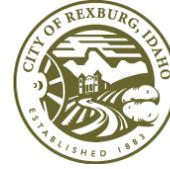


# City Council Meeting

February 17, 2010



CITY OF  
**REXBURG**  
America's Family Community

35 North 1<sup>st</sup> East  
Rexburg, ID 83440

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Phone: 208.359.3020 x313  
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February 17, 2010

**Mayor Richard Woodland**

**Council Members:**

Christopher Mann – Council President  
Rex Erickson      Donna Benfield  
Bruce Sutherland      Brad Egbert  
Vacancy

**City Staff:**

Stephen Zollinger – City Attorney  
Richard Horner – Finance Officer  
Public Works Director Millar – Public Works Director  
Val Christensen – Building Official  
Blair Kay – City Clerk

**Mayor Woodland** asked Mr. Thompson to give the opening prayer.

**Mayor Woodland** asked a boy scout to lead the pledge. He welcomed the scouts to the meeting.

**7:00 P.M. City Hall – Pledge to the Flag**

**Roll Call of Council Members:**

**Mayor Woodland** explained the resignation of Adam Stout to apply for a city position. By applying for a city position, he had to relinquish his position as a City Council Member. The Mayor stated that he was a great City Councilman.

The interview process is still in progress. Mayor Woodland, Council Member Benfield, Finance Officer Richard Horner, and City Attorney Zollinger have ranked the possible candidates. They have narrowed down the interviewees to 12 names. They will conduct phone interviews which would narrow the candidates down to 4 or 5 people. Someone from the University and other people who are familiar with city government and the types of tasks associated with the position will be on the final committee. This committee will then make the final recommendation of the top three to the Mayor and he will make the final decision.

Roll Call: Council Member Sutherland, Council Member Benfield, Council President Mann, Council Member Erickson, Council Member Egbert, and Mayor Woodland.

**Public Comment:** on issues not scheduled on the agenda (limit 3 minutes)

**Cheryl Graham** at 510 Linden Avenue thanked the City, City Council, and Finance Officer Horner for putting the budget on line. It is great for transparency in city government.

**Presentations:**

**Committee Liaison Assignments for 2009:**

A. Council Member (Vacancy) *Trails of Madison County · Traffic & Safety Committee · Airport Board*

The committees have not met.

B. Council Member Brad Egbert *Legacy Flight Museum · Parks & Recreation · IBC Committee*

**Council Member Egbert** did not have a report.

C. Council Member Bruce Sutherland *Museum Committee · Beautification Committee · Traffic & Safety Committee*

**Council Member Sutherland** did not have a report. He will bring some names to the City Council in the future who are interested in serving on city committees. Mayor Woodland invited anyone who would be interested in volunteering for any city committee to apply; the city is always looking for good people to work on the city committees.

D. Council Member Christopher Mann *Emergency Services Board · School Board · MYAB*

**Council President Mann** reported that the MYAB (Mayors Youth Advisory Board) meets every Wednesday night. They are preparing to report on the teen center by March 17. They plan to discuss issues dealing with the budget for the teen center. The Emergency Services Board met to review issues concerning the collective bargaining agreement which will be discussed later tonight. There was a picture and article in the paper concerning the Emergency Services “Oath Ceremony” conducted for many members of Emergency Services. It was a very moving ceremony, with a professional honor guard posting the colors. Council President Mann congratulated Fire Chief Corey Child and the Fire Department for the progress being made with the Emergency Services staff.

E. Council Member Donna Benfield *Police Department · Romance Theatre Committee · Rexburg Arts Council · Tabernacle Civic Center · School Board*

**Council Member Benfield** reported on the Police Department and her ride-along experience for two hours last Friday night. She is always impressed by their professionalism. She invited any other City Council Member to do the same. Our Rexburg officers are very professional and are very good representatives for Rexburg.

The Romance Theatre met Thursday, February 4<sup>th</sup> and had an excellent meeting. City Attorney Zollinger is the city liaison with the Romance Theatre Committee. He is acting as chair in lieu of a volunteer chairperson at this time. They are currently looking for someone to fill that position. They are regrouping and laying out their short and long term goals. Ronalee Flansburg was there to give a short presentation on a grant application.

**Ronalee Flansburg** spoke concerning the grant application for the Arts Council. They are working on the grant in conjunction with the Upper Valley Arts Guild. The recent “Nut Cracker Ballet” performance was sponsored by Arts Council. Ticket sales grossed over \$10,000. The revenue was split between the professionals and the Arts Council. Around \$2,000 came back to the Arts Council. They are in need of some backdrops; so she is working on a grant from the Idaho Arts Commission for \$1,500.00 which requires matching funds. They have an in-kind labor match of \$750 and she requested a half match of (\$750) cash from the \$2,000 proceeds of the Arts Council portion, from the City Council. It will be the fourth year for the annual youth performance. This year there were 375 dancers that participated.

**Council Member Benfield** added that the Arts Council and Tabernacle Committee met last week to work on shared goals for the organizations.

**Roger Harris** at 19 East 2<sup>nd</sup> North presented some long term goals for the Tabernacle. The Tabernacle Committee is planning to make two dressing rooms downstairs below the stage area. There are pageants planned from Sugar City and the Junior Miss Pageant. There are many items that need to be cleared out. Mr. Harris has a floor plan, and at some point would like to take Mayor Woodland and Council Member Benfield over to the Tabernacle and show them. It will take some money at some point. Donated money and volunteers are required to do the work. The Tabernacle Committee is on schedule to replace 24 lights on the overhead area above the audience on the 8<sup>th</sup> of March. The new lights will have 750 Watt bulbs verses the current 1,000 watt bulbs in the old fixtures. The Westwood Theatre Committee has some ideas concerning the upcoming “Upper Valley Idol” event. They want to make a functioning stage clear back to the back wall. This will allow for more ballet, dance, and other performances.

**Council Member Benfield** asked the City Council to grant Ronalee Flansburg access to grant files at City Hall. Mayor Woodland agreed to allow Ronalee access to grant files to gather information for grant applications. The Arts Council is also seeking a four drawer file. Council Member Sutherland offered them one of his four drawer files. The handicap chair lift at the Tabernacle is broken. They are seeking some help to fix the handicap lift. Council Member Benfield said they are seeking a list of donor’s pledges for the seats. Bids for the Tabernacle windows are needed for the grant application.

**Public Works Director Millar** explained the Tabernacle windows will cost about \$40,000 to \$50,000.

**Council President Mann** moved to approve the \$750.00 matching funds requested for the grant application to the Idaho Arts Commission; Council Member Benfield seconded the motion; all voted aye. **The motion carried.**

**Council Member Erickson** reported Planning Zoning met twice since he attended their meetings. They will be presenting more land use actions in future meetings. Urban Renewal met this morning at 7:00 A.M.; another meeting was held with Urban Renewal around the 20<sup>th</sup> of January to hear a proposal from Hemming Properties. He asked Hemming's to bring their proposal update to City Council tonight. The Riverside Park project was discussed at the Urban Renewal meeting too. It needs discussed at City Council. He has four questions concerning Riverside Park that he will bring forward at the next City Council meeting. The Golf Board has asked for a discussion on tournament green fee waivers at the golf course. He asked Golf Board President Brian Thompson to make a presentation on tournament green fee waiver requests.

**Brian Thompson** at 334 South 3000 West presented a proposal on the green fee waiver issues. Golf Professional Duffy McFarland said historically there are three tournaments year in and year out. They are seeking to share the fee waiver with other organizations. Three fee waivers this year will be allowed at a 100% of the fees; however, in 2011 the waivers would be restricted to 50% of the fees. The waivers requested for 2011 need to be submitted by April 01, 2010. Next year the waiver deadline will be March 01, 2011.

**Council Member Erickson** said the Golf Board is doing a very good job to make the golf course pay its way without subsidy. They will have to shuffle future tournament waivers around to share the wealth. The same tournament may not get the same waiver each year. This is another way to help the golf course continue to pay their way. Mr. Thompson said we are the only community in the area that offers green fee waivers. Council Member Erickson asked for the City Council to approve the policy change request. He indicated the Golf Board needs the city's approval of the recommended changes before making the same request to the county commissioners. They are recommending the following selection criteria for tournament green fee waivers with a maximum of three tournament green fee waivers awarded each year:

1. Requesting organization's community involvement and contribution.
2. Non-profit organizations given preference.
3. Demonstration of adequate organization and management of tournament.
4. Golf course manager involvement is essential.
5. Beginning in 2011, a waiver of 50% rather than 100%.
6. Beginning in 2011, the submission date for the application/request moved from April 1<sup>st</sup> to March 1<sup>st</sup> of the year in which the waiver is requested.

**Council Member Erickson** moved to approve the Green fee waivers recommendation as presented; Council Member Egbert seconded the motion; Discussion: Mayor Woodland said this golf course is a rarity in the State of Idaho or any other location. It actually makes money. All voted aye, **the motion carried.**

**Council Member Benfield** thanked Mr. Thompson for all the help given to the Chamber of Commerce over the years. Mr. Thompson said they have enjoyed supporting the Chamber of Commerce. He said they would be having a grand opening for the new nine hole section of the golf course and they would coordinate the event with the Chamber of Commerce.

**Public Hearings: - None**

**Items for Consideration:**

**A.** Resolution 2010 – 2 “Teen Dating Violence Awareness & Prevention” – Month of February

**Mayor Woodland** explained Resolution 2010 – 2 and the support rendered for the campaign from the United States Congress. The month of February is to be set aside for “Teen Dating Violence Awareness & Prevention Month.”



CITY OF  
**REXBURG**  
*America's Family Community*

**Resolution 2010 – 2**

WHEREAS, the youth of Rexburg are Rexburg's most precious resource and greatest hope for the future, and ensuring their safety, well being, positive development, and growth into healthy citizens and a responsibility that we all share; and

WHEREAS, nationwide surveys conducted in 2006 and 2007 examined teen dating relationships and experiences, and findings show that a high incidence of violence and abuse occurs among teens- including verbal, emotional, sexual, and physical violence; and

WHEREAS, the 2009 Idaho Youth Risk Behavior Survey reports that 10.6% of Idaho high school students have been hit, slapped, or physically hurt by their boyfriends or girlfriends during the past year and 9.6% of Idaho high school students have been forced to have unwanted sexual intercourse;

WHEREAS, digital abuse and “sexting” are becoming a new frontier for teen dating abuse and 17.7% of Idaho high school students report being electronically bullied in the last 12 months; and

WHEREAS, teen dating violence is a reality for many teenagers and an issue that many parents are unaware of; and

WHEREAS, violent relationships in adolescence can have serious ramifications for victims, who are at higher risk for alcohol and drug abuse, eating disorders, risky sexual behavior, suicide, and adult re-victimization; and

WHEREAS, the Idaho Teen Dating Violence Awareness & Prevention Project provides free presentations on teen dating violence and Start Strong Idaho provides free presentations on building healthy teen relationships at our secondary schools and in our communities and it is critical that we inform Idaho teens on the warning signs of an abusive relationship, where to find help, the importance of healthy relationships; and

WHEREAS, Teen Dating Violence Awareness and Prevention Month provides an excellent opportunity for citizens to learn more about the importance of healthy teen relationships and preventing teen dating violence and to show support for the organizations and individuals who provide critical prevention work and advocacy services, and assistance to victims;

NOW, THEREFORE, I Richard Woodland, Mayor of Rexburg, Idaho, do hereby proclaim February 2010 to be:

#### **TEEN DATING VIOLENCE AWARENESS & PREVENTION MONTH**

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 17<sup>th</sup> DAY OF FEBRUARY, 2010.

\_\_\_\_\_  
RICHARD WOODLAND, MAYOR

ATTEST:

\_\_\_\_\_  
BLAIR D. KAY, CITY CLERK

**Council Member Sutherland** moved to approve Resolution 2010 – 2 “Teen Dating Violence Awareness & Prevention Month;” Council Member Erickson seconded the motion; Discussion: Council President Mann explained at the Westwood Theatre this Friday, February 19, the MYAB will be involved in holding “Romance at the Romance”. The event will include a panel to discuss teen violence. He is very proud of the Mayor’s Youth Advisory Board. Mayor Woodland called for a vote: all voted aye, **the motion carried.**

#### **B. City of Rexburg “Independent Audit Report” by RUDD & COMPANY PLLC**

**Brad Reed** from Rudd and Company explained the audit summary to the City Council. He referred to the Table of Contents, with their report being on Pages 1-2. This section contains their opinions on the overall financial statement. They do “test and controls” and interviews. The controls are in place for the city. Pages 3-16 cover the Management’s Discussion and Analysis. This does not contain their opinions; Finance Officer Horner and Management prepared this section. These are executive summaries, containing highlights and comparisons from the previous year. There are some pages showing graphs, and parts of the city budget demonstrating the source of the revenue. This should eventually be on the city’s website.

Pages 17-19 cover financial statements, which is broken down between governmental activities and business type activities. The governmental activity is made up of the General Fund, and it is the main one that we have control. There are also business type funds like the water utility, wastewater utility and the golf course. The cash, at the end of the year was \$7 million in cash and investments between the several funds. Looking at the Council Table, there aren’t any long term debts. The \$7 million includes funds in banks and state investments.

**Council Member Sutherland** asked if this included the reserved funds. Mr. Reed responded yes. The reserve fund percentage is held at 28% for the General Fund budget.

The debt for the city is low compared to other cities. There is a little under \$1 million in the governmental funds; that is mainly through the LID process financing property owners. Business type debt is at \$225,000, which is pretty good. He commended the city for not going into so much debt, especially with the recent growth of the city. The Net Fund of the governmental assets is \$35 million with \$4 million in unreserved, which money is accessible by the city.

Relating to the business type activities, there is \$1.9 million that is unreserved. Page 18 has the Statement of Activities. This is the Income Statement; this is counted as fixed assets and long term debt. The Business types ended with a new net profit of \$2.4 million.

**Council Member Sutherland** clarified it is a *net increase* in city assets, not a profit. Mr. Reed said 25% to 33% of the General Fund Budget is recommended for a reserve. He reviewed fund balances; it looks good in the General Fund. The Statement of Revenues, Expenditures and Changes in Fund Balances, show an increase from the General Fund of about \$150,000. The Street Fund had a net increase of \$634,000.

Pages 23-26 cover the Utility Funds. The Golf Course funds went down to \$570,000. Council Member Egbert asked about the funds. Finance Officer Horner explained the pay down is for a new nine hole golf course; the construction costing less than anticipated. Donated items helped keep the costs down.

Page 24 shows the Utility Funds, which pay for depreciation. This is tough for many cities to attain. The city is doing a good job as a council and as management.

Page 25 is the Statement of Cash Flow. Operation funds had a positive cash flow of 1.7 Million and the Golf Course had a positive cash flow of \$62,000. Plant expense, property expense and paying off debt were on the expense side which was about break-even on the golf course fund.

**Council Member Erickson** reviewed the golf fund balance. They paid down all but about \$16,000 - \$17,000. Finance Officer Horner concurred that the \$72,000 was created by Operations and was later transferred out. Mr. Reed said the balance was paid out to loans, interest, etc. Mr. Reed said Rudd and Company is available for further review of the audit.

Page 50 on back covers the individual fund balances.

**Council Member Erickson** asked what funds were reviewed. He indicated an audit should take specific funds and trace them from top to bottom. Mr. Reed explained the bank balances for the city are audited to verify the account balances and they randomly test transactions in the city accounts. Some funds like the Tabernacle fund, the Romance Theatre fund and the Carousel fund are checked. He did mention the lack controls on the front end of the funds where the money is collected. Additional controls would be cost prohibitive for the Carousel Fund because the additional cost (more people) would not be supported by the revenue collected.

**Mr. Reed** indicated the audit this year reviewed the Police Department Fund, Carousel Fund, and the Golf Fund. They do tests of specific transactions along with checking the cash balances in banks and state fund accounts. Two or three funds are tested each audit. No errors were found in the transaction tests conducted in this audit.

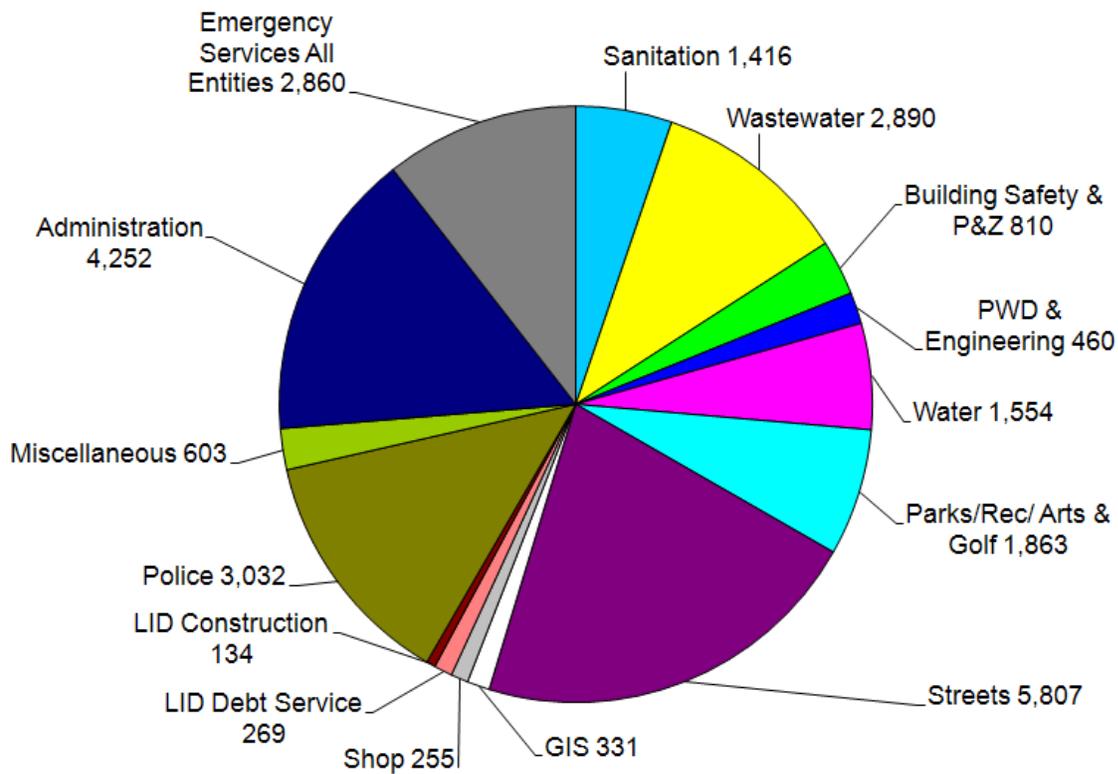
**Council Member Sutherland** thanked Mr. Reed, Rudd and Company, City Council and Department Heads for diligent oversight of city funds. He thanked Finance Officer Horner for overseeing things. There are cost sensitive employees and Department Heads in the city. It is heartwarming to see how careful they are in caring for the budget. Rudd and Company has their name on the line in conducting city audits. Mr. Reed commended the city for the work they have done to manage city's funds compared to other cities. He referred to Los Angeles and their billion dollar debt. The City of Rexburg is doing wonderful.

**Mayor Woodland** asked for a motion.

**Council Member Egbert** moved to accept the audit and approve the "Independent Audit Report" by RUDD & COMPANY PLLC for the City of Rexburg; Council Member Benfield seconded the motion; all voted aye, **the motion carried.**

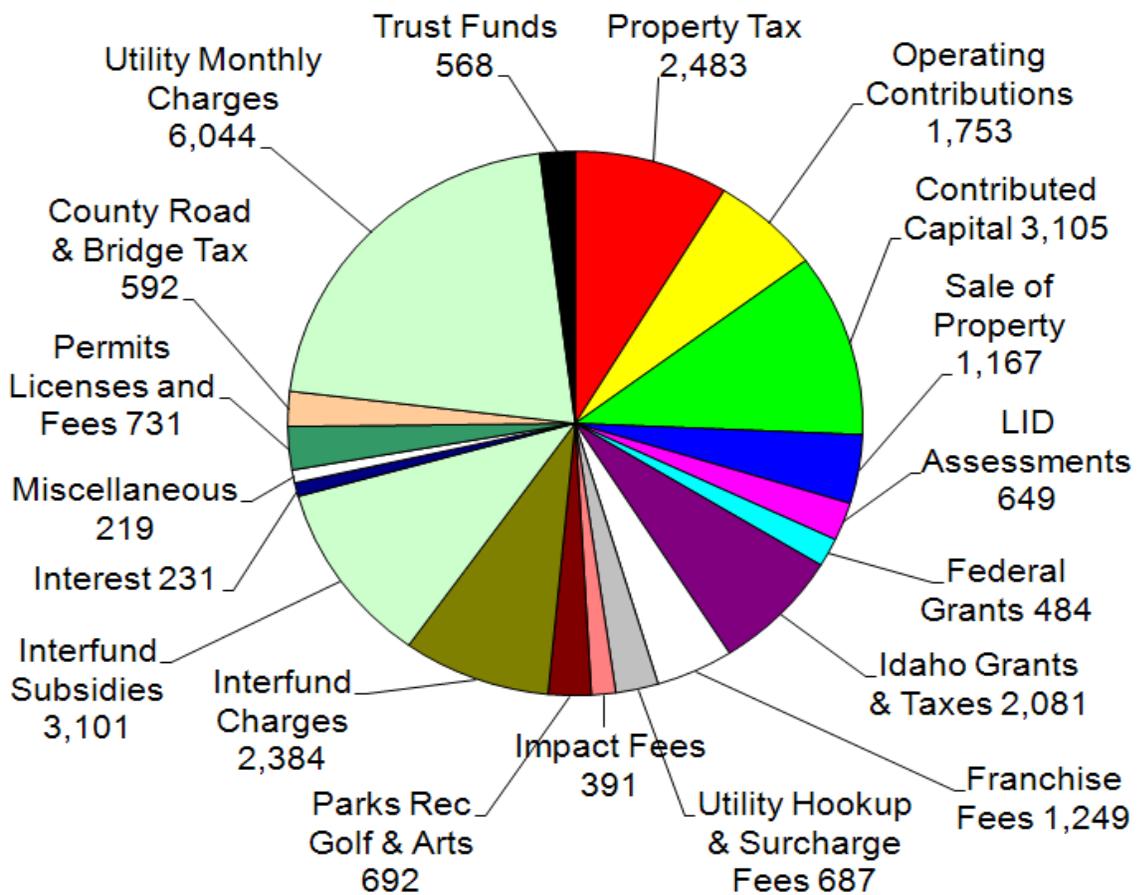
# Total Actual Expenses

FY 2009 (Chart is in thousands) Total: \$27,041,558



# Total Actual Revenues

FY 2009 (Chart is in thousands) Total: \$28,611,930



C. "Teen Center" – review June 03, 2009 approval of handicap lift for 2<sup>nd</sup> floor and youth center at City Hall – Staff

**Building Official Val Christensen** mentioned the meeting two weeks ago. He referred to the June 03, 2009 minutes on the motion approving improvements to the New City Hall including the teen

center and a handicap lift for the upstairs area. He asked the City Council to approve the handicap lift for the teen center. He said the Mayor's Youth Advisory Board is ready to move on the improvements needed for the teen center. He provided an old bid on the handicap lift to City Council. The low bid is out of Utah. Only three companies could meet the state requirements. Should he move forward on the lift? Council Member Sutherland reviewed the June 09, 2009 minutes approving the lift.

**Council Member Erickson** said the intent was not just to put in a lift; he reviewed the motion: *approve the requested improvements to City Hall at 35 North 1<sup>st</sup> East (sidewalk, security system, handicap lift for 2<sup>nd</sup> floor, youth center, and parking lot)*; we were told \$43,000 was going to be used for a lift, sheet rock and rough in for the teen center. It will not be a finished product. He did not know why the work was not done at that time. Now it will cost another \$3,000 over the original cost of the lift of \$17,000. Building Official Christensen said cost numbers were the engineer's estimates July 28<sup>th</sup>, 2009 as noted below:

Thank you for discussing your mobility needs with Able Access Elevator. We look forward to being part of your building team. The following is a bid proposal for a Garaventa Genesis Shaftway vertical platform lift to be installed in the County building in Rexburg, ID. This proposal pricing is good for 90 days.

**Bid Proposal**

**Specifications for the Genesis Shaftway model 120**

Capacity: 750 lbs.  
 Travel: up to 123"  
 Stops: 2  
 Drive System: Screw Drive  
 Power Supply: 115 VAC, 60Hz 20 Amp.  
 Motor: 2 HP, 115 VAC, 60Hz reversible  
 Platform Controls: Constant pressure, low voltage controls, paddle with key operation and emergency stop  
 Platform Configuration: Straight Through entrance/exit  
 Speed: 9-12 fpm  
 Platform: Non-skid surface platform, 36" x 49"  
 ADA Compliant Autodial telephone  
 Upper and lower landing 36" wide doors  
 Landing controls: Constant pressure illuminated push button call/send with key switch  
 Finish: Anodized aluminum frame and satin grey textured paint  
 Battery operated lowering  
 Two tower braces for securing the tower to a bearing wall

**Pricing**

<b>Installed Price</b>	<b>\$18,105.00</b>
Taxes and permitting not included if applicable	
<b>Total Price (Before Options)</b>	<b>Initial here: _____ \$18,105.00</b>

**Optional Pricing:**

Auto hoistway door opener (each)	\$ 1,875.30
Special Order Color	\$ 1,250.00

**Building Official Christensen** said they did not follow up on the bids because he was specifically told to hold off on the construction last year. The \$17,000 amount is what the City Council agreed on at the time prior to any bids being received. The most inexpensive lift Building Official Christensen could find on line was an estimate amount of \$15,000 without allowing for state requirements. Bids with state requirements added additional costs to the proposal.

**Council Member Erickson** agreed with the historical review. He followed up with more discussion at the meeting in June, 2009.

*Finance Officer Horner explained the funding sheet passed out to the City Council.*

*...The funding would come from the revolving loan fund. He recommended doing all of the remodeling at this time due to added cost by waiting. The total additions to the remodel the new city hall project are estimated to be about \$143,000.*

**Council Member Erickson** asked if all the expense came in at \$143,000 as approved for the (sidewalk, security system, handicap lift for 2<sup>nd</sup> floor, youth center, and parking lot). Finance Officer Horner said the parking lot was slightly under budget; \$43,000 is still there in the budget; the \$100,000 is close or slightly under budget. The \$43,000 is still there in the budget for the teen center budget.

**Building Official Christensen** did not expect to go over the \$43,000 amount. They should come in under that amount.

**Council Member Erickson** said as long as the expense was under the agreed upon amount, he was agreeable with the proposal. Finance Officer Horner explained the sheetrock was done to finish the building providing a barrier for security to the rest of the building; not for the youth center. It cost \$8,100 for the sheet rock which was not part of teen center or the remaining \$43,000 budget.

**Council Member Erickson** moved to accept the bid for \$18,105 for the handicapped lift; Council Member Egbert seconded the motion; Discussion: Council Member Egbert expressed the need to move forward with the lift. Council President Mann explained his support; he supports the idea and concept of it. The MYAB is planning on coming to City Council on the 17<sup>th</sup> of March to talk about the proposal. It would be good to have a mixed use facility; the marathon could use the area to distribute T-shirts, he wanted to send the message the City Council stands behind the youth on the teen center. Council Member Erickson said we are not budgeting money for a teen center. The youth will get volunteer materials and labor. Council Member Mann said he would not oppose providing some amenities (furnishings) if there is money left over.

**Council Member Erickson** said the teens need to come to City Council with a proposal for security and supervision including how many days the teen center would be open. After further discussion on the lack of current costs or bids Council Member Erickson withdrew his motion; thus requesting solid bids before committing city funds to the teen center.

Discussion on changing the amount to allow room for a bid higher than the current estimate of \$18,105. Building Official Christensen explained he came to the City Council to see if the project should move forward. He cannot work on the upstairs area without a lift. Council Member Egbert explained the prior City Council already approved the \$43,000 project. This City Council does not have to go back and re-approve it.

**Council Member Egbert** moved to reaffirm the action of the prior City Council approving the project for \$43,000 allow Building Official Christensen to move forward on project including the handicapped lift; Council President Mann seconded the motion; Discussion: Council Member Erickson said the city can't give authorization for the work without a bid. He asked to have staff get some bids that are within reason. Council Member Egbert modified his motion to move forward with the previous approval given in June 03, 2009 with the caveat of the City Council needing to approve the bids; Council President Mann seconded the motion; all voted aye. **The motion carried.**

#### **D. Collective Bargaining Agreement – Rexburg/Madison County Emergency Services and Madison Firefighters Union No. 4113 – Fire Chief Corey Child**

**Fire Chief Corey Child** said both the Fire District and the Emergency Services Board have approved the bargaining agreement.

**Council Member Sutherland** asked about the changes; Council President Mann asked about certification raises to know the difference between merit and certification.

**Fire Chief Corey Child** reviewed the highlights of the things that cost money including Article 12: Callback and Extra Duty. The contract expired last September; so, they have been operating under an extension of the old contract. The bargaining discussions have been agreeable. City Attorney Zollinger, Fire Chief Child, and Finance Officer Horner have represented the city in the bargaining discussions. Item four was added to Article 12 concerning full time employees being on the same list for callouts as Paid-Call members. Fire Chief Child said those persons whose positions are full time wanted to be included in the pool of people available to cover full time shifts. Under Item four, it states full time positions are given the same opportunity. Mayor Woodland asked if this would affect the amount of overtime paid. Fire Chief Child responded that it very well could affect

overtime. They have weighed out the options in mathematical equations. Full time options increase by 1/3; however, the full time employees do have restrictions.

**Article 22 Physical training, Recreation: Fire Chief Child** explained the required physical fitness standards which covers the requirements for the Physical Fit test. This includes a “Pack” test where a person carries 45 pounds on their back while walking three miles in 45 minutes. This sounds fairly simple; however, it is not easy. City Attorney Zollinger said this is the 2<sup>nd</sup> required physical fitness test. This is well within the parameters of what they are expected to do in a daily task. These are applicable certifications for our community and our Fire fighters. The “Aerial Certification” is measured on the handout. Council President Mann explained to the City Council that last year, they voted to curtail merit raises and cost of living increases; however, they did not vote to curtail certification raises.

**Finance Officer Horner** stated these people can get a certification or re-classification raise; but no merit raises or classification raises. Also, there are certification raises available in the Police Department. Discussion of Appendix “A” and Appendix “B”.

<u>CLASSIFICATION</u>	<u>PAY GRADE</u>
ESD-ESP II FIREFIGHTER	13
ESD-ESP II-PARAMEDIC (0-4 Years Accreditation)	14
ESD-ESP II-PARAMEDIC (5-9 Years Accreditation)	15
ESD-ESP II-PARAMEDIC (10+ Years Accreditation)	16
ESD-FIRE INSPECTOR	18
ESD-CAPTAIN	18

Advancement to Fire Inspector and Captain shall be by promotional appointment. Employees who meet the ‘Required Skills, Knowledge, and Abilities:’ of the Rexburg-Madison County Emergency Services Job Description shall be eligible for promotion at the discretion of the Employer.

A 4% salary increase will be awarded to any employee who is promoted to Fire Inspector or Captain.

A salary increase in the specified percentage will be awarded upon satisfactory completion of any of the following accomplishments.

Aerial Apparatus Operator—IFSTA/State Certification or equivalent 2%

Driver/Operator—State Certificate 4%

Critical Care Paramedic 6% (4% Initial, 2% at Five Years)

Rope Rescue Technician—IFSTA Curriculum 2%

Confined Space Rescue Technician—IFSTA Curriculum 2%

Swift Water Rescue Technician—2%

Accredited Bachelors Degree in an applicable field—4% (A panel of one chief, one captain, and one firefighter will be convened to determine the applicability of each degree request. In regard to the panel, the chiefs will select a chief, the captains will select a captain, and firefighters will select a firefighter).

Accredited Masters Degree in an applicable field—4% (A panel of one chief, one captain, and one firefighter will be convened to determine the applicability of each degree request. In regard to the panel, the chiefs will select a chief, the captains will select a captain, and firefighters will select a firefighter).

Hazmat Technician – 2%

Wildland Engine Boss – 2%

Paramedic – 4% (4% initial, 4% at five years, 4% at ten years)(NO CHANGE)

Advanced EMT – 4 % (NO CHANGE)

Executive Fire Officer – 4% (NO CHANGE)

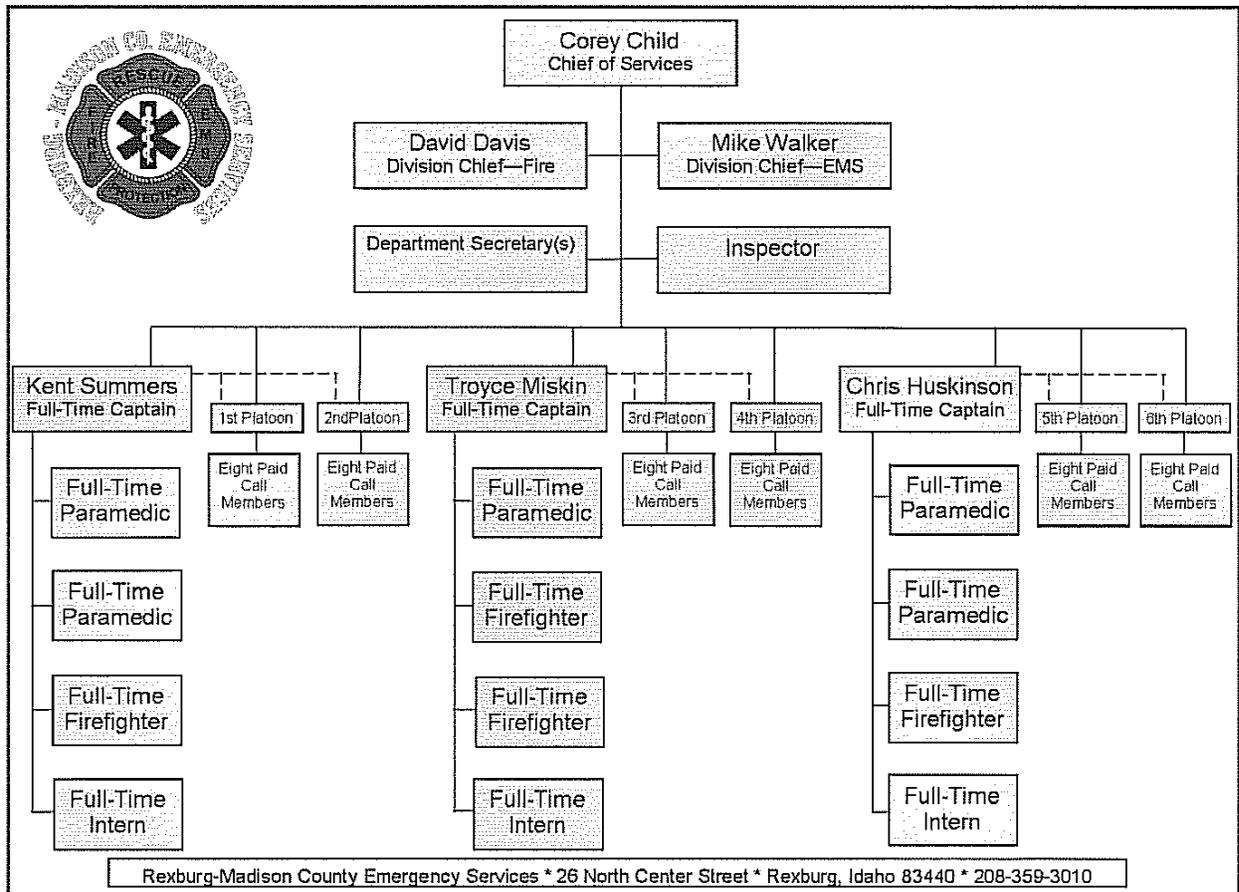
Fire Fighter II – 4% (NO CHANGE)

Please note that Fire Fighter One as well as Basic Wildland (Red Card) certifications are considered baseline employment requirements.

**Appendix B Rank Structure:**

Appendix B has changed. All of the paid call staff has been divided into platoons. Lieutenants are responsible over the platoons; thus, every paid call person reports to a lieutenant.

### Appendix B Rank Structure



**Council Member Sutherland** moved to approve the Collective Bargaining Agreement with Rexburg/Madison County Emergency Services and Madison Firefighters Union No. 4113; Council Member Benfield seconded the motion; all voted aye. **The motion carried.**

#### E. Cloud Seeding assistance – Staff

**Council Member Benfield** had been asked to sit on a multi-county committee (High Country RC&D) for cloud seeding. She has participated in the cloud seeding discussions in the past; Rexburg has donated \$2,500 to do cloud seeding in recent years. The city donated \$2,500 to cloud seeding in 2007 and 2008. A 1% increase in moisture would provide payback. They have been getting 12% to 15% increase in snowpack. She asked for the city’s participation in cloud seeding. About 50 adjoining counties and cities participate including Madison County. They are asking for \$2,500. In 2009 the city lost the liaison to the cloud seeding organization. As Chairman of the organization, Paul Romrell has visited with the City Council to promote the cloud seeding effort.

**Council Member Erickson** reviewed the history of cloud seeding. He asked who gets the benefit. He asked to have Mr. Romrell present a report on the cloud seeding activities.

Discussion on the merits of cloud seeding.

**Council Member Sutherland** moved to approve a \$2,500 payment to “High Country RC&D” now for cloud seeding; Council President Mann seconded the motion: Discussion on the effects of cloud seeding for Rexburg. The moisture will provide additional help to the farmers. Mayor Woodland called for a vote: all voted aye. **The motion carried.**

#### Break

#### **Staff Reports:**

##### A. **Public Works:** – John Millar

1. Bid Opening on 12<sup>th</sup> West Bridge: The estimate was \$65,000 to widen the bridge. The low bid to replace the bridge was from DL Beck at \$52,959. The high bid was \$74,275.

# 12th West Bridge Replacement and Widening STR-04-10

## Bidders List

Company Name	Bid Amount
DL Beck	\$ 52,959.00
Larry Chapple	\$ 54,332.00
DePatco	\$ 62,839.00
TMC Contractors	\$ 63,709.00
Edstrom Construction	\$ 74,275.00
Engineers Estimate	\$ 60,000.00

**Council Member Sutherland** moved to authorize acceptance of the low bid from DL Beck to replace the bridge on 12<sup>th</sup> West; Council Member Egbert seconded the motion; Discussion: The completion date is April 1<sup>st</sup> to avoid water in the canal. All voted aye, **the motion carried.**

2. Wastewater Treatment Plant upgrade: Bid the pump portion with bids ranging from \$142,110 to \$80,920 from the low bidder W-Cubed out of Salt Lake. This is for three 100 HP Pumps. There are savings going submersible verses mixed flow.

**Council Member Egbert** moved to approve and accept the low bid for the three submersible pumps from W-Cubed; Council Member Sutherland seconded the motion; all voted aye. **The motion carried.**

3. Bio-tower distribution mechanism: The distributor bid for the bio filter and specialty equipment plus operation cost from **WesTech** was \$193,068 for the Biodoc and \$200,479 for the Hydrodoc. **EIMCO** bid \$188,265 for their unit, which is not a stainless steel unit. Input from a consultant indicated a stainless steel unit would be a trouble free option costing about \$12,000 more. It would be a better investment.

**Council Member Egbert** moved to purchase the stainless steel Hydrodoc “Distributor” from WesTech for \$200,479; Council Member Benfield seconded the motion; Discussion: The stainless steel material would have less maintenance. You can’t paint the item and do it right. All voted aye, **the motion carried.**

4. Upgrade project at the Wastewater Plant: (blower went out). The plant has been using a smaller unit which has been outgrown. The larger blowers set aside for replacement need a generator to run. Public Works Director Millar asked the City Council for a generator replacement on an emergency basis. He has located a nine year old generator unit with 150 hours at a cost of \$85,000. He wanted to purchase the backup generator and a transfer switch. The transfer switch new, would cost \$24,000; Council Member Erickson said the money is budgeted; however, the city needs to do it now instead of later in the year. It is another back-up generator in a short period of time. The city needs it for the Wastewater Plant.

**Council Member Sutherland** declared the purchase of a backup generator for the Wastewater Plant blower is an emergency; He moved to approve the emergency purchase of a backup generator for \$85,000 and the transfer switch for \$24,000 for the

wastewater blower; Council Member Erickson seconded the motion; all voted aye, **the motion carried.**

**NOTE: Public Works Director Millar purchased a used transfer switch for \$8,000; the generator and transfer switch came to \$93,000.**

5. Generators for City Hall, Police, and Fire are here ready to be installed. All good units should last for a long time. Finance Officer Horner said the Hospital will pay for 1/5 of the cost of the generator.

**Council President Mann** asked about the recycling survey. There are BYU-Idaho students who want to be involved. That way, they may get BYU-I students incorporated into that survey. Public Works Director Millar will provide a copy to Council President Mann. He asked if BYU-Idaho can also be a part of the survey. City Attorney Zollinger said BYU-Idaho does have a committee. Council President Mann said it was SIC Officers.

He asked about the audit; it shows \$21,000 was spent on community lighting. Where have we spent that money? **Finance Officer Horner** said it was with Rocky Mountain Power. \$70,000 is available for new lighting on 2<sup>nd</sup> East. City Attorney Zollinger said payments are for lighting maintenance too.

**Council Member Benfield** asked about the grant project for the corner parking lot with county. Public Works Director Millar said that he does not know, and he will talk to the Development Company. But, that it is moving forward with the county. It is all one grant. She asked about road projects. Has it been done? **Public Works Director Millar** responded that it has been done. The primary project that they are working on this year is 12<sup>th</sup> West. Three other roads are to be worked on in the Comanche area. These roads were due for an overlay of last year; however, they are carried into this year. Also crack sealing and seal coating. Seal coating for University Boulevard is scheduled for this year.

B. **Finance Department:** – Richard Horner

1. Monthly Budget Report

**Finance Officer Horner** reviewed the Monthly Budget Report and the Treasures Quarterly Report. The Budget Summary Report was shown up on the screen.

The quarterly report showed four months ending (33% of the year). Some departments have more expense than others due to once a year costs. These are all on the web now, which are updated monthly.

Treasures Quarterly Report shows revenues and expenditures which were reviewed from the packet. A lot of revenues are received in January. The balance now is at \$1.9 million. This is due to the property tax receipts in January.

**Council Member Erickson** asked about the Riverside Park grant of \$450,000; has it been spent. \$48,000 is the balance at this point; \$150,000 has been spent already. He asked to get a report for next meeting. The grant money needs to be spent on that project, or else we will lose it.

**Public Works Director Millar** said \$350,000 should be left. What does the City Council want to do?

**Council Member Benfield** asked about beautification funds of \$6,500 budgeted. Council President Mann remarked that perhaps the sign and flowers at the end of Main Street were most of that expense.

**Calendared Bills and Tabled Items:**

A. **BILL** Introductions:

1. **BILL 1041 Open Burning Guide** - Fire Chief Corey Child

**Fire Chief Child** presented BILL 1041. There have been many false alarms due to burning clippings in ditch banks. He is presenting a proposal with this BILL to be approved. This BILL does not grant permission to burn, it asks for a registration. This will limit false alarms. There are three ways to register:

1. Online, with Madison Emergency Services.
2. Calling the station.
3. Personally visiting the station.

In the BILL the second statement acknowledges the state statute for open burning. The third statement indicates DEQ (Department of Environmental Quality) is involved. He reviewed the process on the overhead screen off of the website. The date, time, and location of burn would be submitted on the form with contact information. This is the first web-based registration in the state of Idaho. Hopefully this will be a model because it is a problem in every county in the state.

**Council Member Egbert** moved to schedule BILL 1041 for a first reading; Council Member Benfield seconded the motion; Discussion: The Burning Guide will need the county's approval. The other two boards (the Fire District and the city's oversight committee) have given approval. Mayor Woodland called for a vote: all voted aye, **the motion carried.**

2. **BILL 1042 Amending Ordinance 918** adding additional lock boxes for structures in excess of 20,000 square feet. - Fire Chief Corey Child

**Council Member Erickson** asked how many lock boxes. **Fire Chief Child** indicated every building with a minimum of 20,000 square feet should have a minimum of two lock boxes.

**Fire Chief Child** said that if there is a 40,000 square foot building, it may need three or four lock boxes (based on best need). Many buildings on campus are larger than 20,000 square feet. These buildings have lock boxes identified with a specific color (brown with a red stripe.) These lock boxes are mounted from 5 to 10 feet above ground level.

**Council Member Erickson** moved to schedule BILL 1042 for a first reading; Council Member Egbert seconded the motion; all voted aye, **the motion carried.**

**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.

1. **BILL 1027 – Amend Ordinance 908 Temporary Sign Sections** – Staff

**City Attorney Zollinger** presented the changes made to BILL 1027 as requested by the City Council.

**Council Member Benfield** moved to third read and approve BILL 1027 as amended; Council Member Erickson seconded the motion; Discussion: all voted aye, **the motion carried.**

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

#### **Mayor's Report:**

##### **A. Hemming Village update**

**Richie Webb** provided an update of the Hemming Village Project to City Council. He introduced his group from Salt Lake (Mr. Smith, Mr. Hawkins, and Mr. Richards.) He wanted to give an update on where they have been since the first proposal. He reviewed the project on the overhead screen getting to a final discussion on Urban Renewal. The Downtown Urban Renewal District was recently expanded to include the Hemming Project.



Mixed Use retail and housing building currently under construction

They are close the BYU-Idaho. The large building is a mixed use building, which is currently under construction.



**Jimmy John's**

Jimmy John's opened yesterday, which is located on the corner. Other business space is available next to Jimmy John's.



**Bambino Building**

The Bambino Building is under construction. He continued to review slides of the project on the overhead screen. They will continue to present new development to the City Council as the project progresses. The street is critical due to the added density planned. There are other building plans which entail offices on the top level and retail on the first level, with a possible basement below.

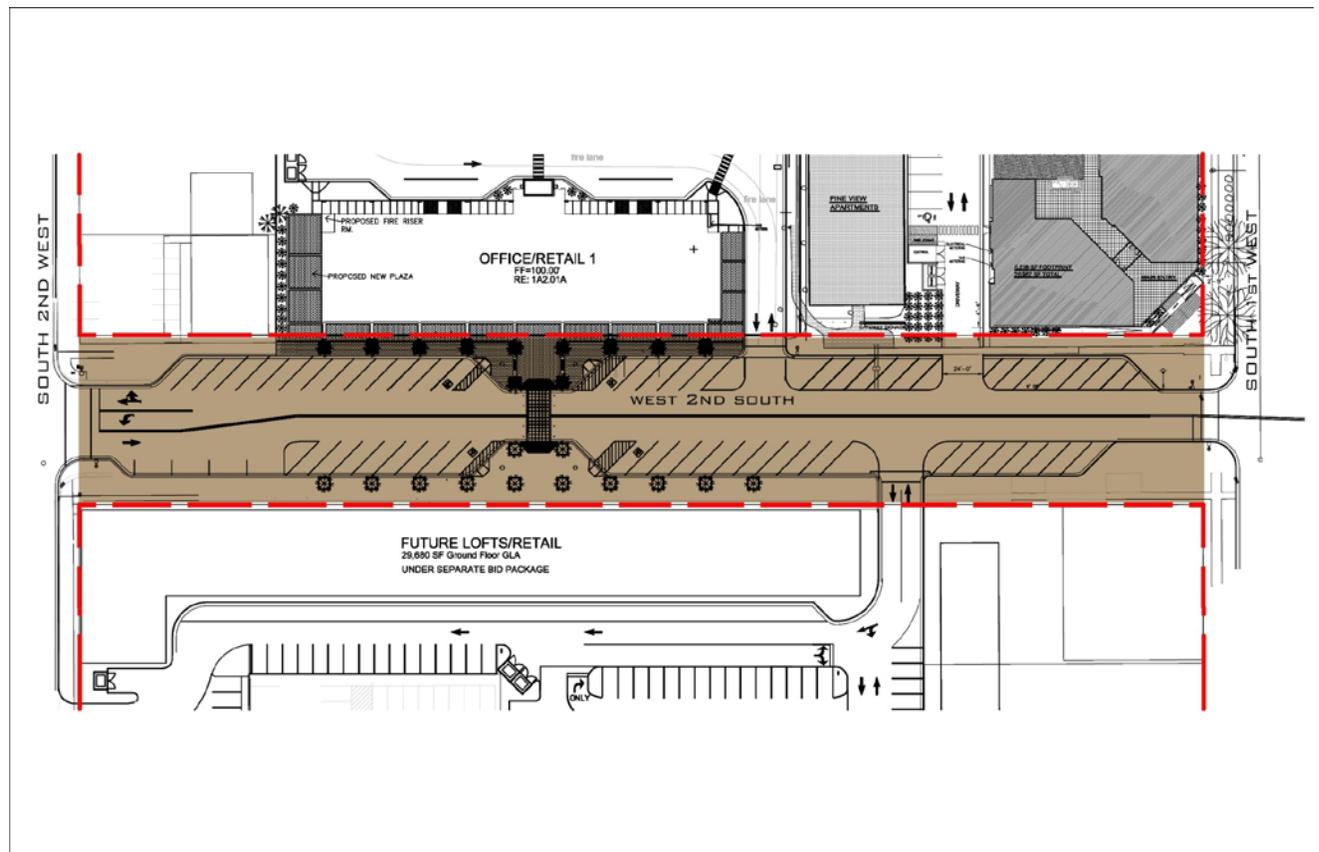


**Student Housing**

Future student housing is planned with a four level building to include 60 units with 360 beds incorporating some underground parking possibly. The total Hemming Project is planned to be a \$25 million investment. He reviewed an overall sight plan. He wanted to focus on the street issues needing Urban Renewal money. They have looked at parking structures in Boise built with Urban Renewal funds. Rexburg Urban Renewal would not work for infrastructure on private property. Williams Engineering and Headwaters provided some street improvement estimates for West 2<sup>nd</sup> South. They included storm drainage, sewer, water, and street surface improvements. All infrastructure improvements are underground.

Above ground improvements on their property include sidewalk and landscape on city right of way. The question is will other developers pay for sidewalks, etc. His response was Urban Renewal Districts are designed with the incentive to provide these areas that would otherwise not be developed, because of the cost, etc. He used Broulim's sidewalks as an example. He sees their situation as being very similar. They are staying non-elaborate. To do "bulb-outs" is at the request of the city to slow traffic.

Mr. Webb asked the City Council to approve the scope of the project using Urban Renewal funding.



**Council Member Mann** asked about parking places. Will they be used for apartments? Mr. Webb indicated the parking is designed for commercial use not residential use. Lane Hemming responded the parking lot will be patrolled to restrict students.

**Council President Mann** asked to validate Urban Renewal, to state that it is for retail, not apartments. There was some discussion on reverse angle parking. There were remarks on the town of Victor, converting to reverse angle parking as their parking structure. Many voiced concerns with reverse angle parking and that they do not like that idea for Rexburg; at least for now.

**Council Member Benfield** compared this development to the Broulim's Development; Finance Officer Horner concurred.

**Council Member Erickson** discussed the narrowed street in the proposal. The 65 foot street would be narrowed for slowing traffic and other safety concerns. This is the only through street between 1<sup>st</sup> South and 7<sup>th</sup> South, going east and west in Rexburg.

**Council Member Sutherland** said 2<sup>nd</sup> South is already impeded with pedestrian traffic.

**Council Member Erickson** referred to Kartchner's development, where narrow streets were disallowed. It is a possibility.

**Council President Mann** concurred—except there is a difference. This is one of the most highly populated places, across from the University of BYU-Idaho, whereas Kartchner's is two miles west of town.

**Council Member Erickson** said narrow streets were proposed for Kartchner's to slow traffic, and the request was denied.

**Council Member Benfield** said it is a pedestrian zone. She asked for bulb-outs, asking if that was their plan, or if it was being done because of the city.

**Lane Hemming** said traffic drives down 2<sup>nd</sup> South at 35 mph. He would do what the city preferred. Discussion arose on bulb-outs, the difficulties for snow removal.

**Council Member Erickson** said that the bulb-outs make it safer for pedestrians to cross the street. This is a point that would need to be talked about a little more.

A question about snow removal came forth. Council Member Erickson said there needs to be no parking between 2:00 A.M. and 7:00 A.M. Snow removal is tough as it is; bulb-outs make snow removal difficult.

**Council Member Egbert** asked for their plans for snow removal. They would help clean the snow with smaller equipment for sidewalks etc. The street has no parking from 2:00 A.M. to 7:00 A.M. between December 15<sup>th</sup> and March 1<sup>st</sup>.

**Public Works Director Millar** explained the bulb-outs consume the right-of-way causing the need to haul the snow for increased long term expense. He said the amount of area the city hauls snow increases every year. He gave examples of snow being hauled off Main Street, 2<sup>nd</sup> East, College Avenue, and 2<sup>nd</sup> West, etc.

**Finance Officer Horner** commented snow removal is tougher for 10-15 days per year; however, pedestrians are here all year.

**Council Member Erickson** thanked Mr. Webb for showing the Hemming Project plan.

Print Date: 2/17/2010

HEMMING PROPERTIES						
2ND SOUTH PUBLIC ROADWAY AND UTILITIES COST ESTIMATE						
CATEGORY	DESCRIPTION	UNIT	QTY	UNIT COST	EXT. COST	
ROADWAY/SURFACE	Demolition (231 on 1st West, SW & fire line)	SY	7775	\$9.00	\$69,975.00	
	Earthwork (cut & haul)	CY	4125	\$8.00	\$33,000.00	
	Geofabric	SY	6000	\$2.00	\$12,000.00	
	Subbase (10" and 20" thick)	CY	3333	\$13.00	\$43,329.00	
	Asphalt (3" thick)	SY	6000	\$20.00	\$120,000.00	
	4" Thick 3/4" crushed gravel base	SY	6000	\$5.00	\$30,000.00	
	Curb and Gutter	LF	1728	\$22.50	\$38,880.00	
	Concrete walkways (222 SY on 1st West)	SF	14616	\$4.00	\$58,464.00	
	Valley Gutter	SF	3348	\$7.00	\$23,436.00	
	Landscape & Irrigation w/in ROW	SF	8415	\$5.00	\$42,075.00	
	Streetlights	EA	10	\$4,195.00	\$41,950.00	
	Striping	SF	1797	\$2.00	\$3,594.00	
	Sign relocated	EA	2	\$350.00	\$700.00	
					<b>Sub-Total</b>	<b>\$517,403.00</b>
	STORM DRAINAGE	BMPs	LS	1	\$10,000.00	\$10,000.00
Inlet Structure: New		EA	4	\$3,000.00	\$12,000.00	
Inlet Structure: Relocate		EA	2	\$1,000.00	\$2,000.00	
Outlet Structure: French Drain		EA	1	\$3,000.00	\$3,000.00	
24" drain pipe		LF	414	\$60.00	\$24,840.00	
Manholes		EA	2	\$2,500.00	\$5,000.00	
12" drain pipe (short extensions)		LF	16	\$40.00	\$640.00	
				<b>Sub-Total</b>	<b>\$57,480.00</b>	
SEWER AND WATER & FIRE SUPPRESSION SYSTEM	6" sanitary sewer service (4 services)	LF	200	\$20.00	\$4,000.00	
	6" waterline	LF	155	\$28.00	\$4,340.00	
	8" Waterline Phase 1A	LF	30	\$32.00	\$960.00	
	12" Waterline 2nd South	LF	748	\$46.00	\$34,408.00	
	Fire hydrant	EA	3	\$2,500.00	\$7,500.00	
	Service connections (from 2" and 6" to 12")	EA	9	\$500.00	\$4,500.00	
	Mainline connections	EA	2	\$1,500.00	\$3,000.00	
	6" wet tap and valve	EA	2	\$2,000.00	\$4,000.00	
	12" wet tap and valve	EA	1	\$4,000.00	\$4,000.00	
	Water meter relocate	EA	7	\$700.00	\$4,900.00	
	6" valve	EA	4	\$800.00	\$3,200.00	
8" valve	EA	1	\$1,000.00	\$1,000.00		
				<b>Sub-Total</b>	<b>\$71,808.00</b>	
MISCELLANEOUS	Hard Cost Sub-Total				\$646,691.00	
	Mobilization Costs (3% +/-)				\$19,401.00	
	Bond/Insurance (3% +/-)				\$19,401.00	
	Contingency (8% +/-)				\$54,839.00	
	Hard Cost Total				\$740,332.00	
	Engineering and Construction Testing, Inspection, & Admin (10% +/-)				\$73,668.00	
TOTAL						
	<b>Project Total</b>				<b>\$814,000</b>	

**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.

Minutes:

- A. February 03, 2010 meeting
- B. Approve the City of Rexburg Bills

**Council Member Benfield** asked for a correction on the spelling of the “The Craze” on page one.

**Council Member Sutherland** moved to approve the Consent Calendar; Council President Mann seconded the motion; all voted aye. **The motion carried.**

**Council Member Benfield** moved to go into executive session per Idaho Code 67-2345 (F) to consider legal issues; Council Member Egbert seconded the motion;

**Mayor Woodland** called for a roll call vote:

**Those voting aye**

Council Member Sutherland  
Council Member Benfield  
Council Member Erickson  
Council President Mann  
Council Member Egbert

**Those voting nay**

NONE

**The motion carried.**

**Executive Session:**

**Executive Session ended.**

**Adjournment**

Attest:

\_\_\_\_\_  
Richard Woodland  
Mayor

\_\_\_\_\_  
Blair D. Kay  
City Clerk