Minutes of the Regular Meeting of the City Council of the City of Lava Hot Springs, Idaho held on Thursday, April 10, 2014 at 5:30 p.m., Lava City Hall, 115 West Elm Street, Lava Hot Springs, Idaho.

Present: Marshall Burgin, Mayor
George Linford, Councilperson
Tamara Davids, Councilperson
Newt Lowe, Councilperson
Carl Brown, Councilperson
Canda Dimick, City Clerk
Dennis Callahan, Code Enforcement Officer

Guests: Evelee Hill, George Katsilometes, Liz Tuttle, Richard Flick, Les Bocek, Joan Bocek, Gail Palen, Destiny Egley, Mark Lowe, Vicky Lyon, Stewart Hall, Bannock County Officer Monte Steele.

Mayor Burgin called the meeting to order at 5:32 p.m.

Approval of Minutes
Councilperson Brown made a motion to approve the minutes of the March 13, 2014 Regular City Council Meeting. Councilperson Davids seconded the motion. All voted aye, unanimous.

Review and Approve Bills
Review and approval of bills was tabled. They will be considered at a special meeting when scheduled.

Law Enforcement/Code Enforcement Monthly Reports
A) Graffiti Removal – Councilperson Davids
Councilperson Davids addressed concerns about the graffiti that hasn’t been removed. Dennis Callahan, Code Enforcement Officer reported that he has talked to the property owners and has been assured that they are going to take care of it as soon as possible. He suggested implementing an ordinance requiring people to remove graffiti within 48 hours. The City’s ordinances currently do not provide him with any authority to enforce it. Councilperson Davids stated that this graffiti has been up for a few months now and it is a bad reflection on the community. Mr. Callahan will follow up with the business owners and try to get it taken care of this week, if possible. City Council discussed enacting an ordinance to impose a time frame for graffiti to be removed. 48 hours might be too short due to winter weather conditions.

Officer Steele reported that the Sheriff’s Department will be approaching City Council next month to discuss patrol for the 4th of July.

Consider 1% Proposals (10 minute presentation each followed by Council decision)
Evelee Hill asked if public feedback would be entertained after each proposal. Mayor Burgin reported that no public input will be taken. Evelee expressed that there are concerns and asked
that she be able to address them. Mayor Burgin reported that each proposal will be heard and that he would allow her to address her concerns.

A) Utah Billboard – Les Bocek, Lava Lion’s Club
Les Bocek came forward and made a short presentation on the billboard in Utah. This is a lease that they renew each year. He stated that it promotes Lava as a whole, not just BINGO and is very cost effective for the amount of people it reaches. Lodgers feel that the billboard needs to market Lava as a destination and it needs to be easier to read. They would like more representation since they collect the 1%. Councilperson Linford made a motion to fund the billboard in Utah. Councilperson Brown seconded the motion. All voted aye, unanimous.

B) Lava Hot Springs Chamber of Commerce proposal to develop a marketing plan to promote the community in the off season and to promote Chamber sponsored events and provide opportunity for businesses in Lava Hot Springs to participate with the Chamber in the purchase of media space and cooperate with the regional travel council in their marketing activities – Mark Lowe, Lava Chamber Representative
Mark Lowe stated that they are requesting $12,000.00 to hire a professional marketing firm to develop a marketing plan to promote tourism in Lava mid-week. Councilperson Davids questioned if the $12,000.00 was to hire the marketing firm. Mr. Lowe explained how it is a cooperative plan. Mayor Burgin inquired about the event coordinator position. Mr. Lowe stated that it is a different proposal and that the Chamber would like that position filled. Gail Palen raised concerns regarding hiring a firm. She stated that they need to make sure they choose the right kind of marketing firm to help them with what they want to accomplish. George Katsilometes recommended that the City Council form a board of the lodgers to review the 1% proposals and make recommendation to them for consideration. Mayor Burgin asked Mr. Lowe if he would be willing to get proposals from three firms. Mr. Lowe agreed to obtain three bids for city council to consider.

C) “Lava Happenings” monthly newspaper publication – Evelee Hill
Mayor Burgin asked Ms. Hill is she would obtain three proposals. Ms. Hill stated that she would be glad to get three proposals from publishers and web designers. Councilperson Brown questioned distribution of the publication to northern Utah. Ms. Hill stated that they would definitely be distributing to northern Utah. Councilperson Brown stated that the 1% is already fund a website, the Chamber’s website. Ms. Hill stated that there is not a website to find out more about Lava and what is going on in town. Everyone would be able to add and update their own information without having to go through the Chamber of Commerce. Councilperson Brown questioned if Ms. Hill’s proposal was self promoting. Ms. Hill stated that they would be using lodging money and her first focus would be the lodgers.

Councilperson Linford made a motion to table the Chamber’s proposal and the monthly newspaper proposal and require each of them to get three proposals. Councilperson Brown seconded the motion. All voted aye, unanimous.
Business License(s), Alcohol License(s) & Non-Property Tax Permit(s)
   A) AT&T Mobility Supply, LLC (Tax Permit)
   B) Battery Systems, Inc. (Tax Permit)
   C) Larsen’s Tree Service – Rick Larsen, Owner/Applicant
   D) Mike’s Market (Tax Permit)
   E) Nerium International, LLC – Jeff Olson, Owner/Applicant
   F) SE/Z Construction, LLC – Steve Zambarano, Owner/Applicant
   G) Willis Construction, LLC – Ben Willis, Owner/Applicant

Mayor Burgin read the list of licenses being considered. Councilperson Brown made a motion to approve A-G. Councilperson Lowe seconded the motion. All voted aye, unanimous.

Building Permit(s)
   A) Ben Fisher’s Residential Garage – Councilperson Brown
Councilperson Brown stated that it’s not a simple setback issue. He reviewed drawings with City Council, showing property lines. He thinks it’s unfair to ask Mr. Fisher to go to Planning & Zoning because of the grade of the property. Discussion followed. Councilperson Brown made a motion to approve Ben Fisher’s building permit. Motion died for lack of a second.

   B) Mike’s Market Sign Permit
Councilperson Brown made a motion to approve the sign permit for Mike’s Market. Councilperson Linford seconded the motion. All voted aye, unanimous.

Councilperson Brown questioned the status of developing a parking lot by the liquor store. The City Clerk stated that they do not need the additional parking because they did not change the use of the building. Councilperson Brown stated that the removal of the street light was approved so that the owners of Ace Hardware could put parking in. The City Clerk will check on the status of the parking lot.

   C) Workshop, Storage, Sun Space (560 West Spring Street) – Jon Thomson
Councilperson Linford made a motion to approve Jon Thomson’s plans contingent upon it meeting the 45% area requirement and building inspectors approval. Councilperson Brown seconded the motion. All voted aye, unanimous.

Parks
   A) Aerate Buddy Campbell Park
Councilperson Davids stated that she talked to Tony and they are going to schedule it. The City Clerk stated that the baseball league had asked about killing out the grass in the baseball diamond lines each year so that it is not so hard and time consuming to maintain. Councilperson Davids stated that she thinks the city maintenance personnel could roundup the grass along the lines instead of hiring someone. City Council agreed.
B) Basketball Court Lighting – Councilperson Davids
Councilperson Davids mentioned installing a switch to control the basketball court lighting. The kids turn the lights on, forget to turn them off and they are left on all night. Discussion followed. The city will have an electrician look at it and obtain a cost estimate.

C) Opening Bathrooms
City Council determined to open the bathrooms at Buddy Campbell Park on Fridays, Saturdays and Sundays.

D) Veteran’s Park Brick Paver Removal/Concrete Project
Mayor Burgin reported that Rock Hard Concrete has offered a $225 discount if the city removes the brick pavers and that Councilperson Brown has expressed an interest in the paver. Councilperson Brown will remove the brick pavers for them. The idea of stamping symbols of the five military branches into the new concrete was considered. The City Council liked the idea and expressed need to obtain more information on the stamped concrete.

Meetings & Announcements
A) Schedule FY2015 Budget Hearing
The Budget Hearing was scheduled for the August 14, 2014 Regular City Council Meeting.

B) Fair Housing Month Proclamation
Mayor Burgin read the Fair Housing Month Proclamation proclaiming April, 2014 to be Fair Housing Month in the City of Lava Hot Springs, State of Idaho.

C) 10th Annual Easter Idaho Fire Academy – May 30 to June 1, 2014, Idaho Falls
The City Clerk stated that there are four firemen who have completed registrations to attend so far. Councilperson Brown made a motion to support all of the firemen that would like to go to the Fire Academy. Councilperson Davids seconded the motion. All voted aye, unanimous.

D) Discuss advertising for a part-time Public Restroom Custodian
Jennifer Fisher has quit. Council discussed refilling the position and asking Carla Leafy, City Hall Custodian, to help while the position is being filled. The City Clerk will see if Carla can help out for a few weeks. The City will advertise the position Friday, Saturday and Sunday and will accept applications through April 22, 2014. The City Clerk will schedule interviews for the 23rd. City Council reviewed the job description for the position and expressed not changes.

E) Miscellaneous
There will be a Lava Irrigation Meeting at the museum April 16, 2014 at 7:00 p.m. Tony will be asked to represent the City.
Projects

A) Wastewater Improvement Project
   1) Lagoon Liner Repairs
   Mayor Burgin stated that there is no warranty for the liner and that it is going to cost between $10,000 and $20,000 for repairs. Plan is to remove the ladders and install rope ladders. Tony is working with Northwest Liners to get them back on site to make the repairs.

   2) Aerator Repairs
   When the maintenance personnel started the aerator that was making all the noise this spring it seems to be working fine. They believe that something may have been lodged in the propellers.

   3) Pump for Monitoring Wells
   The City Clerk reported that she set up an account and they should be shipping the pump tomorrow.

B) Water Facility Plan Study Update
   Monthly progress report was reviewed. Fire flow testing of the system was completed on 3/19/2014 which will allow the engineers to calibrate the computer model and complete the hydraulic modeling of the system. They will continue working on the report and coordinating with the City to move forward in developing alternatives. They anticipate scheduling a meeting later this month to review progress and received City input.

C) Water Improvement Project
   1) DEQ Fundable List of Drinking Water Loan Projects
   The City Clerk reported that the project is rated 12th currently but DEQ is still accepting public input and that position could change.

D) Fish Creek Spring Fence Project
   1) Bid Documents
   City Clerk is working on bid documents. Mayor Burgin reported that the project will be going out to bid soon.

E) Fire Station Remodel/Addition Project
   1) Evaluate Grant Administrative Service Proposals & Select Firm
   Only one proposal was received from Southeast Idaho Council of Governments and a decline letter was received from Carleen Herring, Region IV Development. City Clerk explained that since only one proposal was received that there was no need to complete an evaluation process if the City Council is acceptable with hiring the firm. Councilperson Brown made a motion selecting SICOG for Grant Administrative Services. Councilperson Lowe seconded the motion. All voted aye, unanimous.
2) Evaluate Architectural Service Proposals & select firm or schedule meeting to evaluate & select at a later date.
Proposals were received from Alderson, Karst & Mitro, NBW Architects, JGT Architecture, Booth Architecture, ZGA Architects & Planners, Chartered, CRSA, Myers Anderson Architects and Plan One Architects. Due to the number of proposals received, City Council scheduled a Special Meeting for April 23, 2014 at 5:30 p.m. to evaluate them and select a firm.

F) East Main Street Pedestrian Bridge Project
   1) Status of Community Choice Grant Application
      The City Clerk stated that the city is still waiting to hear if the project has been awarded a Community Choice Grant or not.

G) Miscellaneous
   None.

Discussion
   None.

Adjournment
   Councilperson Lowe made a motion to adjourn. Councilperson Brown seconded. All voted aye, unanimous. Meeting adjourned at 7:15 p.m.

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          Allison Hinz, Transcriber                          Marshall N. Burgin, Mayor

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          Canda L. Dimick, City Clerk