

# CITY OF IDAHO CITY

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## REGULAR CITY COUNCIL MEETING

Wednesday April 22, 2020

6:00 P.M

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

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**\*\*\*PARTICIPATE THROUGH CONFERENCE CALLING DIAL-IN NUMBER (978) 990-5000  
AND ACCESS CODE 430546**

### CALL MEETING TO ORDER

### ROLL CALL

### 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: April 8, 2020 **ACTION ITEM**
- B. IDAHO CITY EVENT CHECKLIST: **ACTION ITEM**
- C. BILLS/PAYABLES: April 9, 2020 through April 22, 2020 **ACTION ITEM**

#### 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.

#### III. ENGINEER'S REPORT

#### IV. OLD BUSINESS

#### V. NEW BUSINESS

- 1. USDA-RURAL DEVELOPMENT - LANA DUKE - LETTER OF CONDITIONS TO BE ACCEPTED BY COUNCIL AND GIVE MAYOR AUTHORITY TO SIGN THE REQUEST FOR OBLIGATION AND LETTER OF INTENT **ACTION ITEM**

#### 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.

#### VII. COMMITTEE REPORTS

- A. PARKS & RECREATION COMMISSION
- B. HISTORIC PRESERVATION COMMISSION
- C. PLANNING & ZONING COMMISSION
- D. IDAHO CITY CHAMBER OF COMMERCE

## VIII. 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.

## IX. EMPLOYEE UPDATES

- A. PUBLIC WORKS
- B. LAW ENFORCEMENT
- C. CLERK/TREASURER'S OFFICE

## X. COUNCIL UPDATES

## XI. MAYOR UPDATES

## 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. In order 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

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:	Chief of Police:	Public Works:	511 Main Street
Phillip J Canody	Mark Otter	Tami Franklin	PO Box 130
Council members:	Deputy officers:	Gene Bettys	Idaho City, ID 83631
Tom Secor Jr	Bryce Johnson	City Clerk-Treasurer:	(208)392-4584
Ken Everhart	Mark Brunell	Nancy Ling	<a href="mailto:4cityfolk@gmail.com">4cityfolk@gmail.com</a>
HD Hillyard	Janitor/part time office:	Deputy Clerk:	<a href="mailto:idahocityclerk@gmail.com">idahocityclerk@gmail.com</a>
David Martin	Eleanor Wolery	Sue Robinson	<a href="mailto:idahocitypublicworks@gmail.com">idahocitypublicworks@gmail.com</a>

# CITY OF IDAHO CITY



## REGULAR CITY COUNCIL MEETING

Wednesday April 8, 2020

6:00 P.M.

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

### \*\*\*PARTICIPATE THROUGH CONFERENCE CALLING DIAL-IN NUMBER (978) 990-5000 AND ACCESS CODE 430546

CALL MEETING TO ORDER Mayor Canody called meeting to order at 6:10 pm and announced it is being done by telephone conferencing.

ROLL CALL: Martin, Secor, Everhart. Hillyard not present

PLEDGE OF ALLEGIANCE: Declined to perform due to difficulties.

#### I. CONSENT AGENDA

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##### A. APPROVAL OF MINUTES: MARCH 18, 2020 **ACTION ITEM**

Secor made a motion to approve minutes dated March 18, 2020; seconded by Martin. 3 ayes.

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

##### C. BILLS/PAYABLES: MARCH 19, 2020 THROUGH APRIL 8, 2020 **ACTION ITEM**

Secor motioned to pay the bills dated March 19 through April 8, 2020; seconded by Martin. 3 ayes.

#### II. PUBLIC HEARINGS

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#### III. ENGINEER'S REPORT

##### A. USDA APPLICATION UPDATE

Grant Moore with T-O Engineers stated that USDA would like to have a phone call in 2 weeks to discuss process moving forward on the infiltration well project. Once finances are approved it is taking about 2 weeks. Electrical engineering has to get on board with T-O and then it can be bid out. RO project update-State DEQ stated EPA doing assessment. There is no timeline yet. Dodd Snodgrass will be looking for funding, also.

##### B. MAYOR SIGNATURE REQUIRED TO STATE REVOLVING FUND (REIMBURSEMENT FOR RO SYSTEM) **ACTION ITEM**

Secor made a motion to allow the Mayor to sign the State Revolving Fund Reimbursement for RO System; seconded by Martin. 3 ayes.

#### IV. OLD BUSINESS

##### A. DRUG-FREE WORKPLACE POLICY **ACTION ITEM**

Secor made a motion to accept the Drug Free Workplace Policy; seconded by Everhart. 3 ayes.

##### B. LAND TRADE WITH BOISE COUNTY INFORMATION

Clerk Ptak sent maps to council members for review. A decision will not be made until later in the year.

##### C. DELINQUENT LONGPRE-CRAWFORD SEWER BILLS **ACTION ITEM**

Last payment made has been awhile. Clerk Ptak is asking how to proceed with collecting account-large amount due. Discussion. Mayor Canody suggests consult with attorney before any action is taken. All attempts from the

City to collect have been ignored. Mayor asked Clerk to send all information to Attorney Linville for his recommendations as to how to proceed.

**V. NEW BUSINESS**

**A. RENEWAL OF BUSINESS LICENSE – CYNTHIA KNEISL – COTTONWOOD STREET INN  
ACTION ITEM**

Owner has not renewed business license for current year. She is asking forgiveness to not pay new or late fee. (\$75 plus \$63 due). Fees are due by end of January (with late fee). Owner was aware and did not renew on time. Discussion. Secor made a motion to waive the \$75 renewal fee for Cynthia Kneisl-Cottonwood Street Inn in lieu of a \$25 late fee plus \$63 current business license fee to be paid no later than the close of business on Monday, April 13, 2020; seconded by Everhart. 3 ayes.

**B. CHAMBER REQUEST TO USE LAND FOR WELCOME SIGN ON THE NORTH ENTRY OF  
TOWN ACTION ITEM**

Mayor Canody spoke to John Roberts to make sure BLM would be okay with this. Lisa Hanson from Idaho City Chamber of Commerce stated they are looking at contracting for an electrical sign on the north side of town. The land they would like to put the sign on is owned by Idaho City. The area is by the dump station. She is seeking right of use letter from the City to give to ITD in order to place that sign. They are also working on signs for Centerville Road. Discussion of sign placement throughout Idaho City. Secor made a motion to approve the Chamber of Commerce request to use land along Highway 21 and the Centerville Road triangle to place signs; seconded by Martin. 3 ayes.

**C. MORES CREEK CROSSING NEWER PHASE FIRE PROTECTION CONCERNS – TERRY  
TEETER ACTION ITEM**

Fire Chief Teeter has been working with the developer at Mores Creek Crossing and has approved their fire protection ideas for the next phase. Clerk has not received any new plats from the developer. No action needed.

**D. WATER AND SEWER BILLING POLICY AND PROCEDURES THROUGH OUT THE COVID-  
19 PANDEMIC ACTION ITEM**

Mayor Canody would like to forgive late fees for water and sewer accounts for businesses during the pandemic. Secor stated the forgiveness of late fees for residential accounts should happen if the current late bills have an arrangement made on them. Clerk Ptak read what the City of Buhl is using for reference. Mayor discussed using vacancy rates for the businesses in town that are closed due to the pandemic (The Gold Mine, HD's, Diamond Lil's etc). Everhart suggested a reduced rate for the businesses that are currently open (Sarsaparilla, Seasons, Trudy's etc). Discussion of how to help out businesses. Clerk suggested a message be sent on the bills in regards to payment arrangements, fee forgiveness, and rates for businesses. Clerk will come up with draft and send to Mayor and Councilman Everhart for approval. Everhart made a motion to hold the late fees for residents as long as they make payment arrangements, provide a vacancy rate for businesses that have been mandatorily closed and a 50% (percent) reduction of water and sewer rates for all other businesses within the city; Martin seconded. Secor abstain, 2 ayes.

**VI. ORDINANCES AND RESOLUTIONS**

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**VII. EXECUTIVE SESSION**

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**VIII. EMPLOYEE UPDATES**

**A. PUBLIC WORKS**

Public Works Director Tami Franklin gave her update as follows: pot holes have been patched, no purchases unless absolutely necessary, fire hydrants flushed and there are a few that need repair, Visitor Center grounds are cleaned and ready to go, Roger Jackson fixed his huge water leak and is now saving the City 20-30,000 gallons of water a day. Pelley's leak fixed. With leaks repaired the city is saving 30-40,000 gallons a day Boil Advisory is in effect. Working on getting some meters that need to be replaced and hope to start reading by end of April. Road to cemetery closed due to repairs, there will be a few burials next month.

**B. LAW ENFORCEMENT**

Chief Otter in court this week. Low call volume for Law Enforcement

**C. CLERK/TREASURER'S OFFICE**

**1. SET PUBLIC HEARING DATE FOR 2020/2021 BUDGET HEARING**

Budget Hearing date has to be set and sent to County by end of April. First choice is September 9, or SM on Sept 16, don't want any dates after Sept. 21. Secor asked for tentative date to be set Sept 9. Adopt by August 19. Mayor asked Clerk Ptak to pick some dates for working on budget and present at next meeting.

**2. 2<sup>ND</sup> QUARTER FINANCIAL REPORT –**

Clerk Ptak presented budget quarter report to council. Almost at even for expenditures and revenue for the year. Council discussed budget expectations/short falls due to COVID-19 shut down.

**IX. COUNCIL UPDATES**

Martin: Commented on not receiving the boil advisory. He would like an email next time.

Everhart: Would like to get moving on changing City Engineers. Asked Clerk Ptak to check details and get it published. Clerk will work with City Attorney.

Secor: No updates

**X. MAYOR UPDATES**

Nothing new. Appreciate council meeting on conference call. Been sitting in on weekly Governor's calls. Mayor will keep council updated with any information he receives.

**XI. CITIZEN COMMENTS**

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**ADJOURNMENT** Mayor adjourned meeting at 7:51 pm.

**ATTEST:**

**Date approved:**

\_\_\_\_\_  
Nancy L Ptak, City Clerk-Treasurer

\_\_\_\_\_  
Phillip Canody, Mayor

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Mayor:  
Phillip J Canody  
Council members:  
Tom Secor Jr  
Ken Everhart  
HD Hillyard  
David Martin

Chief of Police:  
Mark Otter  
Deputy officers:  
Bryce Johnson  
Mark Brunell  
Janitor/part time office:  
Eleanor Wolery

Public Works:  
Tami Franklin  
Gene Bettys  
City Clerk-Treasurer:  
Nancy Ling  
Deputy Clerk:  
Sue Robinson

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