

**CITY COUNCIL MEETING
IONA COMMUNITY CENTER
NOVEMBER 15, 2016 – 7:00 P.M.**

PRESENT: Mayor Brad Andersen, Council President Dan Gubler, Council Member Rob Geray, Council Member Dan Garren, Council Member Kathy McNamara, Attorney Dale Storer, Public Works Director Zech Prouse, Chief of Police Karl Bowcutt, and City Clerk Shara Roberts.

ABSENT: None.

VISITORS: Marvin Fielding, Austin Carlisle, Layton & Ashley Walton, Susan Gardner, Betty McKinlay, Kamron Outcalt, Jacob McKinlay, Dana Andersen, Austin Catlin, Ryan Walker, and Troop 607 Boy Scouts.

Mayor Andersen welcomed everyone and Attorney Storer led with the Pledge of Allegiance. A roll call was taken to open the meeting.

EXECUTIVE SESSION: Mayor Andersen entertained a motion. Council President Gubler moved to go into executive session per Idaho Code 74-206(1)(f) to communicate with legal counsel regarding pending/imminently-likely litigation at 7:01 pm. Council Member Geray seconded the motion. Approval to enter executive session was taken by a roll call vote:

Council Member Geray: Yes
Council Member Garren: Yes

Council Member Gubler: Yes
Council Member McNamara: Yes

Council President Gubler moved to adjourn the executive session at 7:18 pm. Council Member Geray seconded the motion. All in favor, motion carried.

CONSENT AGENDA: City Council Minutes of October 18, 2016, and Special City Council Minutes of October 26, 2016 had been reviewed. Council reviewed the finance reports for the period ending October 31, 2016 (8% of the fiscal year elapsed). The City had \$848,356.85 in the bank and routine bills had been paid.

Mayor Andersen entertained a motion. Council Member Geray moved to approve the consent agenda as presented. Council Member Garren seconded the motion. All in favor, motion carried.

ITEMS OF BUSINESS:

Final Report for Water Tank Rehabilitation Project – Keller Associates: Marvin Fielding presented a final report on the rehabilitation of the water tank. He reported a final walk through was conducted with the contractor and a list of punch items were identified for correction. He further reported the project is now complete, and they are just waiting on the warranty letter from the contractor for the roofing material.

Approval of Change Order and Final Pay Request for Water Tank – Keller Associates: Marvin Fielding presented Change Order Three (3) for approval and recommended final payment on the project once the contractor send the warranty letter.

Mayor Andersen entertained a motion. Council President Gubler moved to accept Change Order Number Three (3) in the amount of \$184,084.50 with the stipulation the City receives the warranty letter from the contractor before payment is made. Council Member Geray seconded the motion. Approval of Change Order Three (3) was taken by roll call vote, "Exhibit A":

Council Member Geray: Yes
Council Member Garren: Yes

Council Member Gubler: Yes
Council Member McNamara: Yes

Rocky Mountain Ballroom Building Rental Fee – Ashley Walton: Mrs. Walton explained she is the assistant coach for Bonneville High School's Ballroom Team who uses the City's gym for practices. She also owns a private competitive ballroom dance company called Rocky Mountain Ballroom and they have been using Bonneville's time slot in the gym in the mornings 3 times a week. It came to her attention Bonneville's Ballroom Team doesn't pay a rental fee because of a facilities agreement between the City of Iona and School District #93. She explained as a private company they should probably be paying the City a rental fee. She phoned the City office and spoke with Treasurer Sullivan who informed her it was \$30 - \$40 an hour which is not something they can afford. She expressed she would like to discuss with the Council a fair rental fee, and possibly look at a weekly rate.

Mayor Andersen asked how long Rocky Mountain Ballroom plans to use the gym. Mrs. Walton indicated it would be for the rest of the school year till about April or May.

After further discussion, the Council directed Clerk Roberts to handle it as it has been done in the past since she coordinates and schedules all the rentals, and consult with the Mayor and/or Council President to identify a fair reduced price between \$50 - \$60 per week for Rocky Mountain Ballroom with the understanding they will provide service to the City with larger city events such as Iona Days, the Fun Run, and the Easter Egg Hunt.

Code Changes to R-T Zoning – Citizen Austin Catlin: Mr. Catlin expressed he wanted to discuss with the Council the sample verbiage he provided regarding potential amendments to Title 11, Chapter 4A of the Iona City Code (Residential Townhouse Zoning). He also explained he attended the Planning and Zoning meeting last week, and they asked him to research the rough square footage of some of the lots which are zoned as R-T. Mr. Catlin reported most of the lots are around 7,000 square feet and his is a little over 10,000.

Council Member Geray explained to Mr. Catlin he would be serving as the central point of contact for this proposal, and the Council would each be providing their input in writing to him, and he would organize that information to be presented to the City Attorney to review. At that point, the proposal would have to go through the public hearing process. He further expressed the Council would like to avoid opening up the floodgate of variances, and rather try to amend the code to make as workable as possible for most residents, however, inevitably there may some people that are disappointed if they have smaller lot sizes.

Mayor Andersen complimented Mr. Catlin on his time and effort put in to looking at the situation and bringing it the Council's attention for consideration.

Accessory Building in R-T Zoning – Citizen Austin Carlisle: Mr. Carlisle explained he started constructing an accessory building at his residence, unaware he was not allowed to do so. He provided photos for the Council “Exhibit B”, and described to them it’s location, type of materials which were used to construct it, and indicated he received consent from his adjacent neighbors. Mr. Carlisle indicated his intention was to pursue the variance process based on advice he received from the Planning and Zoning Commission.

Mayor Andersen asked questions about the foundation of the accessory building, and discussed with Mr. Carlisle the option of potentially moving the shed in the rear of the property. Mr. Carlisle indicated moving it to the rear of his property would be his last resort, as he is trying to create as much lawn space as possible. Mayor Andersen explained to Mr. Carlisle he had the opportunity to apply for the variance if that is what he would like to do.

Expenditure Account for Police Vehicle Equipment: Chief Bowcutt requested the equipment which was purchased for the new police vehicle reallocated out of the general equipment replacement opposed to the Department’s general budget as he is need of body cameras and a new software system, New World. He explained there is room in the budget to accomplish all of this under the Police Department’s general budget, but it would leave them strapped the rest of the year.

He explained the system called New World is a universal tracking system, and would give him the ability to manage it from home on his days off if needed. He would be able to identify when the County is called to the City for service, when they responded, if they responded, and was action was taken. The cost for this system is a one-time fee of \$2,000 a year and then \$200.00 annually.

Council President Gubler asked Public Works Director Prouse if there was any equipment he planned on replacing this year. Director Prouse indicated there was nothing planned to be replaced out of this budget year.

Mayor Andersen entertained a motion. Council Member Geray moved to approve the allocation for the police vehicle equipment to come from 10-50-10 titled Equipment Replacement. Council President Gubler seconded the motion. All in favor, motion carried.

General Discussion of New Police Vehicle: Mayor Andersen reported the City has a new unmarked police vehicle. He expressed they are going to give it a few months to see how things go, and explained if anyone has concerns or complaints to speak with one of the Council Members.

General Discussion of Police Department Phone: Mayor Andersen explained the Police Department does have a cell phone with them to be used when they are on duty. However, if you have an emergency or need for service you need to call the dispatch number (208)-529-1200 so there is a proper record of the call. The Police Department’s cell phone will no longer accept text messaging.

Approval of Body Cameras for Police Department: Chief Bowcutt reported the Police Department is need of body cameras. He expressed it has been brought up in court on a couple

occasions from defense attorneys why he didn't record certain situations. It would be beneficial to the Department as it holds officers liable for their actions and upholds integrity. He priced the body cameras to cost roughly \$3,500 for two.

Mayor Andersen entertained a motion. Council Member Garren made a motion to approve \$3,500 to be spent to purchase two body cameras. Council Member McNamara seconded the motion. All in favor, motion carried.

Property Survey for Iona Historical Museum: Council Member McNamara reported she spoke with Marilyn Diehl who is the Chairman of the Iona Historical Museum. Mrs. Diehl received a few bids, and brought them to Clerk Roberts. Clerk Roberts read the bids provided by Mrs. Diehl as follows: 1) Eagle Rock Engineering would cost \$1,200 to \$1,600 2) Butler Engineering and Survey would cost \$1,200 and 3) Pierson Land Works would cost \$1,000.

Council Member Geray outlined the Iona Historical Museum does have \$1,000 in their budget, and if the Council approved it the money would be spent for the year.

Mayor Andersen entertained a motion. Council President Gubler moved to accept the bid for the Iona Historical Museum Property Survey to Pierson Land Works. Council Member Geray seconded the motion. All in favor, motion carried.

Electronic Utility Payments: Mayor Andersen reported this was discussed during the work session, and summarized the discussion for the public. He explained it is becoming the number one thing requested in the City office for citizens to have more convenient methods to pay their water bill, and will potentially be cost savings for the City if they are able to get at least 85 residents to sign up for paperless billing.

Mayor Andersen entertained a motion. Council Member Geray moved to approve the use of Payment Service Network (PSN) for the means to provide paperless billing and electronic payments. Council Member McNamara seconded the motion. All in favor, motion carried.

Caselle Software Upgrade: Mayor Andersen reported this was discussed during the work session, and summarized the discussion for the public. He explained the City office uses software called Caselle which is requiring an upgrade.

Mayor Andersen entertained a motion. Council Member Garren moved to update the Caselle Software, and pay in full the annual price of \$5,130. Council Member McNamara seconded the motion. All in favor, motion carried.

Sports Recreation Director: Mayor Andersen reported they are in the process of hiring a new Sports Recreation Director, and have narrowed it down to a couple of people. The committee has consisted of himself, Council Member Geray, and the previous Sports Recreation Director SueAnn Dabell. In the meantime, SueAnn with the help of Treasurer Sullivan and Clerk Roberts have started organizing the basketball season so they can be ready to go when the new hire comes on.

Council President Gubler suggested having Chief Bowcutt doing background checks on both candidates.

Dog Licenses: Clerk Roberts explained currently the City Code allows citizens the choice of purchasing a yearly license for \$5.00 or a lifetime license for \$15.00. Additionally, the Code requires the yearly licenses to be renewed each year. She would like to propose amending the City Code to just have an option for a lifetime license of \$15.00 as it seems it would be more beneficial for administrative time savings to not have to renew dog licenses each year, and a majority of individuals would prefer to just pay a one-time fee of \$15.00. Clerk Roberts asked for the Council's feedback.

After further discussion, the Council directed Clerk Roberts to work with Attorney Storer on this item as it made sense to amend the Code and hold a public hearing.

Overnight Camping in Public Places: Mayor Andersen explained there has been an increase of transients in the City this past year. Chief Bowcutt and Clerk Roberts have talked with Attorney Storer to see if there are any laws that could be put in place based off concerns received from citizens. Mayor Andersen explained there is not a lot that can be done as it is an infringement on human rights.

However, a citizen did suggest implementing an ordinance which prohibited overnight camping in public places. He explained currently the City Code does prohibit overnight camping in the public parks, but that doesn't apply to all public places.

Chief Bowcutt explained from his perspective it is a good idea. However, there is not a lot that can be done to enforce it. The issue is you can't make it a misdemeanor so it would have to be an infraction which would include a fine to be paid from an indigent individual.

After further discussion, the Council agreed it is best to be left alone at this point. Chief Bowcutt explained if it continues to be a problem in the future they can discuss adjusting their schedule. Chief Bowcutt will follow up with the citizen who proposed this ordinance.

City Wide Survey: Mayor Andersen reported the Council has discussed in recent meetings revisiting the Comprehensive Plan which was done in 2007, and conducting a city-wide survey to gather feedback from the citizen's perspectives for the future of Iona. He introduced Ted Hendricks with the East-Central Idaho Planning & Development Association (ECIPDA) who recently helped the City conduct an income survey last year for a grant the City was looking into.

Mr. Hendricks explained to the Council the method in which this type of community survey would be performed, and the type of questions they would want to include to garner the information they are looking for.

After further discussion, the Mayor thanked Mr. Hendricks for attending the meeting, and explained it was food for thought for the Council and would be discussed further at a later date.

Future Priorities of the City's Water System: Mayor Andersen discussed the importance of the Council to start prioritizing the needs of the City's Water System and plan for the future. He

reviewed the items identified by the two water committees and the water planning studies in the last few years.

The following items were identified as needed improvements to the City's water system: water meters on all new development, upgrade well #3 (*accomplished*), constructing a new well and well house, purchase the land for the new well and the new tank (*accomplished*), Supervisory Control and Data Acquisition (SCADA) system (*accomplished*), upgrade well #2 (*accomplished*), water tank rehabilitation (*accomplished*), construct a 1 million gallon tank so the City has the pumping capacity for storage during peak hour demand, upgrade the water line on 55th to an 8 or 10 inch piping, replace the fire hydrant assembly (in progress – the City does a few each year), revisit the well application, and purchase additional water rights.

If the Council wants to pursue constructing a new well and tank there is an application which needs to be completed by January 1, 2017 to initiate the process. Additionally, the City would have to go out for a bond as it would be a larger expense project. Mayor Andersen asked if the Council would like to work with City Engineer Paul Scoresby to help complete the application, or if they would like to wait another year and pursue trying to acquire additional water rights.

Council President Gubler expressed from his perspective purchasing additional water rights is the best option. Additionally, he felt in regards to constructing a new well, a new tank, and upgrading the water line on 55th he wants to know a rough estimate of what those costs are going to be up front before they discuss it further and complete the application.

Mayor Andersen explained they could have City Engineer Paul Scoresby come up with some rough figures. Public Works Director Prouse indicated he would take that as an action item and discuss it further with Mr. Scoresby.

Public Comments: None.

Reports:

Security System Update – Public Works Director: Director Prouse provided a brief update on the security issues they were concerned with at the City Shop. The quote they received from Peak Alarm was close to \$2,500 just for the camera system and technical support. He did some shopping around and was able to find a four (4) camera system with a digital video recorder (DVR) which can be synced to his cell phone, and installed it himself for approximately \$400.00. Additionally, they switched out all the dead locks to touch pad locks for a total price of \$800.00.

Council President Gubler inquired if he looked into a remote gate for the shop. Director Prouse indicated he had but determined the cost vs. benefit wasn't worth it at this time with the improvements they have made.

Iona's Annual Trunk or Treat: Mayor Andersen reported this year's annual Trunk or Treat turned out really well, and thanked everyone who was involved, particularly the Mayor's Youth Advisory Council. From his perspective, next year they need to do a little better job on advertising to increase participation with citizens decorating more vehicles. Additionally, there

were some issues with inconsistent begin times for the event. Director Prouse suggested utilizing the walking path for the event next year if they get enough vehicles to participate.

Open Meeting Act Training: Clerk Roberts provided the Council handouts from the Open Meeting Act Training.

Council Member Geray explained the biggest take away from that training was that executive sessions need to be for a very specific purpose or regarding a specific individual and should be a rare occurrence. Additionally, enforcing items not listed on the agenda and educating the public they cannot be discussed because each individual of the Council can be fined for a violation.

Association of Idaho Cities District Fall Workshop: Mayor Andersen and Clerk Roberts provided a brief overview of the training.

ICRMP Training: Clerk Roberts reported she talked with Jim McNall with Idaho Counties Risk Management Program (ICRMP) about coming to the City and providing training on Thursday, December 15th from 6:00 to 8:00 pm. Due to non-availability for that date, the Council directed Clerk Roberts to try and reschedule the training with Mr. McNall for a later date in January or February.

Meeting adjourned at 9:09p.m.

COUNCIL APPROVED: December 20th , 2016

Brad Andersen, Mayor

ATTEST: _____
Shara Roberts, City Clerk