

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday May 13, 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
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 22, 2020 **ACTION ITEM**
- B. ~~IDAHO CITY EVENT CHECKLIST~~ **ACTION ITEM**
- C. BILLS/PAYABLES: April 23, 2020 through May 13, 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

- A. GRANT ADMINISTRATIVE SERVICES - **ACTION ITEM**
- B. REQUEST FOR STATEMENT OF QUALIFICATIONS AND PERFORMANCE DATA
RESPONSES - **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. 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.

VIII. EMPLOYEE UPDATES

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

IX. COUNCIL UPDATES

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. 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	4cityfolk@gmail.com
HD Hillyard	Janitor/part time office:	Deputy Clerk:	idahocityclerk@gmail.com
David Martin	Eleanor Wolery	Sue Robinson	idahocitypublicworks@gmail.com

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday April 22, 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**

MINUTES

CALL MEETING TO ORDER Mayor called meeting to order at 6:00 pm
ROLL CALL Everhart, Martin and Hillyard via conference call. Secor absent.
PLEDGE OF ALLEGIANCE was not recited

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**

Hillyard asked for a slight name change on the minutes from HD's to Harleys Pub in the water accounts for business section. Everhart made a motion to accept minutes as amended for the April 8, 2020 meeting; Martin seconded. 2 ayes. Hillyard abstained.

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

C. BILLS/PAYABLES: April 9, 2020 through April 22, 2020 **ACTION ITEM**

Everhart made a motion to pay the bills dated April 9-22, 2020 in the amount of \$10,434.73; Hillyard seconded. 3 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.

III. ENGINEER'S REPORT –

Casey Ketterling introduced Lana Duke who is helping with the emergency funding for the infiltration gallery well. Lana explained that there have been cost increases (from original application amount of \$175,000 to \$232,800). She explained that there are three different funding sources that they look at and because this event is more than 2 years old, she can only offer \$150,000 in grants. USDA cannot do a Letter of Conditions for the grant unless City can: 1) come up with the balance on its own OR 2) scale back the construction OR 3) tie this to an event that is less than 2 years old. Kasey discussed engineering costs and contingency amounts. Suggested that costs may be able to be cut. Would like to talk to work with City before next Council meeting to see if cost cuts can be made. Everhart suggested that this would be a good idea for the City. Discussion between Mayor and Casey and Everhart as to if the costs can be brought down by the City doing some of the work. Martin would like to see how the numbers got so high. Hillyard deferred to Everhart. Casey would like to discuss with Secor as to the numbers as they originally are who came up with the amounts. Lana Duke was okay with the City looking at the numbers and coming back to USDA with a different amount. Mayor wants Everhart and Secor to get with Casey to discuss how to cut the amounts. Mayor asked if the 2-year requirement could be waived, but Lana stated that could not happen.

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 NO ACTION AT THIS TIME**

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

Mayor has not heard from any P&R people. John Roberts is still working on transferring BLM property to the ball field.

B. HISTORIC PRESERVATION COMMISSION –

Rhonda Jameson reported about letting Boise County Board of Commissioners know about Susan Kelly rejection letter, she has written a grant for the Commissioners to go to a conference, conference postponed, she has asked for the \$ to be moved to another forum that may still take place this summer; Idaho City Hotel put in application to paint hotel back to white; working with County on projects that were never approved but were done anyway and future projects; County replaced steps at Courthouse without application; working with County on boardwalk and post replacement; County is putting railing around the air conditioner unit; questioned the barricades by the Mercantile-Tami put them up after earthquake for safety reasons.

C. PLANNING & ZONING COMMISSION – N/A

D. IDAHO CITY CHAMBER OF COMMERCE –

Mayor spoke to Michelle Audette and the Chamber would like to buy new flooring for the Chamber office if the City can do the work. Tami said she has someone who can do it. Tami looked at where the Chamber wants to place the sign by Buena Vista. They will have to straddle a 6" sewer line. She doesn't have a problem, Everhart stated he doesn't have a problem either as long as the line is marked before they place the posts for the sign. Chamber along with Tami will mark the area for sign placement.

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 –

Public Works director Tami Franklin reported that the meters are being read, she likes the new system. RV Dump and Water Cannon are going to be opened on Thursday. Got quotes for dust abatement- \$9460 for all streets. Not doing some of the upper roads would be a little over \$6000. She has the quotes and will send to Council. She has \$8000 budgeted for it. Upper Walulla and Hill Road she would like to not do because of cost. Clerk Ptak stated that there is extra money from snow removal that could be used for dust abatement. Hillyard would like to see as much done as possible. Everhart asked if extra funds could go to water fund and Tami stated it cannot. He was okay with doing as much dust abatement as funds allow. Martin feels that Hill Road has more traffic and should be done. She asked Council to let her know and she would start getting on it. Tank Inspection needs to be done as they are 6 years old. She is working on proposal for the tanks. Divers go into tanks and video. She would like inspections done to check for cracks. Rodeo grounds are almost done. Source water protection plan email was sent to Everhart.

B. LAW ENFORCEMENT –

Chief Otter did not call in. He sent a list to Clerk Ptak; Generator is coming and will be installed for free at Community Hall; Scott Turner has a Tahoe and F150 that he would like the County to give to City; Otter and Archuleta are working on weekends to deal with extra traffic.

C. CLERK/TREASURER'S OFFICE –

Clerk Ptak stated water bills are working out. Contracts are being made. Businesses are grateful to the Council. Budget hearing set for September 9 and has been turned into the County. There are funds in the Visitor Center repair line item if the Chamber needs help. Mayor stated that he thought there were some windows needing replacement or repair at Visitor Center.

X. COUNCIL UPDATES –

Hillyard would like to thank the Council for helping community with the water bills.

Everhart asked about proposals for engineer. Is the Council going to interview or just look at proposals and decide? Mayor stated that if more than one is received, he would like Councilmen Secor and Everhart to look at proposals and decision to interview will be made then.

Martin has an issue with the people driving on Highway 21 at a high rate of speed through town. Mayor and Chief have discussed it and this is why two of the officers will be on duty this weekend.

XI. MAYOR UPDATES-

All of the City lights have been replaced with LEDs. The Governor meeting will be held on Thursday at 3 pm. Contacted by Acting Ranger for the Forest Service, all the Rangers are letting elected officials know about their plans for bringing in the wildland fire fighters from out of state. They will be quarantined at the Forest Service compound. Doing their own cleaning and disinfecting. The protocols were sent to Clerk Ptak if anyone wants to see them. He has seen that a bar in Nampa is opening this weekend. He feels that businesses have to do what they need to do. Councilmen Everhart and Hillyard feel the same way. Councilman Martin would like people to take care of their neighbors and be patient. Clerk Ptak sent an email on property lots (Idaho City Estates) to the council and would like them to respond. Mayor stated that it hasn't been approved yet and should be a moot point. Everhart stated that it isn't platted yet and all the legalities done and Council hasn't approved yet.

XII. CITIZEN COMMENTS

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ADJOURNMENT Mayor adjourned at 7:13 pm

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10 GENERAL FUND

----- Current Year -----							
Current			Current YTD	Budget	Variance	%	
Account	Object	Description	Month				
	31100	Property Taxes	550.08	58,725.64	99,308.00	-40,582.36	59
	31200	Property Tax Penalty and Interest	58.53	1,351.29	800.00	551.29	60
	31300	Personal Property Tax Replacement			4,802.00	-4,802.00	57
	31400	Court Revenue	97.19	551.17	10,000.00	-9,448.83	53
	32100	Beer Licenses		188.00	975.00	-787.00	52
	32200	Liquor Licenses			1,200.00	-1,200.00	52
	32300	Wine Licenses		75.00	975.00	-900.00	52
	32400	Business Licenses		2,656.00	3,075.00	-419.00	52
	32500	Vendors Permits		1,790.00	1,260.00	530.00	53
	32600	Catering Permits		100.00	200.00	-100.00	53
	32700	Building Permits		717.44	10,000.00	-9,282.56	50
	32800	Animal Licenses		241.00	800.00	-559.00	50
	32900	Idaho Power Storage Space			500.00	-500.00	50
	33500	State Liquor Appropriation		9,502.00	19,600.00	-10,098.00	49
	33700	State Sales Tax		6,567.01	12,072.00	-5,504.99	50
	33800	State Revenue Sharing		11,568.53	21,730.00	-10,161.47	50
	33940	Law Enforcement Grants			6,000.00	-6,000.00	49
	33950	CLG Grant (Historic)			2,500.00	-2,500.00	48
	34140	Copy & Fax Fees			25.00	-25.00	48
	34210	Event Fees- Law Enforcement			1,000.00	-1,000.00	48
	34410	Cemetery Plots		300.00	5,000.00	-4,700.00	47
	34500	PLANNING and ZONING FEES			2,000.00	-2,000.00	46
	36100	Checking Interest			150.00	-150.00	46
	36400	LGIP MONTHLY-reinvestment		1.52	250.00	-248.48	46
	36500	Misc Receipts		3,639.32	200.00	3,439.32	48
	36600	NSF Fee			150.00	-150.00	48
	37200	Community Hall Rentals		1,807.50	5,000.00	-3,192.50	48
	37300	Community Hall Cleaning Deposit		555.48	1,200.00	-644.52	48
	37400	Community Hall Rental Sales Tax		72.66		72.66	48
37800		Power Reimb-Visitor's Center		1,575.66	2,250.00	-674.34	48

10 GENERAL FUND

For the Accounting Period:

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
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41500		Administrative					48
110		Employee Salary	359.59	7,305.11	25,058.00	17,752.89	46
111		Council Salary		3,600.00	7,200.00	3,600.00	46
112		Mayor's Expense Account			500.00	500.00	46
190		Payroll & Taxes Expense		22.34	1,000.00	977.66	46
210		FICA and Medicare	27.50	834.17	1,917.00	1,082.83	46
220		Health & Life Insurance	17.88	2,438.22	2,200.00	-238.22	46
240		Retirement	36.87	943.51	2,992.00	2,048.49	46
260		Worker's Compensation		1,000.00	1,399.00	399.00	46
305		Office Supplies	39.67	1,177.40	2,500.00	1,322.60	46
310		Postage	76.00	176.00	320.00	144.00	46
320		Website			153.00	153.00	46
330		Office Equipment and Software		3,061.95	3,000.00	-61.95	47
341		Solid Waste Fees	30.85	1,220.50	1,200.00	-20.50	47
350		Administrative Maintenance	251.28	2,988.49	3,500.00	511.51	48
360		Community Hall Deposit Refund		440.00	2,100.00	1,660.00	47
370		Bank Charges			100.00	100.00	47
390		Misc Expense		522.50	1,000.00	477.50	47
400		PURCHASED-PROPERTY SERVICES		330.00		-330.00	48
405		DIVISION of BUILDING SAFETY			5,000.00	5,000.00	47
410		Historic District Expense			2,500.00	2,500.00	46
420		Liability/Property Insurance		1,268.32	1,179.00	-89.32	47
430		Auditor Fees		2,600.00	2,300.00	-300.00	47
440		Publishing & Printing	249.60	297.12	140.00	-157.12	47
450		Travel & Mileage		196.33	800.00	603.67	47
460		Dues & Subscriptions	50.00	130.00	150.00	20.00	47
470		Training		87.44	520.00	432.56	47
490		Telephone & Fax		959.37	2,820.00	1,860.63	47
520		Office Equip Repair & Maint.		97.99	1,000.00	902.01	47
560		Cemetery Expense			5,000.00	5,000.00	46

2 number 631 in H-20 needs fixed

10 GENERAL FUND

Account	Object	Description	Current Year		Budget	Variance	%
			Current Month	Current YTD			
520	Attorney Fees			2,400.00	4,800.00	2,400.00	46
590	Sales/Use Tax Payable			593.10	300.00	-293.10	46
611	Buildings - Supplies			643.03	1,500.00	856.97	46
620	Repairs - Visitor's Center		100.00	225.55	1,500.00	1,274.45	46
621	Repairs - Community Hall		100.00	845.00	1,500.00	655.00	46
623	Repairs - City Hall		246.50	899.49	2,500.00	1,600.51	46
650	Propane - City Hall			390.04	600.00	209.96	46
670	Power - Shop & City Hall		135.10	896.67	1,600.00	703.33	46
673	Power - Community Hall		340.49	2,719.83	4,000.00	1,280.17	46
674	Power - Visitor's Center		250.22	1,977.81	3,600.00	1,622.19	46
742	Backhoe Payments			245.10		-245.10	47
810	Contingency CASH IN BANK/CO				7,370.00	7,370.00	45
910	Ordinance Codification			250.00	2,500.00	2,250.00	45
915	PLANNING and ZONING EXPENSES				2,000.00	2,000.00	45
930	Parks & Rec expenses/power		177.48	1,244.55	2,500.00	1,255.45	45
		Total Account	2,489.03	45,026.93	113,818.00	68,791.07	40
42100	Law Enforcement						
110	Employee Salary		3,516.80	45,585.20	78,652.00	33,066.80	47
210	FICA and Medicare		269.03	3,487.25	6,017.00	2,529.75	48
220	Health & Life Insurance		18.40	3,047.72	6,413.00	3,365.28	48
240	Retirement		223.10	3,123.40	5,817.00	2,693.60	48
260	Worker's Compensation			1,000.00	2,404.00	1,404.00	48
305	Office Supplies				25.00	25.00	48
330	Office Equipment and Software			2,029.68	1,000.00	-1,029.68	48
380	Uniform Expense		41.00	696.25	400.00	-296.25	48
420	Liability/Property Insurance			3,012.26	2,801.00	-211.26	49
450	Travel & Mileage			267.81		-267.81	49
460	Dues & Subscriptions			130.00		-130.00	49
470	Training			110.00	1,000.00	890.00	49
480	Fuel & Oil		676.93	3,330.63	6,500.00	3,169.37	49
490	Telephone & Fax			724.63	1,500.00	775.37	49

For the Accounting Period:

4 / 20

20 STREET FUND

Account	Object	Description	Current Year		Budget	Variance	%
			Current Month	Current YTD			
		Property Taxes	214.37	19,182.47	35,490.00	-16,307.53	48
		Property Tax Penalty and Interest	25.09	528.83		528.83	48
		Personal Property Tax Replacement		7,882.85		7,882.85	50
		Restricted Highway Fund			4,939.00	-4,939.00	49
		Highway Users Revenue		11,358.99	15,780.00	-4,421.01	50
		LGIP MONTHLY-reinvestment		3.08		3.08	50
43200		Street					69
	110	Employee Salary	376.28	5,137.56	6,958.00	1,820.44	50
	210	FICA and Medicare	28.80	392.97	532.00	139.03	50
	220	Health & Life Insurance	5.52	1,426.82	3,040.00	1,613.18	50
	240	Retirement	31.96	471.12	831.00	359.88	50
	260	Worker's Compensation		748.00	1,738.00	990.00	50
	420	Liability/Property Insurance		317.08	318.00	0.92	50
	430	Auditor Fees		600.00	600.00		50
	440	Publishing & Printing		64.80	140.00	75.20	50
	470	Training			104.00	104.00	50
	480	Fuel & Oil	116.11	747.22	1,425.00	677.78	50
	540	Equipment Repairs		4,473.22	4,000.00	-473.22	51
	612	Supplies SHOP PUBLIC WORKS	20.99	179.17	399.00	219.83	51
	613	Small Tools		149.70	100.00	-49.70	51
	614	Signs		13.67		-13.67	51
	615	New Equipment		1,810.44	990.00	-820.44	51
	630	Maintenance and Operations		1,062.78		-1,062.78	51
	632	Dust Abatement			8,000.00	8,000.00	51
	633	Snow Removal - Streets			2,000.00	2,000.00	50
	634	Boardwalk Repairs			1,500.00	1,500.00	50
	635	Street Maintenance	1,018.95	2,047.61	3,709.00	1,661.39	50
	640	Vehicle Expense		275.60		-275.60	50
	652	Propane-Shop			400.00	400.00	50

For the Accounting Period: 4 / 20

20 STREET FUND

Account	Object	Description	----- Current Year -----				
			Current		Budget	Variance	%
			Month	Current YTD			
	672	Power-Street Lights	378.22	2,649.33	4,710.00	2,060.67	50
	675	Power - Shop	17.53	312.26	500.00	187.74	50
	741	Grader Payment		5,773.14	11,547.00	5,773.86	50
	742	Backhoe Payments		1,102.95	987.00	-115.95	50
	820	Contingency Fund			1,681.00	1,681.00	50
Total Account			1,994.36	29,755.44	56,209.00	26,453.56	53

51 WATER FUND

Account	Object	Description	Current Year		Budget	Variance	%
			Current	Current YTD			

34800	Users Fees	22,525.88	158,073.70	282,672.00	-124,598.30	52
34810	Hook-up Fees		330.00	21,000.00	-20,670.00	51
34820	On/Off Fees		165.00	300.00	-135.00	51
34840	Special Users Hook-up Fees			500.00	-500.00	51
34850	Users Late Fees		2,011.55	5,000.00	-2,988.45	51
34860	RV Dump Donations		260.19	770.00	-509.81	51
36400	LGIP MONTHLY-reinvestment		113.73		113.73	51
36600	NSF Fee		75.00	100.00	-25.00	51
36910	Misc.Rev. Redwood Surplus			200.00	-200.00	51

43400	Water					52
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110	Employee Salary	4,102.96	56,325.25	111,839.00	55,513.75	51
111	Council Salary		1,800.00	6,000.00	4,200.00	51
113	Certified Plant Operator	300.00	1,932.26	5,000.00	3,067.74	51
210	FICA and Medicare	313.89	4,446.74	8,372.00	3,925.26	51
220	Health & Life Insurance	69.93	12,716.55	30,000.00	17,283.45	50
240	Retirement	386.08	5,774.70	13,354.00	7,579.30	50
260	Worker's Compensation		1,000.00	3,000.00	2,000.00	50
305	Office Supplies		489.12	700.00	210.88	50
310	Postage	212.80	492.80	896.00	403.20	50
320	Website			197.00	197.00	50
330	Office Equipment and Software		7,046.52	5,400.00	-1,646.52	51
340	Professional Fees		6,796.53	5,000.00	-1,796.53	51
341	Solid Waste Fees	18.10	686.89	700.00	13.11	51
342	Professional Services		21.48		-21.48	51
420	Liability/Property Insurance		5,707.44	5,708.00	0.56	51
430	Auditor Fees		4,800.00	4,800.00		52
440	Publishing & Printing			784.00	784.00	52
450	Travel & Mileage		412.95	840.00	427.05	52
460	Dues & Subscriptions		150.00	2,000.00	1,850.00	51

51 WATER FUND

Account	Object	Description	Current Year				Variance	%
			Current Month	Current YTD	Budget			
470		Training		392.68	1,378.00	985.32	51	
480		Fuel & Oil	387.05	2,657.10	4,750.00	2,092.90	51	
490		Telephone & Fax		1,451.37	3,390.00	1,938.63	51	
520		Office Equip Repair & Maint.		68.59		-68.59	51	
540		Equipment Repairs		103.32	5,000.00	4,896.68	51	
570		Attorney Fees		2,400.00	4,800.00	2,400.00	51	
580		Engineers Fees	1,443.75	13,621.90	10,000.00	-3,621.90	52	
610		Supplies		175.46	1,000.00	824.54	52	
612		Supplies SHOP PUBLIC WORKS	250.87	927.80	1,007.00	79.20	52	
613		Small Tools		25.98	2,000.00	1,974.02	52	
615		New Equipment		11,406.00	3,025.00	-8,381.00	53	
630		Maintenance and Operations		13,945.08	10,000.00	-3,945.08	54	
631		Administrative Maintenance	387.68	4,610.79	5,400.00	789.21	54	
640		Vehicle Expense		358.49		-358.49	54	
651		Propane-Shop and City Hall		426.93	960.00	533.07	54	
652		Propane-Shop		262.51		-262.51	54	
671		Power-Plant, Shop and City Hall	1,374.94	10,204.44	15,000.00	4,795.56	54	
680		Chemicals	31.98	3,412.59	9,000.00	5,587.41	54	
681		Water Tests	154.00	2,078.25	5,000.00	2,921.75	54	
742		Badhoe Payments		3,333.39	3,865.00	531.61	54	
820		Contingency Fund			19,127.00	19,127.00	53	
910		Ordinance Codification		125.00	1,250.00	1,125.00	53	
		Total Account	9,434.03	182,586.90	310,542.00	127,955.10	59	
43450		Water Bond						
340		Professional Fees			10,000.00	10,000.00	52	
580		Engineers Fees		15,656.65		-15,656.65	54	
720		Water Improvement Project		204,316.00		-204,316.00	71	
		Total Account		219,972.65	10,000.00	-209,972.65	2200	

52 SEWER FUND

		----- Current Year -----					
		Current		Current YTD	Budget	Variance	%
Account	Object Description	Month					
	34800 Users Fees	13,217.67	92,334.84	160,373.00	-68,038.16	69	
	34810 Hook-up Fees			21,000.00	-21,000.00	68	
	34830 Special Users Fees			100.00	-100.00	68	
	34850 Users Late Fees		744.87	2,000.00	-1,255.13	68	
	34860 RV Dump Donations		111.51	330.00	-218.49	68	
	36400 LGIP MONTHLY-reinvestment		33.25		33.25	68	
43500	Sewer					51	
	110 Employee Salary	1,497.84	20,570.27	43,395.00	22,824.73	67	
	111 Council Salary		1,800.00	3,600.00	1,800.00	67	
	113 Certified Plant Operator		2,130.16	5,000.00	2,869.84	67	
	210 FICA and Medicare	114.57	1,711.27	3,320.00	1,608.73	67	
	220 Health & Life Insurance	25.38	4,625.26	15,000.00	10,374.74	67	
	240 Retirement	141.64	2,253.28	5,181.00	2,927.72	67	
	260 Worker's Compensation		1,000.00	1,958.00	958.00	67	
	305 Office Supplies		352.74	1,300.00	947.26	67	
	310 Postage	91.20	211.20	384.00	172.80	67	
	320 Website			87.00	87.00	67	
	330 Office Equipment and Software		2,925.84	4,100.00	1,174.16	67	
	340 Professional Fees			8,000.00	8,000.00	66	
	341 Solid Waste Fees	18.10	686.89	800.00	113.11	66	
	350 Administrative Maintenance	78.97	939.26	1,100.00	160.74	66	
	420 Liability/Property Insurance		5,548.90	5,549.00	0.10	67	
	430 Auditor Fees		3,000.00	3,000.00		67	
	440 Publishing & Printing			140.00	140.00	67	
	450 Travel & Mileage		117.83	360.00	242.17	67	
	460 Dues & Subscriptions			300.00	300.00	67	
	470 Training		135.88	589.00	453.12	67	
	480 Fuel & Oil	270.94	1,814.85	3,325.00	1,510.15	67	
490	Telephone & Fax		1,024.66	2,000.00	975.34	67	

52 SEWER FUND

Account	Object	Description	Current Year					%
			Current		Current YTD	Budget	Variance	
			Month					
	520	Office Equip Repair & Maint.		29.40		-29.40	67	
	540	Equipment Repairs		22.52	5,000.00	4,977.48	66	
	570	Attorney Fees		1,200.00	2,400.00	1,200.00	66	
	580	Engineers Fees			12,200.00	12,200.00	66	
	610	Supplies		175.46	1,000.00	824.54	66	
	612	Supplies SHOP PUBLIC WORKS	250.00	716.69	494.00	-222.69	66	
	613	Small Tools			250.00	250.00	66	
	615	New Equipment		3,766.00	7,400.00	3,634.00	66	
	630	Maintenance and Operations	22.63	5,527.46	10,000.00	4,472.54	66	
	640	Vehicle Expense		153.63	240.00	86.37	66	
	651	Propane-Shop and City Hall		94.79	840.00	745.21	66	
	652	Propane-Shop		134.75		-134.75	66	
	671	Power-Plant, Shop and City Hall	528.49	3,650.01	7,500.00	3,849.99	66	
	680	Chemicals		649.40	3,000.00	2,350.60	65	
	683	Sewer Tests	288.00	3,279.76	5,000.00	1,720.24	65	
	742	Backhoe Payments		2,671.59	3,408.00	736.41	65	
	810	Contingency CASH IN BANK/CO		125.00	15,383.00	15,383.00	65	
	910	Ordinance Codification			1,250.00	1,125.00	65	
		Total Account	3,327.76	73,044.75	183,853.00	110,808.25	40	

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CITY OF IDAHO CITY
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Claim	Check	Invoice #/Inv Date/Description	Document #/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
601		46 US POSTMASTER	120.00					
		05/01/20 yearly box fees	24.00		10	41500	310	10100
		05/01/20 yearly box fees	67.20		51	43400	310	10100
		05/01/20 yearly box fees	28.80		52	43500	310	10100
602		182 XEROX FINANCIAL	200.62					
		2089980 05/05/20 lease payment	70.22		10	41500	350	10100
		2089980 05/05/20 lease payment	108.33		51	43400	631	10100
		2089980 05/05/20 lease payment	22.07		52	43500	350	10100
603		181 SIMPLII	261.27					
		13550 05/01/20 phone services	130.63		10	41500	490	10100
		13550 05/01/20 phone services	65.32		51	43400	490	10100
		13550 05/01/20 phone services	65.32		52	43500	490	10100
604		146 VERIZON WIRELESS	117.97					
		9852623971 04/15/20 cell services	39.32		10	42100	490	10100
		9852623971 04/15/20 cell services	55.07		51	43400	490	10100
		9852623971 04/15/20 cell services	23.58		52	43500	490	10100
605		45 CENTURYLINK	276.73					
		04/16/20 phone services/internet	110.69		10	41500	490	10100
		04/16/20 phone services/internet	27.67		10	42100	490	10100
		04/16/20 phone services/internet	96.86		51	43400	490	10100
		04/16/20 phone services/internet	41.51		52	43500	490	10100
606		6 MILLER ENTERPRISES	112.47					
		101510 05/01/20 refuse removal	51.73*		10	41500	341	10100
		101510 05/01/20 refuse removal	30.37*		51	43400	341	10100
		101510 05/01/20 refuse removal	30.37		52	43500	341	10100
607		10 ANALYTICAL LABORATORIES, INC	340.54					
		71445 04/30/20 sewer tests	340.54		52	43500	683	10100
608		42 NORCO INC	21.90					
		29161655 04/30/20 cylinder rental	21.90		52	43500	630	10100
609		38 IDAHO DEPARTMENT OF HEALTH AND	36.00					
		8407043 05/04/20 water tests	36.00		51	43400	681	10100

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Claim	Check	Invoice #/Inv Date/Description	Document #/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
611		21 IDAHO POWER	2,122.01					
	05/01/20	act#2202974826 centerville rd	9.86			20	43200 672	10100
	05/01/20	act#2204647370 elk crk/placer	9.86			20	43200 672	10100
	05/01/20	act#2205733500 street lights	364.43			20	43200 672	10100
	05/27/20	act#2206173730 city shop	10.49			20	43200 675	10100
30	05/27/20	act#2206173730 city shop	17.13			51	43400 671	10100
49	05/27/20	act#2206173730 city shop	7.34			52	43500 671	10100
21	05/05/20	act#2201668064 amphitheater	5.19			10	41500 930	10100
	05/05/20	acc#2203080029 arena	11.88			10	41500 930	10100
	05/05/20	acc#220225542 skating rink	5.19			10	41500 930	10100
	05/05/20	acc#2220462101 grinder pumps	6.85			52	43500 671	10100
	05/05/20	acc#220537613 booster pump	226.60			51	43400 671	10100
	05/05/20	acc#2221325844 water tank	91.06			51	43400 671	10100
	05/05/20	acc#2204493726 pumphouse	5.19			51	43400 671	10100
	05/05/20	acc#2202137416 water pumphouse	9.86			51	43400 671	10100
	05/05/20	acc#2202808321 water treatment	82.00			51	43400 671	10100
50	05/05/20	acc#2206171999 city hall	122.49			10	41500 670	10100
35	05/05/20	acc#2206171999 city hall	85.74			51	43400 671	10100
15	05/05/20	acc#2206171999 city hall	36.74			52	43500 671	10100
	05/05/20	acc#2205634021 power pole	5.19			20	43200 672	10100
	05/05/20	acc#2206002632 ballfields	111.28			10	41500 930	10100
	05/05/20	acc#2204467670 rodeo grounds	26.28			10	41500 930	10100
	05/05/20	acc#2207091329 sewer plant	429.47			52	43500 671	10100
	05/05/20	acc#2204805382 community hall	215.15			10	41500 673	10100
	05/05/20	acc#2204647305 vis center	226.74			10	41500 674	10100
613		29 CNH INDUSTRIAL RERAIL ACCOUNTS	2,886.54					
	61319001	05/06/20 grader payment	2,886.54			20	43200 741	10100
614		23 IDAHO RURAL WATER ASSOCIATION	300.00					
	q-ss 870	05/08/20 wastewater lic operator	300.00			51	43400 113	10100
615		206 IMMENSE IMPACT, LLC.	549.45					
	20-0506cwu	05/07/20 website annual hosting due	192.31			10	41500 350	10100
	20-0506cwu	05/07/20 website annual hosting due	296.70			51	43400 631	10100
	20-0506cwu	05/07/20 website annual hosting due	60.44			52	43500 350	10100

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Claim	Check	Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
616		193 ANATEK LABS, INC 200218 04/21/20 water tests	150.00 150.00		51	43400	681	10100
617		224 NORTH AMERICAN DDUST CONTROL, 5392 05/06/20 calcium chloride	7,052.00 7,052.00		20	43200	632	10100
618		103 ORKIN PEST CONTROL 197939 05/12/20 city hall pest control	120.00 120.00		10	41500	623	10100
619		48 IDAHO WORLD PUBLISHING LLC 4822 04/22/20 2nd QTR financial	43.20 43.20*		10	41500	440	10100
620		191 LN CURTIS AND SONS 379814 04/14/20 law enforcement shirts	43.00 43.00*		10	42100	380	10100
621		131 TACOMA SCREW PRODUCT - ACCOUNTS 20554699 04/14/20 marking paint	47.88 47.88		51	43400	612	10100
623		195 CONTROL ENGINEERS 26967 05/04/20 restore dynamics/h2o	41.25 41.25*		51	43400	580	10100
624		28 IDAHO CITY GROCERY cic200430 04/30/20 h2o plant cic200430 04/30/20 h2o plant	52.97 31.98 20.99*		51	43400	680 652	10100 10100
625		39 METROQUIP 04/27/20 h2o maintenance	14.25 14.25*		51	43400	630	10100
626		4 JACO'S TIRE & OIL 804039-31 04/09/20 tire enforcement chg ahoe	52.85 52.85*		10	42100	640	10100
627		179 WEX BANK 65293642 04/30/20 fuel april 65293642 04/30/20 fuel april 65293642 04/30/20 fuel april 65293642 04/30/20 fuel april	942.46 366.55 86.38 287.96 201.57		10 20 51 52	42100 43200 43400 43500	480 480 480 480	10100 10100 10100 10100
628		61 HOME DEPOT CREDIT SERVICES 3011210 05/05/20 public works h2o maint	61.46 61.46*		51	43400	630	10100

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* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
626	804039-31	4 JACK'S TIRE & OIL 04/09/20 law enforcement chevy tahoe		52.85 52.85*		10	42100	640	10100
627	65293642	179 WEX BANK 04/30/20 fuel april 04/30/20 fuel april 04/30/20 fuel april 04/30/20 fuel april		942.46 366.55 86.38 287.96 201.57		10 20 51 52	42100 43200 43400 43500	480 480 480 480	10100 10100 10100 10100
628	3011210	61 HOME DEPOT CREDIT SERVICES 05/05/20 public works h2o maint		61.46 61.46*		51	43400	630	10100
629	05/13/20	999999 TRUDY JACKSON community hall covid refund		216.95 216.95		10	41500	360	10100
630	11849	136 T-O ENGINEERS 05/12/20 mores creek sub water plant con assistance infiltration gallery proj		2,122.50 300.00* 675.00* 1,147.50*		10 51 51	41500 43400 43400	300 580 580	10100 10100 10100
# of Claims			28	Total:	22,479.87				

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	\$3,884.65
20 STREET FUND	
10100 Checking-Cash in Bank	\$10,424.75
51 WATER FUND	
10100 Checking-Cash in Bank	\$6,213.45
52 SEWER FUND	
10100 Checking-Cash in Bank	\$1,957.02
Total:	\$22,479.87

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CITY OF IDAHO CITY
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City of Idaho City
PO Box 130
511 Main Street
Idaho City, Idaho 83631-0130

CASH VOUCHERS

Authorized by: _____ Date: _____

Infiltration Gallery Replacement 2020

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL EST. COST	COMMENT
1	Clearing & Grubbing	1	ls	\$ 2,000	\$ 2,000	Clear and move onsite concrete pipes
2	Earthwork On-site disposal	1	ls	\$ 4,500	\$ 4,500	Flatten "hill" onsite and match road grade
3	Drilling, Casing, Screens, Pump Install	2	ea	\$ 15,000	\$ 30,000	Includes pump placement
4	Gravel Pack Around Well	1	ls	\$ 1,500	\$ 1,500	
5	Pitless Adapters	2	ea	\$ 5,000	\$ 10,000	Includes install
6	Pump	2	ea	\$ 11,500	\$ 23,000	Quoted price for submersible pump
7	Control Panel(s) & Wiring	1	ls	\$ 8,000	\$ 8,000	Includes install
8	6" C900 pipe	200	lf	\$ 95	\$ 19,000	
9	Gate Valve - 6"	3	ea	\$ 2,300	\$ 6,900	Includes install
10	Check Valve - 6"	1	ea	\$ 2,600	\$ 2,600	Includes install
11	Misc Labor	20	hr	\$ 70	\$ 1,400	
11	Fencing	110	lf	\$ 28	\$ 3,100	
12	Dewatering	1	ls	\$ 17,500	\$ 17,500	Create holding pond and dewater working area
	SUBTOTAL				\$ 129,500	
	Civil Engineering				\$ 4,855	\$30,691 already paid (\$4,855 is grading plans)
	Survey				\$ 2,500	
	Electrical Engineering				\$ 26,500	quoted DC Engineers 4/9/20
	Bidding Assistance				\$ 3,170	Time and Expense Estimate
	Construction Admin				\$ 11,095	Time and Expense Estimate
	Contractor Mobilization	5%			\$ 6,475	
	TOTAL				\$ 183,900	

Old Labor Hour Estimate CONSERVATIVE

		Ketterling, Kasey	Moore, Grant	Civil EIT II	Civil EIT I	TOTAL
Engineering	Civil Grading	5	1	35		\$4,655
	Survey					\$2,500
	Electrical Engineering					\$26,500
						\$33,655
Bidding (Time and Expense Est)	Bid Assistance	7			20	\$3,170
						\$3,170
Construction Admin (Time and Expense Est)	Admin	5	5		30	\$4,125
	Site Visits	10			20	\$3,800
	USDA Coordination	6	2		20	\$3,170
						\$11,095

Infiltration Gallery Replacement 2020

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL EST. COST	COMMENT
1	Clearing & Grubbing	1	ls	\$ 2,000	\$ 2,000	Clear and move onsite concrete pipes
2	Earthwork On-site disposal	1	ls	\$ 4,000	\$ 4,000	Flatten "hill" onsite and match road grade
3	Drilling, Casing, Screens, Pump Install	2	ea	\$ 15,000	\$ 30,000	Includes pump placement
4	Gravel Pack Around Well	1	ls	\$ 1,500	\$ 1,500	
5	Pitless Adapters	2	ea	\$ 5,000	\$ 10,000	Includes install
6	Pump	2	ea	\$ 11,500	\$ 23,000	Quoted price for submersible pump
7	Control Panel(s) & Wiring	1	ls	\$ 8,000	\$ 8,000	Includes install
8	6" C900 pipe	200	lf	\$ 75	\$ 15,000	
9	Gate Valve - 6"	3	ea	\$ 2,000	\$ 6,000	Includes install
10	Check Valve - 6"	1	ea	\$ 2,300	\$ 2,300	Includes install
11	Misc Labor	20	hr	\$ 70	\$ 1,400	
11	Fencing	110	lf	\$ 28	\$ 3,100	
12	Dewatering	1	ls	\$ 12,000	\$ 12,000	Create holding pond and dewater working area
	SUBTOTAL				\$ 118,300	
	Civil Engineering				\$ 1,865	\$30,691 already paid (amount shows civil work left)
	Survey				\$ 2,500	
	Electrical Engineering				\$ 26,500	quoted DC Engineers 4/9/20
	Bidding Assistance				\$ 1,480	Time and Expense Estimate
	Construction Admin				\$ 5,950	Time and Expense Estimate
	Contractor Mobilization	5%			\$ 5,915	
	TOTAL				\$ 162,600	

Revised Labor Hour Estimate

		Ketterling, Kasey	Moore, Grant	Civil EIT II	Civil EIT I	TOTAL
Engineering	Civil Grading	2			17	\$1,865
	Survey					\$2,500
	Electrical Engineering					\$26,500
						\$30,865
Bidding (Time and Expense Est)	Bid Assistance	3			10	\$1,480
						\$1,480
Construction Admin (Time and Expense Est)	Admin	4			10	\$1,690
	Site Visits	10			10	\$2,950
	USDA Coordination	2	2		8	\$1,310
						\$5,950

**REQUEST FOR PROPOSALS
FOR GRANT ADMINISTRATION SERVICES**

The City of Idaho City is requesting proposals for services to assist the city in project planning and development; grant writing; and obtaining and managing Idaho Community Development Block Grant (CDBG) funds for the completion of water and wastewater system improvements.

Services to be provided include:

1. Grant Writing to include: (services not eligible for ICDBG funding)
 - a. Project planning and development
 - b. Preparing ICDBG application
2. Grant Administration to include: (services eligible for ICDBG funding)
 - a. Project Set-Up – file set-up, facilitating financial management procedures, meetings, planning sessions, responding to inquiries, and explaining ICDBG requirements to the City of Idaho City and/or sub-recipient.
 - b. Environmental Review – Conducting an environmental review that complies with 24 CFR Part 58. Duties include, but are not limited to, assessing project site, gathering and verifying documentation, preparing an environmental review record including established mitigation measures and public notices. Idaho Department of Commerce's (IDC) concurrence or approval of environmental review record.
 - c. Acquisition and Relocation – Ensure the City of Idaho City complies with the Uniform Relocation Assistance and Real Property Acquisition Policies Act for any property, permanent easements or long-term leases acquired for the ICDBG project. Includes ensuring necessary processes followed and documented.
 - d. Labor Monitoring – Ensuring construction contractors are meeting the requirements of the Davis Bacon Act, Copeland Act, CWHSSA, and Fair Labor Standards Act. Duties include but are not limited to educating contractors about the labor requirements, providing labor documents and forms, identify appropriate wage determination, reviewing and tracking payrolls, conducting labor interviews, identifying and investigating errors, reporting and facilitating the correction of errors or problems, and completion of required labor reports.
 - e. Project Monitoring (during procurement and construction) – Assist the City of Idaho City in the hiring of a design professional and/or contractors in accordance with ICDBG requirements. Participating in pre-bid, pre-construction and construction progress meetings. Review of bidding documents, construction progress monitoring, reporting, and construction close-out. Ensuring proper disbursement and documentation of ICDBG expenditures.
 - f. Civil Rights – Completing ICDBG civil rights activities and documents. Duties include ensuring completion of Section 3 Reporting, Contractor/Sub-contractor Activity Report, resolutions, DBE promotion and open and fair bidding practices.

- g. Fair Housing Plan – Ensuring the City of Idaho City affirmatively further fair housing. Duties include assisting the City of Idaho City in a fair housing assessment and completing a fair housing plan.
- h. 504 Analysis and Transition Plan – Assist the City of Idaho City in conducting a self-evaluation of its facilities and services and developing a transition plan.
- i. Project Close-Out – Documentation that the City of Idaho City has met their ICDBG national objective and contractual performance requirements. Ensure all project and close out documents are submitted and approved by IDC. Ensure requested documents, findings and concerns are addressed and resolved.

The services will not include the disbursement or accounting of funds distributed by the city's financial officer, legal advice, fiscal audits or assistance with activities not related to the project.

Responses should include and will be evaluated according to the following criteria:

Capability to Perform Project (i.e., firm's history, areas of expertise, address of office that will manage project, length of time in business, firm's legal structure, firm's commitment to provide necessary resources to perform and complete project). (25 pts.)

Relevant Project Experience (i.e., description of other projects executed by the firm that demonstrate relevant experience; list of all public sector clients for whom you have performed similar work in the past five years, which should include name, address, and phone number of a person who can be contacted regarding the firm's performance on the project). (25 pts.)

Qualifications of Project Team (i.e., résumé for the key people assigned to the project including sub-consultants; key personnel roles and responsibilities on this project; identify project manager who will be responsible for the day-to-day management of project tasks and will be primary point of contact). (25 pts.)

Project Approach and Schedule (i.e., the tasks that must be accomplished to complete the project; how the firm proposes to execute the tasks; unique aspects of the project and alternative approaches the owner might wish to consider). (25 pts.)

Selection Committee Interview. (Optional) - Firms may be asked to make brief presentations covering their relevant experience, their understanding of the project's requirements and their own approach to designing and supervising the job. (30 pts.)

Total Points Possible = 130

Selection of finalists to be interviewed will be based on an evaluation of the written (and interview) responses. Award will be made to the most qualified administrator whom is deemed most advantageous to the City of Idaho City, all evaluation criteria considered.

Questions and responses should be directed to:

Nancy Ptak, City clerk
PO Box 130
Idaho City, Idaho 83631
(208) 392-4584

All responses must be received at Idaho City city hall by _____ pm on _____, 2020. Please include _____ (____) copies of the response and state, "City of Idaho City --Grant Administration Services Proposal" on the outside of the response package.

The agreement will be on a fixed price basis, with payment terms to be negotiated with the selected offeror.

The city of Idaho City reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate.



ADVANCED DIVING SERVICES, INC.

Proposal # JN-20-159

BID SCHEDULE

Company Name: City of Idaho City
501 Main Street
Idaho City, ID 83631

Tami Franklin (208) 392-4584 idahocitypublicworks@gmail.com

PROPOSAL FOR UNDERWATER CLEANING & INSPECTION OF THREE POTABLE WATER STORAGE RESERVOIR(S)

Reservoir	Capacity (Gallons)	Dimensions Dia x Ht	Type	Surface Area (S.F.)	Cubic Yards of Sediment 1" Deep	Price for Cleaning up to 1" sediment and Inspection	Price for Cleaning additional sediment per 1" average depth
1.	321,279	42' x 33	Bolted Steel	1,385	4	\$1,132.00	\$140
2.	195,761	28' x 42.5	Bolted Steel	615	2	\$1,132.00	\$70
3.		Up to 3,000 SF or 60' Dia	Clearwell	3,000	8	\$1,132.00	\$280
1. Removal of additional sediment is charged per inch (based on cubic yard price to the right) for everything over the original depth specified above. (Sediment is measured and calculated as an average depth)						Variable Rates:	
						Avg. Sed. Inch	1
2. Leak detection & repairs are performed on a time and material basis. See hourly rate. These procedures are performed only upon receiving your approval.						Cubic Yard	\$35
						\$ Per hour	\$250
						\$ Epoxy Material per TUBE	\$48
3. Sediment filtration is charged on a per filter bag basis. Dechlorination of the discharge water is a flat fee per reservoir.						Filter Bags ea	\$240
						Dechlor.	\$50
4. If the reservoir is not accessible with a truck and trailer and requires us to use portable equipment, and hourly rate shall apply during setup and teardown. Delays are an hourly charge (see #6 below).						Port. Equip.	\$250
						Delay Hour.	\$250
5. Prices are valid for 90 days. Upon signature, work shall be scheduled at a mutually acceptable date within one year. Payment terms are net 30 days.							
6. Mobilization Charge \$1,500 It is anticipated the procedures will be performed in one mobilization. Cleaning and Inspection pricing may be reduced if scheduled while ADS crews are working in the general area, this requires some flexibility in scheduling the work. Reservoir cleanings and inspections are performed together.							

Our bids are based on a variety of factors that pertain to the length of time it takes to accomplish our work. The main consideration is the amount of sediment that has to be removed. This of course is mainly influenced by the floor area of the reservoir and the depth of the sediment. The following factors influence the length of time and our ability to accomplish the work.

This quote is based and contingent upon the following.

1. That all information provided us is correct, entry hatches are large enough for a diver to enter, and all reservoirs are accessible by a four-wheel-drive truck and 20' trailer.
2. During cleaning, reservoir water levels must be kept at or near full capacity unless instructed prior to proceeding with work.
3. Removed water, materials, and any necessary permitting are the responsibility of the customer (Placement of the effluent material is done at the direction of the customer within 100', unless otherwise specified in quote).
4. Quotes for cleaning assume the sediment is normal material (such as silt flocculated material, insects, light sand, manganese, rust, etc...) found in potable water reservoirs that is easily removed by our vacuuming procedures. Material that cannot be vacuumed such as concrete, construction material, gravel, rocks, detached coating, compact/adhered sediment, etc..., is considered debris and will be removed on the hourly rate (bid includes one hour of debris removal)
5. Unless specified in quote in detail we clean all submerged horizontal and angled berm or sloped surfaces. Vertical surfaces such as the walls can be cleaned but must be listed separately in the quote detail or estimated by the divers upon inspection. We do not clean surfaces that are out of the water.

Name: James Nilsson
Date: May 12, 2020

Advanced Diving Services, Inc.

Tel: (866) 237-3483 Fax: (435) 586-2078

E-Mail: info@advanceddiving.com www.advanceddiving.com





ADVANCED DIVING SERVICES, INC.

6. If any information provided to us is incorrect or if any problems exist that inhibit our ability to complete the job on a timely schedule, then we will notify you of the problem and reserve the right to add on to the quote based on our estimate of the additional time it will take to complete the work. Charges for time delays are listed above. This paragraph only applies to any problems that are your responsibility.
7. Laboratory analysis of water, coating, or debris samples is your responsibility unless specified earlier.
8. If filtration or dechlorination of discharged effluent is required, note additional charges for cost of materials (see above).

Interior video inspection will be completed with real-time closed circuit high-resolution color underwater video equipment. All pertinent findings will be recorded on DVD format (including dive maintenance technician's findings and narrative summary), and on all checklists and written recommendations. Exterior inspection findings/color photographs will be noted on the exterior reservoir report. Video record, hardcopy written report and summary of recommendations will be provided upon completion of the operations and remain the property of the customer. Complete inspection will include the following criteria.

1. A visual inspection of the reservoir's interior and exterior.
2. A verbal report of the reservoir's condition given to the customer representative immediately after the inspection.
3. An Inspection report with the following information:
 - A. Nameplate Information.
 - B. Findings pertaining to condition of internal components (i.e. plumbing, vents, hatches, Cathodic system, etc...).
 - C. Numeric representation of the percent of corrosion and/or damaged areas.
 - D. Color video illustrating each type of coating failure, the general condition of coating and substrate. video shall be clear, sharp and definitive (interior video based on clarity of water in reservoir).
 - E. A report on coating failure analysis and the probable causes.
 - F. Report on pit depth and metal loss based on ASTM G 46-94 Standard Guide for Examination and Evaluation of Pitting Corrosion, measured in millimetres at significant corrosion modulation sites. Also calculated rate of metal loss and theoretical rate of penetration (if applicable).
 - G. A sample specification for repair or recoating of the interior and exterior if applicable.
 - H. Report referencing the various coating defects and causes reported.
4. A videotape of the general condition of the interior surfaces. The videotape shall be narrated with reference to the location of internal components and or pertinent findings noted.
5. Removal of silt from floors utilizing underwater methods.
6. A report on the thickness and type of silt on the reservoir floor.

- All Dive Maintenance Technicians and associated in-tank equipment are fully disinfected according to AWWA Standard C652-92.
- All Advanced Diving Services operations pertaining to Diving and Confined Space, conducted on your system are in compliance with all applicable OSHA, AWWA, and ADC standards, procedures, and regulations (including 1910.401 thru 1910.441).
- All inspection personnel are fully qualified commercial dive maintenance technicians certified in ASNT Non-Destructive testing.
- All of our repair, sealing and coating materials meet or exceed NSF 60 & 61 standards.

WE PROPOSE to furnish labor and material – complete in accordance with the above specifications, and subject to conditions found on this agreement, for the sum of: (Pricing is contingent on scheduling the work, while a crew is in your general location).

Reservoir Cleaning and Inspection including written reports	\$3,400.00*
Mobilization	\$500.00**
Total	\$3,900.00

*Water from the cleaning of the reservoirs to be discharged on-site.

**Mobilization fees have been reduced for scheduling work while ADS crews are in the general area.

Accepted. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above (net 30 days).

Authorized Advanced Diving Services, Rep.	Authorized Contracting Officer, Rep.
Sincerely: <i>James Nilsson</i>	Accepted By: _____ Date: _____
James Nilsson Director	Signature: _____ Title: _____

Name: James Nilsson
Date: May 12, 2020

Advanced Diving Services, Inc.

Tel: (866) 237-3483 Fax: (435) 586-2078
E-Mail: info@advanceddiving.com www.advanceddiving.com





GUIDELINES FOR OPENING UP IDAHO

Governor Brad Little, with the help of the Department of Health and Welfare and guidance issued by President Donald Trump and the Centers for Disease Control and Prevention, has established a data-driven approach to opening up Idaho's economy. This approach reduces the risk of COVID-19 to Idaho's most vulnerable population and preserves capacity in our healthcare system, while opening up businesses safely. From an economic standpoint, Idaho's rebound from COVID-19 starts with employee and consumer confidence, which leads into business stability and growth and eventually promotion and attraction.

[REBOUND.IDAHO.GOV](https://rebound.idaho.gov)



STRATEGIES, RESPONSIBILITIES, AND CAPABILITIES NEEDED

The State of Idaho must remain focused on achieving the following core preparedness responsibilities.

TESTING AND CONTACT TRACING:

- Ability to quickly set up safe and efficient screening and testing sites for symptomatic individuals, including those with mild symptoms
- Contact tracing in place for all COVID-19 positive results
- Screening and testing locations in all regions of the state in place that serve older individuals, rural and lower income populations, and racial and ethnic minorities, such as Native Americans and Hispanics

PLANS AND STRATEGIES:

- State and local preparedness plans are in place including surge plans
- Crisis Standards of Care Plan established
- Long-Term Care Task Force operational to support long-term care facilities
- Testing strategy developed
- Contact tracing strategy developed

HEALTHCARE SYSTEM CAPACITY:

- Ability to quickly supply sufficient PPE, medications, and critical medical equipment to handle dramatic surge if needed
- Ability to quickly test symptomatic healthcare workers
- Ability to surge intensive care unit capacity



CURRENT STAGE

existing Order through April 30

INDIVIDUAL

- **All Idahoans, including vulnerable Idahoans,** continue to self-quarantine, except for certain essential activities and work to provide essential business and government services or perform essential public infrastructure
- **Gatherings** of individuals outside the home are prohibited
- Prohibit non-essential **travel** and adhere to [CDC guidelines](#) regarding isolation following essential travel
- Unless on essential business, people entering Idaho are required to **self-quarantine for 14 days**. If a person is in Idaho for less than 14 days, they must self-quarantine for the duration of their visit

EMPLOYER

See "Specific Types of Employers" in the right column for places of worship, restaurants, bars, gyms, daycares, senior living facilities, and salons

- Continue to encourage **telework**, whenever possible and feasible with business operations
- **Employees** who are considered vulnerable individuals should continue to self-quarantine. Special accommodations for these employees should be made in the workplace if they are unable to work from home
- **Non-essential businesses**, other than those excluded in the amended order, develop plans for reopening and ability to meet business protocols
- Non-essential **travel** prohibited

SPECIFIC TYPES OF EMPLOYERS

- Visits to **senior living facilities and congregate facilities (e.g. jails and corrections)** are prohibited and those employees and providers who do interact with residents and patients must adhere to strict protocols regarding hygiene and infection prevention
- **Bars and nightclubs** are closed
- **Restaurants** continue with takeout and delivery.
- **Places of worship** develop plans for reopening and ability to meet protocols
- **Indoor gyms** and recreation facilities are closed
- **Hair salons** are closed
- **Large venues** (e.g. movie theaters and sporting venues) are closed
- **Daycare**, if closed, develop plans for reopening to meet business protocols and work with local public health districts and DHW

Every two weeks: re-evaluation against criteria to determine feasibility to advance from one stage to the next.

***ALL CRITERIA MUST BE MET TO MOVE TO THE NEXT STAGE AND DATES ARE ESTIMATED TARGETS



STAGE 2

If no significant increase in cases and criteria remain met
May 16 – May 29***

INDIVIDUAL

- **All vulnerable Idahoans** should continue to self-quarantine. Members of households with vulnerable residents should be aware that by returning to work or other environments where distancing is not always possible, they could carry the virus back home. Precautions should be taken to isolate from vulnerable residents
- **Gatherings**, both public and private, of less than 10 people, where appropriate physical distancing and precautionary measures are observed can occur.
- Minimize non-essential **travel** and adhere to [CDC guidelines](#) regarding isolation following travel
- Continue the **14-day self-quarantine** for people entering Idaho to prevent influx of out-of-state visitors

EMPLOYER

See "Specific Types of Employers" in the right column for places of worship, restaurants, bars, gyms, daycares, senior living facilities, and salons

- Continue to encourage **telework**, whenever possible and feasible with business operations
- Return employees to work in phases, if physical distancing, personal protections and sanitation are feasible
- **Employees** who are considered vulnerable individuals should continue to self-quarantine. Special accommodations for these employees should be made in the workplace if they are unable to work from home
- All open **businesses** continue to follow plans.
- Minimize non-essential **travel** and adhere to [CDC guidelines](#) regarding isolation following travel

SPECIFIC TYPES OF EMPLOYERS

- Visits to **senior living facilities and congregate facilities (e.g. jails and corrections)** are prohibited and those employees and providers who do interact with residents and patients must adhere to strict protocols regarding hygiene and infection prevention
- **Bars and nightclubs** remain closed
- **Restaurant dining rooms** can open once their plans have been submitted for approval by local public health districts
- **Indoor gyms** and recreation facilities can open if ability to meet business protocols
- **Hair salons** can open if ability to meet business protocols
- **Large venues** (e.g. movie theaters and sporting venues) are closed

Every two weeks: re-evaluation against criteria to determine feasibility to advance from one stage to the next.

***ALL CRITERIA MUST BE MET TO MOVE TO THE NEXT STAGE AND DATES ARE ESTIMATED TARGETS



STAGE 4

If no significant increase in cases and criteria remain met
June 13 – June 26***

INDIVIDUAL

- **Vulnerable Idahoans** can resume public interactions, but should practice physical distancing, minimizing exposure to social settings where distancing may not be practical, unless precautionary measures are observed
- **Gatherings**, both public and private, of more than 50 people, where appropriate physical distancing and precautionary measures are observed can occur
- Non-essential **travel** continues to locations that allow it and do not have ongoing transmission (adhere to [CDC guidelines](#) regarding isolation following travel)

SPECIFIC TYPES OF EMPLOYERS

- Visits to **senior living facilities and congregate facilities (e.g. jails and corrections)** can resume. Those who interact with residents and patients must be diligent regarding hygiene and physical distancing
- **Bars and nightclubs** may operate with diminished standing-room occupancy, where applicable and appropriate
- **Large venues** (e.g. movie theaters and sporting venues) can operate under limited physical distancing protocols

EMPLOYER

See “Specific Types of Employers” in the right column for places of worship, restaurants, bars, gyms, daycares, senior living facilities, and salons

- Resume unrestricted staffing of worksites, but continue to practice physical distancing, personal protections and sanitation for protection of workers
- Special accommodations for **employees** who are considered vulnerable should be made in the workplace
- All open **businesses** continue to follow plans
- Non-essential **travel** continues to locations that allow it and do not have ongoing transmission (adhere to [CDC guidelines](#) regarding isolation following travel)

Every two weeks: re-evaluation against criteria to determine feasibility to advance from one stage to the next.

***ALL CRITERIA MUST BE MET TO MOVE TO THE NEXT STAGE AND DATES ARE ESTIMATED TARGETS



SPECIALTY CONSTRUCTION SUPPLY

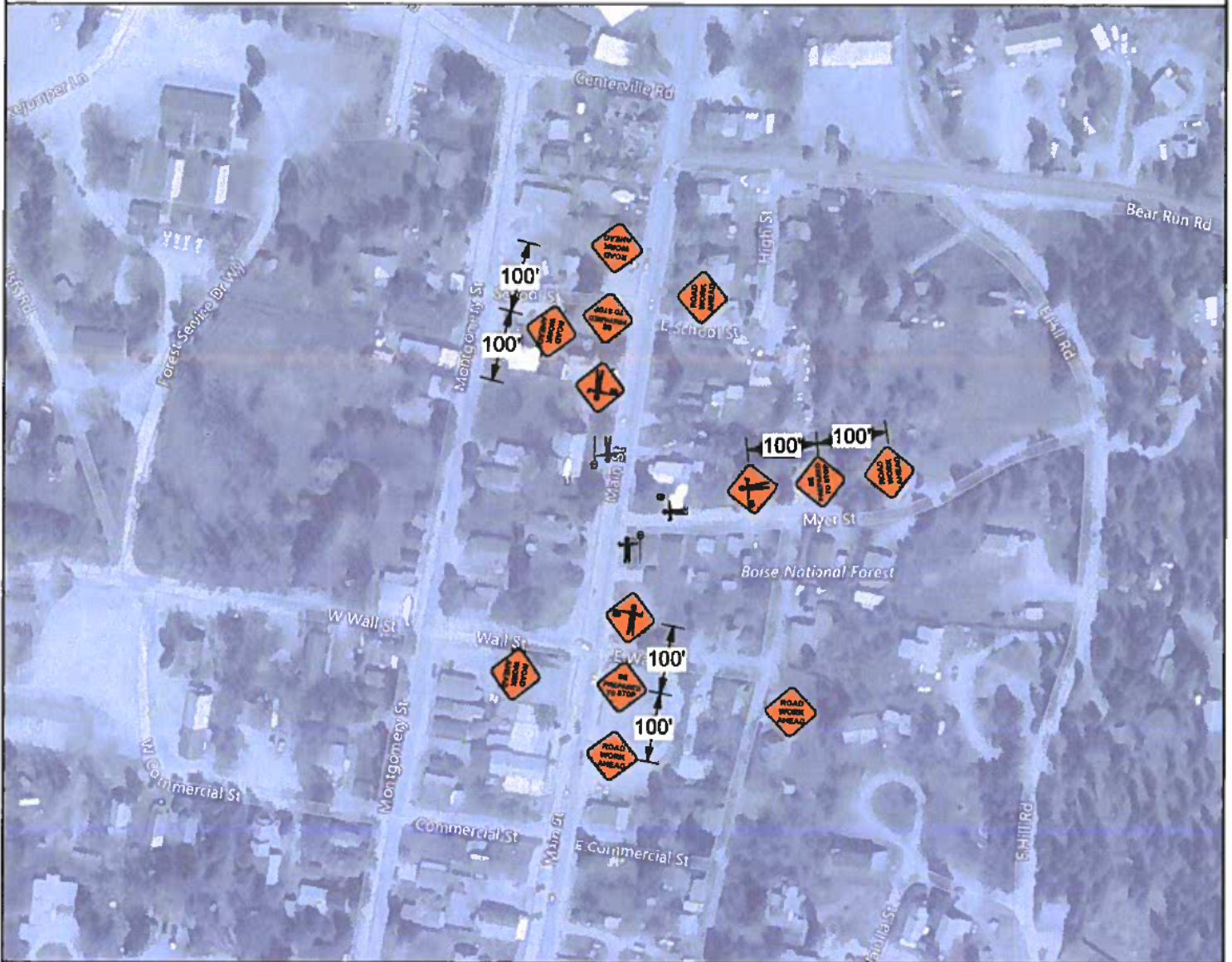
348 NW 13th Place, Meridian, ID.
Phone (208) 322-6800 Fax (208) 322-2636
Toll Free (888) 574-7732
www.specialtysupply.com



Date: 27/04/2020 **Author:** Mason Garling **Project:** Main St
Comments:
Track

- All traffic control will be placed to M.U.T.C.D. spacing standards as adopted by the State of Idaho
- Signs 7' high
- This plan is the copyright of Specialty Construction Supply and it's use is restricted to use by permission only
- Contractors will be responsible for placing delineation around objects left in the right of way
- This is not a Engineer stamped plan
- All traffic control devices shall be ADA compliant

348 NW 13th Place, Meridian, ID.
Phone (208) 322-6800 Fax (208) 322-2636
Toll Free (888) 574-7732
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Track

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- Contractors will be responsible for placing delineation around objects left in the right of way
- This is not a Engineer stamped plan
- All traffic control devices shall be ADA compliant



Stormwater Pollution Prevention Plan

For:

CTL N.723631
420 MAIN ST
IDAHO CITY, ID 83631

Operator(s):

TRACK UTILITIES, LLC
TRAVIS WHITTEN
441 W CORPORATE DR
MERIDIAN, ID 83642
208-420-2971
TRAVISWHITTEN@TRACKUTILITIESLLC.COM

Stormwater Manager and SWPPP Contact(s):

MOUNTAIN LTD
KIM BURKS CON 18-00194
6074 N Discovery Way Suite 125
Boise, ID 83713
208-576-4008
IDPERMITS@MOUNTAINLTD.COM

SWPPP Preparation Date:

4/28/2020

Estimated Project Dates:

Start of Construction: 5/10/2020
Completion of Construction: 5/20/2020

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SECTION 1: SITE EVALUATION, ASSESSMENT, AND PLANNING

1.1 Project/Site Information

Project Information:

Project/Site Name: CTL N.723631

Project Street/Location: 420 MAIN ST

City: IDAHO CITY State: ID Zip Code: 83631

County or Similar Subdivision: BOISE

Latitude/Longitude (Use **one** of three possible formats, and specify method)

Latitude:

Longitude:

1. 43 ° 49' 41.3" N (degrees, minutes, seconds)

1. 115 ° 49' 57.5" W (degrees, minutes, seconds)

Method for determining latitude/longitude:

☐ USGS topographic map (specify scale: _____) ☐ EPA Web site ☐ GPS

X Other (please specify): GOOGLE EARTH

Is the project located in Indian country? ☐ Yes ☒ No

If yes, name of Reservation, or if not part of a Reservation, indicate "not applicable." _____

Is this project considered a federal facility? ☐ Yes ☒ No

NPDES project or permit tracking number: _____

(This is the unique identifying number assigned to your project by your permitting authority after you have applied for coverage under the appropriate NPDES construction general permit.)

1.2 Contact Information/Responsible Parties

Project Information:

Operator(s):

TRACK UTILITIES, LLC
TRAVIS WHITTEN
441 W CORPORATE DR
MERIDIAN, ID 83642
208-420-2971
TRAVISWHITTEN@TRACKUTILITIESLLC.COM

Project Manager(s) or Site Supervisor(s):

TRACK UTILITIES, LLC
TRAVIS WHITTEN
441 W CORPORATE DR
MERIDIAN, ID 83642
208-420-2971
TRAVISWHITTEN@TRACKUTILITIESLLC.COM

Stormwater Manager and SWPPP Contact(s):

KIM BURKS
MOUNTAIN LTD
6074 N DISCOVERY WAY SUITE 125
BOISE, ID 83713
208-576-4008
IDPERMITS@MOUTNAINLTD.COM

This SWPPP Was Prepared By:

KIM BURKS
MOUNTAIN LTD
6074 N DISCOVERY WAY SUITE 125
BOISE, ID 83713
208-576-4008
IDPERMITS@MOUTNAINLTD.COM

Emergency 24 hour contact:

TRAVIS WHITTEN
208-420-2971

1.3 Nature and Sequence of Construction Activity

Project Information:

- Describe the general scope of the work for the project, major phases of construction, etc:
THIS JOB WILL BE PLACING FIBER FOR A NEW CUSTOMER. TRENCH WORK, TO PLACE CONDUIT WILL BE DONE OFF WALL ST TO THE CUSTOMER AT 420 MAIN ST. THE TOTAL FOOTAGE OF TRENCHING IS APROX 96' IN LENGTH AND 3' IN WIDTH.

What is the function of the construction activity?

- ☐ Residential ☒ Commercial ☐ Industrial ☐ Road Construction
☐ Linear Utility
☐ Other (please specify): _____

Estimated Project Start Date: 5/10/2020

Estimated Project Completion Date: 5/20/2020

1.4 Soils, Slopes, Vegetation, and Current Drainage Patterns

Project Information:

Soil type(s):

- ROAD MIX

Slopes (describe current slopes and note any changes due to grading or fill activities):

- N/A

Drainage Patterns (describe current drainage patterns and note any changes due to grading or fill activities):

- ROAD DRAINAGE

Vegetation:

- GRASS

Other:

- NA

1.5 Construction Site Estimates

Project Information:

The following are estimates of the construction site:

Construction Site Area to be disturbed	0.007 acres
Total Project Area	0.007 acres

1.6 Receiving Waters

Project Information:

Description of receiving waters:	NA
Description of storm sewer systems:	NA

1.7 Site Features and Sensitive Areas to be Protected

Project Information:

Description of unique features and measures to protect them:

- NA

1.8 Potential Sources of Pollution

Project Information:

Potentials sources of sediment to stormwater runoff:

- NA

Potential pollutants and sources, other than sediment, to stormwater runoff:

- NA

1.9 Endangered Species Certification

Project Information:

Are endangered or threatened species and critical habitats on or near the project area?

☐ Yes ☒ No

If yes, describe the species and/or critical habitat: NA

If yes, describe or refer to documentation which determines the likelihood of an impact on identified species and/or habitat and the steps taken to address that impact. (Note, if species are present on or near your project site, EPA strongly recommends that the site operator work closely with the appropriate field office of the U.S. Fish and Wildlife Service or National Marine Fisheries Service. Please contact a state or tribal official for concerns related to state or tribal listing of species.) NA

1.10 Historic Preservation

Project Information:

Are there any historic sites on or near the construction site?

☐ Yes ☒ No

- If yes, describe or refer to documentation which determines the likelihood of an impact on this historic site and the steps taken to address that impact. NA

1.11 Maps

Project Information:



SECTION 2: EROSION AND SEDIMENT CONTROL BMPS

Project Information:

1. ***Minimize Disturbed Area and Protect Natural Features and Soil:***
 - PROJECT WILL BE DURING LIMITED DURATION, 1 DI IMPACTED.

2. ***Protect Storm Drain Inlets:***
 - BMP Description: GRAVEL BAGS
 - INSTALLATION: PLACED AROUND DRAIN INLET
 - MAINTENANCE AND INSPECTION: IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSPECT ALL EROSION AND SEDIMENT CONTROL FACILITIES. EROSION CONTROL FACILITIES SHALL BE INSPECTED ON A REGULAR BASIS AND ISSUES RECTIFIED AS NEEDED.
 - RESPONSIBLE STAFF: TRAVIS WHITTEN

SECTION 3: GOOD HOUSEKEEPING BMPS

3.1 *Good Housekeeping BMPs*

Project Information:

1. ***Material Handling and Waste Management:***
 - ALL WASTE MATERIALS WILL BE COLLECTED ON SITE AND TRANSPORTED TO A DUMPSTER LOCATED AT OUR YARD. ALL TRASH WILL BE COLLECTED AT THE END OF EACH BUSINESS DAY. NO CONSTRUCTION MATERIALS WILL BE LEFT ON SITE FOR MORE THAN TWENTY-FOUR HOURS. ALL PERSONNEL WILL BE INSTRUCTED REGARDING THE CORRECT PROCEDURE FOR WASTE DISPOSAL.

2. *Establish proper equipment/vehicle fueling and maintenance practices:*

- CREWS WILL PARK OFF THE ROAD WITHIN THE WORK AREA. WE WILL HAVE A SPILL PREVENTION KIT ON THE JOB SITE; IT WILL BE IN THE WORK TRUCK. THE FOLLOWING MATERIAL OR SUBSTANCES ARE EXPECTED TO BE STORED IN AND ON OUR VEHICLES AND CONSTRUCTION EQUIPMENT. THESE MATERIALS WILL BE TRANSPORTED TO AND FROM THE WORK SITE DAILY DURING CONSTRUCTION: HYDRAULIC FLUID, DIESEL FUEL, AND MOTOR OIL.

NOTE: OIL AND OTHER POLLUTANTS FROM ROADWAY ARE ALWAYS POTENTIAL CONTAMINANTS.

3.2 *Allowable Non-Stormwater Discharge Management*

Project Information:

List allowable non-stormwater discharges and the measures used to eliminate or reduce them and to prevent them from becoming contaminated:

- NA

SECTION 4: SELECTING POST-CONSTRUCTION BMPs

Project Information:

- **BMP Description:** ANY BUILT UP SEDIMENTS WILL BE REMOVED AND MUD TRACKING ONTO STREET WILL BE CLEANED BY HAND DAILY. ON COMPLETION OF THE PROJECT, THE SITE WILL BE SWEEP AS NECESSARY.
- **Responsible Staff:** TRAVIS WHITTEN

SECTION 5: INSPECTIONS and MAINTENANCE

Project Information:

1. Inspection Personnel:

Identify the person(s) who will be responsible for conducting inspections and describe their qualifications.

- TRAVIS WHITTEN, CONSTRUCTION MANAGER

2. Inspection Schedule and Procedures:

i. Describe the inspection schedules and procedures you have developed for your site (include frequency of inspections for each BMP or group of BMPs, indicate when you will inspect, e.g. before/during/and after rain events, spot inspections, etc.).

- INSPECTIONS ARE TO BE COMPLETED DAILY. AN INSPECTION REPORT IS TO BE FILLED OUT AT THE TIME OF EACH INSPECTION AND KEPT ON SITE. INSPECTION FORMS WILL BE SIGNED AND DATED BY THE INSPECTOR. THE INSPECTION FORMS WILL NOTE THE STATE OF ALL STORM WATER FACILITIES, ANY REPAIRS NEEDED, AND REPAIRS COMPLETED. ALL INSPECTION FORMS WILL BE TURNED OVER TO THE OWNER UPON COMPLETION OF PROJECT.

SECTION 6: Recordkeeping

Project Information:

- ANY CHANGES TO WORK OUTSIDE OF THE PERMIT WILL BE COMMUNICATED TO THE CONSTRUCTION INSPECTOR AS THEY OCCUR WITH AS MUCH PRIOR NOTICE AS POSSIBLE.

SECTION 7: FINAL STABILIZATION

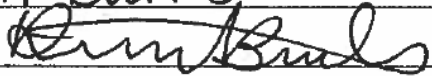
Project Information:

- THE DEBRIS AND SEDIMENT LEFT ON STREET WILL BE SWEEPED AND VACUUMED, IF NECESSARY, AT THE END OF PROJECT. BMP'S WILL BE REMOVED AT THE END OF THE PROJECT.

SECTION 8: CERTIFICATION AND NOTIFICATION

Project Information:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: Kim Burks Title: Engineer
Signature:  Date: 4/28/2020