

REGULAR COUNCIL MEETING  
JULY 18, 2017

*NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING.*

**PUBLIC HEARING TO UPDATE THE FARM ANIMALS ORDINANCE**

There was not a quorum for the planning commission nor facilitator so the hearing will be rescheduled.

Mayor KayDee Gilkey called the July 18, 2017 regular council meeting to order at 6:34 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, Darcie Sainsbury, George Davidson, Valerie Rogers and Emily Thomas.

Others present: Bryan Hicks, Melissa Lunsford, Jamie and Perry Paden, Linda Head and Larry Zeug, Mary and Anthony Sparks, Carol Cory, Kyle and Laura Rydell, Josh Johnson and Cheryl Loeffler.

**Approval of the Minutes**

Harry Gibbons moved to approve the minutes from the regular council meeting of June 20, 2017 and the council workshop of July 11, 2017 as read, seconded by George. The motion was approved 5-0.

**Approval of Claims July 18, 2017**

George Davidson moved to approve the claims for July 18, 2017 as presented with EFT #E370-382 totaling \$37,124.23 and check numbers 18873-18896 totaling \$15,502.20; seconded by Valerie Rogers. The motion passed 5-0.

|            | 07-18-2017  |
|------------|-------------|
| Claims     | \$41,806.01 |
| Payroll    | 10,820.42   |
| Total Paid | \$52,626.43 |

Check register signed by George Davidson, Valerie Rogers, Harry Gibbons.

**ACTION**

Valerie moved to excuse Emily Thomas from the June 20, 2017 regular council meeting; seconded by George. The motion was approved 4-0 with Emily abstaining.

**Engineer Report**

**1<sup>st</sup> Street Sidewalk**

Bryan Hicks reported that the project is about three weeks from going out to bid. He has been working on quality control edits and coordinating with Dept. of Transportation (DOT) on getting everything approved. He provided council with a copy of the revised plans. The new sidewalk will be placed in a way that will not interfere with existing personal landscapes and the parking strip will be a bit narrower, roughly 8.5 feet from the edge of pavement to the curb. The sidewalk at the north end is driven over by farm machinery and trucks and should have thicker concrete placed. The crosswalks will be updated to the current cross walk patterns, which is more visible.

The project has a three-week construction window with up to 6-7 days that the sidewalk could be inaccessible. All the residents that will be affected by the project will be kept up to date by both Century West's inspector and the contractor.

**ACTION**

Emily moved to allow Mayor Gilkey to sign the local agency supplement, seconded by Darcie. The motion carried 5-0.

## **WORKING WITH FEMA**

Rattler's Run Road will have work done if the funding from FEMA goes through along with the frost heaves on Ticknor, 3<sup>rd</sup> and Lake Street damages and remove and replace the pea gravel in the playground. The sidewalks could receive funding also for repairs. Winkler concrete has recommended a product that will resurface the sidewalks. Most projects have a 12.5% match, which the town's portion could be paid by TIB.

## **TIB FUNDING CYCLE**

Applications for the next funding cycle are due in late August.

The driveway at 207 S. Johnson still needs to have work done with the grader and some gravel put down and has not had any grass seeded where Versatile put the drainage pipe last winter. Bryan will follow up with Versatile about the this.

## **OLD BUSINESS**

### **Propane tanks**

CHS, the town's propane provider, was called to find out information on increasing the security with the tanks. They sent someone out to pressure test the LP system and no leaks were found. There was no charge for this service.

### **Uniforms**

The town rents the public works' uniforms and when employees leave, the uniforms are to be returned. The uniforms that the previous employees wore have not been returned. Letters have been sent to each former employee asking them to return the items by a certain date. That date has passed and the uniforms were not returned. The council discussed terminating the rental agreement for the two employees' uniforms with ALSCO, pay what would be owed for the loss of the uniforms plus the rental fee for July and to turn them over to collections.

### **ACTION**

George moved to terminate the rental agreement of the previous employees' uniforms and to pay the balance due for the loss of the uniforms to ALSCO plus the past month's rent of the uniforms and to submit the two amounts to collections; Adrian Knecht - \$472.90 & Derek Knecht - \$447.94 plus applicable monthly rent; seconded by Darcie. The motion was approved 5-0.

Cheryl will consider collection agencies that report to the credit bureau.

### **Culverts on Highway 27**

Any culvert on the highway that is 62" or above is maintained by DOT. Anything smaller is the responsibility of the Town. All of the ones along Highway 27 are 60" or smaller. Cheryl will check with MRSC about responsibilities between town and business owners.

### **Combining of Planning & Improvement**

The attorney will be drafting the proper ordinance to get the combination board up and running.

## **NEW BUSINESS**

### **Idaho Rural Water (IRW)**

Information about joining (IRW) was reviewed by the council. This is similar to Evergreen Rural Water which we are a member. Paul Sifford works for IRW and we would be able to utilize his expertise without any expense. If we joined, he would be able to be a technical support free of charge, much like Dave Tysz was when he worked for Evergreen Rural Water.

### **ACTION**

Emily moved to approve membership to IRW; seconded by Darcie. There was discussion about conflicts joining another state's program. The motion passed 5-0.

### **Liquor License Renewal**

### **ACTION**

Darcie moved to approve the liquor license renewal for The Market; seconded by George. Motion carried 5-0.

### **Unmet Transportation Needs**

A survey by Spokane County and Specialty Mobility is going on to find the transportation needs of senior citizens and citizens living with disabilities in our area. These can be found at the pharmacy and town hall.

### **Light in Hart Park**

Cheryl has checked with both MRSC & AWC about turning the street light out in Hart Park at 10:00 pm. If there is a sign posting that the park is closed at 10:00, the light can be shut off every night. The town would not have liability issues. Josh will set a timer.

### **Family Movie Night**

The council budgeted for at least one movie this summer. KayDee will check with FunFlicks for their next open date. \*\*

### **Liberty School District update**

Kyle Rydell gave an update on the building improvements going on at the school. The project should be completed sometime in October.

### **Public Works Report**

Please see attached report.

### **Compliments/Complaints**

None.

### **Other**

Thank you to Savannah Lindsley for the amazing flag you painted on the front counter in Town Hall. It is beautiful.

### **Health Insurance**

The personnel handbook says employees have a 90-day probationary period before new employees can obtain benefits. KayDee is asking for an exception to this.

The town was also notified by AWC that the waiting period cannot be longer than 60 days, legally.

### **ACTION**

George moved to change the Personnel handbook to read 60-day waiting period instead of 90 days for health insurance; seconded by Valerie. The motion carried 5-0.

### **Water notices**

The town has received notification from the Department of Health that testing that should have been done in January was not done. This is not a water quality issue.

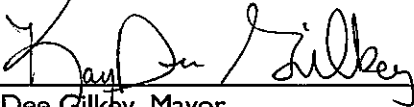
### **Dates to remember**

Cheryl is out of the office Mon & Tues afternoon and all day Wed, Thurs & Friday of this week.

Family Movie Night will be August 9<sup>th</sup> with the movie "MOANA" showing at 8:30.

### **Adjourn**

With no further business, the council meeting adjourned at Adjourned 7:50.

  
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KayDee Gilkey, Mayor

  
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Cheryl Loeffler, Clerk/Treasurer