

City of Heyburn Council Meeting & Public Hearing
Wednesday, August 23, 2023
7:00 P.M.

Mayor: Dick Galbraith.

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

Employees Present:

Brian Vail, Myron McCarty, Jose Paz, Rick Andrade, Curtis Fisk, Tony Morley, Ryan Bertalotto, Ivan McCracken, Paul Ross, and Debra Encinas.

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 August 09, City Council – ACTION ITEM

Those present reviewed the minutes of the August 09, 2023 City Council Meeting.

Motion by Joanne Justesen to approve the minutes of the August 09, 2023 City Council Meeting as presented. Second by Rick Tundag. 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 proposed bills.

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

Discuss / Consider Creation of City Library – ACTION ITEM

City Attorney Paul Ross explained the difference between a Library District a City Library. Mr. Ross went through a form that was provided by the Burley Library, the tax levy and the need of a vote in order to allow the budget to exceed 3%, staffing and current discussion on contracting with another libraries, all Heyburn residents inside and outside city limits are eligible for a library card, a physical building in Heyburn would take time to raise funds and construct.

Shambry Emero, City of Rupert Library Director explained the difference between going with the Library District and a City Library. She also explained to the council that they would not have a say in library governance at all, it is the board of trustees. Ms. Emero also told the council that staffing cost is half or more of a library's budget, she handed out a worksheet to the council of the costs of a city library. They also discussed being unable to leave the Library District once they are in it. The City Council concluded that they need more time to address this matter.

After discussion, this item was continued to the end of September.

Public Hearing for Fiscal Year 2023-24 Annual Appropriation to Defray the Expense and Liabilities of the City of Heyburn for the Fiscal Year, Authorizing a Levy of Sufficient Tax Upon Taxable Property and Specifying the Objects and Purposes for which said Appropriation is made.

Mr. Ross explained that they have been working on the budget for the several months, making changes up until last week. They have all their best estimates on potential grants and other source of monies that might come in for planning.

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 Ordinance No. 2023 - 679 Ordinance for Annual Appropriation of the City of Heyburn for the Fiscal Year Beginning 1 October 2023, Appropriating the sum of \$15,815,444 to Defray the Expense and Liabilities of the City of Heyburn for the Fiscal Year, authorizing a Levy of Sufficient Tax Upon Taxable Property, and Specifying the Objects and Purposes for which said Appropriation is made. – ACTION ITEM

Those present reviewed Ordinance No. 2023-679 for the adoption the annual appropriation.

Motion by Chad Anderson to have City Attorney Paul Ross read Ordinance No. 2023-679 once by title. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

City Attorney Paul Ross read Ordinance No. 2023-679 once by title only.

Motion by Chad Anderson to waive the rule requiring three readings and adopt Ordinance No. 2023-669 on the second reading as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Purchase of Side-by-Side for Street Division – ACTION ITEM

Street Division Manager Myron McCarty said their 4-wheeler is 15-16 years old. They need a new one, it would be better to get a side by side for the street division for safety reasons. He is looking at a 1000 cc Mule side by side.

City Administrator Tony Morley also added that a side by side would allow them to carry their tools in the back and would be safer for them than a 4-wheeler.

Motion by Joanne Justesen to approve the purchase of a Side-by-Side for Street Division from Let's Ride in the amount of \$19,318.39 plus the cost of a glass windshield as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Purchase of Lawn Mower for Street Division – ACTION ITEM

Street Division Manager Myron McCarty thanked the city council for their approval of a recent purchase made by his division. Mr. McCarty explained to the council about wanting to get a new lawnmower for their division and provided his preferences.

Motion by Chad Anderson to approve the purchase of a Lawn Mower for Street Division from K&R Rentals in the amount of \$22,153.00 as presented. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Purchase of Lawn Mower for Parks Division – ACTION ITEM

Parks Division Manager Jose Paz explained to the council about 3 options they are looking at for mowers for their division. He said they are leaning more towards the walker because they know how to work on them, they do all the maintenance on the ones they currently have. Their division also has 2 walker mowers already and the parts are all interchangeable in these mowers.

Motion by Joanne Justesen to approve the purchase of a Walker Lawn Mower for Parks Division from HD Bobcat in the amount of \$17,060.00 as presented. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Pump Purchase for Heyburn Estates – ACTION ITEM

Water Division Manager Brian Vail said the deep well at Heyburn Estates is no longer able to keep up with the peak demands of that system. Mr. Vail said he reached out to Pump Service because they are the ones that originally installed it and the bid he got from them was reasonable at \$9,192.00. Pump Service broke down various options based upon what the needs might be when they pull the pump. They will check the motor and if it is still good will keep it in service. Mr. Vail believes the pump has only been in use for a little less than 5 years. Heyburn Estates originally had a sand problem at this location and think that is what is causing it to go out prematurely. He will review and return if needing a sand separator. While work is being completed water will be shut down for about a day. Since there is no other cross-connections he will have to issue a boil advisory. Mr. Vail said he will give residents a couple of days' notice so that they have time to prepare.

Motion by Rose Schmitt to approve the purchase of a Pump Purchase for Heyburn Estates from Pump Service in the amount of \$9192.00 as presented. Second by Rick Tundag. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Idaho Department of Commerce Parks Grant Update & Action Plan – ACTION ITEM

City Engineer Ivan McCracken briefed the council on the Idaho Department of Commerce Parks Grant. Mr. McCracken told the council that the Idaho Department of Commerce has some money that they received from the Federal Government that they have not been able to get out and use. Region IV heard about this grant and notified the Idaho Department of Commerce and a special invitation for the City of Heyburn to participate in this grant was provided. The grant is \$225,000.00 to \$235,000.00. They are still in the planning stage to see the costs of what they want to get done. They are looking at constructing a restroom at the ballpark and at Dayley Park.

They will be asking for a public hearing at the next city council meeting because they will need that to comply with the requirements of the grant.

Per Mayor, this item was not ready to be an action item.

Discuss / Consider Idaho Transportation Department Strategic Initiatives Grant Update – ACTION ITEM

City Engineer Ivan McCracken explained to the council that they need council approval to submit a grant to The Idaho Transportation Department in the amount of \$2,000,000 for work along Highway 30 at the J Street intersection and also at the 21st Street intersection. Mr. McCracken said this grant money is special funds that were set aside to assist with ITD connector roadways. The grant is due on September 1st, 2023.

Motion by Rick Tundag to approve the mayor's signature on the Idaho Transportation Department Strategic Initiatives Grant as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider 2023 Fall Cleanup with Total Waste Management and United Metals, LLC – ACTION ITEM

Motion by Chad Anderson to approve setting October 7 thru October 14 as the 2023 Fall Cleanup dates. Second by Joanne Justesen. Roll-Call Vote: Chad Anderson – Aye; Joanne Justesen – Aye; Rose Schmitt – Aye; Rick Tundag – Aye.

Discuss / Consider Adopting Resolution No. 2023-8 Resolution of the City of Heyburn Adopting a Revised and Updated Personnel Policy – ACTION ITEM

Mr. Ross explained to the council some of the changes to the personnel policy and that some of these have already been approved by the council. This new policy will be effective January 1st, 2024. Rose Schmitt pointed out that some of the pages are missing.

After discussion, this item was continued to the next meeting.

2023 Idaho Medal of Honor Recipient - Sergeant Cole Kuta

Mayor Dick Galbraith told the council that he attend the Medal of Honor presentation at the Capitol in Boise. Five given, City of Pocatello officers received four of them, they had two events. Two officers were wounded but were able to stop the suspect and protect the public and, in the other event, two officers were able to save an unconscious victim whose car fell into a canal and was submerged in water. The fifth was given to Sergeant Kuta who encountered a suspect on the highway with a stolen vehicle, Sergeant Kuta was already on his way home when he heard the call come back in. He stopped the suspect who then stole his patrol vehicle and Sgt. Kuta shot and injured the suspect. Minidoka County Sheriffs assisted with dogs and were able to apprehend the suspect.

Mayors Time & Committee Reports

City Councilwoman Joanne Justesen gave an updated report to the council regarding Joint Powers Animal Control budget, as well as donations have received. Mr. Morley said they are meeting with the Cassia County Commissioners to try to figure out kennels on the construction

of a new facility. Mrs. Justesen also let the council know that they received a grant for the spay and neuter program. Mrs. Justesen also said that she has talked to the board about the Riverton Pumpkin Fest and to Chad Anderson about securing a spot for them as a fundraising opportunity. Mayor did let the council know that he has asked Mrs. Justesen to continue on the Animal Control Board representing Heyburn after resigning from City Council, stating that she has done a good job.

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

The council meeting adjourned at 8:54 PM.

Dick Galbraith
Mayor

Debra Encinas
Deputy City Clerk