

**City of Glenns Ferry City Council Regular Meeting                      May 09, 2017**

The regular City Council meeting of the City of Glenns Ferry was opened and called to order at 7:00 pm on Tuesday, May 09, 2017, by Mayor Connie Wills.

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

Staff Present: Debbie Rowan, Jeff Cook, Derik Janousek, Jennifer Trail

Others Present: Elmore Co. Sheriff Mike Hollinshead, Greg Berry, Aussie, Donn Carnahan, Janice Cotton, Margaret Stewart, Donna Carnahan

**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:***

Mayor Wills: I'd like to amend the agenda to include, before Item 7., Delinquent Water/Sewer Bill.

Thompson: I make motion to adopt amended agenda.

Janousek: 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):***

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

**Item 6.        MOTION TO: Consent Agenda (Roll-Call Vote):**  
**A. City Council Meeting Minutes for April 25, 2017:**  
**B. Library Board Meeting Minutes for April 03, 2017:**  
**C. Payables for May, 2017:**  
**D. Payroll for April 2017:**

Stevenson: I make motion we adopt the consent agenda.

Case: Second.

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

**Item.        DISCUSSION/MOTION: Delinquent Water/Sewer Bill:**

Cotton: Janice Cotton, 510 East Arthur Avenue. Our problem is we aren't able to pay our water bill and now it's really bad and I would like to see if we could make payments.

Mayor Wills: Janice called me and ask about arranging payments, today is shut off's, but I would leave it on until she came to council and talked to the council, that's our process that we use.

Thompson: So how long of a time to pay it off?

Cotton: I'm thinking August, \$25.00 a month or more.

Mayor Wills: You'd pay \$25.00 a month on top of what your bill is?

Cotton: Yes. We had a medical issue with my husband, he had to have two surgeries in March and that slowed us down on things.

Mayor Wills: You wouldn't be coming back to us saying you couldn't do that, you can manage \$25.00 a month on top of your regular bill?

Cotton: Yes, I'll make sure we can.

Thompson: I make motion we accept Mrs. Cotton's proposal.

Stevenson: Second.

Hollinshead: Mike Hollinshead, Sheriff, Elmore County. What is her delinquency, how much does she owe you?

Cotton: \$188.00 to bring me current.

Hollinshead: I will pay it.

Cotton: Thank you.

**Item 7.        MOTION: Keller Associates, Inc – Project No. 216044-003 – Invoice No. 0000002 - \$5,338.75 - Professional Services from January 1, 2017 to January 31, 2017 - Construction Support:**

Case: I make motion to pay Invoice.

Janousek: Second.

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

**Item 8.        MOTION: Keller Associates, Inc. – Project No. 216044-003 – Invoice No. 0000003 - \$7,716.25 – Professional Services from February 1, 2017 to March 31, 2017 – Construction Support:**

Thompson: Pay it

Stevenson: Second.

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

**Item 9.        MOTION: Extreme Excavation, Inc. – Payment No. 4 – Garfield Project - \$206,301.66:**

Case: Jeff, does it look like everything is good now with where the curb and gutter is?

Cook: We walked it last Friday with Donn and their Superintendent, there was three places we found that we made them remove and replace, since then everything I've checked out has been fine but we will have a final walk through before everything is signed off completely.

Stevenson: So, you are not aware of any situations and problems with what they have done up to this point, so far?

Cook: No.

Stevenson: And your satisfied with it Donn.

Carnahan: Yes, there will be a final walk through.

Thompson: I make motion to pay Extreme Excavatuion, Inc, Payment #4.

Stevenson: Second.

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

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

J.Wootan: We met as a airport advisory board last Tuesday and this is the statement we put together:

Glenns Ferry City Council, We the Glenns Ferry Municipal Airport Advisory board offer the following council with respect to the Throw Down Car Racing Event. Under unanimous vote the advisory board would like to express their support for this event.

The advisory board would also encourage use of the airport as a venue for such activities in the near future. However, at this time the board would advise against the use of the airport. The taxi ways, apron, and runway are in a delicate condition. There is excessive alligator cracking, rutting, and breakup already occurring. Currently wheel powered vehicles are not being allowed on the taxiways and apron. The steering of wheels and strain of tandem axles will render them useless.

The recommendation of the board is to use an alternate location until the runway, taxiways, and apron are reconstructed. After reconstruction, the board would strongly recommend having a combined event that might include cars and airplanes. A "wings and wheels" event, that would show case our community and our facilities. The Glenns Ferry Airport Advisory Board.

Mayor Wills: My understanding from our last meeting was, you wanted us to check and make sure that the airport wasn't an option and if it wasn't we'll give Rusty the go ahead

to go with his plans. One of the concerns last meeting was Campbell Tractor, people needed to have access to Campbell Tractor, they will have, they can get to Campbell Tractor.

**Item 11. DISCUSSION/MOTION: Cemetery Irrigation Bid:**

Mayor Wills: The cemetery irrigation bid, we need to re-bid that. I have some information for you on a new law that the state passed this year and it will go in 1<sup>st</sup> of July. What they were hoping to do was to loosen it up for small cities. To make it more workable for us on the bidding process, and so, these are the changes on the new law. So, depending upon, if we re-bid now then we've got to go under the old law, if we wait till July 1<sup>st</sup>, we're under the new law. The main advantage to us under the new law, if it's under \$50,000 it does not have to have the public works licensing and that helps and the rest of the law we still need someone to right the specs. Our decision on this is if we want to wait till the 1<sup>st</sup> of July and go for bids then or if you want to go under the old law and go for bids the 1<sup>st</sup> of June.

Cook: I see it as an advantage because we can keep our local companies in competition for it. If we go ahead and push it now it takes them out of the picture unless they can get a license between the time we bid it out and then the deadline to submit. It keeps our local businesses in the loop on it.

Case: How far would that push the work.

Cook: We could have everything ready to where when July 1<sup>st</sup> went we bid it.

Stevenson: I make motion to wait till July.

Thompson: Second.

Mayor Wills: All in favor, all-ayes.

**Item 12. DISCUSSION: Draft Ordinance – Glenns Ferry City Code Relating to Dog and Kennel Licenses:**

Mayor Wills: The attorney worked up this draft for us and we sent it to you. Tonight we are just discussing this draft and any changes to the draft you'd like to see.

Thompson: If they follow the ordinances as its written now in zoning it says you can't have commercial kennel anywhere but in agriculture, M1 and M2 zones. As far as I'm concerned that's where it ought to stay. Right now we've got these twenty-five (25) dogs down below us, or however many dogs there are there, there's no reason for them to have all those dogs down there and all of us in that neighborhood have to put up with them.

Mayor Wills: So you want the kennel license to still stay in agriculture?

Thompson: Yes.

Case: Yes.

Mayor Wills: Tonight my understanding is just for you to discuss and tell me what you want changed and we can get that and if there is any other changes that anyone wants. And in the meantime we have sent letters and made visits to get those numbers down, I don't know if that has happened but we will do some follow-up.

Cook: Where it addresses seeing eye guide dogs. There are a lot of other type service dogs out there now for epilepsy, diabetes and stuff like that, that I wonder if that

ought to be, 'service dogs', instead of just seeing eye guide dogs.

Case: Under 3. Kennel License Fee: if it mentioned the ordinance, that it has to adhere to the ordinance.

Thompson: That would work just as well, just as long as there is some reference to where they need to go.

**Item 13. PRESENTATION: Revenues and Expenditures – Budget 2017-18:**

**A. General Fund:**

**Fire:**

D.Janousek: We are looking at possibly trying to increase the budget. In a matter of pulling the money out of the reserve account, I don't necessarily think we need to full on adjust the budget but what we need to do is, the city needs to start looking at replacing the airpacks or SCBA's. They are out of date you might say by NFPA standards. The company that bought them out as of this year is no longer producing parts. So, within a few years they are going to be extinct anyway. The two proposals that we got, pricewise are about the same, for the eight (8) air packs that the city owns you're looking at about \$63,000 - \$65,000. The company Avon, they've always been military based, they've never dealt with the consumer market, the emergency services market in the past. This year they came out with a program for smaller departments that don't have the budget to replace air packs all at once. They break it into five (5) payments or ten (10) payments. If you go with the five (5) year plan after five (5) years they are yours. If you go with the ten (10) year plan, after ten (10) years they are yours.

Mayor Wills: How long are they good for?

D.Janousek: The bottles are good for fifteen (15) years, the pack itself, because it's current, will actually go farther than the fifteen (15) years but the bottles after 15 years will have to be changed. I have thirty-five (35) bad bottles now, that we just replaced last year, that are expired. The payments on the 5 year vs the 10 year don't change the first five years, so in the first 5 years you pay for the packs no matter what, the next five years your paying basically just the routine maintenance agreements, annual flow test, annual fit test, the air pack has to be certified every year, the bottles have to be hydro-tested every 6 years, years 6 – 10 you are paying about \$3,000 a year for those 8 packs to keep them current as far as liability issues. This is stuff they are mandating every year, this year we flow tested all our air packs and got them all re-certified, we had 3 packs that went bad, we replaced those with 3 more used packs we got from City of Filer. The parts to fix them were more than we paid for the other packs.

The first years payment would be a little over \$16,000, the next four payments are a little over \$11,000 a year. I figure the first year if we pulled the \$16,000 out of the reserve account, contingency fund, what we can do is usually for the most part we tend to save enough money that goes back into General Fund roughly to cover the payments, because the contingency accounts maxed out, so, usually in what we save it pretty much offsets the payments. Breaking it up into 5 year or 10 year payments is a better fit for us, because then you are not coming out with \$65,000 all at once.

Mayor Wills: So, what your recommendation is the 5 year payment or the 10 year payment?

D.Janousek: It doesn't matter. If you go after 5 years you take ownership of the packs, your still going to have that \$3,000 a year to maintain them, that's not going to change. You can do the 10 year, they'll have everything printed off it'll be accessible for ICRMP liability, whatever, if you have a line of duty death they will be able to pull that information and it will show everything. Avon is self financing, they are not charging interest rates that the banks do.

The difference about the 5 years or 10 year payment, if you go with the 10 year plan they will guarantee you a working pack no matter what, if you have a pack go down and they can't come out of Salt Lake or their tech guy isn't close enough to fix you within 48 hours they will automatically ship you a new pack to cover you while you are down.

I'm not asking to take \$16,000 out of General Fund to increase my budget it's going to be more coming out of that Contingency Fund, I think we can pretty much make the payments in what we save over the year.

**Administration:**

Mayor Wills: Salaries and Wages, you'll notice we budgeted this year \$83,000 and for next year I am proposing \$90,000 and let me explain that to you. We have one budget year left before we have a retirement. We've got to have somebody trained with all that knowledge and all those procedures and in order to have that happen I've got to have somebody to hire as a part-time person, so that we can get that training done, we've got basically one budget year left to do that. The way we figured it, I could hire a part-time person, six (6) hours a day, four (4) days a week, for this next year and once Debbie's got this person trained using this office to pretty well just take over the job that she'll be here to support, that she could do some of the extra stuff that needs done, she's got to go through the files, she got to do a bunch of extra stuff. So, first she'd be training and then she'd be here to give support and then at the end of the year the next person would be ready to take that job that would have the expertise and training for it. So, that's the extra \$7,000 in Salaries and Wages. The rest of the Administration budget is close to the same, Employee Benefits would change with that extra but the rest of it is pretty close to the same as we've had before. We upped the attorney fee, we are using our attorney more, with extra projects.

Rowan: On the Employee Health Benefits, remember this next year will be an election year and so with that in mind when I figured those figures I figured them a little bit high not knowing who would be elected and what type of insurance they would want.

Mayor Wills: But if you look down, pretty much things are pretty close, the main thing is that extra person and then they wouldn't come on until this new budget year started and we will find someone to take 6 hours a day either to learn the job or if we have someone who wants it then take that position.

Rowan: It's going to take that person some time too to learn Utility Billing, Planning and Zoning, it's going to be a process, it's going to take a good year.

**Animal Control:**

Mayor Wills: This year because we went three months without an animal control we have an expended as much as we had budgeted for but we will, now we've got the animal control person in. We left the budget pretty much what we budgeted last year.

**Economic Development Professional:**

Mayor Wills: The Department of Commerce gives us every year a certain amount of money towards the Economic Development persons salary and it has to be used for salary, it can't be used for anything else. Then the County Commissioners gives us money towards that salary, the Chamber of Commerce sends a \$1,000 and then the city puts in our share of it is about \$6,000. This is a contract service person. There's no taxes held out, there's no cell phone furnished, there's no internet, there's no mileage paid, they have to pay all of that themselves. This year because our Economic Development person resigned as of the 1<sup>st</sup> of October and we didn't get replaced till the 1<sup>st</sup> of January the Department of Commerce gave us the whole amount of money and said go ahead and divide it, so this year that amount of money was divided by nine (9) months instead of twelve months, but she's working more hours, it's suppose to be a part time position. She is getting that same amount of money in nine (9) months this year and next year she'll be getting less a month because it will be divided by twelve (12).

**Revitalization – Heritage Plaza  
Urban Renewal:**

Mayor Wills: Urban Renewal is not doing anything and until we have an area that we want to distinguish as Urban Renewal because of a project we just carry that \$50 on the books always.

**B. Capital Improvement Fund:**

Mayor Wills: We've put down \$10,000 as budgeting for Capital Improvement, this year that went for the stucco job.

Rowan: To finish the stucco job on the building.

**Item 14. MAYOR AND COUNCIL COMMENTS:**

Mayor Wills: The mold and clean-up job did get done, the basements in good shape.

Rowan: Everything's out of the basement, the only concern, we're going to have to face it sooner or later is the water issue, Jeff's got a remedy for that, a good one because definitely something's has got to be done, with that water going into the basement from outside.

Cook: A lot of it is coming off the roof into the drain system, the gutter system. I talked to Jim, that's doing the stucco, on how we could secure the building cause I'd like to re-route that to get it out to the curb and gutter out here on the parking area. He told me how we can do that, so as soon as I can get materials put together we're going to bring that down spout over and tie it to the building and get it the other way to the street so it's not coming back there puddling and coming on down to the basement.

Case: Jeff at one point in time you said you were going to take out the air conditioning, did that happen?

Cook: Yes, we took those out so that we could get the stucco on, so they are gone.

Stevenson: We had an irrigation meeting last Tuesday night and we are going to have another one next Tuesday night and then we have tentative scheduled a public town hall meeting on the 22<sup>nd</sup> of June, Thursday night, regarding irrigation.

Thompson: I was just wondering if our Truck Route signs were adequately enough. Up there at Productive Crop Services, those streets going into there are being used by trucks.

Cook: Talking about Alton and Kansas? We've got them all up and I've had a lot of the local truck drivers quizzing me on it. Putting a sign on every block to keep them where they are suppose to be.

Thompson: If we have to, we have to.

**Item 15. DEPARTMENT/COMMITTEE MEMBER REPORT:**

**A. Sheriff Office:**

**Hollinshead:** Thank you. I don't know if you're aware of what happened in Glenns Ferry today but last night, just to let you know, not only did our deputies but the detective division, Mountain Home Police Department, and Twin Falls canine tracking were here. We called them all in, that's what started it and we found him today, he's in jail. His rap sheet is quite extensive to say the least.

I want to talk to you a little bit, when you have parties or street dances, it would be nice for us to know. One weekend I had a sergeant and deputy on and that was it, drove down here and there was a big ole dance going on at the County Fairgrounds, and I'm going to talk to them as well. If you could let us know if you are letting the school or somebody have a big street dance that way we could try to beef up.

Mayor Wills: Some of those things we not even aware of, if they rent it from the fair board then we're not even aware of.

Hollinshead: I agree with that but if we could work together maybe we could get noticed or something so we're more aware of what's going on so we can provide good coverage for you as much as we can.

I had mentioned your code enforcement officer at one of the meetings and I talked to the county commissioners about what I presented to you, they thought it was a good idea. They talked to me about the contract and so they said if it's alright we would like to get as requested a 3% increase on the contract, this year. We're actually beefing up more on our patrols, which I gave you that one count for the call history so we are getting a lot more calls but also on the code enforcer if you will tell me what you're willing to pay that code enforcement per hour that you want to put in that contract...

Mayor Wills: Let me stop you right now, since you talked to us about it, we've been doing some brain storming in our Admin. meetings and we've got a plan that we're going to work for a little while right now and see if it works within house. And so, we'll put the code enforcer on a backburner for now but then what we'll need to do is when we are at that point that we've sent the letters and we have done what we're suppose to we're putting a copy in the Sheriff's file that we have done this and so if they have thirty days before the Sheriff's Department is suppose to follow up or whatever, then you'll know that and we'll have a spreadsheet that tells you their thirty days is up or whatever.

Hollinshead: I can only enforce code enforcement as a law enforcement that are against the state. The other code that you have that are not state that's what we need to look at is how we can work with that.

The Commissioners have ask me to relay to you, on the contract, a 3% increase for this contract. I will tell you what, my plan is for the Sheriff's Office, my undersheriff and I are going to go for and ask for the commissioners, I'm going to ask for two more detectives. Right now I have four (4) full-time detectives and that's it. With the crime they can't keep up. I'm going to ask for two more detectives to split between Glenns Ferry and Mountain Home and Elmore County. Plus I also swore in the detective division of Mountain Home Police Department two (2) weeks ago, so now they also have permission from me to go outside the county and that's how you got that Mountain Home Police Officer as a Deputy. I'm expanding it quite a bit just on what my budget currently is right now.

Mayor Wills: I think that budget presentation is set for June, we'll know then.

Hollinshead: We are posting everything on facebook as we find activity in Glenns Ferry, if you want to follow what's really going on, the sheriff's facebook site is where we are posting everything.

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

**C. Fire Chief – Derik Janousek:**

D.Janousek: Something we've put on the back burner for a couple of years, we are back on the subject of getting our siren put up. We're back to dealing with Idaho Power trying to get a pole set. We are talking about, instead of here , is putting it over at the other station so it's more centrally located. I have talked to Jeff about taking this tower down. We haven't quite figured out how it's going to happen but we would like to get that eye sore taken out.

Mayor Wills: The Fire Department recognized three of their officers that have retired and between the three officers there were ninety (90) years experience with the fire department. It was a very nice event and they were recognized well and I appreciate that you did that.

**D. Public Works – Jeff Cook:**

Cook: Garfield Project, they got all of it paved where it comes into Commercial, they've got to do the side streets approaches so tomorrow they are going to close down that portion of Commercial and detour traffic out around Ada and as they work up on the side streets they'll hopefully get to a point where they can go jump to Commercial pave it and then kick it open and finish up. As they are doing that they are going to be working the damages on the other locations as well.

We've been having some water issues on the upper end of the cemetery. I think I've got it ironed out but I think we've got a breaker issue that we've got to replace. The quote I got from JTS was \$1500 but he is going to look at a different brand, see if we can get it down cheaper. We put a new pump in there because of the issues we were having with the one last year and the amp is strong causing it to kick out so we've had some issues but I think we've got things straddled back a little bit so it running, getting it greened back up.

**E. Clerk/Treasurer – Debra Rowan:**

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

**G. Librarian – Jennifer Trail:**

Trail: We are busy getting ready for the summer program, a really neat summer program. Dominique the lunch gal is really wanting to be involved and so some of her lunches and what she is going to serve will go along with our themes and so they will all tie together, so we're not just sharing the park but our programs will really work together. It's Tuesdays in June from 10:30 am to 11:30 am, at the City Park and I will continue my Wednesday story time at the Library for those kiddos.

We have the grant to do the Saturdays at the State Park in July. It should be a fun summer. I am excited. I did the drone grant that I applied for, I did get that. I'm a little nervous because I am not real familiar with it but I think it will be okay, there's a two day training in Boise on that and there's all this flight simulator twenty hours to log in before you go. Bill Winters is going to go with me as a volunteer, as a partner, to help me understand it. I think we have to build the drones and then we go to the class and learn how to do it and then come back and offer programs, it's \$6,000 worth of drone stuff, education package and then plus the travel, so I think that's going to be a lot of fun, I think it will appeal to older kids and adults. I think it will be another big draw to get people in. That's in June so maybe later in the summer I'll do a program with that.

I met with some fellas today about maybe improving our internet, it's part of another grant process that they come down and they spend four (4) hours going over our internet and our provider and what we have and so maybe we can improve that in the future too. So, it's going, it's going well, things are staying busy.

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

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

JWootan: We met Tuesday, the Airport Board, we focused a little bit on our budget for a minute and one question I brought up, we had \$80,000 put into the airport fund for water and so going forward with the reconstruction of the runway, do you want to include that water project in the budget at this point?

Rowan: He just wants to carry it over for next year and use that \$80,000 still.

JWootan: If we don't get it done this year, which looks like we won't, to carry it over.

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

**Item 16. ADJOURN:**

Thompson: I make motion to adjourn.

Stevenson: Second.

Mayor Wills: All in favor, all-ayes.

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

\_\_\_\_\_  
Connie Wills – Mayor

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