

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday, March 8, 2023

6:00 P.M

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

JOIN ON ZOOM

<https://us02web.zoom.us/j/4192717240?>

Meeting ID: 419 271 7240

Passcode: 144787

MINUTES

CALL MEETING TO ORDER Council President Secor called regular city council meeting to order at 6:01 PM
ROLL CALL Clerk Ptak called roll, Heffington, Elliott, Adams, Secor in attendance. Mayor Everhart absent.
PLEDGE OF ALLEGIANCE Council President Secor led 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: FEBRUARY 22, 2023, **ACTION ITEM**

Council Member Elliott made a motion seconded by Adams to approve the minutes dated February 22, 2023. 4 ayes. Motion carries.

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

1. GOLD DUST RODEO JUNE 23, 2023, AND JUNE 24, 2023, GOLD DUST ARENA COMMITTEE

Chief Otter asked Tonya Leonard with Gold Dust Rodeo if they were a nonprofit and had a 501C3. Tonya responded no. Otter explained Gold Dust Rodeo needs to contract with law enforcement, pay the fee, and that needs be on their checklist. Elliott inquired on insurance from Farm Bureau. Clerk Ptak responded no, but most of the time it is sent prior to the event. Secor asked Tonya to get with Clerk Ptak to get information regarding law enforcement back so an agreement can be put in place prior to approving the event checklist. Then the alcohol variance could be done and approved contingent on insurance. Tabled until event checklist is updated.

2. IDAHO CITY 100 ENDURO 39TH YEAR JUNE 2, 2023, THROUGH JUNE 4, 2023,

Chief Otter explained everything looked great and most of the event will not happen in the city. Boise Ridge Riders are very professional and have crowd control. Secor added, Scott Trosper is running the event this year because Pete Reynolds is going on a mission for the church. Scott has worked side by side with Pete for the last few years. Secor asked if the checklist is complete. Ptak added that with these big events, they forget that vendors (nonprofit or other) selling items still need to contact the city for vendors permit. This needs to be updated in our event checklist. Elliott made a motion seconded by Adams to approve the Idaho City 100 Enduro 39th year June 2, 2023, through June 4, 2023, contingent on insurance. 4 ayes. Motion carries.

Chief Otter spoke early regarding Law Enforcement updates. Otter explained the event check list needs to be updated. Chili Cook Off didn't have a dedicated ambulance crew even though they said they would, and the event checklist was approved in lieu of it. Otter was able to obtain volunteers to cover the event to be the dedicated ambulance crew. In looking over past events, event sponsors claim to have obtained a dedicated ambulance crew, but they have not, and it has not been done for a few years now. Event checklist needs to be updated and proof documenting that there is a dedicated ambulance crew for the event. Secor added that the city needs to go over the event checklist and make things clearer. Secor suggested some kind of form from

EBCAD (East Boise County Ambulance District). Clerk Ptak added when handing out an event checklist it needed to include vendor permit application and some kind of application from EBCAD or others regarding the dedicated ambulance and security plan. Otter added that it has been the city's policy in the past to not charge charitable events but to charge for profitable events for law enforcement coverage, and requested some kind of check box on the event checklist showing if they are a nonprofit (501C3) and the number, so his department knows when to charge for services. Law enforcement received a grant through ICRMP for a restraint blanket which can be used in a situation where someone may be having mental issues and normally hand cuffs and leg restraints would be used, the restraint blanket can be used in lieu of. Otter distributed February numbers to council and explained they are the lowest numbers law enforcement has had in some time. Officer Watson is back full time and working under a grant from ITD.

C. BILLS/PAYABLES: FEBRUARY 23,2023 THROUGH MARCH 8, 2023, **ACTION ITEM**

Council President Secor shuddered at the rental cost of the ground thawing heater, but it was absolutely needed, and the city is doing its due diligence. Discussion regarding the cost and how expensive a new ground thawing heater ensued. Council Member Heffington made a motion seconded by Elliott to pay the bills dated February 23,2023 through March 8, 2023, in the amount of \$18,432.78. Heffington aye, Elliott Aye, Adams aye, Secor aye. Motion carries.

II. 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**

III. ENGINEER'S REPORT

Public Works Director Tami Claus reported Mike Woodworth with Mountain Water Works Engineering has been calling to set up a meeting between himself, Claus, Secor, and Mayor Everhart to discuss the sand separator.

IV. OLD BUSINESS

1. PUBLIC WORKS SHOP HEATER BID

Council Member Heffington explained the proposal from YMC. YMC would be removing the old heater and installing a new heater, run a new flue to bring things up to code, install thermostat, and get things running up to code and under warranty (1 year). Discussion on the price ensued. Is it good, does the city need to shop around? The heater is sized for the shop without insulation and could be used at other locations if needed. The new unit is electric start and more efficient than the current one. Secor asked for the heater bid to be put on the next agenda as an action item.

V. NEW BUSINESS

1. FS CIVIL RIGHTS TRAINING

Clerk Ptak addressed council regarding the Forest Service Civil Rights Training that was emailed to each one of the council members. Encouraged council members to go through the information and then email Clerk Ptak separately saying they have looked at it. At that point Ptak can complete her paperwork and then the city is compliant.

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**

1. CHRONIC NUISANCE PROPERTY

Clerk Ptak addressed the council; she had gone through some old minutes on Montgomery Street issues to find ownership history. While searching she also found multiple cases of nuisance properties. Many of them were the same thing, same property over and over. Chief Otter got the Nuisance Property doc from Garden City, they have a great website for codes. Ptak can send council the doc in word form so that edits can be made to fit the city's needs. It is not currently in the city's ordinance form or ready for approval. Council needs to go through make edits and approve it and then it can be put in the city's ordinance form and City Attorney Joan Callahan can double check and approve before it comes back to council. Council member Adams had spoken to Chief Otter and Planning and Zoning regarding the nuisance document and there were a few items that should be changed and or updated. Ptak can send the document to Planning & Zoning for input and edits. Secor asked if the nuisance property document would be on the next agenda, and Ptak responded probably not, that all edits from other departments would need to come into the city first.

2. CITY SURPLUS ITEMS

Clerk Ptak addressed council; the city surplus items must be done as a public hearing before having an auction. The city is compiling a list along with Public Works, and asked, at what date would the city like to have the public auction, how long should things be open / posted, and where. Elliott asked when the county does their auction, Secor responded, it is in May located in Gardena. Secor suggested getting in touch with Corbett Auction and or Musick Auction to see about an online auction, process, etc. Discussion regarding public works list items ensued. Ptak hoped that an auction for the items at City Hall could be held sooner rather than later due to needing the room upstairs. Secor suggested the items be moved from City Hall and go to the Public Works Conex Box. Elliott asked if we could have 2 separate auctions. Secor proposed waiting until snow melts for Public Works items so more items can be added to that list. Discussion ensued.

3. AUTHORIZING RECORDS FOR DESTRUCTION 2023-01

Ptak informed the council of the current records to be destroyed, temporary and semi-permanent records, that have already been scanned in. Discussion regarding the destruction schedule and what is kept ensued. Secor made a motion seconded by Adams to approve resolution 2023-01, the destruction of temporary and semi-permanent records. Heffington aye, Elliott aye, Adams aye, Secor aye. Motion carries.

VII. 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**

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS

Public Works Director Tami Claus thanked Council member Secor and Mayor Everhart again for all the time they donated to the city doing city snow removal. Secor added that Claus had broken her thumb a couple days ago while thawing a water line. Discussion on water lines ensued. Nick Mancera has been hired but can't start full-time for a couple weeks. Dallas DeCory has also been hired and will start Monday.

B. LAW ENFORCEMENT

Chief Otter updates given earlier.

C. CLERK/TREASURER'S OFFICE

Water and sewer updates can be removed. Bills were printed today and completed.

1. BUDGET UPDATES

Clerk Ptak presented the budget update for February 2023.

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

1. OLD LEASES AND AGREEMENT

Clerk Ptak presented a 50-year-old lease agreement that expires 2024 for sewage treatment facilities. Is this still needed? The exact location is unclear and needs to be clarified. Jason Rowe with County Assessor Map Division should be able to point the location out on a map. Still researching many other old lease agreements and hope to have the information at the next meeting. Elliott suggested that going forward lease agreements should be recorded. Discussion on the time and location of the lease agreement ensued.

Clerk Ptak introduced the new Deputy Clerk Kaleb Goodlett.

Public Works Director Tami Claus had more information to update. The clutch needs fixed on the grader, the slave cylinder is leaking and there are 2 options. 1) Replace all the seals and rebuild it herself. 2) Put in a new clutch. Claus opted to replace seals because the new clutch would be \$1000 more than the parts she ordered for only \$400.

D. CITY ATTORNEY

City Attorney Joan Callahan was not present.

IX. COUNCIL UPDATES

Council Member Heffington had no updates. Council Member Elliott mentioned there is a benefit on April 1st if anyone has items to donate. A meeting for the benefit will be on Sunday. Council Member Adams had no update. Council President Secor mentioned fighting the past construction at Mores Creek Crossing regarding the water and sewer lines installed by the previous and current developer are creating constant issues. Discussion on who would need to spend the money to fix the problems. Tami Claus will make a list of all the repairs that need done. Discussion ensued on water line issues and Secor explained the intersection of Nugget and More Creek needs to be potholed to prove the water main is not deep enough. The code says water lines need to be installed 12 inches below local frost and our local frost is now four and a half feet. Mayor Everhart and Tami Claus have gone above and beyond to keep people with water over there in Mores Creek Crossing.

X. MAYOR UPDATES

XI. 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.

ADJOURNMENT 6:55 PM

ATTEST:

Date approved: 3/22/23



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@gmail.com

City officers:

Brent Watson
Janitorial:
Dale Rutter

Public Works Director:

Tami Claus
idahocitypublicworks@cityofic.org

Public Works:

Nick Mancera
Dallas DeCory

City Clerk-Treasurer:

Nancy L Ptak
idahocityclerk@cityofic.org

Utility Billing Clerk:

Sue Robinson
4cityfolk@cityofic.org

Deputy Clerk:

Kaleb Goodlett
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Monday- Thursday
8 am - 5 pm
Friday 8am -2pm