

MINUTES OF THE REGULAR COUNCIL MEETING

September 12, 2018

The meeting was called to order by Mayor Pro Tem Terry Douglas.

A roll call of the Council resulted as follows:

Sid Armstrong
Ron Mercado
Terry Douglas
Joan Head
Dennis Norris
Ron Delcamp

Officers present were:

Building Official Mark Magnus
Planning Consultant Collin Coles
Chief of Police David Wuolle
City Clerk /Treasurer Nila Jurkovich
Project Manager Rod Plank

Mayor Mac Pooler and Superintendent of Public Works Craig Lewis were absent.

Karla Douglas led the Pledge of Allegiance.

ORAL COMMUNICATIONS

South Fork Sewer District Representative Joe Close to discuss changes to wastewater discharge permits, pre-treatment surveys, wastewater discharge fees and the Page Wastewater Treatment Plant schedule, as there were several recent changes. The discharge fees were previously free, and now the state is charging \$5,000 for the Page Discharge Permit. This fee may be disbursed to all of those who use the Page Plant in the future. The state is also mandating all business owners to complete and return a pre-treatment survey. Kellogg has 90 businesses, and to-date only 31 surveys have been returned. If the surveys are not returned, the state could hold up the discharge permit. The District is asking for the City's assistance in getting all the surveys returned.

Council President Douglas asked what were the District's long term plans for sump pumps and storm drains. Mr. Close stated he is willing to work with each city.

Council President Douglas advised Mr. Close of the City's recent knowledge of Sandpoint's ordinance regarding the property owner's sewer line, and when there is a change of ownership, the ordinance references the requirement for the property owner to repair or replace cracked and/or damaged sewer lines.

Council President Douglas advised Mr. Close the City would assist in any way we can, as the potential increase will affect all users of the sewer district.

REPORTS FROM STAFF

All reports were submitted.

Chief of Police Dave Wuolle

Chief Dave Wuolle advised the Council the City Police Department will be hosting the Trunk or Treat in the City's parking lot on Halloween.

CONSENT CALENDAR

All items listed under item Consent Calendar are considered routine by the City Council and will be enacted by one motion in the form listed below.

1. Approval or correction of the minutes of the August 8, 2018 regular council meeting.

2. Approval of payment of the bills for the month of August 2018 as presented. (Proving documents on file in the City Clerk's office)
3. Treasurer's Reports of Income & Expenditure.
4. P&Z Commission minutes from the August 20, 2018 Meeting/Hearing. No Recommendations.
5. Reports of Commissions and Committees:
 IT minutes from the August 9th and August 16, 2018 meetings. No Recommendations.
 Administrative minutes from the August 15, 2018 meeting.
 Recommendations for Council: a) Accept the Written Procurement Procedure Guide as written by the City's Attorney, Hawley Troxell.
 Traffic Safety minutes from the August 27, 2018 Meeting. No Recommendations.

Council President Douglas advised the Council the required procurement guide is a requirement from the City's Auditor and is required to be in place no later than September 30th.

It was moved by Councilmember Mercado and seconded by Councilmember Delcamp to approve the Consent Calendar as submitted. Motion carried.

OLD BUSINESS

Phase 2 & Phase 3 Road Construction & Sewer Construction Projects

Mr. Ben Davis, Alta Science & Engineering updated the Council on both Phase 2 and Phase 3 construction projects.

Phase 2 – Knife River Contractors are currently 75% complete, with a large paving job to be completed the week of September 24th.

Phase 3 – Big Sky Contractors are currently 67% complete, with a large paving job to be completed the week of September 17th.

Mr. Davis also advised the Council that LHTAC representatives are very positive with the City's project and the potential Pedestrian Safety Grant Application the City is submitting to LHTAC in the amount of \$250,000. If secured, the grant will assist in upgrading several intersections within the city, and enhancing the City's huge sewer/road project. Alta is willing to provide a GIS attachment to the grant application.

Council President Douglas reminded the Council that this grant application, that will be submitted by Alta Science and Engineering was previously approved by the Council.

The City will schedule a Traffic Safety Committee meeting, where the potential intersections will be discussed and a recommendation will be made to the Council.

NEW BUSINESS

Kellogg Ordinance concerning Unsafe Buildings

City's Prosecuting Attorney Keisha Oxendine previously provided the Council with a packet of information and advised the Council with her concerns regarding the City's present ordinance on unsafe buildings.

After a lengthy discussion, it was the consensus of the Council to have the discussion on unsafe buildings and blights go before the Building and Planning Committee for recommendation to the Council.

Parade Permit for the Kellogg High School Homecoming Event on October, 2018

Discussion on potential construction was addressed. The City Clerk advised the Council that a cover sheet is provided with each Activity Request Form, which advises the public of potential construction that may interfere with their request. At this time, it appears the parade route will work, however the school is aware the route may need to be altered. The Council asked Chief Dave Wuolle to stay connected with the school on this event.

It was moved by Councilmember Armstrong and seconded by Councilmember Norris to approve the Parade Permit submitted by the Kellogg High School, knowing the school may need to have an alternate route for the parade, due to construction. Motion carried.

Idaho Bureau of Homeland Security – Wardner Peak Lease Renewal

Council President Douglas advised the Council this lease renewal will be increased to an annual rent of \$900 which is paid in an annual payment to the City.

It was moved by Councilmember Delcamp and seconded by Councilmember Norris to approve the lease renewal as submitted.

A roll call vote of the Council resulted as follows:

Councilmember Norris-Aye	Councilmember Head-Aye
Councilmember Douglas-Aye	Councilmember Armstrong-Aye
Councilmember Mercado-Aye	Councilmember Delcamp-Aye

Motion carried.

DEQ – Storage Lease Renewal

Council President Douglas advised the Council this lease renewal is for the storage only and not for the office space that DEQ rents from the City of Kellogg. Pricing is set by square footage, and the pricing will not change. This lease renewal will coincide with the office lease dates.

It was moved by Councilmember Mercado and seconded by Councilmember Delcamp to approve the lease renewal as submitted.

A roll call vote of the Council resulted as follows:

Councilmember Armstrong-Aye	Councilmember Mercado-Aye
Councilmember Douglas-Aye	Councilmember Norris-Aye
Councilmember Head-Aye	Councilmember Delcamp-Aye

Motion carried.

ANNOUNCEMENTS & REPORTS

Council President Terry Douglas

Reminded the Council and those present the last projected sewer increase will be effective on October 1, 2018. This increase is the last increase for the sewer bond. The public was advised the City Clerk has the information available if questions on what the citizens voted with respect to the sewer bond along with the election date.

There being no further business to come before the Council at this time, it was adjourned at 7:18 P.M. to meet at its regular time of October 10, 2018.

ATTEST:

TS
Terry Douglas, Mayor Pro-Tem

NS
Nila Jurkovich, Municipal Clerk/Treasurer