

MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, SEPTEMBER 8, 2022

Presiding: Mayor Adams
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; Planning and Zoning Administrator Kurt Hibbert; City Building Inspector Quinton Owens; Planning and Zoning Chair Christine Lines; City Attorney Chase Hendricks and others who may have joined electronically but not identified. Public Works Director Arlynn Jacobson was excused.

WELCOME: Mayor Adams called the meeting to order and welcomed everyone present. He noted the passing of community leader Harold Harris who had served as a Sugar City Councilman for 12 years.

CONSENT AGENDA:

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

ZONING RECOMMENDATIONS: No action. Planning and Zoning Administrator Kurt Hibbert reported that the commission is working on several zoning spots that are not consistent with zoning guidelines and practices. They are almost done with the process. Action Items for P&Z will have documents to review for the council.

IMPACT AREA RECOMMENDATIONS: No action. The city is still waiting to hear back from the county on the city's impact area recommendations since July 7. The mayor suggested that the city move forward following state and county procedures. City Attorney Chase Hendricks will follow up with the county. After the impact area is official, two representatives will serve on the Sugar City Planning and Zoning Commission.

COMPREHENSIVE PLAN RECOMMENDATIONS: No action. Mr. Hibbert reported that the commission is still working on the mapping. The mapping will affect the Comprehensive Plan. He will prepare documents for the council to review when completed.

PUBLIC COMMENTS: No report.

PUBLIC WORKS REPORT: Mayor Adams reported on the following items. Public Works Director Arlynn Jacobson was excused.

Well #5: The tank has been cleaned, filled with water, and tested for bacteria and leaks. We are just waiting for the results. A ribbon cutting was recommended when the new system

goes online in the next few weeks.

Intermountain Gas Line Replacement Project: The city has not been pleased with the Intermountain Gas Company's line replacement. The work has taken longer than expected. They have had to dig up new road pavement, hit water and fiber lines, and left open holes. The gas company hired a second contractor to come in to help finish the project before the end of the season.

PLANNING & ZONING REPORT:

Christine Lines reported on the following items:

Business Park Committee: The Planning and Zoning has begun the process to help organize a committee of business park owners and the city withdrawing. The owners will be responsible to enforce and amend their CC&Rs. The city will enforce city code. The mayor reminded Ms. Lines to keep the Business Park, City, and Planning and Zoning separate.

Additional P&Z Members to Serve: Ms. Lines was concerned about names she submitted to serve on Planning and Zoning weren't being contacted. The mayor will visit with her separately. The Council asked that they be able to give informal feedback on potential commission members.

GENERAL BUSINESS:

Mayoral Appointment(s): No report.

Municode (CivicPlus) Renewal Contract: The city renewed its contract with Municode (CivicPlus) for the publication and codification of city code.

MOTION: It was moved by Councilwoman Fogle and seconded by Councilwoman Nielsen to approve the renewal contract with Municode (CivicPlus). Thereupon, the clerk called roll upon the motion.

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

Thereupon, the mayor declared the motion passed.

WIPFLI Audit Engagement Letter: The city approved the WIPFLI Audit Engagement Letter for one more year. The audit cost was increased about \$1500.

MOTION: It was moved by Councilwoman Nielsen and seconded by Councilwoman Fogle to approve the engagement letter terms and conditions. Thereupon, the clerk called roll upon the motion.

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

Thereupon, the mayor declared the motion passed.

CALENDARED ITEMS:

Second Discussion

Street Code Amendment for Road Designations Ordinance:

Street Right-of-Ways -Proposed High Density/Business Residential street right-of-ways

remain at 68 feet. A “Normal” Residential street designation will be added and revised to 60’ from 68’ widths.

Green strip specifications will be added to sidewalk classifications. Ribbon curbing options and maximum city block length requirements will be discontinued.

Review and compliance approval will be done by the City Engineer and Public Works Director instead the City Engineer and Mayor.

Public Works Standard Ordinance:

Hardened Residential Frontage - Proposed increase to 50 – 60% from 40% hardened residential front yards to accommodate off street parking with more options for hardened surfacing.

Water service lines between the main line and curb stop (including meter pit) shall be installed by the developer or home owner and maintained by the city. The property owner will be responsible to maintain the service line from the meter pit to the house.

Clear Vision Triangle area, requirements, and map, will be updated for clarity.

MAYOR AND COUNCIL REPORTS:

Historic Preservation Commission: No report.

Tree & Beautification Committee: The Tree & Beautification Committee received a \$5,000 grant from the Rocky Mountain Power Foundation for the Memorial Garden. The committee will meet again on March 2, 2023. The September yard awards go to:

- Larry and Janet Hibbert
- Carlos and Haydee Aponte
- Steve and Debbie Graham
- Mitch and Melanie Workman

City Fiber Project: The mayor reported that the city is working with Madison County in coordinating fiber trenching and outlays.

EXECUTIVE SESSION:

7:12 P.M. It was moved by Councilwoman Nielsen and seconded by Councilwoman Fogle to move into executive session pursuant to Idaho Code 74-206(1)(c), “Deliberating labor negotiations or acquisitions of interests in real property not owned by a public agency.” Motion carried. Thereupon, the clerk called roll upon the motion.

Those voting aye: Councilors Ball, Dayley, Fogle, and Nielsen

Those voting nay: None

Thereupon, the mayor declared the motion passed.

7:58 P.M. The executive sessions ended for Idaho Code 74-206(1)(c). No decisions were made and there was no deliberation.

QUIT CLAIM DEEDS FOR ROAD EASEMENT: Quit Claim Deeds for Moody Produce and the Sugar City Dog Pound lots north of 3rd North will help three property owners and grant the city a road easement.

MOTION: It was moved by Councilwoman Nielsen and seconded by Councilwoman

Ball to approve the Quit Claim deeds of Moody Produce and Sugar City for a road easement; motion carried.

Councilors Nielsen and Fogle made a motion for adjournment. Meeting adjourned at 8:00 p.m.

Signed: _____
Mayor Steven Adams

Attested: _____
Wendy McLaughlin, Clerk-Treasurer