

CITY COUNCIL MEETING
August 8, 2011

MAYOR & COUNCIL

Lee Hendrickson
 Saundra Hubbard
 Travis Kunz
 Todd Thomas

STAFF

Jerry Larsen, Clerk/Treasurer
 Clyde Nelson, City Attorney
 Val Sparrow, Police Chief
 Wendy Merrill, Clerk

OTHERS PRESENT:

Robert Merrill, Scott Workman, Mark Rossier, Jon Reeder

Council Meeting was called to order at 4:30 P.M. by Mayor Hendrickson.

Roll Call of Councilmembers showed the following members present: Hubbard, Kunz, Thomas. Councilmember Larson was excused from meeting.

Consent Calendar 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 be discussed in greater detail. Explanatory information is included in the City Council's agenda packet regarding these items.

- A. Council Minutes (July 18, 2011)
- B. Bills (August 8, 2011)

It was moved by Councilmember Hubbard and seconded by Councilmember Thomas to approve the items listed on the consent calendar. This received unanimous approval.

Business Licenses The following business licenses were presented:

Don E. Collom (Cache Valley Rental & Recreation)

It was moved by Councilmember Hubbard and seconded by Councilmember Thomas to approve the above business license with the stipulation that Mr. Collom not exhibit, rent or store equipment at 102 West Oneida, and that he agree to these terms before the business license is issued. This received unanimous approval.

Sheryl Coats (Naylor Insurance, Inc.)
First American Title Company (First American Title Company, Inc.)
Blayne Rounds (Rounds & Associates Insurance, Inc.)
Curtis Gilbert (Curtis Gilbert Insurance Agency, Inc.)
Franklin County Farm Bureau (Farm Bureau, Inc.)

It was moved by Councilmember Hubbard and seconded by Councilmember Kunz to approve the above business licenses. This received unanimous approval.

Kennel License Danielle Thompson, 83 South 4th East, applied for a noncommercial kennel license for her three dogs and has followed all the procedures for obtaining that license. It was moved by Councilmember Thomas and seconded by Councilmember Kunz to approve a noncommercial kennel license for Danielle Thompson. This received unanimous approval.

Trails West Water Leak Jon Reeder and Mark Rossier, from Trails West Manufacturing, 65 North 8th West, addressed the Council regarding high water usage. They stated they know they have a leak but have not been able to locate the leak. City Clerk Larsen reported that the meter has been checked and that it works correctly. After Council discussion, it was determined that the Public Works Department monitor meter readings every day for a week, to help determine actual water usage during their production time.

CITY COUNCIL MEETING
August 8, 2011

License Agreement/
New York Deli

Councilmember Kunz declared a conflict of interest with this agenda item. City Attorney Nelson reviewed the License Agreement between the New York Deli, located at 36 North State, and the City of Preston, that states the pergolas will be erected no sooner than April 1st and taken down no later than September 30th, and that this agreement is to be renewed on a yearly basis based on their cooperation. After Council discussion, it was moved by Councilmember Thomas and seconded by Councilmember Hubbard to approve the License Agreement as presented. The vote was as follows:

Councilmember Hubbard	Aye
Councilmember Kunz	Abstain
Councilmember Thomas	Aye

Motion passed by majority vote.

Ord #2011-2
Vicious Animals

Councilmember Hubbard introduced Ordinance #2011-2, an ordinance amending section 6.16.020B to require an owner of a vicious animal to cause the animal to be micro-chipped for identification purposes, to be neutered or spayed and to permit the City Police or Animal Control Officer access to the animal for scanning; and amending section 6.16.020D as to the disposition of vicious dogs.

It was moved by Councilmember Hubbard and seconded by Councilmember Thomas to dispense with the rules requiring the reading of ordinances on three separate days, and ordered the ordinance to be read once in it's entirety. The vote was as follows:

Councilmember Hubbard	Aye
Councilmember Kunz	Aye
Councilmember Thomas	Aye

Motion passed by unanimous vote.

City Attorney Nelson read Ordinance #2011-2 once in it's entirety.

It was moved by Councilmember Thomas and seconded by Councilmember Kunz to approve the same as presented. The vote was as follows:

Councilmember Hubbard	Aye
Councilmember Kunz	Aye
Councilmember Thomas	Aye

Motion passed by unanimous vote.

Ord #2011-3
Introducing Cable TV Franchise Agreement

Councilmember Thomas introduced Ordinance #2011-3, an ordinance providing for the adoption of a Franchise Agreement between the City of Preston and Direct Communications. After Council discussion, City Clerk Larsen was directed to publish the Franchise Agreement.

Moser Truss Deed Of Trust

City Attorney Nelson notified the Council he had received a Notice of Default between Moser Truss and Alliance Title & Escrow Corp. After Council discussion, it was moved by Councilmember Hubbard and seconded by Councilmember Kunz to declare Moser Truss in default under the terms of the Lease Agreement with the City Of Preston and to issue a Notice Of Default and termination of the Lease Agreement. This received unanimous approval.

Police Department Reports

Police Chief Sparrow reported that the Intoxilizer used to measure blood alcohol levels by both the Preston City Police and the Franklin County Sheriff's office is broken and has been sent for repair, leaving the Police Department with an Alcosensor meter that is also broken. Since the Alcosensor will become obsolete in 2013, Chief Sparrow requested approval to purchase a new portable Life-Lock system in the amount of \$1,550. After Council discussion, it was determined that the funds are in the budget and approval was given to purchase a new Life-Lock system.

Police Chief Sparrow recommended changing section 7.201.8 of the Taser Policy to read "a review by all Officer's carrying and issued a TASER shall be conducted once a year by the instructor" rather than "each six months". It was moved by Councilmember Hubbard and seconded by Councilmember Kunz to authorize Police Chief Sparrow to make this change to the Taser Policy. This received unanimous approval.

CITY COUNCIL MEETING
August 8, 2011

Rodeo Days Councilmember Hubbard addressed the issue of problems created by street vendors not removing their vehicles and merchandise for the parade during Rodeo Days. She suggested a letter be drafted to the Rodeo Committee addressing the situation; and that the two hour parking time limit on State Street be enforced. After Council discussion, it was determined that Police Chief Sparrow research the parking ordinance and that Councilmember Hubbard and Police Chief Sparrow draft a letter to the Rodeo Committee.

Well-Site Property Mayor Hendrickson reported to the Council that Lynn Sessions has expressed an interest in buying the City owned well-site property located at 2500 East 8th South. City Attorney Nelson advised that the City can exchange property, but cannot sell it. After Council discussion, it was determined that the City is not interested in changing ownership on this property at the present time.

Tentative Budget Approved It was moved by Councilmember Thomas and seconded by Councilmember Hubbard to approve the tentative budget for fiscal year 2012. This received unanimous approval. A copy of the tentative budget follows minutes.

It was moved by Councilmember Thomas and seconded by Councilmember Hubbard to approve the proposed resolution regulating salaries and benefits for fiscal year 2012. This received unanimous approval.

It was moved by Councilmember Hubbard and seconded by Councilmember Thomas to schedule a Public Hearing on August 29, 2011 at 5:00 P.M. at Preston City Hall for consideration of the tentative budget for fiscal year 2012. This received unanimous approval.

Executive Session It was moved by Councilmember Kunz and seconded by Councilmember Thomas to enter Executive Session to discuss personnel, as allowed by Idaho Code 67-2345(1)(b). The vote was as follows:

Councilmember Hubbard	Aye
Councilmember Kunz	Aye
Councilmember Thomas	Aye

Motion passed by unanimous vote.

Entered Executive Session at 6:20 P.M.

Returned from Executive Session at 6:48 P.M.

Refund State Insurance Money To Employees It was moved by Councilmember Thomas and seconded by Councilmember Hubbard to approve the disbursement of the State Insurance refund check in the amount of \$190 to the 19 full time employees, and \$95 to the 2 part-time employees. This received unanimous approval.

Merit Money Awarded It was moved by Councilmember Kunz and seconded by Councilmember Thomas to award merit money to the following employees, as the Employee Salary Resolution allows:

Linda Acock	\$300
John Balls	\$1,000
Tom Edwards	\$300
Jed Fellows	\$150
Matt Gleed	\$300
Dustin Hollingsworth	\$300
Keven Hollingsworth	\$300
Jerry Larsen	\$1,000
Dan McCammon	\$300
Wendy Merrill	\$300
Sally Moser	\$300
Roger Nicholas	\$300
Vance Nielson	\$300
Doug Ransom	\$300
Scott Royer	\$300
Jan Seamons	\$300
Julie Sharp	\$150
Val Sparrow	\$1,000
Cuyler Stoker	\$300
Gordon Talbot	\$300
Scott Weeks	\$300

This received unanimous approval.

CITY COUNCIL MEETING
August 8, 2011

Water Truck Donation To Franklin County It was moved by Councilmember Hubbard and seconded by Councilmember Kunz to donate the old 1978 Chevy water truck to Franklin County to be used specifically by the Fair Board. Water is to be obtained from the fire hydrant on the corner of West Oneida and 1st West, with the permission of Public Works Director John Balls. This received unanimous approval.

It was moved by Councilmember Hubbard and seconded by Councilmember Thomas to adjourn the meeting at 6:55 P.M. This received unanimous approval.

Jerry C. Larsen, Clerk

F. Lee Hendrickson, Mayor

CITY COUNCIL MEETING
August 8, 2011

NOTICE OF PUBLIC HEARING
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012 (FY12)
CITY OF PRESTON, IDAHO

A public hearing, pursuant to Idaho Code 50-1002, will be held for consideration of the proposed budget for the fiscal year from October 1, 2011 to September 30, 2012. The hearing will be held at City Hall, 70 West Oneida, Preston, Idaho at 5:00 p.m., August 29, 2011. All interested persons are invited to appear and show cause, if any, why such budget should or should not be adopted. Copies of the proposed City Budget in detail are available at the City Hall during regular office hours (8:00 a.m. to 5:00 p.m., weekdays). City Hall is accessible to persons with disabilities. Anyone desiring accommodations for disabilities related to the budget documents or to the hearing, please contact the City Office, 852-1817, at least 48 hours prior to the public hearing. The proposed FY11 budget is listed as FY11 Proposed Expenditures and Revenues.

PRELIMINARY BUDGET

PROPOSED EXPENDITURES

	FY10 Actual Expenditures	FY11 Budget Expenditures	FY12 Proposed Expenditures
	<u> </u>	<u> </u>	<u> </u>
<u>GENERAL FUND:</u>			
Mayor & Council	67,368	75,500	75,000
Office	23,709	29,300	27,000
Shop	23,507	65,000	51,000
Clerk/Treasurer	82,175	88,000	89,500
Legal	42,920	78,500	77,500
Planning & Zoning	25,017	34,500	34,000
Economic Development	18,028	33,000	19,000
Liability Insurance	50,524	61,000	61,000
Police	497,201	571,000	602,000
Dispatching	16,000	16,000	16,000
Building Inspection	9,795	50,200	42,000
Animal Control	17,927	23,000	24,000
Parks & Recreation	126,893	135,000	132,000
Industrial Park	845	10,000	10,000
Unemployment Insurance	<u>0</u>	<u>15,000</u>	<u>15,000</u>
TOTAL GENERAL FUND	1,001,909	1,285,000	1,275,000
<u>OTHER FUNDS:</u>			
Streets	400,171	521,000	539,500
Water Acquisition	0	100	100
Water	292,808	813,000	803,000
Sewer	451,693	542,000	514,000
Garbage	170,362	429,000	226,000
Hydro	<u>65,666</u>	<u>94,200</u>	<u>94,200</u>
TOTAL OTHER FUNDS	1,380,700	2,399,300	2,176,800
TOTAL ALL FUNDS	<u>2,382,609</u>	<u>3,684,300</u>	<u>3,451,800</u>

CITY COUNCIL MEETING
August 8, 2011

PRELIMINARY BUDGET

PROPOSED REVENUES

	FY10 Actual Revenues	FY11 Budget Revenues	FY12 Proposed Revenues
	<u> </u>	<u> </u>	<u> </u>
<u>PROPERTY TAX LEVY:</u>			
General Fund	513,971	535,034	553,722
Street Fund	<u>218,550</u>	<u>217,158</u>	<u>233,598</u>
TOTAL PROPERTY TAX LEVY	732,521	752,192	787,320
<u>REVENUE OTHER THAN PROPERTY TAX:</u>			
General Fund	544,629	573,801	566,195
Street Fund	281,539	265,863	275,418
Water Acquisition Fund	0	8,100	8,100
Enterprise Funds	1,555,486	1,531,700	1,532,000
Grants	0	1,000	3,870
Reappropriation	<u>0</u>	<u>551,644</u>	<u>278,897</u>
TOTAL	2,381,654	2,932,108	2,664,480
TOTAL ALL FUNDS	<u>3,114,175</u>	<u>3,684,300</u>	<u>3,451,800</u>

ESTIMATED REVENUE SOURCES

The estimated revenue for the City of Preston, Idaho for the fiscal year October 1, 2011 to September 30, 2012 is as follows:

Property Tax	787,320
Sales Tax	146,358
Liquor Tax	30,600
State Revenue Sharing Tax	147,561
Gasoline Tax	170,994
County Road & Bridge Tax	60,000
Franchise Tax	100,600
Licenses, Permits & Fines	114,100
Interest	17,400
Recreation Revenue	45,200
Annexation Water Fees	8,100
Water, Sewer, Garbage	1,427,600
Hydro	94,200
Grants	3,870
Miscellaneous	19,000
Reappropriation	278,897
TOTAL ESTIMATED REVENUE	<u>3,451,800</u>

TAX DISTRIBUTION:

	<u>Property Tax</u>	<u>Sales Tax</u>
General Fund	553,722	102,934
Street Fund	<u>233,598</u>	<u>43,424</u>
	787,320	146,358

The proposed expenditures and revenues for fiscal year 2011-2012 have been tentatively approved by the City Council. Publication dates for the notice of public hearing are August 17 and August 24, 2011 in the Preston Citizen.