

## **Public Hearing and CITY COUNCIL MEETING MINUTES**

**June 17<sup>th</sup>, 2024 @ 7:00PM**

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

### **1. Meeting Called to Order**

Meeting was called to order at 7:04 PM by Mayor, David Porterfield.

### **2. Roll Call**

Roll call was taken with the following results: Council President, Steve Ahlborn, Councilmen Rob Hartsock and Devin Krasowski and Councilwoman, Lupita Connor, present. City Engineer and Planner, Antonio Conti, City Attorney, and Mayor David Porterfield all present.

### **3. Pledge of Allegiance**

### **4. PUBLIC HEARING: To take public comment on the request by Jan Walgamott, applicant and property owner, for approval of a Conditional Use Permit on a residential zoned property located on the corner of Jasper Avenue and 3rd Street at 474 Jasper Avenue, Notus, ID. Also known as parcel #R3856400000 on Canyon County records. The applicant is asking for approval for a home day care for up to 6 (six) children.**

Mayor opens public hearing. Asked if there were any ExParte' declarations. None made. City Clerk confirms public hearing was correctly advertised and published. Mayor recognized applicant, Jan Walgamott. She is requesting a conditional use permit to allow her to run a day care for up to 6 children during the week. She is also seeking her state licensing but must have city license or approval first. Councilman Hartsock asked if she was pediatric first aide certified. She replied that she, her husband, and daughter are all certified. The playground will be fenced. They have had a fire inspection already. Councilwomen Connor asked about her policy for illness, vaccines, and the curriculum. Councilman Krasowski stated that since she is applying for state licensing then she should already have completed CPR and been fingerprinted. No one signed in to give public comments. Mayor asked for Council comments or questions. None given. Mayor asked if applicant had any comments. None given. Ahlborn motioned to close public hearing at 7:30. Krasowski seconded. Roll call was taken with the following results: Ahlborn; yes, Krasowski; yes, Hartsock; yes, Connor; yes. Motion carried.

### **5. Consent Agenda, Action Items**

#### **5.1 Disbursements**

Ahlborn motioned to approve the disbursements in the amount of \$7615.77. Krasowski seconded. Roll call was taken with the following results: Ahlborn; yes, Krasowski; yes, Hartsock; yes, Connor; yes. Motion carried.

#### **5.2 Council Meeting Minutes**

Councilwoman Connor noted an error in the April 1<sup>st</sup> minutes on the roll call vote on 7.1., she voted no. Krasowski motioned to table the approval of April 1<sup>st</sup> for corrections and to approve the minutes of April 15<sup>th</sup> and 22<sup>nd</sup> of 2024. Hartsock seconded. Roll call was taken with the following results: Krasowski; yes, Hartsock; yes, Ahlborn; yes, Connor; yes. Motion carried.

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

Krasowski motioned to accept the Community Events Committee minutes of June 10<sup>th</sup>, 2024. Hartsock seconded. Roll call was taken with the following results: Krasowski; yes, Hartsock; yes, Ahlborn; yes, Connor; yes. Motion carried.

### **6. Staff /Professionals Reports**

#### **6.1 Library Liaison**

None

#### **6.2 Treasurer**

April and May revenue and expense reports were reviewed along with investment pools.

#### **6.3 Public Works**

Tyler Martin met with the contractor for the concrete pad for the new generator. The generator will be shipped next week. AME Electric will coordinate to be here at the same time to start the installation process. Tyler is cleaning the area around the lagoons. The donated playground equipment is weathered

and appears to be unusable due to damage. The water consumer confidence report is due by July 30, 2024. He tried to file it, but the DEQ website was down.

#### **6.4 City Engineer**

City Engineer, Antonio Conti has been working with Tyler on the generator installation.

#### **6.5 City Clerk**

City Clerk, Loretta Vollmer reported that City google profile indicated there were 22 phone calls, 36 people asked for directions and 22 website views. We took 60 credit card payments, issued 11 burn permits, and billed out \$28,316.27 for utilities.

#### **6.6 Public Safety and Law Enforcement**

The Parma police code enforcement report was reviewed. 40 hours of coverage.

### **7. Business**

#### **7.1 Conditional Use Permit, 474 Jasper Ave, ACTION ITEM**

Ahlborn motioned to approve the Conditional Use permit for 474 Jasper Ave. Hartsock seconded. Krasowski stated he thinks it would be a great idea to require state licensing as a condition of approval. Mayor asked if there were any council questions or comments. None stated. Roll call was taken with the following results: Ahlborn; yes, Hartsock; yes, Connor; yes, Krasowski; no. Motion carried.

#### **7.2 Findings of Fact, Conclusions of Law, RBK Frontage, LLC, ACTION ITEM**

The mayor stated that the revised document came in just before the meeting started. Can review, table topic, or move forward from here. The first draft had referenced residential zone which was not part of the application request. Connor motioned to table it. Ahlborn stated he would be ok with that. Motion dies for lack of second. Krasowski motioned to table the decision until July 1<sup>st</sup> Council meeting for the Findings of Fact, conclusion of Law. Connor seconded. Roll call was taken with the following results: Krasowski; yes, Connor; yes, Ahlborn; yes, Hartsock; no. Motion carried.

#### **7.3 SafeLink Tentative Rate Change Approval, ACTION ITEM**

At Council request City Clerk researched other cities with similar scenarios. Glens Ferry has a cell tower with phone antenna and receive \$750. Caldwell has a cell tower on city property and receives \$6,842 a year for lease. Marsing has safeLink antenna on their water tower and get \$100 per month from them. Homedale has a cell tower and receives \$820.80 from T-Mobile and \$1082.24 from Verizon, monthly. Kuna has a SafeLink antenna on water tower and receives free internet in exchange. Middleton has a AT&T dish on water tower and receives \$936.34 per month. Mayor reviewed proposed rate increase options with council. Krasowski motioned to approved option A, \$510.00 (monthly) year one, increase 5% each year for five years, reaching \$621.00. Ahlborn seconded. Roll call was taken with the following results: Krasowski; yes, Ahlborn; yes, Hartsock; yes, Connor; yes. Motion carried.

#### **7.4 Accessory Dwelling Unit Ordinance, ACTION ITEM**

The Mayor stated this is just a draft to get started. This can be amended in the future. Hartsock stated that 800 sq ft. seems small and does it have to be stick built? Should be able to have built off site and brought in. Krasowski commented is it necessary to address the aesthetics. Should allow singlewide and amend current code. City Engineer, Antonio stated that the plumbing code does not allow 2 buildings on one line or connection. You cannot build an ADU if the capacity is not there to service it. The mayor commented that this topic is being forced on us by changes to the state code so will need to review and work on this more.

#### **7.5 Amendments to Museum Lease Agreement, Council Review and discussion**

The mayor stated this draft document is an accumulation of Council and staff discussion topics. Mayor recognized Randall Taylor to speak. He gave explanation of museum board actions. His wife, Renee is the board director. About 15 years ago the City allowed the museum to move to the (city owned) old fire station if they agreed to clean and fix the building. At that time, they redid the roof. The draft document says they cannot work on the building (without the City's permission). Recently they applied for and received a grant for a new heating and air but it was cancelled because they do not own the building. The Museum is a private entity. They have painted the building twice at their expense. He feels this document draft is against the museum board. They have built a 4-foot access door and (wheelchair) ramp. He is asking that a council member work with them on the agreement to bring back to Council as he and the Mayor do not have a good working relationship. City access to the building will not be allowed and no key

will be given. The museum is private and so there are no open meeting laws followed. Councilwomen, Connor asked Randall to have the secretary send a list of items they disagree with to Council. Mayor commented that this is a working draft document and his desire is to work this out so that it is agreeable to all parties. One bullet point: no changes to the structure without City permission, except in cases of emergency repair needed to prevent further damage. Ahlborn stated that City offered it rent free although it costs us money. Krasowski commented that in a available grant situation they need to coordinate with the building owner. Ahlborn observed a contentious feel with the museum/City relationship. Wonder if it is worth it, as it is hardly ever open. What else could the building be? Is there a better location for the museum? If we are going to offer it for free, would like to see it open. The mayor wondered about the ADA compliance to open to the public. He questions the fire code and the change made in the rolling door to a man door (without building permit). Randall Taylor is willing to open the museum for the City building inspector. The city will coordinate a time for the inspection.

**7.6 Valley Regional Transit Funding Request, ACTION ITEM**

The mayor stated that Valley Regional Transit is requesting the annual membership fee of \$494.00. They have a great service intent but not serving our area yet. Councilman Hartsock commented that COMPASS is pushing them to expand service area. Ahlborn motioned to deny the membership request. Hartsock seconded. Roll call was taken with the following results: Ahlborn; yes, Hartsock; yes, Connor; no, Krasowski; yes. Motion carried.

**7.7 FY24-25 Budget review**  
Topic tabled.

**8. Mayor & Council Comment**  
None

**9. Adjournment**

Krasowski motioned to adjourn at 9:45 pm. Hartsock seconded. All in favor. Motion carried.

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

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