

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING
Wednesday, March 9, 2022
6:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

Join Zoom Meeting

<https://us02web.zoom.us/j/83766984776?pwd=WEVZU1dnSGorYkFncDY4NVN1S0s1dz09>

Meeting ID: 837 6698 4776

Passcode: 331161

MINUTES

CALL MEETING TO ORDER: Council President Secor called the meeting to order at 6:02 pm

ROLL CALL: Secor, Adams, Elliott, and Martin present, Mayor Everhart was not present.

PLEDGE OF ALLEGIANCE: Council President Secor 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 FEBRUARY 23, 2022, **ACTION ITEM**

Martin made a motion to approve the minutes dated February 23, 2022, seconded by Elliott. 4 ayes

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

None currently.

C. BILLS/PAYABLES: FEBRUARY 24, 2022, THROUGH MARCH 9, 2022, **ACTION ITEM**

Martin made a motion to pay the bills dated February 24, 2022, through March 9, 2022, in the amount of \$45,500.14, seconded by Adams, 4 ayes.

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 FOR THE CITY'S REVIEW

1. IDEQ REIMBURSEMENT FORM
2. JANUARY 2022 PROGRESS REPORT
3. MOUNTAIN WATERWORKS INVOICE #6151
4. NOTICE OF ACCEPTABILITY OF WORK
5. CONSENT OF SURETY TO FINAL PAYMENT
6. CONTRACTOR PAY APPLICATION #6-FINAL RETAINAGE
7. ALLOW MAYOR SIGNATURE ON PARTIAL PAY REQUEST ON DW1104 **ACTION ITEM**

Elliott made a motion to allow the mayor's signature on partial pay request on DW1104 in the amount of \$10,786.30 with an additional amount from Mountain Waterworks portion of \$5,620.75. These amounts are reimbursed to the city through the grant and were part of the bills payable. Seconded by Adams, 4 ayes.

IV. OLD BUSINESS

1. PERSONNEL POLICY **ACTION ITEM**

Added Juneteenth as a federal holiday, changed sick hours, and verified everything is up to date. Comp hours changed from 80 to 40, sick hours changed from 480 to 240. Vacation hours cap out at 120, no change from

current policy. The updated personnel policy will be presented in resolution form and voted on at the next meeting.

2. COMMUNICABLE DISEASE POLICY **ACTION ITEM**

The Communicable Disease Policy was discussed and will be presented in resolution form and voted on at the next meeting.

3. SOCIAL MEDIA POLICY **ACTION ITEM**

The Social Media Policy was discussed and will be presented in resolution form and voted on at the next meeting.

4. WATER LEAK FORGIVENESS POLICY **ACTION ITEM**

Martin made a motion to adopt the Water Leak Adjustment Policy as written, seconded by Secor, 4 ayes.

5. IDAHO CITY FILMING INSIDE CITY LIMITS POLICY **ACTION ITEM**

Martin, upon advice from City Attorney Callahan, asked Clerk Ptak to turn the Idaho City Filming Inside City Limits Policy into an ordinance. The fees for filming will need to be in resolution form.

6. FINANCIAL CONTROL POLICY **ACTION ITEM**

Not currently available.

7. CUSTOMER SERVICE POLICY **ACTION ITEM**

Elliott made a motion to adopt the Customer Service Policy, seconded by Martin, 4 ayes.

8. EMERGENCY OPERATING PLAN **ACTION ITEM**

Not currently available.

V. NEW BUSINESS

1. CITY BUSINESS LICENSE FEES

Clerk Ptak provided the council with business license fee schedules and applications from other Idaho cities to compare with our current fees and application.

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. SHORT TERM RECREATIONAL VEHICLE USE ORDINANCE NO. 367

The revision is addressing regulation of how long and under what conditions people can live in a recreational vehicle. City Attorney Callahan recommended to repeal Chapter 4, Title A. Code section 4-4-3 indicates that the time limitations of living in a recreational vehicle do not apply when the vehicle is located in a mobile home or recreational vehicle park or connected through an approved and exclusive connection to city water and sewer services provided that proper steps are taken to prevent water and sewer connections from freezing. Code section 4-4-4 stipulates that a resident can live in a recreational vehicle on their property for 180 days while constructing or remodeling their permanent structure. It was discussed whether the time limit should be removed or amended. There was a discussion on whether to add wording that a snow load roof would be required for safety standards. The council will look at Elmore County's policies for guidance. Exceptions, paragraph B address allowing residents currently living in their recreational vehicle on their property to continue doing so after the Code Section passes until the resident changes their use, or relocates the recreational vehicle to another property, or a permanent dwelling is constructed on the property.

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**

None currently.

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS

Public works Director Tami Claus addressed the council about sewer issues on Hill Road that are being addressed.

B. LAW ENFORCEMENT

Not present.

C. CLERK/TREASURER'S OFFICE

1. WATER AND SEWER UPDATES

Clerk Ptak updated the council on the procedure for past due accounts.

2. FEBRUARY BUDGET REPORT

Clerk Ptak updated the council on how the prior month's budget is used to assess which accounts are used to pay the current month's bills.

D. CITY ATTORNEY

City Attorney Callahan will be attending the upcoming Planning and Zoning workshop.

IX. COUNCIL UPDATES

Elliott updated that donations for the silent and live auctions for the St. Patrick’s Day dinner at ICHS are still needed.

X. MAYOR UPDATES

No updates currently.

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. No comments currently.

ADJOURNMENT 7:20

ATTEST:

Date approved: March 29, 2022

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	Chief of Police: Mark Otter	Public Works Director: Tami Claus	City Clerk-Treasurer: Nancy L Ptak	511 Main Street PO Box 130
Council members: Tom Secor Jr David Martin Ashley M Elliott Mari Adams	City officers: Mathew Archuleta Ericca Robbins	Public Works: Gene Bettys Dominick Nalley	Deputy Clerk: Sue Robinson	Idaho City, ID 83631 (208)392-4584 4cityfolk@gmail.com idahocityclerk@gmail.com idahocitypublicworks@gmail.com
		Janitorial: Dale Rutter		