

MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, JUNE 26, 2014

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

Present: Mayor Dalling; Clerk-Treasurer Wendy McLaughlin; Office Assistant Alexis Moser; Councilmen Bruce King, Lamont Merrill, Vaun Waddell, and Burch Drake; City Attorney William Forsberg; Christine Lines of Planning and Zoning Commission; Lieutenant Cameron Stanford, Madison County Sheriff's Office; Kerry Moser; Bruce Arnell; Janel Young; Ray Young; Amanda Williams; Travis Williams; Bev Moon; Bob Moon; Mary Lou Wilding; Kelton Larson; Robert Atkinson; John Pocock; and Clyde Haacke. Chairman David Ogden, Planning and Zoning Commission, was excused.

The mayor asked if there were any corrections to the minutes of the regular meeting held on May 22, 2014. Each councilman had a copy of the minutes prior to the meeting. It was moved by Mr. King and seconded by Mr. Waddell to accept the minutes; motion carried.

Wendy presented the May reconciliation reports for the General Fund. It was moved by Mr. Waddell and seconded by Mr. Merrill to accept the May reconciliation reports for the General Fund; motion carried. Wendy presented the May reconciliation reports for the Utility Fund. It was moved by Mr. Merrill and seconded by Mr. Waddell to accept the May reconciliation reports for the Utility Fund; motion carried.

Wendy presented the current bills in the amount of \$100,488.45. It was moved by Mr. Waddell and seconded by Mr. King to pay the current bills, together with all regular June bills; motion carried.

PLANNING & ZONING REPORT: P&Z Commissioner Christine "Sam" Lines represented Chairman David Ogden reporting to the council. The commission has set goals to work out some of the issues of time constraints, meeting citizen requests in a timely manner, and coordinating efforts between the city and county. Currently the commission is carefully reviewing a proposed ordinance that amends Title 9, Chapter 8, entitled "Area of City Impact," to add a new section adopting an agreement between the city and county. It would govern the most recent impact area and zoning map, plan policies and ordinances, and hearing procedures. The commission wants to ensure that zoning districts and definitions are matched and clearly understood and designated for both jurisdictions. The proposed ordinance also addresses when a shift in power is necessary and why. The commission's next meeting will be on Wednesday, July 9, instead of the regular scheduled meeting of Thursday, July 3.

LARGE VEHICLE PARKING ORDINANCE - FIRST OF THREE READINGS: Mayor Dalling conducted the first reading of the Large Vehicle Parking Ordinance. Councilman Bruce King read the proposed ordinance in full. Several community members attended to testify against the proposed ordinance. Comments were recorded for the council to review after the third reading, when a decision will be made.

CLYDE HAACKE EASEMENT AND USE AGREEMENT: City Attorney Bill Forsberg addressed the council regarding the easement and use agreement signed by the city and the Haackes. Mr. Forsberg said the original signed agreement protects the city's rights and nothing further needs to be done.

CUSTOMER CREDIT/DEBIT CARD BILL PAY OPTION: Wendy presented two payment options for customer bill payments. The city currently accepts checks, cash and on-line payments. Credit and debit cards are not accepted at present. Access Idaho is a program through the state designed specifically for municipalities at no charge to the cities. Customers are charged a \$1.00 transaction fee, plus 3% of the transaction amount. Payment Service Network, Inc or PSN is similar to Access Idaho, except it allows for more payment options than just the credit/debit card. PSN integrates with Caselle our current software program and allows for ebilling. There is an annual security compliance fee of \$89.00 and a monthly system and financial maintenance fee of \$5.95. If we want to add the ebilling option, the cost would be an additional \$32 per month. Ebilling could save the city the expense of billing each month, depending on how many customers opt out of receiving a paper statement. The customer's fee is \$1.00 per transaction, plus 2.75% of the amount. Payments under \$100 will be 2.75% + \$0.50. The city of St. Anthony uses both bill payment systems and prefers PSN for more versatility and less expense to the customer. The council asked Wendy to find out about penalties if the city tries the program and chooses not to keep it. The council will make a decision at the next council meeting.

THIRD SOUTH PARKING: The mayor reported that he had discussed Third South parking by the ballfields during games and practices with school officials and security officers. The school officials have no objection to people parking there to watch school activities. At present there is little or no damage to the curb or street from the parking. The major concern is safety and traffic. The conclusion of the school officials and security officers is that we remove the "No Parking" signs on the north side and place them on the south side so that the road is not completely blocked. Keep the south gates locked so fans are not tempted to use Third South as a parking lot. Parking is discouraged on the north side but not prohibited. Parking on the south side is prohibited. Near the conclusion of the discussion Lieutenant Cameron Stanford came in and offered four suggestions:

- Allow parking on the north side of Third South; no parking on the south side
- Lock the gates
- Take the "No Parking" signs down
- Monitor the situation for a short period of time

SOLICITATION WITH SPECIAL PERMITS: The council discussed the possibility of allowing door-to-door sales with a special permit that requires background checks on individuals and/or businesses. Any incurred costs would be covered by the applicant. Sugar City's code bans

door-to-door sales but allows representatives of religious and charitable organizations to contact residents on their premises. Travis Williams was present and challenged the council, stating that the 9th Circuit Court of Appeals had overturned Pocatello's and Idaho Falls' anti-solicitation laws. Attorney Bill Forsberg will review the case and advise the council. Mr. Williams will email Mr. Forsberg the information.

DEPARTMENT REPORTS:

MR. KING: Mr. King asked the council to make a one-time purchase of Adobe Acrobat XI Pro. The software allows the contents of city minutes to be searchable and selectable online and enables office staff members to combine attachments for easier uploads onto the website.

MOTION: It was moved by Mr. King and seconded by Mr. Waddell to authorize the purchase of Adobe Acrobat XI Pro at a cost of up to \$300.00. Motion carried.

Mr. King also reported on the Business Park sign placement. By state statute, the sign cannot be placed in state right-of-way. Exceptions are signs bearing the name of a city or county. The city hoped to be able to place the Business Park sign in the state right-of-way. ITD District 6 Engineer Kimbol Allen will meet with the mayor this next week.

Mr. King reminded the council of the Local Highway Technical Assistance Council (LHTAC) funding programs for cities and counties. These grants generally require just a 7.34% match, with the federal government paying the remaining 92.66% of the cost. This funding can be used for various transportation projects, including city road reconstruction.

MR. MERRILL: Beams for the front façade will arrive after Independence Day. It is planned to have the front façade done by the end of July.

Mr. Merrill reported that there is a danger for children getting hurt when riding their bikes across the road to the park where the grain silo stood. He experienced a near accident with children on bikes. The park needs to be fenced sooner than later.

Local Emergency Planning Committee (LEPC) report: The two-day Raging Staging event held the first weekend in June was successful. Lots of useful information was gathered from the activity.

MR. WADDELL: The annual Community Pioneer Breakfast will be held on Saturday, July 26, 2014. Mr. Waddell expects 700 people to attend. Stone's Town and Country Motors will donate cash and volunteers to help serve food again this year. Jason Grover of Stone's Town and Country Motors will also check to see if food can be donated as well. Flags will be set up, and state and county officials will be invited.

MR. DRAKE: The Tree and Beautification Committee wants to paint a cross-walk across south Front Street at the corner of Center Street. Mr. Drake was asked to see that a permit is applied for and to contact Derk Williams of the Idaho Transportation Department to see if the school crossing can be painted at no cost to the city.

For the 4th and 24th of July parades, Sugar City is considering sponsoring a bicycle decorating contest, with the winning bicycles to be entered in the 4th of July parade and the Pioneer Day parade. The council agreed to participate in the Pioneer Day parade in St. Anthony to be held on Saturday, July 26. They will ride on top of a fire engine again, throwing candy to parade spectators. Wendy will notify the parade chairman that the city accepts the parade invitation.

MAYOR'S BUSINESS:

ITD Response to Mayor's Letter: The mayor received an answer to his letter about converting the half interchange to a full interchange. Although the letter from the Idaho Transportation Department stated that the interchange improvement will not take place, he is hopeful that his visit with Kimbol Allen this week will help Sugar City get some better signage to direct traffic back onto eastbound (northbound) U.S. Highway 20.

Mary Lou Wilding and Bruce Arnell requested time to discuss the city's recently adopted animal ordinance. This ordinance will likely be revisited and public comments allowed in City Council meetings in the near future.

Meeting adjourned at 9:05 p.m.

Signed: _____
Glenn W. Dalling, Mayor

Attested: _____
Wendy McLaughlin, Clerk-Treasurer