

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, NOVEMBER 14, 2024

Presiding: Mayor Adams

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

Prayer: Council President Nielsen

Pledge of Allegiance: Councilwoman Ball

Present at City Hall and Online: Mayor Adams; Councilors Joy M. Ball, Glenn Dayley, Catherine Nielsen, and Carter Stanford; Clerk-Treasurer Wendy McLaughlin; Public Works Director Arlynn Jacobson; Planning and Zoning Administrator Kurt Hibbert; Planning and Zoning Chairman Derik Taylor, and others who may have joined electronically or otherwise but not identified.

**CONSENT AGENDA:**

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

**FYBERCOM CONTRACT AGREEMENT REPORT:** City Attorney Chase Hendricks reported that all necessary revisions have been incorporated including the extra sites the city asked for. The agreement will run from January 1, 2025 which will give customers more time to take advantage of the free sign up. The school district will be included on the city's contract to help get the internet to school sites and help with the camera system and tennis courts. The Fibercom Agreement will be made available to the council for review as soon as it is available. The mayor asked that a resolution be prepared for a second option, if necessary, that could be used with the ARPA Grant funds for the next council meeting.

**GENERAL BUSINESS:**

**WIPFLI Audit Engagement Letter:**

**MOTION:** It was moved by Councilman Dayley and seconded by Councilman Stanford to approve the Engagement Letter with WIPFLI as the City's 2024 fiscal year auditor. Thereupon, the Clerk called roll upon the motion.

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

Those voting nay: None

Thereupon, the Mayor declared the motion passed.

**PUBLIC COMMENT:** No report

**PUBLIC WORKS REPORT:**

**Sweeper Truck:**

**MOTION:** It was moved by Councilman Dayley and seconded by Councilwoman Nielsen to approve the purchase of a new sweeper truck and Option #2 with a \$115,000 down payment. Thereupon, the Clerk called roll upon the motion.

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

Thereupon, the Mayor declared the motion passed.

**Child Safety Grant Application:** will be used to install more connecting sidewalks throughout the city.

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the Child Safety Grant application and authorize City Engineer Dick Dyer to administer the grant. Thereupon, the Clerk called roll upon the motion.

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

Thereupon, the Mayor declared the motion passed.

**Transportation Alternatives Program (TAP) Grant:** available in 2026

**Transportation Study:** the study is working on updating road classifications and the proposed East Parkway Corridor as a levy.

**Flags Set Out for Holidays:** the city is looking for someone to set out the American flags along Center Street for 8 holidays during the year. Mr. Jacobson will reach out to the school for any interested clubs and etc. They receive \$100 for each holiday.

**CTE Building Water Line:** the water line connecting the school's new CTE building is installed and connected. A portion of the sidewalk and road need to be replaced.

**County Bridges:** the county is currently widening some bridges.

**TextMyGov:** the software is installed and working. It will be used for snow removal and water shut off alerts as well as other notices.

**PLANNING AND ZONING REPORT:** Planning and Zoning Administrator Kurt Hibbert and Chairman Derik Taylor reported on the following items:

**Findings of Fact – Tiny Home Subdivision:** commission recommended unanimously. The subdivision will provide a lower price point for the public starting around \$120,000 to \$150,000. The homes will be on permanent foundations – manufactured or stick built in a park-like environment.

**Findings of Fact – Accessory Dwelling Unit:** also recommended unanimously. Will allow for an additional unit within residentially zoned areas. The unit must be on a foundation and some other restrictions apply. The idea is widely supported and will allow families and home owners more options in a difficult housing market.

**Yellowstone Townhomes:** the project has new owners who are working on amending the plat to reflect a change in the individual townhome sizes and adjustment of utility services to the building.

**Urban Renewal Agency:** Mr. Taylor attended the Rexburg's Urban Renewal Agency meeting. Several state and local leaders and developers were present. Urban Renewal Agencies are an effective tool to help build our communities with the support of local government. The city is wanting to pursue our own Urban Renewal Agency. Prior minutes will be reviewed to see if Sugar City opted in before the July 1, 2011 deadline that requires a public hearing and majority vote in an election.

**CALENDARED ITEMS:**

**First Reading:**

**Tiny Home Subdivision** – see above.  
**Accessory Dwelling Unit** – see above.

**Third Reading:**

**Prohibited Parking Code Revisions:**

**MOTION:** It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to approve the parking code revision that RV camper slide-outs cannot be opened on the street side. Thereupon, the Clerk called roll upon the motion.

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

The code revision was thereupon declared by the mayor to have been duly passed by not less than two-thirds of the council. The clerk will publish revision 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.

**Non-Conforming Animal Use Code Revisions:** Tabled.

**MAYOR AND COUNCIL REPORTS:**

**Landscaping Provisions:** several businesses need to complete there landscaping. Code Enforcement Officer Kimber Jones will send out notification letters.

**Unused Cars:** Mr. Jones will also notify a property owner with several nonworking vehicles to remove them from the street and his property.

**Sugar City Area Historical Society:** the society has asked the school for permission to use their empty mobile classroom units for museum displays. However, the modular units do not have occupancy permits. They continue to work on oral histories. Grant Johnson attended a meeting at the Potato Museum.

**Flood Commemoration:** The Teton Dam committee are still in need of volunteers to help with the golden jubilee commemoration. The mayor asked for details to help drum up some interest. The Rexburg Recreation Department is recertifying the route to go down Digger Drive instead of Center Street.

**Local Emergency Preparedness:** Councilman Stanford reported that he attended the Local Emergency Preparedness meeting at BYU. The university is equipped to keep the power on for two weeks if the power goes down.

**Local Businesses:** Rexburg Area Chamber of Commerce Janalyn Holt organized a meeting with all Sugar City businesses to help organize the business community. The meeting went well and the mayor supported her efforts.

**Christmas Tree Lighting:** the Christmas Tree Lighting will be held Monday, December 2. The mayor is looking for a citizen to flip the switch to turn on the Christmas lights.

Motion was made for adjournment. Meeting adjourned at 8:24 p.m.

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

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