

A Regular Meeting of the City Council of the City of Lava Hot Springs, Idaho will be held on Thursday February 13th, 2025 at 6:00 pm, Lava City Hall 115 West Elm Street, Lava Hot Springs, Idaho.

In attendance:

Jeanie Avery, John Head, Leah Navarro, Rickey Frandsen, Vicky Lyon, Lyle Fuller, Rodney Burch, Bryan Phinney, Amantha Sierra, Mandy Frandsen, Matthew Henry.

Via Zoom:

Rowdy Larkins, Amanda Collins, Amy Manning.

Guests:

Nancy Petrun, Jared Smith, Myrna Beery, Alice Egley, Alan Spidell, Pat Navarro, Tom McBride, Collin Petrun, Susan Thomas, Megan Reno, Nephi Reno, Wayne Avery, Art Beery, Zach Dame, Norm Avery, Hallie Benglan

Regular City council meeting 6:00 p.m.

1. REGULAR AGENDA

a) Call meeting to order - Mayor Lyon called meeting to order at 6pm

b) Roll Call

Roll call. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

c) Pledge of Allegiance

2. REPORTING

a) Sheriff- No report

b) Ambulance Coordinator -No report

c) Fire Chief- No report

a) City Engineer - Bryan Phinney reports

b) City Planner – No report

c) Attorney- No report

d) Chamber of Commerce- Collin Petrun reports on Fire and Ice

e) Event Coordinator- No report

f) Code Compliance Officer- Matt Henry reports

3. III-A Annual Report – Amy Manning – ACTION ITEM

No action taken, Amy Manning reports

4. AMANDA COLLINS - Buddy Campbell Park:

a) Completion of the Environmental Assessment for Buddy Campbell Park and the Mayor's signature the Combined Public Notice for publication – ACTION ITEM

Council President Frandsen made a motion to authorize the mayor to sign both items a&c on the administration contract for the Buddy Campbell Park grant. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

b) Next Steps for the Park Grant

c) Signature on our administration contract for the park grant. This service was approved in September's meeting. – ACTION ITEM (if they want to take another vote.)

5. LYLE FULLER

a) Notes read into a public council meeting, they need to be submitted to the city clerk for public records – ACTION ITEM

No action

6. ROWDY LARKINS

a) Project Permit Application – LAV2023-15 – Joe Sutera – Progress report
Rowdy Larkins reports that the project is close to finish and final inspection.

b) Project Permit Application - KOA West Pizzeria - Plan review Progress report

c) Project Permit Application – West KOA Landscaping – Plan review /Project permit Status

Rowdy Larkins reports that b and c are both still in progress.

d) Project Permit Application two (2) retaining walls located within the landscaping at the KOA West Courtyard

Rowdy Larkins reports that the project is in progress.

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

Rowdy Larkins reports that the project is approved and we are waiting on fees to be paid.

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

Rowdy Larkins reports that the project is in progress and that the entrance plans have changed.

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

Rowdy Larkins reports that the project is awaiting next stages.

h) 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.

Rowdy Larkins reports that the project is in progress and that the retaining wall guard will not pass but it is being fixed.

i) Myrna Berry – Project permit - 204 W Main Street – Change or use R1 to R3 – ACTION ITEM

Council President Frandsen made a motion to approve the usage for R1 and issue a certificate of occupancy. Councilperson Navarro seconded the motion. Mayor Lyon, all in favor. Head - Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

7. LAVA CHAMBER OF COMMERCE

8. OLD BUSINESS

a) Sewer Use Ordinance – Work in progress tabled from Dec. 12, 2024 council meeting

b) Discussion of paperwork to be submitted for name change, Business License Application, Property Tax Application, Sign Permit Application and Certificate of Occupancy – ACTION ITEM

Councilperson Navarro made make a motion that Megan, who has just agreed that she will fill out the name change on the new business license application, no more fee. Property tax application, no more fee sign permit application to show the sign with the new name.

Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

c) Parking Ordinance added request consideration – ACTION ITEM

Item was tabled.

d) Funding Agreement Sewer Extension – ACTION ITEM

Councilperson Head made a motion that we sign the sewer extension agreement that's together with K&A camping and the City of Lava Hot Springs and The Lava Hot Springs Foundation and sign that agreement with our commitment for \$100,000.00. Council President Frandsen seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Nay, Avery-Nay, Frandsen Aye. *Tie Breaker* Mayor Lyon- Aye

e) Amend or Remove Review Committee Ordinance Discuss/decide Authority/Removal/Approval of Committee Members and if any pay will be associated with serving on the committee - All items per Idaho State Statute 50-210 -Action Item

Councilperson Navarro made a motion to table it, because it's of the evening, the snow, and that's going to be a long conversation. Councilperson Avery seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

8. NEW BUSINESS

a) New Business License Application and Business License 16576 – Business Type: Vacation Rental (Short Term Rental) – Surrounding LLC dba Sunflower Station – 204 W Main Street – ACTION ITEM

Councilperson Navarro made a motion to approve. Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

b) Non-Property Tax Permit Application and Permit 689.1 – Business Type: Vacation Rental (Short Term Rental) – Surrounding LLC dba Sunflower Station – 204 W Main Street – ACTION ITEM

Council President Frandsen made a motion to approve. Councilperson Avery seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

c) Sign Permit Application Business Type: Vacation Rental (Short Term Rental) – Surrounding LLC dba Sunflower Station – 204 W Main Street – ACTION ITEM

Councilperson Navarro made a motion to approve. Councilperson Avery seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

d) The Main Street Pedestrian walking bridge will be removed during the construction for the new Main Street Bridge project and replaced with a new walking bridge. The city will need to decide what they want to do with the old walking bridge – ACTION ITEM

Council President Frandsen made a motion to move and retain the bridge for future use. Councilperson Navarro seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

1) Remove and retain the bridge for future use

2) Sell the bridge

3) Ask contractor to remove and destroy

e) Agenda Request – Tony Hobson & Justin Casperson – Allocation of funds for sweeper conversion – ACTION ITEM

Item tabled

f) Idaho Central Credit Union Certificate of Deposit matures 02/20/25 – ACTION ITEM

Councilperson Head made a motion then that certificate of deposit at ICCU account number ending 7046, renew for 12 months with the 4.35 rate, and then take the option at the .02% lock. And to reference Resolution 2025-001. Council President Frandsen seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

g) Citizen Community Bank Certificate of Deposit matures 02/25/25 – ACTION ITEM

Councilperson Head made a motion on resolution number 2025-002, for the Citizen's Community Bank, CD, account number indeed, 4622, renew for six months. CD rate at 4.00%. Council President Frandsen seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

h) Idaho Central Credit Union Certificate of Deposit matures 02/16/25 – ACTION ITEM

Councilperson Head made a motion then resolution Number 2025- 003, Idaho Central Credit Union CD account number ending in 8589, to renew that CD for 12 months. Promo and APY, 4.35% with a discount to make it 4.15%. Council President Frandsen seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

i) Resolution 2025-001 Idaho Central Credit Union Certificate of Deposit – ACTION ITEM

j) Resolution 2025-002 Citizen Community Bank Certificate of Deposit – ACTION ITEM

k) Resolution 2025-003 Idaho Central Credit Union Certificate of Deposit – ACTION ITEM

Items i-k were motioned with items f-h

l) SICOG – Kieran Slack – Request for support funds for the Portneuf Soil and Water Conservation – Action Item

Council President Frandsen made a motion to give \$1,000.00 to the Portneuf Soil and Water Conservation. Councilperson Avery seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro –Aye it needs to be referenced that the money was taken out of the centennial project and a new line item put in to show where the money went., Avery-Aye with the conditions that Leah just stated., Frandsen Aye

m) Agenda Request – Jared Smith – Tattoo Shops – Discussion

n) Special Event Permit Application – The Hand of Gawd – Lava Seniors Center – Annual Tattoo Expo – ACTION ITEM

Councilperson Navarro made a motion to approve the special event permit for Lava's 1st tattoo convention. Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

o) Special Event Permit Application – Mandy Frandsen – Lava Seniors Center – Baked Potato Dinner Fund Raiser - ACTION ITEM

Councilperson Navarro made a motion to approve the fundraiser for the boys Haydn and Bryan to be held at the Senior's Center on April 12th. Councilperson Avery seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

p) Wastewater Land Application Site Lease Terms – ACTION ITEM

Councilperson Navarro made a motion that we approve the lease with the changes implemented on the first crop and make it a 10 year lease. Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

q) Wastewater Land Application Invitation to Bid – ACTION ITEM

Councilperson Navarro made a motion to have Bryan send the wastewater land application bid to the paper on Friday, February 14, for sealed bids to be opened on March 7, at 10am at City Hall, with the higher cash bid being awarded to the highest bid to be awarded. Council President Frandsen seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

10. RODNEY BURCH

a) Draft Annexation Plan – Discussion

b) GIS Map Applications – Presentation

c) Comprehensive Plan / SICOG Participation – ACTION ITEM

Council President Frandsen made a motion to have SICOG participate in the comprehensive plan and authorize the mayor to sign the professional services contract with SICOG for the comprehensive plan. Also part of the motion is Rodney will work with SICOG to oversee, to stay consistent with the current planning, within the confines of our budget for 2025. Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Nay, Avery-Nay, Frandsen Aye. *Tie Breaker* Mayor Lyon- Aye.

d) Affordable Housing RFQ – ACTION ITEM

Councilperson Head made the motion to accept the request for qualification document seeking Affordable Housing Partners. Recommendation here, with the current budget for phase one at \$10,000. Councilperson Navarro seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

e) Short Term Rental Legislation – Update / Discussion

11. 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 separate discussion is desired, Council must request the item(s) to be removed from the Consent Agenda and will be considered separately. All Action Item.

a) Council approval of Bills – List of bill provided to councilmembers prior to council meeting for review

b) Expired Business License Renewal Application and Business License 16553 – Business Type: Tattoo Shop & Retail – The Hand of Gawd - 222 Main Street

c) Municipal Non-Property Tax Permit application and permit 672 - Business Type: Tattoo Shop & Retail – The Hand of Gawd - 222 Main Street

d) Expired Business License Renewal Application and Business License 16482 – Business Type: Apartment/Monthly Home Rentals Long Term over 30 days Rental – Bonanza Apartments – 266 W Booth

e) Expired Business License Renewal Application and Business License 16306 – Business Type: Vacation Rental Homes - Short-term rental by the night rented out to travelers – Gail & Blake Palen – 56 N 2nd E

f) New Business License Application and Business License 16566 – Business Type: House – Monthly – Monthly home rentals long term – over 30 days rental – Anna Knight – 88 S. 2nd E.

g) Municipal Non-Property Tax Permit Application and Permit 690 – Business Type: Retail - outside city limits – Stella-Jones Corporation - manufacturer and reseller of pressure treated wood products

h) Municipal Non-Property Tax Permit Application and Permit 688 – Business Type Internet sales – outside city limits – Lakeshore Learning Material, LLC – internet and mail order sales

i) Sign Application - Business Type: Vacation Rental Homes - Short-term rental by the night rented out to travelers –The Red Roost – 293 W Main Street

Councilperson Avery made a motion to approve the consent agenda items a-i. Councilperson Navarro seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

12. APPROVAL OF MINUTES

a) March 14, 2024 – ACTION

b) April 11, 2024 – ACTION

c) April 14, 2024 – ACTION

d) May 09, 2024 – ACTION

e) May 16, 2024 – ACTION

f) July 23, 2024 – ACTION

g) August 08, 2024 – ACTION

h) August 15, 2024 – ACTION

i) August 19, 2024 – ACTION

j) September 03, 2024 – ACTION

k) September 12, 2024 – ACTION

l) January 09, 2024 – ACTION

Councilperson Avery made a motion to table the minutes. Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

13. PUBLIC COMMENT – The Mayor and Council welcome comments from the public regarding issues that affect the city of Lava Hot Springs. Please step up to the Podium, state your name (first & Last) for the record. Public comments are limited to two (2) minutes. No decisions on any matter may be approved or denied on issues brought before the council under this agenda item.

14. COMMUNITY INVOLVEMENT

a) “L” Mountain up-date

Discussion about L Hill

b) John Head - start planning for Arbor Day, April 25, 2025 – ACTION ITEM

no action taken, just a discussion

15. COUNCIL REPORTING

a) Mayor - no report

b) Councilperson- Councilperson Avery update on emergency preparedness.

c) Treasurer/City Clerk- Amantha gave report on the new meter, equipment came in for the auto read and will be installed in the spring.

16. Motion to adjourn into executive legal session in accordance with Idaho Code 74-206 (1) (f)

Councilperson Head made a motion to adjourn executive legal session in accordance with Idaho Code 74-206 (1) (f). Council President Frandsen seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

17. Motion to return to open meeting – ACTION ITEM

Councilperson Head made a motion to return to open meeting. Councilperson Navarro seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye

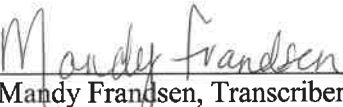
18. Motion regarding Executive Session – ACTION ITEM

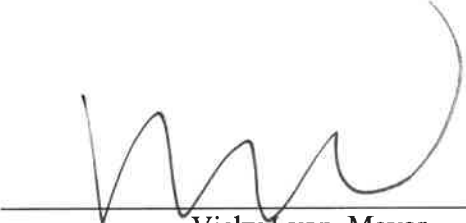
Councilperson Navarro made a motion regarding Lyle to send the discussed letters to them. Councilperson Avery seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye


19. Announce next meeting March 13th, 2025 Deadline March 3rd, 2025

20. Adjourn regular meeting – ACTION ITEM

Councilperson Navarro made a motion to adjourn. Councilperson Head seconded the motion. Mayor Lyon, all in favor. Head -Aye, Navarro -Aye, Avery-Aye, Frandsen Aye.


Mandy Frandsen, Transcriber


Vicky Lyon, Mayor


Amantha Sierra, City Clerk