Minutes of the Regular Meeting of the City Council of the City of Lava Hot Springs, Idaho held on Thursday, May 10, 2018 at 5:30 p.m., Lava City Hall, 115 West Elm Street, Lava Hot Springs, Idaho.

**Present:**  T. Paul Davids III, Mayor  
Rickey Frandsen, Councilperson – Partial attendance  
Lisa Guthrie, Councilperson  
Brian Hinz, Councilperson  
Jon Thomson, Councilperson  
Dennis Callahan, Code Enforcement Officer  
Canda Dimick, City Clerk

**Excused:**

**Guests:** Jim Scalise, Holly Owens, Shane & Marci Kramer, Devanee Morrison, Mark Lowe, Kit Tillotson

Mayor Davids welcome and thanks everyone for coming. He announces this is the City’s regular scheduled council meeting. The Pledge of Allegiance is led by Councilperson Thomson. He announced May agenda deadline for Council meeting on June 14th, is June 7th, 2018.

**Amend Agenda:** Mayor Davids explained that a few items did not get put on the agenda that we received before the deadline. Policy procedure manual for the Fire Department put under Code and Law Enforcement letter “I” and Lava RV restrooms revised plans under building permit letter “B”. Councilperson Hinz made a motion to amend agenda with the Fire Department manual updates and Lava RV permit. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

**Opening Bids for 1983 Chevrolet 4X4 and Award to Highest Bidder:**

**Approval of Minutes (April 12, 2018):** Mayor Davids announced he will open the bids for the 1983 Chevrolet 4X4 truck and award it to the highest bidder. Bids opened and read.
Councilperson Thomson made a motion to accept highest bid from Joel Lake. Councilperson Hinz seconded the motion. All voted aye, unanimous.

**Approval of Minutes (April 12, 2018):** Councilperson Hinz made a motion to approve. Councilperson Thomson seconded the motion. All voted aye, unanimous.

**Review & Approve Bills:** City Clerk Dimick reviewed bills with council. Council decided not to renew the Ferguson Water Works annual contract at twenty one hundred dollars ($2,100.00) yearly rate. If needed will handle any issue the same as last year, on an as needed bases and pay around three hundred ($300.00) an hour. The City has not needed their service for several years. Mayor Davids questioned if the City owned a trailer and if so why wasn’t the City truck and trailer used to haul the lawn mower to Pocatello for repairs. Canda responded she thought the City owned a trailer. Mayor will need to question the crew on it. Councilperson Thomson made a motion to pay the bills with exception of the mileage to and from Pocatello for the lawn mower transport and Ferguson Water Works. Councilperson Hinz seconded the motion. All voted aye, unanimous.

**Non Commercial Kennel Permit – Jim Scalise:** Jim reported that he is still working on getting the required signatures. He has received two more signature and still need to receive two more. Dennis agreed to help Jim this weekend with the remaining signature requirement. Councilperson Thomson made a motion to give Jim a thirty (30) day extension. Councilperson Hinz seconded the motion. All voted aye, unanimous.

**Lava Chamber of Commerce Reports:** Mayor Davids expressed that the City is very supportive of everything they do. The City appreciates and supports the Chamber of Commerce.
A) **Wellness Festival:** Devanee Morrison reported that as far as she knows it went pretty good, she didn’t attend. The committee thought there was one hundred and forty (140) in attendance, overall pretty successful. Mayor Davids asked if the attendance is going up since it started. She believes they had a few more this year. The Chamber does not charge admittance, its setup as a good well event.

B) **Activities Report:** Devanee Morrison asked the Council who is in charge of the Parade, last year there was confusion on who was in charge City or Chamber. Mayor Davids responded the event coordinator is responsible to coordinate the event. The coordinator is responsible for the parade theme, line up the parade, take entries, and call Bannock County Sheriff to make sure they are here for traffic control and escorting the parade up and down Main Street. The City will coordinate the person for the Grand Marshall in the parade. If the Chamber has a suggestion they need to let the City know who they would like to nominate for Grand Marshall. Mayor Davids will personally invite that person nominated to be our Grand Marshall in the Parade.

**Special Event Permit(s):**

A) **Motorcycle Thunder Run - May 28, 2018:** Mayor Davids talked with the person in charge of the event, Jeff Butler and he explained the program and what they will need from the City. Mayor Davids reviewed the program with council and mentioned that Jeff has contracted the sheriff department for traffic control. Mayor Davids asked for help with sitting up the cones to block off parking for them. The City block will be blocked from 11:30 to 12:00 p.m. Mayor Davids will be a guest speaker at the ceremony. Councilperson Hinz made a motion to approve. Councilperson Thomson seconded the motion. All voted aye, unanimous.

B) **Rolling Thunder Food Catering by Blue Moon & Portneuf Veterans Group – May 28, 2018:** Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

C) **Tour de’ Lava – June 2, 2018:** Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

**Law Enforcement/Code Enforcement:**

A) **Building Code Ordinance Draft:** Work in progress.

B) **Sidewalk Construction Extension – Shane & Marci Kramer:** Shane and Marci requested an extension they are still working on getting a bid, they need to
make sure the corner sidewalk is handicap assessable. Their driveways are all messed up and they are working with their builder to get them resolved and fixed to match up with the sidewalk. They request a ninety (90) day extension with the hope that everything will be completed. Councilperson Thomson made a motion to give Shane and Marci Kramer a ninety (90) day extension. Councilperson Hinz seconded the motion. All voted aye, unanimous.

C) Fence/Gate - South 2nd West - Instructed on City Right-of-Way: Gate and fence encroaches into City right away. Dennis Callahan, Code Enforcement Officer reported he has not heard back from the property owner on the letter he sent. Dennis reviewed the context in the letter he sent to the property owner to the council. The letter explains that Tony and Dennis had reviewed the survey information the property owner sent to the City and they went to the location, measured from the survey stakes and found that the property owner has encroached onto the City property. Dennis provided the property owner with a map with color markups showing the encroachment. The letter did not contain a timeline for the property owner to resolve encroachment. They were originally told they need to have the gate moved by spring. Mayor Davids suggested we need to give the property owner a deadline date the encroachment needs to be resolved. The letter should contain the date the City expect the encroachment to be fixed. If not fixed by that date the City will have it moved and charge the property owner for the cost of moving it. Councilperson Hinz made a motion to send a letter giving them thirty (30) day deadline date to resolve the encroachment. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

D) Residential Steps – 183 West Booth - Installed on City Right-of-Way: Mayor Davids feels that the City needs better eyes and if something is happening the City needs to notify the property owners of the issue before they are completed, at the time we notice the issue. Also the property owners have a responsibility to check with the City on the property lines or ordinance. The encroachment here is the property owner has one step on City property. Dennis Callahan, Code Enforcement Officer reported the contractor put the step next to an old asphalt slab. Dennis has informed the property owner that they need to move the step. Mayor explained they can’t control anything that has happened in the past but the City can control anything that is currently happening. Councilperson Thomson comments that the property owner should be coming to the City for property lines before they start a project. Councilperson Thomson made a motion to enforce the rule and send a letter giving them thirty (30) day dead line date to resolve the encroachment. Councilperson Hinz seconded the motion. All voted aye, unanimous.
E) Retaining Wall - 539 West Elm – Installed on City Right-of-Way: Mayor reported the retaining wall is just pavers and not very tall however, it extends onto city property. Dennis Callahan, Code Enforcement Officer reported he sent a letter notifying the property owner that the retaining wall is on city property and therefore he cannot build anything without first obtaining permission from the City. Councilperson Thomson made a motion to send a letter giving them thirty (30) day dead line date to resolve the encroachment. Councilperson Hinz seconded the motion.

Mayor Davids commented that Dennis Callahan, Code Enforcement Officer needs to put in the letter that if not fixed or removed by property owner before the deadline date the City will remove the encroachment on City property and charge the property owner for the cost of removing it.

F) Ordinance Regulating Discharge of Firearms within City Limits: Mayor Davids reported this last month there was a funeral at one of the churches in the City. They wanted to do the Military rights for the deceased and asked the City what the ordinance is on discharging a firearm in City limits. Mayor Davids read the Idaho Statute to council. According to the statute a county may adopt ordinance to regulate restrict or prohibit the discharge of firearms within its boundaries. He asked the council to look at it and decide if we want to add to ordinance to allow Military rights at a funeral service at the churches in the City. Councilperson Hinz requested legal advice.

G) East Elm Street Light Activation: City Clerk Dimick reported on Rocky Mountains open order on their portal. The order is from 2017 and service line has never been restored. In 2017 the council authorized DLR to work with Rocky Mountain Power to get street light service line disconnected and reconnect at DLR’s expense. Rocky Mountain is requesting to close the order that it is still open on their system. Councilperson Thomson questioned the boulder partially blocking the alley. Mayor Davids reported that he had Tony check on it and its fine. Councilperson Thomson and Councilperson Hinz questioned the Centennial Trail. DLR mentioned to the council at an earlier council meeting in 2017 that the trail was partially on their property but if anything that trail was going to be in better shape when they complete their project than what it was to start with. Mayor Davids asked Dennis Callahan, Code Enforcement Officer to send a letter to DLR reminding them about the Rocky Mountain service line reconnect and Centennial Trail.
H) Monthly Law Enforcement/Code Enforcement Miscellaneous Reports: No one in attendance. Mayor Davids reported that through the summer months Bannock County will be checking for open container and issuing citations, the dates have been set one each month. Doug Armstrong will provide the City with a list of citations issued. City Clerk Dimick reported she has received call’s concerning RV parking ordinance and there has been a report of someone parking up by the park across from the hot pools for the last three (3) days. City Clerk Dimick asked Devanee what position would she like the City to take. Mayor Davids will talk with Doug Armstrong on the issue and asked Bannock County to patrol and enforce ordinance.

I) Policy procedure manual for the Fire Department: Councilperson Hinz addressed the council. He has read through the document and the 2nd page has a note that says it a record of changes, it shows a published complete revision. Hose testing inspection added. The reason for the change will make our ISO rating lower within the next few years, once we get testing procedure. We implemented that last year and we are on our 2nd year. We need three years of hose testing on all of our trucks. Inventory, general maintenance and mutual aid policy EMS response support sections. Fixed a few clerical errors, clarified training certificates sections and a new leadership ranking. City Clerk Dimick comments on the EMS servicing they asked the Fire Department to assist. We are short on membership and some of our calls we are running with only 2 people. The fire department will help with calls when their help is needed. The Fire Department will only help when the EMS ask for their help. Councilperson Hinz made a motion to adopt the new policy. Councilperson Thomson seconded the motion. All voted aye, unanimous.

Lava Hot Springs Foundation - Devanee Morrison, Lava Foundation Director:

A) Parking Garage: Devanee presented plans to council members and reviewed plans with them for a 3 story parking garage across from the Hot Pools. Page 2 of the plans shows the location. The foundation is in the process of getting a survey of the location. The foundation original looked at that location for a parking lot but, it would not add any more parking space than what we already have. The price tag for a two level parking lot is 1.5 Million dollars. The design in the plans is for 2 levels but, the foundation has talked about 3 levels and we’ve been told if that’s what we want to do we should do 3 levels now, cost to add a 3rd level down the road is too expensive. Each level would have 125 spaces. The foundation current lot and parking around the park is 100 spaces. Price tag for a 2 levels is 7.1 million, 3rd level estimated approximately 10 million. The garage would be a pay
to park and the revenue raised would help pay back the cost to build. One advantage for putting in a garage would be the Cities Main Street parking during snow removal time, there could be no parking like 12 p.m. to 8 a.m. or something like that. Councilperson Thomson loved the idea but legal needs to review before we make any kind of commitment. Mayor Davids thinks the council should take it under consideration, talk with the City attorney and find out if the City can legally give money to another government agency. Mayor Davids likes the idea and the foundation has the property where the City doesn’t have property for parking. Devanee is looking for partnerships. Partnership approach will levy support from Boise. Parking lot across from hot pool is priority #1. Priority #2 is putting a garage/parking lot by the swimming pool. Council will take under consideration.

B) City/Lava Foundation Water Service Agreement: Mayor Davids asked Devanee if she’s had a chance to review the agreement. Devanee commented she does not have the last updated one. Mayor Davids asked City Clerk Dimick if she sent the latest updated agreement to Devanee. City Clerk Dimick explained the agreement wasn’t really updated only the map. City Clerk Dimick asked Devanee if she got a copy of the map where it showed it going off to the side. Devanee didn’t receive it. City Clerk Dimick will send the revised map and agreement draft to Devanee. Mayor Davids commented on the draft. The main part of the draft agreement is relocating the water meter. Mayor read item 2, the City will be responsible for engineering, design and permitting necessary to relocate the water meter and the labor and materials necessary to relocate the water meter. Once relocated by the City, the City shall at its sole cost and expense maintain the water line from the water meter to the Foundation property and facilities. Mayor Davids reviewed what Devanee and he has talked about. There are 2 places in the City where meters are located in buildings and the City is working on getting them out of buildings because of the liability to City employees entering the property. One of the locations doesn’t want City employees on their property. The water project will update water line. The City has 2 options for the meter location for the Foundation. The original plan is to go on the North side following the original water line. Which would require digging up the parking lot but, they would do it during off season. The other option would not require the City to dig up the foundations parking lot. It would be relocated on the South side. Devanee doesn’t agree with the foundation paying for the water lines from the meter to the foundation due to the City are taking her service out. The Foundation shouldn’t have to pay to put it back in. Councilperson Frandsen comments that the draft agreement references the Foundation responsibility after the lines are installed but, not the cost to install the line from the meter to the Foundation. Mayor Davids
replies that is with any hookup it’s the property owner’s responsibility for the cost to run water lines from their property to meter. Devanee comments that is on new construction or if lines need to be repaired. Mayor Davids response option 2 is there because the Foundation suggested it. Maybe the best option is to go with the original design plan on the north side and hook up to the Foundation water line that is already in existence. Devanee questions the cost of repairing the parking lot and feels the City could save money with option 2 and paying for the Foundations cost to install water lines from the meter to their facilities. Discussion followed about liability, waivers, precedence, original water project design and lines that are already in existence. The City will get cost from engineers on foundation cost to go with option 2 for council review. Send updated draft agreement to the Devanee.

Business License(s):
A) Beckstead General Contractor – Afton Diane Beckstead, Owner/Applicant: Councilperson Hinz questioned if a general contractor requires a general contractor license. City Clerk Dimick explains this is a homeowner who will be overseeing the construction of her home. Councilperson Hinz suggested a separate business license and fee rate for general contractor. City Clerk Dimick explained the City fee structure is not setup like that. The City would need to make changes to ordinance to allow different rates and to do that they need to follow the laws for making changes. Councilperson Hinz made a motion to approve. Councilperson Thomson seconded the motion. All voted aye, unanimous.

B) City Creek Glass – Brandon Tobias, Owner/Applicant: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

C) Family Treasures – Martha Cook, Owner/Applicant: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

D) Lava Cones and Concessions LLC – Jeff Hildebrandt, Owner/Applicant: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

E) Rally Powersports Rentals, LLC – Shane & Marci Kramer, Owner(s)/Applicant(s): Marci & Shane explained their business plan to the Council. They plan on renting a couple of street legal side by sides with Helmets from their property on Main Street. They are insured. Mayor Davids is concerned with side by sides leaving from their property because they are close to the park,
what safety precautions will they put in place. They feel like many of their customers will rent their trailer they have available and transport the side by side outside the City limits for mountain climbing. Mayor Davids questioned how many side by side will they have. The Kramer’s currently have two (2) and hope to purchase two (2) next year for a total of four (4). Mayor Davids questioned storage of them. Kramer’s will store in the driveway and Garage, they will not be stored on the street. They will have off street parking available for their customers, 6 to 8 spots. They also provide delivery service to camp grounds or other locations. They will have a sign on the garage. Mayor Davids explained to them that they will need a sign permit and to talk with Dennis Callahan, Code Enforcement Officer, if they have any question about the sign. The sign is a requirement for all business. Restrooms questioned. They have a restroom available in their garage. City restrooms requirement questioned. Discussion about under age drivers followed. Kramer’s will only rent to drivers over the age of 18 and with a valid driver’s license, insurance requirement. Councilperson Thomson made a motion to approve. Councilperson Hinz seconded the motion. All voted aye, unanimous.

F) The Dog House Concessions and Snacks, LLC – Holly Owens, Owner/Applicant: Holly Owens, new owner, explained her business plan. Provided LLC, Liability insurance, workman compensation insurance, State fund for federal withholdings, State application (should receive vendors permit any day), name registration with the Secretary of State, Shoshone Tribes lease (which shows the lease in her name for the next four year with Mark & Julie Patterson). Explained the product she will be selling. Health inspector is planning on inspecting the place Monday. Plan to open Memorial Day Weekend and looking for employees. Mayor Davids mentioned the High School has an app that business can call and provide the school with the job description and they will put it on their app for any students interested in applying for the job opening. Signage will be flush with existing signage. Mayor Davids explained she needs to review her sign plan with Dennis Callahan, Code Enforcement Officer. He will let her know if she needs a sign permit. Councilperson Hinz made a motion to approve. Councilperson Thomson seconded the motion. All voted aye, unanimous.

G) Top Notch Tree Service, Inc. – Dirk Anderson, Owner/Applicant: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

Non-Property Tax Permit(s) & Revised Permit Form:
A) Revised Non-Property Permit Form: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

B) Core & Main, LP: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

C) Family Treasures: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

D) General Electric Company: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

E) LLR, Inc., DBA LuLaRoe: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

F) Rally Powersports Rentals, LLC: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

G) The Dog House Concessions and Snacks, LLC: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

H) Vantel Pearls, Inc.: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

Temporary Firework Stand Permit:
A) PAT, LLC – 78 East Main Street – Lisa & Megan Toly: Councilperson Hinz made a motion to approve. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

Building Permit(s)/Demo Permit(s):
A) New Residential Home – South 5th West – Afton Diane Beckstead:
Temporary Firework Stand Permit:
A) PAT, LLC – 78 East Main Street – Lisa & Megan Toly: Councilperson Hinz made a motion to approve contingent on State Inspector review. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

B) RV Campground Restrooms: Mayor Davids mentioned he talked with Dick Guthrie and he has agreed to annex this spring the west property into the City. Councilperson Thomson made a motion to approve contingent on State Inspector review.
review and consent to annexation. Councilperson Hinz seconded the motion. All voted aye, unanimous.

**Intermountain Gas Right-of-Way Permit for 583 West Elm Street – George Linford – Residential Garage:** Councilperson Thomson made a motion to approve. Councilperson Hinz seconded the motion. All voted aye, unanimous.

**Street/Curb & Gutter Improvements:**

**A) 4th & Fife Street Road Surface Condition:** Mayor Davids talked with Tony about the reported sink hole on 4th & Fife and it’s a soft spot that is cracking up. Tony has contacted the asphalt company to come in and make repairs on several spots. This one will be cut out and replaced. Councilperson Hinz mentioned there is a bad spot at 4th & Spring Street, North 2nd West corner, pot hole on 6th & spring.

**B) Chip & Seal Project Extension:** Mayor Davids requested council to consider sending letter asking for another year extension. Councilperson Frandsen made a motion to send letter for another year extension. Councilperson Guthrie seconded the motion. All voted aye, unanimous.

**C) Rock Hard Concrete, LLC Contract for West Main Concrete Water Troughs/Curb & Gutter:** Project was discussed. Councilperson Hinz made a motion to approve contract. Councilperson Thomson seconded the motion. All voted aye, unanimous.

**Planning/Zoning:**

**A) Ordinance 2018-2 Changing P & Z Commission Meeting Date to 4th Monday Monthly:** Councilperson Thomson made a motion to waive three readings. Councilperson Guthrie seconded the motion. All voted aye, unanimous. Mayor Davids read ordinance.

**ORDINANCE NO. 2018-2**

*AN ORDINANCE AMENDING SECTION 1, ORDINANCE 2011-3 TO CHANGE THE REGULAR MEETING SCHEDULE; WAIVING THE RULE REQUIRING THE READING OF THIS ORDINANCE ON THREE SEPARATE OCCASIONS; AND ESTABLISHING AN EFFECTIVE DATE OF THIS ORDINANCE.*

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAVA HOT SPRINGS, IDAHO, AS FOLLOWS:

Section 1: Section 7, Ordinance No. 2011-3, Ordinance of the City of Lava Hot Springs, Idaho, is hereby amended to read as follows:

Section 1: Regular meetings of the Commission shall be held on the 4th Monday of each and every month of the year. Additional or special meetings of the Commission may be held by the Commission as it shall deem necessary to exercise its proper functions and duties. The majority of the voting members of the Commission shall constitute a quorum.

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**Section 2:** The rule requiring that this Ordinance be read on three separate occasions is hereby waived.

**Section 3:** This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAVA HOT SPRINGS, IDAHO, this 10th day of May, 2018.

CITY OF LAVA HOT SPRINGS, IDAHO

____________________________________
T. Paul Davids III, Mayor

ATTEST:

___________________________________
Canda L. Dimick, City Clerk


B) Resolution 2018-1 Establishing Land Use Public Hearing Procedures: City Clerk Dimick explains the Mayor and Council need to take this under consideration.

C) Sunnyside Sinclair Garage – Lisa Toly: City Clerk Dimick explained that Lisa Toly talked to her today and she thought at first they would need the City input on this because it was in the City impact area but, the county told her they don’t need input from the City. They will be putting in a very large garage. They are going to use it to store the cars they currently have behind the Royal. City Clerk Dimick mentioned Steve and Lisa purchased the White Wolf.

D) Lava Lowe Subdivision – IPWC Compliance Review/Construction Observation Contract Proposal: City Clerk Dimick reviewed Keller’s proposal with Council. Basically what they are proposing is a not to exceed six hundred dollars ($600.00) on prime review and the construction observation not to exceed thirty five hundred dollars ($3,500.00). They proposed the contract be with the City, that’s what they have done with other cities and counties, and before the final plans are approved then the developer has to pay the fees to the City to get the
approval. Mark questioned where the value is added for that engineering firm to look at it what the engineer has drawn up and it’s gone to DEQ and the County for review and approval. His engineer has to verify and submit the as built plans for approval and as approved. Marks opinion there is no value added to with another review. DEQ and the County has reviewed and approved plans drawn up by a license engineer. Construction observant is done by his engineer they are required to verify and submit the as build plans for approval. Mark reviewed spec with Tony and made the adjustment Tony requested. Discussion followed.
Councilperson Hinz made a motion to approve to utilize Mark’s engineer to do the ISWPC standards for plan review and as built. Councilperson Frandsen seconded the motion. All voted aye, unanimous.

Meetings/Announcements/Miscellaneous:
A) Arbor Day Report: Mayor Davids explained the report Dennis Callahan, Code Enforcement Officer prepared for Arbor Day celebration and the tree planting situation. Need to coordinate better in the future. Next year Mayor Davids will work directly with the City employees on scheduling the tree planting purchase and delivering the tree to selected location to plant the tree, digging a hole to plant the tree and planting the tree. Mayor Davids will talk with Dennis before accepting his resignation.

B) Zoning Ordinance Draft: Council reviewing.

C) Sale of Excess Equipment (Chipper): Councilperson Thomson made a motion to put chipper out to bid, as is, highest bidder. Councilperson Hinz seconded the motion. All voted aye, unanimous.

D) Bannock County Search & Rescue Extrication Equipment Support Letter: Council received letter.


F) Miscellaneous

Projects:
A) Water Improvement Project:
1) Knife River Contract Signed: Contract signed
2) **Notice to Proceed Signed:** Signed and will start on June 11, 2018. Pipe will be delivered tomorrow to staging site location. Contract is being prepared for staging area site location. Councilperson Thomson requested the staging area to be fenced. City Clerk Dimick will follow-up on the contract.

3) **Well Site:** Mayor Davids reported he talked with Clinton Pole. He had some question for our hydrologist. Mayor will get the phone number to our hydrologist to Clinton.

4) **Notice to Proceed/Construction Schedule:** Have not received it, City Clerk Dimick is working with them.

5) **Highway 30 Right-of-Way Encroachment Application:** Keller has sent a right-of-way to the State. City Clerk Dimick is unsure why.

**B) Buddy Campbell Park Improvement Project/Maintenance:**

1) **Road Access and Parking Lot Development:** Talked about earlier in the meeting.

2) **Expansion Area Clean Up:** City Clerk Dimick questioned the shed that needs to be remove. City Clerk Dimick will put shed out to bid, as is, highest bidder. Bid winner required to tear down and remove wood.

C) **South 6th West New Street Lights:** Street Lights installed.

D) **Tennis Court Resurfacing Bids – Still Working On:** Mayor Davids reported he is working on getting a bid for court resurface.

E) **North 1st West Storm Drain System Status Report:** Mayor Davids reported contract signed and date was changed to fall for competition date.

F) **ADA Curb Ramp Project:** City Clerk Dimick reported on training and asked if engineers should be involved due to the type of ramps that need to be installed. Grant money will only pay if built to ITP plans. Sites identified but have not been evaluated to ITP plans. A few of the areas may be difficult due to land space requirements. Councilperson Hinz made a motion to get engineering estimate on ADA ramps. Councilperson Thomson seconded the motion. All voted aye, unanimous.
G) Miscellaneous: Drinking fountain at Veterans Park is installed. There is a problem with one of the gaskets and Tony feels it will seal. Tony will inspect in a few days to make sure it seals.

Digital speed limit sign on Highway 30 concrete pad poured. Sign to be installed before Memorial Day.

Discussion: Mark Lowe reported that progress is being made to put a pedestrian walking/bicycle path out on Maugham Road.

Councilperson Frandsen suggested establishing a procedure to curtail right-of-way encroachments in the future. Discussion followed. The City maintenance crew can help any residents with property lines, property owners need to ask. Notice to be sent in water bill concerning encroachments, trimming trees, vacant lots mowed, limbs and bushes on properties hauled off and burn permits required. Councilperson Frandsen mentioned it’s everybody’s (all city employees) obligation that knows to stop and say something.

Mayor Davids reported that he is going to start scheduling a monthly staff meeting starting in June.

Adjourn: Councilperson Guthrie made a motion to adjourn. Councilperson Hinz seconded the motion. All voted aye, unanimous.

Meeting adjourned at 8:00 p.m.

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Amantha Sierra, Transcriber                  T. Paul Davids III, Mayor

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Canda L. Dimick, City Clerk