

# MINUTES

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**McCall City Council  
Regular Meeting  
Legion Hall (McCall City Hall - Lower Level)  
October 9, 2014**

## Agenda

Call to Order and Roll Call  
Approve the Agenda  
Reports  
Pledge of Allegiance  
Public Comment  
Business Agenda  
Consent Agenda  
Adjournment

## **CALL TO ORDER AND ROLL CALL**

**Mayor Aymon called the regular meeting of the McCall City Council to order at 5:31 p.m. Mayor Aymon, Councilor Giles, Councilor Scott, Councilor Swanson, and Councilor Witte all answered roll call.**

City staff present was Gene Drabinski, City Manager; Terry White, City Attorney; Justin Williams, Chief of Police; Nate Coyle, Airport Manager; Dennis Coyle, Parks and Recreation Director; Peter Borner, Public Works Director; Linda Stokes, City Treasurer; Anne Kantola, Library Director; Meg Lojek, Library Director; Traci Malvich, Human Resources Manager; Carol Coyle, Grant Coordinator; Cris Malvich, Street Superintendent; and BessieJo Wagner, City Clerk.

## **APPROVE THE AGENDA**

**Councilor Giles moved to approve the agenda as submitted. Councilor Witte seconded the motion. In a voice vote all members voted aye and the motion carried.**

## **REPORTS**

Gene Drabinski updated the Council on his meeting with Mr. Sabala stating that Mr. Sabala asked for further clarification of what the 1% tax would fund. Mr. Drabinski stated that Mr. Sabala was looking for an alternative method of managing the ice rink. Mr. Drabinski told him that the City had no interest in taking on the task of managing the ice rink.

Justin Williams, Chief of Police, update the Council on the status of the school resource officer (SRO) stating that the School District has postponed the approval of the school resource officer, patrol officers have picked up the duties of the SRO. Councilor Scott requested time with Chief Williams regarding the duties of the SRO.

Carol Coyle, Grant Coordinator, updated the Council on what the Valley County Development Council (VCDC) is, stating the organization looks at the county or the region wide economic development plan. They have applied for their 501c3 designation. She stated that in order for the VCDC to move forward for the Frontier Americas Best Communities application, they need to have their 501c3. The McCall Area Chamber of Commerce is taking on the application.

Council congratulated Michelle Groenevelt, Community Development Director, and her staff for the Idaho APA Award for the outstanding Downtown Master Plan and the Idaho Smart Growth Award.

Council thanked Dennis Coyle, Parks and Recreation Director, for the Ground Breaking Ceremony at Fairway Park. Mr. Coyle stated that Fairway Park improvements have started with the fields to be done prior to snow along with the concrete pad and utilities for the restroom.

Peter Borner, Public Works Director, stated that the Public Works capital improvement plan was in progress.

Nate Coyle, Airport Manager, stated that the runway reseal was complete with only one extra day of closure.

Councilor Giles complimented Planning and Zoning Commission.

### **COMMITTEE MINUTES**

1. Airport Advisory Committee – August 7, 2014
2. Historic Preservation Commission – August 15, 2014
3. Library Board of Trustees – August 7, 2014
4. Library Board of Trustees – August 11, 2014
5. Library Board of Trustees – September 4, 2014
6. McCall Improvement Committee – July 10, 2014
7. Planning and Zoning Commission – August 5, 2014

Mayor Aymon led the audience in the Pledge of Allegiance at 5:56 p.m.

### **PUBLIC COMMENT**

**Mayor Aymon called for public comment at 5:57 p.m.**

**Hearing no comments, Mayor Aymon closed the public comment period.**

## **BUSINESS AGENDA**

### **AB 14-190 America in Bloom program report**

Carol Coyle, Grant Coordinator, presented a report on this year's America in Bloom program. She stated that the McCall Improvement Committee (MIC) started McCall's involvement in 2010 and the City has gotten better each year. The MIC does the McCall in Bloom program to get community involvement. The MIC was recognized for creative fund raising. The MIC raises money and puts it back into the community. McCall received a 4 Bloom rating for community involvement. McCall was also #1 in their population category and was also inducted into the Circle of Champions.

### **AB 14-189 Introduction of the new Library Director – Meg Lojek**

Traci Malvich, Human Resources Manager, introduced the Library Board Chair Jackie Rubin. Ms. Rubin introduces the New Library Director, Meg Lojek, stating that several qualified applications for the Library Director position were received. The search process was very thorough, including a national search. Staff and members of the Library Board conducted extensive, on-site interviews with four finalist candidates. After concluding all interviews, the Library Board unanimously selected a candidate.

The Library Board extended an offer to Margaret "Meg" Lojek. After all pre-employment steps were completed by staff, Ms. Lojek was appointed as the Library Director, by the Library Board, at their September 18, 2014 meeting. Ms. Lojek began work on September 29, 2014.

Ms. Lojek has many years of experience in library administration, as well as experience as a programming librarian. Ms. Lojek has a Master's Degree in Literature from the University of Montana, as well as earning her Idaho State Library Science certification. Ms. Lojek has been awarded the Idaho Governor's Brightest Star Award for her contributions to Idaho Public Libraries. Ms. Lojek brings additional skills and knowledge gained while serving as the Head of Library Services at Concordian International School in Bangkok, Thailand from 2011 to 2013.

Ms. Lojek's demonstrated dedication, knowledge, and experience as a library professional make her an ideal selection as the City of McCall's Library Director.

### **6:07 p.m. AB 14-188 Lake Shore Disposal Rate Increase Information**

Everette Arter presented City Council entered into an agreement with Lake Shore Disposal for collection and disposal of solid waste. The Second Amendment gives Lake Shore the authority to increase their rates by 3% without Council approval in 2014 and 2015. Everette Arter of Lake Shore Disposal presented to Council the increase effective in 2014 for the collection and disposal of solid waste in the City of McCall, a 2.8% increase retro back to July.

Mr. Arter stated that the only issue was the commercial bear-proof containers and damaged lids from people strapping them open. He also stated that the recycling center continues to be used as a dumping site.

**AB 14-182 Request for approval of the America's Best Communities Grant/Competition**

Richard Jayo and Tracy McMasters from Frontier and McCall Area Chamber of Commerce, presented information regarding the request for approval of the America's Best Communities Grant/Competition. Frontier Communications and DISH created a grant/competition called America's Best Communities to demonstrate sense of place and committed to its economic vitality. The McCall Area Chamber of Commerce has decided to be the non-profit entity to submit an application that represents the economic development region of Valley County with all the cities and Meadows Valley.

The following is the timeline for the process:

1. Application Opens - September 10, 2014
2. Application Deadline- January 12, 2015
3. Up to 50 Quarter-Finalists Selected -February 18, 2015 (\$35,000 to develop a regional ED Plan- \$15,000 match)
4. Up to 15 Semi-Finalists Selected - November 4, 2015 (attend summit to present)
5. Up to 8 Finalists Selected -January 29, 2016 (awarded \$100,000)
6. 3 Winners Selected -October 18, 2017 (prize money for projects \$1-\$3 million)

The five themes selected from a working group for the application are (1) housing, (2) transportation, (3) jobs, (4) health and wellness, and (5) education, arts and recreation.

Council requested that the information would be shared as the application is completed.

**There was general Council Consensus to approve providing a letter of support for the America's Best Communities competition.**

**AB 14-185 Request for approval of the Idaho Transportation Department Office of Highway Safety Grant Memorandum of Understanding**

Justin Williams, Chief of Police, presented the request for approval of the Idaho Transportation Department Office of Highway Safety Grant Memorandum of Understanding (MOU) to Council. The proposed MOU between the Idaho Transportation Department Office of Highway Safety and the McCall Police Department is part of a Nationwide Program dedicated to reduce the number of traffic related injuries and deaths.

Chief Williams explained that the MOU required officers to work regular duty and overtime hours with special emphasis or focus on Impaired Driving, Aggressive Driving, Safety Restraint usage and Pedestrian and Bicycle Safety during specified timeframes. The MOU reimburses the City of McCall for the dedicated overtime hours accrued during the specified timeframes spent on designated patrols. The MOU also allows officers to work regular duty hours (incentive hours) with emphasis on the specified focus area. The department is issued a credit for those hours; the credit is based on the number of hours worked. The credit is used to purchase specific preapproved equipment thru a reimbursement program.

If approved, the grant monies would be used for the purchase of in-car video systems, speed monitoring systems, or handheld alcohol monitoring systems. The purchase price for each in-car video system is approximately \$3500.00 per unit. The new systems will replace the department's

current systems that have obsolete technology. The purchase price of the speed detection/monitoring equipment ranges from \$2700.00-\$8000.00 per unit. The equipment will advise drivers of their speed at certain locations within the City limits. Handheld Alcohol Monitoring systems allow officers to test persons suspected of driving under the influence of alcohol to test that person in the field allowing to officer to receive a more accurate reading at the time of an incident. The purchase price to upgrade the existing handheld testing systems is \$5283.00.

**Councilor Scott moved to approve participation in the traffic enforcement mobilizations and authorize the Mayor to sign the Memorandum of Understanding. Councilor Giles seconded the motion. In a roll call vote Councilor Scott, Councilor Giles, Mayor Aymon, Councilor Swanson, and Councilor Witte all voted aye and the motion carried.**

**AB 14-181 Request for approval of the North Fork Payette River (“Lardo”) Bridge Agreements**

Peter Borner, Public Works Director, presented the request for approval of the North Fork Payette River (“Lardo”) Bridge Agreements to Council. Idaho Transportation Department (ITD) is currently replacing the North Fork Payette River Bridge (known as the Lardo Bridge) on Highway 55 between The Shore Lodge and Rotary Park utilizing a design-build contracting method this year. The Cooperative Agreement approved on April 24, 2014 between the state and city outlined the responsibilities and terms of the construction of and improvement for the new bridge.

ITD has requested the Mayor sign the following documents that are consistent with the Cooperative Agreement:

1. Donation Letter: intention to donate the permanent easement for bridge structure and sidewalks
2. Temporary Easement: easement document for the construction and installation of bridge structure and sidewalk in Rotary Park

After Council discussion there was some confusion regarding the donation of the permanent easement. Since the staff present and the Council were unclear regarding the permanent easement the Council requested that the Donation letter item come back

**Councilor Witte moved to approve the Temporary Easement for the SH-55 North Fork Payette River Bridge for the construction and installation of bridge structure and sidewalk in Rotary Park, with the amendment that the word “men” be changed to “persons” and authorize the Mayor to sign all necessary documents. Councilor Scott seconded the motion. In a roll call vote Councilor Witte, Councilor Scott, Mayor Aymon, Councilor Giles, and Councilor Swanson all voted aye and the motion carried.**

**AB 14-184 Request for Approval of the Contract for Hayes Street Sanitary Sewer Extension, Fall 2014**

Peter Borner, Public Works Director, presented the Request for approval of the contract for Hayes Street Sanitary Sewer Extension, fall 2014 to Council. This project consists of the extension of 8-inch gravity sanitary sewer main along Hayes Street between Boydston and Herrick Street. Specifically, the work will include:

1. 170 l.f. of sanitary sewer main to provide sewer service to new home at 804 Hayes.
2. Installation of new sewer service for 804 Hayes. Owner will reimburse City for sewer service installation cost.
3. Replacement of existing 100+ ft sewer service at 905 Hayes that is currently located within the City's ROW with a new service.

Mr. Borner explained that because the cost of a construction contract for this project may exceed \$25,000, an "informal" bidding procedure was conducted. All bids were opened on October 8, 2014, Granite Excavation had the lowest bid.

**Councilor Witte moved to approve staff to issue a "Notice of Award a Construction Contract" to Granite Excavation for the project, and authorize the Mayor to sign all contract documents. Councilor Swanson seconded the motion. In a roll call vote Councilor Witte, Councilor Swanson, Mayor Aymon, Councilor Giles, and Councilor Scott all voted aye and the motion carried.**

**AB 14-187 Resolution 14-15 to approve a Will Serve Cancellation Policy**

Peter Borner, Public Works Director, presented Resolution 14-15 to approve a Will Serve Cancellation Policy to Council. At the September 26, 2014, Mr. Borner discussed with City Council the need to terminate "will serves" associated with developments that were never competed. The entitlements to these developments have expired. However, the will serve letters did not have an expiration date. The Idaho Department of Environmental Quality requires the City of McCall to build the necessary infrastructure based upon existing year round population, seasonal populations, growth, and the number of outstanding will serve commitments.

Mr. Borner explained that as the City undertakes a Utility Rate Study it is important that the planning for Capital Improvements takes into account only those Will Serve commitments for existing developments and proposed developments that still have their entitlements. He also stated that it is important to note that building and maintaining the City of McCall water system infrastructure for developments whose entitlements have expired adds unnecessary expense and burden on existing rate payers.

**Councilor Scott moved to adopt Resolution 14-15 establishing an inventory of issued water system will serve commitments for development applications which have expired, providing a procedure for revocation of expired water system will serve commitments, providing a process whereby property owners may protest the revocation of water system will serve commitments, and providing for a hearing before the City Council and authorize the Mayor to sign all necessary documents. Councilor Giles seconded the motion. In a roll call vote Councilor Scott, Councilor Giles, Mayor Aymon, Councilor Swanson, and Councilor Witte all voted aye and the motion carried.**

**AB 14-186 Discussion regarding Snow Removal Contractor Issues and possible Mailbox Moratorium**

Peter Borner, Public Works Director, presented the discussion regarding Snow Removal Contractor Issues and possible Mailbox Moratorium to Council. He stated that several years ago Public Works presented to City Council an overview of proposed ordinances to deal with snow

removal issues. Most of the ordinances have been adopted; however, two areas of concern remain.

Mr. Borner explained that the first concern was the increased number of snow removal contractors who operate within the City of McCall and drive their equipment on City ROW's. He explained that the snow removal contractors park their trucks and trailers carrying their equipment in the street and frequently drive their equipment pushing snow across City streets. The City has important infrastructure such as manholes and water valves that are damaged by private contractors. In almost all cases we do now know who has done the damage. There is also a liability factor to other vehicles that are traveling on city streets.

Mr. Borner explained that the second concern is the increased number of requests to place mailboxes within the City ROW which creates several problems. He stated that the first is reduced snow storage space and the second is that these mailboxes impede the ability of the City to push back snow during heavy snow years. Mr. Borner stated that lastly, the City in most cases cannot re-establish drainage ditches. Public Works would like a moratorium placed on any new mailboxes until this issue is examined more closely and recommendations are brought to City Council for resolution.

Mr. Borner recommended that those who operate within the City must have a business license and require insurance.

There was much discussion that included the process would require a public hearing. It was noted that a Moratorium would require an ordinance and possible public input.

There was general consensus that a formal moratorium be brought forth at a future Council meeting.

**AB 14-183 Request for approval of Contingent Revenue and Contingent Expense line Item transfer for unanticipated revenue**

Linda Stokes, City Treasurer, presented the request for approval of Contingent Revenue and Contingent Expense line item transfer for unanticipated revenue to Council. The City Clerk's office anticipates receiving approximately \$93,000 additional Local Option Taxes to fund most if not all of the projects on the FY14 LOT Contingency List. Mrs. Stoke stated that should the City receive the total anticipated amount of \$93,000 the following entities will receive funding in priority order as follows:

1. \$25,000 – City of McCall-Public Works
2. \$2,500 – McCall Folklore Society Summer Music Festival
3. \$2,500 – Friends of Payette Avalanche Center
4. \$20,000 – Richard Sabala Foundation
5. \$3,000 – Chamber of Commerce-July 4 fireworks
6. \$3,000 – Chamber of Commerce-Winter Carnival
7. \$25,000 – City of McCall-Public Works
8. \$12,000 – City of McCall-Public Art

These revenues were not included in the FY14 budget. In order to use these funds in FY14, contingent revenue and contingent expense line item transfers must be made.

**Councilor Witte moved to approve the FY14 contingent revenue and contingent expense line item transfers. Councilor Giles seconded the motion. In a roll call vote Councilor Witte, Councilor Giles, Mayor Aymon, Councilor Scott, and Councilor Swanson all voted aye and the motion carried.**

### **Organization and Succession Planning Discussion**

Gene Drabinski, City Manager, presented the Organization and Succession Planning Discussion to Council. Mr. Drabinski explained how to organize the work and that the 1% sales tax could change how the City organizes the work. He stated that it could not be business as usual and there were possible changes that could happen in utilities that had not been seen in 10-15 years.

Mr. Drabinski distributed a handout to assist with the discussion. On the handout were scenarios of how the City operations may need to be restructured.

Councilor Giles suggested possible downsizing and combination of departments.

Mayor Aymon wanted to know if there were any restrictions for the structure of municipalities.

Councilor Swanson stated that as a result of Mr. Drabinski being in the position and being more outward facing feels that if what he has presented can optimize what Mr. Drabinski is doing then he was in favor of it.

Mayor Aymon thought it was great.

Councilor Giles asked if there were other city models that have this similar structure.

Mayor Aymon asked City Attorney Terry White if he had any input. He stated that a City does not run itself and it is up to the Council how it is run.

Councilor Witte likes the process; however is concerned about creating a structure that may only last for 10 years.

Councilor Scott liked that it was strategic; however needs some time to process the information.

Councilor Giles wanted to know how does the staff felt about the concept and did they have input. Mr. Drabinski stated that they did not know or have input.

There was continued discussion and general consensus that the idea would be revisited should the 1% sales tax pass.

### **Upcoming Meetings Schedule Discussion**

There was a brief discussion regarding the upcoming meetings schedule.



## CONSENT AGENDA

Staff recommended approval of the following items:

1. Council Regular Minutes – June 26, 2014
2. Payroll Report for Period ending September 26, 2014
3. Warrant Registers


A brief discussion took place regarding the Warrant Register.

**Councilor Swanson moved to approve the consent agenda as presented. Councilor Scott seconded the motion. In a voice vote all members voted aye and the motion passed.**

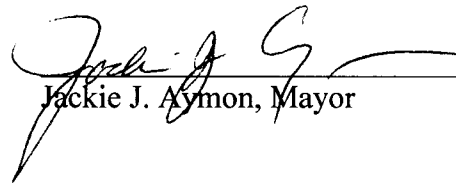
## ADJOURNMENT

Without further business, the Mayor adjourned the meeting at 8:14 p.m.

ATTEST:

  
BessieJo Wagner, City Clerk



  
Jackie J. Aymon, Mayor