

**City of Castleford
Council Meeting
May 19th, 2021**

Meeting was called to order at 7:02 pm by Mayor Dan Howard. Those in attendance were as follows Dan Howard, Roxanne Stiegemeier, Cliff Lockhart, Melissa Inchausti, and Kristina Scott.

Public: Victor Keen

- * Kristina Scott established a quorum of the City Council.
- * Minutes from the April 28th, 2021 meeting read silently by council members, Roxanne motioned to approve minutes and Justin 2nd, motion passed
- * Emergency meeting minutes from May 10th, 2021 were read silently by council members, Roxanne motioned to approve minutes and Cliff 2nd, motion passed.

Old Business:

- * **City Hall Meals update-** Cliff is still working on health department information. Kristina volunteered to be a cook one day a week. Cliff stated he has been talking to Timmie Fabela and she may be volunteering but she needs to take the food safety class and then Kristina could assist and still be able to take payments and what not. Timmie will be getting back to us regarding food safety class. No motions made.
- * **Road Use Agreement/permit-** Draft of Road Use Agreement reviewed by council. Justin suggested finding a different person to do the inspections as John Zamora, who has agreed to do them, is leaving his position and there is concern his replacement will not be so willing to help. Justin motioned to move forward with a new draft of the agreement changing the wording to “qualified professional”, Roxanne 2nd. Cliff-Nay, Justin-yes, Roxanne-yes, Dan-yes, motion passed. Cliff clarified he is voting Nay due to there being things in the contract he is still trying to understand. Council further discussed the contract. Kristina clarified all that is being approved at this moment is a new draft.
- * **Dog Ordinance-** Kristina acquired a copy of Buhl’s ordinances and provided a copy to Council. No motions made.
- * **Survey for City Hall –** Kristina spoke with Chris Harmison at EHM and he stated in his opinion we should use the same surveyor. He is charging significantly less and is available much sooner as well. Conflict of interest concerns were addressed. Justin motioned to move forward with scheduling the survey with Desert West Land Surveyors, Roxanne 2nd, motion passed.
- * **Local Government Investment Pool –** Melissa informed the board that she cannot give any advice regarding investments. Cliff motioned we hold off on investment discussions until after we receive the audit, Roxanne 2nd, motion passed.

* **New Business:**

- * **Condemned Buildings –** There are 5 properties on the list for possible condemnation. Discussed the individual properties and Melissa clarified that the 1st letter gives them so many days to get property to code, we then have the right to move forward with condemnation proceedings. After discussion, Roxanne motioned to send a threatening letter to start, Justin 2nd, motion passed.
- * **Arbor Day –** Melissa suggested we plant a tree for Justin’s Grandpa. Roxanne motioned we set the date for a day soon weather permitting, Victor to go look at trees on Friday, Cliff 2nd, motion passed.
- * **Supply Order for Wastewater –** Roxanne motioned we order the probiotic scrubber needed for wastewater, Justin 2nd, motion passed.
- * **Water Tank Inspection –** Victor stated the need for this to be done and presented the quotes he has received. Cliff motioned we use the company in Kuna, Justin 2nd, motion passed.

- * **IT** – Due to recent computer issues Kristina presented membership with ClickIT, council requested quotes from other companies before a decision is made. Cliff motioned the issue be tabled waiting on quotes from other companies, Roxanne 2nd, motion passed.
- * **City Hall Hours – Possibilities discussed – Cliff motioned we change hours as follows: Mon, Tues, Thurs 9-3 Wed, Noon to 7, effective immediately, Roxanne 2nd, motion passed.**
- * **Public Comment:**
- * None

Financial Statement:

Melissa provided a hardcopy of financial statement that had been sent via text message during emergency meeting. Western Septic bill for \$185 was not included in this statement as it was acquired after the statement was printed. Cliff motioned the remaining bills for the month be paid, Justin 2nd, motion passed.

Adjournment:

- * Cliff motioned the meeting be adjourned, Justin 2nd, motion passed, meeting called at 8:06 pm.

Kristina Scott

Approved on