

**City of Heyburn Council Meeting**  
**Wednesday, January 27, 2021**  
**7:00 P.M.**

**Mayor:** Dick Galbraith.

**Council Present:** Chad Anderson, Joanne Justesen, Rose Schmitt, and Rick Tundag.

**Employees Present:**

Tony Morley, Paul Ross, Dan Bristol, Ivan McCracken, and Ashlee Langley.

**Welcome & Pledge**

Meeting conducted by Mayor Dick Galbraith who welcomed everyone to the meeting and lead those present in the Pledge of Allegiance. Mayor Galbraith stated Council President Joanne Justesen will be joining the meeting by phone.

**Discuss / Consider Minutes of the January 13, 2021 Council Meeting – ACTION ITEM**

Motion by Chad Anderson to approve the minutes of the January 13, 2021 City Council Meeting as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Discuss / Consider Paying the Bills – ACTION ITEM**

Those present discussed the bills from Intermountain Gas and First Federal Bank Visa.

After discussion, motion by Chad Anderson to approve the bills as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Training on confidentiality, duties to the city, and ex parte contacts.**

City Attorney Paul Ross provided annual training to those present highlighting financial responsibilities, general welfare of the community, open meeting laws, and legislative and quasi-judicial functions of elected officials. Mr. Ross also reviewed confidentiality and duties to the city.

**Discuss / Consider Awarding the Bid for R & 17<sup>th</sup> Street Lift Station– ACTION ITEM**

Jason Broome, Project Engineer with Forsgren Associates and Tony Ballesteros, Area Specialist with United States Department of Agriculture provided those present with information on the R & 17<sup>th</sup> Street Lift Station project.

Mr. Broome stated the project consists of a new lift station, deeper gravity sewer, forced main, associated manholes, appurtenances, and equipment. Mr. Broome stated the project went out to bid with the lowest bidder being GSE Construction.

Mr. Ballesteros with USDA provided information to those present for funding of the project. Mr. Ballesteros stated the subsequent loan will be secured by a revenue bond in the amount of \$901,000 with a 1.25% interest rate and \$359,000 in USDA grant funding.

Motion by Joanne Justesen to approve awarding the bid for R & 17<sup>th</sup> Street Lift Station to GSE Construction and authorize the Mayor to sign the Notice of Award, Request for Obligation of Funds, Letter of Intent and Conditions with USDA for project funding as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

**Discuss / Consider 2021 Camp Host Agreement with Dale L. Lynn and Pamela R. Lynn – ACTION ITEM**

Parks Department Manager Jose Paz presented the 2021 Camp Host Agreements. Mr. Paz stated some changes were made to the agreements this year to provide some flexibility in the terms and duration of the agreements.

Motion by Chad Anderson to approve the 2021 Camp Host Agreement with Dale L. Lynn and Pamela R. Lynn as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

**Discuss / Consider 2021 Camp Host Agreement with Lewis Kennedy and Evonna Kennedy – ACTION ITEM**

Motion by Chad Anderson to approve the 2021 Camp Host Agreement with Lewis Kennedy and Evonna Kennedy as presented. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Discuss / Consider Adopting Ordinance No. 2021-641 Ordinance of the City of Heyburn, Amending 1-7-8 and 1-8-10 to Permit Seeking Various Offices but not Holding Multiple Offices, Repealing 1-9 Regarding Polling Places, Renumbering 1-10 to 1-9, Clarifying Duration of Recall, Amending 6-9-2 Removing Registration of Political or Campaign Signs and Requiring Written Consent for Such Signs, Updating Various Parking Distances Near Intersections, Crosswalks, Railroads, and Bridges, Repealing Provisions Regarding Open Container Law and Minor Alcohol, Repealing Railroad Speed and Penalties, and Repealing Electric Fence Prohibitions – ACTION ITEM**

City Attorney Paul Ross reviewed Ordinance No. 2021-641 with those present. After discussion, this item was continued to start the first reading at the next meeting.

**Discuss / Consider Riverfront Park Shoreline Master Plan Proposal Alternate – ACTION ITEM**

This item was tabled.

**Discuss / Consider Public Works Director - City Administrator Job Description – ACTION ITEM**

This item was tabled.

**Discuss / Consider Municipal Services Director - City Clerk Job Description – ACTION ITEM**

This item was tabled.

**Discuss / Consider City Treasurer Job Description – ACTION ITEM**

This item was tabled.

**Discuss / Consider 1<sup>st</sup> Quarter Treasurers Financial Report FY 2020-21 – ACTION ITEM**

Those present reviewed the 1<sup>st</sup> Quarter Treasurers Financial Reporting. City Clerk Ashlee Langley answered questions of the council pertaining to this quarters report.

After discussion, motion by Chad Anderson to approve the 1<sup>st</sup> Quarter Treasurers Financial Report FY 2020-21 as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Mayors Time & Committee Reports**

No Committee Reports.

Mayor Galbraith stated to his knowledge things in the city have been moving forward and going very well. Everyone seems to be happy.

**Comments from the Public (Each person has 3 min. to comment).**

Mayor Galbraith opened this time up to the public for additional comments.

Hearing no comments, Mayor Galbraith asked for a motion to adjourn.

**Motion to Adjourn - ACTION ITEM**

Motion by Rose Schmitt to adjourn the council meeting. Second by Joanne Justesen. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

The council meeting adjourned at 7:54 PM.

Dick Galbraith  
Mayor

Ashlee Langley  
City Clerk/Treasurer