



**City of Castleford
Council Meeting
February 9th, 2022**

Meeting was called to order at 7:00 pm by Mayor Dan Howard. Those in attendance were as follows Dan Howard, Roxanne Stiegemeier, Justin Clark, Cliff Lockhart, Kristina Scott, Melissa Inchausti Public: Victor Keen, Rick Brook, Steven Yearsley, Sam Larrando, Nathan Murray

- * Kristina established a quorum of the City Council.
- * Minutes from the January 12th were read silently by council members, Justin motioned to approve minutes as written, Roxanne 2nd, motion passed

Special Guest: Nathan Murray from Idaho Power presented information regarding our existing franchise agreement and the possible changes of adding a 1% franchise fee as most cities and towns already do and generate some revenue for the city. Nathan is to send us a copy of the existing agreement for council to review. Justin motioned to table until next meeting, Roxanne 2nd, motion passed.

Special Guest: Steven Yearsley and Sam Larrando from Forsgren engineering came to discuss the scope of work regarding a transportation plan for the City of Castleford that is needed in order to qualify for state funding. Current bid is \$23,000. Steven explained how the plan generally works and the importance of having it for funding. Stated there may be places that can be trimmed to cut cost some. Cliff asked when a decision would need to be made, Steven stated they wouldn't be able to start until nicer weather so sometime in May.

Unable to swear in Raul Garcia as he did not attend the meeting.

Unable to elect a council president without all members of council present.

Old Business:

- * **Parking signs for front of building** – there is a state statute we thought could be used however have learned it applied to private property with this being a government building it is not considered private, a new ordinance has to be written limiting the parking allowed in front of city hall. Justin motioned to table until ordinance can be finished, Cliff 2nd, motion passed.
- * **Proposed Ordinance #225 – Noise/Disturbing the Peace** – Justin motioned to dispense of the rule to be read on 3 different days and to be read by title only today for passing, Cliff 2nd, motion passed. Cliff motioned to adopt Ordinance #225 and read the full title of proposed ordinance, Justin 2nd, motion passed.

* **New Business:**

- * **Thank you gifts for volunteer plow/snow removal.** – Dan stated to the council he would like to get a thank you gift for the individuals who spent so much time volunteering to remove snow. Cliff motioned that we get a \$50 gift card for Troy Schlund, John Peterson, Lonnie Keen, and Victor Keen. Justin 2nd motion passed.
- * **Proposed resolution to repeal unnecessary/outdated ordinances** – Kristina informed council she has discovered since printing the agenda it's going to take a little more than a resolution and she is working on compiling information for codification. Justin motioned to move forward with codification of our ordinances, Roxanne 2nd, motion passed.
- * **Dog license** – Justin motioned to change dog license fee to an annual charge to include a clause exempting Foster dogs for 6 months. Cliff 2nd, motion passed.
- * **Paving and street repairs** – Dan informed council he has spoken with the Buhl Highway District and if we want anything done with the streets this year we need to get on their agenda.

The need for all streets being chip sealed discussed. Dan is to speak with the Highway district regarding a payment plan so we can still have funds to possibly get the transportation plan completed. Justin motioned to table awaiting further information, Cliff 2nd motion passed.

* **Utility Billing Policy** – current late fee is applied on the 25th of the month, the same day water is shut off. Pros and cons of different dates discussed. Roxanne motioned to change the date late fees are added to the 18th giving a 3 day grace period, Cliff 2nd motion passed.

* **Job description for code enforcer** – Cliff asked Rick to write a job description for himself

* **Public Comment**

* Justin informed council that Dena Allred called him with an issue regarding water in the greenhouse stating that Victor refused to turn the water on. Victor let them know he had not been asked to turn it on. Kristina stated they had called and she sent Victor over as soon as that call was received. Victor stated he couldn't turn the water on at that point because they didn't have a pipe attached at that time. He told them they could turn it on when they finished. It is assumed that the pipe may be frozen because the plumbers left the hole open overnight when it was 12 degrees. Victor will look into it tomorrow.

* **Financial Statement**

Melissa pointed out to council that the number on the financial statement is misleading and we operate on a very small budget. She then presented the monthly income and bills and provided a copy of the current financial statement to all council members. Cliff motioned to pay the bills, Justin 2nd, motion passed.

Executive Session:

Justin motioned to enter executive session under article 72-406d, Cliff 2nd, motion passed. Cliff motioned to exit executive session, Roxanne 2nd, motion passed.

Adjournment:

* Cliff motioned to adjourn, Roxanne 2nd, motion passed. Meeting adjourned at 9:03 pm

Kristina Scott

Approved on