**City of Tetonia**



**Tetonia City Council -   
Regular Meeting**

**City Hall-3192 Perry Ave**

**September 11, 2017 – 7:00 pm**

**Open Meeting**

* Call to order by Mayor at 7:02 pm/Pledge of Allegiance
* Roll call by Clerk – Council President, Tom Abbott; Council Member, Bucky Matkin; Council Member, Nanci Garling; Council Member, Aaron Hansen; City Attorney, Bart Birch
* Amended Agenda if needed (stating the “good Faith” reason why in Accordance with Idaho Code 67-2343)
* Public in attendance – Kevin Harris, Forsgren Engineering

**General Business  
  
Update on Water Project**   
Mayor Hoopes advises that we did receive the additional monies from USDA to complete the water project in the amount of $52,000. The City will need to contribute an additional $40,000. The Mayor cannot sign the final paperwork until we have the final agreement from the State of Idaho’s Engineer. Once the City has that, then the Mayor can sign the final paperwork and then get it delivered to Forsgren.

**Approval of Housing Authority Advisory Committee**  
Mayor Hoopes hands out a list of names and their qualifications for the Council Members to see. We didn’t create a housing authority. All that was discussed was to create a group to discuss moving ahead with a housing authority. The people on the list handed out are those people who applied and who the committee felt would be good to have on a Housing Authority. The committee met on 8/16 and came up with this final list.

Bucky Matkin has an objection to one of the names on the list.

Mayor Hoopes states that that individual has property here, so he has an interest even though he doesn’t live here.

Bucky Matkin feels that this individual has ideas which are farfetched and won’t listen to what anyone else says.

Mayor Hoopes states that she will take that information back to the committee. She also states that two individuals did apply from this area, but neither one was selected. They have also been advised that the County Commissioners are not in favor of doing anything at this time. The Committee wants to look at what is needed and what the options area.

Bart Birch wanted to know if everyone on the list was willing to be on the Housing Authority.

Mayor Hoopes states that all had to apply. She also advised that she had worked with the second to the last name on the list previously and she thought that that person would be good at it.

Aaron Hansen wanted to know if they were wanting to know if the City of Tetonia would accept them or not.

Mayor Hoopes stated that yes, the Council needed to vote on acceptance.

Aaron Hansen moves to accept the advisory committee recommendation of the council of governments for the housing authority.

Bucky Matkin seconds the motion.

All in Favor – motion carries.

**Consideration of Velda Hill utility bill**

Mitch Beard advises that the City is supposed to supply 40 psi to each resident, but Velda Hill is only getting about 22 psi. He has spoken with Kevin Harris about the issue.

Mayor Hoopes states that we are under the legal limit as to what we should be suppling her.

Mitch Beard states that the cost of a booster pump would be somewhere around $1,000. That is an estimate without having the actual price.

Bucky Matkin wants to know if we can get a pump and when it could be installed.

Mayor Hoopes the purchase of a booster pump and its installation would fall under maintenance and repairs and we could bill it through next year out of the contingency. Velda said she would be willing to service it.

Bart Birch states that it is on her side of the meter then it should be her responsibility to maintain it.

Bucky Matkin states that he thinks the City should provide a booster pump.

Mayor Hoopes states that when the Hill house was first built, there was no one else using water down the hill from the house.

Bucky Matkin notes that Velda used 60,000 gallons more this month than she used in the prior month and about 20,000 gallons more that month. That makes $49.00 extra on last month and $70.00 extra on this month.

Mayor Hoopes wants to know what the Council would like to do about her billing.

Aaron Hansen states that he would be ok with allowing her a reduction on the billings.

Bucky Matkin proposes that the water bill be cut in half for the extra charges for the last two month. He makes a motion to reduce her water bill by ½ of each month’s over charges.

Tom Abbott seconds the motion.

All in favor - motion carries.

**Update on Budget to Actual**Mayor Hoopes advises that we are still working on the budget to actual and that we may be over budget in the General Account.

Bucky Matkin states that it shouldn’t be a concern as long as we don’t go over the total.

Mayor Hoopes states that some areas which appear to be going over are items we have no control over, for example payments to ICRMP, Federal and State Taxes, PERSI. We need to take a better look at the budget for 2018. We allow $1500 for seasonal labor and we split that three way, but we don’t use seasonal labor for the sewer and the water. Most of the seasonal labor is for work that needs to be paid from the general fund.

Bucky Matkin states that he remembers that it was originally set up to pay Britany to help Eddye. –

Mayor Hoopes states that we have to wait until FY 2018 starts to make any adjustments to the budget.

Jean Hansen states that the payroll allocation is set in the software and that she doesn’t have control over how the money is credited to which account.

Mayor Hoopes states that we need to have some control on how the deductions are taken out – of which fund.

Mayor Hoopes suggests that we go to a requisition system. We would go ahead and pay the utilities, but other purchase would require a requisition which would state what was being purchase, which fund it would be paid from. At the end of each quarter, we should be a detail of budget to actual so we can better track where we are.

Bucky Matkin thinks we should focus on the solution.

**Annual Appropriation Ordinance FY 2018 Budget – passage by roll call vote**

Tom Abbot moves to suspend the rules and read the Annual Appropriation Ordinance FY 2018 Budget by title only.

Aaron Hansen seconds the motion.

All in favor. Motion carries.

Aaron Hansen moves to approve the Annual Appropriation Ordinance.

Bucky Matkin seconds the motion.

Roll Call Vote – Tom Abbot – yes; Nanci Garling – yes; Aaron Hansen – yes; Bucky Matkin – yes.

The Mayor reads the Annual Appropriation Ordinance FY 2018 Budget three times by title only

Selection of Auditor for the City

Bucky Matkin sees that Searle and Hart may cost $8,000 and that Paulson and Company may cost $7500. He has no preference other than cost.

The Council reviews auditor proposals.

Bucky Matkin states that it doesn’t appear that this would be a long term contract. That the City could change auditors each year if they wanted to. He moves to accept the bid from Paulsen.

Tom Abbot seconded the motion.

All in favor. Motion carries.

**Review of ICRMP insurance policy – renewal date October 1, 2017**

Mitch Beard has gone through it to see if we are properly insured. We need to take out the F150, because we no longer have it. Someone needs to check on the Firetruck that is listed. Is that the one at the Rodeo Grounds?

Mayor Hoopes states that anyone else on the Council who would like to check over the policy should do so and let Jean know if there are any changes they see. We want to make sure that we are fully covered.

**Begin review of Comprehensive Plan**

Mayor Hoopes explains that the current comprehensive plan was one that the City hired to have done. It should be contained in each Council Book that they all should have. It is a fairly long thing. She advises that the Council needs to read through it a little at a time and determine if any changes need to be made.

Page 2 describes where things were moving around here. They did take a very comprehensive survey, but she thinks that things have probably changed since then. It would be good to do another survey with broader questions. Progress has been made. Population has changed. Are we looking at different demographics in our population?

The Mayor advises that the City needs to keep the Comprehensive Plan up to date. She volunteers to put a survey together.

**Public Works**Mitch Beard advises that he needed to get a new battery for the generator at the sewer station. The old battery would not hold a charge. It has been 7 years since the City purchased a battery. It should automatically recharge, but I keep checking on it to make sure that it is.

Mitch Beard also advises that he purchase a new personal phone. He would rather have just one phone for both his personal and business use. Silverstar is not going to provide service any longer for the flip phone that he currently has for City business. Most everyone calls his personal number.

Jean Hansen states that she can change the voice mail message to stipulate that Mitch’s number is the personal number.

Mitch Beard requested $31.00 a month stipend to help pay for the use of his personal phone for City business.

Bucky Matkin moves to approve a stipend of $31.00 per month for Mitch’s phone.

Tom Abbot seconds the motion.

All in favor. Motion carries.

**Other Business**

Mayor Hoopes states that we are more lineate than other city’s when there is an ordinance violation.

Bart Birch states that you can’t just invade someone’s home. You have to go to court and get a judgement against them. Perhaps we need a stronger ordinance – something with more teeth in it.

Mayor Hoopes said that other cities are doing more to clean up their towns. The other cities do some of the cleanup and then charge the owners for it. Those cities do have a police force. We should start sending them pictures and let them know that they are in violation. Then take legal action.

Bart Birch advises that everyone has to have equal treatment.

Mayor Hoopes - When there is a complaint it should be written in a journal. So we have a history of complaints that we can refer to. We should look into Ordinance to see if there is anything in there about yard maintenance. A lot of absentee land owners should keep the lots kept up because that presents a fire danger to the rest of the community.

**Consent Agenda**

Approval of Minutes

Tom Abbot moves to approve regular meeting minutes of 8/14/2017.

Nanci Garling seconds the motion to approve the regular meeting minutes of 8/14/2017.

All in favor. Motion carries.

Tom Abbot moves to approve the minutes for the 8/24/2017 meeting.

seconds the motion to approve the regular meeting minutes of 8/24/2017.

All in favor. Motion carries.

Claims and Revenue

Aaron Hansen states that the Council did not receive the payables report and he doesn’t think that they should approve the payable without it.

Jean Hansen doesn’t know what report they are looking for.

The Council reviews the actual written checks prior to approval of the Claims.

Aaron Hansen moves to approve the claims and revenue.

Tom Abbot second the motion.

All in favor. Motion carries.

Aging Report/Delinquencies

Bucky Matkin moves to tag everyone who has a balance over $300 with a shut off notice.

Nanci Garling seconds the motion.

All in favor. Motion carries.

**Adjournment**

Tom Abbot moves to adjourn the meeting.

Nanci Garling seconds the motion.

All in favor. Motion carries.

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