

**City of Glenns Ferry City Council Meeting June 22, 2021**

The regular City Council meeting of the City of Glenns Ferry was opened and called to order at 7:00 pm on Tuesday, June 22, 2021, by Monty White, Mayor.

Members Present: Dani Martinez, Kenny Thompson, Mayor Monty White

Staff Present: Donn Carnahan, Derik Janousek, Scott Nichols, Teresa Parsons, Jennifer Trail

Others: Donna Carnahan, Jill Hampton, Julie Lisle, Dan Phippen (call in), Sammy White

**To observe appropriate social distancing guidelines, as recommended by the Center for Disease Control and Prevention (CDC), the public joined the City Council Meeting remotely from their computer, tablet, or smartphone.**

**Public was invited to join from their computer, tablet, or smartphone.**

<https://global.gotomeeting.com/join/389191373>

**Or by phone.**

United States: [+1 \(571\) 317-3122](tel:+15713173122)

**Access Code:** 389-191-373

**Or by app: New to GoToMeeting**

<https://global.gotomeeting.com/install/389191373>

**Item 1. OPEN MEETING/ROLL CALL:**

McFarland: Roll call.

Susan Case     Dani Martinez     Ken Thompson  
 Billy Galloska     Mayor Monty White

**\*\*\*LET RECORD SHOW SUSAN CASE WAS ABSENT \*\*\***

**Item 2. PLEDGE OF ALLEGIANCE:**

**Item 3. MOTION TO: [ACTION ITEM]: Adopt Agenda:**

**Galloska:** So moved

**Martinez:** Second

**Mayor White:** All in favor, all-ayes.

**Item 4. PUBLIC COMMENTS: Please Sign in to Speak: For information purposes only on items not placed on the agenda. No action or decision can be made on public comments. Comments are limited to 3 minutes. \*\*\*SEE BELOW\*\*\***

**Item 5. MOTION TO: [ACTION ITEM] Consent Agenda:**

A. **City Council Meeting Minutes for May 25, 2021:**

B. **Accounts Payables for June 2021:**

C. **Library Board Meeting Minutes May 2021**

**Thompson:** I'll make the motion to accept the consent agenda.

**Galloska:** Second

**Mayor White:** All in favor, all-ayes.

**Item 6. ITEMS MOVED FROM CONSENT AGENDA FOR FURTHER DISCUSSION:**

**Item 7. DISCUSSION/MOTION: [ACTION ITEM] Tabled from 6/08/2021 Meeting: iWorQ Systems for Glenns Ferry Public Works & Code Enforcement.**

**Mayor White:** I understand we have a representative for iWorQ Systems for the Glenns Ferry Public Works and Code Enforcement. Dan are you there?

**Phippen:** I sure am.

**Mayor White:** Would you tell us a little about what your program does and give the council a little bit of insight on how much this would cost us and what this would do for us if we decided to purchase.

**Phippen:** Absolutely, no problem whatsoever. We did our initial demonstration with the software a couple months back with the mayor. Johnny, Lori and a couple other sat in. We are a public works software system that can be used to track day to day work and any maintenance performed on items such as hydrants, water lines, sewer lines. Any infrastructure assets that we like to call it, that Johnny oversees. A couple things that Johnny did like about the system is that it can track any work. Any time that work is performed it can track the man hours and any costs associated with the upkeep or maintenance on those assets as well. Any time you do track those costs, it can be recorded as well so you can run a monthly report that could be presented to the council showing a specific cost that's being associated with upkeep and things like that. I know that Johnny liked specifically about the system is that he could track the work and then find the water and sewer locations you could even map out those assets, So, you could look at them physically and through those assets compile them for a maintenance and inspection schedules so he can stay on top of the work. With the system being web based, you can use it out in the field, same goes with the code enforcement side. Anytime a code violation occurs, whoever the code enforcement officer is there can use the system out in the field without any use of the internet. They can pull up past code violations for a residency, we can take before and after pictures, send out letters through the system, and so on. That's a brief overview of the system. We are a subscription-based software system. Currently the prices are flexible, but for both the public works side and the code enforcement side, which would also include a building permit application as well for residents would be five thousand dollars annually so it would be a total of ten thousand dollars for both sides. Any questions or concerns?

**Nichols:** Is it good with tablets, cell phones and computers?

**Phippen:** Yes, exactly. Any device capable of logging on or is internet capable to log onto the device to use the full capacity of the software.

**Parsons:** I do have your power point pulled up if you wanted to go through that as well.

**Phippen:** Ya, I can see that. I did just turn on my camera so you guys can see me. Basically, everything that I did explain is in the power point. We can go through that if you'd like. The power point are screen shots of the applications that I briefly described. Work management application, pavement manager and water and sewer manager as well. I did explain the capacity of it.

**Mayor White:** We have two council members who would like to go quickly go through the power point.

**Phippen:** Ya, absolutely. Just gives kind of a basic description of what I just explained. Just a couple things that sets us apart is that we are extremely affordable when it comes to just the cost of the system overall. The good thing is, the council would like to hear this, whatever you do sign up for that listed price is a locked in for life price. That would never increase. Competitors prices increase. Like I mentioned intuitive, the system is very easy to use. It is a highly configurable when it comes to certain information that tracking within the systems entirely up to you when it comes to work description or really any pertinent field that Johnny or the code enforcement can track. It is GIS Map capable. If you have any data or maps app. I know Johnny mentioned the city doesn't currently have any GIS Maps. If you had to get any road maps or county assessor data, we could pull that information and over lay it onto our maps. So anytime there's a violation you could click on that residency, and you can pull a history of any code violation or letters that have been previously issued. The same goes with public works. Johnny would have the capability to just use a blank way around that map to add hydrants, pumps, water pumps. Our work management dashboard, you can click on those individual lines. You can track equipment, inventory, specific work orders, schedule routine work. You can report that to the map, so they have that visual aid. Work order information, those bits of information are configurable. Any information that is recorded on a work order is reportable as well. If you want to see the work order and the cost associated with the project, that all can be easily done through the system. This is a system that can have as many users as possible. If a citizen calls in wondering about the status of a work order anyone can log in to see the status of that work. You can track the man hours associated, equipment hours, inventory, material and so on. You can also add notes, upload files, upload before and after pictures, so on and so forth. Where it says assign assets, you can track a detailed maintenance history or hydrants, and other water and sewer assets that can be associated with hydrant number or pavement and so on. We do provide and it is in the package, a pavement and side manager. Similar to a work manager, pavement and signs, anything from maintenance history, systems of roads, and any additional maintenance on that. Water and

sewer management dashboard where you can click and view just about any type of asset you want. You have maintenance history and inspections.

**Nichols:** What's the extra thirty-three hundred dollars that you didn't mention?

**Phippen:** That is just our one-time set-up and communication fee. Especially where the city is interested in both sides, code enforcement and public works sides, we can eliminate that set up fee just to make it more feasible for cities to go forward with us. Just from feedback from Johnny and other staff members, it would be of great help there. Does that answer your question?

**Nichols:** Does that thirty-three hundred dollars fall under the five thousand annual fee or the eight-three hundred one-year payment fee?

**Phippen:** It would be that eighty-three-hundred-dollar fee. Then every year after that it would be that five-thousand-dollar fee. If we can come up with an agreement where we can maybe come up with and execute date, we can eliminate that set up fee. So, it would just be a flat rate in year-one of five thousand dollars or ten thousand dollars if you go forward with both sides. Then every year after that it would continue to be that thousand dollars annually.

**Mayor White:** Council, any other questions? I appreciate it. We'll get together and talk with Scott and the council and get back with you, ok?

**Phippen:** Ok, we appreciate it.

**Galloska:** What are we doing now and where did this come from?

**Nichols:** This is what we do now, when you open the door that goes in the ground, and you don't know where it's at.

**Galloska:** Just wanted to know.

**Nichols:** This needs to stop.

**Galloska:** I agree.

**Mayor White:** Johnny felt like things were getting overlooked. We get so many requests, and it goes on a note pad and then the next one comes in.

**Nichols:** With no carbon copy. No who did what, when they did it, how much it cost to do it, what was used to do it.

**Mayor White:** Then pretty soon we get a call from a citizen, and it's been eight weeks and I haven't heard anything.

**Galloska:** That's a legitimate answer. I just want to know when we're asked about ten grand.

**Nichols:** There's an entity in town that does use it and they wouldn't go away from it.

**Galloska:** Really?

**Parsons:** I'm thinking about all the people that end up leaving with all of the knowledge to that would already be documented. Maybe not what's happened ten years ago, but what's happening now.

**Galloska:** Sure, building the history.

**Mayor White:** It's basically whether the council wants to spend ten grand on it.

**Galloska:** That brings me to my second question. Where's the money going to come from?

**Mayor White:** Well, it'll come out of sewer, water and probably the parks uh, streets.

**Thompson:** That's where it's affecting.

**Mayor White:** Those budgets will have to go down some.

**Galloska:** In order to do it.

**Mayor White:** Some of the line items that are there now, will have to be reduced.

**Parsons:** And it'll be ten thousand a year.

**Mayor White:** Every year you would get into the budget cycle.

**Martinez:** It will increase the productivity, right?

**Mayor White:** Well, that's what it says. Sometimes I get a little nervous. I've seen in the past where we get these systems and all of the sudden, they're not used.

**Thompson:** That's the kind of thing that kind of concerns me. It's easier to stop. Just doing what you usually do and forget about doing what your supposed to be doing.

**Mayor White:** I have seen a lot of programs in the federal government and everybody kind of gets going on it. It was a new system every time and it did alright, but the whole thing is if you don't use it, it's not worth having. It's got to be a commitment to use it. I guess that falls to me.

**Nichols:** I think the biggest picture is the mapping. Everyone knowing where everything is at. This way it would map it for us. As you go to a particular job site, somethings next to you, you could go right over there and hit the GIS and map it as you're going. So, you can map the town as you go to a job site.

**Galloska:** Ok, so it doesn't have to be programmed...

**Nichols:** You can have it do this and don't forget to do this as you go throughout your work.

**Galloska:** That's efficient.

**Mayor White:** Let's talk about this a little bit more and then we'll make a recommendation. I would say that we're going to have to wait and do it after the first of October. If council decides it had to be done...

**Thompson:** It'll be in the budget once a year.

**Mayor White:** Alright? It's your budget. You got to remember; you'll have to give up a few dollars.

**Parsons:** Is this just being tabled for tonight?

**Mayor White:** There won't be a decision tonight.

**Item 8. DISCUSSION/MOTION: [ACTION ITEM] Idaho Street: Damaged Building.**

**Mayor White:** Two weeks ago, I told you about the building. We've done some more research and I looked at it and Scott tells me that it's not worth fixing. But the council can declare that building incidental or excess and we'll sell it, we'll put it up for bid. There's been some interest in those rocks already.

**Nichols:** We can go, one lump some or everyone in town can purchase this amount, put a limit on it, so someone doesn't come in and wants them all, give everyone in town a chance?

**Mayor White:** I think we need to sell it and cut our losses. If I could economically fix the building and use it, I would say we need to do it. People have already been nosing around saying I want a bid on that. If the city can sell that and keep it in the community where people can put them in their yards or whatever, then I think that's the way we out to go. We need to be realists here. It's too bad it happened, but this is where we're at. I think we go ahead, have the council declare the building incidental or excess and sell.

**Thompson:** Just the building not the ground.

**Mayor White:** No, just the building. Then they have to come in, haul it, level it out, take care of it, and contract it whoever it is that wins the bid. I suggest that we do it as a closed bid, we hold the bid, and get some advertisement out there. Next week I'll talk to the attorney about how we go about declaring it excess and we'll bring it back to you guys that week, then we'll get it out. Scotts got a real concern about how we can't be dragging our feet on this because it's a hazard if kids get in there. Derik brought to my attention that the grout in there, you can just knock it out with your finger. The reason it's on the ground is because it's very unstable. The guys didn't just run right over it, they just barely bumped it and the whole thing started crumbling. Any discussion, is that what you guys would like me to move forward on?

**Galloska:** I want it to be taken care of right away, it's a danger.

**Thompson:** I think we should put it back up.

**Mayor White:** I don't have the money.

**Thompson:** Take it out of the city crew budget, they're the ones that tore it down.

**Mayor White:** No, they didn't tear it down, they bumped it and it fell down.

**Thompson:** It's still the same thing, they tore it down.

**Mayor White:** No, there's a big difference. I understand where you're coming from Kenny, but sometimes you just got to let it go.

**Mayor White:** Is there a motion to look into making that excess property?

**Galloska:** Yes, I will make that motion.

**Martinez:** Yes.

**Mayor White:** Those opposed?

**Thompson:** Aye.

**Mayor White:** Motion carries.

**Item 9. DISCUSSION/MOTION: [ACTION ITEM] Julie Lisle: Elmore County Fair and Rodeo: Good Sams and Trappers Convention Report.**

**Lisle:** I gave a report to the Elmore County Tourism Board the other day, and they informed me that they don't share a lot of their information with Glenns Ferry. So, I called Teresa to see if I could come tonight to share it with you. We've had two events this month so far at the fairgrounds. The first one was the Good Sams and it was a campout, they couldn't do a jamboree cause Good Sams Association because it is an RV Association and they are still on COVID restrictions, but they did do a campout. They had one hundred-sixty-two attendees. I asked the host to kind of track some stuff for me. 85% of the attendees went to two or more parks while they were here for five days at the state parks. ATV trails were utilized by 17%, Eating out 100% ate out two times per day or more, groceries 83% bought groceries or snacks in Glenns Ferry, 37% bought hardware, repair fixtures for motor homes or ATV's, 94% bought one or more tanks of fuel in Glenns Ferry. The National Trackers Association had their first Northwest Division here

June 11<sup>th</sup> and 12<sup>th</sup>. They had the Northwest for ten years. It was very well attended, we had people from Alaska, Colorado, Canada, Maine, and Iowa. They had one thousand-one hundred and twelve attendees and demonstrators. 28% of them only went to the state park, 91% ate out one meal a day cause we did have Bill and his crew and another food truck and the lobby there at the Fairgrounds to feed people during the day for breakfast and lunch. 100% of them bought one plus meal from our food vendors, 37% stayed in a motel in Elmore County, 88% bought fuel here, and 83% bought groceries here. We had a lot of dry campers; tent camping and stuff like that so they did a lot of barbequing and fun games and stuff. This weekend we have the Snake River Rattlesnake Junior Livestock Show. That'll be Friday and Saturday and Sunday. Then we also have the first and second junior rodeo that will be Saturday and Sunday. We have good attendance on both of those entrees. Hopefully that'll bring some more revenue into our community.

**Item 10. DISCUSSION/MOTION: [ACTION ITEM]** Derik Janousek: Adopt 2018 International Fire Code, in its entirety.

**Martinez:** Yes, I'll will make a motion.

**Thompson:** I'll second.

**Mayor White:** All in favor, all-ayes.

**Item 11. DISCUSSION/MOTION: [ACTION ITEM]** 2018 International Building Code, in its entirety.

**Thompson:** Yes, I'll will make a motion.

**Martinez:** I'll second.

**Mayor White:** All in favor, all-ayes.

**Item 12. DISCUSSION/MOTION: [ACTION ITEM]** Christy Acord: New Signage Above for the City Boat Docks.

**Mayor White:** Christy is on her way to Utah and hopefully everything is going good. I tried to call her so I could give you guys an update, but little Henry is being born as we speak.

**Hampton:** I guess I'm subbing for Christy because Lance is going to do the signs for the boat dock and the next one down, 13. I did not see the one, I just know it's going to go down the hill. It has the Bostic name on it next to the railroad tie that blocks the street, that's where that one's going to go. I'll pass this one around, it's going to be a combination between a cartoon type of thing and what he did on the mural at Penner and Fink. It's going to be down by the life vests. It's one of those photo cutouts that you put your face in. It's a fish with a fisherman with a broken rod and reel and you stick your head in this and it says, "I was caught in Glenns Ferry". It'll be up by the end of the month for operation facelift that this is all going for.

**Mayor White:** Christy briefed me; she wanted the council to say it's ok.

**Parsons:** Can I take a picture of it so I can have it on record?

**Hampton:** Ya. This is a real rough, but you get it.

**Mayor White:** Do we have a motion to accept the signage in items 12 and 13?

**Thompson:** I motion that we approve the signage.

**Martinez:** I'll second.

**Mayor White:** All in favor, all-ayes.

**Item 13. DISCUSSION/MOTION: [ACTION ITEM]** Christy Acord: Photo Prop at the Life Jacket Station at the City Boat Docks.

**Mayor White:** Do we have a motion to accept the signage in items 12 and 13?

**Thompson:** I motion that we approve the signage.

**Martinez:** I'll second.

**Mayor White:** All in favor, all-ayes.

**Item 14. DISCUSSION/MOTION: [ACTION ITEM]** DEPARTMENT/COMMUNITTEE MEMBER REPORT:

A. **Sheriff Office** – Sheriff Hollinshead/Lieutenant Burnett:

**Mayor White:** We don't have a report from the sheriff, and I did not hear from him. I called him several times last week. They were here in town. They'll have to give their report later. They're short handed and things are popping up there.

B. **Fire Chief** – Derik Janousek:

**Janousek:** We actually have a videographer coming down. He's going to do a video that will go on the website. (slideshow): This is last night, after the next day or two the trailer will be off the street, the street will be fully open again.

**Mayor White:** Thanks, Chief, for doing that. I think it makes our citizens safer and our firefighter safer. That's the most important thing.

**Thompson:** That training really helps.

C. **City Engineer** – Keller Associates, Inc. – Donn Carnahan, PE:

**Carnahan:** Just an update thanks to Scott and Derik out at the lagoons, they got things started to see how everything goes. After that we'll set up the dredging of that first area of the lagoon and after the project is done, we'll make sure he hasn't damaged the line or caused it to damage more. Also, today we met with the mayor with Idaho Parks and Rec, we applied for that grant for the pathway. We received that and it was kind of a kickoff meeting to get that going today. Then Owyhee Street we are surveying that and getting it off to IDEQ. Get that bid and get that approved. On the airport grant we submitted for that we haven't heard back from them, but we should be hearing back pretty soon, and I get you an update when I know more on that.

**Mayor White:** Any questions?

D. **Public Works** – Scott Nichols:

**Nichols:** To reiterate what Donn talking about, we did get the bladders installed and blocked off all the lagoons so the stuff would stay put so we could test it accurately. The aerators are shut off so in case you do smell a slight odor that's the reason why. You'd be surprised at the smell when the aerators are on you can't really smell it, when they're off you'll know it.

**Martinez:** How long will those last for?

**Nichols:** Until the results come back negative. The new ones that have been put back together, so there's three total, will not be allowed to be put into service until the results come back. We will be down two aerators until we get the results back. They're sitting stage at the lagoons ready to jump right in and go to work.

**Galloska:** How long do you suspect that'll be?

**Nichols:** I don't know when the results come back, but I'm hoping the test is seven days. That means everything went good on our end, nothing is seeping. The bladders held, they didn't lose their air and let that stuff seep by. We're shooting for seven to ten days, but I don't know how long it takes.

**Carnahan:** Really quick what's happening with that, (inaudible) it should be less that fourteen days or right around there.

**Nichols:** Everyone in this room has probably seen the sign that we went ahead and put up. It's something new this year, an information sign from the county that was donated to us. We have it on Idaho Street informing our citizens that Idaho Street will be shut down on the 30<sup>th</sup> of June, we're hoping not all day. If everything goes well, it'll be a few hours then we'll open it back up. We will be starting in the business section at first light to try to get it knocked out so the businesses can open back up. We have not in the past enforced the city code with barricade tampering, this year we will. Anyone now who touches, walks across, or drives over the sheriff will be informed. We have anew thing on my phone that has a timestamp, we don't need to talk, we just need to take measures. Because they've done it in the past, they've tracked it into the post office when they did this street and that's not happening anymore. There is too many other streets in town to take to get where you need to go.

**?:** And why are you blocking out the streets?

**Nichols:** We're going to be boiling the stuff for quite a few streets in town. We'll start on East Idaho from Commercial to Alturas, where the building is damaged. There's more streets, Elmore Street to Fourth, Alturas to First, Logan to First. Lincoln to First, and then we should be good there, but hopefully North Kansas. But all those residents if you live on those streets will be informed prior to ensure that your cars are parked somewhere else, so we don't have to go around your car path forever.

E. **Clerk/Treasurer** – Teresa Parsons:

**Parsons:** I got back from training, three refresher days, that was very good for me. They've already set up the next training and this time Lori will be able to go with me as well. Other than plugging numbers in for the city, do you guys have any questions for me?

**Martinez:** Will you be able to use that iWorQ thing on work orders and stuff for.....

**Parsons:** Because it's good for the record keeping part of it, but it would mostly be Lori and Kristian taking the calls from the customers and then shooting it off to the guys. I'm going to learn it because I

might answer a phone. I'm not going to push it off to the next person, but it'll mostly be the other two in the office.

F. **Development** – Christy Acord:

**Mayor White:** We mentioned that Christy is not here tonight because of her family situation.

G. **Librarian** – Jennifer Trail:

**Trail:** Things are going wonderfully. I think we're having our best summer reading that we've ever had. We've had tons of kids in and families in every day. I'll come with pictures next week, we'll do part of it, we'll do like a June recap thing. It does go through July though. Things are going really well. It's nice to see people out again and kids reading a ton.

H. **Animal Control** – Dena Marchant: NOTHING

I. **Airport Manager** – Monty R. White:

**Mayor White:** We're waiting to see if we get that grant for the airport and we're also doing the budget for the airport this year. We will be meeting back and presenting with what I propose is the airport budget to the advisory committee and then it'll be given to the city council to be approved or taken a look at. Scott, we're still working on that water and Donn for the design and now we're just trying to put it all together because we know that we can't even buy the pipe now. So, we're trying to figure that out. We got to get that done somehow. If we do get that money, we may want to allocate some of that to get that water line. But, like I said, that'll be the council's decision.

J. **Historical Museum** – Donna Carnahan:

**Donna Carnahan:** I guess you know that we hired Carol Phillips to manage the museum. We're open, but with this heat we just have the swamp cooler to keep us cool. Thanks again.

K. **Planning & Zoning** – Kt Carpenter: NOTHING

**Item 18. MAYOR AND CITY COUNCIL COMMENTS:**

**Mayor White:** We finally got Brad Stoked down, he gave us a report on what's going on with those trees down here. And as you guys have read says that it's been weed whipped and hit with a lawn mower from probably three or four years ago and whoever was doing it seems like they were quite consistent and were damaging those trees. He gave us some suggestions on what to do and Scott has the same report and we're going to fit that in. We're going to have a little training session tomorrow morning with the mowers and how not to be hitting trees. He doesn't believe this damage was done this year; it was in the past. We had a lot of people that were upset that we weren't taking care of those trees. It's not a matter of that we weren't taking care of them we could not figure out what was wrong with them. I've been down there a hundred times and I never realized to take a look at that about basically what you're doing is girdling the tree. He thinks the trees will come out of it, but just continue with fertilizing and watering them. Scott will educate his crew on how vital it is to go around the tree and not through it.

**Nichols:** We have a few select trees in town that have that we'll put a band aid on.

**Mayor White:** That's all I have for tonight.

**Item 19. ADJOURN: [ACTION ITEM]**

**Galloska:** I'll make that motion.

**Martinez:** I'll second.

**Mayor White:** All in favor, all-ayes.

**Parsons:** 7:49 pm.

Approved by the City Council: \_\_\_\_\_

\_\_\_\_\_  
Monty R. White - Mayor

Attest: \_\_\_\_\_  
Teresa Parsons - Clerk/Treasurer

DRAFT