

**City of Heyburn Council Meeting**  
**Wednesday, April 14, 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, Noah Shiner, Ririe Thomander, 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.

**Discuss / Consider Minutes of the March 24, 2021 Council Meeting & Public Hearing and the April 06, 2021 City Council Work Meeting – ACTION ITEM**

Those present reviewed the minutes of the March 24, 2021 Council Meeting & Public Hearing and the April 06, 2021 City Council Work Meeting.

Motion by Joanne Justesen to approve the minutes of the March 24, 2021 Council Meeting & Public Hearing and the April 06, 2021 City Council Work Meeting as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Abstain from the March 24, 2021 Council Meeting & Public Hearing and Aye to the April 06, 2021 City Council Work Meeting; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

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

Those present reviewed and asked questions regarding the bills being presented.

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

**Discuss / Consider Wastewater Treatment Plant Improvement Contractor's Application for Payment No. 16 - ACTION ITEM**

Those present reviewed Wastewater Treatment Plant Improvement Contractor's Application for Payment No. 16 in the amount of \$301,316.

Motion by Chad Anderson to approve the Wastewater Treatment Plant Improvement Contractor's Application for Payment No. 16 in the amount of \$301,316 as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Discuss / Consider Wastewater Treatment Plant Change Order #8 - ACTION ITEM**

Mike Soucie, HDR Inspector and Project Representative provided details to those present for Change Order #8. The change order consisted of the following:

- Sludge Line Insulation
- Requested lights added to lower level of RAS/WAS Pump Room (under walkway)
- Addition of Canopy for Filtered Effluent Pump Station VFD's to keep rain, snow, and sun off electrical equipment.
- Increase oxidation ditch outlet boxes to contain surface foam.
- Move pressate VFD panel.
- Installation of backflow preventer on tempered water line to polymer feed equipment
- Installation of sleeve over process piping for future 2" water line across the site.
- Installation of overflow line to route finished water to stormwater containment area for return to the head of the plant instead of off-site.
- Additional contract times.

Those present thanked Mr. Soucie for explaining and answering questions pertaining to Change Order No. 8.

After discussion, motion by Joanne Justesen to approve Wastewater Treatment Plant Change Order #8 in the amount of \$25,331 as presented. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Discuss / Consider Ordinance No. 2021-644 Ordinance of the City of Heyburn, Changing the Name of 400 West Road North of 21st Street and South of Interstate 84 to "A" Street, Assigning New Addresses for all Parcels on that Road, and Assigning New Address for Gerardo & Maria Salinas on 14th Street - ACTION ITEM**

City Attorney Paul Ross presented Ordinance No. 2021-644 to those present for the possible changing of the name of West Road North of 21st Street and South of Interstate 84 to "A" Street, Assigning New Addresses for all Parcels on that Road, and Assigning New Address for Gerardo & Maria Salinas on 14th Street.

After discussion, Council asked contact to be made with the residents involved prior to moving forward with the Ordinance.

**Discuss / Consider Planning & Zoning Commission Resignation(s) - ACTION ITEM**

City Administrator Tony Morley stated the Planning & Zoning Commission received resignations from Scot Bell, Amy Despain, and Glen Loveland. Mr. Morley stated he would like to thank those who served on the commission.

Motion by Joanne Justesen to accept the resignations of Scot Bell, Amy Despain, and Glen Loveland from the Planning & Zoning Commission. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Discuss / Consider Planning & Zoning Commission Member Appointment(s)**

**- ACTION ITEM**

City Administrator Tony Morley introduced Tate Petersen, Noel Santana, and Damon Gillette to those present. Mr. Morley stated two of the potential committee members live in the impact area and one within city limits. Mayor Galbraith stated all three potential commission members were interviewed and Mayor felt they would be a good fit to the Planning & Zoning Commission and asked the council to consider accepting his appointments.

Motion by Joanne Justesen to affirm the appointments of Tate Petersen, Noel Santana, and Damon Gillette to the Planning & Zoning Commission. 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**

City Clerk Ashlee Langley presented the 2<sup>nd</sup> Quarter Treasurers Financial Report to those present.

Motion by Joanne Justesen to approve the 2<sup>nd</sup> Quarter Treasurers Financial Report 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, and Department Reports**

Mayor Galbraith stated the Mayor, City Council, and City Staff have been invited to an open house for Simply Hope, a shelter, and the invitations have been provided to the council.

Those present reviewed monthly Department Reports.

Council President Joanne Justesen presented an updated General Ledger and information pertaining to the Joint Animal Control Board and a fundraiser scheduled for April 22nd.

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

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

**Executive Session Pursuant to Idaho Code 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.**

**- ACTION ITEM**

Motion by Joanne Justesen to go into executive session pursuant to Idaho Code 74-206(1)(b). Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

**Executive Session Minutes**

The Executive Session was conducted by Mayor Dick Galbraith. The topic was a matter of (b) personnel.

The Executive Session began at 7:52 PM.

No decisions were made.

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

Executive Session returned to open session at 9:15 PM.

**Training on Personnel Manual Chapter 7 – City Attorney Paul Ross - ACTION ITEM**

City Attorney Paul Ross provided training to those present on Chapter 7 of the City Personnel Manual.

**Motion to Adjourn - ACTION ITEM**

Motion by Joanne Justesen to adjourn the council meeting. Second by Chad Anderson.

Vote: Chad Anderson – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye; Rick Tundag - Aye.

The council meeting adjourned at 9:36 PM.

Dick Galbraith  
Mayor

Ashlee Langley  
City Clerk/Treasurer