

**CITY COUNCIL MEETING Minutes**  
Regular Session: **MONDAY November 4<sup>th</sup>, 2019**  
@ 7:00PM at Notus City Hall

**1. Meeting Called to Order**

Mayor called meeting to order at 7:03 PM.

**2. Roll Call**

Roll call was taken with the following results: Council woman Michelle DeGiorgio and Council President, Bonnie Emly, present. Councilmen John Higgins and Steve Ahlborn, present. Mayor, David Porterfield and City Attorney, Todd Lakey present.

**3. Pledge of Allegiance**

**4. Public Concerns, Comments**

NONE

**5. Consent Agenda, Action Items**

**5.1 Disbursement List**

Emly motioned to pay the disbursements as listed. Higgins seconded. DeGiorgio questioned the bill for Young's Paving since there is still some pot holes. Mayor commented that we were short on funds, we fixed what we could. The pot holes will be filled in by maintenance personnel. Roll call was taken with the following results: Emly; yes, Higgins; yes DeGiorgio; abstain, Ahlborn; yes. Motion passed.

**5.2 Council Meeting Minutes**

DeGiorgio motioned to approve Council meeting minutes from Oct 21, 2019 as written. Ahlborn seconded. Higgins asks for a reason as to why DeGiorgio abruptly left the last Council meeting.

Mayor stated that this subject will be covered in executive session.

DeGiorgio stated she would like to answer it real quick since she wrote something up for it.

Mayor stated that this is an item that is normally handled in executive session and at this point and time, recommends that this be handled there.

DeGiorgio stated she would like it to be more transparent than that. She read from comments she prepared, stating she meant to contact Mr. Higgins, and the others. She truly wasn't feeling well and not on her best. It was far better for her to have left the meeting than to ask questions that would have taken Council into executive session. At which point does not show transparency. Commenting that Mr. Higgins insight is admirable and needed in this community. Stating the Kings, Higgins Taylors, Ryans just to name a few are what makes this community a worthy place to live. She thanks him for his insight and integrity. As for leaving meetings, pain overrides her ability to stay.

Higgins commented that had he known she was not feeling well and that that was the reason for her departure, had she simply told Council... He got the impression that because of the long amount of work that she put into the designing a full time worker for the city to be the supervisor of maintenance and because the report was out that it would be a part time position and would be combined with the water operator, he assumed that she was upset about that. And because she was upset about that, she left in a huff. So he is sorry that he misunderstood and that she was in pain and not feeling well. He comments, "I wish I had known that".

DeGiorgio commented that she should have said so and that she has left meetings upset before. But sometimes she gets migraines, especially when there's, what she feels is

inequity and she sometimes just can't take it. She apologized for leaving in the fashion that she did. Higgins states that we understand and agree then. DeGiorgio stated yes sir. Higgins thanked DeGiorgio.

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

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

NONE

6. **Executive Session; (Idaho Code 74-206(1) (b) (f)) (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.**

DeGiorgio motioned to go into Executive Session; (Idaho Code 74-206(1) (b) (f)) (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated at 7:22 pm.

Emly seconded. Roll call was taken with the following results: DeGiorgio; yes, Emly; yes, Higgins; yes, Ahlborn; yes. Motion passed.

DeGiorgio motioned to leave executive session at 8:29 pm. Ahlborn seconded. All in favor.

Back to regular session.

7. **Business, ACTION ITEMS**

#### **7.1 Employee Evaluations and Annual Wage Review**

Mayor stated that he has done employee evaluations and met with all staff. Each has performed satisfactory or above and he recommends wage increases of 3% for clerical and 5.4% for maintenance staff. Emly motioned to approve raise for clerical of 3% to \$13.40 and maintenance of 5.4% to \$9.75. Higgins seconded. Roll call was taken with the following results: Emly; yes, Higgins; yes, DeGiorgio; abstain, Ahlborn; yes. Motion passed.

#### **7.2 Sewer Lagoon Entrance Road Conditions/Gravel**

Mayor has been trying to get bids with little success. Subject will be tabled.

#### **7.3 Full Time Maintenance Position**

Mayor stated the public works supervisor/public drinking water operator will be combined. Advertising the job opening is not covered in our current policies so it doesn't have to be advertised. Despite that, in order to do in a more unified direction with Council, he has decided to advertise the job opening, even though it was not required. It has been out for almost 2 weeks now. We will take those candidates combined with the walk in candidate for consideration in hiring an employee. Mayor has rewritten the job description and has worked on a pay scale proposal, with amount budgeted, for Council review and comment.

Class 1 certification	years of exp.	Range of start pay
	-0	\$13.50
	1 - 5	\$13.75 - \$14.74
	6 - 10	\$15.00 - \$16.00
	11 - 15	\$16.25 - \$17.25
	16 - 20	\$17.50 - \$18.50

Starting wage under this class of Certification would have a scaled increase of wage in increments of \$0.25 per year of experience.

Proposed (budgeted) wage breakdown per fund would total \$27,456.00. Would still leave enough to cover costs if we have a bad winter.

DeGiorgio asks how we can justify 2 part time and one full time employees. Mayor commented there would be some rescheduling of hours and such.

Ahlborn commented that the breakdown with years of experience looks good but wonders if the \$18.00 an hour is doable. Higgins asked if someone is willing to get a license is that OK to apply? Mayor comments yes since we currently have a back-up operator running our system now. Mayor shared wages from other communities ranging from \$13.48 to \$20.75. Emly and Higgins agreed with the written pay scale. Ahlborn asked if it is in the budget to maintain that pay scale. Mayor responds that it is, since for the last 2 years we have not paid our any Public Works supervisor costs (yet is remained in the budget). This would be 32 hour, full time position.

Ahlborn motioned to approve the Public Works Supervisor/public drinking water operator position wage as presented: -0 years \$13.50, 1 – 5 years, \$13.75 - \$14.74, 6 – 10 years, \$15.00 - \$16.00, 11 – 15 years, \$16.25 - \$17.25, 16 – 20 years, \$17.50 - \$18.50, 21 years \$18.75. Higgins seconded. Roll call was taken with the following results: Ahlborn; yes, Higgins; yes, DeGiorgio; yes, Emly; yes. Motion passed.

#### **7.4 Well #4 Building Construction**

Tabled

#### **7.5 Future Notus Road Rebuild Project**

Mayor stated that there is a grant from COMPASS for engineering of the Notus Road improvement project. This needs Council comments, decision and approval to get started. Will bring this back to the next meeting.

#### **7.6 Comprehensive Plan Discussion**

Tabled

### **8. Mayor & Council Comment**

NONE

### **9. Adjournment**

DeGiorgio motioned to adjourn at 9:31 pm. Emly seconded. All in favor. Motion passed.

Respectively submitted by Loretta Vollmer, City Clerk \_\_\_\_\_

David Porterfield, Mayor \_\_\_\_\_