

**CITY COUNCIL MEETING MINUTES**  
**October 17, 2022 @ 7:00PM**  
at Notus City Hall, 375 Notus Rd, Notus, ID, 83656

**1. Meeting Called to Order**

Meeting called to order at 7:02 pm by Mayor, David Porterfield.

**2. Roll Call**

Roll call was taken with the following results: Councilwoman, Bonnie Emly, Council President, Steve Ahlborn, and Councilman Devein Krasowski, present. Also present were Mayor, David Porterfield, City Planner, Antonio Conti and City Attorney, Joe Borton. Councilwoman Michelle DeGiorgio was an authorized absentee.

**3. Pledge of Allegiance**

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

Chris Grooms of 694 3<sup>rd</sup> Street was recognized by the Mayor. He is concerned about the sewer line which runs along the east side of his property line to Jasper Ave. He would prefer a new line to be run along 3<sup>rd</sup> Street.

**5. Consent Agenda, Action Items**

**5.1 Disbursement List**

Krasowski motioned to pay the disbursements. Emly seconded. Discussion.

**CLERK NOTE \*\* Councilwoman, Michelle DeGiorgio joins meeting at 7:08 pm.**

Roll call was taken with the following results: Krasowski; yes, Emly; yes, Ahlborn; yes, DeGiorgio; abstain. Motion carried.

**5.2 Council Meeting Minutes**

Krasowski motioned to approve meeting minutes from September 6, 19, and October 3<sup>rd</sup>, 2022. Ahlborn seconded. Roll call was taken with the following results: Krasowski; yes, Ahlborn; yes, Emly; yes, DeGiorgio; yes. Motion carried.

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

Ahlborn motioned to accept into record Community Events meeting minutes of October 4, 2022, and the Library Board meeting minutes of September 14, 2022. Emily seconded. Roll call was taken with the following results: Ahlborn; yes, Emly; yes; Krasowski; yes, DeGiorgio; yes. Motion carried.

**6. Staff /Professionals Reports**

**6.1 Treasurer**

Treasurer, Marie Eilers reviewed balance sheet from September with Council. She commented that the fiscal audit is scheduled for October 31, 2022.

**6.2 Public Works**

Public Works Supervisor, Tyler Martin stated that one VFD has shipped. Waiting on news about the other 2. He has been doing crack sealing around the light poles at City Hall to help prevent water damage to asphalt. Discharge (wastewater) season begins November 1<sup>st</sup>.

**6.3 City Clerk**

City Clerk, Loretta Vollmer reported that in September 5 burn permits and 1 reroof with and addition were issued. No written complaints were received. Community Center was rented once. 45 customer credit card payments were processed. Notus google results: 21 phone calls, 63 requests for directions, 41 website visits and 235 profile reviews.

**6.4 Public Safety and Law Enforcement**

Council reviewed the Parma Police Report. It is still vague. Mayor stated that if Council will fill out the survey, he handed out to them last meeting and indicate what they want to see on the reports, he will work with Parma to get better information on the reports.

## **7. Business**

### **7.1 Water Facility Plan Amendments, ACTION ITEM**

Mayor asked City Clerk if any written comments were received on the Water Facility Plan. She stated that none were received. Mayor reviewed section 7.1 project prioritization of facility plan with Council. Included source of supply, booster pumping, finished water storage, and transmission & distribution, alternatives and priority 1,2,3 designations. Mayor had a conversation with Mike Woodworth of Mountain Waterworks who suggested selection of several priority 1 and 2 items. That will qualify us for funding if needed, from an outside source. Mayor and Tyler favor updating the booster at well 4. This can be self-funded. Ahlborn noted that Tyler's choices for VFD seems to be on point. City Planner, Antonio asked how does this fit with future development? Mayor stated development agreements may help cover some of the costs. Antonio suggested to prioritize what is needed for development to move forward safely like VFD's, generator, and auto transfer switch. Mountain Waterworks wanted a second redundant well before they would issue will serve letters. Tyler stated that there is a water problem because when a hydrant is opened, water pressure drops fast. This makes flushing the system as needed very hard. Krasowski commented to select all of priority 1 and then chip away at the priority 2 as we can. Tyler stated that he doesn't agree with the suggested plan of not rehabbing well #2 and water tower. The tower offers water storage and backup pressure. If the arsenic gets too high, we could use it as non-potable water to fill water trucks for area businesses. Krasowski motioned to included priority 1 and 2 alternatives selection from the water facility plan. Ahlborn seconded. Roll call was taken with the following results: Krasowski; yes, Ahlborn; yes, Eml; yes, DeGiorgio; no. Motion carried.

### **7.2 Paige Wireless Agreement ACTION ITEM**

The updates have not yet been completed for council review. Item will be brought back to Council.

### **7.3 Staff Raises, ACTION ITEM**

Mayor reviewed calculations from the current FY 22-23 budget that was approved on August 15, 2022. Ahlborn asked if part time maintenance and Librarian should be in the same classification and questions the 1% raise for clerical. Mayor indicated that clerical raise last year was 20% to bring more in line with then proposed federal minimum wage. He suggested the 3.4% for PT maintenance and Librarian to bring closer to competitive wages. DeGiorgio motioned to approved the employee wage increases as listed on the worksheet "Employee wage proposals for FY 2022-23". Eml seconded. Krasowski commented that the last two rows listed may need attention sooner as City couldn't replace current positions for these wage amounts. Mayor reminds Council that in the last two years, staff has received 20%+ in raises. Roll call was taken with the following results: DeGiorgio; yes, Eml; yes, Ahlborn; yes, Krasowski; yes. Motion carried.

### **7.4 Treasure Valley Partnership, Membership, ACTION ITEM**

Krasowski motioned to approve and pay the \$61 annual membership dues for Treasure Valley Partnership. Ahlborn seconded. Roll call was taken with the following results: Krasowski; yes, Ahlborn; yes, Eml; yes, DeGiorgio; no. Motion carried.

### **7.5 Development Planning Agreement, Kate Dahl, ACTION ITEM**

Mayor introduced Kate Dahl of Rural Planning Consultants, LLC., former Canyon County Planner. Mayor commented that we can get her help to establish specific plans, quickly. We will then have a finished product to show future developers of our city needs and wants. Kate stated that she can help with development agreements that will include funds for infrastructure and a capital improvement plan. She can spearhead the action needed, with City professionals and staff help, to get written documents needed put into a final, presentable document for Council approval. Mayor would like to involve the community members as well, for input. Kate suggested a open house forum or a survey to reach community members. Ahlborn motioned to approve (allow Kate to) supervise 5 year capital improvement plan including development agreement templates, items 1 through 16 on the scope of work for \$9,500. Krasowski seconded. Roll call was taken with the following results: Ahlborn; yes, Krasowski; yes, Eml; yes, DeGiorgio; no. Motion carried.

### **7.6 Notus Tomorrow -Vision Committee, ACTION ITEM**

Mayor reviews resolution #15-5, establishing a special committee called the "Notus Tomorrow-vision Committee" with Council. He would like to engage citizens willing to envision what the city could look like. There could be subcommittees to encourage and engage interested citizens to participate. Ahlborn wondered who would be the

city facilitator since he feels that the citizens need to feel that their opinions are important and their time is valued. Perhaps a member could give a report to Council at the meetings.  
DeGiorgio motioned to accept the community search for members for the Committee. Krasowski seconded. Voice vote. All in favor. Motion carried.

**8. Mayor & Council Comment**

NONE

**9. Adjournment**

DeGiorgio motioned to adjourn at 9:24 pm. Krasowski seconded. All in favor. Motion carried.

Respectfully submitted by Loretta Vollmer, idCMC, Notus City Clerk \_\_\_\_\_

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