

MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, OCTOBER 22, 2020

Presiding: Mayor Steven Adams
Meeting Via Internet and at City Hall Convened at 6:30 p.m.
Prayer: Councilwoman Nielsen
Pledge of Allegiance: Councilwoman Ball

Present Online: Mayor Steven Adams; Clerk-Treasurer Wendy McLaughlin; Councilors Joy M. Ball, Connie Fogle, Catherine Nielsen; City Building Inspector and P&Z Chairman Quinton Owens; City Code Enforcement Officer Jon Turner; Design Review Chairman Paul Jeppson; Chairman Dave Thompson of the Planning and Zoning Commission; Attorney Chase T Hendricks; City Engineer Dick Dyer; Searle Hart & Associates CPA Partner Dana Izatt; WIPFLI CPA Partner Fred Goodworth; Realty Quest Owner Judy Hobbs; Citizen Chad Jimenez and others who joined electronically but not identified. Councilman Glenn Dayley was excused.

CONSENT AGENDA:

Minutes 9-24-2020 – removed from Consent Agenda
Review Payment Report
Treasurer's Report –

MOTION: It was moved by Councilwoman Ball and seconded by Councilwoman Fogle to approve the Treasurer's Report, and Payment Report review items; motion carried.

MOTION: It was moved by Councilwoman Fogle and seconded by Councilwoman Ball to approve the 9-24-20 minutes as amended; motion carried.

SUNGLO ADDITION DESIGN REVIEW RECOMMENDATION: After much discussion the item was tabled until next meeting. Mr. Jeppson presented Design Review's recommendations from their 9/30/20 and 10/15/20 minutes listed below:

- Lighting – approved
- Parking – approved based on occupancy and use of building. If occupancy increases or use changes in the future then SunGlo would be mandated to increase the parking area. It was recommended that the City Code be amended to accommodate the review and mandate. Deferred to City Council.
- 70/30 Façade – approved if extra landscaping would “relax” the 70/30 façade ratio. Deferred to City Council.

MOTION: It was moved by Councilwoman Fogle with a friendly amendment to accept the recommendations of the Design Review Board for parking as long as it meets City Code and to relax the 70/30 façade ratio requirement as the addition is similar to the existing building; motion dies for lack of a second.

MOTION: It was moved by Councilwoman Ball to accept the recommendations of the Design Review Board and require the 70/30 façade ratio and landscaping as required by City Code; motion dies for lack of a second.

JR HIGH DEVELOPMENT AGREEMENT: The Development Agreement was written and reviewed by the city attorney and engineer.

MOTION: It was moved by Councilwoman Ball to approve the Development Agreement for the new Jr. High School and to amend the first term in the agreement to include public road easements as provided by the Comprehensive Plan and Transportation Plan; motion dies for lack of a second.

MOTION: It was moved by Councilwoman Ball and seconded by Councilwoman Fogle to approve the Development Agreement as written and reviewed by the city attorney and city engineer; motion carried.

PUBLIC WORKS REPORT: Jon Turner reported for Arlynn Jacobson who was excused:

New Well SCADA System: The SCADA systems is one of the last items to be completed to finish the new well and should be done by tomorrow.

New Well Water Tests: The new well has met and passed all the requirements by DEQ (Department of Environmental Quality) and EPA (Environmental Protection Agency) for public wells.

Annual City Wide Clean-up: Mr. Turner reported that the city-wide clean-up went well. There were many bagged items the city did not pick up which residents can take to the city dumpster.

PLANNING AND ZONING REPORT: Dave Thompson reported on the following items.

Survey: The Comprehensive Plan survey is ready to be sent out to the public. A link on the city's website and copies in the billing statements are proposed to get the community feedback.

Highway 33 Annexation: More time may be needed before Maupin's storage unit business can be annexed into the city along with the other businesses along Highway 33.

Holiday Schedule: Planning and Zoning will meet once in November and December to accommodate the holidays.

DEQ Requirements for SunGlo: Planning and Zoning will not sign off on any projects until SunGlo has passed all DEQ requirements.

Multiple Projects: Mr. Thompson reported that P&Z is working on several projects ie; Annexations, Transportation Plan, Land Use Schedule, City Code revisions, and flow chart processes.

PUBLIC COMMENT: None

GENERAL BUSINESS:

Norsun Road Land Swap Document: City Attorney Chase Hendricks said he is working with developers on the land swap. A survey is needed for the legal descriptions. The item will be kept on the agenda to set a public hearing date as soon as it is ready.

Business Park 10% Discount Incentive: Judy Hobbs of Realty Quest recommended the council offer some incentives to buy and build in the Business Park since growth has slowed the past several months. Incentives could be 10% discounts if a purchaser has obtained a Certificate of Occupancy within one year or within a certain time frame.

MOTION: It was moved by Councilwoman Fogle and seconded by Councilwoman Ball to authorize the mayor to negotiate credits/discounts to purchasers as necessary up to 25%. Motion carried. Thereupon, the Clerk called roll upon the motion.

Those voting aye: Councilors Ball, Fogle, and Nielsen
Those voting nay: None
Councilman Dayley was excused.

Thereupon, the Mayor declared the motion passed.

Holiday Employee Bonus as Time Off: No report.

COVID 19 Concerns: The mayor is getting COVID 19 case numbers of Sugar City from the Department of Health and will leave this item on the agenda in case an emergency needs to be declared.

COVID 19 Grant Purchase Items: A list of COVID 19 items up to \$46,400 has been submitted to the state for preapproval. All approved items must be purchased by December 31, 2020.

MOTION: It was moved by Councilwoman Fogle and seconded by Councilwoman Nielsen to approve the purchase of the COVID 19 items; motion carried.

Neighborhood Watch: The mayor is working with Deputy Stanford to prepare a funding approval for signs and training packets. When he has a more detailed proposal, he will discuss it with the council.

CALENDARED ITEMS:

First Discussion – Building Code Updates – City Building Inspector is working with City Attorney Chase Hendricks to revise the city’s building code and correct errors.

Third Discussion - City Sidewalk Maintenance Revision: No action.

EXECUTIVE SESSION:

8:45 P.M. It was moved by Councilwoman Ball and seconded by Councilwoman Nielsen to move into executive sessions pursuant to Idaho Code 74-206(a), “Hiring an individual agent, whose qualities are to be evaluated in order to fill a particular vacancy or need; not to fill a vacancy in an elective office or deliberate staffing needs in general”. Motion carried. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilors Ball, Fogle and Nielsen
Those voting nay: None
Councilman Dayley was excused.

Thereupon, the mayor declared the motion passed.

9:10 P.M. The executive sessions ended for Idaho Code 74-206 (a). No decisions were made and there was no deliberation.

AUDIT FIRM SELECTION: Wipfli an accounting firm from Idaho Falls will replace Searle & Hart Associates as the city auditor.

MOTION: It was moved by Councilwoman Ball and seconded by Councilwoman Fogle

to select Fred Goodworth of Wipfli as the city auditor and authorize the mayor to sign the agreement. Motion carried. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilors Ball and Fogle
Those voting nay: None
Councilwoman Nielsen recused herself.
Councilman Dayley was excused.

Thereupon, the mayor declared the motion passed.

PLANNING & ZONING REAPPOINTMENT: Dave Thompson’s term was extended two more years in Planning and Zoning.

RESOLUTION NO. 2020-17: (To Approve the Reappointment of Dave Thompson to Planning and Zoning) – Resolution No. 2020-17 was presented to the Council and read in full by Councilwoman Nielsen.

MOTION: It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve Dave Thompson’s reappointment for two more years to Planning and Zoning. Thereupon, the Clerk called roll upon the motion.

Those voting aye: Councilors Ball, Fogle, and Nielsen
Those voting nay: None
Councilman Dayley was excused.

Thereupon, the Mayor declared the motion passed. A copy of said resolution is attached hereto marked “Attachment 1”.

MAYOR AND COUNCIL REPORTS:

Councilwoman Nielsen: Walmart awarded Sugar City \$1,000 grant to help with events. She asked the council to sign a Release Form from Walmart for photos. A copy will be placed in each councilor’s box.

Citizen Committees for City Events: The council is looking for citizens who would like to serve the city by helping with annual events. They will review possible options at the next meeting.

Meeting adjourned at 9:50 p.m.

Signed: _____
Steven Adams, Mayor

Attested: _____
Wendy McLaughlin, Clerk-Treasurer

The City of Sugar City Idaho

Resolution No. 2020-17

“A Resolution to Approve the Reappointment of Dave Thompson to Planning and Zoning.

WHEREAS, the Council of the City of Sugar City, Idaho desires to comply with city code that states “No person shall serve more than two (2) full consecutive terms without concurrence by two-thirds (2/3) of the city council, adopted by resolution and recorded in the minutes.” and

WHEREAS, Dave Thompson has served Planning and Zoning for two consecutive terms by the end of December 2020; and

WHEREAS, Planning and Zoning is currently working on projects that are not completed that Mr. Thompson is chairing;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUGAR CITY, AS FOLLOWS:

The City Council of the City of Sugar City, Idaho hereby approves Dave Thompson to two more years in Planning and Zoning.

PASSED by the Council of the City of Sugar City on this 22nd day of October, 2020

APPROVED by the Mayor of the City of Sugar City on this 22nd day of October, 2020.

(SEAL)

Steven Adams,
Mayor

ATTEST:

Wendy McLaughlin,
City Clerk-Treasurer