Minutes of the Special Meeting of the City Council of the City of Lava Hot Springs, Idaho held on Wednesday, August 27, 2014 at 4:30 p.m., Lava City Hall, 115 West Elm Street, Lava Hot Springs, Idaho.

Present: Marshall Burgin, Mayor
George Linford, Councilperson
Tanny Davids, Councilperson
Carl Brown, Councilperson
Newt Lowe, Councilperson
Canda Dimick, City Clerk

Guests: Linda McFarland and Sherry Gillman.

Mayor Burgin called the meeting to order at 4:30 p.m.

Sewer Service – Linda McFarland

Linda McFarland reported that she has recently encountered sewer problems with the service to her home and as far as she can see and the several others that have look at it, that it appears to be a problem for her as well as the city. She expressed appreciation for all of Tony’s help with the situation. She has replaced the private sewer line from her house to about 20 feet out. Concrete had to be removed from her RV pad and at that point it was apparent that the service line did not go straight out to the alley, it took a turn. The city arranged to camera the line through Idaho Rural Water Association. The sewer line is collapsed. The line comes across the main part of her driveway at a 45 degree angle and just barely crosses a corner of the neighbor’s property before entering the alley. Locating the neighboring service lines or connections have been difficult. She feels that the service lines in the area need to be mapped out so that it is not such a treasure hunt in the future. She understands that her system is old, that it has been there a long time and that she is responsible for the line from her house to the alley. She has always understood that once the line leaves her property that it became the city’s responsibility. If she installs a private line on city property, she questions ownership of the alley. Mayor Burgin stated that it makes it become city property. Linda’s honest feeling is that her financial responsibility ends at the edge of her property. She has lived in Lava for 50 years and has promptly paid her sewer bill monthly. She chooses to live in Lava and is not trying to break the budget. If the Council does not feel that it is the city’s responsibility to replace the line down the alley to the manhole, she proposed a compromise for the city to use city equipment to dig the line down the alley to the manhole, use city man power to install the service and she would pay for the cost of the pipe and all fittings needed to make the connection. She wants to avoid tearing out her driveway, making a mess of the neighbor’s property and staying away from the pine tree that has rooted into the existing service line. The camera was sent through the clean out. Roots from the big pine tree at the corner of the neighbor’s property are wrapped around and through the line. The service is working now so that she can use a little bit of water. Mayor Burgin feels that sewer line in the alley was not put in properly to start with. He feels that a private 4” line should not be allowed to run down a city alley and he can’t see that Linda should have to burden all of the expense. The mayor has looked at the problem. The service line was installed 47 to 48 years ago. The
neighboring service lines run down the alley also. Councilperson Lowe questioned if the city could legally install the service. The City can install a main sewer line down the alley. Grades need to be checked. The 45 degree angle might be the reason why the service is installed like it is to maintain a slope. More of the concrete driveway may have to be tore out to get grade. Council agreed for the Mayor to talk with Tony tomorrow and maybe have him dig to locate the pipe and shoot a grade. Locations of the two neighboring private 4” service lines were discussed. The City’s ordinance provides that all sewer service lines is the owner’s obligation to the city’s main. Tony has informed the City Clerk that the line down the alley is Linda’s private service line, not a city main. Precedent concerns were expressed. If the City installs the line, it will need to be an 8” line, engineered and approved by DEQ. The City has sewer capital improvement funds that could be utilized to install a main line. Mayor Burgin will get with Tony tomorrow.

Review & Approve Bill

List of bills were presented. City Clerk explained that the M.R & E., Inc bill for collection service/landfill fees is an estimate. Council questioned if the City Clerk’s computer had been fixed yet. The new windows update has been completed but a software program still needs to be purchased. Purchasing new computers every three years was suggested. Councilperson Brown is going to Pocatello tomorrow and will pick up the Microsoft word software. Purchasing a new vacuum was discussed. Mayor Burgin is going to repair the vacuum handle. Councilperson Brown has a used Dice vacuum that he is going to give the city. Shane’s Service bill for air bag sensor was questioned. Four J’s bill for portable toilet rentals was questioned. Location of toilet rental units was explained. Comments regarding the animal control pound fees for cats were expressed. The AutoCache annual bill for the wastewater sewer alarm system was explained. City Clerk mentioned needing to change the city’s cell phone service to unlimited texts because of the new sewer alarm system texts. City Clerk will look into plans. Nitrogren’s bill was questioned and explained that it was for the second application. Councilperson Davids reported that she had looked at the park last weekend and it looks like it has been treated. Motion was made by Councilperson Brown and seconded by Councilperson Linford to approve the bills. All voted aye, unanimous.

Review Final FY2015 Tentative Budget

The ambulance coordinator position is paid directly from the City of Pocatello. The City Clerk is the ambulance coordinator. City Clerk wages are split between four funds. A new vacuum, an external hard drive and new mats are budgeted under office equipment. The auditor’s reserve is an amount set aside in the property tax funds to operate on the first three months of the fiscal year. The city hall janitor wages are budgeted for seven to eight hours a pay period. Legal service bill was questioned. The city hasn’t received a bill from the city attorney since January. City Clerk will send an email tomorrow to see if a bill can be processed before the end of the fiscal year. The status of the audit was discussed. Bill will not be paid until audit is complete. City Clerk is still working on getting everything back into the computer. The City uses Directive Data for computer consultation. City Clerk reported that she has looked at changing to a different municipal program, Black Ridge or Casselle, and they are very expensive, $15,000 to $20,000. City needs to start budgeting funds to move to a different program in the future. The software
that the city uses is an old DOS program. Quick Books does not have a governmental budgetary program. The law enforcement contract is split between the general fund and local option tax fund. Replacing four fire hydrants is budgeted. Personnel benefits in each fund were raised to cover the $70 health insurance premium increase for each employee as the city council agreed to do previously. No wage rate increase was approved or budgeted. Council chose to cover the increase on insurance and not approve a wage rate increase because next year the health insurance situation may change. The balance of funds available in the general fund was budgeted towards the City Hall sidewalk replacement project. No 3% was taken on property taxes as allowed. Interest on savings is not generating much income. TCD incentives and the State Investment Pool are not offering much interest. Council agreed to not tie up funds for long periods of time in hopes that rates change in the near future. Most of street improvements are budgeted from local option tax funds. Street fund vehicle maintenance was lowered to $10,000 per council’s orders. The vehicle maintenance funds will cover the purchase of tires but council chose not to fund the cover for the Polaris Ranger. The holiday street light electric eyes were budgeted for $1,500.00. Vehicles should be in good shape for winter. The mower hasn’t been fixed yet. Mayor will asked maintenance staff tomorrow when it will be repaired. A water rate increase was budgeted. The water improvement project may have to be phased. Mayor questioned priorities, either drilling a new well or replacing the main line first. Mayor Burgin has talked with Henry Etcheverry about purchasing property for a new well site and he is willing to work with the city. He has also talked with Paula Roberts about a site, but she has not gotten back with him. The status of the Water Facility Planning Study was discussed. Keller Associates wants the city to carry over budget for the study because it will not be done before fiscal year end because of the environmental process. City Clerk announced that she had already taken the amount out and so the next fiscal year budget will have to be amended to put it back in. The City will be lucky to get the study done this year. The sewer fund is still in good shape. The last fee increase is covering operation costs, reserve requirements and making loan payments. Sewer capital improvement funds on hand were discussed. City Clerk worked with council to allocate $81,000 of local option tax proposed expenses within the budgeted line items. Budgeting funds for another large pavilion in the Buddy Campbell Park was discussed. Councilperson Linford will find out how much the ones at the Lion’s Park cost. Councilperson Davids reported that people have expressed interests in adult swings. The tree inventory list was presented for council review. List provides several trees that need to be removed or crown cleaned. Tony suggested that the city budget $3,000 towards the tree removal/trimming project. Council agreed to budget $3,000 for tree trimming and have city staff do the removals. $8,000 is in the budget for baseball diamond ADA compliance improvements. Plan is to install concrete because it is comparable to asphalt costs. Purchasing land adjacent to the park to expand the park and provide an area for off-street parking and an area for a skateboard park was discussed. $70,000 is budgeted for the purchase of a fire truck. Budgeting funds for the Centennial Celebration was discussed. Plans are to kick off the celebration with something around the first of the year and then plan some type of activities each month. Activities may be a Centennial dog sled race, color run, fire work display, Lava field day, etc. Councilperson Brown reported that Jackson Hole’s centennial is this year and they had an art in the park event. Fundraisers are also being planned to generate some money. One fund raiser idea is developing a calendar. Cake and ice cream will be served in the park the final day. Utilizing some of the 1% tourism and development funds for the celebration
was discussed. Council agreed to budget $5,000 from the 2% and also earmark $5,000 of the 1% funds for the celebration events. Adding additional funds to the Portneuf Soil Erosion Project was suggested but not supported. The fire station addition was increased to $30,000. The fire station sewer line was increased to $10,000. $62,380 was budgeted for the skate board park/park expansion project for the purchase of adjoining land and development of the land.

Adjournment

Councilperson Lowe made a motion to adjourn. Councilperson Brown seconded the motion. All voted aye, unanimous. The meeting adjourned at 6:05 p.m.

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Canda L. Dimick, City Clerk              Marshall Burgin, Mayor