

MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, JUNE 12, 2025, 6:30 P.M.

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 Steven 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 and Chairman Spencer Haacke; City Attorney Chase Hendricks; CERT Regional Program Manager Jon Corpany; Citizen Jay Creel, and others who may have joined electronically but not identified.

CONSENT AGENDA:

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

COMMUNITY EMERGENCY RESPONSE TEAM (CERT) PROGRAM:

Jon Corpany, CERT program manager, introduced the program and answered question of the Council summarized below:

- The CERT Program is a free 20-hour training course for the first critical hours and days following a disaster
- Enables citizens to care for themselves and neighbors when professional help may be unavailable
- The training includes basic first-aid, search & rescue, fire safety and suppression, disaster psychology, team organization, terrorism and crime prevention, freeing trapped survivors, and using 2-way radios plus hands on practice

The goal is to train 500 citizens in East Idaho by June 2026. The next class in Rexburg begins Wednesday, September 17, 2025 7:00pm – 9:30 pm at the Madison Memorial Hospital. Council President Nielsen Completed the course and highly recommends it. Youth training programs are also available.

PUBLIC COMMENT:

Local Museum: Jon Corpany stated that he supports local museums. He said that the Rexburg Flood Museum is now in storage. He recommends working together with Rexburg for an area museum.

PLANNING AND ZONING REPORT: Planning and Zoning Administrator Kurt Hibbert and Chairman Spencer Haacke reported on the following items:

New Chair for the Planning and Zoning: Spencer Haacke is now the new P&Z Chairman taking Derik Taylor's spot. The commission is actively looking for another commission member.

Comprehensive Plan Updates: the commission is working chapter by chapter to update the City's Comprehensive Plan. City Attorney Chase Hendricks will help with Chapter 3.

Sugar-Salem Joint Meeting: they will schedule a joint work meeting with Salem sometime in August.

Stillwater PUD: a public hearing was held and they are now working on the first phase of the infrastructure.

Property Developments: there are two or three new properties that may develop within the next year. Residential and commercial. They include Toscano, Sandra Ball's property, and the Haynes property south of Sugar City.

OLD FARM STILLWATER PLANNED UNIT DEVELOPMENT (PUD) FINDINGS:

MOTION: It was moved by Councilman Dayley and seconded by Council President Nielsen to accept the recommendations of the Planning and Zoning Commissions Findings of Fact for the Stillwater Planned Unit Development; motion carried.

The plans include twin and townhomes built on smaller lots in three phases. A Home Owner's Association will direct type and number of trees for the landscaping. Patio furniture is included and will be bolted down and covered.

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

Little Libraries: Mr. Jacobson met with the parents and young girls to choose possible sites for the Little Libraries. Heritage, Smith, and Peregrine Parks were chosen. The city will build the "library" kiosk with the help of his summer help. The girls will be able to paint them and decorate them. The kiosks can also be purchased online at Amazon. Mr. Jacobson will get the information to the public.

New Full-Time Public Works Assistant:

MOTION: It was moved by Councilwoman Ball and seconded by Council Nielsen to approve \$15,000 from the Contingency Fund for hiring a new Public Works Assistant to begin as soon as possible; motion carried.

Tennis Courts: the cameras and power are installed. Just waiting for the internet connection to be bored under the railroad tracks. The mayor is concerned about vandalism. A maintenance schedule is in place. The city will check into Cutoff Lighting for the courts which was called for in the design. Currently the cutoff lighting is not installed. No timer will be needed on the cutoff lighting. Spencer Cook has donated some pickleball nets.

Dark Sky Ordinance: amendments to the Dark Sky Ordinance are encouraged since it is too strict in some instances.

Temporary Certificates of Occupancy: temporary certificates of occupancy are not a good idea for property code violations. Recordings against the title of the property is a better remedy.

Peregrine Park: concrete will be started this coming week. Playground equipment, picnic tables, shade, and ramps are planned to be installed within the next few weeks.

Old Sweeper Truck: no buyers for asking price of at least \$10,000. The city needs at least \$7,000 to break even with the repair costs.

Slurry Seal Scheduled: for the first week in August.

Summer Help: the summer help has been lined out and hired for the season. There is plenty of work to catch up on.

Parks Maintenance: the mayor asked to see a park maintenance schedule.

GENERAL BUSINESS:

Certification of Delinquent LID Assessments:

MOTION: It was moved by Councilwoman Ball and seconded by Councilman Dayley to certify the Delinquent Local Improvement District (LID #3) Certificates; motion carried. They will be filed with the County Clerk to be collected with their property taxes.

Budget Work Meeting: the council set Thursday, June 26 at 5:00 pm for the Budget Work Meeting. The public is encouraged to attend.

MAYOR AND COUNCIL REPORTS: Councilman Dayley reported on the following:

Sugar Days: on track for Saturday, June 21. The breakfast will be from 8am – 10am. The council will need to arrive by 7:15am to help serve.

Councilwoman Ball reported on the following:

T&B Committee: the committee gave one yard award this month since the second award sign went missing.

June Yard Award:

David and Elizabeth Batt, 135 W 5th S

Entrance Sign Landscaping: the committee will work on the entrance sign's landscaping i.e., trimming bushes, putting in landscaping that is easier to maintain. They plan to move the South entrance sign back from the new road.

Memorial Park: will be maintained by the committee this summer.

Center Street Flowers: the city received a credit for next year's flowers for a color error. The flowers were supposed to be blue and white. Instead, they were purple and white. Still very pretty.

Community Garden Boxes: the committee is checking into having some community garden boxes similar to Rexburg. The committee will meet again on July 6.

Historical Society State Membership: the historical society can work under the Idaho State Historical Society and be eligible for tax revenue and state funding.

Proposed History Kiosk: the historical society has proposed a kiosk display while they work on raising money for their museum. This would inform the public of their goals and encourage donations. The city will decide at the next meeting where the display can be put.

Sugar Days Historical Society Silent Auction and Mascots: over \$3,000 worth of prizes were donated by 30 local businesses and individuals for the silent auction to be held at the Sugar Days celebration. Journalist Lisa Smith will also include a newspaper article highlighting the event. Sugar and Spice mascot t-shirts will be sold to commemorate the history of Sugar City and the Sugar Factory. Funds from the sale of the t-shirts and silent auction will go towards the museum.

2026 Sugar City Flood Commemoration: the community flood commemoration will be held next year at the end of May through the first week of June. It is suggested that Sugar City flood memories be recorded at the gray church and be held separately from Sugar Days, and that Sugar Days be held at its usual time.

Councilman Stanford reported on the following:

Sugar City Sheriff Liaison Change: because of a Sheriff's Office leadership change, Cameron Stanford will no longer be the Sugar City liaison. Officer Moroni Burton will take his place.

Local Emergency Planning Committee: they want to be able to turn off utility sections for fires within the city. They are also concerned about sufficient man power in the Sugar City Fire Station.

EXECUTIVE SESSIONS:

8:45 P.M. It was moved by Council President Nielson seconded by Councilman Stanford to move into executive session pursuant to:

- Idaho Code 74-206(a) "Hiring a public officer, employee, staff member or individual agent, whose qualities are to be evaluated in order to fill a particular vacancy or need; not to fill a vacancy in an elective office or deliberate staffing needs in general" and
- Idaho Code 74-206(c) "Deliberating labor negotiations or acquisitions of interests in real property not owned by a public agency."

Motion carried. Thereupon, the deputy 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.

9:35 P.M. The executive session ended for Idaho Code 74-206(a) and 74-206(c). No decisions were made and there was no deliberation.

Motion was made for adjournment. Meeting adjourned at 9:35 p.m.

Signed: _____
Mayor, Steven Adams

Attested: _____
Wendy McLaughlin, Clerk-Treasurer