

CITY COUNCIL MEETING MINUTES
March 20th, 2023 @ 7:00PM
at Notus City Hall, 375 Notus Rd, Notus, ID, 83656

1. Meeting Called to Order

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

2. Roll Call

Roll call was taken with the following results: Council President, Steve Ahlborn, Councilwomen, Michelle DeGiorgio and Bonnie Emly, all present. Mayor, David Porterfield, also present. Councilman Devin Krasowski was approved absence.

3. Pledge of Allegiance

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

NONE

5. Consent Agenda, Action Items

5.1 Disbursement List

Ahlborn motioned to approve the disbursements in the amount of \$5,881.72. Emily seconded. Roll call was taken with the following results: Ahlborn; yes, Emly; yes, DeGiorgio; no. Motion carried.

5.2 Council Meeting Minutes

City Clerk stated that the minutes from Feb 27, 2023, were mistakenly titled agenda and should be MINUTES. Ahlborn stated that on the March 6 minutes, at item 6.2 there is a spelling error of contiguous. Emly motioned to approve the meeting minutes of February 21st and 27th, 2023 and March 6th, 2023. DeGiorgio seconded. Roll call was taken with the following results: Emly; yes, DeGiorgio; yes, Ahlborn; yes. Motion carried.

5.3 Committee Meeting Minutes: Library, Community Events

Ahlborn motioned to accept into record the Community Events Committee minutes from March 14, 2023, and the Library Board meeting minutes from February 8, 2023. DeGiorgio seconded. Roll call was taken with the following results: Ahlborn; yes, DeGiorgio; yes, Emly; yes. Motion carried.

6. Staff /Professionals Reports

6.1 Treasurer

Treasurer, Marie Eilers, presented Council with the February fund balance sheet with LGIP interest rates listed. She also stated that we were awarded the Lhtac grant for street signs.

6.2 Public Works

Tyler Martin reported that he has stopped WW discharge due to lack of flow from the lagoons. He may resume in April. All required reports have been submitted to DEQ. The heater has been ordered for the headworks building. As soon as the old one is removed, it will be sent to the manufacturer for repair estimate. He stated that the irrigation ditch between View Drive and 3rd Street will be repaired with underground piping. Cost will be about \$2,000.00, including raising the manhole to grade. He is also working with AME Electric to get an installation date for the VFD's. He has also ordered the flow and temperature probs, with installation will be \$1,700.00. Flow and temperature measurements are required on the DMR report to DEQ. In preparation for summer he has ordered oil and filters for the side by side and the mowers. Jobs coming up will include the removal and repair for the WW aerators, clean and vac out chlorine contact chamber, repair dechlor pump, order weed spray (use sparingly). DeGiorgio requests use of the County work crew for ditch cleaning and weed pulling.

6.3 City Clerk

City Clerk, Loretta Vollmer reported that Google reports indicate that we received 16 phone calls, 74 people asked for directions to City Hall, 41 visits to our website, and 63 searches for the City of Notus. 4

burn permits and 2 building permits were issued last month. One for a new mobile home. 63 credit card transactions and 4 community center rentals, plus 2 4-H rentals were taken.

6.4 Public Safety and Law Enforcement

Council reviewed Parma Police incident report. DeGiorgio asked for more detail on reports like length of calls.

7. Business

7.1 City Planner, Antonio Conti, Disclosure Statement

City Planner, Antonio Conti stated that he wants to help the Williams family (from last meeting) with the paperwork required for annexation. This would be pro bono, meaning no charge to them or the City.

7.2 Request for Use of Community Center at no charge for Community Thanksgiving Feast Event, ACTION ITEM

Resident Ann Ermland requested the use of the center to hold a free thanksgiving dinner for the community. She has contacted the Community Events Committee and will be at their next meeting to make this request as well. DeGiorgio motioned to allow Ann and her family to use the Community Center at no charge, for the Thanksgiving feast. Emly seconded. Ahlborn requested that this be under the umbrella of the Community Events Committee. DeGiorgio asked if they would be seeking donations and Ann indicated that they would be. Roll call was taken with the following results: DeGiorgio; yes, Emly; yes, Ahlborn; yes. Motion carried.

7.3 Acceptance of Library Board Approval of New Library Director, Rhonda Wickland, ACTION ITEM

Mayor stated that Ann Misner will be retiring in May. The Library Board has approved Rhonda Wickland to replace her. DeGiorgio motioned to accept Rhonda Wickland as the new Library Director. Emly seconded. Roll call was taken with the following results: DeGiorgio; yes, Emly; yes, Ahlborn; yes. Motion carried.

7.4 Library Request for Extra Funds to compensate New Library Director during training period, ACTION ITEM

Mayor stated that Ann will be training Rhonda in library operations, grant writing, etc. She has offered to split her allotted time with Rhonda for compensation. Mayor suggested parttime hourly compensation during training. Estimated hours of 16-24 hours at \$12.42 per hour. Library fund could cover \$100 and City would cover \$200. Ahlborn asked what does Rhonda want? What are they thinking? 2 hours every week or? Let's ask them before deciding on compensation. Decision tabled.

7.5 Museum Propane Cost and City Leased Building Access, ACTION ITEM

Mayor asked Council if the City should continue to pay the propane costs of the museum? The costs have exceeded our yearly budget by about \$400 already. This new company, Ed Staub, requires automatic top off since this was a requested small tank. (if tank runs empty, they can't refill until entire system is checked for leaks) Museum Director Renee Taylor stated the heat was on low during the unoccupied winter months. They were not aware of the autofill ups and now have turned the heat off. Ahlborn stated it seems one entity is spending and another entity is using. Perhaps a cost sharing is more in order. Ahlborn motioned to discontinue Ed Staub autofill ups. Motion dies for lack of second. Renee stated that there was a oil furnace but that was removed. The City has the account with Ed Staub propane.

Access Key: Mayor stated that the City no longer has an access key since the Museum changed the locks on the City owned building. Renee Taylor stated that they are not denying access to the building, just need to let them know. She is not comfortable giving out a key since there were issues in the past. They are in charge of the furnace, roof, and plumbing. They are not denying access. Two board members have keys. Museum Attorney, Terry Martin, stated that they could work out terms for that, such as a key check out system for a key located in a designated place that would be checked out (if board members are not available) in case emergency access is needed. He commented "that it wouldn't be as big of an issue as everybody is making it out to be. Museum just needs to have a responsible party and if that means checking the key out through the City, then that's fine as long as we know where that key is at any given time." Mayor stated that this topic was on the agenda because the museum wouldn't take responsibility to pay the propane and the City needed access to the heater (at the propane company request), he had asked several times that the City be furnished with a key with no response. He looks forward to working out a sensible access situation.

7.6 Capital Facility Plan and Adoption of Resolution, ACTION ITEM

Ahlborn motioned to adopt resolution approving Capital Facility Plan 2023-2027. Emly seconded. Roll call was taken with the following results: Ahlborn; yes Emly; yes, DeGiorgio; no. Motion carried.

7.7 April Fair Housing Proclamation, ACTION ITEM

Ahlborn motioned to approve April as Fair Housing Proclamation. Emly seconded. Roll call was taken with the following results: Ahlborn; yes, Emly; yes, DeGiorgio; no. Motion carried.

8. Mayor & Council Comment

Mayor stated that there is a neighborhood meeting concerning a proposed development being held on March 22. AIC Attorney has advised that elected officials not attend this meeting due to exparte' communication. DeGiorgio commented that doesn't sit well with her as a resident. City Clerk, Loretta Vollmer explained exparte' communication and LUPA rules to her and indicated that if she did go to the meeting or have any discussion outside of a public meeting on the topic, she would be excluded from all discussions and voting on the development, should it be presented to the City for consideration and decision.

AIC Spring Workshop will be held in Nampa on April 24th. Council registered will be Ahlborn, Emly and DeGiorgio.

9. Adjournment

DeGiorgio motioned to adjourn at 9:20 pm. Ahlborn seconded. All in favor. Motion carried.

Respectfully submitted by Loretta Vollmer, idCMC. _____

Approved by David Porterfield, Mayor _____