

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, MARCH 24, 2022

Presiding: Mayor Adams

Meeting Via Internet and at City Hall Convened at 6:30 p.m.

Prayer: Mayor Adams

Pledge of Allegiance: Councilwoman Ball

Present at City Hall and Online: Mayor Steven Adams; Councilors Joy M. Ball, Glenn Dayley, and Catherine Nielsen; Clerk-Treasurer Wendy McLaughlin; Deputy Clerk-Treasurer Bonnie Brosius; Public Works Director Arlynn Jacobson; City Building Inspector and P&Z Administrator Quinton Owens; City Community Developer Kurt Hibbert; Planning & Zoning Chairman Dave Thompson; City Attorney Chase Hendricks; City Engineer Dick Dyer; Design Review Chairman Paul Jeppson; Sugar-Salem Representative Reese Butikofer; Sugar Mill Developer Steve Winegar; Citizens Jeff Nelson and others who may have joined electronically but not identified. Councilwoman Fogle was excused.

**CONSENT AGENDA:**

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the Consent Agenda; motion carried.

**SUGAR-SALEM COOP UNDERSTANDING:** Reese Butikofer of Salem sent a letter to the council prior to the meeting to discuss working together for the future. Salem has been working with Sugar City's Planning and Zoning for the last few years and through their efforts the properties north of the Rexburg Interchange were recently annexed into the city. The council's desire is to help protect Salem's heritage, identity, and trust. Salem will continue to work with the Planning and Zoning on items of interest as summarized below:

- Agreement on area of impact and annexation
- Representation in Sugar City government
- Comprehensive Plan that includes Salem's desires and future plans

**USE OF EMERGENCY COMMUNICATION TOWER:** No report.

**PUBLIC COMMENT:** No report.

**AMATEUR (HAM) RADIO PROPOSAL:** Jeff Nelson will work together with Dave Thompson and the mayor in purchasing emergency amateur radio equipment for the city. A 50' tower is needed which may require a Special Use Permit. Storage considerations are important to protect the equipment from possible electromagnetic pulse damage. Budgeted items that are hard to get will be purchased first. They will meet together next week to work out the details of purchasing and placement of equipment.

**SUGAR MILL DEVELOPMENT:** The City Council approved the Sugar Mill Final Plat and

Development Agreement. The final plat will be recorded with all the necessary reviews and signatures. Both Public Works Director Arlynn Jacobson and Planning and Zoning Administrator Quinton Owens had reviewed and recommended the final plat and development agreement for approval. Mr. Jacobson acting on behalf of the city worked with Dick Dyer, engineer of record for the development. Mr. Dyer, who also engineered the earlier Toscano infrastructure, gave a brief history of the former development which failed in 2008 and part of which will now be known as the Sugar Mill Development. A public hearing was not recommended from Mr. Owens since a preliminary plat was approved then and the developer will use a similar model foot print. A summary description of the development is listed below:

- Improved emergency and public entity access
- 241 - two story, 3 bedroom, 2 ½ bath townhome units with garages – varying sizes
- Density below R3 allowance
- 26' wide streets, curb, gutter, and sidewalks
- Additional parking for visitors
- Club house and covered pavilions
- Recreational and play areas which include a dog park, condensed soccer field, and jungle gyms
- Buffering and landscaping improvements
- Joining walking paths to the city

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the final plat and development agreement; motion carried.

**PUBLIC WORKS REPORT:** Public Works Director Arlynn Jacobson reported on the following items:

**Well #4:** The 28 year-old pump went out in Well #4. It will be refurbished and put back in. There are several feet of sand in the bottom of the shaft but to clean it out the pump house would need to be disassembled.

**Well #5:** Dome Technology has ordered a shock tester for the liner. It will show where the liner needs to be reapplied.

**Well #2:** With the added work load the pump in Well #2 also went down last week.

**Moody Sewer Meter:** After further inspection, the Moody sewer meter is actually reading correctly and does not need to be recalibrated.

**Old Farm Estates Infrastructure:** Digging has begun for the infrastructure and secondary irrigation system in Old Farm Estates in preparation for Teton Heights and further development..

**PLANNING & ZONING REPORT:** Quinton Owens reported on the following items:

**Impact Area:** Planning and Zoning is working on the impact area. The mayor would like to meet with Attorney Chase Hendricks, Planning and Zoning Administrator Quinton Owens, and Community Developer Kurt Hibbert to discuss impact area boundary guidelines.

**Downtown Property Development:** Property development next to the Sugar Cube on Center Street is moving forward. Commercial with residential units are planned. A Special Use Permit will be needed because of height restrictions.

**Tennis Court Grants:** Bradley Peterson is working on possible grants for city tennis courts.

**CALENDARED ITEMS:**

**Kennel License Revisions:** Code Enforcement Officer Kimber Jones recommended that the code for the Kennel License be revised to contact neighbors within 100 feet instead of 300 feet. The application fee will also be reviewed to make sure it is enough to help cover the extra work to the code enforcement officer.

**MAYOR AND COUNCIL REPORTS:**

**Historic Preservation Commission:** A digital screen set up at city hall and visible from the street with information and pictures that showcase the history of Sugar City is being considered. Linda Johnson and Becky Brighten are working on 20–30 minute school class presentations. Ms. Brighten is also working on the centennial book. Donna Jean Kinghorn is writing a better history for the city’s website. JoAnn Peters will visit the museum in Driggs to get resource information and ideas. City Engineer Dick Dyer will walk through the old theatre building on Center Street. A new commission member will be appointed at the next council meeting.

**Tree & Beautification Committee:** The Arbor Day celebration is planned for Friday, May 13. An art contest and musical numbers are planned. The 4<sup>th</sup> grade field trip conflicts with the date. The committee would like more trees planted than just one if the budget will allow. They plan to award only yard awards since it is difficult to see most gardens. Dr. Redd will meet with the committee to plan the beautification of the triangle at the east end of Center Street. Mr. Jacobson will provide a water access map.

**Easter Egg Hunt:** Scheduled for Saturday, April 16, 2022 at Heritage Park. A church group will help bag the eggs on April 5.

**EXECUTIVE SESSION:**

8:43 P.M. It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to move into executive session pursuant to Idaho Code 74-206(1)(b), “To consider evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.” Motion carried. Thereupon, the clerk called roll upon the motion.

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

Thereupon, the mayor declared the motion passed.

9:10 P.M. The executive sessions ended for Idaho Code 74-206(1)(b). No decisions were made and there was no deliberation.

Mayor Adams reconvened the open meeting after the executive session. Councilwoman Nielsen made a motion for adjournment with the council’s recommendation. Meeting adjourned at 9:10 p.m.

Signed: \_\_\_\_\_  
Steven Adams, Mayor

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