

City of Heyburn Council Meeting
Wednesday, June 24, 2020
7:00 P.M.

Mayor: Mark Rosa.

Council Present: Chad Anderson, Dick Galbraith, Joanne Justesen, and Rose Schmitt.

Employees Present:

Paul Ross, Dan Bristol, Ernest Juarez, Brian Vail, Tony Morley, and Ashlee Langley.

Welcome & Pledge

Meeting conducted by Mayor Mark Rosa who welcomed everyone to the meeting and asked Jordan Campbell to lead those present in the Pledge of Allegiance.

Discuss / Consider the Minutes of the June 10, 2020 City Council Meeting and the June 16, 2020 City Council Work Meeting – ACTION ITEM

Those present reviewed the minutes of the June 10, 2020 City Council Meeting and the June 16, 2020 City Council Work Meeting.

Motion by Chad Anderson to approve the minutes of the June 10, 2020 City Council Meeting and the June 16, 2020 City Council Work Meeting as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen - Aye; Rose Schmitt – Aye.

Discuss / Consider Paying the Bills – ACTION ITEM

Those present reviewed the bills, questions were asked regarding the bills from Verizon Wireless, Valley Office Systems, and First Federal Visa.

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

Discuss / Consider Declaring Items on Surplus List No. 2020-1 as Surplus – ACTION ITEM

Facilities Coordinator Ernest Juarez presented Surplus List No. 2020-1 to those present. Mr. Juarez stated the list consists of Old Water Meters, a 1999 Ford F150, and a Deep Well Irrigation Pump.

After discussion, motion by Joanne Justesen to declare items listed on Surplus List No. 2020-1 as surplus. Second by Dick Galbraith. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye.

Discuss / Consider HDR/GSE Wastewater Treatment Plant Change Order #4 – ACTION ITEM (Brad Bjerke)

Brad Bjerke, Project Engineer for HDR Engineering presented Change Order No. 04 and Change Proposal Request 004, Change Proposal Request 009, and Change Proposal Request 013 as supporting documents. Change Order No. 04 consisted of a relocation of pump station, UV Building relocation, longer pipelines to new locations, additional electrical, new trench drain in UV building, return activated sludge bypass, and relief valve piping extension.

Mr. Bjerke also informed the council of a problem with one of the clarifiers, stating there are multiple weaknesses, failures, and the clarifier needs repaired.

After discussion, motion by Dick Galbraith to approve HDR/GSE Wastewater Treatment Plant Change Order #4 in the amount of \$60,442 along with the supporting documents, and to reconsider approving the bid for the drying beds and modify the bid from two drying beds to purchasing only one drying bed. Second by Joanne Justesen. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye.

Discuss / Consider Well #2, #3 and #4 Deep Well Pump Safety Devices and Update – ACTION ITEM

Mayor Rosa asked the council to consider looking into the purchase and installation of safety devices for Wells #2, #3, and #4 to prevent future deep well failures that result in the complete loss of the pump. Mayor Rosa stated SCADA systems would need to be purchased for Well #2 & #3 for this to work. Mayor Rosa asked the council to consider allowing the staff to move forward with gathering quotes for the installation of safety devices.

After discussion, motion by Joanne Justesen to approve looking into safety devices for Wells #2, #3 and #4. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye.

Discuss / Consider Purchase of a Salsnes Kaeser Blower for Wastewater Treatment Plant – ACTION ITEM

Wastewater Department Manager Brian Vail presented a quote for the purchase of a Salsnes Kaeser Blower for the Wastewater Treatment Plant. Mr. Vail stated the existing blower is no longer in working condition and needs to be replaced.

After discussion, motion by Dick Galbraith to approve the Purchase of a Salsnes Kaeser Blower in the amount of \$11,100.64 from Trojan UV as presented. Second by Joanne Justesen. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye.

Discuss / Consider SCADA Software and Electrical Components for Wastewater Treatment Plant – IBEX (Jordan Campbell) – ACTION ITEM

Jordan Campbell, Lead Engineer for IBEX Controls asked the council to consider options regarding SCADA Software and Electrical Components for the Wastewater Treatment Plant. Mr. Campbell stated the City is currently using Allen Bradley Software, but other options are

available including LS Electric and Schneider Electric. Mr. Campbell explained the proprietary differences between software's as well as information regarding cost differences.

After discussion, this item was tabled for further exploration and discussion with the electrical engineer.

Discuss / Consider Ordinance No. 2020-622 Ordinance of the City of Heyburn, Amending Title 1 Chapter 12 Repealing Sections Regarding City Clerk, City Treasurer, City Attorney, and City Employees and Departments; Renumbering Sections Regarding Depositories, Official Newspaper and Website, Corporate Seal, Elections, and Initiative, Referendum and Recall; Creating New Section for City Officers, Employees, and Departments; Specifying Appointed Officers, Providing Employee Policies and Procedures, Creating Human Resources Department, Police Department, and City Attorney Department; and Providing Effective Date. First of Three Readings, by Title Only – ACTION ITEM

Those present reviewed the latest version of Ordinance No. 2020-622. Those present shared views regarding the creation of a Human Resources Department, Public Works Department, Municipal Services Department, Attorney Department, Community Development Department, and Electrical Department. Considerations regarding the size of the city, organization of departments, the need for certain appointed positions, and terms of appointments were discussed.

Changes to the title during council discussion prevented the Ordinance from having its first reading.

Discuss / Consider Adopting Ordinance No. 2020-627 Ordinance of the City of Heyburn, Rezoning Property at 2651 21st Street, Heyburn, from Residential Low to Commercial General. Third and Final Reading, by Title Only. – ACTION ITEM

City Attorney Paul Ross stated there have been no changes to Ordinance No. 2020-627 since its last reading.

Motion by Dick Galbraith to have City Attorney Paul Ross read Ordinance No. 2020-627 once by title only for the third and final reading. Second by Joanne Justesen. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye.

City Attorney Paul Ross read Ordinance No. 2020-627 once by title only.

Motion by Dick Galbraith to adopt Ordinance No. 2020-627. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Dick Galbraith – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye.

Discuss / Review Department Status Reports

There were no Department Status Reports.

Mayors Time & Committee Reports

Councilwoman Joanne Justesen stated the latest Financial Report and Animal Control Numbers have been uploaded to SharePoint.

Mayor Rosa stated the council has been added to the Park Reservation calendar created in Outlook.

Mayor Rosa stated the city received \$10,887.21 in CARES Act reimbursement through the Coronavirus Relief Fund.

Mayor Rosa stated the stock market dropped almost 3% as COVID-19 continues to rise.

Those present discussed providing more recreation opportunities for the community.

Mayor Rosa stated he will be participating in the Mayors Choice for the Regatta.

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; (d) to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code. – ACTION ITEM

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

Executive Session Minutes

The Executive Session was conducted by Mayor Mark Rosa. The topics were a matter of (b) personnel and (d) records exempt from disclosure.

The Executive Session began at 9:34 PM.

No decisions were made.

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

Executive Session returned to open session at 10:13 PM.

Motion to Adjourn - ACTION ITEM

Mayor Rosa asked for a motion to adjourn the meeting.

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

The council meeting adjourned at 10:14 PM.

Mark Rosa
Mayor

Ashlee Langley
City Clerk/Treasurer