

City of Heyburn Council Meeting & Public Hearing
Wednesday, April 12, 2023
7:00 P.M.

Mayor: Dick Galbraith.

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

Employees Present:

Tony Morley, Ryan Bertalotto, Paul Ross, and Ashlee Langley.

Welcome & Pledge

Meeting conducted by Mayor Dick Galbraith who welcomed everyone to the meeting and led those present in the Pledge of Allegiance.

Discuss / Consider the Minutes of the March 22, 2023 City Council Meeting and the April 05, 2023 Special City Council Meeting – ACTION ITEM

Those present reviewed the minutes of the March 22, 2023 City Council Meeting and the April 05, 2023 Special City Council Meeting.

Motion by Joanne Justesen to approve the minutes of the March 22, 2023 City Council Meeting and the April 05, 2023 Special City Council Meeting as presented. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Paying the Bills – ACTION ITEM

Those present reviewed the detailed check register.

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

Discuss / Consider Waiver of Fees for the use of Amphitheater – Oats Family Center - Friday, May 19, 2023 – ACTION ITEM

Sally Hall requested that the city council waive the fees associated with using the Amphitheater for the Oats Family Centers upcoming tenth annual Mental Health Awareness event. In her request, Ms. Hall highlighted that the event would feature food, entertainment, and booths from a range of different organizations. The event has been scheduled to take place on May 19th, from 5 PM to 7 PM.

Motion by Joanne Justesen to approve waiving of fees for the use of the Amphitheater for Oats Family Center for Friday, May 19, 2023, but to require insurance. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Options for Securing the Cities Financial Investments – First Federal Bank – ACTION ITEM

City Attorney Paul Ross stated First Federal Bank contacted the City Clerk with options to ensure the safety of the city's financial investments. While the city is still exploring and discussing potential options, Mr. Ross has recommended securing all funds presently held with First Federal Bank by requesting that the council consider approving the Letter of Credit Opportunity. This would provide insurance coverage for all funds exceeding the FDIC-insured amount of \$250,000.

Motion by Joanne Justesen to approve the Letter of Credit Opportunity to provide additional securities of the city's funds through First Federal Savings Bank. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Approval of Updated Plans for the Mini-Cassia Joint Animal Control Facility – ACTION ITEM

Keven Myer presented the proposed plans for the updated Mini-Cassia Joint Animal Control Facility. Mr. Myer provided a comprehensive overview of the design, highlighting that numerous factors such as fluctuations in intakes, adoptions, and administrative requirements were taken into consideration while developing the plans.

There were discussions regarding the expenses involved in the construction of the facility, as well as the significance of involving the community in the project.

Motion by Chad Anderson to approve the Updated Plans for the Mini-Cassia Joint Animal Control Facility as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Public Hearing Pursuant to Idaho Code 63-1311A Resolution for Rate Increase over 5% for Animal Control Rates

City Attorney Paul Ross informed those present that a hearing notice was published for all members of the Joint Animal Control Board, but the city had already conducted a hearing and adopted the proposed rate increase for Animal Control previously. Mr. Ross recommended that the mayor still hold the hearing as previously planned, even though no further action is necessary, since the proposed rate increase has already been approved.

Those speaking in favor were: William Scott.

Those speaking neither in favor nor against were: None.

Those speaking against were: None.

Hearing no further comments, Mayor closed the public hearing.

Public Hearing Pursuant to Idaho Code 67-6509 Revising / Amending Zoning Ordinance Title 8, Chapter 5, Section 2 Zoning – Regulations within Zones – Schedule of Zoning Regulations Adopted to alter which Zones Concrete Plants are permitted under Manufacturing Land Uses

City Attorney Paul Ross presented an overview of the proposed changes to Title 8, Chapter 5, Section 2, highlighting that the council had recently adopted an Ordinance aimed at accommodating concrete plants and temporary concrete plants. However, concerns were raised regarding the locations in which such plants are allowed, particularly in industrial low zones.

Mr. Ross informed those in attendance that this public hearing is being held to propose a modification to the code to remove the option for concrete plants and temporary concrete plants in industrial low zones.

Those speaking in favor were: None.

Those speaking neither in favor nor against were: None.

Those speaking against were: None.

Hearing no further comments, Mayor closed the public hearing.

Discuss / Consider Amending Ordinance No. 2023-671 Ordinance of the City of Heyburn Updating Zoning Ordinance to Exclude Concrete Plants from Industrial Light Zones, Renumbering Parcels Near the Intersection of Q Street and 18th Street, Updating Due date for City Bills and when Late Fees Begin to Accrue, Clarifying who May Issue a Notice to Abate, how Notice to Abate may be Served for Abandoned and Wrecked Vehicles or Property and Clarifying Zoning Code Enforcement and Penalties. Second of Three Readings – ACTION ITEM

Those present reviewed Ordinance No. 2023-671.

Motion by Joanne Justesen to have City Attorney Paul Ross read Ordinance No. 2023-671 once by title only for the second of three readings. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

City Attorney Paul Ross read Ordinance No. 2023-671 by title only.

Discuss / Consider Addendum #2 to the 2023 Personnel Policy modifying Payroll Procedures and Paydays – ACTION ITEM

City Attorney Paul Ross stated that Human Resources Director Ashlee Langley is recommending the adoption of Addendum #2 to the personnel policy. This proposed addendum would modify all employees to be paid on a biweekly basis, except for elected officials.

Mr. Ross further explained that this recommendation comes in response to a recent request for clarification from PERSI Retirement.

Motion by Rick Tundag to approve Addendum #2 to the 2023 Personnel Policy modifying Payroll Procedures and Paydays as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider 2nd Quarter Treasurers Financial Report – ACTION ITEM

Those present reviewed the 2nd Quarter Treasurers Financial Report.

Motion by Joanne Justesen to approve the 2nd Quarter Treasurers Financial Report as presented. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Mayors Time, Committee Reports, and Department Reports.

Mayor Galbraith provided an update on the ongoing renovations of the Police Department.

The mayor also announced that the Spring Cleanup event would be held from April 14th to April 22nd, Monday through Saturday, between 8 AM to 5 PM at the Baseball Fields located on 18th & I Street.

Furthermore, the Mayor informed those present that the Heyburn Police Department would be hosting a Drug Takeback Day on Saturday, April 22nd, between 10 AM to 2 PM at the Heyburn Police Department located at 1800 J Street, where residents can safely dispose of unneeded medications.

No committee reports were presented during the meeting.

Those present reviewed the monthly reports from Department and Division Heads for March 2023.

Comments from the Public: This time is designated for members of the public to address their city elected officials. Comments related to any Public Hearing(s) and land use items should be made during the public hearing for those specific items(s). Individuals will be limited to a maximum of three (3) minutes.

Mayor Galbraith invited members of the public to share their comments by opening the floor.

Motion to Adjourn – ACTION ITEM

Mayor Galbraith asked for a motion to adjourn the meeting.

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

The council meeting adjourned at 8:19 PM.

Dick Galbraith
Mayor

Ashlee Langley
City Clerk/Treasurer