNTY, IDAHO HELD FEBURARY 7<sup>TH</sup>, 2024. MEETING CALLED TO ORDER AT 5:00 PM BY MAYOR ROBINSON.

ROLL CALL SHOWED THE FOLLOWING PRESENT:

MITCHELL J. HART, PRES  
RODNEY WORTHINGTON  
PAUL GRITTON  
MAYOR ROBINSON  
RYAN CARPENTER

EXCUSED:

ALSO PRESENT: Scott Shaw  
Gregg Haney  
Alan Skinner, Engineer  
Hannah Beer, Clerk  
Justin Hansen, Director  
Cejay Golightly  
Dan Squires, Director  
Brandon Hall  
Debbie Dumont

The invocation was given by Paul Gritton. Mayor Robinson then led everyone in the 'Pledge of Allegiance'.

Review & Approval of Minutes & Accounts Payable:

The previous meeting minutes were presented for review. Councilmember Worthington moved to accept the minutes of January 17<sup>th</sup>, 2024 as presented and dispensed with the reading, Councilmember Gritton seconded the motion. All in favor, motion carried.

The accounts payable and payroll were reviewed. Councilmember Gritton inquired about an overpayment made to employee 248 on the payroll report. Clerk Beer reassured Councilmember Gritton that 25% garnishment of the said employees' wage was being deducted from their paycheck each payroll. Councilmember Worthington asked about the total price of the heat exchanger at the Ender's. Attorney Haney responded and stated the total cost for the boiler was \$12,705, which was consistent with the estimated quote. Councilmember Carpenter questioned Director Hansen about power poles in the City. Councilmember Hart moved to

approve the accounts payable dated January 16<sup>th</sup>- January 31<sup>st</sup>, 2024 as well as payroll dated January 31<sup>st</sup>, 2024 seconded by Councilmember Carpenter. All in favor, motion carried.

(SEE ATTACHED PAYROLL & ACCOUNTS PAYABLE REGISTERS FOR DETAIL)

Appointments:

Debbie Dumont addressed the Council about updating brochures for The City of Soda Springs with support from the High- Country Travel Council. Previously, a grant was received to cover ½ of the cost for these brochures which left the City to pay \$500.00. Recently, she discovered there are fewer than 150 brochures in storage. Dumont is also a representative on The Southeast Idaho Travel Council and informed the City Council of the scholarships the group is offering to help pay for pamphlets. Ms. Dumont would like to update the brochures and wanted to get Council's approval for the changes made to the flyers. She would like to print 10,000 copies and thinks the estimated cost will be around \$1500. Dumont stated she would like to pay for these leaflets from the Greater Soda Springs Caribou Development Committee (GSSCDC) account. Mrs. Dumont asked for approval to charge this account and any input on the content of the brochures. Councilmember Carpenter said he would like to see the Ender's and various parks featured in the brochure. The brochures will be distributed at various travel expos. Councilmember Hart recommended a QR code to be present on the brochures. Councilmember Hart made a motion to authorize the GSSCDC to spend up to \$1500.00 to publish these brochures on the behalf of the City of Soda Springs and the Oregon Trail Oasis byway, seconded by Councilmember Carpenter. All in favor, motion carried.

Citizen Input:

Mayor Robinson honored past Mayor Hansen for his service and dedication to the community of Soda Springs. He acknowledged Mr. Hansen's achievements and expressed his respect for this great man. The Council voiced their love and admiration for Mayor Kurt Hansen. Councilmember Carpenter said the whole community mourns this man. Councilmembers proceeded to share stories of Mayor Hansen. Direct Hansen thanked the Council for their kind words and also shared a favored story about his father. Councilmember Worthington thanked Mr. Hall for publishing Mayor Hansen's obituary.

Councilmember Gritton stated there will be a Chamber of Commerce meeting on Feb 22<sup>nd</sup> at 3:00 in the Enders.

Unfinished Business:

Engineer Skinner spoke on a few changes regarding the project list updates. In addition, he addressed the \$1.5 million grant for the Main Street reconstruction project. Councilmember Carpenter made a motion for the Mayor to sign a memorandum of understanding for the Main Street reconstruction project, between the Idaho State Transportation Department and the City of Soda Springs, seconded by Councilmember Gritton. All in favor, motion carried. Once the memorandum is signed, the City can request engineering to be completed. A meeting about engineering will take place tomorrow to discuss new recommendations, to the already completed engineering. The State will reimburse the City for engineer costs and the remaining funds will be released soon. Mr. Skinner stated he would like to have bids ready by March for the project. Lighting and storm drains still need to be addressed for Main Street. The City has \$600,000 budgeted in water and sewer, which is the amount the City is responsible to pay. The grant does not cover utility line replacements. Councilmember Carpenter asked about the price

for storm drains, but Engineer Skinner does not have a cost estimate yet. Councilmember Carpenter asked Director Squires if \$600,000 is enough to pay for the sewer and water lines. Director Squires responded by saying yes but this depends on what material is used for the pipelines. Director Skinner said he does believe the railroad is a potential obstacle for the project, but has submitted an application to bore under the 2<sup>nd</sup> East crossing. Director Skinner has completed his building inspector course and is working toward his commercial building inspector certification, as well. The City wants to work with business owners on replacing the water and sewer lines connected to their property while the construction for Main Street is underway. Councilmember Worthington congratulated Mr. Skinner for his work on the grant.

Urban and Community Forest grant requires a match of \$500,000 which has been presented to the City of Soda Springs. However, this match has been waived based on the provisions of public law and because the grant will fund a disadvantaged area.

Engineer Skinner stated discussions will be held in Planning and Zoning about tiny houses. These plans need to meet City Code but no decisions have been made yet. Application in impact zone must follow City 's Zoning Code. The County does believe more of these tiny houses will be erected.

Clerk Beer expressed an insurance policy concern of a recent full-time employee. Currently, the City does not recognize domestic partnership and it was asked if the City wants to continue with existing policy or make changes to this rule. Councilmember Worthington inquired about the price difference with this change and Clerk Beer said there would be none. The Council did decide to cover domestic partnership in the upcoming enrollment period.

Clerk Beer addressed the Council in regards to probationary wages for herself and staff. 6 months of successful employment has been completed. Councilmember Worthington made a motion to move forward with the probationary pay increase for the women in the financial department, seconded by Councilmember Gritton. All in favor, motion carried. Councilmember Hart asked Mayor Robinson to negotiate a wage increase with Director Skinner since he recently received his building inspector's certification.

City Council committee assignments were established. The Mayor will oversee City administration, the Soda Springs Police Department, the Soda Springs Fire Department, and the City's Recreation Department. Councilmember Hart will supervise the budget/ audit, Planning and Zoning, power, environmental, Ender's/ City Hall, city lands, AIC board, SICGO board, ILRCC board, BLM, and the RAC board. Councilmember Carpenter will be responsible for water, wastewater, streets, garbage, Greater Soda Springs Caribou Development Committee, and the Tree City Foundation. Councilmember Gritton is responsible for the library, parks, industrial parks, shooting range, rates, fees & services, chamber of commerce, employee safety, and EMS. Councilmember Worthington is acting as a liaison for the airport board, human resources, benefits, economic resources, 4 CASI, and grants.

Councilmember Worthington made a motion to make Councilmember Hart the Council President, seconded by Councilmember Gritton. All in favor, motion carried.

Councilmember Carpenter made a motion pursuant to Idaho State Code 74-206 (1) (f) (c) (e) to enter into executive session, seconded by Councilmember Hart. All in favor, motion carried.

A motion was made to come out of executive session.

Councilmember Hart made a motion to instruct the legal counsel to inform the tenant of the Ender's building they are allowed to lease out up to six rooms in compliance with certain guidelines and restrictions imposed by the City's Fire Chief, the City Building Inspector, and legal counsel. Each room will need to be formally approved; with written consent from legal counsel, the fire inspector, and the building inspector before subleased with occur, in accordance with section 9 paragraph two of the lease, second by Councilmember Carpenter.

Those voting aye: Ryan Carpenter

Those voting nay: Paul Gritton

Mitch Hart

Rod Worthington

Absent: none

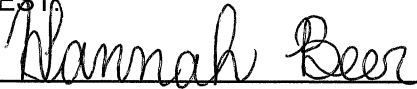
Councilmember Hart made a motion to adjourn the meeting at 8:20, seconded by Councilmember Worthington. All in favor, motion carried.



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Austin W. Robinson, Mayor

ATTEST:



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Hannah Beer, Clerk