

MINUTES OF THE MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SODA SPRINGS, CARIBOU COUNTY, IDAHO HELD JUNE 15TH, 2022.

MEETING CALLED TO ORDER AT 5:00PM BY AUSTIN W. ROBINSON, MAYOR.

ROLL CALL SHOWED THE FOLLOWING PRESENT:
AUSTIN W. ROBINSON, MAYOR
MITCHELL J. HART, PRES.
RYAN CARPENTER
RODNEY WORTHINGTON

EXCUSED: SCOTT K. GAMBLER

ALSO PRESENT: Mark Steele Alan Skinner, Engineer
Justin Hansen Tausha Vorwaller, Clerk
Dan Squires Gregg Haney, Attorney
Chief Scott Shaw II

The invocation was given by Justin Hansen, Mayor Robinson then led everyone in the 'Pledge of Allegiance'.

The Mayor noted all were in attendance except Councilmember Gambles who was excused.

The previous meeting minutes were presented for review. Councilmember Carpenter moved to approve the minutes of June 1st, 2022 as they were presented and dispense with the reading. Councilmember Worthington seconded the motion. All in favor, motion carried.

The accounts payable were reviewed. Councilmember Hart moved to approve the accounts payable dated June 1st through June 13th, 2022, seconded by Councilmember Worthington. Councilmember Carpenter noted the expense for the Police Department computer keyboards which were purchased as part of a grant and stated it was good to see it moving forward finally. A vote on the motion was called. All in favor, motion carried.

(SEE ATTACHED ACCOUNTS PAYABLE REGISTER FOR DETAIL)

Councilmember Hart reported on meeting with the County Commissioners regarding the Fire Station repairs. He noted the history of the building which includes an agreement between the City and County from 2002 which is still active. He also noted the problem that caused the damage to the building had been mitigated and the estimated cost of repairs with contingency is \$103,000. ICRMP is covering \$50,000 and the County was asked to help cover the remaining costs. After some negotiations the County made a verbal agreement to pay up to \$30,000. Councilmember Hart recommended accepting the verbal agreement by putting something in writing and have the County counter sign it and then move forward with the repairs. Councilmember Worthington thanked everyone involved for moving it forward. Councilmember Hart moved to proceed with getting the cost share agreement in place and moving ahead with the repairs. Councilmember Worthington seconded the motion. All in favor, motion carried. Attorney Haney will draft the cost share agreement for the County's signature.

Laura Lind, representing the Friends of the Park gave a report on the upkeep and condition of the all-inclusive playground that has now been in the park for four years. She noted how it still looks really awesome and detailed the main maintenance items which has been the hand tiles and damage to the rubber surfacing which it is now time to repair and reseal. She mentioned they just completed the annual maintenance day with the help of the Lions Club. She requested the City fund half of the cost for the surface sealing which is required every 4 years. The total cost is \$24,000 and the Friends of the Park have funds to pay half. She noted the Friends are trying to keep it maintained with funds they have but want to partner with the City. She stressed that the security cameras were the number one priority before the surface work is completed to deter further vandalism. Engineer Skinner stated the camera company will do a walk thru for the camera system this week and then it should only take one day to complete. Mrs. Lind and Director Hansen will be part of the walk thru and the camera system will be accessible to the Police Department and have storage. Councilmember Hart moved to approve \$12,000 to cover half the cost of the surface sealing, seconded by Councilmember Worthington. All in favor, motion carried. The Council thanked Mrs. Lind for her efforts.

Engineer Skinner reported that a walk thru of the 3rd East Street emergency sewer project has been completed and the contractor will be back to finish up the work including the manholes, clean-up and reseeding. The asphalt repair contractor is lined up but not sure when they are scheduled to come. The performance of the new sewerline is good.

Engineer Skinner explained the work on the South 2nd East Street project has stopped due to running into solid rock. The contractor is waiting on the hammer/equipment needed to continue which should be here tomorrow. There is 120 feet of waterline left to complete and five service lines. Councilmember Carpenter suggested extending the curb & gutter from this project around the corner and down 4th South to the other existing curb. Engineer Skinner explained it could be done but would be an extra \$7500 to \$10,000. He will estimate it and send it out for review.

During citizen input Councilmember Carpenter thanked Director Hansen and his crew for their work on the park which looks great for the car show this weekend. He commended Director Hansen for representing our City well. Councilmember Worthington noted he took a tour of the Ender's building with a small group and commended those who cleaned and staged the building expressing his appreciation for how nice it looks. He also noted what a nice building it was and how there are a lot of really precious items. It is a great building, workmanship, pride and all that history.

Engineer Skinner presented a quote of \$284,410 from Intermec to install the bridge cranes at the Wastewater Treatment Plant (WWTP). He recommended pulling the cranes themselves from the quote and purchase separately by the City and then just have Intermec install them. That would reduce the cost of the contract with Intermec below the sealed bidding requirements to an estimated \$186,260. Engineer Skinner stated no one else was interested in bidding the project and he has documented the contacts he made to find another bidder. It will be 10 to 12 weeks on delivery for the steel cranes. Intermec came

and did a walk through and will fit us into their schedule. Councilmember Hart moved to go out and procure the bridge cranes and contract with Intermec to install with a budget of approximately \$285,000, seconded by Councilmember Worthington. All in favor, motion carried. Councilmember Worthington stressed the importance of safety and thanked everyone for doing their research. Councilmember Carpenter clarified the Intermec contract will include the jack stands and lift.

A couple of updates on the project list were given. The #4 Hydro plant project should be moving forward right after the 4th of July with start up by the 3rd week of July and requires coordinating with three different contractors. The plant has been down since March of 2019 and when running the City produces power at less than two cents a kWh. The plant has been in place since 1953 and when done it should run another 50 years. Engineer Skinner was happy to report the insulators are in for the 46kV transmission line project and the contractor should be able to finish in July and August. They will complete the installation of the poles and wire before planning the power outage probably in late August that will take 6 to 8 hours. Engineer Skinner will coordinate with Supervisor Squires in order to have the generator to safeguard the water tank and city pressure. The outage will be advertised.

Director Hansen noted his prior request to move ahead with the tree trimming and the parking lot seal coating as budgeted. He mentioned he may be looking at other tree trimming contractors due to some scheduling conflicts. The tree trimming will be focused on the problem areas and he plans to utilize \$12,000 of the \$20,000 budget right now and the remaining later in the fall. The City Hall and Octagon parking lots need seal coated to protect the new asphalt. The lot next to the Post Office will be an additional cost and will need a little more crack sealing. Councilmember Hart moved to approve the tree trimming and seal coating as requested and budgeted, seconded by Councilmember Worthington. Councilmember Carpenter suggested checking into any programs that provide trees to homeowners when trees have to be removed for utility maintenance. Director Hansen explained he has been keeping track of outages and problem areas and will provide direction to the contractor of where the tree trimming needs to be done.

Engineer Skinner reported the City was awarded a \$100,000 Local Rural Highway Investment Program (LRHIP) Grant funded by the Local Highway Technical Assistance Council (LHTAC). The grant is for asphalt only and does not cover engineering the application submitted was for 4th South or Main. Engineer Skinner mentioned the City will not qualify in the future for these grants until we have someone on our crew with the Road Master designation. Director Hansen explained he and Jeff Young started those classes and will make an effort to complete the program. The funds will be available after October 1st and the City has until 2025 to use them. Engineer Skinner suggested he could check to see if the funds could be used on the current South 2nd East project. The Council agreed they would like to utilize it on the current project, if possible, to offset the cost of the rock and possible extension of the curb and gutter. Engineer Skinner will check with LHTAC.

The Council reviewed the request to provide a funding commitment letter in support of the 4 County Alliance of Southeast Idaho (4CASI). The Clerk explained the commitment would be for \$3000 out of the 2023 fiscal year budget and is matched by Caribou County. Councilmember Hart authorized the \$3000 commitment for 4CASI, seconded by Councilmember Carpenter. All in favor, motion carried.

Councilmember Hart presented an opportunity to receive a donation from Nutrien who is offering support for local business sustainability. He mentioned a project idea Engineer Skinner and Attorney Haney were working on which is a land partnership with the Bureau of Land Management (BLM) and the Nature Conservancy in the Formation Spring area. He explained the project got sidelined due to some new staff but this may be a good opportunity to reengage and get it in place and he feels Nutrien would be very enthusiastic about the project. He suggested Engineer Skinner reach out and see if the parties are willing to get it done in the next 90 days and also contact Nutrien.

Attorney Haney reported he was recently made aware that the Enders Building fire alarm system needed to be replaced. He solicited a bid from Fire Services of Idaho recommended by Fire Chief Squires. The bid for a new system is \$28,072 and is only good through June. The Fire Chief stressed the need for the new system. The Mayor and Council discussed. Councilmember Hart moved to authorize funds up to \$29,000 for the Enders Building fire alarm system as proposed. Councilmember Worthington seconded the motion. All in favor, motion carried. Chief Squires also mentioned if the building were to be remodeled for example for City Hall to move there it would require the installation of a fire suspension system.

The Mayor and Council agreed they will use the stage coach for the 4th of July parade and Engineer Skinner will line up a horse team. The Clerk mentioned the candy had been ordered.

Clerk Vorwaller presented an amended financial resolution for review. Councilmember Hart explained the resolution was established as a way to promote communication with Council regarding purchases but it has become a hindrance and the amendment is intended to empower the Department's to be able to move forward with their projects. The Council and staff discussed what an appropriate amount was regarding needing prior Council approval. Councilmember Hart suggested giving the Department's the discretion to give the Council a heads up if they feel it is needed but be able to proceed with projects and expenditures if time is of the essence. Attorney Haney added there is also a system in place in which he is reviewing purchases with the supervisors. Councilmember Hart moved to adopt resolution 2022-2 as drafted amending the original financial resolution to increase the approved amount from under \$5,000 to under \$50,000 giving the Department's more discretion on expenditures without needing additional Council approval. Councilmember Carpenter seconded the motion. All in favor, motion carried.

Department Supervisors reviewed their 2023 FY budget requests with the Mayor and Council. Police Chief Shaw detailed the needs of the Police Department in order of

importance with bringing wages comparable to other agencies and retaining officers being the most important. Other budget requests included in-car camera systems, Spillman software and computer system upgrades, increased training funds and license plate reader.

Water/Wastewater Supervisor, Dan Squires noted the utility upgrade projects are his number one priority and other budget requests included having a city-wide leak detection done, the water tank inspected and repairs done, purchase a new air compressor for the City which would be shared by all departments and purchase a new line locator/transmitter. For the Sewer Department he requested a backup generator for the #1 lift station, the completion of the bridge crane installation and to clean/dewater and haul the sludge from the primary digester and purchase an explosion proof heater for the headworks building before winter. He discussed new monitoring requirements and shared that the new wage incentives for certifications had been successful with his crew wanting to work on and move ahead with the needed certifications. As the Fire Department Chief, he noted they are in good shape other than the building repairs needed and the replacement of the self-contained breathing apparatus (SCBA) which are three safety standards behind and out of date. He mentioned he will be checking into grants to help cover the cost of replacement which will be approximately \$130,000. Councilmember Carpenter thanked Chief Squires and the firemen for their service.

Director Hansen reported on clean-up week noting they hauled 72 dump trucks of yard debris, MR&E hauled 16 roll offs, they hauled 527 tires and Pacific Recycling hauled 57,000 lbs. of scrap metal. Director Hansen thanked the Mayor and Council for supporting him and his crew and stated he enjoys what he does. He discussed budget requests for the Department's he oversees. He explained the need to replace the windows in the #4 Hydro building and suggested continuing the power pole testing and repairs that was started a few years ago. Street budget requests included addressing the 220 South Street deterioration, repaving Hooper parking lot, an overall service and maintenance of the street sweeper and several equipment upgrades including snow plows and backhoe. He noted the #5 Hydro was up and running great and the new Parks t-ball/coach pitch quad is a success. He mentioned his desire to have five-star parks and appreciated everyone's support of his efforts.

City Clerk/Treasurer, Tausha Vorwaller addressed the Mayor and Council regarding her budget needs. She started with a comment about the development of an amphitheater facility at Hooper Springs Park. She mentioned the idea began with Director Hansen as a way for his family to honor their Dad and long time Mayor, Kirk L. Hansen. Clerk Vorwaller expressed her opinion that the amphitheater was a beautiful idea and she feels it is appropriate and so deserving to honor former Mayor Hansen for being the longest serving Mayor in history of the City of Soda Springs. She noted he was great to work for. Clerk Vorwaller then presented her priority budget request which was more manpower for her department. She listed several pressing projects that her and her staff do not have time to accomplish mostly due to the reduction in her staff along with increased activity in the community and very active City Departments which her staff provides administrative assistance to. Her suggested solution was to reinstate Andrea Haderlie back to her team

and hire a part-time assistant for the City Attorney and Engineer. Other items requested in the upcoming budget included a new credit card processing platform, document management software & scanning, computer upgrades to stay compatible with the Windows updates and an audio/visual set-up for the Council room. The Council briefly reviewed and discussed the repairs needed to City Hall.

Councilmember Hart suggested continuing the budget review at a special work meeting on June 29th. The Mayor and Council agreed.

Councilmember Hart moved to adjourn the meeting at 7:55pm, seconded by Councilmember Worthington. All in favor, motion carried.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL THIS 6TH DAY OF JULY, 2022.

Austin W. Robinson, Mayor

ATTEST:

Tausha Vorwaller, Clerk