

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday July 22, 2020

6:00 P.M

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

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

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.

- 1. ORDINANCE NO 360 BUILDING PERMITS ISSUED BY THE PLANNING AND ZONING ADMINISTRATOR AMENDING TITLE 8 AND TITLE 10 **ACTION ITEM**

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.

- 1. GARY SECOR SR – CITY EVENTS – GARBAGE ISSUES

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:	idahocityderk@gmail.com
David Martin	Eleanor Wolery	Sue Robinson	idahocitypublicworks@gmail.com

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday July 8, 2020

6:00 P.M

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

CALL MEETING TO ORDER: Mayor Canody called meeting to order at 6:00 pm

ROLL CALL: Hillyard, Martin, Everhart present, Secor absent.

PLEDGE OF ALLEGIANCE: Mayor Canody led the Pledge of Allegiance.

Mayor stated publicly that neither the Mayor nor the Council had anything to do with the cancellation of the 4th of July parade and fireworks in Idaho City.

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: JUNE 24, 2020 **ACTION ITEM**

Minutes were not available and will be on future agenda.

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

C. BILLS/PAYABLES: JUNE 25, 2020 THROUGH JULY 9, 2020 **ACTION ITEM**

Secor motioned to pay the bills dated June 25-July 9, 2020 in the amount of \$14,615.94; seconded by Martin. 2 ayes and Everhart abstained.

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

Clerk Ptak read an email from Kristina Gillespie of Mountain Waterworks. The email stated that DEQ stated that Idaho City has received \$300,000 in grant funding from the EPA's Small Disadvantaged Community Grant, this is through the Water Infrastructure Improvements for the Nation Act (WINN). Idaho DEQ is meeting with the fiscal department to work through the details and Mountain Waterworks will update the City Council with the process when they have more information. That should happen by week's end. The funds are to finish the RO Treatment center.

IV. OLD BUSINESS

V. NEW BUSINESS

1. IMPLEMENTATION OF THE PUBLIC SAFETY PROPOSAL **ACTION ITEM**

Governor Little's Public Safety Payroll Proposal is to receive funds from the Coronavirus Relief. The City must opt-in to this program and it covers payroll costs of public health and safety employees and passes the budget savings to the public as one-time property tax relief. Clerk discussed the process and asked the council for a motion so that she can move forward. Everhart made a motion for the City Clerk to be authorized to send the state the information needed for the implementation of the Public Safety Proposal; seconded by Councilman Hillyard. 3 Ayes.

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.

1. ORDINANCE NO 360 BUILDING PERMITS ISSUED BY THE PLANNING AND ZONING ADMINISTRATOR AMENDING TITLE 8 AND TITLE 10 **ACTION ITEM**

Tabled to next meeting

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

Public Works Director Tami Franklin gave her report. Dom is helping get the rodeo grounds prepared, meters are being fixed, and she will be going on vacation. Her crew has a list of what is expected while she is gone. White truck quote from Corwin Ford was presented and the crew feels that they can fix on their own, it will not be a priority. Mayor and Tami spoke about seeing if they can find another surplus vehicle through another county or city. Everhart suggested seeing if one of the local mechanics could beat the price from Corwin Ford on the repairs. Also, get someone with a trailer to go get truck and bring back up the hill.

B. LAW ENFORCEMENT

Chief Otter was not available.

C. CLERK/TREASURER'S OFFICE-

Clerk Ptak stated 75 to 80% of water bills are looking better.

IX. COUNCIL UPDATES

Martin stated he is staying in touch with Fish and Game, the city is on the list to have Visitor Center pond stocked with warm water fish.

X. MAYOR UPDATES –

Mayor Canody would like to thank Tami and Dom for helping with the rodeo grounds preparing for the Jack Pine Round Up.

XI. CITIZEN COMMENTS

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ADJOURNMENT Mayor Canody adjourned meeting at 6:22 pm.

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Phillip Canody, 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:
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

511 Main Street
PO Box 130
Idaho City, ID 83631
(208)392-4584
4cityfolk@gmail.com
idahocityclerk@gmail.com
idahocitypublicworks@gmail.com

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document #/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
690		188 NumSP Boise		474.00								
	209-16207	07/15/20 IT Services		165.90*			10		41500	350		10100
	209-16207	07/15/20 IT Services		255.96*			51		43400	631		10100
	209-16207	07/15/20 IT Services		52.14*			52		43500	350		10100
691		182 XEROX FINANCIAL		200.62								
	2168705	07/05/20 lease payment		70.22*			10		41500	350		10100
	2168705	07/05/20 lease payment		108.33*			51		43400	631		10100
	2168705	07/05/20 lease payment		22.07*			52		43500	350		10100
692		6 MILLER ENTERPRISES		162.22								
	102537	07/01/20 solid waste removal		74.62*			10		41500	341		10100
	102537	07/01/20 solid waste removal		43.80*			51		43400	341		10100
	102537	07/01/20 solid waste removal		43.80			52		43500	341		10100
693		33 BOISE OFFICE EQUIPMENT		55.23								
	2361213	07/09/20 meter paper count		19.33*			10		41500	350		10100
	2361213	07/09/20 meter paper count		29.82*			51		43400	631		10100
	2361213	07/09/20 meter paper count		6.08*			52		43500	350		10100
694		46 US POSTMASTER		250.00								
	07/22/20	postage stamps		50.00			10		41500	310		10100
	07/22/20	postage stamps		140.00			51		43400	310		10100
	07/22/20	postage stamps		60.00			52		43500	310		10100
695		193 ANATEK LABS, INC		150.00								
	200610	07/09/20 water tests		150.00			51		43400	681		10100
696		38 IDAHO DEPARTMENT OF HEALTH AND		136.00								
	8449170	07/02/20 water tests		136.00			51		43400	681		10100
697		10 ANALYTICAL LABORATORIES, INC		288.00								
	73034	06/30/20 sewer tests		288.00			52		43500	683		10100
698		999999 ADVANCED DIVING SERVICES, INC.		6,088.00								
	20-128	07/08/20 tank cleaning h2o wells		6,088.00*			51		43400	630		10100
699		121 DIGLINE		12.74								
	63681	06/30/20 digline tickets		8.92*			51		43400	630		10100
	63681	06/30/20 digline tickets		3.82			52		43500	630		10100

07/22/20
15:51:18

CITY OF IDAHO CITY
Claim Approval List
For the Accounting Period: 7/20
For Pay Date: 07/22/20

Page: 2 of 4
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
700		28 IDAHO CITY GROCERY		65.42					
		200630 06/30/20 vinegar		47.97		51	43400	680	10100
		200630 06/30/20 bleach/water tanks		6.98		51	43400	680	10100
		200630 06/30/20 soap visitor's center		10.47*		10	41500	600	10100
701		179 MEX BANK		821.44					
		66199953 06/30/20 law fuel		325.24		10	42100	480	10100
		66199953 06/30/20 public works fuel		74.43		20	43200	480	10100
		66199953 06/30/20 public works fuel		248.10		51	43400	480	10100
	66199953 06/30/20 public works fuel		173.67		52	43500	480	10100	
	# of Claims	12	Total:	8,703.67					

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	\$715.78
20 STREET FUND	
10100 Checking-Cash in Bank	\$74.43
51 WATER FUND	
10100 Checking-Cash in Bank	\$7,263.88
52 SEWER FUND	
10100 Checking-Cash in Bank	\$649.58
Total:	\$8,703.67

07/22/20
15:51:18

City of Idaho City
PO Box 130
511 Main Street
Idaho City, Idaho 83631-0130
CASH VOUCHERS

Authorized by: _____ Date: _____

ORDINANCE NO. 360

AN ORDINANCE OF THE CITY OF IDAHO CITY, BOISE COUNTY, IDAHO, AMENDING TITLE 8 AND TITLE 10 TO PROVIDE THAT BUILDING PERMITS BE ISSUED BY THE ZONING ADMINISTRATOR; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City Council finds in order to promote the welfare of the citizens of Idaho City that building permits be issued by the Zoning Administrator,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO CITY, IDAHO:

SECTION 1. That Title 8, Chapter 1 Idaho City Code be amended to read as follows:

8-1-1: TITLE:

This chapter shall be known and entitled as the IDAHO CITY BUILDING CODE ORDINANCE.

8-1-2: CODES ADOPTED:

Pursuant to Idaho Code section 39-4116(1), the following codes are adopted as published by the International Code Council together with any amendments or revisions set forth in section 39-4109, Idaho Code, including subsequent versions of the International Building Code as adopted and amended by the Idaho Building Code Board:

A. 2015 International Building Code, including all rules promulgated by the board to provide equivalency with the provisions of the Americans With Disabilities Act accessibility guidelines and the Federal Fair Housing Act accessibility guidelines;

B. 2017 Idaho Residential Code, parts I-IV and IX; and

C. 2017 Idaho Energy Conservation Code.

The adopted versions of the foregoing codes shall be deemed superseded by successive versions of such codes as they are adopted or approved by the Idaho Building Code Board effective on the date such codes are made effective by the Idaho Building Code Board.

8-1-3: MOBILE HOME, TRAILER OR MANUFACTURED HOME:

Any mobile home, trailer or manufactured home which is proposed to be placed upon property inside the corporate limits of the City shall meet the standards set forth by the Idaho State Industrial Commission. This requirement shall also apply to moving an existing mobile home, trailer or manufactured home from one lot inside the City limits to another lot inside the City limits. Any such mobile home or trailer shall not be older than the year 1976.

8-1-4: BUILDING PERMIT REQUIRED:

No building or other structure shall be erected, moved, added to or structurally altered, nor shall any building, structure or land be established or changed in use without a permit therefor issued by the City. Building permits shall be issued by the City Zoning Administrator appointed pursuant to Idaho City Code 10-3-1.

8-1-5: APPLICATION FOR PERMIT:

The application for a building permit shall be signed by the owner or applicant attesting to the truth and exactness of all information supplied on the application. Each application shall clearly state that the permit shall expire and be considered revoked if work has not begun within one hundred twenty (120) days from the date the permit was issued. At a minimum, applications shall contain the following information:

- A. Name, address and telephone number of the applicant;
- B. Legal description of the property;
- C. Existing use;
- D. Proposed use;
- E. Plan, drawn to scale, showing the exact dimensions and the shape of the lot to be built upon; the exact size and location of existing buildings on the lot, if any; and the location and dimensions of the proposed buildings or alteration;
- F. Building heights;
- G. Number of off-street parking spaces;
- H. Number of dwelling units;
- I. Proposed sewer and water facilities;
- J. Such other matters as may be necessary to determine conformance with, and provide for, the enforcement of this chapter, and other applicable City and County ordinances;
- K. Floodplain permit if applicable;
- L. Estimated value of new construction, remodel, addition or placement.

8-1-6: BUILDING PERMIT FEE:

A fee shall be charged for the building permit as well as for the inspections required under this chapter. The City Council shall set the fees for the permit and inspections by resolution. The permit fee must be submitted with the application in order for the application to be considered by the City. Payment of all fees is required prior to a certificate of occupancy being issued.

8-1-7: ACTION ON APPLICATION:

- A. Approval/Disapproval: Within thirty (30) days after the receipt of an application, the City shall either approve or disapprove the application in conformance with the provisions of this chapter.
- B. Commencement Of Work: All building permits shall, however, be conditional upon the commencement of work within one hundred twenty (120) days.
- C. Copies Of Plan:
 1. Applicant: One copy of the plan shall be returned to the applicant by the City after the City shall have marked such copy either as approved or disapproved and attested to same by the signature of the Zoning Administrator or his/her designee on said copy.
 2. City: One copy of plans similarly marked shall be retained by the City.
- D. Placard: The City shall issue a placard, to be posted in a conspicuous place on the property in question attesting to the fact that the use or alteration is in conformance with the provisions of this chapter.

8-1-8: EXPIRATION OF PERMIT:

If the work described in any building permit has not begun within one hundred

twenty (120) days from the date of issuance thereof, such permit shall expire and be considered revoked. No written notice of expiration or revocation need be given to the persons affected.

8-1-9: CERTIFICATE OF OCCUPANCY:

It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or part thereof thereafter created, erected, changed, converted or wholly or partly altered or enlarged in its use or structure until a certificate of occupancy shall have been issued therefor by the City stating that the proposed use of the building or land conforms to the requirements of this chapter and with all conditional provisions that may have been imposed. This provision shall not apply to structures already occupied or used prior to the commencement of addition or remodel work.

8-1-10: FAILURE TO OBTAIN PERMIT; WORK CONTRARY TO PERMIT:

Failure to obtain a building permit or a certificate of occupancy shall be a violation of this chapter. Use, arrangement or construction contrary to that authorized through the building permit shall also be deemed a violation of this chapter.

8-1-11: PROJECTION OVER PUBLIC WAY:

It shall be unlawful for any person owning any dwelling, storeroom, warehouse, or other building or any shed or porch attached to such building within the incorporated limits of the City to suffer or permit such building or any part thereof or any porch or shed attached thereto to lean or project over or upon any part of any sidewalk, street, highway, or alley within the incorporated limits of the City; provided, that such building or the projection or leaning of such building or the porch or shed attached to such building shall appear to be unsafe or dangerous to the public or to any person passing by such building.

8-1-12: VIOLATION; PENALTY:

The City shall have the authority to take whatever steps are necessary to civilly enjoin any violation of this chapter. Further, violation of any of the provisions of this chapter shall constitute a misdemeanor, punishable as provided in section 1-4-1 of this Code. Each day such violation continues shall be considered a separate offense. The landowner, tenant, subdivider, builder, public official or any other person who commits, participates in, assists in or maintains any such violation may be found guilty of a separate offense.

SECTION 2. That 10-3-2-D Idaho City Code be amended as follows:

Administer and issue land use and development permits, notifications and similar administrative duties, including building permit applications addressed in Title 8, Chapter 1, Idaho City Code.

SECTION 3. That this ordinance shall be in full force and effect upon passage, approval and publication according to law.

PASSED BY THE COUNCIL of the City of Idaho City this _____ day of

_____, 2020.

APPROVED BY THE MAYOR of the City of Idaho City this _____ day of
_____, 2020.

Mayor

ATTEST:

City Clerk