

**MINUTES OF THE  
City Council Meeting for the City of Menan held February 11, 2016**

**Presiding:** Chauncey T. Haight, Mayor

**Present:** Brian Storms, Ron Jones, Noel Raymond, Keith Nelson, Allyson Pettingill, Ron Jones, Kris Meek, Matt Walker, Sergeant Aaron Williams, Jolyn Haight, Gary Maples, Jason Watson, Tim and Nicole Thueson, Don Gunderson, Cathy Harding, and Troy Hansen.

INCOME February 11 thru March 10, 2016:

Sewer Payroll	1198.39
Garbage Payroll	124.76
Sale of Loader Bucket	500.00
Townhall donations	35.00
Park donations	20.00
Conditional Use Permit	50.00
Dog tags	10.00
General Fund Money Market Interest	4.75
General Fund Collateralized Money Market Interest	17.25
Sewer Fund Money Market Interest	4.08
Sewer Fund Collateralized Money Market Interest	3.05
Garbage Fund Money Market Interest	.40
LGIP State Pool (Sewer)-	12.63
<b>TOTAL</b>	<b>1980.31</b>

<b>Income from Sewer Account January:</b>	<b>\$ 9287.50</b>
<b>Income from Garbage Account January:</b>	<b>\$ 1599.00</b>

**City Council Meeting called to order at 7:07 pm**

**Mayor Chauncey T. Haight starts the meeting.**

**Pledge of Allegiance**

**Mayor Haight moves forward on Agenda to Roberts Rule of Order while waiting on a representative from the Sheriff's office to arrive for the Police Report.** The Mayor would like to address meeting etiquette. He asks if there are any opinions on Roberts Rule of order. Discussion ensues. Noel, Brian, and Chauncey did not receive the handbook from Kris regarding how meetings should be run legally, Allyson will resend to them. Ron expresses his opinion that the way the meetings have been conducted with everyone being polite and respectful to each other has been working. Brian says he likes the way the meetings have been more relaxed so that public input can be more readily expressed. Mayor Haight states that maybe being more specific in responding, repeating back what you think you hear might be helpful. Discussion of meetings ensues. Ron makes the point that it is important for all members to pay attention to what is being said in discussions, give those speaking your full attention.

**Police Report:** Sergeant Williams arrives to give police report. He states that citations and arrests were up. Hours were also up due to the fact that the Traffic Deputy was back and not covering other Deputies shifts. That is also the reason citations and arrests were up. Noel asks if we pay by the hour. Matt answers no, there are a set amount of hours the Sheriff's office devotes to the City. Sargent Williams reports the hours were mostly used on animal calls, welfare checks, medical emergencies, traffic violations, and domestic disturbances. On the whole everything looks normal, nothing out of the ordinary. Mayor Haight expresses gratitude to the Sheriff's Office for all they do. He goes on to express his

observation that the sign on Menan Lorenzo Hwy is helping to slow the speed of traffic. Sgt. Williams asks if there is anything the Council would like the S.O. to do? The Council responds no.

**Old City Hall Building:** Mayor Haight begins with his report on the information he has gathered about the asbestos testing. He has discovered that to test the building for asbestos it will likely cost from \$400-\$600. He has found a smaller company to do the testing at this cost, which will save some money. There is a question of whether we can have people work on the building without an asbestos mediator being there. The cost of having someone there during the tearing down process would be \$350.00 per day. The smaller company Mayor Haight contacted would charge \$950.00 to do the testing and provide an on-site expert for the tearing down process. On the other hand, if no asbestos, anyone can tear down. If there is asbestos, it's a completely different story. To collect the samples they will take a cross sections of plaster and samples from the roof. Discussion on remediating the asbestos ensues. Noel asks what the next step would be. The Council should have the samples taken. Discussion follows. Mayor Haight says the expert he contacted has all needed and required certification for the job. Noel would like to request the certification and have it emailed to the City email. Discussion starts on how to tear down/demolish the building. It is stated that in before any work can start certain officials would have to be notified. The expert would know who to notify and how to proceed. Discussion of hiring someone to come out and take sample. The name of the company Mayor Haight has been in contact with is Great Basin Services out of Blackfoot. Ron asks if once testing is done, we will know what to do next. Great Basin SVCS will be able to consult on next step. As long as the certifications are met, the hire for the services is approved. The Council will need to set a Work Meeting. There will need to be an agenda set and posted in the City office building window then the meeting can take place and the decision made to have the company take the samples. There doesn't need to be a full Quorum to approve the work to be done. It is then asked under what budget the funds would come from to do the sampling. Would it be under the Capital outlay, maybe under buildings? Keith asks if Matt knows of anything major coming up, Matt replies no, but the money under buildings is supposedly for the door at the City building. It is agreed the best place to fund the testing would be from the buildings budget.

**Keith Nelson makes a motion to hire Great Basin Services to do the inspection, pending their credentials, and then schedule a Work Meeting to approve the service. Brian Storms seconded the motion. Roll call vote: Noel Raymond-aye, Keith Nelson-aye, Ron Jones-aye, Brian Storms-aye. Motion carries.**

There is a discussion on several good ideas on how to use the stone. Some of the ideas include using it for the new firehouse, maybe a bridge or a memorial. Allyson tells the Council of an interested party who has called several times. She informed the party to call back next month as she would have more information. The Council then opens the floor for public discussion. No one comes forward.

**Rushton Trailer Park Laundromat:** Mayor Haight tells the Council that Lynn Rushton was not able to attend the meeting tonight, he had prior commitments out of town. He would however like to attend next month's meeting to address the issue with the Council, if possible. He didn't want to send his attorney, he would rather work it out with the Council. He also stated he would be willing to lock out all but the residents of the Trailer Park. Kris has brought an amended version of the code for laundromats in the City. Kris asks Council to go to the Code book, section 5-1-3 gives definition of categorized items and how to determine usage. He thinks it would be easier to do user equivalent instead of metering. A discussion of the sewer follows. Kris then suggests that the Council try to find a way to work with Mr. Rushton while he is willing to work with the City on this issue. Brain comments that he likes the way Kris has the amended version of the code set up. Kris says to focus on equivalent user and hookup fees. Discussion on definition of single resident hook up. Discussion of amending code to address large apartment buildings with multiple hook ups. Kris will change wordage for next meeting to address the code amendments. Mayor Haight asks Allyson to put Rushton and the code amendments on next month's agenda. Kris says there will have to be a hearing for fee changes and a notice will have to be sent out. Gary Maples likes the fact that the Council reached out and talked to Mr. Rushton and he also likes the idea of having the laundromat locked to the general public, just accessible to residents of the park. Don Gunderson suggests a sign that says laundromat is just for residents. Mayor Haight states that he hopes by treating Mr. Rushton with respect it will result in less hostility.

**Easter and 4<sup>th</sup> of July:** Keith begins by sharing the results from the survey conducted. There were 84 responses from Menan residents. Beginning with the Easter Egg hunt, 72% said yes to continuing the Easter Egg hunt, 63% replied they would volunteer or donate to the event. Moving on to the 4<sup>th</sup> of July. 98% of Menan residents who took the survey said yes to keeping the 4<sup>th</sup> of July celebration. 54% stated they would volunteer for something. 40% surveyed thought that the City should spend \$5000-\$10000 on the celebration. 50% also said they would support a parking fee.

Those not from Menan surveyed at 50% not in support of a parking fee. This info will be posted on the web site. The discussion then turns to generating funds for these activities. Suggestions are a donation jar circulated during the parade, purchasing wrist bands for the park, and circulating a donation jar in the park. Kris points out there usually is a donation jar in the middle of the park. There were 255 responders who identified as not residents of Menan. Of those who responded, 52 would be willing to donate/volunteer. The majority also said they would pay a parking fee of between \$2-\$5 to park. Brian suggests raising the vendor fee. Mayor Haight suggests a tiered schedule to help Menan locals pay less as vendors than those nonresidents. Cathy then states that it is already tiered with the food vendors paying more. She also says that Menan residents do not pay a booth fee to be vendors. The discussion then turns to how to block off park to charge fee to get in. It is also discussed charging for parade entries, maybe a tiered schedule with businesses paying more to be in the parade. Keith also brings up starting a go fund me page to gather donations. Another issue for the 4th of July celebration is the location. The LDS church has an issue with the liabilities of having the celebration on their property. A possible new spot would be the City Park. Discussion starts on the liability issue and whether the City's Insurance ICRMP would cover the celebration on the church property. Noel says he will speak with the Stake President. Keith says the take away from the discussion would be that people are online and instantly responsive, and to focus the fundraising on those coming in, not residents. The discussion then turns to survey and people to volunteer. Brian states that he loved the survey, he liked reading the input. The discussion then turns to how to share the results of the survey without exparte communication. It is affirmed that anything should be sent to Allyson who can then distribute the information to Council. The Council can converse with the Clerk, just not each other. Ron said he did appreciate the information on the survey. It is re-iterated that no City funds are used for either activity. The main funding activities are the breakfast and the booths. Everyone agrees that a go fund me page would be great. Ron suggests that breaking up the responsibilities so not one person is doing it all. Mayor Haight likes the idea of having donation cans around. Keith also says he is reaching out to previous Councilmembers to see how the activities were run in the past, what worked the best. There are many people willing to take on certain responsibilities. He also says Tesha Klein is still planning on taking care of the Easter Egg hunt. A donation jar can be passed around at the Easter activity, and a donation box at the Valleywide Co-op. Cathy Harding says that at first she was upset about the survey, she thought the Council was trying to get rid of the activities, but she now can see it was worth it to do the survey to get the information. Keith says he just wanted feedback, so he tried not to influence any of the questions on way or another. A discussion ensues on the tradition of both events, not possible to stop either one. Gary Maples says that the old Council was liking into eventually move the fireworks and booths to City Park, but the electrical situation would have to be looked at. There is no way to justify using taxpayer money for the event. Don Gunderson suggests using his families' property outside of town as parking lot, charging to park there. Check with ICRMP about the liability to park cars there, would it be worth it. Kris tells Allyson to call insurance agent and ask, get it in writing/email. Also ask where in our policy it would be located, just to be sure we are covered. Cathy says anyone can call her at any time if there are questions. There is talk of another survey to get contacts and committees started. Keith will contact and solicit to start committees.

**Planning & Zoning Update:** Jason reports that the Hearing for Valleywide went well. They passed the Conditional Use Permit unanimously. Explains that the reason for the Hearing was to approve the changes made from the original plans. That is what the law says has to happen. Discussion of Conditional Use Permit. The discussion turns to the issue of the sidewalk. Matt and Allyson tell Council of grant from Valleywide and Land O Lakes for sidewalk to go from Post office to corner, money is in account. Matt spoke with Jay and COO, they will put in sidewalk on their property to meet ours and put in crosswalk. The issue of the sign ordinance is then brought up. Discussion of whether that goes to Council or P&Z. Valleywide is interested in reader board signs, but will dim it down. Mayor Haight states he would like to look at all the sign ordinances. Kris suggests looking at other cities and their sign ordinances and what might work best for the city. Brian says that when the existing ordinance was put in place they were trying to preserve dark skies, which would mean being able to see the stars at night. It is suggested that Allyson look to the AIC to get some sort of model for lighting ordinances. It is also suggested that the Council inform Valleywide that they are trying to find a way to work with them on a sign. There is a discussion on signs. Noel says that whatever is decided must be universal for all. Mayor Haight agrees that there is a need to find something that works for businesses and residents. He then asks Allyson to add on the agenda for next month discussion of the sign ordinance. Also add the Greater Menan Org. on the agenda for next month.

**Sewage Discharge Requirements and System Status:** Noel and Matt can discuss that and report to the Council next month, add to the agenda.

**Maintenance Update:** Matt reports about the truck he bought from Ucon to replace the Sander/Snowplow that rusted out. He put in a new transmission so now it runs great. He reports it has a stainless steel sander bed, so this one won't rust out. He tells the Council of hitting a power pole by the Old Town Hall building, going through insurance. There was a need to have the lights replaced around the city building. He had tried to fix them but they had to be replaced, he called in Paul Field to replace. Matt then said he is waiting for the snow to melt to move the speed sign. Mayor Haight asks if the speed sign is the City's or the County's. Matt says the sign is the County's, but it would be worth it to purchase our own. Discussion ensues on purchasing a speed sign for the City. Allyson is asked to contact Bonnie in Ririe to find out how they got the grant to purchase their speed sign. This brings up discussion on grant writing. The City needs a grant writer. Discussion on grant writers. Matt then tells the Council that the diesel motor for the mower is going to the machine shop to be fixed, this is cheaper than buying a new mower.

**Bills:** Noel states that he would like to examine the bills more due to the scrutiny in other cities and counties at the present time. He would like to look at certain bills each month, the ones that change the charges. (Equipment and supplies) If Noel is worried about what is being spent, he suggests putting an upward limit on what Matt can spend without Council approval. Noel is concerned about managing funds, he wants to be sure all spending is documented. Kris tells him just to watch the bills and what is being spent. Discussion ensues on bills and money spent. It is decided to closely watch the bills and each member look at certain itemized bills every month.

**Noel Raymond made a motion to approve the bills as submitted. Keith Nelson seconded the motion. Motion passed.**

**Treasurer Report:** Council members look over reports provided. Allyson explains the audit for the state is later than usual, due to the timing of Cathy quitting and all involved with that. She reports that she has been in touch with Dana and the audit will go forward, but as it is not due to the State until May, it will be later as tax season has him very busy.

**Noel Raymond made a motion to approve the Treasurers Report. Ron Jones seconded the motion. Motion passed.**

**Minutes:**

**Brian Storms made a motion to approve the Minutes for the January 14, 2016 Council Meeting. Noel Raymond seconded the motion. Motion passed.**

**Mayor Haight tables the agenda item of Council and Employee pictures until next month.**

**Ron Jones made a motion to adjourn the meeting. Noel Raymond seconded the motion. Motion carries.**

Council meeting ends at 10:30 p.m.

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Allyson Pettingill, City Clerk/Treasurer