

MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, MARCH 26, 2026, 6:30 P.M.

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

Present at City Hall and Online: Mayor Steven Adams; Councilors Joy 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 Building Official Quinton Owens; Citizens Bert McLaughlin and Adilynn Walker; and others who may have joined electronically but not identified.

CONSENT AGENDA:

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

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

Regional Madison Transportation Plan Committee Meeting: Mr. Hibbert reported that he attended the meeting for the regional Madison transportation plan. There are several road projects planned over the next several years for the City of Rexburg, Madison County, and the City of Sugar City including a five-lane highway between Rexburg and Sugar City.

Resolution No. 2026-2 –

“A RESOLUTION OF THE CITY COUNCIL OF SUGAR CITY, IDAHO, SUPPORTING THE RECLASSIFICATION OF MULTIPLE ROADWAYS AND REQUESTING APPROVAL FROM THE FEDERAL HIGHWAY ADMINISTRATION (FHWA).”

MOTION: It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball with to approve Resolution No 2026-2. 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. A copy of said resolution is attached hereto marked “Attachment 1”.

Church Property: developers are working on a master plan for the Church Property north of 9th North.

Ancient Grains: the owners of Ancient Grains are pursuing a grant to help clean up the property from debris left after the Teton Dam Flood. An Environmental Study Application for phase one will be submitted. The adjacent business owner of the old Sugar Factory could also be involved.

GENERAL BUSINESS:

Horrocks Transportation Study: See Resolution 2026-2 above.

Tree and Beautification Appointments: Stan and Betty Rasmussen will serve a three-year term on the Tree and Beautification Committee.

MOTION: It was moved by Councilwoman Ball and seconded by Councilwoman Nielsen to ratify the appointments of Stan and Betty Rasmussen to serve on the Tree and Beautification Committee; motion carried.

Council Photo: a Council photo will be scheduled for a Monday with Collier Photography. He has a business from his home in Sugar City and very talented. The city would also like to commission him to take pictures of Sugar City and the surrounding area over the next year to use on the website and other social media outlets.

PUBLIC COMMENT: No report

PUBLIC WORKS REPORT: Arlynn Jacobson reported on the following items:

Heritage Park: Mr. Jacobson checked costs of setting up restrooms in Heritage Park in connection with an amphitheater. The location of the restrooms to the rest of the park is unreasonable to attach to the amphitheater. Pre-fabricated cost as much as \$350k. Local contractors expressed a desire to help with the project. Local banks and businesses may also be approached for donations as well as grants.

Secondary Irrigation: the city is looking at possible grants to help develop its own secondary irrigation system.

Stop the Bleed Kit: Councilman Stanford brought a couple different kits for the council to consider purchasing for City Hall and city vehicles. The city could use up to \$1000 from the City Emergency Fund.

Active Shooter Training: Councilman Stanford will check on an Active Shooter App that staff employees could use. Emergency exits and escape routes are being planned for the front office and council chambers. Sheet metal will be installed behind the council podium for protection. The County Emergency Preparedness Department may have funds available to help with costs.

Ambulance Event Presence: the County ambulance will be invited to attend Sugar City events.

MAYOR AND COUNCIL REPORTS:

Arbor Day Celebration: the 2026 Arbor Day Celebration is scheduled for Friday, May 8 at 10:00 am. The theme is "Trees Anchor Our Town". A tree will be planted in the same area as last year, with choir, and art contest activities.

Sugar Days: the 2026 Sugar Days event is scheduled for Saturday, June 20. A grant \$2,500 has been received from the America 250 to help with nationwide celebrations.

Historical Society: Friday and Saturday, June 5 and 6 is scheduled for a flood museum exhibit. Rexburg will tape businesses to show the flood line. Sugar City is planning on doing the same. The flood mark was at least 6 feet high on some businesses. Mr. Jacobson will approach businesses and buy tape for the event.

Skate Park Refurbish: there has been some interest to refurbish the Skate Park, but possibly the better alternative is to tear it out.

EXECUTIVE SESSION:

7:48 P.M. It was moved by Councilwoman Nielson seconded by Councilwoman Ball 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.

Idaho Code 74-206(b) 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 deputy clerk called roll upon the motion.

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

Those voting nay: None

Thereupon, Mayor Adams declared the motion passed.

8:34 P.M. The executive session ended for Idaho Code 74-206(a) and (b). No decisions were made and there was no deliberation.

Meeting adjourned at 8:34 p.m.

Signed: _____
Steven Adams, Mayor

Attested: _____
Wendy McLaughlin
Clerk-Treasurer

RESOLUTION NO. 2026-2

**A RESOLUTION OF THE CITY COUNCIL OF SUGAR CITY, IDAHO, SUPPORTING
THE RECLASSIFICATION OF MULTIPLE ROADWAYS AND REQUESTING
APPROVAL FROM THE FEDERAL HIGHWAY ADMINISTRATION (FHWA)**

WHEREAS, Sugar City, Idaho, is committed to maintaining a safe, efficient, and well-connected transportation system that supports local and regional mobility; and

WHEREAS, functional classification is a key element of the Federal-aid highway program and is used to determine roadway eligibility, funding, and design considerations; and

WHEREAS, the roadways listed in Exhibit A are currently classified within the Federal Highway Administration (FHWA) functional classification system; and

WHEREAS, changes in land use, traffic volumes, access patterns, and regional connectivity have altered the function and operational characteristics of these roadways; and

WHEREAS, the City has evaluated these roadways in coordination with the Idaho Transportation Department (ITD) / Local Highway Technical Assistance Council (LHTAC) and with Madison County, as applicable; and

WHEREAS, based on this evaluation, the City has determined that the proposed reclassifications identified in Exhibit A more accurately reflect the current and intended function of each roadway within the transportation network; and

WHEREAS, the proposed reclassifications are consistent with the City's comprehensive plan, transportation plan, and regional planning documents; and

WHEREAS, the reclassification request must be submitted through ITD to FHWA for review and approval in accordance with federal requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SUGAR CITY, IDAHO:

1. Support of Reclassifications

The City Council hereby supports the functional classification revisions for the roadways listed in Exhibit A and formally requests that the Idaho Transportation Department submit these changes to the Federal Highway Administration (FHWA) for approval.

2. Authorization

The City Council authorizes City staff to coordinate with ITD, FHWA, and the appropriate

MPO or LHTAC to provide any required documentation and justification necessary to process these functional classification revisions.

3. Consistency

The City Council affirms that the proposed reclassifications are consistent with adopted local and regional transportation planning documents.

4. Effective Date

This resolution shall take effect immediately upon adoption.

Exhibit A: List of Roadway Functional Classification Changes (attach table with roadway name, limits, current classification, and proposed classification).

PASSED AND ADOPTED by the City Council of the Sugar City, Idaho, this 26th day of March, 2026.

CITY OF SUGAR CITY

By: _____

Steven Adams, Mayor

ATTEST:

Wendy McLaughlin,

City Clerk-Treasurer

APPROVED AS TO FORM:

Chase Hendricks, City Attorney

Exhibit A

#	Road	From	To	Current FC	Proposed FC	Reason for proposed
1	SH-33 (N Yellowstone Hwy)	2 nd E	3 rd St S	Principal Arterial	Minor Arterial	Old Hwy 33 collects neighborhoods and collects streets to an arterial. This route is utilized as a connection route to principal arterials.
2	Railroad Ave	3 rd St S	Center St	Local	Minor Arterial	This road was rerouted and now this road is a continuation of Old Hwy 33. It connects neighborhood arterials, and has a moderate density of roads and driveways
3	Center St	Railroad Ave	7 th E	Principal Arterial	Minor Arterial	Old Hwy 33 collects neighborhoods and collects streets to an arterial. This route is utilized as a connection route to principal arterials.
4	7 th E	Center St	US-20	Principal Arterial	Minor Arterial	Old Hwy 33 collects neighborhoods and collects streets to an arterial. This route is utilized as a connection route to principal arterials.
5	Front Rd	3 rd St S	Center St	Principal Arterial	Local	Old Hwy 33 was rerouted and no longer utilizes this road no longer connects major traffic generator
6	Center St	7 th W	Front Rd	Minor Collector	Minor Arterial	This section of road does not service schools or business it is a section of roadway that connects a residential area into an arterial route
7	Railroad Ave	Center St	3 rd St N	Local	Minor Collector	3rd St N has a planned business park at the west end of the street. It will be utilized by future business development to the North and is also the road that serves the school
8	3 rd St N	Railroad Ave	7 th E	Local	Minor Collector	3rd St N has a planned business park at the west end of the street. It will be utilized by future business development to the North and is also the road that serves the school
9	SH-33	SB on/Off Ramp	State Line	Minor Arterial	Principal Arterial	SH-33 is a principal corridor through Madison and Teton County that is the only corridor that traffic can travel E-W on continuously through these counties. This route directly connects back to the Highway.

