

CITY COUNCIL MEETING MINUTES
July 17, 2023 @ 7:00PM
at Notus City Hall, 375 Notus Rd, Notus, ID, 83656

1. Meeting Called to Order

Meeting called to order by Mayor Porterfield at 7:07 p.m.

2. Roll Call

Roll call was taken with the following results: Councilwomen Michelle DeGiorgio and Bonnie Emly, Council President, Steve Ahlborn and Councilman Devin Krasowski, present. Also present were: Mayor, David Porterfield, City Planner, Antonio Conti and City Attorney, Bryan Norton.

3. Pledge of Allegiance

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

NONE

5. Consent Agenda, Action Items

5.1 Disbursement List

Councilman Steve Ahlborn moved to pay the disbursements in the amount of \$6038.27. Motion seconded by Councilman Devin Krasowski. Roll call: Steve Ahlborn, yes; Devin Krasowski, yes; Michelle DeGiorgio, no; Bonnie Emly, yes. Motion carried.

5.2 Council Meeting Minutes

Minutes of the June 20, 2023, were presented. Devin Krasowski moved to approve the minutes of June 20, 2023. Bonnie Emly seconded. Loretta Vollmer spoke up to say that there was a change to the title, in which Agenda was typed at the top, should be Meeting Minutes. Roll call was taken: Devin Krasowski, yes; Bonnie Emly, yes; Steve Ahlborn, abstained; Michelle DeGiorgio, yes. Motion carried.

5.3 Committee Meeting Minutes: Library, Community Events, Vision Tomorrow

Notus Community Events June 13, 2023, meeting; Library Board Meeting minutes of April and June meeting minutes. Bonnie Emly moved to accept into record the minutes that were presented. Devin Krasowski seconded. Roll call was taken: Bonnie Emly, yes; Devin Krasowski, yes; Steve Ahlborn, yes; Michelle DeGiorgio, yes. The motion carried

6. Staff /Professionals Reports

6.1 Library Liaison

Bonnie Emly stated that she had not attended the last meeting, but that she had asked Ronda Wickland to include a Director's report with the minutes which she has done. The librarian is doing group reading outside on the church lawn with kids. The quilt fundraiser collected approximately \$150.00.

6.2 Treasurer

Marie Eilers did not have a report but would be ready later with budget information.

6.3 Public Works

Tyler Martin told the Council that the VFD project is underway and that he is communicating with the electricians and the Control Engineers to be sure they are on track. Once the electricians are finished then Control Engineers will have to finish the work to get SCADA ready to work properly with the VFDs. Martin assured the Council that once the work is finished, the City will save money because the pumps will not have to work as hard. He told the group that the chlorine tank has a hairline split and will have to order new one. Replaced fuel pump on Side by Side. Maintenance is being done on lawn mower as well. He is a little behind in weed maintenance due to staff shortage. Duck weed on the sewer pond is gone for the time being.

6.4 City Clerk

Loretta Vollmer gave the Clerk's report. Google reported that 74 people asked for directions; 34 people visited the website; calls are up to 22. 61 credit card payments were taken, 5 burn permits issued and 6 resident move-in/move-outs.

6.5 Public Safety and Law Enforcement

The Mayor stated that there were no staff to come to the meeting but a written report was in Council packets. Michelle DeGiorgio had some questions regarding the Animal Control volunteer. Mayor addressed that issue, stating that there had been 3 cases in the past couple of weeks that were taken care of by Paul Leavitt, Animal Control Volunteer.

7. Business

7.1 Sanitation Fee Increase, Bill Pastour-Republic services, Travis Williams-Hardin Sanitation, ACTION ITEM

A presentation was given by Travis Williams regarding the proposed increase for Sanitation services. They were proposing an increase of 4% for the services they give to the City. Bill Pastour stated they just can't keep rates down any longer. Mayor stated that increase recommended of 4% which would come to an additional \$.59 for a total of \$15.41 per month. Devin Krasowski motion to approve the 4% increase as recommended; Michelle DeGiorgio seconded. The Clerk reminded that Council that a Resolution will be in order and will be presented at the next Council Meeting. Roll call was taken: Devin Krasowski, yes; Michelle DeGiorgio, yes; Steve Ahlborn, yes; Bonnie Emly, yes. Motion carried.

7.2 20110 Purple Sage Rd Annexation, Short Plat: Letter of Findings of Fact, Conclusions of Law, Decision, & Order: ACTION ITEM

The Clerk and Antonio Conti, City Planner had worked on the draft document. She referred to Antonio for a presentation to the Council. He referred to Page 2, item 3 which was regarding the septic tank vs city hook-up. The language was not accurate, so Antonio wanted the Council to be aware of that. It states that the owners will be able to continue using the well and septic tank as long as everything works well. Once the septic is not functioning properly, and City sewer is available, they will have to hook up to City services. A discussion from Council was held regarding the wording changes. Joe Borton, the attorney, spoke about the issue that was raised. The concern was that the word "or" was used rather than "and". Borton tried to clarify the statement that was given. He stated that his interpretation was that wording should be to be what was stated in meeting minutes, you would not change the "or" to an "and". The statement should read as "the City's requirement of condition of approval to connect to city services when available, contiguous and adjacent to the property." If services are not adjacent and system fails, owner would have to fix it. But once the city services are adjacent to the property, then whoever owns the property will have to connect to the city services, within a certain time frame. The same correction in the Conclusion of Law, section 1.(4) putting a period after word contiguous. Devin made motion to correct wording in the Findings of Fact, Conclusion of Law letter as corrected during tonight's July 17th meeting. Bonnie Emly seconded. Roll call was taken: Devin Krasowski, yes; Bonnie Emly, yes; Steve Ahlborn, yes; Michelle DeGiorgio, yes. Motion carried.

7.3 Budget Preview:

Proposed Expenses

Proposed Water and Sewer Rate Increases

Mayor asked the Council to work through the budget as presented and give input as they would like. Marie Eilers was asked to report on budget worksheets. She asked to start with the Street Budget with the worksheets that were sent to the Council while Mayor was on vacation. The Council was not able to track the worksheets, because the Mayor and Treasurer had met and made changes to them. Mayor reviewed the Revenue with the group while Eilers was out of the room making copies of current worksheets. After some discussion, Michelle asked the Mayor to go down the budget line by line, which he did. More discussion continued regarding the Street budget. At the time of the meeting there was more in revenue than there was in expenditures. Mayor asked for questions regarding what was reviewed. Devin Krasowski asked about the Street repair/maintenance line item whether that was including the items that the Council had talked about in the Capital Improvements workshop. Mayor

stated that was not correct. It would be the typical repairs such as Chip Seal and maintenance. Devin spoke out regarding how the budget information is given to the Council. He stated that he would rather have more of a narrative of areas that need input from the Council, rather than going through the budget line by line. He thinks staff knows what the line items need to be. Marie spoke about the fact that the budget that goes to press is the bottom line (not every line item). Devin asked if the 1st meeting in August would be the final meeting for Council to review the budget. City Clerk stated that was the case. The tentative budget will be sent to the press the following day. Michelle asked if the entire budget is posted on the bulletin boards and clerk stated the tentative budget is, the same as is published in the paper. Anyone can come into the City Hall and ask to see the detailed budget at any time. Mayor stated he would take all the comments into consideration.

CLERK NOTE Steve Ahlborn leaves meeting at 8:06pm**

Mayor told the group about two areas of concern; one is the culvert on 1st street that is beginning to sag and the other is the Conway Gulch across from the Fire Station that has an area of erosion of the bank. The next budget to be discussed was the Sewer Fund. Mayor was asked to start at the top of the budget and go through the entire budget. Mayor reminded the Council that the Headworks building had an issue with the heater and fan, which made an increase in the power. Mayor reviewed the Revenue budget stating that there is an allowance for funds coming in anticipating of new development. Mayor asked to go on to the Water Fund. The total \$146,832 was made – Mayor stated that \$157,600 is total that was derived as he and Treasurer met. Mayor spoke about the increases in Water and Sewer funds that need to be talked about. A list of things to consider for the Water expenditures – booster pump in Well #4 will be replaced. The Pressure relief repair should not be too expensive. A flow meter is needed. Generator and automatic transfer switch. The price tag on these items is upwards of \$100,000 so there must be a determination as to how long we will take to accomplish the purchase of these things, how to pay for them, whether it is in the budget or possibly taking the funds from LGIP. Devin asked that the Council receive spread sheets sent out before the 1st meeting in August with the descriptions of the big items and then if the Council has questions, they can ask them. He stated that he would like to have time to weigh in on items that staff have questions about.

7.4 Tentative Budget Approval, ACTION ITEM
No action.

8. Mayor & Council Comment

Devin asked about getting a cover for the grill that is used by the Events Committee. Mayor stated that he had not received an update from the committee since the July 4th event so was not prepared to discuss that.

9. Adjournment

Devin Krasowski motioned to adjourn at 9:06pm. Bonnie Emly seconded. All in favor. Motion carried.

Respectfully submitted by Loretta Vollmer, idCMC Notus City Clerk _____

Approved by David Porterfield, Mayor _____