

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING
Wednesday, OCTOBER 25, 2023
7:00 P.M

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

Join Zoom Meeting

<https://us02web.zoom.us/j/4192717240?pwd=UWJUeHFjdm5GMUliNUhFNkJHaUZ2QT09>

Meeting ID: 419 271 7240

Passcode: iccouncil

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: OCTOBER 11, 2023 **ACTION ITEM**
- B. IDAHO CITY EVENT CHECKLIST: **ACTION ITEM**
- C. BILLS/PAYABLES: OCTOBER 12, 2023 THROUGH OCTOBER 25, 2023 **ACTION ITEM**

II. 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**

- A. IC SECTION 74-206(1)(C) TO DISCUSS ACQUIRING AN INTEREST IN REAL PROPERTY NOT OWNED BY THE CITY

III. 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**

IV. ENGINEER'S REPORT

V. 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**

VI. OLD BUSINESS

- VII. NEW BUSINESS
 - A. IDAHO CITY FIRE PROTECTION DISTRICT – FIRE HOUSE DISCUSSION

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

- IX. EMPLOYEE UPDATES
 - A. PUBLIC WORKS
 - B. LAW ENFORCEMENT
 - C. CLERK/TREASURER'S OFFICE
 - 1. WATER AND SEWER UPDATES, **ACTION ITEM**
 - D. CITY ATTORNEY

- 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. 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: Ken Everhart idahocitymayor1@cityofic.org	Chief of Police: Mark Otter icpd100@cityofic.org	Public Works Director: Tami Claus idahocitypublicworks@cityofic.org	City Clerk-Treasurer: Nancy L Ptak idahocityclerk@cityofic.org	511 Main Street PO Box 130 Idaho City, ID 83631 (208)392-4584
Council members: Tom Secor Jr Ashley M Elliott Mari Adams Ryan Heffington	City officers: Brent Watson	Public Works: Nick Mancera Dallas DeCory	Deputy Clerk: Kaleb Goodlett idahocityoffice@cityofic.org	operating hours Monday- Thursday 8 am - 5 pm Friday 9am -3pm
			Utility Billing Clerk: Sue Robinson 4cityfolk@cityofic.org	

CITY OF IDAHO CITY



MINUTES

AMENDED REGULAR CITY COUNCIL MEETING
Wednesday, October 11, 2023
7:00 P.M.
City Hall, 511 Main Street, Idaho City, ID 83631

Join Zoom Meeting

<https://us02web.zoom.us/j/4192717240?pwd=UWJUeHFidm5GMUliNUhFNkJHaUZ2QT09>

Meeting ID: 419 271 7240

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AMENDED AGENDA ITEMS IN BOLD

PURSUANT TO IDAHO CODE § 74-204, THE AGENDA FOR THIS MEETING HAS BEEN AMENDED DUE TO NEW INFORMATION BEING RECEIVED TUESDAY OCTOBER 10, 2023.

CALL MEETING TO ORDER: Mayor Everhart called regular city council meeting to order at 7:00 PM

ROLL CALL: Deputy Clerk Goodlett called roll, Heffington, Elliott, Adams, Secor in attendance.

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

Counselor Secor made a motion, seconded by Adams pursuant to Idaho Code Section 74-204 to amend the agenda to add an executive session to discuss acquiring an interest in real property not owned by the city. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried.

I. CONSENT AGENDA

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A. APPROVAL OF MINUTES: SEPTEMBER 27, 2023 ACTION ITEM

Counselor Secor made a motion, seconded by Adams, to approve the minutes dated September 27, 2023. 3 ayes, Heffington abstain. Motion carried.

B. IDAHO CITY EVENT CHECKLIST: ACTION ITEM

C. BILLS/PAYABLES: SEPTEMBER 28, 2023 THROUGH OCTOBER 11, 2023 ACTION ITEM

Counselor Elliott questioned one of the bills in the amount of \$40,000 to IDEQ and Secor responded that it is the first payment on the water system loan. Clerk Ptak added that there will be two payments, this one and another at the end of the year. Counselor Elliott made a motion, seconded by Heffington, to approve the bills September 28, 2023 through October 11, 2023 in the amount of \$64,797.66. 4 ayes. Motion carried.

II. 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**

A. IC SECTION 74-206(1)(C) TO DISCUSS ACQUIRING AN INTEREST IN REAL PROPERTY NOT OWNED BY THE CITY

Counselor Secor made a motion, seconded by Adams, to adjourn to Executive Session pursuant to Idaho Code sections 74-206(1)(C) to discuss acquiring an interest in real property not owned by the city. Secor Aye, Adams aye, Elliott aye, Heffington aye. Called into session/adjourned at 7:05pm. Mayor Everhart called back into regular session at 7:20pm.

III. 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**

IV. ENGINEER'S REPORT

V. 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**

A. ORDINANCE NO 385 - LICENSING OF THE SALE OF ALCOHOLIC BEVERAGES (REPEALS 260 & 318)

Counselor Secor made a motion, seconded by Adams, pursuant to section 50-902, Idaho Code, the rule requiring that ordinances be read on three different days, two readings of which may be by title only and one reading of which shall be in full, shall be dispensed with and that Ordinance No. 385 be considered immediately. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried. Counselor Secor made a motion, seconded by Adams, Ordinance No. 385 now before the council to be approved. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried. The Ordinance will be effective upon publication in the newspaper.

VI. OLD BUSINESS

VII. NEW BUSINESS

A. CITY HALL UPSTAIRS HEATING & COOLING UNIT REPLACEMENT PROPOSAL FROM YMC

Clerk Ptak informed council that because it is so early in the fiscal year and the budget does not allow for that big of an expenditure for City Hall, Ptak had asked YMC if the units could be repaired to get by for now. Discussion on the pricing and options ensued. Counselor Elliott question how much the repair might be, and Ptak responded, typically a couple thousand. Counselor Heffington suggested waiting because new equipment will be coming out after the first of the year which will allow for different potential options. Mayor and Council decided to wait on unit replacement.

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS

Mayor Everhart explained that the Public Works and Law Enforcement updates will be once a month at the second meeting of the month.

B. LAW ENFORCEMENT

C. CLERK/TREASURER'S OFFICE

1. BUDGET UPDATES

2. WATER AND SEWER UPDATES, **ACTION ITEM**

Clerk Ptak informed council that the routine for 7 day and 24-hour notices is being tightened up because the money from water/sewer bills is what goes to paying the water system loan (i.e. the \$40,000 check that was just approved). There were a couple of customers shut off today. Council and Mayor may get feedback from the community.

D. CITY ATTORNEY

City Attorney Callahan has not received any response from Element Construction on the overdue utility bills. Callahan has been sending emails with no response and will send a letter to the physical address. Next week on Wednesday, Callahan will be up to work with the Historic Commission on open meeting law training.

IX. COUNCIL UPDATES

Counselor Secor addressed Dax Olvera with Parks and Rec to allow him to provide an update. Olvera explained that last Saturday the old shed was moved to the back side to allow for easier access to the equipment. Parks and Rec received their dirt delivery and Olvera thanked Clerk Ptak for getting it set up. Olvera added that the only thing they needed to spend money on was blocks. Olvera had a receipt for that purchase and questioned how to be reimbursed, Secor responded to give the information to Goodlett. Olvera has a meeting on Monday to see what is needed to move forward on the BLM lease. Counselor Secor added that he has been in touch with Todd Wernex at the Idaho Department of Lands, and they explained that there is no lease for Steamboat this year or the foreseeable future. Wernex talked with Secor about him personally leasing but Secor does not have the time. Secor suggested Parks and Rec taking over the lease to provide income for their department. Discussion on the cost and management ensued. Carrie Ann Kowalczyk explained that Mores Creek Recreation used to run the sledding hill but ran into issues with funding. Mayor Everhart suggested a potential collaboration with Parks and Rec and Mores Creek Recreation Foundation. Discussion on funding and manning the lease ensued. Secor added that he will ask Wernex to email the contract to allow them to look it over.

X. MAYOR UPDATES

XI. CITIZEN COMMENTS

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Rose Adams informed council that the potholes on Bear Run are quite bad and because most of the traffic is from Duquette, why don't they help with repairs. Mayor Everhart explained that Bear Run was on the list for repair, but the city ran out of funds to get it taken care of. If something isn't figured out by next spring it will go back to dirt and gravel. Mayor Everhart further explained that the other portion of the road beyond city limits is the County's responsibility and would need to be brought up to the County road department.

Carrie Ann Kowalczyk added that she understands the situation with water bills and not receiving payment. If there is no communication or attempt to reconcile the account, Kowalczyk supports the city in shutting off water for no payment. Kowalczyk apologized for the city being put in that situation as she is sure it is not fun.

ADJOURNMENT 7:47 PM

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

Mayor:

Ken Everhart

idahocitymayor1@cityofic.org

Council members:

Tom Secor Jr

Ashley M Elliott

Mari Adams

Ryan Heffington

Chief of Police:

Mark Otter

icpd100@cityofic.org

City officers:

Brent Watson

Public Works Director:

Tami Claus

idahocitypublicworks@cityofic.org

Public Works:

Nick Mancera

Dallas DeCory

City Clerk-Treasurer:

Nancy L Ptak

idahocityclerk@cityofic.org

Deputy Clerk

Kaleb Goodlett

idahocityoffice@cityofic.org

Utility Billing Clerk

Sue Robinson

4cityfolk@cityofic.org

511 Main Street

PO Box 130

Idaho City, ID 83631

(208)392-4584

operating hours

Monday- Thursday

8 am - 5 pm

Friday 9am -3pm

13 claims total
\$ 4,448.63

10/25/23
13:20:18

CITY OF IDAHO CITY
Check/Claim Details
For the Accounting Period: 9/23

Page: 1 of 3
Report ID: AP100W

Line #	Check/ Claim Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
26983S		179 WEX BANK						
	2495		1,139.30					
1	92350476	09/30/23 Fuel	38.19			20 43200	480	10100
2	92350476	09/30/23 Fuel	127.29*			51 43400	480	10100
3	92350476	09/30/23 Fuel	89.10*			52 43500	480	10100
4	92350476	09/30/23 Law Fuel	884.72			10 42100	480	10100
		Total Check:	1,139.30					
26984S		23 IDAHO RURAL WATER ASSOCIATION						
	2496		300.00					
1	1910	09/30/23 Responsible operator charge	300.00			52 43500	113	10100
		Total Check:	300.00					
26985S		195 CONTROL ENGINEERS						
	2497		92.50					
1	29909	10/10/23 Engineering fees (programming)	92.50*			51 43400	580	10100
		Total Check:	92.50					
	# of Claims	3	Total:	1,531.80				

10/25/23
13:20:18

CITY OF IDAHO CITY
Fund Summary for Claims
For the Accounting Period: 9/23

Page: 2 of 3
Report ID: AP110

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	\$884.72
20 STREET FUND	
10100 Checking-Cash in Bank	\$38.19
51 WATER FUND	
10100 Checking-Cash in Bank	\$219.79
52 SEWER FUND	
10100 Checking-Cash in Bank	\$389.10
Total:	\$1,531.80

10/25/23
13:20:19

CITY OF IDAHO CITY
Claim Approval Signature Page
For the Accounting Period: 9 / 23

Page: 3 of 3
Report ID: AP100A

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

CASH VOUCHERS

Authorized by: _____ Date: _____

10/25/23
13:18:38

CITY OF IDAHO CITY
Check/Claim Details
For the Accounting Period: 10/23

Page: 1 of 4
Report ID: AP100W

Line #	Check/ Claim Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
26986S		182 XEROX FINANCIAL						
	2498		200.62					
1	4866509	10/05/23 Copier lease	70.22			10 41500	330	10100
2	4866509	10/05/23 Copier lease	108.33			51 43400	330	10100
3	4866509	10/05/23 Copier lease	22.07			52 43500	330	10100
		Total Check:	200.62					
26987S		33 BOISE OFFICE EQUIPMENT						
	2499		25.88					
1	3732777	10/06/23 Copier services	9.05			10 41500	330	10100
2	3732777	10/06/23 Copier services	13.98			51 43400	330	10100
3	3732777	10/06/23 Copier services	2.85			52 43500	330	10100
		Total Check:	25.88					
26988S		103 ORKIN PEST CONTROL						
	2501		240.00					
1	953972	10/12/23 Special service City Hall	240.00			10 41500	623	10100
		Total Check:	240.00					
26989S		999999 PAM STARRY						
	2502		150.00					
1	10/16/23	Community Hall deposit refund	150.00			10 41500	360	10100
		Total Check:	150.00					
26990S		999999 DAX OLVERA						
	2503		131.40					
1	10/11/23	Deck block reimbursement	131.40			10 41500	930	10100
		Total Check:	131.40					
26991S		204 TAMRA CLAUS						
	2504		113.21					
1	2835-37612	10/18/23 Tailgate parts reimburseme	37.82			51 43400	640	10100
3	2835-37612	10/18/23 Tailgate parts reimburseme	16.21			52 43500	640	10100
4	2835-37612	10/18/23 Mileage	59.18			52 43500	450	10100
		Total Check:	113.21					
26992S		1 VALLEY WIDE COOP NAMPA PROPANE						
	2507		300.45					
1	47452	10/19/23 Propane	75.11			10 41500	650	10100
2	47452	10/19/23 Propane	120.18			51 43400	650	10100
3	47452	10/19/23 Propane	105.16			52 43500	650	10100
		Total Check:	300.45					
26993S		235 MICROTTECH SYSTEMS						

10/25/23
13:18:38

CITY OF IDAHO CITY
Check/Claim Details
For the Accounting Period: 10/23

Page: 2 of 4
Report ID: AP100W

Line #	Check/ Claim Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Diac \$	PO #	Fund Org Acct	Object Proj	Cash Account
	2508		965.00					
1	71879 10/20/23	IT Services	289.50			10 41500	350	10100
2	71879 10/20/23	IT Services	482.50			51 43400	350	10100
3	71879 10/20/23	IT Services	193.00			52 43500	350	10100
		Total Check:	965.00					
26994S	999999	ZEROREZ						
	2509		512.00					
1	68224 10/19/23	City Hall clarpet cleaning	512.00			10 41500	611	10100
		Total Check:	512.00					
26995S	181	SIMPLII						
	2511		278.27					
1	10/25/23	phone services	83.48			10 41500	490	10100
2	10/25/23	phone services	111.31			51 43400	490	10100
3	10/25/23	phone services	83.48			52 43500	490	10100
		Total Check:	278.27					
	# of Claims	10	Total:	2,916.83				

10/25/23
13:18:39

CITY OF IDAHO CITY
Fund Summary for Claims
For the Accounting Period: 10/23

Page: 3 of 4
Report ID: AP110

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	\$1,560.76
51 WATER FUND	
10100 Checking-Cash in Bank	\$874.12
52 SEWER FUND	
10100 Checking-Cash in Bank	\$481.95
Total:	\$2,916.83

10/25/23
13:18:39

CITY OF IDAHO CITY
Claim Approval Signature Page
For the Accounting Period: 10 / 23

Page: 4 of 4
Report ID: AP100A

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

CASH VOUCHERS

Authorized by: _____ Date: _____

REQUEST TO APPEAR ON AGENDA

Today's Date: 16 OCT 2023

Name: IC FIRE Protection District

Subject: FIRE HOUSE Discussion

Will this be an action item? YES _____ NO X

To ensure that you appear on the agenda, please return this form to City Hall no later than ONE WEEK PRIOR to the meeting you wish to appear.

Date of city council meeting you wish to appear on the agenda:
25 OCT 2023.

Date of ICHC meeting you wish to appear on the agenda:

Date of ICP&Z meeting you wish to appear on the agenda:

Date of ICP&R meeting you wish to appear on the agenda:

Questions? Please call City Hall at 208-392-4584 or email
idahocityclerk@cityofic.org or idahocityoffice@cityofic.org



United States Department of Agriculture

October 11, 2023

Rural Development
Chief Financial Officer

Office of Accounting
and Finance

211 N Broadway
St. Louis, MO 63120
Voice 314.457.4023
Fax 314.457.4370

SUBJECT: Acknowledgement of New Preauthorized Debit
Authorization Agreement

SEND TO:

CITY OF IDAHO CITY
P.O. BOX 130
IDAHO CITY, ID 83631

Case Number 12 008 *****0717 Fund Code / Loan No. 91 / 08

Your Authorization Agreement is no longer active due to the following reason:

- BORROWER REQUEST
- BORROWER ACCOUNT NUMBER CHANGE
- EXCESSIVE RETURN ITEMS
- OTHER _____

No more payments will be processed after the date of this letter. If you should have any further questions, contact your local Rural Development / Farm Service Agency field office representative.

Sincerely,

Collections Branch (FC-1411)

cc: 12 703

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust or at any USDA office, or call (888) 632-9892 to request the form. You may also write a letter containing the information requested in the form. Send your completed complaint form or letter to us by mail to: U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, by fax (202) 630-7442 or email at program.intake@usda.gov.