



# CITY OF IDAHO CITY

AGENDA  
REGULAR CITY COUNCIL MEETING  
Wednesday, March 27, 2024  
7:00 P.M.

MINUTES

City Hall, 511 Main Street, Idaho City, ID 83631

Join Zoom Meeting

<https://us02web.zoom.us/j/85913106899?pwd=VW51QWRNNGE3eVVvSlhNTHRadGo5QT09>

Meeting ID: 859 1310 6899

Passcode: iccouncil

**CALL MEETING TO ORDER:** Mayor Everhart called the regular city council meeting to order at 7:00 PM

**ROLL CALL:** Clerk Ptak called roll, Heffington, Elliott, Adams in attendance. Secor absent.

**PLEDGE OF ALLEGIANCE:** Mayor Everhart led the pledge of allegiance.

## I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

### A. APPROVAL OF MINUTES: MARCH 13, 2024 & MARCH 20, 2024 **ACTION ITEM**

Counselor Heffington made a motion, seconded by Adams, to approve the minutes dated March 13, 2024, and March 20, 2024. 3 ayes. Motion carried. Elliott abstain from the 20<sup>th</sup>.

### B. IDAHO CITY EVENT CHECKLIST: **ACTION ITEM**

#### 1. HAPPY IDAHO COMMUNITY EXCHANGE – THURSDAYS JUNE-SEPTEMBER 2024

Annie Garrett explained that they are basically a farmers market but hoping to be a community hub. They would like to have the market on Thursdays. Happy Idaho is an umbrella company that focuses on bringing Idaho food to Idaho valleys. Garrett added that the current plan is to operate in the parking lot in front of the Sarsaparilla and overflow into the Smoke Jumper if needed. Garrett is also hoping to have some local musicians as well. Mayor Everhart explained that the city has a noise ordinance. The event is within the time limits of the ordinance, but it also has a decibel limit that they would need to keep an eye on because of the residence that are close by. Garrett added that she has not received confirmation from alcohol vendors yet but wondered what permits would be needed. Mayor Everhart explained that they would need an alcohol catering permit and the council would need to approve an alcohol variance for the location. Discussion on food, parking, and other potential locations ensued. Counselor Elliott made a motion, seconded by Adams, to approve the Happy Idaho Community Exchange event checklist, Thursdays June through September of 2024. Counselor Elliott requested an update after the first date to make sure everything went well. 3 ayes. Motion carried.

### C. BILLS/PAYABLES: MARCH 14, 2024 THROUGH MARCH 27, 2024 **ACTION ITEM**

Counselor Elliott made a motion, seconded by Adams, to approve the bills March 14, 2024 through March 27, 2024 in the amount of \$3,108.89. 3 ayes. Motion carried.

## II. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters. **ACTION ITEM**

## III. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony. **ACTION ITEM**

### A. ADMINISTRATION FEES FOR 2023-24

Counselor Elliott made a motion, seconded by Adams, to open the public hearing for Administration fees for 2023-24. Adams aye, Elliott aye, Heffington aye. Public hearing opened at 7:14pm. Clerk Ptak explained the new fees as follows. Temporary noise ordinance (variance request) application \$52.50 for profit organization, \$26.25 non-profit, and \$15.75 student. Mobile food truck annual permit at \$200. Idaho City door-to-door solicitation permit application at \$55 per year and \$25 per solicitor. Counselor Elliott asked how the solicitation permit would be enforced. Ptak responded that the ICPD handles enforcement and Deputy Clerk Goodlett added that a photo ID is required and would be on their actual permit that would need to be with them at all times. Counselor Elliott made a motion, seconded by Adams, to close the public hearing. Adams aye, Elliott aye, Heffington, aye. Public hearing closed at 7:20pm.

## IV. ENGINEER'S REPORT

Greg Dye with Merrick provided an update on the water system upgrades. When the investigational test hole was dug they pulled samples and had them analyzed. The samples showed the soil transmitting the ground water is very porous and has no fine particles or ability to filter and remove sediment. This is a key discovery for the ground water collection system. Dye added that they are in the middle of the design for two new well points and he can provide an update when that is finished. They are hoping to have those well points installed before June. Mayor Everhart explained that he and Dye had met previously to discuss using the test wells and incorporate them into the system so that they can be used even while the testing is being done and also work towards prefiltration before the sand bays to pull out the clay. Discussion on the wells and filtration ensued. The biggest priority is getting a more reliable source of water for Public Works going into the summer.

## V. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. **ACTION ITEM**

### A. RESOLUTION 2024-03 ADMINISTRATION FEES FOR 2024

Counselor Elliott made a motion, seconded by Adams, to approve Resolution 2024-03 Administration Fees for 2024. Adams ayes, Elliott aye, Heffington aye. Motion carried.

## VI. OLD BUSINESS

### A. PROPERTY SWAP WITH SECOR

No new information.

### B. IDAHO CITY FIRE PROTECTION DISTRICT

Mayor Everhart explained that this item is here to keep it in front of council and asked if anyone had any thoughts or comments on the last special meeting. Counselor Elliott believes that the next step is having a sit down with the fire commission. Mayor Everhart added that an opinion letter was received from Steve Shay. Clerk Ptak added that in the meeting it was discussed asking what budget numbers for the Fire Department were. In the council's packet was a list of budget and actual expense numbers for the Fire Department back to 2009/2010. Counselor Adams had someone suggest not giving the property to the Fire Department but having them purchase a small portion to allow them to get the grants needed. Mayor Everhart's opinion is that that option would just overcomplicate things and added that if or when moving forward the city would need to make sure they retain an easement because of the well that is on the back portion of the property. Counselor Elliott requested someone to find the grant paperwork for the Fire building and property. Discussion on when the building was built, and the grant ensued.

## VII. NEW BUSINESS

### A. CLEARWATER FINANCIAL PRESENTATION

Cameron Arial with Clearwater Financial presented their company, beginning with their background in the public sector and municipalities and then explaining areas where the company can help the city. Their goal is helping cities and municipalities be successful. Counselor Elliott asked if there were any cities comparable to the size of Idaho City that they work with, and Arial responded with a couple of examples. Discussion on how Clearwater would meld with the city's current engineering firm, and costs ensued. Clerk Ptak added that the services are not just for water and sewer. They can help out with streets, P&Z comprehensive planning, etc. Discussion on other areas where Clearwater could help ensued. Arial provided some references for Mayor and Council.

## VIII. COMMITTEE REPORTS

### A. PARKS & RECREATION COMMISSION

Counselor Elliott explained that Correll got permission to build baseball fields on the Forest Service land next to the BLM parcel. TJ Meeks wants to meet with Roeber first part of April to go over applications and next steps. The city still needs engineered drawings of everything that is on the parcel, but P&R is not sure where that money will come from. They will be doing a Rodeo Grounds clean up on April 21<sup>st</sup>.

### B. HISTORIC PRESERVATION COMMISSION

### C. PLANNING & ZONING COMMISSION

Counselor Adams explained they are working on the RV definitions that council requested.

### D. IDAHO CITY CHAMBER OF COMMERCE

Shelly Heffington with the Chamber explained they are preparing a car show for June 8<sup>th</sup>. There will be entertainment and the hours will be 10am-3pm. The Chamber is working on their event checklist to bring to council. Proceeds will benefit The Blue Star Mothers of Idaho for wounded warriors and half would go to the Boise Basin Food Bank. Entry fees would be to bring a canned food item and/or donations. Discussion on vendors ensued. Heffington added that Chili Cook Off made about \$14,000. Heffington brought up the topic of bathrooms and explained that there are a lot of events coming up this summer and there are not enough restroom facilities. She wanted to know if they can have the Porta-Poties brought up for the season where they can be placed semi-permanently. Discussion on locations ensued.

## IX. EMPLOYEE UPDATES

### A. PUBLIC WORKS

Public Works Director Claus explained that 2 tons of cold mix was ordered. That took care of Main, and part of what is in front of the school. Another 2 tons was ordered to take care of Montgomery, in front of the elementary school, and finish off in front of the High school. The private sewer line that broke was fixed. There is a water line to install on Main. New bristles are needed for the broom to sweep streets. Public Works has been keeping up on roads. Samples will be pulled Thursday. Mayor Everhart explained that he had a conversation with Greg Dye and asked him to keep him informed of what is going on with the project. Counselor Elliott asked

about Bear Run and Claus responded that the holes were just filled. Discussion on the plan for Bear Run ensued. Claus added that Mrs. Kulick asked to have a field trip to the water plant and the sewer plant. Claus will not allow anyone near the ponds at the sewer plant. Discussion on the field trip ensued.

**B. LAW ENFORCEMENT**

Chief Watson explained in the last 30 days there were 64 events that included traffic stops, accidents, prisoner transport, etc. Watson explained his goals for stops and interactions. Watson added that he had someone from Jump in Boise reach out and asked to use a police car in a film they are doing for promotion. Mayor Everhart asked the plan for the car. Discussion on the reasoning and plan ensued. Counselor Elliott asked about speed signs and Watson explained that the city was going to receive one from the County. Mayor Everhart mentioned the location of the speed limit signs and explained that he would bring it up with ITD again to get the 25mph signs moved to the city limits.

**C. CLERK/TREASURER'S OFFICE**

**1. WATER AND SEWER UPDATES, ACTION ITEM**

Clerk Ptak explained the updates and adjustments are in the packet. The adjustments need to be signed off on. Counselor Elliott questioned a couple of accounts and Ptak explained.

**2. T-MOBILE UPDATE**

Clerk Ptak explained that there are no contracts. They will set the city up to sample for 30 days and if it does not work everything can be sent back at no charge. If it does work out they would allow another month of credit to transition from CenturyLink. The plan is to start with City Hall first and then set up the water plant and sewer plant. Counselor Elliott suggested waiting to start the trail until May/June to see if the higher traffic will make any difference.

Ptak added that there is a flier for Capital for a Day in the packet. The flier will be added to the website and Ptak sent out a mass email to start planning the first week of April. Mayor Everhart added that the County Commissioners committed to attend.

Clerk Ptak explained that she had a budget hearing planned and wanted to discuss budget workshops. Her idea would be to have the workshops at 5 or 6pm before the regular meetings. This should provide plenty of meetings before the budget needs to be adopted. Discussion on times ensued. It was decided to do budget workshops at 6pm before every council meeting from now until the budget hearing.

**D. CITY ATTORNEY**

**X. COUNCIL UPDATES**

Counselor Adams explained that the bingo event for EBCAD is April 13th. Counselor Elliott found a \$50,000 grant for small towns to rebuild or refresh community spaces. The projects need to be essentially shovel ready for this type of grant. Claus explained that she has a wish list for community hall and Elliott asked Claus to send it to her.

**XI. MAYOR UPDATES**

**XII. CITIZEN COMMENTS**

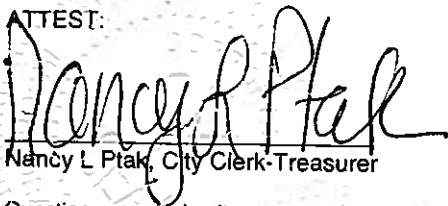
This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. To ensure adequate public notice, Idaho Law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the mayor, either by subsequent appointment or after tonight's meeting, if time permitting.

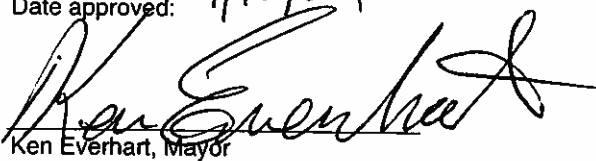
**XIII. UPCOMING MEETINGS**

**A. NEXT REGULAR MEETING: APRIL 10, 2024**

**ADJOURNMENT 9:06 PM**

TEST:

  
Nancy L. Ptak, City Clerk-Treasurer

Date approved: 4/10/24  
  
Ken Everhart, Mayor

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

<b>Mayor:</b> Ken Everhart <a href="mailto:idahocitymayor1@cityofic.org">idahocitymayor1@cityofic.org</a>	<b>Chief of Police:</b> Brent Watson <a href="mailto:idahocitypd.194@cityofic.org">idahocitypd.194@cityofic.org</a>	<b>Public Works Director:</b> Tami Claus <a href="mailto:idahocitypublicworks@cityofic.org">idahocitypublicworks@cityofic.org</a>	<b>City Clerk-Treasurer:</b> Nancy L Ptak <a href="mailto:idahocityclerk@cityofic.org">idahocityclerk@cityofic.org</a>	511 Main Street PO Box 130 Idaho City, ID 83631
<b>Council members:</b> Tom Secor Jr Ashley M Elliott Mari Adams Ryan Heffington	<b>City officers:</b>	<b>Public Works:</b> Nick Mancera Dallas DeCory	<b>Deputy Clerk:</b> Kaleb Goodlett <a href="mailto:idahocityoffice@cityofic.org">idahocityoffice@cityofic.org</a>	(208)392-4584 operating hours Monday- Thursday 8 am - 5 pm Friday 9am -3pm
			<b>Utility Billing Clerk:</b> Sue Robinson <a href="mailto:4cityfolk@cityofic.org">4cityfolk@cityofic.org</a>	