

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, AUGUST 27, 2020

Presiding: Mayor Steven Adams

Meeting Via Internet and at City Hall Convened at 6:30 p.m.

Prayer: Councilwoman Nielsen

Pledge of Allegiance: Councilwoman Ball

Present Online: Mayor Steven Adams; Clerk-Treasurer Wendy McLaughlin; Councilors Joy M. Ball, Steve Davis, and Catherine Nielsen; City Public Works Director Arlynn Jacobson; City Code Enforcement Officer Jonathan Turner; City Building Inspector Quinton Owens; Chairman Dave Thompson of the Planning and Zoning Commission; City Engineer Dick Dyer; Attorney Chase T Hendricks; Forsgren and Associates Project Manager Kevin Harris; Madison County GIS Manager Cole Hibbard; Citizen Reese Butikofer and others who joined electronically but not identified. Councilwoman Fogle was excused.

**CONSENT AGENDA:**

**Minutes 8-13-2020** – removed from consent agenda

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the minutes as amended; motion carried.

**MADISON COUNTY GIS SYSTEM:** Madison County GIS Manager Cole Hibbard demonstrated how Madison County uses the Geographic Information System (GIS) software that analyzes and displays geographically referenced information for Madison County and surrounding areas. The public as well as government employees can use the powerful search software to access information such as maps, legal descriptions, addresses, property lines and ownership, street names, zoning, jurisdiction, and etc. Madison County and the City of Rexburg share the cost of the system. The public can access the information at [Madison.rexburg.org](http://Madison.rexburg.org). The county also has a six-year contract to update aerial photos every two years which Sugar City may help with the cost.

For an additional fee, city employees can use the software to provide public works information such as water and sewer line locations, measurements of piping above and below ground, and track maintenance schedules. The same information can also be used with streets. Sugar City Public Works Director Arlynn Jacobson will plan for the next budget year to use the additional resources that GIS offers and the city expressed interest in discussing cost sharing with Madison County.

**PUBLIC COMMENTS:** None

**NEW WATER SYSTEM PROJECT UPDATE REPORT:** Forsgren and Associates Project Manager Kevin Harris reported that the project has made little progress since last month because of setbacks in getting a clean water test and pump house structure issues which are more than cosmetic that need to be corrected. He reviewed the project change orders and took questions from the council. He will also review the design errors in the pump house and why the city paid for those errors and report back.

Forsgren and Associates submitted a grant application on behalf of the city to the Army Corp of Engineers to help purchase a small booster, backup generator, and radio readers for the city which is currently being reviewed.

**PUBLIC WORKS REPORT: Arlynn Jacobson reported on the following Items:**

**Parks Grant:** Mr. Jacobson presented two options to the council for the Parks Grant.

Option 1: Two picnic tables (one ADA compliant round table) and 10 benches to be placed in Smith, Heritage and Neibaur Parks.

Option 2: One picnic table, six park benches, and one Expression Swing that lets you swing with your child eye-to-eye.

**Larsen Estates Infrastructure:** The water and sewer line connections for the jerky plant have been approved by the Department of Environmental Quality (DEQ).

**New Jr. High Project:** The new school project is ready to tie into the city infrastructure. They will trench across Third North during potato harvest when school is out. The water line was found uncapped and will need to be cleaned before connecting.

**PLANNING AND ZONING REPORT:** Dave Thompson reported that because of no quorum they did not meet but are working on the following items.

**Survey:** A survey will be emailed to the council for review and direction on the Comprehensive Plan and land use questions.

**Impact Area:** The commission is working on the annexation of Highway 33 and Salem impact areas.

**Toscano:** There seems to be a lot of interest in the old, partial Toscano development.

**Business Park:** Frito Lay building landscaping needs to be completed. A law suit to enforce the CC&Rs is under consideration.

**SunGlo Addition:** SunGlo is working with Building Inspector and Planning and Zoning Administrator Quinton Owens to make sure the road and setbacks requirements are met.

**Dark Sky Ordinance:** Looking at restricting light pollution but not at the expense of safety.

**GENERAL BUSINESS:**

**Restructuring City Committees:** More time is needed to restructure city committees and recruit volunteers. There are several new members of the community to reach out to. A list of committees and requirements will be provided.

**New Councilmember:** Councilman Steve Davis is moving and this will be the last meeting he will be attending. Mayor Adams asked for recommendations for the appointment of a new council member to fill the vacated seat.

**Park Grant:**

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve Option 1 for the parks grant; motion carried.

**MAYOR AND COUNCIL REPORTS:**

**Department Reports:** Code Enforcement and the Building Department reports are updated online for the Council to review anytime. The Council would also like the reports printed for their packets.

**Councilwoman Nielsen:**

**City Fee Schedule:** Councilwoman Nielsen has a fee schedule template for the website that she would like to have sent out to the council for review. There is also an option for senior citizen fee discounts.

**Self Defense Class:** due to an sexual harassment incident reported on Facebook, Councilwoman Nielsen will check on community self-defense classes. The mayor will check on more city street cameras and possibly a Neighborhood Watch.

**Councilwoman Ball:**

**Tree & Beautification Committee:** Councilwoman Ball – made some changes to the August yard and garden awards – Delores Birch will replace Bart & Sheila Andreasen and Bill and Leola Barnhill will be awarded the garden award in September since one of the garden signs went missing.

**August Yard Awards:**  
Andrew & Kali Rammell  
Brent & Jan Barrus  
Bart & Sheila Andreasen  
Tim & Audrey Whitworth

**August Garden Awards:**  
Jorge & Laurie Orduno  
Tyler & Deborah Andreasen  
Lawrence & Catherine Nielsen  
Bill & Leola Barnhill

Meeting adjourned at 8:35 p.m.

Signed: \_\_\_\_\_  
Steven Adams, Mayor

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