MINUTES OF REGULAR MEETING
SUGAR CITY COUNCIL
THURSDAY, OCTOBER 8, 2026, 6:30 P.M.

Presiding: Mayor Adams
Meeting Location: Sugar City Hall and Via Internet
Convened: 7:30 P.M.
Prayer: Councilman Stanford
Pledge of Allegiance: Councilman Dayley

Present at City Hall and Online: Mayor Adams; Councilors Joy Ball, Glenn Dayley, Catherine Nielsen, and Carter Stanford; City Attorney Chase Hendricks; City P&Z Administrator Kurt Hibbert; Public Works Director Arlynn Jacobson; City Clerk-Treasurer Wendy McLaughlin; and others attending in person or electronically.

CONSENT AGENDA

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

PLANNING AND ZONING REPORT

P&Z Administrator Kurt Hibbert presented the following items and findings:

- **City Zoning Map & Findings of Fact:** Discussion was held regarding updates to the city zoning map. Rezonings include converting property on North Railroad Avenue (between Center Street and 3rd North) and South Railroad Avenue from residential to commercial due to increased traffic. The request by Mr. Keith Boyle (fertilizer company parcel south of D Street) to match zoning will require a separate subsequent public hearing due to public notice requirements for expanding the noticed area.

MOTION (Findings of Fact City Zoning Map Ordinance): It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball with a friendly amendment to accept and approve the Planning and Zoning Commission Findings of Fact for the New City Zoning Map (excluding Mr. Boyle's requested parcel south of D Street) and the findings/recommendations on the Rural Ranchette Code Amendment; motion carried. Councilman Stanford voted against the motion.

MOTION (Waive Three Readings - City Zoning Map Ordinance): It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to waive the three readings and adopt the City Zoning Map Amendment Ordinance No. 415_2026. Thereupon, the clerk called roll upon the motion.

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

The mayor broke the tie vote against moving the document forward for adoption and waiving the three readings. The document will be put on the next agenda for a second reading.

- **Rural Ranchette Code Amendment:** Reviewed recommendations for the Rural Ranchette Zone in the Area of Impact. The commission recommended leaving allowable animal units unchanged, preserving existing non-conforming/grandfathered uses (such as Mr. Eckman's property).

MOTION: (Findings of Fact Rural Ranchette Code Amendment): It was moved by Councilwoman Nielsen and seconded by Councilwoman Ball to accept and approve the

Planning and Zoning Commission Findings of Fact on the Rural Ranchette Code Amendment; motion carried. Councilman Stanford voted against the motion.

RURAL RANCHETTE ZONING AMENDMENT ORDINANCE: The Council conducted a First Reading of the Rural Ranchette Zoning Amendment Ordinance and directed it to be placed on the next agenda for a second reading. Further discussions highlighted the need for coordination with Madison County staff regarding administration and enforcement in the impact area.

SIDEWALK CODE AMENDMENT RESOLUTION

Public Works Director Arlynn Jacobson and City Planner Kurt Hibbert updated the Council on discussions with Planning and Zoning regarding sidewalk requirements. By consensus, the resolution was tabled until formal recommendations are received from the Planning and Zoning Commission following their public hearing.

PUBLIC COMMENT

Public comments were opened. Appreciation was expressed to city staff and crews for the successful "Treats in Streets" community event. No additional public comments were offered in person or online, and public comment was closed.

PUBLIC WORKS REPORT

Public Works Director Arlynn Jacobson reported on the following items:

- **Subdivision Developments:** Road and asphalt paving work is largely completed in new developments. Building permits are being issued. Teton Island Estates is coordinating with Rocky Mountain Power for street light hookups. Stillwater (a PUD development) will utilize solar street lights managed by its HOA.
- **Park & Baseball Field Improvements:** Red cinder has been installed at the baseball field. Multiple base inserts (60, 70, 80, and 90 feet) are being installed to accommodate various Little League age groups and tournament needs. Completion is expected within two weeks.
- **LHTAC / Grant Updates:** Attended the ECHO/LHTAC grant meeting. Funding is currently restricted due to state and federal cuts, with no TAP or Child Protection Safety grants available for which the city currently ranks high. Further research is ongoing.
- **Railroad Crossings:** Continuing coordination with the railroad regarding crossing updates and costs. Reaching out to adjacent property owners regarding the potential abandonment of unused prescriptive easement crossings (e.g., old Sugar Factory siding) to obtain written agreements prior to executing contracts.

GENERAL BUSINESS

- **Development Agreements Update:** Kurt Hibbert, Arlynn Jacobson, and City Attorney Chase Hendricks updated the Council on ongoing negotiations regarding development special conditions. A productive 1.5-hour meeting was held with the owner/developer regarding the first 27 special conditions. The Council reaffirmed that city engineering standards and boilerplate terms are non-negotiable protections for the city's interests. Site work/water line work is proceeding under supervision. Development agreements will remain agendized for the next meeting.

CALENDARED ITEMS

- **First Reading:**
  New City Zoning Map Amendment Ordinance - See above
  Rural Ranchette Code Amendment - See above

- **Ordinance No. 414_2026 (Fire Prevention, Open Area, Defensible Space, & Temporary Fire Restrictions):**
  The Council reviewed the fourth reading/final draft of the ordinance. Discussion included definitions, recreational/yard waste fire dimensions (3 feet in diameter by 2 feet high), and enforcement. Councilwoman Ball proposed adding an explicit definition for "Sky Lantern".

ORDINANCE NO. 414_2026 (Fire Prevention, Open Area, Defensible Space, & Temporary Fire Restrictions27):

Ordinance No. 414_2026 was introduced to the council and read by title only:

AN ORDINANCE OF THE CITY OF SUGAR CITY, MADISON COUNTY, IDAHO, REPEALING SUGAR CITY CODE CHAPTER 3-4; AMENDING SUGAR CITY CODE SECTIONS 1-4-3 AND 3-1-12; ENACTING A NEW CHAPTER 3-5 RESIDENTIAL YARD-WASTE FIRES, DEFENSIBLE SPACE, COMBUSTIBLE VEGETATION, HOT WORK, FIREWORKS DURING SEVERE FIRE THREAT, TEMPORARY FIRE RESTRICTIONS BY CITY COUNCIL RESOLUTION, ENFORCEMENT, EXTINGUISHMENT, ABATEMENT, RESPONSE-COST RECOVERY, CIVIL LIABILITY, PENALTIES, APPEALS, SEVERABILITY, PUBLICATION, AND EFFECTIVE DATE."

It was moved by Councilman Dayley and seconded by Councilwoman Nielsen to adopt this ordinance with Councilwoman Ball's Sky Lantern definition ("A small unmanned airborne device typically constructed of paper or other lightweight material that is used as an open flame source to heat the air inside a lantern, causing it to rise and float into the atmosphere"). Thereupon, the clerk called roll upon the motion.

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

Ordinance No. 414_2026 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. 414_2026 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.

MAYOR AND COUNCIL REPORTS

- **Treats in Streets Event:** Mayor and Council expressed deep gratitude to Erieka Pimentel, city staff, and volunteers for organizing a highly successful Treats in Streets event. Over 50 vendors participated, significant corporate and community donations were received, and strong turnout was noted from both Sugar City and surrounding regional communities. The Urban Renewal District (SCURA) board actively engaged with the public using QR code videos and brochures.

- **City Beautification:** The Tree & Beautification committee painted two benches blue that were placed in front of City Hall.
- **County Updates & Projects:** Madison County raised the speed limit on Railroad Avenue from 25 mph to 35 mph. Landscaping work by Grover Landscape has commenced for the Madison County Search and Rescue building in the Business Park.
- **Fall District Meeting:** Reminder regarding the Fall District Meeting on October 20th; interested officials should contact Clerk Wendy McLaughlin for registration.

ADJOURNMENT

MOTION: It was moved and seconded to adjourn the meeting; motion carried unanimously. The meeting adjourned at 8:34 P.M.

Signed: _____
Mayor Steve Adams

Attested:

_____
Wendy McLaughlin, Clerk-Treasurer