

CITY COUNCIL MEETING Minutes
Monday October 21, 2019 @ 7:00PM at Notus City Hall

1. Meeting Called to Order

Meeting was called to order at 7:05 pm by Mayor, David Porterfield.

2. Roll Call

Roll call was taken with the following results: Councilwoman, Michelle DeGiorgio present. Councilmen John Higgins and Steve Ahlborn, present. Mayor David Porterfield, Attorney, Todd Lakey, and waste water operator, Mike Black also present. Councilwoman Bonnie Emly was absent.

3. Pledge of Allegiance

4. Public Concerns, Comments

NONE

5. Consent Agenda, Action Items

5.1 Disbursement List:

Ratify approval of Disbursement List from 10-7-19

DeGiorgio motioned to approve the disbursements list from 10-7-19. Ahlborn seconded. Roll call was taken with the following results: DeGiorgio; yes, Ahlborn; yes, Higgins; yes. Motion passed.

Ahlborn motioned to approve the disbursements list from 10-21-19. Higgins seconded. Roll call was taken with the following results: Ahlborn; yes, Higgins; yes, DeGiorgio; no. Motion passed.

5.2 Council Meeting Minutes

Higgins motioned to approve the city council meeting minutes of 10-7-19 as presented. Ahlborn seconded. DeGiorgio wanted to comment on section 8. stating that she contacted Jim from ICRMP and he told her he never said council should never see employee evaluations. He suggested it be put in a policy or procedure manual if that is something we chose to do. But if it is not in your policies then as long as it is a full council action and in executive session, then council is able to. DeGiorgio asks “where is the transparency. Evaluation and wage review. Can’t have one without the other”. Ahlborn commented that wages don’t necessarily relate to a performance review. There are cost of living wage increases and then there are performance increases. City Clerk stated to clarify her previous comments made last meeting, she reviewed her past class conference notes and on there it was stated that a **single** council member should never see an employee evaluation but an entire council acting as one, may. City Attorney stated that any action (to review employees or time cards) should be done in executive session.

Roll call was taken with the following results: Higgins; yes, Ahlborn; yes, DeGiorgio; no. Motion passed.

5.3 Committee Meeting Minutes: Library, Community Events Committee

DeGiorgio motioned to accept into public record library board meeting minutes from Aug 14 and Sept 11, 2019. Ahlborn seconded. Roll call was taken with the following results: DeGiorgio; yes, Ahlborn; yes, Higgins; yes. Motion passed.

6. Staff Reports

6.1 Treasurer

Treasurer, Marie Eilers reported that her computer is being worked on by our IT and she could not present any reports tonight.

7. Professional's Reports

7.1 Engineer: Mountain Waterworks

NONE

DeGiorgio motioned to amend the agenda by adding 7.2, Wastewater Report from Mike Black. Ahlborn seconded. Voice vote. All in favor. Motion passed.

7.2 Wastewater: Mike Black

Mike Black reported that we are discharging again. The new system is getting the bugs worked out. He will have a list of needed equipment to Council soon. He also suggested a well be constructed for the effluent site for water. He needs 45 gallons about every 3-5 days for mixing the dichlorination solution. It does not need to be a potable water source.

8. Business, Action Items

8.1 Waste Water Improvements Project Closure

Mayor stated that Stuart is coordinating the last of the project payments owed although he has not heard from the bonding company yet.

8.2 Lagoon Road Improvements

The roads to the lagoon need some improvements. Gravel road mix should be sufficient. Mayor will get more complete estimate. The area around pond 1 needs the most work. Mayor invites Council to take a trip down there to see the area.

8.3 Maintenance Position Job Description and Update

Mayor presented a job description for the maintenance supervisor and a water operator. A potential candidate has sought us out and seems to be a great fit for the positions. Mayor stated that this individual is well qualified. Mayor wonders if this could be 2 separate positions, held by one person. DeGiorgio asks why not advertise the job for other people to apply? City attorney comments that we should follow the current personnel policy to hire. Also not sure if we can hire an employee and then contract with him. This may fall under the fair labor act with overtime, etc.. Mayor did have some questions of on that. We can just combined the jobs into one if needed.

8.4 Employee Evaluations and Annual Wage Review

Mayor states that he has done employee evaluations and met with all staff. Each has performed satisfactory or above and he recommends the wage raises that we budgeted for the clerical and maintenance staff.

Ahlborn motioned to approve the Mayor's evaluations and the recommended wage raises for the 2 part time maintenance and the 2 clerical employees.

Discussion was halted by City Clerk when subject turned to "executive session only" topics, as explained by the City Attorney, Todd Lakey.

Councilwomen DeGiorgio abruptly leaves the meeting at 7: 56 pm. Meeting cannot continue for lack of a voting quorum. Meeting closed.

8.5 Well #4 Building Construction

8.6 Future Notus Road Rebuild Project

8.7 Comprehensive Plan Discussion

- 9. Executive Session (Idaho Code 74-206(1)(f)) ; (f)to communicate with legal counsel the legal ramification of and legal option for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.**

10 Mayor & Council Comment

11. Adjournment

Respectively submitted by Loretta Vollmer, City Clerk _____

David Porterfield, Mayor _____