

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, APRIL 27, 2017

Presiding: Mayor David D. Ogden  
Meeting Convened at 6:30 p.m.  
Prayer: Joe Cherrington  
Pledge of Allegiance

Present: Mayor David D. Ogden; Clerk-Treasurer Wendy McLaughlin; Councilmen Bruce Arnell, Bruce King, Matt Garner, and Joe Cherrington; City Public Works Director Zane Baler; City Building Inspector Cliff Morris; Vice Chairman Dave Thompson, of the Planning and Zoning Commission; Forsgren Associates Project Manager Randall Johnson; Citizens Nick Christensen, Travis Bouman, and Erin Day. Chairman Brent Barrus, of the Planning and Zoning Commission, was excused.

Mayor Ogden asked if there were any corrections to the minutes of the regular meeting held on April 13, 2017. Each councilman had a copy of the minutes prior to the meeting. It was moved by Councilman King and seconded by Councilman Cherrington to accept the minutes, with changes to page 3 under the “Sewer Study Contract” discussion to add that Rexburg is participating in the study and to add “made” at the end of the sentence starting with “The executive session ended ...” and to change the executive session format. The council also asked that the roll call vote be moved under “New Personnel Hire” to reflect a vote on the mayor’s decision; motion carried.

**PLANNING AND ZONING COMMISSION REPORT:** Vice Chairman Dave Thompson reported on items of business:

**Old Farm Estates Public Hearing Report and Recommendation:** The Planning and Zoning Commission heard all of the comments for, neutral, and against the proposed zone changes and preliminary plat for Division #3. The meeting was well-attended, with standing room only. Afterwards, the commission deliberated well into the evening, wrestling with several concerns on roads and density. No decisions or recommendations were made.

**Impact Area Update:** No report

**Land Use Title 9 Revisions Update:** No report

**OLD FARM ESTATES DIV #3 PUBLIC HEARING FINDINGS OF FACT AND POSSIBLE ADOPTION:** The council encouraged the Planning and Zoning Commission to make a recommendation, with conditions if necessary, and move the matter to the council instead of waiting for the conditions to be fixed before moving it on.

**OLD FARM ESTATES DIV #2 FINAL PLAT AND POSSIBLE ADOPTION:** No report.

**WATER STUDY RECOMMENDATIONS AND POSSIBLE ADOPTION:** Randy Johnson, of Forsgren Associates Inc., presented his final recommendations to the council on the water study completed by his firm for the city as follows:

- Construct .9 million gallon water tank - \$1,780,000
- Construct a 1,500 gallon per minute well and booster pump - \$1,289,400
- Move the water line from under Kershaw School and install meter radio reads – \$241,300 (school district will pay to move the line). Council asked that the meter radio-read project and removal of the school line project be listed separately, with their own costs
- Install secondary irrigation system - \$593,000.

**Additional Project Recommendation:** Randy also presented to the council an additional project to the study that he believes needs immediate attention. Existing businesses and potential new businesses along Idaho Highway 33 south of the city and in the city’s impact area need to have water available, if annexed. Mayor Ogden held a meeting and invited all the businesses and property owners to discuss their needs and the possibility of annexation. Water was discussed, as was the need to pay for a new water line. The City of Rexburg just installed a new water line along Idaho 33 south of the Moody intersection, making water available from their line. Sugar City officials do not want to lose the city’s impact area or potential business growth because water lines are unavailable.

- Loop water line to Moody, Idaho 33, and 7<sup>th</sup> West properties (addition to study) – Construction cost estimated at \$1 million, which would be paid by the businesses served.

**Long-Range Recommendations:**

- Upgrade and replace existing lines
- Replace fire hydrants

The council discussed the need to include the water loop as part of the study.

**MOTION:** It was moved by Councilman Garner and seconded by Councilman Cherrington to approve the study, with the additional water loop added to the study; motion carried.

The mayor reminded the council that grants will be pursued to help with the water projects to help reduce the total impact to the citizens as much as possible. However, the amounts will not show possible reductions because the potential grants are not certain. A \$3.4 million dollar bond will be sought. Old Farm Estates and River Bend Ranch developers will pay for their share of the impact.

Councilman King reminded the council that a similar water study was done in 2009, with the same recommendations. One of the primary services of a city is to provide residents with good culinary water and with fire-suppression capacity, he said. The decision to proceed with the recommended project designed to meet current and future city water needs is not made casually, especially when water rates must be significantly increased and thus born by the citizenry, King emphasized.

**MOTION:** It was moved by Councilman Cherrington and seconded by Councilman Garner to approve the engineer’s recommendations to upgrade the city water system by drilling a new well and constructing a new water tank, including accompanying piping and connections, etc.; motion carried.

**WATER RATE STUDY AND POSSIBLE ADOPTION:** Randy Johnson also presented to the council the results from the water rate study. An equivalent residential unit (ERU) was

recommended as an adequate and fairer rate structure than meter size, as is currently used. Attached is the schedule (Attachment #1). The council will discuss what amount of water one ERU should be at its next meeting. ERUs will replace base fees, and, like these fees, will go into a fund to replace the infrastructure. Usage fees will be on top of that, as currently accessed. The council will review the new rate schedule at the next meeting.

### **MAYOR'S BUSINESS:**

**New Hire Report:** The new full-time Public Works Department assistant position was offered to Cody Cureton, who accepted the job and will start May 1.

**Annexation Meeting Report:** See above.

**Sugar City Growth Town Hall Meeting Report:** Mayor Ogden reported that the meeting was well attended, and the council felt very positive about the interaction with the citizens and the opportunity to help educate them on growth concerns facing the city, to hear their feedback and to answer questions.

**Rocky Mountain Power Meeting With Tim Solomon Report:** Mayor Ogden reported that he met with Rocky Mountain Power District Manager Tim Solomon. They discussed future electrical needs as growth occurs. Rocky Mountain Power plans to upgrade the wire coming up from Rigby and could expand the Sugar City substation. Mr. Solomon wants to stay abreast of the city's growth needs.

**AIC June Annual Training Meeting:** The council was encouraged to attend the annual training meeting for Idaho city officials in June. Those who want to attend will let the city clerk know.

**Lerwill and YMCA Meeting Report:** Mayor Ogden met with Jeff and Ryan Lerwill and a YMCA CEO Monica Bitrick to discuss the possibility of building a YMCA in south Sugar City. The discussion was positive. An advisory committee will be created to identify needs in the area and plans for a facility and what size will come from the needs identified. Both the city and YMCA are willing to pursue it.

**Water Point of Diversion Deadline:** The city applied to the Idaho Department of Water Resources for a new point of diversion for the proposed city well on the Old Farm Estates development property. May 1 is the deadline for the public to submit any objections to the application. If not protested, the application will be granted.

### **FAIR HOUSING PROCLAMATION:**

The 2017 Fair Housing Proclamation was introduced to the council by title and read in full by Councilman Cherrington. It was moved by Councilman Cherrington and seconded by Councilman Arnell to adopt the 2017 proclamation and change the Fair Housing Month for Sugar City to May instead of April, which marks the anniversary of the passage of Title VIII of the Civil Rights Act of 1968. Thereupon, the clerk called roll upon said motion.

Those voting aye: Councilmen Arnell, Cherrington, Garner, and King

Those voting nay: None

Thereupon, the mayor declared the motion passed. A copy of said proclamation is attached hereto marked "Attachment 2."

**OTHER ANIMAL FEE RESOLUTION AND POSSIBLE ADOPTION:** The city currently does not have a resolution to access penalty fees for animals other than dogs. Resolution 2010-3 will be revised to add provision for all animals.

**EAST PARKWAY CORRIDOR AND POSSIBLE RECOMMENDATION:** The council asked Councilman Bruce King to represent the city in meetings with the Madison County commissioners on the planned East Parkway Corridor. The county apparently wants to update plans for the corridor as they move ahead. The city needs more facts and clarification before revisiting any previous council decisions. A public hearing will also need to be planned before a new recommendation can be given to the county.

**DEPARTMENT REPORTS:**

**COUNCILMAN KING:** No report

**COUNCILMAN CHERRINGTON:**

**Teton Dam Marathon:** Mr. Cherrington reported that the Teton Dam Marathon is planned for Saturday, June 3, 2017. About 60 volunteers are needed. A flyer will be sent out with the May utility billing.

**COUNCILMAN ARNELL:**

**AIC Spring Training Report:** See above?

**COUNCILMAN GARNER:** No report

Meeting adjourned at 8:45 p.m.

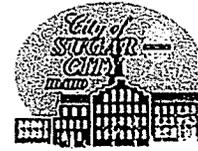
Signed: \_\_\_\_\_  
David D. Ogden, Mayor

Attested: \_\_\_\_\_  
Wendy McLaughlin, Clerk-Treasurer

POTABLE WATER RATE STUDY  
ERU CALCULATOR



Client: City of Sugar City  
Contact: Mayor Dave Ogden  
Street Address: 10 E Center Street  
City, State, Zip: Sugar City, ID 83448  
Phone No.: 208-356-7561



EIRWWA ERU SCHEDULE AND ERU CALCULATOR					
USER TYPE	DESCRIPTOR	EVALUATION UNIT	NUMBER OF UNITS	EQUIVALENT UNIT ERU	CALCULATED EQUIVALENT UNITS ERU
<b>Residential Dwelling</b>					
Single Family Home		Single Home		1.000	0
Mobile Home		Single Mobile Home		1.000	0
Multi-plex Unit		Single Living Unit		1.000	0
Apartment		Single Apartment		1.000	0
<b>Commercial Residential</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Hotel		Room		0.250	0
Motel		Room		0.250	0
Motel/Hotel with Kitchenette		Room		0.500	0
Boarding /Rooming House/Bed & Breakfast plus Bed Space		Home		1.000	0
		Bed space		0.250	0
<b>Institutional</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Church/Assembly Hall/ Meeting House	no Kitchen/Food Serving Area	Seat		0.010	0
Church/Assembly Hall/ Meeting House	with Kitchen/Food Serving Area	Seat		0.020	0
Clinic/Massage/Spa		Establishment		1.000	0
	Number of Rooms*	Room		0.100	0
Extended Care Center/Nursing or Rest Home		Bed space		0.330	0
Daycare Facility**		Child/Student Capacity		0.050	0
Firehouse	with Kitchen	Facility		0.500	0
School	with Cafeteria and Gym	Student Capacity		0.050	0
School	With Cafeteria only	Student Capacity		0.033	0
School	No Cafeteria or Gym	Student Capacity		0.025	0
<b>Food Service</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Restaurant - with Seating		Seating Capacity		0.100	0
Restaurant - Fast Food (paper plates and cups)		Seating Capacity		0.050	0
Restaurant - Drive Thru Only		Establishment		2.000	0
Banquet Room/Dining Hall		Seating Capacity		0.017	0
<b>Commercial</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Service Station/Convenience Store	No Public Restroom	Establishment		1.000	0
Service Station/Convenience Store	with Public Restroom	Each Restroom		1.500	0
	with Food Preparation Facilities	Additive category		1.000	0
Bowling Alley		Lane		0.400	0
Barber/Beauty Shop		Seat		0.330	0
Laundry Self Service		Washer		0.250	0
Public Transportation Terminal		Restroom		1.500	0
Garage or Maintenance Shop		Service Bay		0.250	0
Car Wash		Bay		3.125	0
Car Wash	Recycle System	Adjust Based on Manufacturer Info		2.500	0
Grocery Store		Establishment		1.000	0
	plus Butcher Shop	Establishment		2.000	0
	plus Public Rest Room	Each Restroom		1.500	0
Shopping Center/Mall (No food or laundry) plus Public Rest Room	Addition to individual shop category	Parking Space		0.004	0
		Each Restroom		1.500	0
Retail Store***		Establishment (up to 25,000 sq ft)		1.000	0
Fitness Center/Club		Each Restroom		1.500	0
	plus Showers	Each Shower		0.500	0
Warehouse (Dry Goods)		25 Employees		1.000	0
	plus Showers	Shower		0.500	0
Contracted Services		25 Employees		1.000	0
	plus Showers	Shower		0.500	0
Offices		25 Employees		1.000	0
Factory/Dry Goods Manufacturer		25 Employees		1.000	0
	plus Showers	Shower		0.500	0
	plus Cafeteria	Establishment		1.000	0
<b>Recreational and Public Service</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Fairground (peak day attendance)		Person		0.007	0
Trailer Camp	RV Hookup	Space		0.400	0
Campground	Toilet/no Shower	Space		0.200	0
Campground	Toilet and Shower	Space		0.330	0
RV Facility	Dump Station	Station (Engineer Review Recom.)		5.000	0
Swimming Pool		Person Capacity		0.040	0
Rest Area	Toilets	Person Capacity		0.025	0
Rest Area	Toilets & Showers	Person Capacity		0.100	0
Public Rest Room		Each Restroom		1.500	0
<b>Industrial</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Designed or Calculated flow	volume equivalent (gpd)	ERU value 320gpd			
		320		0.00	0
<b>Misc. Category</b> Minimum of 1 ERU Rounded Down if Decimal is Below 0.25 and Rounded Up if Above 0.25					
Designed or Calculated flow	volume equivalent (gpd)	ERU value 320gpd			
		320		0.00	0
<b>TOTAL CALCULATED ERU VALUE</b>					<b>0</b>

\* Due to rounding in the calculations, all employees will round up when the decimal is at 0.24 (6 employees)

\*\*Minimum of 1 ERU assessed if a stand-alone business. If daycare facility is a private in-home facility, then residence is assessed 1 ERU and the minimum ERU does not apply. Additional ERUs are assessed starting at 6 children/students/employees. Please note that the worksheet will assess 1 ERU at below 6 children/students/employees - if this is the case, ERU = 0; at 6 children/students/employees and above follow the worksheet calculation.

\*\*\*If retail store has a public restroom, then add below in "Recreational and Public Service Section." If over 25,000 sq ft, submit business plan for ERU determination by City

**RESOLUTION 2017-11**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUGAR CITY, IDAHO, THAT:**

*WHEREAS, April 2017 marks the 49th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act; and*

*WHEREAS, the Idaho Human Rights Commission Act has prohibited discrimination in housing since 1969; and*

*WHEREAS, equal opportunity for all-regardless of race, color, religion, sex, disability, familial status or national origin-is a fundamental goal of our nation, state and city; and*

*WHEREAS, equal access to housing is an important component of this goal-as fundamental as the right to equal education and employment; and*

*WHEREAS, housing is a critical component of family and community health and stability and*

*WHEREAS, housing choice impacts our children's access to education, our ability to seek and retain employment options, the cultural benefits we enjoy, the extent of our exposure to crime and drugs, and the quality of health care we receive in emergencies; and*

*WHEREAS, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing; and*

*WHEREAS, ongoing education, outreach and monitoring are key to raising awareness of fair housing principles, practices, rights and responsibilities; and*

*WHEREAS, only through continued cooperation, commitment and support of all Idahoans can barriers to fair housing be removed;*

*NOW, THEREFORE, I, David Ogden, Mayor of the City of Sugar City, do hereby proclaim May 2017 to be*

***FAIR HOUSING MONTH***

*In the City of Sugar City, Madison County, State of Idaho.*

***UNANIMOUSLY APPROVED AND PASSED BY THE CITY COUNCIL AND MAYOR THIS 27<sup>TH</sup> DAY OF APRIL 2017.***

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*David Ogden, Mayor*

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*Wendy McLaughlin, City Clerk-Treasurer*

(SEAL)