

**City of Glenns Ferry City Council Regular Meeting                      April 25, 2017**

The regular City Council meeting of the City of Glenns Ferry was opened and called to order at 7:00 pm on Tuesday, April 25, 2017, by Mayor Connie Wills.

Members Present: Larry Stevenson, Susan Case, Robert Janousek, Kenny Thompson, Mayor Connie Wills

Staff Present: Debbie Rowan, Jeff Cook, Jill Holinka, Derik Janousek, Christy Acord, Dena Marchant

Others Present: Elmore Co. Sheriff Mike Hollinshead, JoAnne Lanham, Aussie, Donna Carnahan, Mary Janousek, Raymond Ware, Scott Smith

**Item 1.            *OPEN MEETING / ROLL CALL ATTENDANCE:***

Mayor Wills: I'd like to call meeting to order. I ask Debbie to take roll call.

Rowan: Roll call taken.

X ___	Kenny Thompson	X ___	Robert Janousek
X ___	Larry Stevenson	X ___	Susan Case
	X ___		Mayor Connie Wills

**Item 2.            *PLEDGE OF ALLEGIANCE:***

Mayor Wills: Please join me in the flag salute.

**Item 3.            *MOTION TO: Adopt Agenda:***

Thompson: I make motion to adopt agenda.

Stevenson: Second.

Mayor Wills: All in favor, all-ayes

**Item 4.            *PUBLIC COMMENTS:    Please Sign-In to Speak: (For informational purposes only on items not placed on the meeting agenda. No actions or decisions can be made on public comments. Please limit comments to three (3) minutes):***

Lanham: JoAnn Lanham, 381 West Madison. I have a request of the City and of the City Council. I am very very disappointed that the, Train Town USA, sign did not get put up. I think it was a real honor and I really really would like to see that it be put on whoever's work program so that we can get that up, because I thought it was a real honor and I was very sad that it wasn't up for them to see because it's been like at least four years. That's my request, that's all I have to say.

**Item 5.        *ITEMS MOVED FROM CONSENT AGENDA FOR FURTHER DISCUSSION:***

**Item 6.        *MOTION TO: Consent Agenda (Roll-Call Vote):***  
**A. City Council Special Meeting Minutes for April 6, 2017:**  
**B. City Council Meeting Minutes for April 11, 2017:**  
**C. Payables for April, 2017:**

Janousek: I make motion to accept consent agenda.

Case: Second.

Mayor Wills: Roll call vote, Thompson-aye, Stevenson-aye, Janousek-aye, Case-aye

**Item 7.        *INTRODUCTION: By Mayor Connie Wills: Animal Control Officer, Dena Marchant :***

Mayor Wills: I've asked Dena Marchant, she is our Animal Control Officer, she's been working for two weeks. She's got the same number, (208-599-3759). Welcome Dena we are glad to have you aboard. She has got some major issues that she is facing right away and in fact one of them is on the agenda we'll be addressing tonight. We are glad you are here, thank you.

**Item 8.        *PRESENTATION/MOTION: Raymond Ware, Ware and Associates: Glenns Ferry Audit 2016:***

Ware: I will keep it short and I'll give you the highlights. My name is Raymond Ware, I represent Ware and Associates. I am here to give the results of the September 30<sup>th</sup> 2016 audit. Page 1., is our audit opinion. That audit opinion is an unmodified opinion, the other five would be extremely less favorable and so we didn't give those but you do have a good audit, there were no violations of Idaho Code that relate to financial information, no budget violations, there were no bonds covenants that were violated, all of your budget seemed to be in line, no violation there. All of the fund balances were positive, over all its very good and so we did give you an unmodified opinion. First off I want to report on how the General fund ended up. Twenty years ago the general fund was upside down by about seventy one thousand so we had to take some money out of the Trust Fund to make the General Fund flush and it's been steadily growing ever since that time, it ended up being somewhere around \$725,000. at the beginning of last year. During this year you guys elected to do a transfer to some other funds, which you can do with the vote of the council, a \$310,000. transfer, it went to the cemetery. After this years activity, there is \$370,000., left in the General Fund. Now to operate that we like to see about three to four months operating in there because if you get less then that sometimes those cash flow problem you have to borrow. Right now there's about 8 months, your spending about \$48,000 a month on average, so you have about 8 months and you never want that to get below around \$150,000.

The water/sewer, when we look at those we want to make sure that they are running a positive, as long as the cash flow is a positive it is good. I ran it without the transfer and when we backed out the depreciation the cash flow is positive, so there's really not a high need to raise those rates. Everything looks good at this point, and especially after

that transfer.

Property taxes, this is where a lot of your money comes from. There's \$71,000 in uncollected property taxes, That represents about 11% delinquency.

Budgets, there were no violations, everything looked good.

You guys are a member of PERSI, that's the state retirement plan. Idaho when they made some accounting changes a couple of years ago, PERSI went from 30<sup>th</sup> to 1<sup>st</sup> and they are still 1<sup>st</sup> in the nation as far as the plan goes. They are funded on all accounts, most states are not, so those participants are guaranteed a good retirement.

That's kind of the highlights. That's all I have, thank you very much.

**Item 9.        *DISCUSSION/MOTION:*    Glenns Ferry City Code – Commercial Boarding Kennel:**

Mayor Wills: There is a report of a property in town that had gained a lot of dogs. We went through our codes, what we have and working with the attorney.

It looked to us like where our licensing was that if you have more than four (4) dogs you have to have a kennel permit but it wasn't clear to us if that was in lieu of licenses or what, so we had to keep digging. We also found that a kennel could only be in certain zones, they can't have them in just any property in town. And, digging further we found out more about the requirements for the kennel permit. So, we've been working with the attorney on this. We wanted to get everything in line before we went to the people that were keeping these dogs, that we had the correct information that we were giving them on what's required.

We've been working with our attorney on some ways to tackle this issue and she gave us three options:

1. Amend Glenns Ferry City Code: 5-3A-4:
2. Amend the zoning code:
3. Adopt a kennel fee by resolution, following a public hearing with 2 notices

published once each week for the 2 weeks preceding the hearing.

The attorney's recommendation, the quickest fix would be to make the amendments recommended in #1., because they would not require the input of the planning and zoning commission, nor would they require public hearings. It would also be relatively easy to adopt a kennel license fee. To fully address the issue, however, she thinks it would be appropriate to have the planning and zoning commission review those items in paragraph 2 above.

For your information, we have sent letters to the person that has the dogs. Dena has made a visit and presented the letter to them. Part of their issue was they come and go, they are not here all the time yet, they purchased the property, they hope to be here but it wasn't properly fenced and they were also running loose, they admitted they knew that. They do know that they can't keep that number of dogs.

This person has not established permanent residence here. They are working on this property, they may come in the future. When they come from their home to work, they bring dogs with them, sometimes they are over night, but they're not always taking all of them, there are still a number of dogs left, we still have to address the issue of how many dogs the city will allow them to keep.

Hollinka: That may be something you need to include in your ordinance.

Mayor Wills: Another thing that they presented us with is that they are licensed in their hometown, and so we asked for proof of immunization because that's part of the reason we license, we want them to immunize, that they are not bringing diseases to us.

The ones that are going to stay, even if they are licensed in Twin need to be licensed here. The ones that come and go, this is what we are addressing.

There are two or three examples in town right now, that we are aware of but this one was the most extreme.

Marchant: They were getting out, these dogs are running all over the neighborhood.

Stevenson: The person we are talking about, she owns the property.

Mayor Wills: She bought the property and they are fixing it up. They are doing a nice job and it's an asset to the neighborhood that they are doing it, but, they still can't have twenty dogs, that has to be dealt with. We gave her an amount of time, thirty days to comply with the number of dogs as we see it now. My point to the council is, what you might want to do with this in the future, how you might want to resolve it, if we need to look at changing our code or going to planning and zoning or adopt a kennel fee.

Case: First we need to fix it to where it is three or five dogs.

Mayor Wills: And that's something we are going to have to do because there is a discrepancy, in one place it's defined as one and in another place it's another, within our code right now.

Hollinka: Mayor and Council, if you want to keep it with the five, five is what is in your animal control ordinance, so if you want to change the zoning ordinance then that has to come from the zoning commission.

Mayor Wills: So if we wanted to match the animal control section to the zoning, we could just change the animal control ordinance to match that segment, we could do that without waiting for zoning and so forth, that would be a quicker fix for us as a group.

We are addressing two issues, residential kennel or a commercial kennel.

For right now Dena can follow up and enforce the five (5) by our animal code and then what does council want to do?

Thompson: I think if we are going to do it let's change the ordinance so it all matches.

Mayor Wills: So looking in the future we want to do that but right now we will follow through with the five (5) and so any of the other people in town that have more than five (5) let us know, they will get the same letters, the same notice. Then down the road we will get this on the agenda.

Marchant: **Can not hear anything she is saying.**

**Item 10.      DISCUSSION/MOTION: 3 Island Throw Down Street Race in Glenns Ferry:**

Hollinka: My recommendation would be to approve the Special Event Application form with the addition of making sure we have acknowledgement of any private property, just including some acknowledgement of that permission, including that acknowledgement in the form, adopting the form and then setting a deadline for submission of all that material with the application, so that then the city can formerly approve the application with all the materials in one packet.

Case: We need to add a line too, it needs to say the city neither endorses nor is sponsoring this event. I think that needs to be in there.

Case: I make motion that the City Council approve the form for, Special Event Application, with the revisions added, in the header paragraph, the city does not sponsor the event and at the end of the checklist, a line item be added that letters must be provided from private property owners if the event is going to utilize private property.

Thompson: Second

Mayor Wills: All in favor, Stevenson-aye, Thompson-aye, Janousek-aye, Case-aye.

Stevenson: I make motion that we go ahead and proceed with plan as is if they get permission from private property owners, giving them access to Campbell Tractor during the time of the race. Also, want to proceed with possibility of being able to still move it to the airport if Christy and Justin and sponsors can get together and work it out, either way I am making a motion to proceed and go ahead with the race, subject to submission of all requirements, because if these requirement are not satisfied there is no approval from the city.

Thompson: Second.

Mayor Wills: All in favor, Janousek-aye, Case-aye, Thompson-aye, Stevenson-aye.

**Item 11. MAYOR AND COUNCIL COMMENTS:**

**Mayor Wills:** Donn Carnahan and I attended the County Commissioners meeting last Friday and talked with them about the airport funding and presented a proposal to them for help with the funding. Donn presented the justification by the percent of irrigated acres, agricultural acres, that are in the county and also the percent of population in our end of the county. They listened, they seem receptive, they didn't make a decision nor did we ask them to make a decision that day. They will get back to us. Donn Carnahan did a great job of preparing and presenting the information for us.

**Case:** Do we know where we are on the application to the Railroad?

Mayor Wills: The application to the lease agreement has been sent in, but we haven't heard back.

**Case:** Where are we on the status of the properties adjacent to Jak Krieger?

Mayor Wills: We've sent several abatement and other types of notifications to people.

Case: And they have deadlines on them, how long they have to cleanup?

Mayor Wills: Yes, I will check too.

**Stevenson:** We met as a water board committee this last Thursday night. We are also meeting this next Tuesday night and after that meeting we will come to the council, probably want a town hall meeting, but come to the council with a proposal of how we want to handle that.

**Thompson:** The cemetery bids we went through, I never was comfortable with how it was done, so I've done some research on how it should have been done. As far as I can tell the bids were never done correctly. If you take the time to look at Dake's, (King Hill Construction), bid, it was no longer good, it was only good for thirty (30) days, it was thirty one (31) days when we made the vote. Somehow we have to rectify this whole thing. According to the Idaho Code, it's not valid, as I read it.

Holinka: I request we continue this item for another meeting while I look into it.

**Item 12. DEPARTMENT/COMMITTEE MEMBER REPORT:**

**A. Sheriff Office:**

Hollinshead: As I promised Madame Mayor, we are developing a report, this is just a trial, it will look something like this for me to hand to y'all, to show you what calls, what's happening in Glenns Ferry, what we are doing for you, all the way from motorist assist to extra patrol to anything that happens, traffic stops. Right now this report we're about 80% in Glenns Ferry, this report shows 243 calls between March 28<sup>th</sup> and April 25<sup>th</sup>. Just to let y'all know we are here working for you. I will fine tune this better and give it to you at your last council meeting of the month. I will get it to Deb to make sure she has it in your packages so when I come you can ask me any questions.

**B. Economic Development – Christy Acord:**

**Acord:** Tomorrow I go to Gem State Prospector Training at 1:00 in Twin Falls. It's on realtor thing that the state has us do through Commerce to upload properties for businesses. Tomorrow I'm also riding along with Jeff to outline projects in order to begin grants on signage, infrastructure projects, things like that. A priority list, if you remember I came to you and asked for five (5) projects to begin grants on. I need five (5) projects to begin grants on. They need to be priority projects so we can go in and do the block grants. Things that have to happen now, important things that need to be happening in town.

We are creating a Glenns Ferry Arts Council, it's going to consist of people who are involved in arts, I'm hoping it will organize and facilitate projects throughout the city and hope to instill more community involvement, all artist like musicians, artist, dance, drama and museum are all going to be involved. Our first meeting is going to be May 17<sup>th</sup>, at the Opera Theatre. The Arts Council is going to take over and I'm going to feed through them to do projects in town like historical points projects on the walking trail throughout town so we can dress up town because I am marketing our historical Glenns Ferry. May 17<sup>th</sup> at 6:30 pm at the Opera Theatre.

I'm still meeting with five (5) to six (6) businesses a week to get their businesses registered for Department of Commerce and also doing a survey with them

**C. Fire Chief – Derik Janousek:**

**D. Public Works – Jeff Cook:**

Cook: As a couple of you know, you have visited the site today, we've got some issues with the curb and gutters that's being put in over there, (Garfield Project), I'm not happy and they know it, our inspectors not happy and I am pretty sure they know Donn's not happy. We are having a meeting Friday morning at 7:00 am., to discuss what's going to take place. We're going to walk the whole project and come up with a solution of what's going to become of that. At the same time we'll address some of the pavement issues, we'll walk those side streets where some of their equipments was at and get that all figured out.

Attentively they have set pave date to May 2<sup>nd</sup>, Tuesday. I'll have the briefing and know more on that after our meeting on Friday morning.

One of my seasonal workers quit last week, I hired a new gentleman today, he'll start tomorrow. His name is Charles Smith.

On the Museum job on the sprinklers from last year, that four foot, (4') strip between the sidewalk and curb and gutter, I'm ready to get that going as far as taking out that grass. I'm looking for input, my thought is just pour it into concrete widen out sidewalks.

Thompson: Cements perfect.

Cook: That's my feeling too, it's cleaner, it's easier for the people that come to the Museum when they get out of their car they can step out on the cement.

**E. Clerk/Treasurer – Debra Rowan:**

**F. City Engineer – Keller Associates, Inc – Donn Carnahan, PE:**

**G. Librarian – Jennifer Trail:**

**H. Building Inspector – Vance Pruett:**

**I. Airport/Manager – Justin Wootan:**

**J. Southwest Idaho RC&D Council/Member – Ralph Jones:**

Jones: I'm your representative to the Southwest Idaho RC&D Council and the representative for the Snake River Water Trail. We had our meeting last Tuesday, I have minutes and the financial report which I leave with Debbie every month. You have been given the grant opportunities for April. I would like Christy to come with me next month to the regular meeting and introduce her.

**Item 13. ADJOURN:**

Case: I make motion to adjourn.

Janousek: Second.

Mayor Wills: All in favor, all-ayes.

Approved by the City Council: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

\_\_\_\_\_  
Connie Wills – Mayor

Attest: \_\_\_\_\_  
Deb Rowan-Clerk/Treasurer