

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, OCTOBER 13, 2011

Presiding: Mayor Glenn W. Dalling  
Meeting Convened at 6:30 p.m.  
Prayer: Bruce King  
Pledge of Allegiance

Present: Mayor Dalling; Sharon L. Bell, Clerk; Marcie A. Smith, Treasurer; Councilmembers Bruce King, Lamont Merrill, Vaun Waddell and Burch Drake; Christine (Sam) Lines and Steve Hawkes, Planning & Zoning Commission; Rachel Snow, *Standard Journal*; Travis Roberts; Barry Roberts; Glenn Dayley; Isaac Dayley; Spencer Dayley; Jody Huntsman; Brandon McBride; and Lauren Johnson.

The Mayor asked if there were any corrections to the minutes of the regular meeting held on September 22, 2011. Each councilmember had a copy of said minutes prior to the meeting. It was moved by Councilmember Merrill and seconded by Councilmember Waddell to accept said minutes; motion carried.

Marcie presented the September reconciliation reports for the General Fund. It was moved by Councilmember Merrill and seconded by Councilmember Waddell to accept the September reconciliation reports for the General fund; motion carried. Marcie presented the September reconciliation reports for the Utility Fund. It was moved by Councilmember Merrill and seconded by Councilmember Waddell to accept the September reconciliation reports for the Utility Fund; motion carried.

Marcie presented the current bills in the amount of \$97,986.32. It was moved by Councilmember King and seconded by Councilmember Waddell to pay the current bills, together with all regular October bills that have not yet been received; motion carried.

**PLANNING & ZONING REPORT:** P&Z Chairman Christine (Sam) Lines addressed the council:

**P&Z meeting from September 15:**

**Richard Johnson boundary issue:** Sam reported that Mr. Johnson's boundary issue is a survey problem and not a city problem. There was a discrepancy when the lot was split. He will need to get it resurveyed.

**Coordinating title 8 and title 9 table names to match current zoning districts:** P&Z is continuing to coordinate table names in titles 8 and 9 to match current zoning.

**Joint P&Z Commissioners meeting September 29:** Sugar City hosted 15 people from three entities: City of Sugar City, City of Rexburg, and Madison County.

**Madison County update:** Madison County talked about the gravel pit overlay. There is a performance bond required and they will use the funds to cover the costs of restoring the site.

**Family burials:** The county is working on creating a family burial ordinance because the cemetery laws do not cover family burial requirements.

**Rexburg update:** The growth of BYU-Idaho presents a challenge for the City of Rexburg. They are also concerned about the appearance of the U.S. Highway 20 corridor.

**Nine-person Impact Area Committee meeting September 29:** Descriptions of impact area zones were collected from Rexburg and Sugar City. They found discrepancies. The committee has assigned Steve Hawkes to request a map from GIS that will illustrate the differences. They will be setting up additional meetings to review those differences.

**CITY ELECTION – CITY CLERK SHARON L. BELL:** Sharon reported that House Bill 372 by the 2009 Idaho Legislature (consolidated election legislation) is one of the most significant reforms to local government elections in Idaho history. The purposes of the legislation included: (1) increasing the visibility and turnout in local elections by restricting election dates to May and November each year; (2) putting county clerks in charge of running local elections; and (3) funding the effort with \$4.1 million from the state general fund, adjusted annually for inflation. The city clerk's primary responsibilities are publishing a notice of the candidate filing deadline, overseeing candidate filing, forwarding information about candidates and ballot measures to the county clerk's office, and assisting and answering questions from the county election staff. She also ensures that the official vote tally is included in the minutes of the council meeting following the canvass of ballots by the county commissioners, which will take place within ten days following the election. The county clerk's office will handle everything else, including printing the ballots, overseeing absentee voting, selecting polling places and election staff, running polling places on Election Day, and counting ballots.

**DISTINGUISHED CITIZEN AWARD:** Councilmember Drake suggested that the city set up specific criteria for the distinguished citizen award. A brief discussion was had on the criteria. Burch turned the time over to Jody Huntsman of the Tree and Beautification Committee, who presented a drawing of a corner desk with a light, a nice chair and a plaque on the wall, bearing the name of the distinguished citizen and the city logo. The plaque will hang there for a year and will then be given to the recipient. There will be another plaque bearing the names of all distinguished citizens. The display will be located in the hallway at city hall where people can see it from the front door. Estimated cost is \$500.

**MOTION:** It was moved by Councilmember Waddell and seconded by Councilmember King to approve the concept of the distinguished citizen award, in general the design as presented, and an expenditure up to approximately \$500; motion carried.

**NAMING POLICY:** Councilmember King discussed his revisions to the draft resolution prepared by Attorney Forsberg. Each councilmember had a copy of said draft prior to the meeting. Bruce will send the draft, as amended to address Mayor Dalling's concern about one bullet provision, to the city attorney for approval. Bruce asked that the policy be on the next agenda for possible passage.

**SOFA SOURCE BUILDING IN BUSINESS PARK:** Councilmember Merrill reported that the Business Park Review Committee met with Spencer Beckstead, owner of Sofa Source, on September 27, 2011. He would like to put a business on lot 11 in the business park and presented a tentative plan. He showed the committee a picture of the building he has in Utah, but did not present a plan for the one he wants to build in the business park. The main items

discussed were building materials, living quarters in the building, and the gravel parking lot. The committee asked him to go back and have an engineer draw the plans, and then to come back with finalized plans and drawings.

**RIGHT-OF-WAY AGREEMENT FOR WEST ENTRANCE SIGN:** Councilmember King reported that the Idaho Transportation Department (ITD) was amenable to placing the sign on West Center Street east of the U.S. 20 half interchange coming into town. He went to the assessor and discovered that the land was owned by ITD. The proposed location of the sign is in the state right-of-way, so we need an encroachment permit. Bruce presented an ITD Right-Of-Way Encroachment Permit Application, which the mayor signed, and said he will deliver it to ITD District 6 in Rigby.

**RESERVOIR FILL LINE:** Councilmember Merrill reported that Dick Dyer prepared and delivered the project manual for the Sugar City Reservoir Fill Line, which the Idaho Department of Environmental Quality (DEQ) approved. This would connect Wells #1 and #2 to the big storage tank, which would require about 600 feet of line. The project was sent out for bids, and four contractors responded. Lamont reviewed the bids with the council.

**MOTION:** It was moved by Councilmember Merrill and seconded by Councilmember King to accept the bid for the reservoir fill line received from Hill & Son Excavation LLC for \$23,559.20, and to authorize the mayor to contact them and sign a contract; motion carried.

#### **DEPARTMENT REPORTS:**

##### **COUNCILMEMBER KING:**

**Signage – soliciting, population:** Bruce reported that ITD tries to update population signs each 10 years after the census. If all works as planned, we can expect the new population signs for Sugar City within the next few months. He also said that, since the city now prohibits door-to-door soliciting, we need no-soliciting signs on the north, south and west ends of town. The mayor asked Bruce to check into the standard wording for such signs and into arrangements with ITD.

##### **COUNCILMEMBER MERRILL:**

**LEPC meeting:** Lamont reported that an earthquake drill would be October 20<sup>th</sup>. At the meeting they also discussed the 38 deaths in the United States caused by a bacteria on cantaloupe this year. It was determined that there was nothing on the inside of the cantaloupe that was causing the problem. It was suggested that the melons be washed before cutting into them. Sharon reported that she discussed the matter with a produce employee at Broulim's, who said melons and squashes should be washed with soap and water, and dried before they are cut because the bacteria is on the outside of the produce.

##### **COUNCILMEMBER WADDELL:**

**Park sign plaques:** Vaun and Burch will check into the installation of the park sign plaques so they will be weather durable and will see that they are installed.

**COUNCILMEMBER DRAKE:** Burch reported that the Tree Lighting Ceremony would be Friday, December 2, 2011, at 7 p.m., at Heritage Park.

**MAYOR'S BUSINESS:**

**Electronic sign:** The mayor reported that the electronic sign is at a standstill. Marcie said she talked with Spencer Cook, who reported he would have the software hopefully Monday. He doesn't know when the base will be done.

**Welcome home for local servicemen October 15:** The mayor reported that the group of returning servicemen is from St. Anthony, Sugar City, Rexburg and Rigby. The welcome home parade will be Saturday, October 15 at noon, from Porter Park to Smith Park, where refreshments will be served.

**Toscano update:** The mayor reported that Scott Johnson, Madison County Economic Development Executive Director, had told him that the Grey Wolf hotel chain is interested in building in Toscano. Mr. Johnson has been unable to contact Dwayne Seiter, Toscano's CEO.

**New public works employee:** The mayor reported that Arlynn Jacobson was hired on a 90-day trial period as a public works employee. He started work on October 7, 2011.

**Christmas party:** The annual Christmas party will be Thursday, December 1, 2011, at 6 p.m. There will be a dinner, short program and presentation of the distinguished citizen award.

Meeting adjourned at 8:45 p.m.

Signed: \_\_\_\_\_  
Glenn W. Dalling, Mayor

Attested: \_\_\_\_\_  
Sharon L. Bell, Clerk