

A Regular Meeting of the City Council of the City of Lava Hot Springs, Idaho will be held on Thursday November 14th, 2024, at 6:00 pm, Lava City Hall 115 West Elm Street, Lava Hot Springs, Idaho.

In attendance:

Rickey Frandsen, Jeanie Avery, Vicky Lyon, Lyle Fuller, Rodney Burch, Amantha Sierra, Mandy Frandsen, Matt Henry

Via Phone: Leah Navarro, Sherril Tillotson

Via Zoom: John Head

Guests: Amanda Collins SICOG, Susan Thomas, Nancy Petrun, Nadia Mihalache

Regular City council meeting 6:00 p.m.

1. REGULAR AGENDA

a) Call meeting to order- Mayor Vicky Lyon calls the meeting to order at 6:01 p.m.

b) Roll Call

Roll call. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

c) Pledge of Allegiance

2. REPORTING

a) Sheriff - Tony Manu & Emergency Director- Council President Frandsen made a motion to move the sheriff report to later in the agenda and to move the ambulance coordinator report to next on the agenda. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

3. PUBLIC HEARING ON PROPOSED GRANT ACTIVITIES

a) Motion to open Public Hearing – ACTION ITEM

Council President Frandsen made a motion to open the public hearing. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

b) Presentation – Applicant – Amanda Collins

c) Question – Mayor/Council

d) Comments from Audience in favor, neutral, or opposition.

1) Each person giving testimony must give their name and address

2) All comments shall be addressed to the council not the applicant

e) Applicant comments

f) Close Public Hearing - ACTION ITEM- Council President Frandsen made a motion to close the public hearing. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

g) Application for the Idaho Community Development Block Grant (ICDBG) funds for upgrading the Lava Hot Springs drinking water system. The Scope of the project entails the drilling of a new well and installation of a transition line –

ACTION ITEM- Council President made a motion to approve the application for the Idaho Community Development Block Grant (ICDBG) funds for upgrading the Lava Hot Springs drinking water system and to authorize the mayor to sign the contract. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

2. REPORTING – Continued

a) Ambulance Coordinator – Lorrie Lowe gives a report.

b) Fire Chief – No Report

a) City Engineer– No Report

b) City Planner – No Report

c) Attorney– No Report

d) Chamber of Commerce – No Report

e) Event Coordinator– No Report

f) Code Compliance Officer– Matt gave a report on compliance issues.

1) Code Compliance is requesting council to advise on the how they want to address certain follow-up actions, particularly regarding citations and fines after warnings have been issued – This has primarily been a question regarding the Short Term Rental situation, but also lesser violations (parking tickets, animal fines, follow up fines, etc.) - Action Item

- Council President Frandsen made a motion for Matt to pass on to Lyle the report of people that are not complying with city code for further action. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

2. REPORTING

a) Sheriff - Tony Manu & Emergency Director Wes Jones and Sheriff Tony Manu give a presentation on emergency preparedness.

4. LYLE FULLER

a) Approve and Authorize the Mayor to sign Agreement for Planning Services – Rodney Burch - ACTION ITEM

Council President Frandsen made a motion that we approve the city planning contract with the provisions 7c we are going to keep the first sentence with the changes that were suggested by council member Jeanie and remove the last two sentences. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Nay via phone, Avery-Aye, Frandsen Aye. **Motion passed 3-1.**

b) Approve and Authorize the Mayor to sign Agreement for Legal Services – ACTION ITEM

Council President Frandsen made a motion that we accept the contract agreement for legal services with the exception that we remove the last two sentences of paragraph 8 D. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

c) Approval of resolution 2024-008 – ACTION ITEM-

Councilperson Navarro made a motion and we approve Resolution 2024-008. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

Council President Frandsen would like to amend his motion on the contracts for the planning services and the legal services, that we authorize the mayor to sign those contracts. Councilperson Avery seconded the motion as long as the changes are made and the council sees them before the mayor signs them. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

5. ROWDY LARKINS

a) Project Permit Application – LAV2023-15 – Joe Sutera – Progress report- Project is in the final stages of inspections.

b) Project Permit Application - KOA West Pizzeria - Plan review Progress report
In progress, I will have more to report at the next meeting.

c) Project Permit Application – West KOA – Plan review /Project permit Status
Project is progressing.

d) Project Permit Application – Scott Sherman 277 Main ST – Plan review /Project permit Status

No update still active

e) Project Permit Application/Check list Submitted - Heidi Patha 355 W Main – Plan review Progress report

Still active

f) Greg Croft - Suites of Lava - 63 s 1st E - Progress report

No update still active

g) Mark Oyler – Progress report – 9.24.2024 t/w mark retaining wall no c/o due to a large tree trunk difficulty remove it, they are going to cut it down to ground level, then install railing. Once down he will call the state for inspection.

No update is still active.

6. BRYAN PHINNEY

a) Approve and Authorize the Mayor to sign Scope of work and agreement for completing Lava's transportation plans update – ACTION ITEM

Council President Frandsen made a motion that we authorize the mayor to sign the scope of work agreement for the Lava's transportation plans up contract with the updates. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

7. Code

8. LAVA CHAMBER OF COMMERCE

a) Brandcraft invoice 7245 included on Bill Claim Sheet – no action needed

b) Outside Interactive no action needed

9. NEW BUSINESS

a) Discuss/Decide on adopting Hot Springs NC as a Sister City to Lava Hot Springs Id Presentation by Nancy Petrun- Action Item

Nancy Petrun gives presentation to council.

b) Approve and Authorize the Mayor to sign Agreement for Deaton services – ACTION ITEM

Council President Frandsen made a motion that we authorize the mayor to sign the contract with Deaton Services to provide our auditing services. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

c) Emily Crowe – resignation letter – ACTION ITEM

Council President Frandsen made a motion to accept her resignation. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Navarro –Aye via phone, Avery-Aye, Frandsen Aye

d) Hire a replacement for Emily Crowe – part-time record retention – ACTION ITEM

Councilperson Head made a motion that we go ahead and post that position to replace Emily's job with the same rules and conditions at which she was hired. Councilperson Avery seconded the motion. Council President Frandsen made.

e) Land Use / Development Ordinances Conversion to City Code Structure – Rodney - Discussion / Update- Rodney Burch updates council.

f) Bannock County ACI Agreement Update - Rodney – Discussion- Rodney Burch

g) Accessory Dwelling Units ADU – Rodney – Discussion- Rodney Burch

h) Affordable Housing – Deed Restriction Program – Rodney – Discussion- Rodney Burch

i) Annexation / Utility Services Policy – Action Item (this will be a combined effort between myself and Bryan) –Council President Frandsen made a motion that we authorize Brian and Rodney to put together the utility services agreement and inform the developer that we are interested in annexation. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Avery-Aye, Frandsen Aye

j) Jeanie Avery – progress report on the “L” Mountain – ACTION ITEM

Councilperson Avery gives progress report on L Mountain.

k) 2025 Public Notice Calendar – ACTION ITEM

Council President Frandsen made a motion to accept, accept the new 2025, public notice calendar.

Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Avery-Aye, Frandsen Aye

l) Christmas Party – ACTION ITEM- Mayor Vicky Lyon to host at the Greystone on December 7th 6:00 pm

10. CONSENT AGENDA - All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion without separate discussion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately. All Action Item.

a) Council approval of Bills – List of bills provided to councilmembers prior to council meeting for review- Council President Frandsen made a comment that we as in council need to be careful about our personal use of the attorney in getting clarification on things. I think we could send an email or text and then talk about it in the meeting but to go and take up a lot of personal time in the attorney's office is a big expense to the city and we need to be careful with that, I think.

b) New Business License application – Greg Williams – Results Homes LLC – 12 Booth & 40 Both – Long Term Rental

c) New Business License application –Anna Knight – 88 S 2nd E – Long Term Rental

d) New Business License application – outside city limits – Heyburn ID - EMB Metal Building LLC – Esiquil Lara – Delivery and installation of metal structures

e) Non-Property Tax permit application – Gabb Wireless Inc – Retail - outside city limits -Lehi UT – outside city limits

Items 10 a-e are approved in one motion.

Council President Frandsen made a motion to approve all the business license, except for Anna Knight, contingent on we get documentation that she has authorization from the trust to sign on their behalf. Councilperson Head seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Avery-Aye, Frandsen Aye

11. ITEMS TO BE REMOVED FROM CONSENT AGENDA REPORTING – Nothing removed

12. COMMUNITY INVOLVEMENT

a) The City's Christmas Tree Lighting Ceremony December 6th, 2024- Mayor announces tree lighting

b) Planning & Zoning Meeting for December meeting moved to December 16th, 2024, 6:00 pm-Mayor announces the change of date for Planning and Zoning meeting.

13. COUNCIL REPORTING

a) Mayor – No report

b) Councilperson – No report

c) Treasurer/City Clerk – Update on Deaton audit 2016-2019. After 2019 they will go back to a normal audit. Tree removal at Alpaca on city property Tony would like to move forward with having them removed.

14. Motion to adjourn into executive session in accordance with Idaho Code 74-206 (1) (c) "to acquire an interest in real property not owned by a public agency – ACTION ITEM

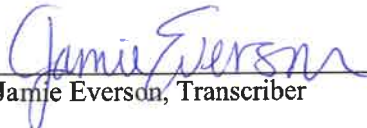
Council President Frandsen made a motion to adjourn into executive session in accordance with Idaho Code 74-206 (1) (c) "to acquire an interest in real property not owned by a public agency. Councilperson Avery seconded the motion. Mayor Vicky Lyon, all in favor. Head –Aye via zoom, Avery-Aye, Frandsen Aye

15. Motion to return to open meeting – ACTION ITEM

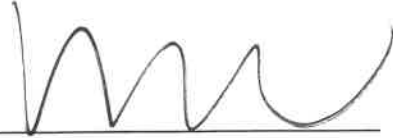
16. Motion regarding Executive Session – ACTION ITEM

17. Announce next meeting December 12th, Deadline December 2nd, 2024.

18. Adjourn regular meeting – ACTION ITEM



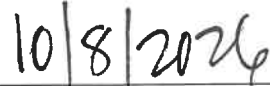
Jamie Everson, Transcriber



Vicky Lyon, Mayor



Amanda Sierra, City Clerk



Date Approved

