

CITY COUNCIL MEETING MINUTES
April 15th, 2024 @ 7:00PM
at Notus City Hall, 375 Notus Rd, Notus, ID, 83656

1. Meeting Called to Order

The meeting was called to order by the Mayor David Porterfield at 7:08 p.m.

2. Roll Call

Roll call was taken with the following results: Council President Steve Ahlborn and Councilman Rob Hartsock, and Councilwoman Lupita Conner, present. Also present: Mayor David Porterfield and City Attorney Bryan Norton.

3. Pledge of Allegiance

4. Public Concerns/Comments, limited to 3 minutes each

None

5. Consent Agenda, Action Items

5.1 Disbursement List

Steve Ahlborn motioned to pay the bills, totaling \$3,775.58; second by Rob Hartsock. Roll Call: Ahlborn, yes; Hartsock; yes, Connor, yes. Motion carried.

5.2 Council Meeting Minutes

No minutes available

5.3 Committee Meeting Minutes: Library, Community Events, Vision Tomorrow

None

6. Staff /Professionals Reports

6.1 Library Liaison

NONE

6.2 Treasurer

Maire Eilers reviewed March report with Council and told them ARPA report has been done on time . Waiting for generator delivery to be able pay out the rest of the grant money. Eilers reported that there is a large amount of funds in the bank that need to be transferred to the LGIP account.

6.3 Public Works

Tyler Martin reported the DEQ drinking water inspector came out and he was given a good report. There was nothing the inspector could report on, meaning that all is well with the water system. Tyler explained what happened with the water level that dropped and caused the low pressure. That caused some issues for residents, so he gave the Council the process that is necessary to have ready. The City was under a level 2 advisory (if concerned then boil) Staff dealt with the issue properly. News stations were reporting incorrect information, at the ire of DEQ. Lastly, Tyler told the Council that the Ranger side by side has been taken to the shop for regular maintenance and inspection. There were some maintenance issues that needed to be taken care of. The bill will be \$4300 but are necessary repairs. Ahlborn asked about the amount that the council had authorized in the past for staff being able to repair things without Council approval. Mayor explained that the bill will be split between all the fund accounts since the ranger is used throughout the city.

6.4 City Clerk

Loretta Vollmer reported from google profile 24 phone calls, 72 people asked for directions, 24 website visits, 17 burn permits issued, 1 building permit, 54 credit card payments received, 4 move in/outs, 1 community center rental with 2 4-H meetings held. There were 237 utility bills sent out for a total of \$26367.20 due.

6.5 Public Safety and Law Enforcement

The written report from the Parma Police was reviewed. 39 hours were spent in Notus.

7. Business

7.1 Mayor's City Council Member Appointment Approval, ACTION ITEM

The Mayor nominated Josh Hersom for council member to fill the recently vacated position. There was no motion to accept the nomination of Josh Hersom. Mayor opened the floor for discussion of the next possibility. Connor made a motion to re-instate Deven Krasowski to the council position. Attorney Bryan spoke up and informed Connor that the process is to open the meeting up for discussion regarding the possibilities. He pointed out that after a discussion, the Mayor would make a nomination, then council could motion to accept the nomination. Connor tried again to make a motion and was stopped and was told this is just a time for discussion until the Mayor makes a nomination. Connor stated she was in favor of allowing Krasowski to be on the council; Ahlborn also was in favor of Krasowski to be back on the council. He wanted to be sure that this did not mean that Hersom was not a good candidate as well. Ahlborn stated that he knew the reason that Krasowski resigned from the council in the past, but also recognized the desire to serve again. Hartsock also was in favor of supporting Krasowski in the council appointment. Mayor nominated Davin Krasowski to fill vacant council position. Ahlborn moved to appoint Deven Krasowski to the vacant council seat. Hartsock seconded the motion. Roll Call was taken with the following results: Ahlborn, yes; Hartsock, yes; Connor, yes. Motion carried.

a. Swearing in of Appointed Council Member, ACTION ITEM

City Clerk, Loretta Vollmer performed the swearing in of Devin Krasowski. This council member will serve until the next general election.

7.2 Planning & Zoning Board Appointees Confirmation, Approval, ACTION ITEM

The mayor stated that since one of the members that he had asked to serve is now the new council member, he didn't have time to replace that member on the committee so 7.2 will be tabled.

7.3 Set FY24-25 Budget Hearing Date, ACTION ITEM

Ahlborn moved to set the Budget hearing for August 19, 2024. Hartsock seconded. Roll call was taken with the following results: Ahlborn, yes; Hartsock, yes; Connor, yes; Krasowski, yes. Motion carried.

7.4 Street Maintenance Estimates, ACTION ITEM

The Mayor gave the council an overview of the street repairs that need to be completed this year. The council members were given estimates from three different asphalt companies for all these projects. Due to the funding streams we have to deal with, we are having to do a small amount of maintenance projects each year until we are able to get grants that can do street replacements. After going through the estimates and discussing the streets that will have work done on them, Krasowski asked if our engineer had looked at these to make sure we are getting what we need from the different companies. He was concerned that the companies are quoting the same type of project – making sure they are using the same compacting, crack sealing, etc. The attorney agreed with the discussion that took place regarding what is in the quotes. We need to make sure that everything is in the quotes that they will be doing and how, so that if we have to come back on them later, we have it in writing. The mayor told the group that in order to get the input from the engineer there may have to be a special meeting so that we can get on the company's schedule. The special meeting was scheduled for April 22, 2024, 7:00 p.m.

7.5 Community Center Message Board Policy, ACTION ITEM

City Clerk, Loretta Vollmer read the Policy that was developed to make it clear what is allowable in using the message reader board. Conner told the group that she is not able to come into the office during business hours so if the letters could be left outside or somewhere that she could get to them it would be helpful. Ahlborn suggested that Tyler could take care of the reader board during the time Connor cannot do it. Discussion on the wording of the document took place. Ahlborn suggested dropping the wording "mostly intended" in first sentence and adding "should be taken..." at #3. Alborn moved to accept the Message Reader Board Policy with corrections. Krasowski seconded. Roll Call was taken with the following results: Ahlborn, yes; Krasowski, yes; Hartsock, yes; Connor, yes. Motion carried.

7.6 FREE Spring Clean Up Day, Saturday May 4th, ACTION ITEM

Notification of the Canyon County Free Dump Day was presented by the City Clerk. The Notus City Cleanup day will be in the City on May 4, 2024.

7.7 Idaho Power Pole Easement at Well #4 Property, ACTION ITEM

This is for a utility easement which is by the well site pole that is needed for the new parcel building site (715 Notus Road) behind the well parcel.

CLERK Note: Devin Krasowski stepped down from the Council table.

There was a discussion regarding the need for this. Idaho Power will be handling this and sending easement documents to City for signature. Connor moved to allow Idaho Power to provide an easement from their pole to the property line and allow the Mayor to sign the document when it arrives at City Hall. Ahlborn seconded. Roll Call was taken with the following results: Connor, yes; Ahlborn, yes; Hartssock, yes. Motion carried.

7.8 Supporting Military Caregivers in Idaho Proclamation, ACTION ITEM

A proclamation is being made in collaboration with Idaho’s DAR and hidden heroes to help the caregivers of veterans. City Clerk read the proclamation. Some cities can help financially, but some are just stating their support and bringing awareness. Krasowski motioned to support the proclamation supporting military caregivers in Idaho. Connor seconded. Voice vote was taken with all in favor. Motion carried.

7.9 DEQ Required Drinking Water Source, Alternatives, Costs to Residents, ACTION ITEM

Tyler Martin gave a report on the rehab of Well #2. He is just getting started talking to different companies that are well drillers and what could be done with the well. Mayor encouraged him to keep working on those estimates. We must get this done.

7.10 Internet Equipment attached to Water Tower Contract discussion, ACTION ITEM

Mayor gave an explanation regarding the rental of the tower to 2 different satellite companies. It is time to review the contracts and get ready to renew them. Mayor wanted to bring them to the council to review and discuss. There are issues that have been mentioned regarding the number of items on the tower. There are concerns regarding the weight of the items and the damage they could have on the tank. Krasowski asked if the staff could contact other cities to see what they rent their tower space for. The attorney stated that we could make a public records request to get the information we are looking for. Krasowski asked if staff could find out how many customers each has in the city limits., Tabled till next meeting.

8. Mayor & Council Comment

AIC Spring District meeting coming up.

9. Adjournment

Ahlborn moved to adjourn the meeting at 9:32 pm. Krasowski seconded. Meeting adjourned.

Respectfully submitted by Marie Eilers, Treasurer and Loretta Vollmer, City Clerk _____

Approved by Mayor, David Porterfield _____