

Minutes of the Regular Meeting of the City Council of the City of Lava Hot Springs, Idaho held Thursday, August 11, 2011 at 5:30 p.m., Lava City Hall, 115 West Elm Street, Lava Hot Springs, Idaho.

Present: Marshall Burgin, Mayor
Rita Anderson, Councilperson
Phil Beeson, Councilperson
Newt Lowe, Councilperson
Cathy Sher, Councilperson

Canda Dimick, City Clerk

Guests: Mike Vice, Michael Waite, Vicky Lyon and Carl Brown

The mayor called the meeting to order at 5:30 p.m.

Approval of Minutes

Councilperson Sher commented that the minutes looked very good.

A motion was made by Councilperson Anderson approving the minutes of the July 14, 2011, Regular City Council meeting and the July 20, 2011, Special City Council meeting. The motion was seconded by Councilperson Sher. All voted aye, unanimous.

Reviewing of Bills

A motion was made by Councilperson Beeson to pay the bills. The motion was seconded by Councilperson Anderson. All voted aye, unanimous.

Law Enforcement Monthly Report

No one present.

Proposed Resolution 2011-2 Establishing the 2nd Saturday of September as the Annual Lava Community Service Day - Mike Vice, Greater Lava Hot Springs Prosperity Foundation, Inc.

The mayor read Resolution 2011-2 as proposed by the Greater Lava Hot Springs Prosperity Foundation, Inc. as follows:

Resolution 2011-2

A RESOLUTION FOR THE CITY OF LAVA HOT SPRINGS,
IDAHO, ESTABLISHING THE SECOND (2ND) SATURDAY OF
SEPTEMBER AS THE ANNUAL LAVA COMMUNITY SERVICE DAY;
AND ESTABLISHING AN EFFECTIVE DATE OF THIS RESOLUTION.

I.

WHEREAS, the Mayor and City Council of the City of Lava Hot Springs, Idaho establishes the second (2nd) Saturday of each September to be the Annual Lava Community Service Day.

II.

WHEREAS, groups and individuals will work together to help others within the community with any reasonable and feasible projects that can be accomplished with volunteer help, as organized and directed by the Greater Lava Hot Springs Prosperity Foundation, Inc.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAVA HOT SPRINGS, IDAHO, AS FOLLOWS:

1. This resolution shall remain in effect until amended by the City Council in accordance with procedures established by Idaho law.
2. This resolution shall be in effect from and after its passage and approval by the Mayor and City Council of the City of Lava Hot Springs, Idaho.

PASSED AND APPROVED this 11th day of August, 2011, by the Mayor and City Council of the City of Lava Hot Springs, Idaho.

CITY OF LAVA HOT SPRINGS

MARSHALL N. BURGIN, Mayor

ATTEST:

CANDA L. DIMICK, City Clerk

Councilperson Anderson questioned the organization of the service day by the Prosperity Foundation. Michael Waite explained that the Prosperity Foundation would be the organization that will organize and hold together the service day from year to year.

Vicky Lyon questioned if this was the service day in remembrance of Rob Anderson. It was explained that the initial proposal was proposed by the Bishop of the Church of Jesus Christ of Latter Day Saints, Lava Hot Springs Ward. The church does not want it to be a religious venture. They want community involvement so it was turned over to the Prosperity Foundation to spearhead. There is a representative from each church that is working on the steering committee for the project. Vicky Lyon stated that she would like to see Rob's name attached to it in some way because that is where the idea started from. Mike Vice stated that while Rob Anderson did do a lot of service in the community, there are also others who do service and so the Prosperity Foundation decided to leave it generic. Councilperson Sher stated that she thought that it is great to have a non-denominational service day.

A motion was made by Councilperson Sher approving Resolution No. 2011-2 designating the second (2nd) Saturday of September of each year as the annual community service day. The motion was seconded by Councilperson Beeson. All voted aye, unanimous.

Business License(s) & Non-Property Tax Permit(s)

- A) Harrington Industrial Plastics, LLC – Non-Property Tax Permit**
- B) Hot Springs Hide-Away – Terry Koster, Owner/Applicant**
- C) KT Services – Kathryn Pulham, Owner/Applicant**
- D) TruGreen – Service Master, Owner/Applicant**

The mayor read the list of business licenses and non-property tax permits. The location of the Hot Springs Hide-Away (formerly Last Resort Vacation Rental) was explained. The city clerk reported that KT Services is a home based business processing computer orders from home for an out-of-state business.

Councilperson Beeson stated that there needs to be an additional fee for those businesses, such as the Hot Springs Hide-Away, which waits until the eighth month to renew their business license. The city clerk reported that the business license is only good for the calendar year (through December 31, 2011).

A motion was by Councilperson Anderson approving the business licenses and non-property tax permits as read. The motion was seconded by Councilperson Beeson. All voted aye, unanimous.

Building Permit(s)

- A) Nightly Single Unit Rental Repairs/Improvements to an existing structure – 73 West Main Street – George Katsilometes, Owner/Contractor**

The mayor read the list of building permit applications. It was reported that the building inspector had approved Mr. Katsilometes building permit application.

A motion was made by Councilperson Sher approving the building permit application for George Katsilometes, at 73 west Main Street. The motion was seconded by Councilperson Anderson. All voted aye, unanimous.

- B) Non-bearing roof over existing home - Mike Hansen, Owner/ Riley's Construction, Contractor**

The mayor reported that Mr. Hansen had made some changes to the plan that was approved in his variance. The contractor has brought the plan into compliance with the setback variance as approved.

A motion was made by Councilperson Beeson approving Mike Hansen's building permit application. The motion was seconded by Councilperson Sher. All voted aye, unanimous.

Meetings/Announcements

A) Candidate filing deadline for November 8, 2011 Election – September 9, 2011 @ 5 p.m.

It was announced that the deadline for candidate filing for the November 8, 2011 election is September 9, 2011 at 5:00 p.m.

B) FY2012 Budget Hearing – August 30th, 2011 @ 5:30 p.m.

The FY2012 Budget Hearing is set for Tuesday, August 30, 2011 at 5:30 p.m.

C) Bannock Development Corporation Twentieth Annual Economic Symposium – August 24, 2011 Pocatello, Idaho

No interest.

D) 2011 ICCTFOA Institute – September 21 – 23, 2011 Garden City, Idaho

The city clerk was authorized to attend the 2011 ICCTFOA Institute on September 21 – 23, 2011 in Garden City, Idaho.

E) Miscellaneous

None

Projects

A) Wastewater Improvement Project

1) Phase I Fencing Agreements

The city clerk reported that the fencing agreements were done, however they have not been signed. She also reported that she had been informed that Kilroy had fired the fencing contractor today and that they are looking for another contractor.

2) Windmill Project

The mayor reported that Bryan Phinney, Keller Associates, is working on costs and energy savings for the windmill project. He is looking for some interested parties that can do the project. There are three companies in the area that can do a small windmill; about 40 KW is what they are looking at.

3) Engineer's Contract Addendum for Wastewater Land Application Site Record of Survey

The mayor reported that Keller Associates had surveyed the land application site boundaries. The contract addendum for the survey is signed. The cost is \$4,000.

4) Phase II Agencies Approval/Invitation to Bid

The agency approvals have been received except for the one from Julie Neff, USDA. The project will be released for bids in 7 to 10 days.

B) Wastewater Rate Study Progress

The city clerk reported that Idaho Rural Water Association had looked over the rate comparisons obtained and verbally informed the city that they thought that the equivalent user rates that the city is charging are fair. She questioned how much more work the city council would like the staff to do on the rate study. The council decided to wait to do anything more on the rate study until Phase II of the project is bid.

C) Park Playground Surface Project (Completed – Report Submitted)

Councilperson Sher reported that the playground surface project is complete and the city is getting some nice compliments on it. She has submitted the final report for the grant to the Idaho Community Foundation and they have acknowledged the project complete. She reported that the Fibar mats came in today and the maintenance crew put them down today. The three ADA picnic tables are yet to come, in about 3 weeks. She would like to have a little celebration when the tables arrive. Councilperson Anderson thanked Councilperson Sher for all her work on the project.

D) City/Swanson Sidewalk Construction Agreement – Project Under Construction

The mayor reported that the city made an agreement to pay for the concrete for a three (3) foot wide by ninety (90) foot long sidewalk. The agreement was done due to the city having to lower the street for drainage control years ago. The owners are going to pour a five (5) foot by ninety (90) foot sidewalk and they will pay for the extra concrete. The reason for the extra width of the sidewalk is so the water meter will be in the sidewalk and not in the curb/barrow pit.

E) Center Street Resurfacing Project/Engineering Contract

The mayor reported on a meeting he had with Forsgren Engineering. With the \$100,000 grant that the city is receiving from LHTAC, if the city puts \$150,000 with the grant funds, the engineers believe that the city can design and pave all of South Center Street and the adjacent 1 block of West Fife, twenty four (24) feet wide with a ribbon curb, gutter and drainage. The engineering contract is forth coming.

F) East Main Street Bridge (Rating & Future Replacement)

The city clerk reported that the East Main Street Bridge is at the bottom of the rating list for a grant. She has talked to the engineering firm about how the bridge is being rated and they are supposed to get back with her. . She reported that the city's maintenance crew has heard comments from ITD representatives that they are concerned with the conditions of the bridge.

G) Miscellaneous

1) Liquid Engineering bid

The maintenance supervisor feels that it is time to do a water storage tank inspection so he got a bid from Liquid Engineering since they are going to be inspecting tanks in neighboring communities soon. It is required as part

of the maintenance of the tank to do an inspection every few years. Councilperson Beeson suggested that the city obtain some additional bids.

2) Restrooms

Councilperson Anderson reported that she had talked to the maintenance crew about the park restrooms. She feels that it is time to get on the repairs. The mayor reported that the crew is getting a few things caught up and will be getting started on the restrooms this week.

3) Vendor's on Tribal Property

Councilperson Beeson questioned if the vendor's on the tribal property had gotten their business license yet. The city clerk reported that they had not. She will watch for them this weekend.

FY2012 Budget Work Session /Adoption of FY2012 Tentative Budget

The city clerk reported that the figures under State Liquor, County Sales Tax and State Revenue Sharing are the revised amounts. Some of these figures are based on population. The city's population is down according to the 2010 Census. The mayor question what other funds that the city receives from the county. The city clerk reported that the city receives some road and bridge funds also.

The city clerk reported she put back in the \$500 vehicle maintenance budget for animal control/code enforcement as the council had talked earlier.

Under the Fire Department, the city clerk had taken the SCBA annual maintenance cost out of the equipment budget and made it a separate line item so that it can be better tracked.

The city clerk has not received any information as to the cost of a professional map for the comprehensive plan. The city clerk put in \$250 for a map, there is \$500 for publications, and there is \$66 left in the Monsanto grant that the committee received.

The city clerk reported that the county road and bridge under the street fund will be \$4,000. She also reported that the state highway users went down due to population decreases also.

The road maintenance was increased a little. The city clerk questioned the Center Street project. She stated that a portion of the project will need to be budgeted from the local option fund. The council decided to take 50% of the Center Street project from the Street Fund and 50% from the Local Option Fund.

Vehicle maintenance in the Street Fund remained the same. The city clerk reported that the maintenance supervisor needs \$800 for tires. The city clerk reported that there is money in the FY2011 budget that tires could be bought with. The mayor stated that the maintenance crew would like a thumb for the backhoe. He asked the council how they

felt about buying one. A thumb would be about \$5,000. The thumb is used to help pickup things such as tree stumps and concrete, etc.

The city clerk reported that Bill with Idaho Rural Water Association informed her that several towns that are doing sewer projects are purchasing a jetted vacuum truck with their grant money to maintain the system and that they are using them for things other than cleaning out sewer lines. Soda Springs uses theirs for digging holes for water lines. The main sewer trunk line to the lagoons will need to be cleaned every five (5) years. The council will look into purchasing a jetted vacuum truck if there are funds available after the Phase II bids come in.

The city clerk stated that she was going to plug some money into painting crosswalks. Also there will be \$500 added for street signs. She reported that there are about 100 posts that need to be replaced with breakaway posts to comply with state law. Council expressed desire to look into a grant to purchase the breakaway posts.

\$10,000 was budgeted from the Street Fund and \$15,000 from the Local Option Fund to purchase a sander.

Sanitation Collection Fund was lowered to \$69,000 because of the 9% rate decrease. It was discussed that in the future there may need to be some wages budgeted from the Sanitation Collection Fund. There is some cash carry over in the Sanitation Collection Fund. The city clerk was advised to specify the cash carry over as landfill reserve just in case landfill fees or weights increase.

Water Fund is where the reservoir inspection fee will be taken from. There are plenty of funds for cleaning the reservoir this year. The City will get more bids.

The city clerk reported that she had increased the Water Fund restrictive cash. The city is required to increase the restrictive cash every year to satisfy lending requirements. The depreciation amount budgeted was the amount from the 2010 audit.

The city clerk will check with SICOG on the status of the sewer improvement project grant administration fees. The city may not need to budget any additional grant administration fees because all of the funding applications are done.

The capital improvement line item in the Sewer Fund is lower because the city has spent some of the funds to purchase the land application site and easements.

The city clerk clarified that the local option tax comparisons that was presented at the last meeting were for the 1% lodging funds. The clerks have recently done some comparisons with the retail and liquor and they are down some.

The city clerk has changed the July 4th law enforcement budget to include July 24th as the council had requested. The city clerk has separated the public restroom janitor wages

from the maintenance budget. \$5000 is budgeted for wages and \$4000 for maintenance/portable rentals.

In the Local Option Fund there is \$100,000 budgeted for street improvements,\$10,000 budgeted for Church Well pump reserve and \$15,000 to purchase a lawn mower as the council requested at the last meeting.

The city clerk reported that she had made a line item in the general fund to separate the cost for city hall garbage from the contract. The garbage cost for the parks will be paid from the park budget. There are also funds budgeted from the Local Option Tax to fund the extra large seasonal cans at the “Y” and the Main Street garbage receptacles.

\$5,000 was budgeted to start a replacement fund for the Main Street decorative lighting system. \$2,500 was budgeted to start a fund to purchase a newer fire engine.

The City Clerk reported that she was still working on the Tourism Development and Promotion budget calculations.

Budgeted funds for the East Main Park Development/Bridge Replacement will be carried over.

The city clerk stated that she was narrowing the budget calculations down to the last few items and that she needed to know how the mayor and council felt about employee wage increases this year. She would like to schedule a meeting for Monday or Tuesday to finalize the budget so that she can publish the hearing notice. The meeting was scheduled for Tuesday, August 16, 2011 at 5:30 p.m. to finalize the budget and discuss wages.

The city clerk reported that a fire proof four (4) drawer file cabinet is \$1700. She stated that if there is a fire proof file cabinet in the vault, she is going to pull one of them out and replace it with a regular file cabinet. The vault is all concrete; therefore fire proof file cabinets should not be needed. It was suggested that the city clerk check with Office Max on the price of a fire proof file cabinet. Vicky Lyon stated that if the city clerk would get an item number, she would check to see what she can get through her group purchasing.

Councilperson Beeson suggested moving \$50,000 from the park development/bridge replacement to the fire truck purchase. The council will consider and discuss it further at the next meeting.

The council thanked the city clerk for her work on the budget.

Discussion – Items from the audience.

Carl Brown complimented the mayor and city council for their dedication and work. He is very impressed with their efficiency.

Vicky Lyon expressed disappointment about the community service day. She didn't think it was right that it had been changed from the first intent (in memory of Rob Anderson)

before the steering committee ever met. She intends on bringing it up at the steering committee meeting later tonight.

Adjournment

A motion was made by Councilperson Lowe to adjourn. The motion was seconded by Councilperson Beeson. All voted aye, unanimous. The meeting adjourned at 6:50 p.m.

Trish Avery, Transcriber

Marshall N. Burgin, Mayor

Canda L. Dimick, City Clerk (proof read)

Approved September 8, 2011