

CITY COUNCIL MEETING
August 10, 2020

MAYOR & COUNCIL

Daniel M. Keller, Mayor
 Todd Thomas, Council
 Terry D. Larson, Council
 Allyson Wadsworth, Council
 I. Brent Dodge, Council

STAFF

Linda Acock, City Clerk
 Kelly Mickelsen, City Treasurer
 Tyrell Simpson, City Engineer
 Shawn Oliverson, Economic Development
 John Balls, Public Works Director
 Dan McCammon, Police Chief
 Lyle Fuller, City Attorney

OTHERS PRESENT:

James Jensen, Alan Holt, Colter Hollingshead, Ryan Spanton

Council Meeting was called to order at 5:00 P.M. by Mayor Keller.

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 27, 2020)
- B. Bills (August 10, 2020)
- C. Treasurer's Monthly Report (July 31, 2020)
- D. Swale Bond Refund (J&L Egbert Properties 337 E Eagle Way \$1775.00, J&L Egbert Properties 353 E Eagle Way \$1775.00, Terri Green 296 E Eagle Way \$1575.00)

It was moved by Councilmember Thomas and seconded by Councilmember Larson to approve all items on the Consent Calendar, which include Council Minutes of July 27, 2020, Bills through August 10, 2020, the Treasurer's Monthly Report dated July 31, 2020 and Swale Bond Refunds for J&L Egbert Properties at 337 East Eagle Way in the amount of \$1,775.00, J&L Egbert Properties at 353 East Eagle Way in the amount of \$1,775.00 & Terri Green at 296 East Eagle Way in the amount of \$1,575.00. This received unanimous approval.

Public
 Hearing
 Amend
 FY 2020
 Budget

After giving procedure guidelines for public hearings, Mayor Keller called for the following public hearing for the purpose of giving consideration to amend the Fiscal Year 2020 Budget, as follows:

Notice of Public Hearing

NOTICE IS HEREBY GIVEN that the City Council of Preston, Idaho will hold a public hearing for consideration of a proposed amendment to the fiscal year 2020 budget. The hearing will be held at the Preston City office 70 West Oneida at 5:00 p.m. or as soon after as this matter can be heard on August 10, 2020. The proposed amendment reflects additional expenditures in the general fund for the land purchase of Craner Field.

	FY 2018 ACTUAL EXPENDITURES	FY 2018 ACTUAL REVENUES	FY 2019 ACTUAL EXPENDITURES	FY 2019 ACTUAL REVENUES	FY 2020 BUDGETED EXPENDITURES	FY 2020 BUDGETED REVENUES	FY 2018 INCREASE OVER ORIGINAL APPROPRIATION
GENERAL FUND	\$1,412,189	\$1,533,023	\$1,525,377	\$1,739,878	\$1,777,354	\$1,693,233	\$265,000

At said hearing any interested person may appear and show cause, if any he has, why such proposed appropriations ordinance amendment should or should not be adopted. City Hall is accessible to persons with disabilities. Anyone desiring accommodations for disabilities related to the hearing, please contact City Hall, 208-852-1817 at least 48 hours prior to the public hearing.

Linda Acock, City Clerk

Publish July 29th and Aug 5, 2020

Mayor Keller explained that the city council has made the decision to purchase the Craner Ball Field. The city has entered into a buy/sell agreement with the Church of Jesus Christ of Latter Day Saints to purchase the property for two hundred sixty-five thousand dollars (\$265,000). It is intended for the property to remain a recreation field, and in the name of Craner Field.

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Mayor Keller asked for public testimony, from those in attendance, wishing to speak in favor of the budget amendment. There being none, he asked if written comments had been received in the City Clerk's office. Clerk Acock advised there were no written comments in favor of the amended budget.

Mayor Keller then asked if anyone had neutral testimony regarding the budget amendment. There being none, he asked for written comments. Clerk Acock advised there were no written comments.

Mayor Keller asked for opposing testimony. There being no opposing testimony, he asked for written comments. Clerk Acock advised there were no written comments.

It was moved by Councilmember Larson and seconded by Councilmember Wadsworth to close the public hearing, and open the meeting to discussion amongst the council. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

Motion passed by unanimous approval.

Ordinance
2020-4
Amend
2019-5
Budget

Councilmember Thomas introduced Ordinance 2020-4 relating to the amendment of Ordinance 2019-5, the Annual Appropriation Ordinance for Fiscal Year 2020, appropriating additional monies that are held in reserve by the City of Preston in the sum of two hundred sixty-five thousand dollars (\$265,000) of the general fund, to be used for the purchase of Craner Field.

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

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

Motion passed by unanimous approval.

Clerk Acock read Ordinance 2020-4 once in its entirety.

It was moved by Councilmember Thomas and seconded by Councilmember Larson to approve Ordinance 2020-4, amending Ordinance 2019-5 Annual Appropriation Ordinance for F.Y. 2020. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

Motion passed by unanimous approval.

Pilot
Testing
Contract
WestTech

Colter Hollingshead, Keller and Associates, explained that WestTech is the company chosen to do the pilot testing for the wastewater treatment plant. They will bring in their equipment and run the two treatment options, sand technology and membrane technology, side-by-side to determine which treatment will work best for Preston City.

Ryan Spanton of Goble Sampson, representing WestTech, explained the difference between the sand technology and the membrane technology. He further explained that by running the pilot test, they could determine which system would be sized right, economical, and best for the treatment plant operators.

After discussion, it was moved by Councilmember Dodge and seconded by Councilmember Thomas to enter into the Scope and Services Contract with WestTech for piloting equipment for the wastewater treatment plant. This received unanimous approval.

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Public
Hearing
Resolution
Reserving
Forgone
Amount

Mayor Keller called for the public hearing for the purpose of giving consideration to a resolution to reserve the fiscal year 2021 forgone amount, as follows:

Notice of Public Hearing
Resolution Reserving Forgone Balance

NOTICE IS HEREBY GIVEN that on Monday, the 10th day of August, 2020, at 5:00 PM. or as soon thereafter as the matter may be heard, at Preston City Hall, 70 West Oneida Street, Preston, Idaho, the City Council of the City of Preston ("the City") will conduct a public hearing to consider a Resolution reserving the Fiscal Year 2021 Forgone property tax amount for use in subsequent years.

Idaho Code §50-235 empowers the city council to levy taxes for general revenue purposes.
Idaho Code §50-1002 requires the city council to pass the annual appropriation ordinance.
Idaho Code §63-802 sets limitations on the amount of property tax revenues that can be used to fund programs and services and allows each taxing entity to increase property tax budget amounts by 3%, and requires that the city adopt an annual resolution to reserve the additional forgone amount.

Information is available at Preston City Hall during normal business hours of the City. Interested persons are encouraged to attend the public hearing and to present comments. Comments may also be submitted in writing prior to and at the hearing.

CITY OF PRESTON
s/Linda Acock, City Clerk

Mayor Keller explained that Preston City Council decided, for the F.Y. 2021 budget, not to increase property taxes by the allowed 3% amount, but we are going to put it in a category known as forgone.

Mayor Keller asked for testimony from those in attendance, in favor of forgoing the 3% property tax increase.

Alan Holt, Preston Idaho, thanked the council for their decision. Not everyone has the chance to increase their income enough to fill the gap, so this will be helpful to the Preston City residents.

There being no further testimony, Mayor Keller asked if written comments had been received in the City Clerk's office. Clerk Acock stated that no written comments had been received.

Mayor Keller then asked for neutral testimony in this matter. There being none, he asked if the Clerk's office had received any written comment. Clerk Acock stated that no written comments had been received.

Mayor Keller asked for testimony from those in attendance, in opposition to city council reserving the foregone amount. There being none, he asked for written comments. Clerk Acock stated that there were no written comments.

There being no further testimony, it was moved by Councilmember Wadsworth and seconded by Councilmember Larson to close the public hearing and open the meeting to the council for discussion. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

Motion passed by unanimous approval.

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Resolution 125 Reserving FY 2021 Forgone Amount

It was moved by Councilmember Wadsworth and seconded by Councilmember Dodge to approve Resolution 125, A Resolution Reserving the Forgone amount for Fiscal Year 2021 for Potential Use in Subsequent Years as described in Idaho Code 63-802. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

This received unanimous approval.

Public Hearing Annual Approp. Ordinance

Mayor Keller called for the public hearing for the purpose of giving consideration of the Proposed Budget for Fiscal Year from October 1, 2020 to September 30, 2021, as follows:

CITY OF PRESTON IDAHO
NOTICE OF PUBLIC HEARING
PROPOSED BUDGET FOR FISCAL YEAR 2020-2021 (FY2021)

Notice is hereby given that the City of Preston, Idaho will hold a public hearing for the consideration of the proposed budget for the fiscal period October 1, 2020 to September 30, 2021, pursuant to the provisions of section 50-1002, Idaho Code. The hearing will be held at City Hall, 70 West Oneida, Preston Idaho at 5:00 p.m. or as soon thereafter as this matter can be heard on August 10, 2020. All interested residents are invited to appear and offer testimony concerning the proposed budget. Copies of the proposed budget are available at 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 special accommodations for disabilities, please contact the City Clerk at (208) 852-1817 at least 48 hours prior to the hearing.

Fund Name	EXPENDITURES		
	FY 2019 Actual Expenditures	FY 2020 Budgeted Expenditures	FY 2021 Proposed Expenditures
General Fund			
Administration	\$689,011	\$752,141	\$1,125,417
Police	\$836,366	\$1,025,213	\$1,126,543
General Fund Total	\$1,525,377	\$1,777,354	\$2,251,960
Street Fund	\$1,188,829	\$820,903	\$637,250
Water Acquisition Fund	\$0	\$0	\$0
Water Fund	\$918,431	\$1,189,333	\$1,113,861
Sewer Fund	\$784,752	\$747,777	\$2,391,297
Garbage Fund	\$133,507	\$0	\$0
Hydro Fund	\$203,969	\$210,953	\$218,819
Fund Transfers	\$0	\$0	\$0
Grand Total All Expenditures	\$4,754,865	\$4,746,320	\$6,613,187

Fund Name	REVENUES		
	FY 2019 Actual Revenue	FY 2020 Budgeted Revenue	FY 2021 Proposed Revenue
Property Tax Levy			
General Fund	\$971,016	\$852,333	\$890,736
Street Fund	\$323,645	\$284,111	\$290,935
Total Property Tax Levy	\$1,294,661	\$1,136,444	\$1,181,671
Revenue Sources Other Than Property Tax			
General Fund	\$768,862	\$840,900	\$956,688
Street Fund	\$361,862	\$371,346	\$369,864
Water Acquisition Fund	\$0	\$0	\$0
Water Fund	\$1,201,809	\$1,272,000	\$1,142,500
Sewer Fund	\$696,370	\$816,000	\$936,600
Garbage Fund	\$3,426	\$0	\$0
Hydro Fund	\$148,661	\$150,000	\$146,000
Grants	\$28,325	\$0	\$1,660,000
Reappropriation	\$469,261	\$159,630	\$219,864
Total Non-Property Tax Revenues	\$3,678,576	\$3,609,876	\$5,431,516
Grand Total All Revenues	\$4,973,237	\$4,746,320	\$6,613,187

The proposed expenditures and revenues for fiscal year 2020-2021 have been tentatively approved by the City Council. Publication dates for the notice of public hearing are July 22, 2020 and July 29, 2020 in the Preston Citizen.

Kelly Mickelsen, Treasurer

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Mayor Keller introduced the 2020-2021 annual appropriation budget.

Mayor Keller asked for public testimony in favor of the 2020-2021 budget. There being none, he asked if written comments had been received by the City Clerk's office. Clerk Acock stated that no written comments had been received.

Mayor Keller then asked for public testimony, in neutrality. There being none, he asked if written comment had been received by the City Clerk's office. Clerk Acock stated that no written comment had been received.

Mayor Keller asked for testimony opposing the 2020-2021 budget. There being none, he asked for written comment. Clerk Acock stated that there was no written comments.

It was moved by Councilmember Larson and seconded by Councilmember Wadsworth to close the public hearing and turn the meeting to council for discussion. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

This received unanimous approval.

After discussion, Mayor Keller proposed reducing the Reappropriation amount of the FY 2021 Proposed Revenue by \$125,000, the amount that the City should receive from the sale of the Rodeo Grounds.

Ordinance
2020-5
Annual
Approp.
Ordinance

Councilmember Larson introduced Ordinance 2020-5, relating to the annual appropriation for the fiscal year beginning October 1, 2020, with the reappropriation FY 2021 proposed revenue being reduced by \$125,000, so that amount will be \$94,864. It was moved by Councilmember Larson 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 summary. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

This received unanimous approval.

Ordinance 2020-5, with the amended amount of six million four hundred eighty-eight thousand one hundred eighty-seven dollars (\$6,488,187), was read once in summary by Clerk Acock.

It was moved by Councilmember Larson and seconded by Councilmember Wadsworth to approve Ordinance 2020-5, appropriating the sum of six million four hundred eighty-eight thousand one hundred eighty-seven dollars (\$6,488,187). The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

This received unanimous approval.

Salary
Resolution

It was moved by Councilmember Wadsworth and seconded by Councilmember Dodge to approve the Resolution Regulating Salaries and Benefits for fiscal year 2021. The vote was as follows:

Councilmember Thomas	<u>Aye</u>
Councilmember Larson	<u>Aye</u>
Councilmember Wadsworth	<u>Aye</u>
Councilmember Dodge	<u>Aye</u>

This received unanimous approval.

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- County Treasurer Mickelsen explained that the City has not received the
Commissioner figures and instruction from Franklin County, due to the Tax Relief
Budget Program.
Cert.
- This matter was tabled to the August 24, 2020 council meeting.
- Agreement To Purchase Craner Field It was moved by Councilmember Dodge and seconded by Councilmember Thomas to ratify Mayor Keller's signature on the Sale Contract between the City of Preston and the Church of Jesus Christ of Latter Day Saints for the purchase of Craner Field, dated July 31, 2020, in the amount of two hundred sixty-five thousand dollars (\$265,000), and to authorize Mayor Keller to sign future purchasing related documentation to finalize this purchase. This received unanimous approval.
- FAA Grant Agreement Councilmember Larson introduced a grant, as part of the CARES Act, in the amount of thirty thousand dollars (\$30,000), with no matching funds, to install runway lighting, reconstruct the runway, extension of the runway and to construct a taxiway at the airport.
- It was moved by Councilmember Wadsworth and seconded by Councilmember Thomas to ratify the signatures of Mayor Keller, Councilmember Larson, and Attorney Fuller for a grant, in the amount of thirty thousand dollars (\$30,000) for the airport. This received unanimous approval.
- Hire New Employees Chief McCammon stated that Sally Moser has tendered her retirement and he has offered the position of administrative assistant to Amy Burbank. She will be ready to start on August 13, 2020.
- Chief McCammon also introduced Nick Conley as a part-time officer. He stated that Mr. Conley's past employment was with the Soda Springs Police Department, and that he is P.O.S.T. certified.
- It was moved by Councilmember Thomas and seconded by Councilmember Larson to authorize Chief McCammon to offer employment to Amy Beckstead as administrative assistant, and Nick Conley as a part-time officer. This received unanimous approval.
- Exec. Session It was moved by Councilmember Larson and seconded by Councilmember Wadsworth to enter into Executive Session to discuss Possible Land Acquisition, as allowed in Idaho Code 74-206(1)(c). The vote was as follows:
- | | |
|-------------------------|------------|
| Councilmember Thomas | <u>Aye</u> |
| Councilmember Larson | <u>Aye</u> |
| Councilmember Wadsworth | <u>Aye</u> |
| Councilmember Dodge | <u>Aye</u> |
- Motion passed by unanimous vote.
- Enter Executive Session: 6:35 P.M.
Exit Executive Session: 6:48 P.M.
- Land Acquisition It was moved by Councilmember Thomas and seconded by Councilmember Larson to begin negotiations, between the City of Preston and David Moser, for the purchase of land near the sewer treatment plant. This received unanimous approval.
- Adjourn Meeting was adjourned at 6:49 P.M. by Mayor Keller.

Linda Acock, Clerk

Daniel M. Keller, Mayor