

# CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING  
Wednesday October 13, 2021  
6:00 P.M  
City Hall, 511 Main Street, Idaho City, ID 83631

## MINUTES

Join Zoom Meeting

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

Meeting ID: 419 271 7240

CALL MEETING TO ORDER: Mayor Canody called the meeting to order at 6:07

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

PLEDGE OF ALLEGIANCE: Mayor Canody led the pledge of allegiance.

### I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

A. APPROVAL OF MINUTES: ~~September 22, 2021~~, **ACTION ITEM**

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

C. BILLS/PAYABLES: September 23, 2021, through October 13, 2021, **ACTION ITEM**

Secor made a motion to approve the bills dated September 23, 2021, through October 13, 2021, in the amount of \$28,033.08, seconded by Everhart. 4 ayes.

### II. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony. **ACTION ITEM**

### III. ENGINEER'S REPORT

### IV. OLD BUSINESS

### V. NEW BUSINESS

#### 1. 2019/2020 AUDIT – BAILEY AND COMPANY – CASSIE ZATTIERO

Cassie Zattiero presented 2019/2020 audit and financial statement. A copy of the statement will be available at city hall and available digitally. Clerk Ptak will get it on the website also.

#### 2. COMMUNICABLE DISEASE POLICY REVIEW

Clerk Ptak presented the council with a communicable disease policy for review from ICRMP. Council agrees there should be something in place and will review it, asked clerk Ptak to add this to the next agenda.

#### 3. HISTORIC COMMISSION MEMBER APPOINTMENT **ACTION ITEM**

Secor made a motion to appoint Rebecca Emery to the Idaho City Historic Commission, seconded by Martin. 4 ayes.

#### 4. LOW INCOME HOME WATER ASSISTANCE PROGRAM VENDOR AGREEMENT **ACTION ITEM**

Secor made a motion to approve the city to become a vendor with the state to receive payments for water and sewer payments through its low-income home water assistance program and appoint Clerk Ptak to sign as the authorized representative for the city, seconded by Hillyard. 4 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. **ACTION ITEM**

## VII. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters. **ACTION ITEM**

## VIII. EMPLOYEE UPDATES

### A. PUBLIC WORKS

Public works director Tami Claus has been trying to get concrete and it has not been an easy task due to availability. RO system is still getting some finishing touched before operation, chemicals getting ordered for startup and figuring out shelf life and amount that the city will be going through for the RO. Installing insulation in the meters to be winter ready.

### B. LAW ENFORCEMENT

Chief Otter was called out. Clerk gave updates regarding the new hotspots, emails and phones ordered or getting put into place. Archuleta will be starting full time in November.

### C. CLERK/TREASURER'S OFFICE

Clerk Ptak gave an update on the end of fiscal year billing and procedures. The comments on the audit were addressed as policies in place already, such as bank statements and vouchers getting the required signatures. Considering the city had to deal with a lot during the shut down due to the pandemic it was very minimal. Clerk thanked the council for doing their due diligence in trying to keep some sense of order and compliance in place throughout the last year or so. Council had been given updates on the water and sewer billing delinquencies. She also hopes to have a year end balances.

### D. CITY ATTORNEY

City Attorney Joan Callahan has been working on the past due water and sewer accounts and has been contacted by one of them to start up a payment agreement, the other needs a bit more work done to make sure of the proper ownership of the properties in question. The council may want to discuss this with the property owner that has shown up to this meeting. They would not be able to make a final determination however but can discuss this with the owner if they choose to do so. She is still working on a couple ordinances and hopes to have them available for upcoming meeting. She has also received a student that was a city clerk in the past, a great fit for the local tax proposal.

## IX. COUNCIL UPDATES

Everhart suggested Tami to order new batteries for the meter readers. He has not heard much about the water right issues, but he does know the engineers are looking into it and in contact with the city water master.

## X. MAYOR UPDATES

Mayor Canody has been in contact with the Forest Service District Ranger regarding the beaver dams along Elk Creek near the airport, the concern is that there could be flooding, and it would be harmful to critical city infrastructure, i.e., the sewer plant, not to mention the sheriff's office and other buildings in the area. The district Ranger has been in contact with a trapper and someone to remove debris. The mayor just wanted the council to keep this in mind for in the future, it will most likely be an ongoing issue.

## 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.

Tony Beill asked the council if there could be more signs or something to deal with traffic on Elk Creek, council and mayor explained that the new hire for the police department will be doing mostly traffic duties. He was happy to hear this.

Brittany Crawford addressed the council as one of the outstanding water and sewer bills that may be getting a lien on the property if counsel makes that determination. She told them the property is for sale and is hoping to have it sold quickly and then the proceeds would go to the outstanding bills, she has had an offer on it and should know soon. Council thanked for coming forward and will wait to see what happens in the next few weeks. She was hoping to not to have to get a loan to pay the bills but would if needed.

## ADJOURNMENT

ATTEST:

Date approved: October 27, 2021

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Nancy L Ptak, City Clerk-Treasurer

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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  
Public Works:  
Tami Claus (Franklin)  
Gene Bettys  
Dominick Nalley

City Clerk-Treasurer:  
Nancy L Ptak  
Deputy Clerk:  
Sue Robinson  
Janitorial  
Dale Rutter

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