

City Council Meeting

January 09, 2008



CITY OF
REXBURG
America's Family Community

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January 09, 2008

Mayor Shawn Larsen

Council Members:

Christopher Mann – Council President
Adam Stout Richard Woodland
Rex Erickson Randy Schwendiman
Bart Stevens

City Staff:

Stephen Zollinger — City Attorney
Richard Horner – Finance Officer
John Millar — Public Works Director
Val Christensen – Building Official
Gary Leikness — Planning & Zoning Administrator
Blair Kay — City Clerk

7:00 P.M. – Pledge to the Flag

Roll Call of Council Members: All City Council Members were present.

Consent Calendar: The consent calendar includes items which require formal City Council action, however they are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar for discussion in greater detail. Explanatory information is included in the City Council's agenda packet regarding these items.

- A. Minutes from December 19, 2007 meeting
- B. Approve the City of Rexburg Bills

Council Member Erickson moved to approve the consent calendar. Council Member Mann seconded the motion; all voted aye, none opposed. **The motion carried.**

Public Comment: on issues not scheduled on the agenda (limit 3 minutes) - None

Presentations: - None

Mayor Larsen explained the new City Council liaison assignments for the entire City Council. He explained April Howard is the contact person at City Hall for help with meeting agenda scheduling, contact info, etc.

Committee Liaison Assignments for 2007:

- A. Council Member Chris Mann *Museum Committee · Beautification Committee · Emergency Services Board*
- B. Council Member Rex Erickson *Golf Board · Planning & Zoning · Rexburg Redevelopment Agency*
- C. Council Member Bart Stevens *Airport Board · Romance Theatre Committee · MYAB · School Board*
- D. Council Member Randy Schwendiman *Parks & Recreation · Traffic & Safety Committee*
- E. Council Member Richard Woodland *Rexburg Arts Council · IBC Committee · Tabernacle Civic Center*
- F. Council Member Adam Stout *Legacy Flight Museum · Trails of Madison County*

Mayor Larsen reviewed the opportunity for City Council members to attend to the duties of a liaison to the City Committees. City Council members are not voting members of the committees.

Public Hearings: - None

New Business:

- A. Installation of the Mayor and Council Members (Certificates of Election)**

Mayor Larsen was sworn into office by City Clerk Blair Kay and he was presented with his Certificate of Election. **City Council members Rex Erickson, Adam Stout and Richard Woodland** were sworn into office by Mayor Larsen. Each new City Council member was presented with their Certificate of Election.

B. Elect President of the Council

Mayor Larsen turned time to the City Council for discussing the appointment of a new City Council President.

Council Member Erickson moved to appoint City Council Member Chris Mann as City Council President; Council Member Stevens seconded the motion. Discussion: Mayor Larsen explained the City Council President takes the Mayor's place at meetings when the Mayor can't make it. All voted aye, none opposed. **The motion carried.** City Council President Mann thanked the City Council for their vote of confidence in him.

C. Access Control Management Policy – Staff

Public Works Director John Millar gave a PowerPoint presentation discussing an Access Control Management Policy. He reviewed numerous examples of road access options on the overhead screen.

Problem Identification

- Traffic volumes.
- Congestion and travel delay.
- Unacceptable accident rates & loss of life.
- Roadway construction costs.
- Social, economic, environmental impacts.
- Maintenance costs.
- Decreasing budgets.

What is Access Management?

- Managing each point of access.
- Driveways and intersections.
- Goal - is to limit roadway conflict.
- Smoother traffic flow.
- Better travel times.
- Less delays at traffic signals.
- Less stressful drive.
- Fewer accidents.

Access Management Strategies Support:

- Congestion Management.
- Improves roadway performance.
- Asset Management.
- Reduces Right of way costs, impacts.
- Safety Management.
- Reduces crashes.
- Mobility Preservation.
- Saves energy.

Roadways are the Most Dangerous Public Facilities on the Face of the Earth

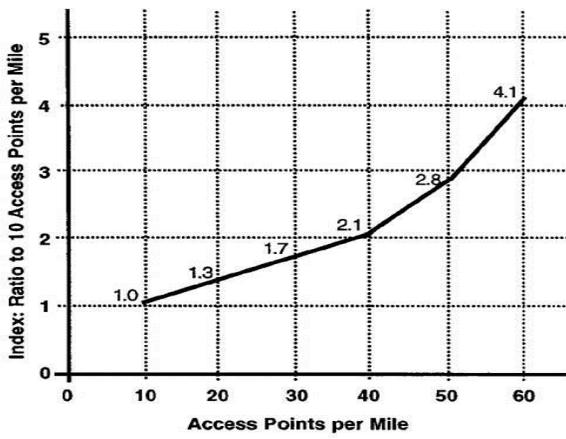
- In the US, over 830 people were killed each **week** in 2005.
- 17,500 Crashes each **day**.
- 7,400 Injuries each **day**.
- Over \$630 million dollars in losses **daily**.
- The leading cause of death of children, age 4-15 (45 deaths per week)

Intersection Crash Statistics (nationally -USA)

- 27.3 % of all reported crashes (in intersection).
- Almost 25% of all traffic fatalities.
- Almost 50% of all traffic injuries.

There is no such thing as a Safe Access

As the number of access points per mile increase, so does the frequency of total highway collisions. And the rate also increases (Each access = 4%).



Source: Estimated from Various Sources
Figure 15. Composite accident rate indices.

Access Related crashes, occurring at driveways and intersections represent over 55 percent of all traffic crashes. Over 40% in rural; 65% in urban areas.

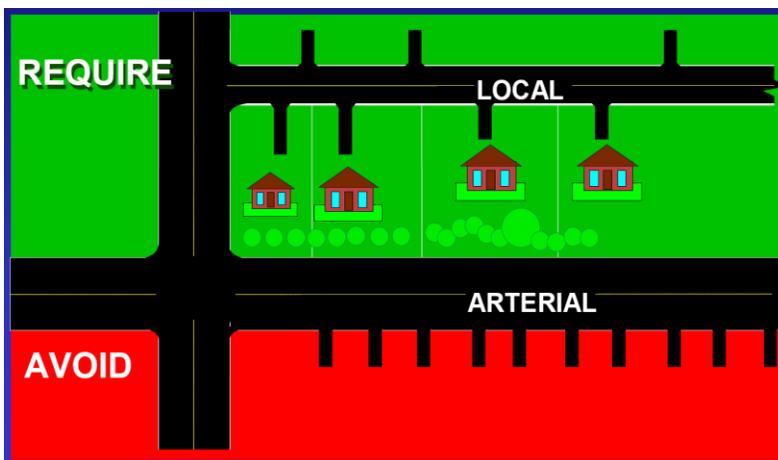
Access Permits

- Issuing a permit is a decision to diminish public safety and roadway mobility. It is one of the few daily agency decisions that is counter to most of the goals and objectives of a public agency.

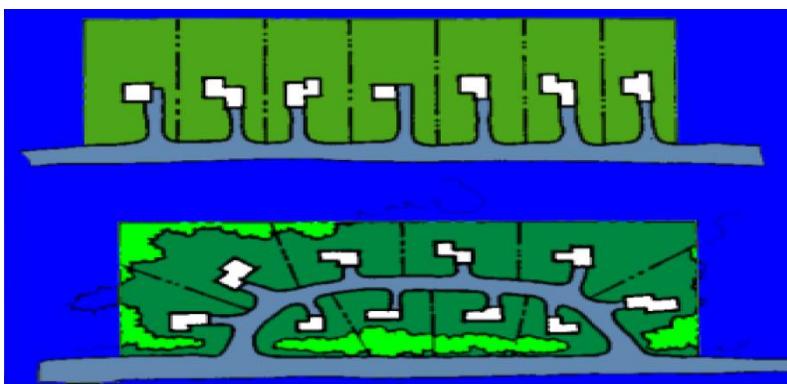
Goals of Access Management

- Keep private access off arterials.

Example 1:

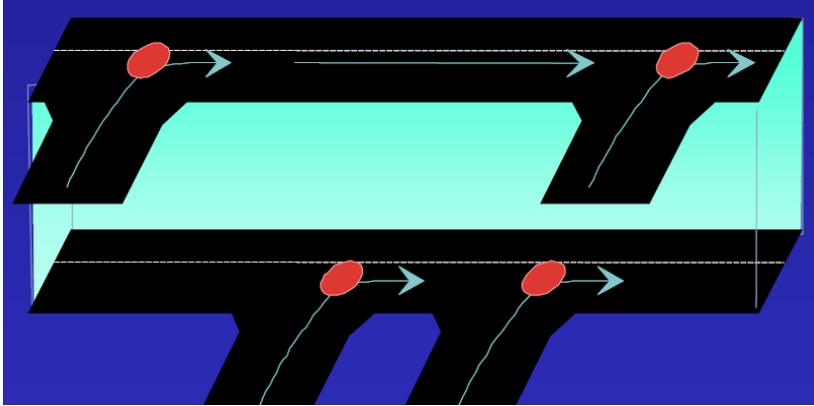


Example 2:



Goals of Access Management

- Separate conflict points.
- Separate Turning Vehicles from through traffic.



When access principles are applied to a specific Corridor

- Crashes reduced by 30 to 60 percent.
- Capacity increased by 20 to 40 percent.

Managing Congestion, Capacity and Mobility is about

- Managing location and design of access to land development.
- Uniform intersection spacing.
- PARTNERSHIPS with land use authorities – as a TOP priority.
- Ounce of prevention saves a pound of cure.

Increased Lanes Increased Risk

Sometimes access related safety problems are more subtle. Increased exposure, more conflict points per left movement due to more lanes. The old style major intersection with a gas station on each corner had a high conflict frequency and a relatively high crash frequency. You can expect the crash history to double or triple in this intersection area due to the close proximity of driveways to the intersection and the vehicle paths of all the exiting and entering customers from the many driveways.

Quality Control on Arterials is all about local street networks

- Having a hierarchy.
- Major to local for circulation.
- Avoiding Strip commercial and residential frontage with direct arterial driveways.

How planning contributes to crash rates

- Local street layouts.
- Subdivision design.
- Shopping center design.
- All determine arterial conflict frequency.
- “The role of planners in roadway safety” or “how planners kill”.

Signalized Intersection Spacing

Traffic signals produce the greatest amount of conflict, delay and workload.

Relative crash frequency

- 1.4 per year at urban un-signalized intersections.
- 6.2 per year at urban signalized intersections.

Why Signal Spacing is Important

- Short spacing reduces ability to maintain speed and capacity.
- More signals per mile mean more collisions per mile.
- Short spacing may result in adjacent signal queues impacting each other.

Have a Traffic Signal Plan

- Signals reduce capacity, mobility and increase crashes; yet they are a necessity.
- Have a plan then minimizes their need and achieves good spacing.
- At state level – adopt signal spacing standards.

Regional Economy and Growth is

- Good jobs, good paychecks.
- Local industries that export.
- Freight mobility and reliability.
- Labor mobility (access to jobs).
- Retail sales are a product of employment not driveways.

Most Access Programs have Two major elements:

- Access Standards and Access Categories.
- The true heart of an access management program is the access category system.

Access Classification System

- Establishes an access decision hierarchy that is aligned with the adopted transportation plan.
- Ensure that each access decision is consistent with meeting the functional purpose of the roadway.
- Access category is the functional guidance on day to day access decisions impacting the performance of the roadway.

Public Works Director John Millar said most cities don't have a control access plan. He handed out an excerpt from Rexburg's traffic master plan. He explained that he will be coming back with more information about a control access plan; however, this is a document for the City Council to go review. He also handed out a street map with roads highlighted that he feels need some kind of access management plan. He asked the City Council to look at this handout and give him some feedback. He asked if the City Council would like to implement an access control management plan.

Council Member Erickson mentioned 2nd East is not a good example of access control due to the lack of a frontage road to connect businesses without using 2nd East.

Mayor Larsen agreed the transportation mobility is an economic decision. Easy access helps drive economic decisions for business and consumers.

Public Works Director Millar reviewed cities without access plans. He indicated few cities have an access control policy in place. Pocatello does have a good access control plan.

Public Works Director Millar reviewed the City/County Transportation Plan and he provided a written handout to the City Council.

Public Works Director Millar asked for guidance on the proposal to implement an Access Control Management Plan for Rexburg.

Council Member Schwendiman said he is very much in favor of an access management plan. He would like Public Works Director Millar to study the options and tell them what kind of plan he feels would be appropriate for Rexburg. Council Member Schwendiman said he wants to protect University Blvd and recapture some of 2nd East.

Mayor Larsen said he would like Public Works Director John Millar to do additional analysis of the street system for an Access Control Management Plan to present to the City Council.

Council Member Stevens asked about changes for curbing on Rural Residential Developments. He would like ribbon curbing to be required in RR zones. Public Works Director John Millar said they will be working on this and come to the City Council with a presentation for these changes.

D. Resolution 2008 – 01: A resolution authorizing the payment of regularly occurring or Pre-approved invoices: **Finance Officer Horner** presented the new resolution to allow payment of regular expenses like payroll if a City Council meeting is canceled. The resolution formalizes current policy for paying regular expenses which the City Council approves after the expense is paid. He explained this resolution was prompted by an AIC meeting.

RESOLUTION NO. 2008 - 01

A RESOLUTION AUTHORIZING THE PAYMENT OF REGULARLY OCCURRING OR PRE-APPROVED INVOICES TO THE CITY OF REXBURG UPON RATIFICATION OF ONE (1) ELECTED OFFICIAL AND ONE (1) EMPLOYEE WITHIN THE CITY TREASURER'S OFFICE.

WHEREAS, the City of Rexburg is authorized and required to make payment of numerous invoices from time to time; and

WHEREAS, the payment of invoices by the City of Rexburg generally accomplished during the regularly scheduled meetings of the Rexburg City Council; and

WHEREAS, from time to time, the need arises to have invoices paid prior to the City Council convening a meeting to approve payment; and

WHEREAS, payment of certain invoices in a timely manner results in a savings or is expedient in maintaining good business relationships;

NOW THEREFORE, be it resolved by the Mayor and the Council of the City of Rexburg, that the City of Rexburg hereby authorizes payment of invoices upon the following conditions:

1. Those invoices approved by a quorum of the Rexburg City Council at a meeting of the Council, as has traditionally been the practice.
2. Those invoices that are deemed to be regularly occurring and have been considered and approved as part of the annual budget process, with acknowledgement of at least one (1) elected official and one (1) employee of the Rexburg Treasurer's Office.
3. Those invoices that are not regularly occurring, but have been approved as part of the regular annual budgeting process with the acknowledgement of at least one (1) elected official, one (1) employee of the Rexburg Treasurer's Office and the department head for which the item was budgeted.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS _____ DAY OF January, 2008.

DATED this _____ day of _____, 2008

CITY OF REXBURG
Madison County, Idaho

ATTEST:

By _____
Shawn Larsen
Mayor

Blair D. Kay
City Clerk

The City Council discussed the resolution and reviewed the three conditions. Council Member Schwendiman asked for a dollar limit. Council Member Stevens and Council Member Mann agreed to have a cap limit.

Finance Officer Horner offered to postpone the approval of the resolution so he can provide examples of expenses that may need to be approved under this resolution. He will have this for the next City Council meeting.

Staff Reports:

A. Public Works report on Projects: John Millar

Public Works Director Millar reviewed the new Gravity Belt Thickener at the Waste Water Treatment Plant. The Plant stores only 1/8 of the material now compared to the old method of handling bio-solids. The plant is running better than anticipated.

Street projects discussed for 2008

There is a road repair budget of \$800,000 to \$900,000.

The projects that the Council would like to do this year include:

Pioneer Road:	\$650,000
Storm Drain outfall line:	\$209,500
Roundabout drainage:	\$105,000
4 th East at 5 th South:	\$99,500
Valley River Drive by Kmart:	<u>\$56,500</u>
	\$1,120,500

Pioneer Road connection and reconstruction was discussed with a signalized intersection; with some of the expense covered by impact fees.

The City Council wanted two other line items added to the list for review:

- East Main Street
- Main Street Modification

Public Works Director Millar explained the Main Street improvements are a separate line item in the budget.

Mayor Larsen asked the City Council for some direction on the street construction priorities.

Council Member Mann asked if any more information has been given on the overruns on University Blvd. Not since the last estimate of \$30,000 over the budget.

Council Member Schwendiman said he feels Pioneer Road needs to be a priority.

Council Member Stout asked if the Valley River Drive improvement could be repaired with Urban Renewal funds. This is in an Urban Renewal District; Mayor Larsen will bring this up at the next Urban Renewal meeting.

Public Works Director Millar mentioned the flashing light at 2nd West and 3rd South is up and functional.

Public Works Director Millar asked for a \$60,000 budget adjustment for a loader budgeted in 2007. The loader was actually purchased in 2008.

Council Member Schwendiman moved to approve the \$60,000 budget adjustment for a loader; Council Member Mann seconded the motion; all voted aye, none opposed. **The motion carried.**

Public Works Director Millar asked the City Council to declare a mobile home on airport property surplus for a sale. **City Attorney Stephen Zollinger** said he thinks the City Council should declare all structures on airport property surplus.

Council Member Schwendiman moved to approve all structures on airport property surplus; Council Member Woodland seconded the motion; all voted aye, none opposed. **The motion carried.**

Calendared Bills and Tabled Items:

- A. BILL Introductions:** - NONE
- B. First Reading:** Those items which are being introduced for first reading. - NONE
- C. Second Reading:** Those items which have been first read. - NONE
- D. Third Reading:** Those items which have been second read. - NONE

Tabled Items: Those items which have been the subject of an affirmative vote to a motion to table: - NONE

Old Business: - NONE

Mayor's Report:

Mayor Larsen announced the retirement party for Don Eborn from the Fire Department; he has been with the Fire Department since 1976.

Calendar:

Jan 10: Pool meeting at 5:30 P.M. to be held at the Westwood Theatre.

Jan 17: Meeting with Planners Consultants from 12:00 P.M. to 5:00 P.M. Council Member Erickson will attend.

Jan 23: Work meeting with Planners at 5:00 P.M.

Jan 23: City Council Meeting at 7:00 P.M.

Jan 31: Day at the Legislature in Boise

Feb. 06: Pictures with new Council at 5:00 P.M.

Feb. 06: One on ones with department heads at 5:00 P.M. (after pictures)

Work meeting at 6:00 P.M. on the 2nd meeting each month.

Mayor Larsen reviewed the Council Manual with the City Council. The manual includes City Committee assignments.

Citizen Advisory Boards & Committees

	Committee Chair	Council Liaison	Staff Liaison
Airport Board (Joint City/County)	Warren Smith	Bart Stevens	John Millar
Rexburg Arts Council	Margaret Arnold	Richard Woodland	Jack Bowman
Golf Board (Joint City/County)	Dan Kettle	Rex Erickson Richard	Richard Horner
I.B.C. Committee	Ted Hill	Woodland	Val Christensen
Legacy Flight Museum (Joint City/County)	Terry Bagley	Adam Stout	Richard Horner
Mayor's Youth Advisory Board	Jordon Bockenek	Bart Stevens	Amanda Saurey Jack
Museum Committee	Chris Fox	Chris Mann	Bowman
Parks & Recreation Committee	Chris Moore	Randy Schwendiman	Jack Bowman
Planning & Zoning Commission	Winston Dyer	Rex Erickson	Gary Likeness
Rexburg Beautification Committee	Glen Crawford	Chris Mann	Greg McInnes
Romance Theater Committee	RonaLee Flansburg	Bart Stevens	Jack Bowman
Tabernacle Civic Center Committee	Martel Grover	Richard Woodland	Jack Bowman
Traffic Safety Committee	Lynn Archibald	Randy Schwendiman	John Millar
Trails of Madison County Committee (Joint City/County)	Keland Draney	Adam Stout	Jack Bowman

Mayor Larsen would like a department head to report on department issues at least once a year to the City Council.

CHAPTER 2.03 APPOINTIVE OFFICERS

2.03.010 Table of departments and heads

The following officers are appointed by the Mayor and ratified by the City Council:

Department	Officer
Financial Management	City Treasurer
Customer Support Services	City Clerk
Emergency Services	Chief of Emergency Services
Legal	City Attorney
Police	Chief of Police

Parks and Recreation	Recreation Director
Public Works	Public Works Director
* The GIS Coordinator is appointed jointly by the city and county.	

2.03.020 Oaths of office*

*Note to §2.07.020: Rexburg’s Official Oath is adapted from Idaho Code §59-401.

Persons Required taking Oath of Office. Each of the following officers and employees in the Administrative Service shall be required to take an oath of office before entering upon the discharge of his duties, which oath shall be subscribed by the person taking it and shall be filed and preserved in the office of the City Clerk.

Officers: The mayor, city council, city attorney and each appointed officer.

Policemen: Every member of the Department of Police (including private, auxiliary, special, temporary or substitute policemen, which the City might find necessary to appoint).

Official Oath: “I, *(insert name)* do solemnly swear *(or affirm)* that I will support the Constitution of the United States, and the State of Idaho, and the Laws and Ordinances of the City of Rexburg, and that I will to the best of my ability, faithfully discharge the duties of the office of *(insert office)* in the city of Rexburg, Madison County, Idaho, during my continuance therein, so help me God.”

(Signature of person taking oath)
 Subscribed and sworn to before me this *(date)*
(Signature of City Clerk)

Mayor Larsen talked about the recycling program. DJ Barney is working on a plan to make the program profitable. People are putting plastic in the newspaper bins. Consumers must follow the guidelines posted on the recycling bins. Council Member Erickson asked for a press release in the local paper to educate the public so the program can be maintained; otherwise, the service may not be affordable for the vendor.

Council Member Schwendiman moved to go into executive session pursuant to State Statute 67-2345 for legal advice; Council Member Stout seconded the motion; Roll call vote:

Those in favor:

- Chris Mann
- Randy Schwendiman
- Bart Stevens
- Adam Stout
- Rex Erickson
- Richard Woodland

Those opposed:

NONE

All voted aye. **The motion carried.**

Executive Session:

Executive Session ended:

Adjournment

Attest:

 Shawn Larsen
 Mayor

 Blair D. Kay
 City Clerk