

MINUTES OF THE MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SODA SPRINGS, CARIBOU COUNTY, IDAHO HELD APRIL 6TH, 2016.

MEETING CALLED TO ORDER AT 5:00PM BY JAMES R. SMITH, MAYOR.

ROLL CALL SHOWED THE FOLLOWING PRESENT: JAMES R. SMITH, MAYOR  
JON D. GOODE  
ROBERT M. LAU  
SCOTT K. GAMBLES

EXCUSED: MITCHELL J. HART, PRES.

ALSO PRESENT:	Mark Steele	Alan Skinner, Director
	Kathy Ray	Tausha Vorwaller, Clerk
	Jami Belnap	Clyde Nelson, Attorney via telephone
	Tanner Belnap	
	JoAnna Ashley	

The invocation was given by Kathy Ray, Mayor Smith then led everyone in the 'Pledge of Allegiance'.

Councilmember Hart was absent and excused.

Mayor Smith recognized and welcomed Tanner Belnap a Boy Scout in the audience. Mr. Belnap explained that he was working on his communications merit badge.

The Council reviewed the minutes from the last meeting. Councilmember Goode moved to dispense with the reading of the March 16th, 2016 minutes and approve them as written. Councilmember Gambles seconded the motion. All in favor, motion carried.

The accounts payable and payroll for March, 2016 were reviewed. Councilmember Lau moved to approve the accounts payable and payroll for March, 2016, seconded by Councilmember Goode. Councilmember Lau asked about the \$72,000 Caterpillar purchase which Director Skinner explained was the Wastewater Treatment Plant skid steer purchase out of bond reserve funds. A vote on the motion was called. All in favor, motion carried.

(SEE ATTACHED PAYROLL & ACCOUNTS PAYABLE REGISTERS FOR DETAIL)

JoAnna Ashley addressed the Mayor and Council as the Secretary-Treasurer for both the Caribou Field Archers (CFA) and the Caribou Mud Racers. Mrs. Ashley requested use of the Kelly Park trail area and pavilion for the Caribou Field Archers spring shoot scheduled for May 20<sup>th</sup> through the 22<sup>nd</sup>. The CFA group will need access to the trails by vehicle to set out the targets. The participants are required to sign release of liability waivers. Councilmember Goode asked if the waiver specifically stated that the City of Soda Springs was held harmless. Mrs. Ashley will double check and add the language if not. Mayor Smith asked that a copy of the waiver form be provided to Attorney Nelson for review. Councilmember Goode moved to approve the use of Kelly Park for the CFA spring shoot subject to proof of insurance and legal

counsel review of satisfactory waiver. Councilmember Lau seconded the motion. All in favor, motion carried.

Mrs. Ashley then also requested approval to hold the annual mud races at Kelly Park on August 20<sup>th</sup>. She explained that set-up and preparation may begin two weeks prior to the event and requires the use of City power and water along with City cones and bleacher set-up. The Caribou Mud Racers provide liability insurance and require all drivers and pit crews to sign waivers. She will provide the waiver to the City Attorney for review. Director Skinner stated the event usually runs smooth and just asked that the required clean-up be done. Director Skinner also mentioned that the Mud Racers usually request a catering permit for sale of beer. Clerk Vorwaller pointed out that the catering permit can only be granted to a State liquor license holder. Mrs. Ashley mentioned that the Mud Racers will apply for a one day event license from the State. Councilmember Lau moved to approve the annual mud races at Kelly Park on August 20<sup>th</sup> along with a one day beer only catering permit contingent on the State liquor license, proof of insurance and satisfactory waiver. Councilmember Goode seconded the motion. All in favor, motion carried. Mayor Smith asked that the Police Department be informed about these events.

Kathy Ray, Economic Development Director for the 4 County Alliance of Southeast Idaho (4CASI) presented her annual funding commitment request for \$3000 for 2017. She reviewed in detail the requirements and goals of her position established by the Idaho Department of Commerce. The goals include business attraction, seeking leads and proposals, advertising each communities industrial facilities, set-up and make site visits, organize planning meetings and support business expansions that meet income and job creation requirements. She also supports industry permitting by getting the information out through the Idaho Economic Development Association and works closely with the Department of Labor. She provides business start-up support, business plans and strategies for funding sources. Mrs. Ray explained that the economic development programs around the state have been very successful since establishment in 2001 and have grown from 12 programs to 21 with the same amount of State funding which is now requiring more private funding. She explained her position is a full time plus job with a lean budget of \$65,000 which includes extensive travel. Mayor Smith asked how many contacts she has made in the area. Mrs. Ray explained she has had three site visits in Caribou County, and sent out two proposals. Councilmember Goode asked how a prospective business would find out how to contact her. She explained that her contact information is available through the State Commerce Department and the State and Regional Economic Development Associations. Mrs. Ray explained one of the things prospective businesses look for is an abundance of skilled workers which Soda Springs and the southeast counties have a lack of and there are currently job gaps in this region. Councilmember Goode moved to approve continuing the annual support of \$3000 and providing office space for the 4CASI Economic Development program for 2017. Councilmember Lau seconded the motion. All in favor, motion carried.

There was no citizen input at the designated time.

The Geyser Park improvements planned for north of the geyser were briefly reviewed. The improvements will include a fence, curb & gutter, sod and a small pavilion. The 1/3 acre

currently owned by the County will be deeded to the City. County Attorney, Doug Wood is working on the quit claim deed. Attorney Nelson explained that a transfer of property between government agencies is allowed by State Code without auction. Mayor Smith mentioned that it is his goal to have the project done before the 4<sup>th</sup> of July. The Mayor reported on a meeting held with the Caribou Historical Society (CHS) regarding refurbishing the water monitor and installing new signage in the Geysers Park that was started by Tony Varilone. The CHS plans to continue and complete the project. The Mayor also mentioned that the CHS has asked the City to assist with weed control and lawn care around the Daughters of the Utah Pioneers (DUP) Museum and the Odd Fellows Lodge building on Center Street.

Director Skinner presented a request from the Greater Soda Springs Community Development Committee (GSSCDC) to expend up to \$1500 to put in a six foot wide by 75 feet long cement pathway part way between the DUP Museum and the Geysers. Director Skinner explained that the GSSCDC has been discussing the pathway for a while and originally thought about making it a boardwalk but decided the cement was more cost effective and would require less maintenance. The path will be handicap accessible and will be built up and run north from the DUP Museum across a marshy area to the Geysers travertine rock and could later be extended to connect to the asphalt. The path will not reach the Observation Tower which would be additional 200 feet. Councilmember Gambles moved to approve the GSSCDC funds for the pathway up to \$1500. Councilmember Goode seconded the motion. All in favor, motion carried.

The Council reviewed the progress of current projects. Mayor Smith noted that additional projects will be identified and added to the list, he encouraged the City Council to submit any projects they would like to see done. The Mayor also mentioned that the Clerk is putting together a six month budget forecast to use to prioritize the projects based on available funds. Director Skinner reported the Library addition has been advertised for bids and he is working on the survey and construction permits to finalize elevation checks to bore under the railroad tracks to complete the Ledge Creek water transmission line. Director Skinner presented a quote for the Formation Spring test well which would be a 6 inch cased hole for \$16,000 and includes \$1700 for removing the casing. He explained that the driller can't drill anything smaller than the 6". Forsgren Engineers suggest casing it with PVC in order to be able to re-drill the same hole bigger if needed. The street and sign studies to be performed by Iworqs are being scheduled for the end of April. The Council also briefly discussed the asphalt and monuments planned for Octagon Park.

Director Skinner gave an Airport Commission meeting report. The Commission discussed the needed repairs and suggested starting the asphalt repair at the hangars and complete as much as possible with the available funds. Director Skinner showed photos of the condition of the asphalt. He mentioned that there is approximately \$30,000 worth of repairs with only \$20,000 available. He also mentioned that repairs to the beacon are needed.

Three bids for the Rose Avenue project were received and evaluated by Director Skinner and Forsgren Engineers based on the set requirements. Vaughn Smith and Summit Welding submitted incomplete bids but the third bid by A+ Contractors was the low bid anyway and

included all requirements. Forsgren recommends awarding the job to A+ Contractors for \$345,420 giving notice of award tomorrow, April 7<sup>th</sup> and give them 10 working days to provide performance bond, insurance certificates and sign the contract at which time the notice to proceed would be given. Director Skinner suggested during that time a resident meeting can be held. Councilmember Goode moved to approve accepting the low bid for the Rose Avenue Project from A+ Contractors in the amount of \$345,420 and authorize the Mayor to sign the notice of award. Councilmember Gambles seconded the motion. All in favor, motion carried. The Mayor and Council discussed the date for the resident meeting and agreed to schedule it for April 14<sup>th</sup>, at 6 p.m.

The Mayor and Council briefly discussed the need for a code amendment to address the placement of motels and hotels. Director Skinner pointed out the current code only allows them by conditional use in an R-3 Zone. He explained that prospective developers ask about costs and permitting and this is one area that may need to be corrected to allow motels and hotels as a permitted use in the Commercial Zones. The Mayor and Council agreed to have the Planning and Zoning Commission review, schedule the appropriate public hearing and make a recommendation to the City Council. Councilmember Lau suggested that there may be other conditional uses that could be reviewed also.

Director Skinner mentioned that clean-up week is tentatively planned for May 9<sup>th</sup> through the 14<sup>th</sup> and the County will discuss and approve the dates on Monday, April 11<sup>th</sup>. The Mayor explained that per the citizen's requests the drop off site at the City Shop will be open extended hours to help accommodate peoples work schedules. The Council discussed the extended hours and suggested an exact closing time be set. Director Skinner recommended the site be open until 8pm all week. Clerk Vorwaller will prepare the advertisements.

Clerk Vorwaller presented a brief investment review.

The FY 2017 Budget Calendar was reviewed. Clerk Vorwaller pointed out that the budget hearing was scheduled to be held on August 17<sup>th</sup> at 6:45pm which will be the first meeting with the new starting time of 6:30pm. The Council agreed to notify the County Clerk of the budget hearing date and time.

Councilmember Goode moved to adjourn the meeting at 6:05pm, seconded by Councilmember Gambles. All in favor, motion carried.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL THIS 20<sup>TH</sup> DAY OF APRIL, 2016.

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James R. Smith, Mayor

ATTEST:

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Tausha Vorwaller, Clerk