

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, APRIL 13, 2023

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

Present at City Hall and Online: Mayor Adams; Councilors Joy M. Ball, Daniel Baird, Glenn Dayley, and Catherine Nielsen; City Clerk-Treasurer Wendy McLaughlin; Public Works Director Arlynn Jacobson; Planning and Zoning Administrator Kurt Hibbert; Planning and Zoning Chair Christine Lines; City Attorney Chase Hendricks; Madison County Commissioner Brent Mendenhall, Madison County Emergency Manager Robert Kohler; Madison Fire Department Lieutenant Stan Crittenden; Sugar RV Park Owner Andy Oliverson and others who may have joined electronically or otherwise but not identified. Building Inspector Quinton Owens was excused.

**CONSENT AGENDA:**

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

**EMERGENCY MANAGEMENT REPORT:**

**Fentanyl and Narcan:** Madison County Emergency Manager Robert Kohler reported that nasal Narcan is available free to the city for use in suspected Fentanyl or opiate overdose in adults and children. Recently, overdose deaths have increased dramatically. Fentanyl is extremely dangerous and now has been found laced in money. Narcan is safe to use and can reverse a Fentanyl overdose and save lives. Mr. Kohler will schedule a time to train office staff and council members on how to administer the drug and will make the drug available to have on hand.

**Flooding Concerns and Preparations:** The spring outlook reports show that snow levels are up 110% – 130 % from last year. While average temperatures are 6 degrees below normal there is concern of flooding. Sheet flooding is predicted at 88% and stream flooding at 8%. Sandbags and sand are available to the public. Public Works Director Arlynn Jacobson will scout out preapproved areas for sandbags.

**Emergency App:** An Emergency App available to the public and leaders are encouraged to use it for reporting any type of natural disasters. It offers live up-to-date information on issues effecting Madison County. More information can be found on the Madison County's website or on Sugar City's website.

**SUGAR SALEM IMPACT AREA FLYER:** An informational flyer to help the public understand the desires for Sugar City and Salem's growth together, autonomy, and identity will be distributed to Salem and Sugar City residents. A special committee consisting of key individuals will help in putting together the flyer and verbiage to be approved by the city council. It is estimated it will take about \$2,000 to complete the project.

**MOTION:** It was moved by Councilwoman Nielsen to provide funds of up to \$2,000 to

produce, print, and deliver the flyers. Motion dies for lack of a second.

**MOTION:** It was moved by Councilwoman Ball and seconded by Councilwoman Nielsen to move forward in support of producing a better flyer draft for council review; motion carried.

**TETON HEIGHTS FINAL PLAT:** Planning and Zoning Administrator Kurt Hibbert reported that all department reviews have been completed for the final plat and ready for council approval. The council had questions on maintenance and rentals.

**MOTION:** It was moved by Councilman Baird and seconded by Councilman Dayley to approve the Teton Heights Final Plat with corrections; motion carried.

**FIRE DISTRICT CODE:** The first discussion on the Fire District Code revisions was done with Madison Fire Department Lieutenant Stan Crittenden. Building Inspector Quinton Owens was excused. Mr. Crittenden asked that two new items be adopted along with the other revisions:

- **NFP 1142** – This standard identifies a method of determining the minimum water supply necessary for structural fire-fighting purposes in areas where it has been determined that there is no water or inadequate water for firefighting.
- **903.2.8** – requires all 4-plexes to be sprinkled.

**PUBLIC COMMENTS:** No report

#### **PLANNING AND ZONING REPORT:**

Planning and Zoning Administrator and City Planner Kurt Hibbert reported on the following items:

**RV Park Public Hearing:** The public hearing for the RV Park expansion held on March 16, 2023 was recommended with five conditions that needed to be completed before council review. None were completed. The conditions with the previous owner are also expected to be met. Currently the RV Park houses “permanent residents” which is a safety hazard. Sugar City does not have an RV Code which has made efforts to direct the development difficult. The new current zone is Regional Commercial. However, the prior Highway Commercial zone will be honored or grandfathered in. Summarized below are items that need to be addressed on the RV Park:

- Detailed information on the “bath house” and “amenities”
- Addition of a Sugar City RV Code
- Temporary residency defined
- Surety bond
- Development Agreement

**East Parkway Corridor:** The 2022 Transportation Plan has been adopted by Madison County and Rexburg and needs to be adopted by Sugar City by resolution as well. However, the 2022 Transportation Plan does not show the correct adopted plans for the East Parkway Corridor for Sugar City. The mayor asked that we review 2022 Transportation Plan with the last correct East Parkway Corridor plan adoption for Sugar City and move forward from there.

**Highway 33 Access:** Developers north of 3<sup>rd</sup> North and the new Jr. High School have asked for two accesses onto E Highway 33. However, the proposed accesses would create additional hazards. Mr. Hibbert recommends that truck traffic come out on a frontage road instead.



**Urban Renewal Report:** Sugar City has substantial lands involved in Rexburg's Urban Renewal District. It is important to attend and take part in the district meetings.

**YELLOWSTONE FINAL PLAT:** The final plat was reviewed and recommended for approval.

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the Yellowstone Townhomes Final Plat; motion carried

**RP PARK EXPANSION FINDINGS OF FACT:** (see above)

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to table the council review until next meeting; motion carried

**DIVISION #4 SURETY LIEN AGREEMENT:** The Division #4 Surety Lien Agreement was reviewed and recommended for approval.

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the Division #4 Surety Lien Agreement. Thereupon, the Clerk called roll upon the motion.

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

Motion carried.

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

**Supervisory Control and Data Acquisition (SCADA):**

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilman Dayley to approve the contract with Valley Motor Pump for the Sugar City SCADA System. Thereupon, the Clerk called roll upon the motion.

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

Motion carried.

**Railroad Easement Agreement:**

**MOTION:** It was moved by Councilman Dayley and seconded by Councilwoman Ball to approve the pre-flood and early 1980's Utility Easement Agreement with Eastern Idaho Railroad. Thereupon, the Clerk called roll upon the motion.

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

Motion carried.

**South Highway 33 Speed Reduction:** Speed will be reduced to 25 mph around the "S" curve south of town and increase to 35 mph up past the turn off to 5<sup>th</sup> S under construction.

**Truck Purchase:** A new used truck was purchased for \$7,000 to replace the 1970 Chevy pickup after the transmission went out.

**South Life Station Panel Replacement:** The South Lift Station panel needs to be replaced. Mr. Jacobson will get quotes for the next meeting.

**Sidewalk Grant Report:** JM Concrete is well underway on the sidewalk project funded by the Children Pedestrian Safety Grant.

**GENERAL BUSINESS:**

**ARBOR DAY PROCLAMATION**

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilman Dayley to proclaim Friday, May 12<sup>th</sup>, 2023 as Arbor Day in the City of Sugar City. Thereupon, the Clerk called roll upon the motion.

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

Those voting nay: None

Thereupon, the Mayor declared the motion passed. A copy of said proclamation is attached hereto marked "Attachment 1".

**Proposed Historic Preservation Room:** After discussion it was thought that the garage would be inadequate for the Historic Preservation Commission office. Access to city storage would be hampered, space is limited, water and rodents are a problem. Many expensive improvements and renovations would have to be done.

**Farmer Merchant Banquet:** A table of 12 has been purchased by the city. Tickets for spouses will be purchased individually. The Farmer Merchant Banquet is scheduled for Thursday, April 27, 2023 and will be noted as a work meeting since it falls on the next council meeting night.

**CALENDARED ITEMS:**

**MAYOR AND COUNCIL SALARY ORDINANCE NO. 383\_2023: (Mayor and Council Salary Revisions)** The council adopted the revised mayor and council salaries effective January 1, 2024.

Ordinance No. 383\_2023 was read by title and reviewed by the council on at least three different meetings:

**"AN ORDINANCE AMENDING SECTIONS 1-5-4 AND 1-6-4 OF THE SUGAR CITY MUNICIPAL CODE TO INCREASE THE SALARIES OF THE MAYOR AND CITY COUNCIL, REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING A SEVERABILITY CLAUSE."**

It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to adopt Ordinance 383\_2023. Thereupon, the clerk called roll upon the motion.

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

Those voting nay: None

Ordinance No. 383\_2023 was thereupon declared by the mayor to have been duly passed by not less than two-thirds of the council. The clerk will publish Ordinance No. 383\_2023 in summary

or full immediately in at least one issue of the *Standard Journal*, a newspaper published in the city of Rexburg, Madison County, Idaho.

**CITY UTILITY FIBER:** Dave Thompson reported on the proposed city fiber backbone and working on the following:

- Utility code revision to protect city owned fiber
- Existing excavation activities to reduce fiber cable costs
- Website with survey to help with grant points
- Maps
- Key technicians to help with project

A Special Council Meeting is set for Wednesday, April 19, 2023 at 6:30 p.m. to read the grant application for approval.

**MAYOR AND COUNCIL REPORTS:**

**Arbor Day Celebration:** Tree and Beautification will meet again on the 20<sup>th</sup> to finalize the Arbor Day preparations.

**Easter Egg Hunt:** The event was held in the old Jr. High Gym because of the late snow and was well attended. Approximately 337 children attended and over a thousand eggs were given out as well as prizes.

**Sugar Days:** Plans are well underway for Saturday, June 17, 2023. Stone's Town & Country will sponsor the breakfast as usual moved to 8:00 a.m. – 10:00 a.m. with the Sugar Days event following right after. A live band will also be part of the event. Citizen of the Year and Public Servant awards will be awarded. The nominees will be on the next agenda.

Motion was made for adjournment. Meeting adjourned at 9:45 p.m.

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

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





# 2023 Arbor Day Proclamation

Bring Life to Your Community!

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving up paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Steve Adams,

Mayor of the City of Sugar City do hereby proclaim

Friday, May 12<sup>th</sup>, 2023 as Arbor Day in the City of Sugar City,

and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this 16<sup>th</sup> day of March in the year 2023..

Mayor 