

City of Tetonia  
Tetonia City Council  
Regular Meeting Minutes  
May 9, 2023 @ 7PM

### **OPEN MEETING**

- Call to order by Mayor Schindler
- Pledge of Allegiance led by Mayor Schindler

Roll Call by Deputy City Clerk Lenz– In attendance: Councilmembers Blaine Ball, Ryan Bonilla, Cody Green, Mayor Brent Schindler. Absent: Councilmember Aaron Hansen. Also in attendance: City Attorney Bart Birch, and Public Works Director Clint Moulton.

Public in Attendance: None

**PUBLIC HEARING:** None

### **ACTION ITEMS**

#### **Approval of Tetonia Public Works Standards**

Council questioned why the difference in what was presented and the example reviewed from the City of Mackay, ID. Consensus was reached that the standards presented were too cumbersome with the recommendation that Mackay standards be revisited with the goal of having Tetonia specific standards, and adoption of Idaho Standards, incorporated in the final standards.

Ball moved to table action to a future meeting, Green seconded, motion carried unanimously.

#### **Annual Update of Personnel Policy**

Clarifications were discussed as follows:

#### **Page 17 D. NEPOTISM/HIRING OF RELATIVE**

Attorney Birch confirmed that Idaho Statute is clear and prevents Council from appointing or hiring a person related to the Mayor or to a Councilmember by blood or marriage, to a compensated position, within the second degree. The language, “unless approved by the City Council” in sections a. and b. needs to be removed.

#### **Page 23-24 XII. EMPLOYEE BENEFITS**

With Vacation and Sick leaves “accrued together” Lenz recommended changing the description to Paid Time Off (PTO) versus breaking out Vacation and Sick leave. The PTO section should include: who qualifies to accrue, accrual rate(s), maximum accrual amount, leave scheduling, compensation rate when taking and payout percent/rate at time of employment ending

This led to a brief discussion of compensation (comp) time (page 21) with Moulton stating his preference for receiving comp time up to the limit set by Council versus being paid for overtime. Comp

time is accrued at 1.5 hours for each hour of overtime and is paid out at 100% at time of employment ending. Overtime hours above the allowed comp time accrual are paid as overtime.

#### **Page 24. HOLIDAYS**

Lenz noted that the Council has recognized twelve (12) holiday days, with two (2) conditional [Juneteenth and Columbus Day]. To follow the Federal holiday schedule, holidays that fall on a Saturday should be observed on the preceding Friday, not “Friday or Monday”. Council did not discuss offering a floating holiday.

#### **Page 26-32. XIII. Family Medical Leave Act (FMLA)**

Lenz recommended keeping the introduction paragraphs, section A. Eligibility Requirements and the section B.1. sentence, “Since the City does not employ ...”; all other FMLA references should be removed.

Lenz further recommended that job descriptions not be included in the city’s personnel policy. Consensus was reached by Council to table adoption to a future meeting with recommendations reviewed by Mayor Schindler and Clerk Beard for possible inclusion.

#### Ordinance 2023-02 Approval

Mayor and Council wages/benefits may be changed by Council (1) in a Municipal election year (2) the ordinance must be adopted and published once before the actual election (by August 17 in 2023), and (3) the effective date shall be the January following the respective November municipal election.

Green moved to waive the rules, to read by title only, and to consider the ordinance thrice read; Bonilla seconded. Green read the title of Ordinance 2023-02, “An ordinance amending Title 1 Chapter 5 of the Tetonia City Code in regards to establishing the salaries and benefits of the Mayor and City Council members of the City of Tetonia, ID; repealing all ordinances or parts thereof in conflict herewith; and providing an effective date of January 1, 2024.” The question was called and carried unanimously.

Green moved to adopt Ordinance 2023-02 as presented; Ball seconded. The question was called by roll: Ball – aye, Bonilla – aye, Green – aye. The motion carried unanimously.

#### MAG Roadwork Plans for 2023

Councilman Ball pointed out that the City has applied magnesium chloride (MAG) to most of the east & west roads in prior years leaving north and south roads to be scheduled for application. MAG is not for dust control; it is used for gravel stabilization which extends the useable life of roads. To the question of whether or not the Council should start saving toward the cost of chip sealing Tetonia’s roads, Ball responded that the cost is very expensive and that Tetonia’s roads have held up well, far beyond the standard seven (7) year life for a gravel road. Ball stated that the best practice for the City would be to “keep the good roads good and let the bad roads go” and then consider repair options for the bad roads.

Ball moved to approve the 2023 MAG schedule as presented, Bonilla seconded, motion carried unanimously.

### Public Works Summer Help

Public Works (PW) Director Moulton confirmed that it would be “nice” to have help over the summer months to mow the parks, control weeds, water flowers, and help with whatever other jobs he could find. Consensus was reached to approve a PW summer employee at \$15/hour, for a maximum of 12-weeks, or until school starts, with a \$100 end of summer bonus if the employee works all summer.

### Office Supplies

Ball moved to approve City Clerk Beard’s request for a paper folding machine at a cost not to exceed \$500. Green seconded, motion carried unanimously.

### Consent Agenda

- April Claims
- April Minutes

Ball moved to approve the April claims and minutes with mayoral revisions. Green seconded, motion carried unanimously.

- Past due accounts were reviewed by the Mayor and the Council with second notice letters to be sent to account # 849.01, #1330.01, and #1980.01. Account # 1111.02 is “on track” per Moulton
- The Clerk’s staff report was reviewed with the following items highlighted:
  - KUDOS to PWD Moulton for his work on the City Park restrooms
  - Arbor Day/Cleanup week, April 15-20; Mayor Schindler and the Council instructed Moulton to “plant a tree” too
  - Tetonia Days will be July 22 at Ruby Carson Park

### Enforcements, Compliance Update

- An enforcement letter was sent 5.03.2023 to homes on Jackson Avenue due to large amounts of loose garbage/trash
- A resident complaining about loose dogs was advised to contact the Teton County Sheriff’s office; this is a countywide issue
- No response has been received from the home owners installing the new 2” water line at Central & Teton; Bonilla reported that the road in front “looks good”. Ball requested that Moulton document installation of the meter pit and connections with pictures
- No response received from the Rodeo Grounds party per Attorney Birch

### Discussion

- There is \$22,389 remaining in the City’s **ARPA funds** which can be used for water and/or sewer projects. PWD Moulton and Clerk Beard both recommend using these funds to convert the remaining water meters to radio read. Another potential use would be to purchase a chomper pump for the lagoon screen
- Tetonia has been accepted into the 2023 **Blue Cross Community Health Academy**. Mayor Schindler will attend summer sessions and Clerk Beard will attend the fall sessions. With representation at all six sessions, Tetonia will receive a \$20,000 grant that may be used in a variety of ways such as upgrading the park restrooms.

- After discussion, the Council agreed to keep the **TVBSA** fee for 2023 at \$425, May 1 – June 29, provided the organization keep the park clean and assists with maintenance of the field as requested by the City
- Council needs to notify Clerk Beard, ASAP, if anyone wants to attend the **Association of Idaho Cities (AIC) conference** June 20-23 in Boise. Scholarship funds may be available from AIC to attend. Mayor Schindler is working on taking a group of students to the conference this year.
- **Set Fiscal Year (FY) 2024 Goals** – to be discussed further at the first FY2024 budget work session
- Budget Priorities – First **FY2024 Budget Work Session** is scheduled for Tuesday, May 23. Projects for considerations (1) lighting at the park, (2) purchase of a new public works pick-up, (3) survey of residents
- **Mayor's Updates**
  - Council was not in favor of purchasing a water slide for Tetonia Days; Bonilla offered to cover the cost of the fish pond and would also cover the cost for a water slide if necessary
  - Teton County Commissioners are requesting changes in how the County and cities within the county interact for land in respective areas of impact (AOI) based on legislation that did not pass in 2024. The first meeting with Mayor Schindler was disappointing. AOI is scheduled to be discussed at the May Council of Government meeting, which Mayor Schindler can only attend in part
  - Public Works Director (PWD) Moulton has passed his first exam for licensure and will receive a \$1/hour wage increase
  - Mayor Schindler has his list of summer projects available should Council wish to review it with him; Rails-to-Trails is on his list
  - Attorney Birch had no concerns/issues to report

**ADJOURN MEETING**

8:40PM Ball moved to adjourn; Green seconded. The motion carried unanimously.

\_\_\_\_\_  
Brent Schindler, Mayor

Attest: \_\_\_\_\_  
Jacque Beard, City Clerk