

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, MAY 12, 2016

Presiding: Mayor David D. Ogden

Meeting Convened at 6:30 p.m.

Prayer: Joe Cherrington

Pledge of Allegiance – Troop #109 posted the colors and led in the pledge of allegiance

**PUBLIC HEARING (Possible Adoption New Zone Code, Dalling Annexation):** Mayor Ogden welcomed everyone and brought the public hearing to order. He presented a brief review of the procedure for the public hearing and explained why the city needed to adopt a new city zone called Transitional Agriculture (TA). The Dallings asked that the area be zoned as closely to its current use as possible, which the city did not currently have within the city limits. The new code will have the same definition as the current TA zone for the impact area, which provides for large lots, supports agriculture activities, and controls urban development. City Clerk-Treasurer Wendy McLaughlin reported that there was no prior written testimony submitted. Mayor Ogden called first for those in favor of approving the proposed code adoption and annexation. No one testified.

The mayor called for those neutral to the proposal to testify. (Harold Harris was not present before the public hearing closed but was given an opportunity to testify; the public hearing was reopened). Harold Harris asked to testify as neutral. He supported zoning the Dalling annexation as TA for the least change in current use until the family wants to zone it differently.

The mayor called for those against the proposal to testify. No one testified.

6:45 p.m.      The public hearing ended.

**POSSIBLE MOTION TO ADOPT NEW ZONE AND DALLING ANNEXATION:** The council discussed the definition of the new zone and its related provisions. The definition was accepted, but some of the provisions were not. The council tabled the motion to adopt the new zone until further clarification by the city attorney.

**PUBLIC HEARING (Fertile Peat Grant Status Report):** Mayor Ogden welcomed everyone and brought the public hearing to order. He presented a brief review of the grant and introduced Development Manager Ted Hendricks of The Development Company. Mr. Hendricks gave a favorable report on the grant activities, saying that the project is 90% complete and on course, with enough funds left over to build a new road to the plant.

City Clerk-Treasurer Wendy McLaughlin reported that there was no prior written testimony submitted. Mayor Ogden called first for those in favor of approving the grant status report. No one testified.

The mayor called for those neutral to the status report to testify. No one testified.

The mayor called for those against the status report to testify. No one testified.

7:05 p.m. The public hearing ended, and the council convened its regular meeting. (See Attachment #1)

Present: Mayor David D. Ogden; Clerk-Treasurer Wendy McLaughlin; Councilmen Bruce King, Joe Cherrington, Matt Garner, and Bruce Arnell; Chairman Brent Barrus of the Planning and Zoning Commission; Sugar City Building Inspector Cliff Morris; The Development Company's Economic & Community Development Manager Ted Hendricks; Scout Leaders Dan Porter and Spencer Cook. Scouts – Braden Guymon, Wesley Johnson, and Josh Christensen; Citizens Beau & Hannah Fuquay, Helen Harris, Harold Harris, Paul Jeppson, Elaine King, Todd Lines, Bev Moon, and Dave Thompson.

Mayor Ogden asked if there were any corrections to the minutes of the regular meeting held on April 28, 2016. Each councilman had a copy of the minutes prior to the meeting. It was moved by Councilman Garner and seconded by Councilman King to accept the minutes; motion carried.

**RECONCILIATION REPORTS:** Wendy presented the April reconciliation reports for the General Fund. It was moved by Councilman Garner and seconded by Councilman Arnell to accept the April reconciliation reports for the General Fund; motion carried. Wendy presented the April reconciliation reports for the Utility Fund. It was moved by Councilman Garner and seconded by Councilman Arnell to accept the April reconciliation reports for the Utility Fund; motion carried.

Wendy presented the current bills in the amount of \$53,914.66. It was moved by Councilman Garner and seconded by Councilman Arnell to pay the current bills, together with all regular May bills; motion carried.

**BUDGET ASSIGNMENTS:** The council were reminded to look at their department financials and be thinking of budgets for the upcoming fiscal year, which begins in October.

**PLANNING AND ZONING COMMISSION REPORT:** Chairman Brent Barrus reported on items under review that the commission is currently working on:

**Old Farm Estates (OFE):** The commission reviewed the final plat for OFE. Everything is complete except for approval from the Idaho Transportation Department (ITD) on proposed intersections to Idaho Highway 33 from Third South and an extended Fifth South. The current intersections on Third South and Seventh West are substandard or atypical. The engineers will meet with ITD to come up with the best possible plan and work out problems.

**Area of Impact:** The commission is looking at engaging BYU-I interns to help with a study of the proposed impact area and financial impact to the customer.

**Title 9 Revisions** – The commission is still working on the revisions to Title 9.

**WATER STUDY DISCUSSION AND PROPOSED RECOMMENDATIONS:** The Council will meet with Forsgren Engineer Randy Johnson to go over questions on the water study and to better understand city needs and possible solutions. The work meeting was set for Wednesday, May 18, at 6:00 p.m.

**SAFE ROUTE TO SCHOOL GRANT APPLICATION:** The city would like to add at least two street crossings with flashing lights similar to those of Rexburg's 2<sup>nd</sup> East by the university. A grant under the Safe Route to School program would help with costs. The council would like to hire a grant writer, possibly from the school district, to help spearhead the project.

**LARGE VEHICLE PARKING:** The council tabled the idea of designating a parking area within the city for large vehicles. South Railroad Avenue next to Mayor's Park was the only street that seemed like a good possibility to the council, but it was dismissed after further discussion because of issues with:

- Enforcement
- Possible road changes
- Park use compromised
- Parking for other large vehicles other than semi-trucks

**CITY GRIEVANCE PROCEDURE POLICY AND UPDATES:** The grievance policy and updates were adopted by the council, with the stipulation that the main contact person named on the policy be changed to the mayor of the city instead of the public works director.

**RESOLUTION NO. 2016-14 (City Grievance Policy):** Councilman Cherrington read in full Resolution No. 2016-14. It was moved by Councilman Cherrington and seconded by Councilman Garner to approve Resolution No. 2016-14. Thereupon, the clerk called roll upon said motion.

Those voting aye: Councilmen Arnell, Garner, Cherrington, and King

Those voting nay: None

Thereupon, the mayor declared the motion passed. A copy of said resolution is attached hereto marked "Attachment 2."

**DENTAL, VISION, AFLAC INSURANCE BENEFITS:** The council discussed the possibility of the city providing dental, vision, and a supplemental insurance like Aflac to all full-time employees and to the council. The city does not offer group medical insurance to its employees, because it is more affordable through the state medical exchange. The council would like to offer the dental and vision, but was unsure about the supplemental insurance. They will revisit the topic again at the next council meeting.

**CODE CHANGES:** Councilman King submitted minor general revisions to titles 3, 4 and 8 of the code for improved organization and flow.

He also submitted two new code proposals, one of which would put a 10% ceiling on multi-family housing units compared to single-family dwellings. He feels this is generous when considering what the housing situation looks like in similar small communities in our area. The second code proposal would define road standards for street construction. Currently the city relies on the engineering firm and the public works director to build roads to traditional standards and needs.

The need for a code enforcement officer was also discussed. Mayor Ogden will find out more information on costs and training for the council to review in the future.

**DEPARTMENT REPORTS:**

**COUNCILMAN ARNELL:**

**LEPC Meeting:** Councilman Arnell reported on the meeting and items discussed. The current water shortage issues were reviewed. The weather forecast predicts that the summer will be hotter than usual but also wetter.

**COUNCILMAN KING:** No report.

**COUNCILMAN CHERRINGTON:**

**Teton Dam Marathon:** The marathon is scheduled for Saturday, June 4. There will be three runner stations in Sugar City. We will need 19 volunteers to man the stations. It was suggested to have the stations at least two miles apart.

**Parks:** The idea of a sand volleyball pit was introduced. Councilman Cherrington will find out what interest there is from the community.

**COUNCILMAN GARNER:** Spring cleanup took only about three days and went well.

**MAYOR'S BUSINESS:**

**Rural Planning Organization (RPO) Meeting Report:** Have the same money share as with the Transportation Study cost.

**7<sup>th</sup> West 9<sup>th</sup> North Grant Application Update:** The city lost the LHTAC grant to improve 7<sup>th</sup> West and 9<sup>th</sup> North to Rigby by nine points. The city will reapply in two years. Rexburg has their turn next year.

**Downtown Project Report:** The mayor would like the council to consider a grant to improve the city downtown area. Money is available, but with time more pressure will be put on limited funds. There are several options that the Tree and Beautification Committee members are considering. Grants are available up to \$500,000 and require a match from the city.

**Chamber Board Meeting:** The mayor reported that he would like to invite the Summerfest dance teams to Sugar City next year. He would like to see more events in Sugar City.

Meeting adjourned at 9:45 p.m.

Signed: \_\_\_\_\_  
David D. Ogden, Mayor

Attested: \_\_\_\_\_  
Wendy McLaughlin, Clerk-Treasurer

**CITY COUNCIL PUBLIC HEARING  
THURSDAY, MAY 12, 2016, 6:30 P.M.  
(ADD TRANS AG ZONE DISTRICT & DALLING ANNEXATION AND ZONE  
DESIGNATION)  
ATTENDANCE SHEET**

| NAME<br>ADDRESS | PLEASE PRINT  | FOR | NEUTRAL | AGAINST | WANT<br>TO<br>TESTIFY | DO NOT<br>WANT TO<br>TESTIFY |
|-----------------|---------------|-----|---------|---------|-----------------------|------------------------------|
| 1               | HAROLD HARRIS |     | ✓       |         | ✓                     |                              |
| 2               |               |     |         |         |                       |                              |
| 3               |               |     |         |         |                       |                              |
| 4               |               |     |         |         |                       |                              |
| 5               |               |     |         |         |                       |                              |
| 6               |               |     |         |         |                       |                              |
| 7               |               |     |         |         |                       |                              |
| 8               |               |     |         |         |                       |                              |
| 9               |               |     |         |         |                       |                              |
| 10              |               |     |         |         |                       |                              |
| 11              |               |     |         |         |                       |                              |
| 12              |               |     |         |         |                       |                              |
| 13              |               |     |         |         |                       |                              |
|                 |               |     |         |         |                       |                              |

MEETING MINUTES  
City of Sugar City  
Fertile Peat LLC Economic Development Project  
Status of Funds

DATE: May 12, 2016  
TIME: 6:55 p.m.  
PLACE: Sugar City Hall  
10 East Center Street  
Sugar City, ID 83448

GRANTEE: City of Sugar City  
AMOUNT: \$400,000

Those present at the meeting are shown on the attached attendance/sign-in sheet.

Mayor David Ogden brought the meeting to order at 6:55 p.m. Mayor David Ogden asked Ted Hendricks of The Development Company to discuss the status of the Fertile Peat LLC Economic Development project. Ted noted that this discussion is a part of the Civil Rights requirements for the Block Grant that the City received for the project. Ted reported on the following project components.

I. General description of project status or accomplished to date:

Mr. Hendricks provided a description of the project, which included the completion of the infrastructure project taking place north of the Business Park area and now the road construction towards the West Entry Road. Ted indicated the project has gone very well and fast: "It has been a great project for the community and will have a positive impact for years to come".

II. Summary of all expenditures to Date:

No block grant requests have been processed to date on the project, but The City has paid out for Power, Construction, Engineering and Administration in a timely manner. A Block Grant Request will be submitted for construction.

III. Citizen Input

Ted indicated that the City would accept both written and verbal comments pertaining to this project through to the end of the hearing. He also indicated that upon request the information discussed could be made available to persons with visual or hearing impairments or other impairments that might cause them the inability to obtain this information.

The block grant funds used on this project were authorized by the Department of Housing and Urban Development Act of 1973.

Written comments:

No written comments have been received to date on the project.

Verbal comments:

Mayor Ogden and Council Members made several comments regarding the project and how well things went "it was a very positive project".

No citizen verbal comments were made at the public hearing.

**ADJOURNMENT**

**Mayor David Ogden concluded the hearing at 7:05pm**

**Submitted by Wendy McLaughlin, City Clerk**

Wendy McLaughlin

**CITY COUNCIL PUBLIC HEARING  
THURSDAY, MAY 12, 2016, 6:30 P.M.  
(FERTILE PEAT GRANT STATUS REPORT)  
ATTENDANCE SHEET**

| NAME<br>ADDRESS | PLEASE PRINT     | FOR | NEUTRAL | AGAINST | WANT<br>TO<br>TESTIFY | DO NOT<br>WANT TO<br>TESTIFY |
|-----------------|------------------|-----|---------|---------|-----------------------|------------------------------|
| 1               | No one testified |     |         |         |                       |                              |
| 2               |                  |     |         |         |                       |                              |
| 3               |                  |     |         |         |                       |                              |
| 4               |                  |     |         |         |                       |                              |
| 5               |                  |     |         |         |                       |                              |
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| 11              |                  |     |         |         |                       |                              |
| 12              |                  |     |         |         |                       |                              |
| 13              |                  |     |         |         |                       |                              |
| 14              |                  |     |         |         |                       |                              |



**The City of Sugar City, Idaho**

**Resolution No.: 2016 - 14**

**"A Resolution to Adopt the New and Updated Policy Regarding Non-Discrimination on the Basis of Disability Policy, and the Section 504 Grievance Procedure for the Department of Commerce."**

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WHEREAS, the Council of the City of Sugar City, Idaho desires to adopt the updated Policy Regarding Non-Discrimination on the Basis of Disability policy, and the Section 504 Grievance Procedure; and

WHEREAS, the Idaho Department of Commerce requires these policy adoptions for participation in the Idaho Community Block Grant program, as it applies to the grant received for the Fertile Peat Products project; and

WHEREAS, the City of Sugar City has determined that by adopting these policies it is in the best interest of the city, the developer in the aforementioned project, and the citizens of the City of Sugar City;

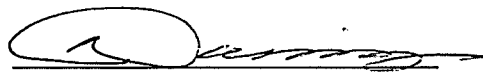
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUGAR CITY, AS FOLLOWS:

The City Council of the City of Sugar City, Idaho hereby approves the adoption of the Policy Regarding Non-Discrimination on the Basis of Disability, and on the Section 504 Grievance Procedure, and authorizes the Mayor to execute these policies.

PASSED by the Council of the City of Sugar City on this 12<sup>th</sup> day of May, 2016

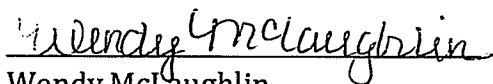
APPROVED by the Mayor of the City of Sugar City, Idaho, on this 12<sup>th</sup> day of May, 2016.

(Seal)



David D. Ogden  
Mayor

ATTEST:



Wendy McLaughlin,  
City Clerk - Treasurer

May 12, 2016

# CITY COUNCIL ATTENDANCE SHEET

(ALL WHO ATTEND MUST SIGN THIS SHEET - PLEASE PRINT)

THANK YOU

- ✓ 1 Brad ~~en~~ Gwynon - troop 109
- ✓ 2 Wesley Johnson "
- ✓ 3 Josh Christopher Smith "
- ✓ 4 Dan Porter "
- ✓ 5 Spencer Cook "
- 6 Ed Handrick The Development Comp.
- ✓ 7 Helen Harris
- 8 Todd Lines
- ✓ 9 PAUL JEPSON
- ✓ 10 Harold Harris
- 11 Der Mox
- ✓ 12 Elaine King
- ✓ 13 Hannah Fogva
- ✓ 14 Brian Farr
- ✓ 15 Dave Thompson
- 16 \_\_\_\_\_
- 17 \_\_\_\_\_
- 18 \_\_\_\_\_
- 19 \_\_\_\_\_
- 20 \_\_\_\_\_