



CITY OF IDAHO CITY

AGENDA

SPECIAL CITY COUNCIL MEETING

Monday, January 15, 2024

9:00 A.M.

City Hall, 511 Main Street, Idaho City, ID 83631

MINUTES

Join Zoom Meeting

<https://us02web.zoom.us/j/4192717240?pwd=UWJUeHFjdm5GMUliNUhFNkJKHaUZ2QT09&omn=88961948151>

Meeting ID: 419 271 7240

Passcode: iccouncil

CALL MEETING TO ORDER: Mayor Everhart called special city council meeting to order at 9:02 AM

ROLL CALL: Clerk Ptak called roll, Secor, Adams, Elliott in attendance, Heffington absent.

PLEDGE OF ALLEGIANCE: Mayor Everhart led the pledge of allegiance.

I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

A. APPROVAL OF MINUTES: DECEMBER 27, 2023 **ACTION ITEM**

Counselor Elliott made a motion, seconded by Adams, to approve the minutes dated December 27, 2023. 3 ayes. Motion carried.

B. IDAHO CITY EVENT CHECKLIST: **ACTION ITEM**

C. BILLS/PAYABLES: DECEMBER 28, 2023 THROUGH JANUARY 10, 2024 **ACTION ITEM**

Counselor Secor made a motion, seconded by Elliott, to approve the bills December 28, 2023 through January 10, 2024 in the amount of \$25,908.60. 3 ayes. Motion carried.

II. INSTALLING NEWLY ELECTED OFFICIALS

1. MAYOR TO ADMINISTER OATH OF OFFICE FOR 2 COUNSELORS

Mayor Everhart administered the oath of office for counselors Tom Secor Jr. and Mari Adams.

III. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters. **ACTION ITEM**

IV. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony. **ACTION ITEM**

V. ENGINEER'S REPORT

A. Funding Application Document. **ACTION ITEM**

Kristina Gillespie with Merrick explained a few of the requirements for the Grant funding the City is receiving. First being the Funding Application Document, and then there is a Narrative Document that shows the scope, the budget, and time frame for the project. Then there is a Funding Authorization Resolution which authorizes the Mayor to sign any additional agreements, execute contract documents, and future contractor owner agreements and applications. Discussion on the projects and priority ensued. Gillespie added that there is no action item on the Narrative Document, it is just a supporting document. Counselor Secor made a motion, seconded by Adams, to authorize the Mayor to sign the Funding Application Document as written. Secor aye, Adams aye, Elliott aye. Motion carried.

B. Funding Application Narrative Document. **ACTION ITEM**

C. Funding Authorization Resolution. **ACTION ITEM**

Counselor Secor made a motion, seconded by Adams, to authorize the Mayor to sign the Funding Authorization Resolution. City Attorney Callahan added that the Resolution needed to have a number assigned to it. Counselor Secor made a motion, seconded by Adams, to authorize the Mayor to sign the Funding Authorization Resolution number 2024-01. Secor aye, Adams aye, Elliott aye. Motion carried.

D. Engineer Owner Agreement-Water Improvements Project. ACTION ITEM

Stuart Hurley with Merrick explained that this is the agreement that goes with the engineering work for the project. Phase one of the priority one projects are the Elk Creek intake reconstruction and leak detection components. The contract includes all of the upfront engineering, bidding, and construction support. Hurley went on to discuss the leak detection and explained that in speaking with DEQ there is an opportunity for the city to help out with that portion of the project. Discussion on the agreement/contract and what is included ensued. Hurley went over the budget portion that is in the agreement and explained that it lined up with what was in the Facility Plan. Hurley added that this agreement is limited to the intake and leak detection projects, when phase two starts there will be an addendum to the agreement for that phase. City attorney Callahan added that she will need an addendum from Merrick that they are not an agent of China. Counselor Secor made a motion, seconded by Adams, to authorize the Mayor to sign the Engineer Owner Agreement – Water Improvement Project. Elliott aye, Adams aye, Secor aye. Motion carried.

E. 2023 Wastewater Reuse Report Task Order. ACTION ITEM

Stuart Hurley informed council they received all the lab data from Analytical Labs and still need some information from Public Works Director Claus to complete the report. Counselor Secor made motion, seconded by Adams, to enter into agreement Task Order 294-09 for the 2023 Wastewater Reuse Report. Secor aye, Adams aye, Elliott aye. Motion carried. Mayor Everhart asked how things are going in preparation for the intake project and Hurley responded good, that this was the first step, and the next big milestone is going to be digging a test hole above the existing intake to see what is down there and also understand what caused the intake to fail. Discussion on the existing intake and its issues ensued.

VI. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. **ACTION ITEM**

A. RESOLUTION 2024-01 DISPOSITION OF PERSONAL PROPERTY

City Attorney Callahan informed council this resolution is for the large equipment that the council has discussed. When the list of items is gathered this resolution can be revisited.

B. RESOLUTION 2024-02 LEASE FOR CAT 930M WHEEL LOADER

City Attorney Callahan informed council that she had gone through the lease and had no issues. Counselor Secor made a motion, seconded by Adams, to approve Resolution 2024-02 Lease for CAT 930M Wheel Loader. Secor aye, Adams aye, Elliott aye. Motion carried.

VII. OLD BUSINESS

A. IDAHO CITY FIRE PROTECTION DISTRICT.

No new information.

VIII. NEW BUSINESS

A. ALCOHOLIC BEVERAGE LICENSE FEES. ACTION ITEM

City Attorney Callahan informed council that she is looking for 2 motions, one motion to refund \$25 per license for beer not consumed on premise, and second is \$100 for each license for liquor. Counselor Secor questioned if this is just for the current year and Callahan responded yes, the current alcoholic beverage license year. This is being done to get the city in line with what the State allows cities to charge. Counselor Secor made a motion, seconded by Adams, to refund all current beer not consumed on premise license holders \$25 for 2023-2024. Secor aye, Adams aye, Elliott aye. Motion carried. Counselor Secor made a motion, seconded by Adams, to refund all current liquor license holders \$100 for 2023-2024. Secor aye, Adams aye, Elliott aye. Motion carried.

B. FIVE PROPOSALS FROM PLANNING AND ZONING DISCUSSION

Clerk Ptak suggested that council look the documents over and discuss at the next meeting where she can try to have a representative from P&Z present to discuss. Clerk Ptak added that Goodlett had some information regarding EDU's. Goodlett explained that the current EDU rating of 1 is a single-family home of approximately 20-21 fixture units. Goodlett looked up in the Uniform Plumbing Code and found a table that shows the number of fixture units allowed for a specific meter size, line size, and distance. Discussion on the fixture units for specific line size and EDU's ensued. Mayor Everhart asked everyone to look over the documents and discuss at the next meeting.

C. PLANNING AND ZONING REVISED CITY ZONING MATRIX DISCUSSION

Mayor Everhart asked everyone to look over the documents and discuss at the next meeting.

IX. EMPLOYEE UPDATES

A. PUBLIC WORKS

Mayor Everhart explained Public Works has been plowing and the loader has been working well. Dallas is back to work. There have been quite a few applications that have come in. With the recent power outage there was an issue at the booster station and Mancera was able to get it up and running. Discussion on the booster station and pumps ensued.

B. LAW ENFORCEMENT

Mayor Everhart explained that he had a discussion with Chief Otter who has made the decision to resign as the Chief at the end of March. Mayor Everhart added that there will be an executive session during the next meeting to discuss going forward.

C. CLERK/TREASURER'S OFFICE

1. BUDGET UPDATES

2. WATER AND SEWER UPDATES, **ACTION ITEM**

Clerk Ptak informed council the water sewer info shows that the shut offs are less and less. Ptak explained the adjustments that were done due to pay agreements etc. Ptak thanked council for being patient with her while she was gone and she will have updates for budget, etc. at the next meeting.

D. CITY ATTORNEY

X. COUNCIL UPDATES

Counselor Secor had someone suggest approaching the Prosecuting Attorney for Boise County Alex Sosa to take care of the city's needs instead of the Gem County Prosecuting Attorney. Discussion on attorneys and the process ensued.

XI. MAYOR UPDATES

Mayor Everhart thanked Public Works for doing a great job clearing snow and Clerk, Attorney, and Deputy Clerk for keeping things moving and operating.

XII. CITIZEN COMMENTS

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. To ensure adequate public notice, Idaho Law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the mayor, either by subsequent appointment or after tonight's meeting, if time permitting.

XIII. UPCOMING MEETINGS

A. NEXT REGULAR MEETING: JANUARY 24, 2024

B. ITEMS FOR NEXT AGENDA

Executive Session for personnel matters.

ADJOURNMENT 10:04 AM

ATTEST:

Date approved: 1/24/2024


Nancy L. Ptak, City Clerk-Treasurer


Ken Everhart, Mayor

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

Mayor:

Ken Everhart

idahocitymayor1@cityofic.org

Council members:

Tom Secor Jr

Ashley M Elliott

Mari Adams

Ryan Heffington

Chief of Police:

Mark Otter

icpd100@cityofic.org

City officers:

Brent Watson

Public Works Director:

Tami Claus

idahocitypublicworks@cityofic.org

Public Works:

Nick Mancera

Dallas DeCory

City Clerk-Treasurer:

Nancy L Ptak

idahocityclerk@cityofic.org

Deputy Clerk

Kaleb Goodlett

idahocityoffice@cityofic.org

Utility Billing Clerk

Sue Robinson

4cityfolk@cityofic.org

511 Main Street

PO Box 130

Idaho City, ID 83631

(208)392-4584

operating hours

Monday- Thursday

8 am - 5 pm

Friday 9am -3pm