

# NOTUS CITY COUNCIL MEETING MINUTES

January 3, 2023 @ 7:00PM

at Notus City Hall, 375 Notus Rd, Notus, ID, 83656

## 1. Meeting Called to Order

Meeting was called to order at 7:03 pm by Mayor David Porterfield.

## 2. Roll Call

Roll call was taken with the following results: Councilwomen Michelle DeGiorgio and Bonnie Emly, Council President, Steve Ahlborn, and Councilman Devin Krasowski, present. Also present were Mayor, David Porterfield, City Planner, Antonio Conti and City Attorney, Joe Suthers.

## 3. Pledge of Allegiance

## 4. Public Concerns/Comments, limited to 3 minutes each

Mayor recognized Randall Taylor from 348 Elgin Ave. Randall gave Council and Mayor a booklet on Accessory Dwelling Units (ADU) to review. Booklet has information and definition from 3 other states about ADU's.

## 5. Consent Agenda, Action Items

### 5.1 Disbursement List

Krasowski motioned to approve the disbursements in the amount of \$15,535.32. Emly seconded. Roll call was taken with the following results: Krasowski; yes, Emly; yes, Ahlborn; yes, DeGiorgio; yes. Motion carried.

### 5.2 Council Meeting Minutes

Krasowski motioned to approve meeting minutes of December 5<sup>th</sup>, 2022. Emly seconded. Roll call was taken with the following results: Krasowski; yes, Emly; yes, Ahlborn; yes, DeGiorgio; yes. Motion carried.

### 5.3 Committee Meeting Minutes: Library, Community Events

NONE

## 6. Business

### 6.1 FY 2022-23 Audit Report and Approval, ACTION ITEM

Mayor commented topic should be FY 2021-22. Jordan Zwygart presented the audit and reviewed with Council. He verified internal controls are in place. Krasowski motioned to accept the FY2021-22 Audit Report. Ahlborn seconded. Roll call was taken with the following results: Krasowski; yes, Ahlborn; yes, DeGiorgio; no, Emly; yes. Motion carried.

### 6.2 New Library Board Member Approval, ACTION ITEM

Mayor stated that Lupita Connors has resigned, and Library Board is asking Council to accept Ashley Ortiz as a new member. Emly motioned to accept Ashley Ortiz as the new Library Board member. DeGiorgio seconded. Roll call was taken with the following results: Emly; yes, DeGiorgio; yes, Ahlborn yes, Krasowski; yes. Motion carried.

### 6.3 Proposal for a Community Service Volunteer, ACTION ITEM

Mayor stated that Mike and Linda Vorse have been acquainted with inmate Phillip Walker (47 years old). If he is paroled, part of the requirement is to do community service. Mike Vorse commented that he has known Phillip for 27 years and is willing to bring him into his home when he gets paroled. Linda Vorse stated that Phillip has turned his life around. He was baptized and has committed his life to God. She is very proud of the man he has become. He has educated himself, received his GED, and has completed a course to become a master cabinet maker. He was featured in a news article about prison inmates. They spend hours visiting him at the prison. The Vorse's have written a book about this experience. A copy is available at the Notus Public Library. Phillip has been in prison most of his life, convicted of murder. But he has turned his life around. Mayor commented that Mike and Linda have invested a lot in this man and

have been rewarded in that experience with love and friendship from Phillip. Mayor stated that he has some idea of projects that needs to be done such as shelving for storage in the community center and Library, and installation of insulation in storage room at City Hall. Discussion. Ahlborn motioned to approve Phillip as one of our community service volunteers. Krasowski seconded. Parole board hearing will be January 12, 2023. Phillip has been offered work at Goodwill and St. Vincent DePaul doing furniture repairs for resale. Roll call was taken with the following results: Ahlborn; yes, Krasowski; yes, DeGiorgio; yes, Eml; yes. Motion carried.

#### **6.4 Heater at Sewer Headworks Building, ACTION ITEM**

Mayor stated that electricians were called to fix the heater several times and it worked for a short while then stopped again. Unit had a one-year warranty and is three years old now. This is a specialized explosion proof unit. Manufacturer said it would need to be sent back to them for repair at City costs. Tyler has tried to insulate to reduce freezing in the old weather. We are all disturbed by the need for repairs already. Tyler has looked at other heat options. Perhaps install a outside unit and pipe air inside? The moist inside environment is hard on equipment even with the manual exhaust fan. Krasowski stated that we need to find out why an internal unit was installed. There must be a reason for it. Mayor commented that we can go back to the manufacturer about warranty and quality, or go with bid from Foundation Heating and Air and replace it or look into a outside unit. Ahlborn would like to request help from the manufacturer or look into an outside unit.

#### **6.5 COMPASS: United Planning Work Program, ACTION ITEM**

A planning group (from several different agencies) met with staff in November to discuss City needs and how they can help with funding. It may be possible to get a grant loan combo towards a no match loan. Could rebuild collector streets, Notus Road, Jasper Ave, 3<sup>rd</sup> Street. Group could help complete the paper work and get engineered plans and construction started within 2 years rather than the normal process that takes five years or more. All they will need is a request for help letter from the City by February 15, 2023. This help is at no charge to COMPASS members, which we are. Our 2015 Transportation plan lists street improvements cost from 5 to 9 million. Ahlborn motioned to fill out the application/letter and submit it to the United Planning Work Program. Krasowski seconded. Roll call was taken with the following results: Ahlborn; yes, Krasowski; yes, DeGiorgio; no, Eml; yes. Motion carried.

#### **6.6 Engineer Task Orders: related to Development of Capital Improvement Plan, ACTION ITEM**

Mayor stated that all the tasks are related to the Capital Improvement Plan. Our current (waste water) plan indicates that when we reach capacity, land application is our back up plan. That is no longer feasible since rules have changed and we need to own the land for land application. Also land application is exceeding complicated. If we can't do it, what can we do for an alternative? Plans must be made before hand so that future developments pay their part of the costs. Tyler stated that Stuart has been given copies of the WW flow chart data needed to update our WW plan. There is a deadline of January 12<sup>th</sup> for letters of interested to be submitted for facility expansion. City Planner, Antonio feels that costs can be estimated to update the system and that can be done before the capital improvement plan is completed and without an updated facility plan.

#### **6.7 Task Order for Surveying and Development of Sewer Line Easement for 3<sup>rd</sup> Street, ACTION ITEM**

Sewer line has been located and a manhole installed south of Tuttle Lane. We will need to do a survey and record an easement on the properties affected. Cost is about \$2,500.00. Mayor recognized Mr. Grooms of 694 3<sup>rd</sup> Street. He is concerned about the manhole being below dirt grade and the location is in the direct path of the open irrigation ditch. He asked what the City is going to do about that. Mayor stated that it is up to the users to figure that out. City has no authority to make changes to the irrigation system. Krasowski motioned to allow the mayor to sign the task order (for 3<sup>rd</sup> Street easements) Ahlborn seconded. Ahlborn commented that he appreciates the Grooms for all their input and patience with locating the sewer line. Roll call was taken with the following results: Krasowski; yes, Ahlborn; yes, DeGiorgio; no, Eml; yes. Motioned carried.

#### **6.8 Acoustics - Council Chamber Carpet, ACTION ITEM**

Item will be brought back at a later date.

**6.9 Accessory Dwelling Unit, discussion**

Item with be brought back at a later date.

**7. Mayor & Council Comment**

NONE

**8. Adjournment**

Krasowski motioned to adjourn at 9:30 pm. Ahlborn seconded. All in favor. Motion carried.

Respectfully submitted by Loretta Vollmer, idCMC. \_\_\_\_\_

Approved by David Porterfield, Mayor \_\_\_\_\_