

Draft

MINUTES - CITY OF ASHTON REGULAR CITY COUNCIL MEETING

**February 8, 2006 - 7:00 PM
ASHTON CITY HALL
714 MAIN STREET, ASHTON, IDAHO**

PRAYER OFFERED BY: Teddy Stronks

PRESENT: Teddy Stronks, Mayor; Linda Janssen, Council President; Brett Pincock; Richard Huntsman; Matthew Brady, Councilmen; Joni Amen- City Clerk;

ALSO PRESENT: Christine Scott- Standard Journal, Ellis Shirley, Garth Taylor, Bradley Rankin, Delray Jensen, Rachel Hatton, Greta Lenz, Todd Martindale, and Chief Tom Mattingly

Mayor Stronks welcomed every one and asked for a motion to approve the consent agenda.

1. CONSENT AGENDA:

Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilman or a citizen that one or more items be removed for later discussion.

- A. **Minutes** – Approval of Regular Council Meeting January 11, 2006
- B. **Treasurers Report & Financial Statement**– As Submitted
- C. **Payables** – Bills for Council approval as a result of City expenditures
- D. **Employee Expenses** – As Submitted

Motion by Janssen, seconded by Pincock to approve the Consent Agenda as presented.

ROLL CALL: Huntsman Y; Janssen Y; Pincock Y; Brady Y Motion carried.

2. PRESENTATIONS, CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS:

- A. **Jerry Funke**- Appointment to Planning and Zoning Commission
- B. **Linda Janssen**- Liaison for Planning and Zoning Commission
- C. **Garth Taylor**- Id Dept of Parks & Rec. Mr. Taylor explained the Governor's "Experience Idaho Initiative" with a presentation on a potential new park in eastern ID and revamping Harriman State Park using excess revenues. Mr. Taylor brought a short video for the Council to watch, regarding the Governors initiative.

3. PUBLIC COMMENTS: None

4. PUBLIC HEARINGS: None

5. ORDINANCES & RESOLUTIONS: None

6. NEW BUSINESS/PETITIONS:

- A. **Sheri Poulsen** – Presented the audit. Sheri read the letter to the Mayor and Council attached to these minutes. Sheri reminded the council that a couple of years ago we had some hard times with costs well over revenues, we have now improved our financial position substantially. Sheri explained that the LID had been set up in the water fund, in error years ago, that is the reason for the LID being moved from the water fund to its own separate fund. The purpose was for street improvements in the beginning so the Street Dept will have to pony-up and come into pay the remaining balance. She recommended getting this paid off as soon as possible. She commended the city council on conservative budgeting and spending and encouraged them to continue. She also commended the City Clerk for investing funds to earn interest and improve discretionary revenues available for spending. Please refer to the audit for more detailed reporting on fund balances.

Sheri recommends that for internal control measures that the City adopt policy on the use of purchase orders. She also encourages the council to adopt a fraud risk policy. This type a policy allows

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the government to assess the areas that may be vulnerable. They also encourage that all overtime be approved by the Mayor.

Sheri also recommends spreading out the investments in other institutions to minimize risk of too much in one account and not being federally insured. Linda Janssen thanked Sheri and told her that this process was so much less painful than it was in years prior. She has done an excellent job.

Motion by Janssen to accept audit for year 2004-2005 as presented, seconded by Huntsman, motion carried.

- B. **Greta Lenz** – Pool Reported on the first pool meeting of the year she asked that council would approve hiring Kathy Fisher and Jan Warnke as co-managers as that worked well. Also discussed was the pump that needs to be replaced. The Pool Committee has asked the Vassak Fund to help pay for the pump repairs. They have also hired Trish Lee to do the training for the lifeguards so that they won't have to travel to Green Canyon for certification. They will have a slight price increase this year. Mayor Stronks asked that he would be able to sit in on interviews for new hires for the season. Mayor Stronks commended the Pool Committee for their hard work and for their dedication.
- C. **POLICE VEHICLE** Brett reported that we received the 3 bids on the vehicles from Bonanza Motors, Stones, and Sayers. Bonanza Motors submitted the low bid at just under \$25,000. Brett explained the discussion that the Clerk and he had regarding borrowing money from the Capital Improvement Fund instead of entering a lease option that would cost a substantial amount in interest, when we had the cash to use for this purpose.

Motion to purchase Dodge Charger from Bonanza Motors (low bid at \$24,387) and financing internally by Brady, seconded by Pincock motion carried

- D. **Surplus Equipment-** Mayor Stronks asked for a list of unnecessary items from employees. There was a suggestion to have the sale during the Centennial Celebration (garage sale). Will get a list of surplus items together for next meeting.

7. UNFINISHED / OLD BUSINESS:

- A. **Bradley Rankin-** presented a proposal to Rent City owned Property- Old Dentist Office- attached to these minutes. Mayor Stronks stated that this is a great opportunity for our community. Pincock agrees and after advertising we have not had any other firm offers. Dr. Rankin would like to improve the property and be given a grace period of four months to allow him time to get the building fixed up.

Motion to approve lease of property and to have the City Attorney write up the lease proposal according to the terms Dr. Rankin provided and approval of her counsel, by Pincock, seconded by Janssen, motion carried.

Pincock moved to take a 5 minute recess. Janssen moved to go back in order.

- B. **Brad Adams-** Ashtonphoto.com presentation. Mr. Adams objective is to offer free archiving of photos electronically. And having more shared with the city and the city would have a permanent risk-free backup of historical photos. The last objective is to have the council approve invitations to city residents to use the service. This could be a way to raise revenues. He handed out a sheet of how this works. He proposed that he be given the opportunity to create an advertisement by flyers and try this for a while to see how it works out. Would like to use the use of the city building to meet to scan photos for user groups once a month. Council made no firm decision, but agreed to look over the flyer.

8. STAFF AND COMMITTEE REPORTS

- A. **Dick Dyer-** Brought extra copies of the study to share with council members. Dick announced that we have been accepted to the "short-list" for the block grant. We don't have to actually go to Boise to present this year. We are in a good position. They want to get the money spent immediately after awarding it so our project needs to be ready to go so Dyer Group has proceeded with the designing. Getting the bids together and getting the land application site is yet to be accomplished. Mr. Dyer came to discuss contract on the wastewater project. He said that Rural Development will have to sign off on this. He explained the contract in depth. We could be ready to go by June. We will probably be using one contractor. They usually have a construction meeting once a week for the council as well as the

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public, this way there are no surprises in the end and it minimizes the cost overruns and change orders. They will provide operator training and provide an operations manual so that the city staff is well equipped. This contract also provides for Dyer Group to do the application and check lists for Land Application, which is a very lengthy process. He will continue to be our representative/liaison for DEQ and EPA. He will also be our agent for purchasing the land, as he is an ITD agent for purchasing right-of-ways. Mr. Dyer went through his contract thoroughly, he asked that when the project begins that the contractor not be contacted and given direction by anyone but Dyer or his inspector. The costs for engineering services will be approximately \$234,000 for design and inspection and additional services of doing the permit and acquiring the land. After going through the contract line-by-line, **Mr. Dyer suggested that we approve this engineers contract contingent upon legal and Rural Dev approval Richard so moved, Pincock seconded, all in favor. Contract approved with provisions.**

- B. **Joni Amen- Policy Review**– Smoking in the workplace- suggestion of not imposing restrictions on personal vehicle, Purchasing Policy, consider writing Ordinance dealing with new Contractor law. Council would like to implement all policies provided.
- C. **Joni Amen** – P&Z meeting scheduled for Wed, Feb 15th 6:00 pm. Discuss the roads in I.A. There is an issue with our Planning and Zoning Administrator moving a trailer on a lot that in the past was not allowed. Linda asked to table this until we talk to Penny and find out her interpretation of this rule. We will ask Penny to attend the next meeting.
- D. **Linda Janssen** – Chamber of Commerce asked that the city have a representative be a member of the chamber as a voting member. She stressed that we need to work together. Brett said he would like to see the rift healed and would like to see us work forward. Linda offered to be the representative at these meetings. Linda also reported on the meeting with Donna Bennfield and that they would like to see us work together. There are funds available through YTT to hire a webmaster to promote Ashton and put “Heads in Beds”. **Pincock moved to pay for membership by the city Huntsman seconded, all in favor.**

9. MAYOR AND COUNCIL REPORTS

A. BUSINESS SUITE- QUOTE

Council approved purchasing new letterhead, business cards and envelopes.

10. Adjournment

Motion to adjourn by Pincock, seconded by Janssen at 10:30 pm. Meeting adjourned.

Minutes respectfully submitted by Joni Amen, City Clerk.

Attest:

Joni Amen
City Clerk

Theo R. Stronks
Mayor