**City of Tetonia**



**Tetonia City Council -   
Regular Meeting**

**City Hall-3192 Perry Ave**

**July 10, 2017 – 7:00 pm**

**Open Meeting**

* Call to order by Mayor at 7:08 pm/Pledge of Allegiance
* Roll call by Clerk – Council President, Tom Abbott; Council Member, Bucky Matkin; Council Member, Nanci Garling; City Attorney, Bart Birch; , Aaron Hansen, Council Member was excused.
* Amended Agenda if needed (stating the “good Faith” reason why in Accordance with Idaho Code 67-2343)
* Public in attendance – Rick Miller, Eastern Idaho Development Company; Dave Noel, Forsgren Engineering; Kevin Harris, Forsgren Engineering

**General Business**

Community Block Grant – Rick Miller, The Eastern Idaho Development Company

For the first time in Idaho or ever – Dept. of Commerce is starting to request applications for block grants for Parks – maxing out at $150,000. The intent is to help communities which have existing Parks to get up to ADA regulations - making playground equipment, bike paths etc. ADA accessible. They will not grant funds for improvements to ball parks as they feel that ball playing fields are not something that would be used by a disabled person.

Bucky Matkin – Could the funds be used to improve the sprinkler system?

Rick Miller – They would only allow funds to be used to improve the sprinkler system, if you had to tear into it in order to get other things done. They are focused on making Parks more ADA accessible.

Mayor Hoopes – We would like to have ADA accessible restrooms with enlarged attached pavilion.

Rick Miller – Some of the communities have done a couple of pieces of equipment for handicapped children. The grant application follows a definite time line. The application needs to be submitted in September. The City would need to have matching funds in kind to move forward. The City can use Public Works labor as part of the matching fund. The match can be anywhere from $30,000 to $50,000.

The application asks what kind of events go on in the park; how often does it get used; how often does a league use the diamond; the amount of tennis court use. All of that needs to be listed on the application. The application is submitted in September, notification takes place in October or November. And the money is awarded the following spring.

You will need to have a park planning assessment. This addresses the problems; health and safety concerns; whether or not the park meets the national parks and recreations standards. A lot of work to apply. It would be very similar to the water project, as you will need a complete description, preliminary designs, building permits, and a preliminary budget.

Bucky Matkin – We should look into this further.

Mayor Hoopes – We do have restroom plans drawn up for a completely new building.

Rick Miller – I also wanted to let you know that Sharon with the State called me last week, and said that now is a great time for applications to come in as there doesn’t appear to be a lot of competition.

It is very close to the deadline for doing a survey to determine what the citizens want. I also need to verify to make sure that the City is eligible to apply as we are already receiving grant money for the water project. You would probably need a special meeting in July just to discuss this further.

Mayor Hoopes – We received a grant to do renovations to the restrooms that we currently have. However, that is still not going to make the ADA assessable. Not room for the stalls or cannot widen the door.

Rick Miller – I looked at the current restrooms and because of the cinderblock walls it would be very hard to renovate them to make them ADA accessible. There is also not enough radius for a wheelchair to spin around which is a requirement. The door on the storage end of the restrooms does have a wide enough access, but it would still be a problem to get everything to fit.

Rick – The storage does have enough wide access – but that would still be a little problem trying to make it all fit.

Dave Noel – There is a space requirement on the door swing so you can be on a hard surface and operate the door.

Rick Miller – Maybe you should just finish the update on the restrooms that you currently have and then do a new restroom that is ADA accessible. You could lock the ADA restroom up in the winter and have it accessible for the summer.

Mayor Hoopes – We would have to know if we can apply before the end of July.

Rick Miller – I will have to look at it now to determine budget etc. and we would need a couple of months to put together what we want. If we can’t make it work this year, we could put it together and apply for it next year.

Bucky Matkin – We can attempt to look into it and see if we can get ready. We’ve met a lot already working on the budget. But it would be a good opportunity to us to get these this done.

Mayor Hoopes – I agree that this might be a good idea. We should probably look at it and get back to Rick fairly quickly, we can do it at the same time that we approve the budget.

Water Project – Update from Mayor Hoopes

Dave Noel and Kevin Harris – We need to get the advertising out in order to meet the state requirements to get bids in. We suggest that in order to have any possibility of doing anything, we need to nail down the dates as to getting this out.

We suggest that we get this to the paper this week, in the event that comments come back that we have to change something, then we will just issue an addendum.

We think that DEQ comments are about ready; we haven’t heard from rural development, or Army Corps as of yet, but we will get something in writing from Army Corps and DEQ.

The dates for publication should be July 20 and July 27th, 2017. Need to open the bids in front of at least one council member.

Dave Noel – We could have them due on Monday, August 7, go through them and make sure they are responsive, check for licensing etc. and go through all the steps and make sure it is a qualified bid. Then we could come to the Council on August 14th with a letter to recommend who you should award contract to.

Then we could issue a notice of award on the 15th of August. The contractor could then accept the contract in 10 days, get their insurance and bonds together and this would allow them to start around the first part of September.

**Bid opening will take place on the 8th of August at 4:00 pm.** The bids can show up at any time. Each bid has to be noted with the time that it comes in. The time that it comes in will be determined by the clock on the office computer.

Bids have to be sealed and marked in a certain manner.

Dave Noel – We should also consider having a pre-bid conference. It is a time for Dave Noel to come and for any contractors to come who may want to go over the project, the funding of the project, any particular requirements, etc. A pre-bid conference normally takes about 2 hours. A truly interested contractor will come to a pre-bid conference.

**Pre-bid conference is scheduled for August 1st. at 2:00 pm.**

Dave Noel – Just a few housekeeping items. Frosgren will have all the documents. Forsgren will be the “plan holder”. Any contractor who wants plans will have to sign for them – log in. Then if there are any addendums, everyone who has a set of plans will get a copy of the addendums.

We are required by law to accept the lowest responsive bid - if contractor can bond for the license they can qualify – if they fill out all the paperwork, dot all their “I’s” and cross all their “T’s”. They have to come with bid security. In the event you wind up with a contractor who you don’t like, the only option is to reject all bids and start again.

We expect comments back from DEQ so before we open bids, we want to present any changes recommended by DEQ. We are not asking for a special meeting right now, but if they come back with comments that something needs changed and then we will get ahold of the Mayor.

Bucky Matkin – The council has already approved the Mayor to OK any changes of plans etc.

Kevin Harris – We also want to know how to phase it, when to shut down. Should they work until they can’t and then submit a shut down? There is no expectation to work through the winter.

Dave Noel – We suggest a winter shut down – when it is hitting 10 degrees then we shut down, when it gets above freezing, we start back up. A winter shut down has to last at least 30 days.

Bucky Matkin – When a contractor is selected, then a time line can be established with that particular contractor.

Dave Noel – a general contractor superintendent must be on site when any work is being done.

No official motion is made.

Nanci Garling agrees to move forward. Tom Abbott agrees to move forward. Bucky Matkin agrees to move forward. Mayor Hoopes is also in agreement.

ICRMP – sewer back up claim

Mitch Beard – There were tree roots in the sewer line between Egbert and Letham, closer to Letham. As a result the sewer back up into Shindler’s basement.

Mayor Hoopes – Let’s see if can use Driggs’ Camera to look in our sewer lines.

Bucky Matkin – In order to figure out what to do about it, we will need to have a camera look through the line first.

Bart Birch – Is there any contractor that has a camera like Rotor Rooter or someone?

Mayor Hoopes – Mitch, could you follow up on that to see if the problem was roots or something else?

Budget 2018 – Update (consideration of establishing fees and increasing fees)

Bucky Matkin – I would like for us to come up with a fee schedule to approve. I think that the business license should be about $25.00

Mayor Hoopes – It would be beneficial for the City to have a record of the businesses that are operating within the City of Tetonia. I would like to see us have it for two years at a cost of $20.00 for those two years.

Bucky Matkin – I suggest that the Mayor be given authority to determine what to do with the fees and schedule.

Logo – consideration of new coloration of existing logo

Tom Abbot – I like the logo that we now have, but it would be nice to try to add the wheat

shafts to each side if we could.

Discussion among all council members considering changing the logo. Decision was reached to have Jean see if the designer could come up with the same logo The City currently has and add the wheat shaft to it.

Events – Update from the Mayor

Capital for the Day

Mayor Hoopes – We had a good crowd on Friday for the Capital for the Day event. There were a few people who were upset that the governor didn’t come and instead sent the Lt. Governor Brad Little.

Bucky Matkin – People think that dollars can fix anything. The people asked questions about some valid issues, but throwing money at issues won’t fix the problems.

Dutch Oven Cook-off

Mayor Hoopes - Tim Brower will do the cooking for the chicken dinner. We need help in finding more contestants. If you know anyone who might want to cook, please get them involved. We will be selling taster’s tickets for $5.00 each. They will get a small plate for their $5.00 and be able to get a small sample of what everyone is cooking.

Eclipse

Mayor Hoopes – There are two lines of thoughts about the eclipse; one is promoted by the Continental Divide Events Company and the other is promoted by the County; – two lines of thoughts – Continental Divide Events Company and then the County has plans. We decided not to advertise on the   
Teton Totality Website because they were trying to price fix the cost to stay a night and trying to regulate that each camper had to stay at least 4 nights.

The City will have an information booth set up between the Teton Seed Company and Dave’s Pub. We will be giving out information, and directing people to our local businesses if they want to buy water or something else that our businesses can supply. I hope to put together a tri-fold brochure that will have the map of the city on the inside and advertising for our businesses on the outside. We will hand that out.

At this point we have had limited interest in the Tetonia Rodeo Grounds. We have had two people contact us, but only one of them has paid and signed the rules and regulations.

Nanci Garling – Why didn’t we get porta potties?

Mayor Hoopes – The porta-potties were going to be very expensive so we were hoping that we could get some from some other place. There was no guarantee that the fees being charged for the porta potties were going to generate any money back to the Cities.

Tom Abbot – I think that the only people who are predicting such high numbers of people coming into the Valley are those people who are expecting to profit from this event.

**Public Works**

Nothing to report other than the sewer back up which has already been discussed.

**Planning and Zoning**Nothing to report.

**Consent Agenda**

MinutesTom Abbott – I move to accept the minutes.

Bucky Matkin – I second the motion.

All in favor. Motion carries.

Expenses and Revenue

Tom Abbot – I move to accept the claims and revenue for 2017 period 9.

Nanci Garling – I second the motion.

All in favor. Motion carries.

Adjournment

Bucky Matkin – I move to adjourn the meeting.

Tom Abbot – I second the motion.

All in favor. Motion carries.

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Gloria Hoopes, Mayor Date Jean Hansen, Clerk Date