

**ALBION CITY COUNCIL MEETING**  
**MINUTES June 6th, 2023**

CALL TO ORDER – The meeting was called to order at 7:04 pm in the Albion Civic Center by Mayor Isaac Loveland.

OPENING CEREMONIES – The Pledge of Allegiance was led by Councilperson Wayne Winder.

ROLL CALL – Roll call by Deputy Clerk-Deric Bell. Present: Mayor Isaac Loveland, Council President Kevin Lloyd, Councilpersons Dallan Doc Carlson, Tyson Tolman & Wayne Winder, Deputy Clerk Deric Bell, Maintenance Director Brad Woodrow & City Attorney Kerry McMurray. City Clerk-Treasurer Linda Hutchison was excused.

OTHERS IN ATTENDANCE – Giselle Prescott, Tony Prescott, Cory Gardner, Lorina Gardner, Jan Johnson, Linda Prefontaine, Robert and Cheryl Murphy, Lance Holman and Isaac Hausheer.

APPROVAL OF AMMENDED AGENDA – The Mayor explained that there is a proposal to amend the Agenda for this meeting. It was made known to the City there is a time sensitive donation request to be made by the 4<sup>th</sup> of July Committee. They didn't realize that they must present a request for donations to the City Council until after the Agenda had been posted. The funds requested would need to be utilized prior to next month's regular meeting. Due to this it was proposed that the Agenda be amended to add their donation request. A motion was made to approve the Amended Agenda by Winder and seconded by Lloyd and approved with the following vote: Carlson-aye, Winder-aye, Tolman-aye, and Lloyd-aye.

APPROVAL OF MINUTES- Upon motion made by Lloyd, seconded by Tolman, and unanimously carried with the following vote: Lloyd-aye, Tolman-aye, Carlson-aye & Winder-aye, the Council moved to approve the Minutes of the May 2, 2023, City Council Meeting.

APPROVAL OF BILLS – Upon motion made by Carlson, seconded by Winder, and unanimously carried, with the following vote. Lloyd-aye, Tolman-aye, Carlson-aye, & Winder-aye, the Council moved to approve payment of the bills as presented.

LAW ENFORCEMENT REPORT – May 2023 Report – (4) 911 prank call (2) Traffic Stops (2) Transport/ Transfer Prisoner, (1) Domestic, (2) Controlled Burn, (1) Public relations, (2) Controlled Burns, (3) Cows Out, (1) SRO Call.

ANIMAL CONTROL REPORT – 2 Cows and 1 Goat at large with all being resolved.

**GENERAL PUBLIC COMMENTS/ CITIZEN'S ISSUES**

No public comments were given.

## **AGENDA ITEMS**

### **250<sup>th</sup> ANNIVERSARY CELEBRATION**

Bob Brown read a letter as a statement making community members aware of the Anniversary and asking for the City to make a resolution to be made. He provided Albion with a copy to be reviewed and for the possibility of future adoption.

### **4<sup>TH</sup> OF JULY COMMITTEE FUNDING REQUEST**

Linda Prefontaine was present to ask the City to fund \$2,500 for this year's 4<sup>th</sup> of July celebration. The City stated that they had budgeted \$2,000 for the donations. Winder asked what the funds would be used for. Linda stated that there were many costs and some of them include: \$600 for parade float prizes, candy, and other prizes for the children's area (a good portion is used activities such as a bubble machine that's rental cost is \$700), renting a stage, hiring a cornhole company for a tournament and to hire three musicians at \$150/each. Lloyd stated that there are always questions about having an entry in the parade and he was told to have people contact Teresa McLay @ 208-739-8381 and she would be able to help anyone out. Kevin explained that as a council they often get questions about how donations are used and asked that the committee provide the City with a report for use of donated funds on a yearly basis. A motion was made by Lloyd to fund \$2,000 as budgeted and seconded by Winder. The decision was made final with a vote of: Lloyd-aye, Carlson-aye, Winder-aye, and Tolman-aye.

### **MURPHY'S SEWER CONNECTION COSTS**

Mayor Loveland stated that has been a recent issue with the sewer system for Robert and Cheryl Murphy. It was recently discovered that they are not connected to the City's sewer system even though they have been paying the appropriate rate for services for over 20 years. They were recently given permission to connect to the City system and Harris Plumbing did the job with a total cost of \$11,350. A copy of the bill was provided to the Council for their review. Mayor Loveland proposed that because Murphy's have paid into the system all these years, that the City cover the connection costs and call it square. Winder asked if this would set a bad precedence but was assured that we have no other users in this exact unique situation. Attorney McMurray said from a legal standpoint there is a statute of limitation of three years that the City is bound by law to cover, but this decision is a City policy issue. There was discussion on how this happened. Robert Murphy stated that they were told their home was connected to City sewer when they purchased it, but a recent renovation led them to discover that were using a septic system with a non-functioning drain field. There was general discussion, with the Mayor asking for opinions of the Council. Tolman feels that it is only fair for the City to pay for this bill. The Council reached the consensus that the correct thing to do would be to cover this connection cost due to residents paying sewer charges all these years. Councilperson Carlson made a motion to pay the \$11,350 bill. Councilperson Tolman provided a second with a vote of: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

### **SELECTION OF A DITCH RIDER FOR CITY SURFACE WATER**

Mayor Loveland stated with the City's water surface water rights, there are just three (3) main users', including Troy Mortenson, Nate Warren, & Adam Ward. Nate Warren has done the job in the past, but currently it has worked out the Troy Mortensen has been unofficially doing the job. The Mayor asked that we make it official and agreed to have Troy be the ditch rider. He asked the council about their feelings on this and there were no concerns or objections. A motion was made by Winder to appoint Troy Mortensen as the ditch rider, a second by Lloyd and a vote of Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

#### PURCHASE NEW MAINTENANCE DEPARTMENT TRUCK

Mayor Loveland reported that he has received a quote from Young Automotive for a brand-new Ram 2500 truck equipped with a toolbox/ rack and a 8' articulating plow for a total \$53,430. This new truck will be able to take care of 99% of the snow plowing. Yong has offered trades of blue tractor for \$6,000, the grey truck for \$1,500, the white truck for \$2,500, the yellow snowplow truck for \$7,000 and the 4-wheeler for \$500. The Mayor asked the opinions of the Council on what to trade and the conclusion was reached that we keep the 4-wheeler and the yellow snowplow truck but trade the rest Attorney McMurray reminded the Council that a purchase of this size would require 3 bids, however after more discussion, it was found that this is under a State bid program and the 3 bid would not apply. The council was able to view a photo of the truck and felt it would serve the City's needs. Maintenance Director Woodrow felt this truck would work well for the city. There was some discussion as to whether we had budget for a truck purchase for this year and Bell stated he would work with the Mayor to figure out if the purchase could be made on this year's budget or if it must wait until next fiscal year. A motion was made by Lloyd and seconded by Tolman to move ahead with purchase of the truck, pending review of the budget status. Approval was finalized with a vote of: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

#### CHILD AND PEDESTRIAN SAFETY SIDEWALK AGREEMENT – ADDITIONAL FUNDING OPPORTUNITIES

Mayor Loveland explained that he has been made aware of additional monies available for the sidewalk grant. He asked the Council for authorization to sign for acceptance of these funds of \$60,000. There were no questions or concerns, and approval was given for him to accept with a motion made by Winder, a second by Tolman and a vote of: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

#### POWERLINE TREE TRIMMING SCHEDULE/BUDGET

The Mayor stated that it was time to consider tree trimming around powerlines in the City. Councilman Winder asked if Raft River Electric does the tree trimming but was answer that tree trimming is contracted out. The Mayor explained that now was the time to get on a tree trimmer's schedule so that we know that we can get the job done on time. The Mayor told the Council that because of how the billing ended up for last time, it had been paid in this fiscal year. This has exhausted our budget until next fiscal year. It was noted that last year was a large job and a lot of catch-up work had been done so we shouldn't be in as bad of shape this year. The Mayor asked if

the Council feels that we should schedule it for October (within the next fiscal year) or do we wait until 2025's budget to schedule. Carlson stated that are some potential issues behind Parish's house and it would be a good idea to schedule for October and take care of problems before they get too big. This was the consensus of the Council as well. A motion was made to go ahead and schedule the tree trimming for the beginning of the next fiscal year by Lloyd, seconded by Winder and approved with a vote of: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

#### POTENTIAL CITIZEN NOTIFICATION SYSTEM

Deputy Clerk Bell presented information he had researched about a text messaging system that would send notifications to the Citizens of Albion. The system would be set up so that people would opt in to receive notifications and could opt out at any time. The cost for the system would be approx. \$1.66/month for the phone number and then around 3 cents per message sent. It is not a contract type service, and we could cancel it at any time if we decided that it didn't work. Bell reported that this was a user-friendly service that could operate from a smartphone, so that in the event of a power outage, messages could still be sent. The Council felt that this helped address concerns that residents have expressed regarding communication. The Council told Deputy Bell to go ahead and set the system up and get it going. Tony Prescott stated that he would be happy to help with the implementation of this service.

#### PRESENTATION OF CITY'S CASH EQUIVALENT ACCOUNT STRUCTURE

Deputy Clerk Bell reported that he has been working with representatives from D.L. Evans Bank to set up an account structure that satisfies the concerns of the Council regarding FDIC coverage and earning potential. He provided a handout to the Council that illustrated the proposed structure of accounts. This includes opening two new ICS accounts, which spread the funds among other institutions but are still callable immediately through D.L. Evans. One account will store the bulk of the City's operating funds and the other will store any incoming grant monies. The grant monies account will have the earning ability of 2.75%. The Council was asked if they had any questions or concerns about the proposed setup. Lloyd said that he felt that this covered the worries of the Council. Bell stated that if there were no problems, he would go ahead and sign the paperwork. Approval for this was given in the previous month's meeting.

#### **INFORMATION FROM CITY OFFICIALS, STANDING SUBJECTS, GENERAL QUESTIONS AND AD HOC COMMITTEES**

City Attorney McMurray reminded the Council that there was business that required an executive session.

Maintenance Director Woodrow reported that he is working on obtaining service contract quotes for the Lift Station generator from a new company. This one would be more local and could save the City on the service costs while still maintaining excellent service. Preliminary costs are approx. \$2,700/yr., however, that is a rough draft. He will keep the Council updated as things progress.

Deputy Clerk Bell reported that he had calculated the costs to send out each paper bill and it is approx. \$1.15 per bill to send them out. The Office contacted our billing software provider and for \$250/year we can have the ability to send out eStatements. Bell shared that it would only take 19 users to sign up for the City to break even on the additional software costs and any more users on top of that amount, save the City money. He also shared that the eCheck system, which allows users to

pay with their checking account for a flat fee of \$2.50 is up and running. Bell reported that health insurance benefit costs have risen for the coming year and that the mayor, and he had reviewed other plans and even with the increase, we are still on the optimal plan. He also stated that there have been some reports of difficulties parking on Whitman due to existing traffic and construction traffic and just wanted to let the Council know that the City is aware of the reports.

Council President Lloyd wanted to thank the local groups that had helped with the beautification of the City Park. There were community groups, church groups and elementary school kids planting flowers. He also thanked Linda Prefontaine for her great contributions to this effort as well.

## **PRESENTATION OF BILLS**

Mayor and Council Salaries*	1,700.00
Brad Woodrow - Maintenance Director*	4,174.78
Linda Hutchison - City Clerk/Treasurer *	2,411.07
Deric Bell – Deputy Clerk*	1,298.97
PERSI – Employer Remittance- 6/1/23 –6/30/2023*	2,249.69
Kerry McMurray – Legal Services June 2023*	986.00
DL Evans Bank–EFTPS 941 Employer Remittance June,2023*	2,339.47
Idaho State Payroll Qtry. Tax WHT 910	817.00
Select Health – Insurance*	1,978.00
ATC Communications – June 2023	730.51
Beam Insurance – Dental/Vision Policy *	332.84
Bonneville Power Administration	7,567.00
Creekside Store – Maintenance Fuel	195.94
ETS- Email License	58 .00
Keller Associates – Monthly Fee & Engineering/Survey Service	3,250.00
Lamont Young – Back-Up Operator Fee	300.00
Norco Inc.	13.20
Ooma Office – phone service *	89.32
Raft River Electric* System Maintenance & Service work	1,580.23
UAMPS – General A&G Expenses	50.90
Visa – #2580 L. Hutchison- Quick Books online payment	105.00
Visa - #3554 B. Woodrow – Service Truck, Batteries	85.09
Walmart.com – Mount for Civic Center Flat screen*	42.39
Western Waste Services – City Dumpster	226.89
Ferguson – 2” CORP, 2” water line -park	1,384.63
CAL Ranch Store – Landscape staples*	.84
Albion Community Relations Council – 4 <sup>th</sup> of July donation*	2,000.00
David Hageman – Deposit Refund	149.96
Click-Send – City Text app. *	20.40
Display Sales – US Flags & poles	489.00
K D Company – Lawn Mowing Service	700.00
Ace Hardware – Park Maint. Supplies	348.43
Stokes True Value – Post, Hardware, & Asphalt repair	401.82
Linda Hutchison – Reimbursement for Costco	21.19

Deric Bell – Reimbursement - Maint. Shop Computer*	172.77
Black Mountain Software- Annual Service	2,100.00
Total	40,371.33

**COUNCIL ENTERS INTO AN EXECUTIVE SESSION**

A motion was made at 8:23 pm to enter Executive Session pursuant to Idaho Code 74-206 (1)(f) to communicate with legal counsel. The motion was made by Winder, seconded by Lloyd and the session was entered with the following roll call vote: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

**COUNCIL LEAVES EXECUTIVE SESSION**

The Council returned from Executive Session at 8:58 pm and a motion to leave the session was made by Lloyd, seconded by Tolman, and approved with a vote of: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye.

**COUNCIL ADJOURNS**

There being no further business brought before the Council, a motion to adjourn was made by Lloyd, seconded by Tolman, and carried with a vote of: Lloyd-aye, Carlson-aye, Winder-aye and Tolman-aye. Adjournment was at 8:59 pm.

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Isaac Loveland/ Mayor

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Deric Bell / Deputy Clerk