

MINUTES OF BUDGET WORK MEETING  
SUGAR CITY COUNCIL  
THURSDAY, JULY 14, 2022

Presiding: Council President Catherine Nielsen.

Meeting Via Internet and at City Hall Convened at 5:30 p.m. Mayor Adams was excused.

Present at City Hall and Online: Councilors Joy M. Ball, Glenn Dayley, Connie Fogle, and Catherine Nielsen; Clerk-Treasurer Wendy McLaughlin; City Building Inspector and P&Z Co-Administrator Quinton Owens; Public Works Director Arlynn Jacobson, and others who may have joined electronically but not identified.

**EXECUTIVE SESSION:**

5:30 P.M. It was moved by Councilwoman Fogle 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, Fogle, and Nielsen

Those voting nay: None

Thereupon, Council President Nielsen declared the motion passed.

5:45 P.M. The executive sessions ended for Idaho Code 74-206(1)(b). No decisions were made and there was no deliberation.

Council President Nielsen reconvened the open meeting after the executive session..

**BUDGET WORK MEETING:** City Clerk Treasurer Wendy McLaughlin – A budget work meeting was held and the public invited. Below is a summary of budget items discussed:

- Provide a city fee schedule for the public
- Move "Memorial Tree" fund donations to "Memorial Garden" fund to help with city triangle garden beautification
- Budget for a newer sweeper truck
- Revisit business license fees currently set at \$10 for home based businesses and \$20 for commercial based businesses
- Use conservative figures for building revenues – market interest rates are rising while new building structures are declining
- Budget for stand-alone part-time Planning and Zoning Administrator

**ADJOURNMENT:** It was moved by Councilwoman Fogle and seconded by Councilwoman Ball to adjourn the meeting at 6:30 p.m.

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, JULY 14, 2022

Presiding: Council President Catherine Nielsen. Mayor Adams was excused.  
Meeting Via Internet and at City Hall Convened at 6:30 p.m.  
Prayer: Councilwoman Ball  
Pledge of Allegiance: Councilman Dayley

Present at City Hall and Online: Councilors Joy M. Ball, Glenn Dayley, Connie Fogle, and Catherine Nielsen; Clerk-Treasurer Wendy McLaughlin; Public Works Director Arlynn Jacobson; Planning and Zoning Administrator Kurt Hibbert; City Building Inspector and Co P&Z Administrator Quinton Owens; Planning and Zoning Chair Christine Lines; City Attorney Chase Hendricks; and others who may have joined electronically but not identified.

**CONSENT AGENDA:**

**MOTION:** It was moved by Councilwoman Ball and seconded by Councilman Fogle to approve the Consent Agenda with the changes to the minutes of 6-30-2022; motion carried.

**DISTINGUISHED SERVICE AWARD:** Tabled until next meeting.

**CITY FIBER BACKBONE REPORT:** Tabled until next meeting.

**CITY WATER PLAN UPDATE:** Chase Hendricks reported on the history of the city water plans. There have been several water studies done with recommendations to conserve and use the city's water resources. Below is a summarization of his report:

- Use all city owned water shares – the city owns several water shares that are currently not being used
- Install a secondary irrigation systems to water parks and work with developers to install secondary irrigation systems for each development as the city builds out
- Provide for recharge ponds – use existing resources for areas of recharge such as the church owned pond just south the Teton River or the abandoned gravel pit west of Teton. Recharge ponds could also be used as a water park for the public.
- Convert surface water rights to ground water shares. Not the best option since it takes three surface water shares for each ground water share.

Mr. Hendriks will provide the council with a plan recommendation to act upon.

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

**Backflow Testing on Residential Sprinklers:** Door knockers have been placed on all even numbered doors with a deadline to have their backflow devices tested. The deadline is July 25. Several residents have already responded. If no response by August, the city will reach out again and eventually have it tested at their expense at a higher rate than if they had it tested on their own. They need to be tested by a certified agent.

**Well #5:** Hundreds of holes have been found that need to be caulked and resprayed.

**Street Maintenance:** The crack seal is complete. The cost is around \$36,000 for both Ponderosa and Old Farm Estates subdivisions.

**Sweeper Truck:** The city is looking for a new sweeper truck.

**PUBLIC COMMENTS:** No report.

**PLANNING & ZONING REPORT:** Sam Lines reported on the following items:

- **Barrus Development (The Meadows):** A public hearing is scheduled for a zone change from Trans Ag to R1 and R2.
- **20 Year Growth Plan:** Ms. Lines will distribute the study to the council to become familiar with community growth goals.
- **Commercial District Rezone:** They are working on rezoning the commercial district.
- **P&Z Names:** She has submitted several names of people that might serve on the commission that the city might contact.
- **P&Z Council Liaison:** Council President Catherine Nielsen will serve as the P&Z liaison and just report at the beginning of the meeting.

**Impact Area Resolution Update Report:** Planning and Zoning Administrator Kurt Hibbert reported on the meeting summarized below:

- The 9-man committee vote was 9-0 in favor of Salem and Sugar City. Rexburg had requested a large portion of the Salem area north of the North Rexburg Interchange and west of Sugar City's newly annexed area to be in their area of impact.
- The recommendation will be sent to the County Commission to make a final decision.
- Mr. Hibbert will revisit the Joint Commission for Areas of Impact Ordinance. He questioned the 70% build out formula since it is not part of the state statute and other requirements.
- He recommended the council consider appointing residents from the area of impact to the Planning and Zoning Commission for representation.

#### **GENERAL BUSINESS: Action Items**

**Dumpster and Fall Cleanup:** The Council voted to remove the city dumpster and discontinue the city-wide cleanups. The council reserved the option to revisit it again next year.

**MOTION:** It was moved by Councilwoman Nielsen to remove the dumpster and have a spring and fall city-wide cleanup each year. The motion died for lack of a second.

**MOTION:** It was moved by Councilman Dayley and seconded by Councilwoman Fogle to remove the city dumpster, discontinue the city-wide cleanups, and remove the base fee; motion carried 3-1 with Councilwoman Nielsen voting against.

The dumpster will be removed this week in order to have enough in the budget for a final fall city-wide clean-up. The base fee removal will take effect October 1, 2022 for the new budget year.

#### **GENERAL BUSINESS: Discussion Only**

**Budget:** See minutes of Budget Work meeting for 7-14-22. Councilman Dayley asked that a comparable salary list of local areas and the city policy on employee pay be made available to the council for the next meeting.

**MAYOR AND COUNCIL REPORTS:**

**Historic Preservation Commission:** They are very happy with the results from the Sugar Days auction and event. The \$2500 donor match goal was met and will be presented next month.

**Tree & Beautification Committee:** The committee is seeking donations for the Memorial Garden beautification. A grant has been submitted. The water is going and it is greening up.

**4<sup>th</sup> of July Parade:** The decorated dump truck worked well. The council enjoyed the parade and threw five large boxes of candy to the crowd and still ran out. Thank you to Arlynn Jacobson and his crew for all their help.

**Sugar Days Celebration:** Councilman Dayley reported that the Sugar Days event went well. We were short of food vendors. Next year he would like to organize a committee to help and bring back the talent show and dance. The date will be left as the second Saturday in July even though there are several other events that pull vendors and people away. The breakfast also went well. He will look at maybe having the city assign the booth spaces and organizing vendors in a more central location. The volunteer group from the high school were the best crew yet.

Councilman Dayley made a motion for adjournment. Meeting adjourned at 7:55 p.m.

Signed: \_\_\_\_\_  
Council President Catherine Nielsen

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