

City of Rigby
Council Meeting Minutes
July 20, 2023

The Council President Harrison called the meeting to order at 7:00 pm Thursday, July 20, 2023. The pledge of allegiance was given by Aliza King and the prayer given by Doug Burke.

The mayor asked the clerk to call the roll:

Councilwoman King	Present
Councilman D Burke	Present
Councilman Orme	Present
Councilman Wilder	Present
Councilwoman Harrison	Present
Councilman R. Burke	Absent

Also in attendance: Mitch Bradley, Attorney Angell, Chief Fullmer

Amend Agenda:

Councilwoman Harrison moved to amend the agenda for an action item, the police purchase of an officer printer-copier. Seconded by Councilwoman King.

The chair called for a voice poll: all in favor none opposed.

Public Hearing - 2023 Water Facility Planning Study:

Tyrel Clark from Keller stood for questions; the chair called for public comment being none she closed the public hearing.

Councilman D Burke moved to approve the 2023 Water Facilities Planning Study seconded by Councilwoman King.

The chair called for a voice poll: all in favor none opposed.

Public Comment:

Robert Smith: Questioned the sewer line extension running along Annis Hwy and the recent expansion of the sewer plant, he felt both upgrades were being done to accommodate new subdivisions and growth after being told both the water plant and sewer plant could accommodate the recent annexation along Rigby Lake Drive.

Beer Sales Outside Rodeo Areana:

Jenny Kifer stepped forward to explain the tournament she was hosting at the rodeo grounds. She is requesting permission to have a catering license to sell beer during the tournament. The tournament (corn hole tournament) is a not-for-profit tournament to assist the youth in the Rigby area.

Council discussed the pros/cons in granting the exception for beer outside the rodeo arena, concerned with the precedent such an exception would be creating, security for the control of minors and others and interaction with the playground near the site.

Councilwoman King moved to allow beer to be sold with a catering license, control would be with wrist bands and security provided both by the Rigby police and Mrs. Kifer and the area contained to the immediate area of the tournament. Motion seconded by Councilman D Burke.

The chair called for a roll call vote:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	No
Councilman Wilder	Yes
Councilwoman Harrison	No

Bids for 5th West:

Mitch Bradley told the council that after last year's bids to straighten the dog leg along 5th West several contractors have expressed interest in doing the project if it were to be bid out this year. He feels with the interest the bids to straighten the dog leg could be under the \$600,000 budgeted for the project. He was seeking permission to bid the project out this year. All of the design work has been completed and paid for. The only cost would be the cost of publishing the bids.

Council discussed the need for the project, if the project was extending to 1st North, if doing the project would create problems/issues with the suit the city has against it, why pay for a project when other roads are in need of upgrading.

After discussion, Councilwoman King moved to table the item until the exact details of where the project would begin could be reviewed.

Councilwoman Harrison moved to allow the publication of bids.

Confusion arose as to which motion to act on. The attorney was consulted and Councilwoman Harrison withdrew her motion. Wherein Councilman Wilder seconded Councilwoman's King motion to table.

The chair called for a roll call poll on the motion to table:

Councilwoman King	Yes
Councilman D Burke	No
Councilman Orme	No
Councilman Wilder	Yes
Councilwoman Harrison	No

Councilwoman Harrison then moved to allow for the publication of bids on the 5th West seconded by Councilman Orme.

The chair called for a roll call poll on the motion to seek bids:

Councilwoman King	No
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Water Service to Teton Heights Subdivision:

Mitch Bradley stated he has been approached by Kip Archibald representing Teton Heights subdivision for the city to extend water service to the subdivision. The subdivision is just south of the Holbrooke church on 200 North and 4000 East. The city would be responsible for getting the water line to the property line of the subdivision at a cost of around \$50,000.

Council questioned if the city was extending services past its needs and ability to service, if sewer service was available or would be provided, how the water service would be billed, why was the city expanding into subdivision which are not being annexed. Councilwoman King felt water and sewer services should be provided. Mr. Bradley said the cost to the city for the sewer line would be extensive having to run the line from the Cottonwood school down 200 then south along 4000 E with a lift station and pressurized sewer line. As to the question of annexation the city can add a deed restriction to the subdivision that when the property qualifies for annexation the subdivision will be annexed into the city. The attorney concurred with the deed restriction being placed on the subdivision and recorded at the county.

Councilwoman King moved to allow for the service with both water and sewer being provided. Motion died for lack of a second.

Councilman Wilder moved to allow Mr. Bradley to negotiate for water services with the subdivision seconded by Councilman D Burke.

The chair called for a roll call poll on the motion:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Purchase of Flow Meter:

The wastewater treatment plant is in need of a replacement flow meter as the current meter is beginning to fail and needs major repairs. Scott Humphreys has a new one located being the same as the existing one for a cost of \$8,152.63 plus freight. He stated the old one will be repaired and kept as a backup pump in case of failure on the new one.

Councilwoman King moved to approve the purchase of the flow meter for \$8,152.63 plus freight seconded by Councilwoman Harrison.

The chair called for a roll call poll on the motion to purchase:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Approve Change Order with HK Contractors on the Blaine Street sewer line:

Mr. Bradley stated the issues involving the sewer line and the road on Blaine Street having to be expanded beyond the budget and a change order would be coming from HK on the added cost. HK has

presented a change order in the amount of \$19,542.75 which extends the soft spots in the road (\$18,462.75) and adding geogrid tech (\$1,080). The cost of widening the trench amount to \$22,376.38 which HK deducted from the change order leaving the change order at the price of \$19,542.75. Mr. Bradley felt this was fair and reasonable.

Councilwoman King moved to approve the change order seconded by Councilwoman Harrison.

The chair called for a roll call poll on the motion:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Budget review:

The clerk presented the completed budget for all funds for expenditures and revenues. Since the packet was mailed out Friday the rest of the other funds were reviewed and completed. He reviewed the property tax levy which tentatively is set at \$1,866,038 up from last year's levy of \$1,707,059. He shifted the allocation of sales tax from the various funds putting more into the capital improvement fund. He also commented that the city picked up roughly 200 more connections and given the increase in utility users he does not see a need for additional utility fees for the upcoming year. He did budget and make changes in the new fund for the water tank. Mitch said he needs to upgrade the water line running under the overpass on Hwy 48. The cost est. at \$500,000 have been added to the proposed loan needed for the water tank. The city has \$2.3 million in funds available from the water fund which will reduce the borrowing needed for the \$5 million project to \$3.3 million. The monthly rate increase after the tank is in service is estimated to be \$7.53 per month per user.

Call for public hearing on 2023/24 budget:

Councilwoman Harrison moved to hold the public hearing and to advertise the budget and hearing on the 2023/24 budget on August 17, 2023 seconded by Councilwoman King.

The chair called for a voice poll: all in favor none opposed.

Ordinance setting mayor and council pay:

Council in an earlier meeting moved to increase the pay for the council and mayor. Action to increase either needs a public hearing within 75 days of the city's general election.

Councilwoman King moved to hold the public hearing and to advertise same on August 3, 2023 motion seconded by Councilman Wilder.

The chair called for a voice poll: all in favor none opposed.

Quarterly Interfund Transfers:

The clerk presented the quarterly interfund transfers from the enterprise funds to the general fund along with three other transfers as noted below.

	<u>To:</u>	<u>From:</u>
General Fund	18,750	
Water Revenue		6,250
Sewer Revenue		6,250
Sanitation		6,250
Airport	6,000	
General Fund		6,000
Capital Improvement	100,000	
Internal Service Fund		100,000
Water Block Grant	2,323,192	
Water Revenue		1,400,000
Capital Improvement		923,192

Councilwoman King moved to authorize the transfers seconded by Councilman Wilder.

The chair called for a roll call poll on the motion:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Police Dept:

Monthly Activity Report:

The chief reviewed the monthly activity report showing number of incidents occurring for the month of June.

Purchase of Copier:

The police department was in need of a copier printing machine. The police took the machine the city had but it is too expensive to get it to scan and copy. He has funds remaining in his budget for a new copier which he has obtained a quote of \$4,700 from Valley Office Supply.

Councilman D Burke moved to approve the purchase of the copier from Valley for \$4,700 seconded by Councilwoman King.

The chair called for a roll call poll on the motion:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Other Council Business:

Library Elevator: No one present for discussion – item tabled

Taco Stand: No one present for discussion – item tabled

Annual Employee Picnic: Councilman D Burke reminded everyone of the picnic to be held Thur July 27 at 6:00pm in the Veteran Shelter.

Approval of Minutes:

Councilwoman King moved to approve the minutes of July 6, 2023 seconded by Councilman Orme.

The chair called for a voice poll: all in favor none opposed with Councilwoman Harrison and Councilman Wilder abstaining.

Approval of Bills:

The stated there was a late bill from Tobin Restoration for \$1,000 which needed to be added to the bill list, the deductible portion of the water damage occurring in the police department.

Councilwoman King moved to approve the bills including Tobin's seconded by Councilman Wilder.

The chair called for a roll call poll on the motion:

Councilwoman King	Yes
Councilman D Burke	Yes
Councilman Orme	Yes
Councilman Wilder	Yes
Councilwoman Harrison	Yes

Adjournment:

Councilwoman King moved to adjourn seconded by Councilman D Burke.

The chair called for a voice poll: all in favor none opposed.


Meeting Adjourned: 9:30pm

CITY OF RIGBY



Rebecca Harrison, Council President

ATTEST:


David Swager, Clerk