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Mayor
Jon Thomson

Clerk
Chandra Taylor
Treasurer
Jill Makuaole

Council Members
Rickey Frandsen
Randy Benglan
Leah Navarro
Joyce Bosen

Minutes of the regular City Council Meeting January 12, 2023

Mayor Thomson called the meeting to order. The Pledge of Allegiance was said. The next regular city council meeting is February 9, 2023. The agenda deadline is Thursday, February 2, 2023.

MOTION TO ADD TO THE AGENDA AT 9:45 PM
ITEM (E) THE CORRECTED WATER RATES AND
RESOLUTION 2022-4.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO ALL AYE

MOTION TO ADD THE BRANDCRAFT BILL TO THE
BILLS TO BE APPROVED.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO ALL AYE

MOTION TO APPROVE THE MINUTES OF THE
NOVEMBER 10, 2022 AND DECEMBER 22, 2022
MEETINGS.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO ALL AYE

The December 8, 2022 minutes are not finished.

Jake Knowlton with Summit Communications (formerly ABC) gave a presentation on new phone/microphone for Zoom bid.

Conversation and questions proceed. Three bids were proposed:

Bid 1037 New phones and system upgrades, monthly maintenance and technician labor

\$490.00

Bid 1038 Reconfigure existing server & network, network access server, monthly maintenance for three computers.

\$1,120.00

Bid 1039 Conference huddle and wireless headsets

\$1166.00

MOTION TO APPROVE BID 1037.

MOTION BY RANDY BENGLAN

SECOND BY JOYCE BOSEN

ALL AYE

Request by Steve and Renae Bezser asking for utility charges be dismissed on a house the vacated on January 2, 2016.

MOTION TO SEND A NOTE WITH THE NEXT BILLING LETTING THE CLIENT KNOW THE TOTAL BALANCE IS DUE BY 2/23/2023 OR IT WILL GO TO COLLECTIONS.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO

ALL AYE

Southeast Idaho High Country Tourism membership dues - \$200.00

MOTION TO APPROVE.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO

ALL AYE

Review and Approve the Bills

MOTION TO APPROVE THE BILLS

MOTION BY RICKEY FRANSEN

SECOND BY RANDY BENGLAN

ALL AYE

New Street Sweeper Options

MOTION TO APPROVE PURCHASE OF A STREET SWEEPER UPON JUSTIN CASPERSON'S (CITY MAINTENANCE) INSPECTION.

MOTION BY RICKEY FRANSEN

SECOND BY RANDY BENGLAN

ALL AYE

MOTION TO TABLE THE PURCHASE OF THE PLATE AND COMPACTOR ATTACHMENT FOR BACKHOE UNTIL WE GET MORE INFORMATION.

MOTION BY RICKEY FRANSEN

SECOND BY RANDY BENGLAN

ALL AYE

Law Enforcement Report

All quiet for now. Just had a few graduate post. Jail short eleven officers.

Code Enforcement

A) Motto Contest

Tyson Koester(State Foundation Director) "Our board Liked K – if we could change it to 'Good for your Soul' N – was liked. S – was my favorite."

Brandon De Los Reyes –"The Chamber liked 'Our springs don't wear out."

Hudson Saffell - Code Compliance Officer- "I will re-open the contest."

MOTION TO TABLE MOTTO CONTEST UNTIL
HUDSON SAFFELL BRINGS OUT ROUND 2.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO

ALL AYE

B) Animal Shelter Agreement

Hudson Saffell, code compliance officer,- The shelter stated they never received the signed contract and refuse to accept a contract in the future.

Building Permits

A) DLR – 289 East 1st Alley South Walls; stairs to the bar But not the observation deck; bar enclosure.
Hudson Saffell, code compliance officer, the stairs and retaining wall need to be completed.
Bryan Phinney, City Engineer, The certificate of Occupancy on the enclosure itself is up to Department of Building Safety. Looking on the layout everything is there to construct the walls correctly. I feel comfortable with the plan. The stairs into the bar, not the stairs into the observation deck. TSE Engineers gave very specific

requirements, sound recommendations, disconnecting the stairs. This is what we wanted. DLR has a good plan to move forward. The stairs are rated to carry the load. We are completely comfortable with the plan. It is a good plan.

Brandon De Los Reyes – We have a building permit for the retaining wall, the Certificate of Occupancy could be done on the stairs and the building without the stairs being done?

Bryan Phinney, City Engineer, I can't answer that question. Reviewing the plan on the stairs to the bar. You have a good plan to put the retaining wall in. Those are two different projects. Depending on how Department of Building Safety looks at it. It could become two Certificates of Occupancy. I don't know how it plays in the with the parking and what needs to be accessible. Just construction safety.

Brandon De Los Reyes – Access to the stairs is Elm Street. The only thing we have changed is we have Cut eight bolts from the foundation. We would like to get this approved. The state is looking at everything and can come out next week. The letter from our Engineer stated that no modifications need to be done.

Bryan Phinney, City Engineer, - I have not seen a letter from the engineer that says it is done.

Brandon De Los Reyes – Reads the letter from his engineer. Electrical has not passed but we have completed their requests. We have not had the electrical signed off. Final inspection is not done on the stairs. We want to get our employees back to work.

Gary Cooper, City Attorney, - As long as the stairs are not attached to the retaining walls it satisfies the Courts. If there is a big crowd and they go near the retaining walls that's a problem.

Brandon De Los Reyes – Construction safety is important. We submitted a parking plan before Hudson Saffell was here.

Rickey Frandsen, council member, - As long as the engineer is ok with it.

Randy Benglan, council member – As long as the work is done before the next meeting then we can

conditionally approve it?

Leah Navarro, council member, - You're asking for it now? How can we approve it?

Randy Benglan, council member, - I would prefer once the work is done we can have a special meeting to get it approved.

Gary Cooper, City Attorney, - The lawsuit is not over and the injunction is not over.

Brandon De Los Reyes, - The retaining wall was approved by the council in 10/2022.

Gary Cooper, - That was a new plan though.

Hudson Saffell, code compliance officer, - Department of Building Safety wanted them all together. I can't issue any permits. All of the plans are sitting in a file folder with Department of Building Safety and still not all approved.

Brandon De Los Reyes – Jeff Gisler, DBS, said as soon as the city approved the building permit he would come inspect it.

Hudson Saffell, code compliance, - He hasn't approved the plans yet so I cannot issue a building permit.

Brandon De Los Reyes – The last building permit expired today.

Bryan Phinney, City Engineer, - There are two sets of stairs. One in this building permit and the second on another building permit. The stairs will have to come down when the retaining wall is constructed. The bar stairs are the stairs they are asking for approval on.

MOTION TO APPROVE THE BUILDING PERMIT FOR COMPLETION OF THE ENCLOUSER AND STAIRS TO THE BAR, NOT INCLUDING STAIRS TO THE OBSERVATION DECK PENDING DEPARTMENT OF BUILDING SAFETY APPROVAL.

MOTION BY RANDY BENGLAN

SECOND BY JOYCE BOSEN

ALL AYE

B) Whalan Rife G.C./Julie Patterson – 372 W Booth
Hudson Saffell, Code Compliance, - This is a remodel of the basement. I have some plans and am waiting on more. Conditional on Department of Building Safety approval for this too.

MOTION TO TABLE THE BUILDING PERMIT FOR
372 W. BOOTH.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO ALL AYE

Chamber Report

A) Fire & Ice Special Event Permit - Colin Petrun

Randy Benglan - -Has the Fire Marshal looked at this?

Hudson Saffell, Code Compliance, - No

Cody De Los Reyes – He gave us very clear guidelines last year.

Randy Benglan – What are the differences over What you normally do?

Colin Petrun – Different entertainer, Chad Moore.

Mayor Thomson – My question would be about the fireworks, who's doing them & where are they going to be done?

Colin Petrun – It will be the same company.

Rick, the owner of the company and an Employee will be coming. The insurance is their insurance. We are using the mules to get them to the top of the hill again.

MOTION TO APPROVE THE SPECIAL EVENT
PERMIT FOR FIRE & ICE.

MOTION BY RICKEY FRANSEN

SECOND BY RANDY BENGLAN ALL AYE

Rickey Frandsen – We will look at the cost for the fireworks at
The Special Meeting.

B) Permission to close Main Street

Friday February 3, 2023 at 7:30 pm for parade.

Saturday February 4, 2023 at 10:00 am for the
Running of the Bulls.

MOTION TO HAVE HUDSON SAFFELL, CODE
COMPLIANCE, COORDINATE WITH BANNOCK
COUNTY SHERIFF'S TO CLOSE MAIN STREET.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO

ALL AYE

c)

Event Coordinator

Give your recommendation to Randy Benglan and
we can stop the announcement and hire.

Banking Update

A) Stagnant Accounts

MOTION TO TABLE UNTIL THE FINANCIAL POLICY
IS PRESENTED TO THE COUNCIL.

MOTION BY RICKEY FRANDSEN

SECOND BY RANDY BENGLAN

ALL AYE

B) Credit Card

MOTION TO GET A CREDIT CARD THROUGH ICCU

MOTION BY RICKEY FRANSEN

SECOND RANDY BENGLAN

RICKEY FRANSEN, RANDY BENGLAN, JOYCE BOSEN
AYE; LEAH NAVARRO NAY

Business Licenses

A) GP Roofing

MOTION TO APPROVE THE BUSINESS LICENSE FOR
GP ROOFING.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO ALL AYE

B) Dixon Supply – non-property tax permit only

MOTION TO APPROVE THE NON-PROPERTY TAX
PERMIT FOR DIXXON SUPPLY.

MOTION BY RANDY BENGLAN

SECOND BY RICKEY FRANSEN ALL AYE

C) USB Leasing LT- non-property tax permit only

MOTION TO APPROVE THE NON-PROPERTY TAX
PERMIT FOR USB LEASING LT.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO ALL AYE

Request to include the menu for the Senior Center in the utility bills, monthly

MOTION TO INCLUDE THE MENU FOR THE SENIOR CENTER IN THE MONTHLY WATER BILLS.

MOTION BY RANDY BENGLAN

SECOND BY JOYCE BOSEN

ALL AYE

Keller Engineers Progress Report

Bryan Phinney, City Engineer – We are making progress with the well project. The chip seal and 4th street we are working with Mickelson and you are on their summer schedule.

Leah Navarro – When will the treatment lagoon test be done?

Bryan Phinney – Late spring early summer, rain fall will determine when. We can do all four in about a month.

Comprehensive Plan Update

Bruce Parker, City Planner, we have been working on the comprehensive plan. It includes four components plus an implementation schedule. I am due to deliver a draft to the city on January 30, 2023. The first component I want to review with you is the land use element across the entirety of the city. The second component is the housing element and preserving what we have. The Third component is Main Street and what it should be looking like. The fourth component is the area of city impact. The last component is implementation As well as suggestions for Buddy Campbell Park. I would recommend a joint meeting with Planning and zoning.

Auxiliary Well

We have an agreement that Gary Cooper, city attorney, generated and Bryan Phinney, city engineer, made some revisions on and Gary Cooper okayed. We just need approval to present this to the land owners for for discussion. Bryan Phinney, we have already met with the land owner and they are willing to entertain it.

Gary Cooper put together the agreement. The agreement allows, for a fee, them to grant the city the option to drill some test wells. But really the working part of the agreement that is beneficial to the city and the landowner, is that it also stipulates that if we hit water and the city needs to purchase a well lot. It lays out how we are going to value that piece of ground so that all of a sudden the ground doesn't all of a sudden the ground becomes astronomical. Once the City Council approves it, it goes to the land owner and they can review it and, hopefully, we can get it executed. They may have a few comments that need to be addressed. Gary Cooper would be the one that would respond. If they are engineering in nature we would provide the background to form the response.

MOTION TO DIRECT MYSELF TO SET UP A MEETING WITH THE LAND OWNERS, MAYOR AND BRYAN PHINNEY TO DISCUSS THIS AGREEMENT.

MOTION BY RANDY BENGLAN

SECOND BY RICKEY FRANSEN

ALL AYE

Parking & Traffic circulation study.

MOTION TO SCHEDULE A JOINT WORK SESSION ON 1/24/2023 AT 6:30 PM INVITING P & Z, STATE FOUNDATION AND CHAMBER OF COMMERCE.

MOTION BY RANDY BENGLAN

SECOND BY LEAH NAVARRO

ALL AYE

City Engineer/City planner Contracts

City Engineer

MOTION TO DIRECT THE MAYOR TO SIGN THE
CITY ENGINEER CONTRACT.

MOTION BY RANDY BENGLAN

SECOND BY JOYCE BOSEN

ALL AYE

City Planner

MOTION TO APPPROVE THIS CONTRACT FOR
PLANNING NOT TO EXCEED \$9000.00. SCOPE OF
WORK COULD BE REQUESTED BY THE MAYOR OR
A MAJORITY VOTE OF THE CITY COUNCIL.

MOTION BY RANDY BENGLAN

SECOND BY JOYCE BOSEN ROLL CALL VOTE:
RICKEY FRANDSEN - AYE, RANDY BENGLAN – AYE
AND JOYCE BOSEN - AYE LEAH NAVARRO VOTED
NAY

Contract for Canda Dimick

MOTION TO APPROVE CANDI DIMICK'S
CONTRACT.

MOTION BY LEAH NAVARRO.

SECOND BY RANDY BENGLAN ROLL CALL VOTE:
RICKEY FRANSEN – AYE, RANDY BENGLAN – AYE,
LEAH NAVARRO – AYE, JOYCE BOSEN – AYE.

Approve Business Licenses and Inspector Training for Hudson Saffell

MOTION TO APPROVE THE BUSINESS LICENSES
AND HUD SAFFEL'S INSPECTOR TRAINING.

MOTION BY LEAH NAVARRO.

SECOND BY JOYCE BOSEN. ALL AYE

Revised Lava City Credit Card Policy

MOTION TO APPROVE THE CITY CREDIT CARD
POLICY.

MOTION BY RANDY BENGLAN.

SECOND BY JOYCE BOSEN.

ALL AYE

Information on bills.

MOTION TO HAVE ALL INVOICES GIVEN TO EACH
CITY COUNCIL MEMBER BEFORE EACH MEETING
BY PDF AND EMAILED.

MOTION BY RICKEY FRANSEN

SECOND BY RANDY BENGLAN

ALL AYE

Adopt Corrected Rates for Resolution 2022-4

MOTION TO ADOPT THE CORRECTED WATER
RATES TO RESOLUTION 2022-4

MOTION BY LEAH NAVARRO

SECOND BY JOYCE BOSEN **ALL AYE**

Discussed development idea from community for skating rink.

Executive session

MOTION TO ADJOURN INTO EXECUTIVE SESSION
TO CONSIDER PERSONNEL MATTERS AS
PROVIDED BY IDAHO CODE 74-206 (1) (B).

MOTION BY RANDY BENGLAN

SECOND BY JOYCE BOSEN **ROLL CALL VOTE:**


**RICKEY FRANSEN – AYE, RANDY BENGLAN – AYE,
LEAH NAVARRO – AYE, JOYCE BOSEN - AYE**



MOTION TO RECONVENE.

MOTION BY RANDY BENGLAN.

SECOND BY JOYCE BOSEN. **ALL AYE**



MOTION FOR THE MAYOR TO UPHOLD THE
POLICY ON THE TIME CARD INFRACTION OF
CLOCKING EACH OTHER IN AND OUT TO JILL AND
CHANDRA PUT A LETTER OF REPRIMAND IN
EMPLOYEES FILE.

MOTION BY LEAH NAVARRO

SECOND BY RANDY BANGLAN **ALL AYE**



MOTION TO ADJOURN.

MOTION BY RICKEY FRANSEN.

SECOND BY RANDY BENGLAN. **ALL AYE**

Those in attendance: Mayor Thomson, Council Members: Rickey Frandsen, Randy Benglan, Leah Navarro & Joyce Bosen. Office staff; Jill Makuaole and Chandra Taylor. Code Compliance officer Hudson Saffell. Tyson Koester, Pat Navarro, Cody & Brandon De Los Reyes, Collin Petrun, Bannock County Sherrif, Jake Knowles-Summit Communications. On Zoom: Bruce Parker, Bryan Phinney and one unknown person.

