

City of Heyburn Council Meeting
Wednesday, December 27, 2023
7:00 P.M.

Mayor: Dick Galbraith.

Council Present: Chad Anderson, Cleo Gallegos, and Rose Schmitt. Rick Tundag – excused.

Employees Present:

Paul Ross, Ivan McCracken, 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 December 13, 2023 City Council Meeting & Public Hearing – ACTION ITEM

Those present reviewed the minutes of the December 13, 2023 City Council Meeting & Public Hearing.

Motion by Chad Anderson to approve the minutes of the December 13, 2023 City Council Meeting & Public Hearing as presented. Second by Cleo Gallegos. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Discuss / Consider Paying the Bills – ACTION ITEM

Those present reviewed the proposed bills.

Motion by Rose Schmitt to approve the bills as presented. Second by Cleo Gallegos. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Discuss / Consider FY 2022-23 Annual Audit – Jeff Poulsen – ACTION ITEM

Jeff Poulsen presented the Fiscal Year 2022-23 Annual Audit to those present. Mr. Poulsen reviewed financial graphs with those present showing financial trends over the last few years.

Motion by Cleo Gallegos to approve the FY 2022-23 Annual Audit as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Discuss / Consider GSE Payment Application No. 16 and Forsgren Concurrence No. 17 for the R & 17th Street Lift Station & Forcemain – ACTION ITEM

City Attorney Paul Ross stated that at the last city council meeting a motion was made to approve GSE Payment Application No. 16 and Forsgren Concurrence No. 17 for the R & 17th Street Lift Station and Forcemain. This item was not on the agenda, items must be included on the agenda for a motion to be made. To rectify this violation, it is necessary for the city council to restart this matter. The council should discuss the item once again as if it had not occurred

and, if they wish to proceed with approving the payments, a new motion should be made accordingly. This will ensure that our proceedings adhere to proper protocol and transparency.

City Engineer Ivan McCracken presented the payment applications to those present.

Motion by Cleo Gallegos to approve GSE Payment Application No. 16 in the amount of \$108,824.25 and Forsgren Concurrence No. 17 in the amount of \$368.50 for the R & 17th Street Lift Station & Forcemain as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Discuss / Consider Purchase of Vehicle for Wastewater Division – ACTION ITEM

Mayor Galbraith presented a bid from Goode Motor Ford in the amount of \$32,914 for a 2020 Ram 1500 to replace the truck that was recently totaled in an accident. Mayor also presented a comparable bid for a new F150.

City Clerk Ashlee Langley confirmed that the city will receive \$23,031.17 from ICRMP to cover the total loss of the 2014 Ford F150.

After a thorough discussion, the decision was made to postpone consideration of the item and task the Division Head with acquiring additional bids.

Discuss / Consider Purchase of Loader Hydraulic Pump for Street Division – ACTION ITEM

Mayor Galbraith announced that he had granted authorization to the Street Division Head to proceed with the procurement of the hydraulic pump for the loader, emphasizing its crucial role in maintaining the city's operations. The mayor then requested the council's ratification of this decision and payment.

Motion by Cleo Gallegos to ratify the purchase of a loader hydraulic pump from Coastline Equipment for the street division backhoe in the amount of \$12,100.20 as presented. Second by Chad Anderson. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Discuss / Consider Adopting Resolution No. 2023-10 Resolution of the City of Heyburn Adopting a Revised and Updated Personnel Policy – ACTION ITEM

City Attorney Paul Ross confirmed that the modifications requested by the city council during the previous meeting had been incorporated, along with further clarifications made to the bereavement leave and sick leave policies.

Motion by Rose Schmitt to adopt Resolution No. 2023-10 for the revised and updated personnel policy as presented. Second by Cleo Gallegos. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Discuss / Consider Renaming 14th Street Drive, 14th Circle Drive, and 600 West – ACTION ITEM

City Attorney Paul Ross has confirmed that he had a conversation with Ryan Moyle regarding the renaming of 600 West and obtained his consent but he still wanted to confirm for his parents. Following discussion, it was resolved to proceed with the proposed name, Moyle Way.

Mr. Ross mentioned his attempts to reach out to the Hellewell's before the meeting but could not establish contact with them. Mr. Ross stated that the city will be sending a formal letter regarding the renaming of 14th Street Drive and 14th Circle Drive.

Discussion on Resolution No. 2023-13 Resolution of the City of Heyburn, Consolidating and Adopting a Schedule of Revised Rates and Fees for Services Provided and Regularly Charged as Specified by City Code; Including Community Development, Electrical, Engineering, Municipal Services, Parks and Recreation, Police, Sanitation, Street, Wastewater, Water Departments; Providing an Effective Date

Those present reviewed Resolution No. 2023-13 for proposed rate increases. After discussion, this item was tabled to the work meeting in January.

Discuss / Consider Joint Powers Subscriber Agreement with Idaho Counties Risk Management Program – ACTION ITEM

City Attorney Paul Ross presented the Joint Powers Subscriber Agreement with Idaho Counties Risk Management Program to those in attendance.

Motion by Cleo Gallegos to approve the Joint Powers Subscriber Agreement with Idaho Counties Risk Management Program as presented. Second by Rose Schmitt. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Mayors Time, Committee Reports, and Department Reports.

No Committee Reports.

Mayor Galbraith has delivered an update following the recent Mayors meeting concerning the possible establishment of a Recreation District in Minidoka County. During the meeting, the mayor conveyed his strong desire to see the development of a civic center within the city. Additionally, he proposed the inclusion of a board member from each participating entity to serve as a representative on the board.

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.

No comments made.

Executive Session

Pursuant to Idaho Code 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending

litigation, or controversies not yet being litigated but imminently likely to be litigated. – ACTION ITEM

Motion by Chad Anderson to go into executive session pursuant to Idaho Code 74-206(1)(f).
Second by Cleo Gallegos. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Executive Session Minutes

The Executive Session was conducted by Mayor Dick Galbraith. The topic was a matter of (f) pending litigation.

The Executive Session began at 8:17 PM.

No decisions were made.

Motion by Chad Anderson to adjourn executive session. Second by Cleo Gallegos. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

Executive Session returned to open session at 8:45 PM.

Motion to Adjourn – ACTION ITEM

Mayor Galbraith asked for a motion to adjourn the meeting.

Motion by Chad Anderson to adjourn the council meeting. Second by Cleo Gallegos. Roll-Call Vote: Chad Anderson – Aye; Cleo Gallegos – Aye; Rose Schmitt – Aye.

The council meeting adjourned at 8:45 PM.

Dick Galbraith
Mayor

Ashlee Langley
City Clerk/Treasurer