

City of Glenns Ferry City Council Meeting May 10, 2022

The regular City Council meeting of the City of Glenns Ferry was opened and called to order at 7:00 pm on Tuesday, May 10, 2022, by Mayor William Galloska.

Members Present: Johnny Hernandez, Luke Guy, Kenny Thompson, Mayor William Galloska

Staff Present: Teresa Parsons, Scott Nichols, Derik Janousek, Christy Acord, Jennifer Trail

Others: Lieutenant Steve Burnett, Brittney Guy, Donna Carnahan, Michelle McFarlane, Adeanna Jenkins, Denver Price, Dorothy Drake

Online: Eric Howard

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Item 1. OPEN MEETING/ROLL CALL:

 A Susan Case X Johnny Hernandez X Luke Guy X Ken Thompson
 X Mayor Billy Galloska

Let the record show Council Woman Case was absent

Item 2. PLEDGE OF ALLEGIANCE:

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

Mayor Galloska: I, Mayor Galloska MOVES THAT THIS GOVERNING BODY, PURSUANT TO IDAHO CODE 74-204, AMEND THE AGENDA FOR THIS MEETING AS FOLLOWS:

- ADD: DISCUSSION/MOTION: [ACTION ITEM] Dorothy Drake, Glenns Ferry Historical Opera Theatre & Lobby Bakery: Requesting Signage on the Corner of 1st/Commercial.

GOOD FAITH REASON ITEM NOT INCLUDED IN POSTED AGENDA (REQUIRED):

- Request was made to the City Clerk last week, but not forwarded to the City Clerk to post on the agenda.

Guy: I'll make the motion to Adopt the Amended Agenda

Hernandez: I second.

Mayor Galloska: 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.

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

A. City Council Meeting Minutes for April 26, 2022.

B. Glenns Ferry City Animal Intake Facility Workshop Minutes April 26, 2022.

C. Accounts Payables for April 2022.

D. Payroll April 2022.

Mayor Galloska: Can we get a motion to adopt the Consent Agenda?

Thompson: I'll make said motion.

Guy: I second.

Mayor Galloska: All in favor, all – ayes.

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

Item 7. DISCUSSION/MOTION: [ACTION ITEM] Mayor Galloska: Erica Ross: Resignation from the Library Board.

Mayor Galloska: I need a Motion to accept the resignation from the library.

Thompson: I'll make the motion that we accept her resignation.

Guy: Second.

Mayor Galloska: All in favor, all – ayes.

Item 8. DISCUSSION/MOTION: [ACTION ITEM] Michelle McFarlane: South Central Idaho Region IV Development Brownfields Program, Property Assessment Agreement Glenns Ferry Historical Museum.

Michelle McFarlane: Mr. Mayor and City Council, thank you for having me, my name is Michelle McFarlane. I'm a Community Development Planner with Region IV Development from Twin Falls. We were formed in 1975 as a Council of Governments and since that time we've been recognized by the Economic Development Administration as an Economic Development District for South Central Idaho. Part of that designation requires that we maintain what's called a comprehensive economic development strategy and in order to form basically that regional strategic plan of what's important for communities. We do a lot of discussions with communities and several years ago, something that came out of those discussions was Communities voicing that they needed, assistance in funding to help clean up contaminated properties for revitalization. What we know as Newfields. In response to that Region IV applied to the Environmental Protection Agency for a grant that would allow us to create an assessment program. We received that grant in October, and what that has done is allowed us to create a program, that invites property owners to apply, to have their property assessed either with phase one and/or phase two of environmental study. Those a lot of times can be very expensive, and they can be the first step in order to get a property revitalized. In March, Mayor Galloska applied to the program to have Historical Museum included into our program, and we were able to get that approved through EPA. So, what I'm here asking for today is your approval to move forward, on these assessments. And what that would entail we have hired a qualified environmental professional out of Boise. That they would come and assess the property for contamination. They would do building material testing to identify if there's contamination. I think we all know that there is contamination with asbestos and possible lead paint. That would give you a good idea of how much contamination there is, what it might take to clean up, and give you an idea of how much funds you would have to raise in order to clean up that contamination in order to better use the facility. I would open myself up for questions.

Thompson: The question I have is, when you're are doing this, is this going to affect the ability for them to continue using it?

McFarlane: Absolutely not, they will still be able to be open and continue using... You're the Museum Director, I take it?

Price: Yes.

McFarlane: So, our qualified environmental professional will work with museum staff to schedule and speaking with our QEP's generally we would do phase one. We start with the phase one, that is a lot of historical records and looking at the site. But because we're not changing ownership, we can potentially move past the phase one, go directly into the materials in the phase two, which would save time and give you a way faster results. So, we would coordinate with a good time, so we are not affecting your revenue.

Hernandez: If we find out, let's say it's \$100,000, to get that building up to date are there are grants that help us to get that fixed and solved or is it out of pocket like on the City one hundred percent?

McFarlane: So it depends on how you want to go about it. EPA does have clean up grant, Region IV does not have one at this time. We did apply for what is called a revolving loan fund in order to assist people in clean up. We are hoping to find out in the next few weeks if we received that revolving loan from EPA. There are options out there to help raise the funds for cleanup.

Hernandez: So, is this going to cost us anything? Or is it part of the hundred percent, from the grant? Ok.

McFarlane: This program will pay 100% of the assessment. Basically, this is giving you knowledge and I'm a believer that knowledge is power. It's going to help you identify what needs to be done and how much you need to raise.

Mayor Galloska: I guess my question would be? And this is raised from some of the people that have called me about it once they saw it on the agenda. Is this going to open a can of worms? Where, we find

out there's a whole lot of contaminants and then we do end up having to shut down the Museum and things like that. Is that a possibility from this?

McFarlane: So, generally, we're looking we've narrowed this to the boiler room and building materials. Of course, if they started digging in and find that it's a public health hazard, but you wouldn't want somebody in an environment that's a public health hazard anyways.

Galloska: Sure, sure.

Nichols: So, if you're doing your assessment on phase one and what level of contaminants automatically gets you to phase two removal?

McFarlane: Let me clarify. Sorry, phase one is actually a no testing. It's just looking at what is historical uses, because this building is so old it's automatically, we know there's asbestos around boiler room. A hundred-year-old building, most likely going to have lead paint. So, we can make those assumptions and skip past the historical review within phase one. Phase two is where we actually do the sampling. So it's not a certain level of contamination, that takes you to the phase two. The phase two it's actually when you do the sampling.

Nichols: So, any evidence at all would promote phase two. So, you're saying we would start in phase two.

McFarlane: That's my recommendation, and then that's the recommendation of our qualified environmental professional. Phase one is really of use when changing ownership because it goes into federal liability law that it gives new purchaser, liability protection because you're not selling the building, you don't need that liability protection. We can skip that all appropriate for you, go straight to sampling.

Acord: When I brought Newfield's down here to kind of identify the project here in town that would be eligible, to be able to do this. I spoke at length with Newfield's about all this. This report that's going to be generated, is going to be report for the city. So that when we go after a Grant from EPA or whatever else it's already been identified, and it's just like the report you have on the shelf back here. It has the identification, in what we can do to alleviate the problem.

Mayor Galloska: So, you're taking step one basically.

Acord: Right.

Galloska: Council, anything else?

Guy: I'm just worried that if it does come back as asbestos we can't raise the fund right away, having that Museum down for that long may upset.

McFarlane: So, this is just an assessment, it's not shutting you down saying you have to clean it up before. It's assessing what's in there and giving you information.

Thompson: As long as that's all it's doing; I don't have a problem.

Hernandez: Yeah, I think we go ahead and proceed.

Mayor Galloska: I believe I need a motion to give the mayor permission to sign this document, is that correct?

Parsons: Yes, sir.

Thompson: I'll make a motion to allow you to sign the document to have it assessed.

Hernandez: Second.

Mayor Galloska: Roll call vote.

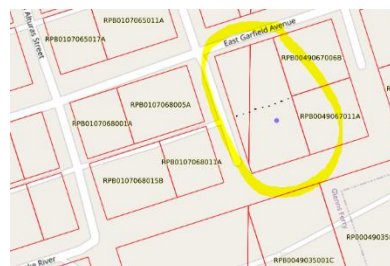
Parsons: Councilman Hernandez – aye, Councilwoman Guy – aye, Councilman Thompson – aye

Item 9. DISCUSSION/MOTION: [ACTION ITEM] Eric Howard: Boundary Line Adjustment: 520 S Oneida.

Eric Howard: So, our application is for a Lot Line Adjustment. The history of this parcel, it was under one ownership and what they ended up doing was it's a half block of the city, and that there was a deed prepared and it was they strike the boundary line between two plats of the city. And it actually it clouded the title, as you can see, on the record of surveying it caught the boundary line as diagonal through the half block. And so, what we're trying to do is rectify that. We're trying to maintain as ten-foot side yard setback against the shed. And therefore we'll, if this is approved, we'll go ahead and record deeds and clean up the title.

Parsons: I have the property and up on our big board. So, you can't see it. This right here.

Howard: Sure.



Parsons: This is where the property line is, where you see the mouse.

Thompson: Yup.

Parsons: What they're wanting to do is, they want to do a boundary line adjustment, and bring it across like this.

Hernandez: So, who owns those two lots with the lines.

Parsons: Cairns owns this one, and then this one is owned by Keller, and they have both signed the paperwork that's in the packet.

Thompson: So basically, they are taking the angle off and making it just go across.

Parsons: Correct, they were having it match like this one here.

Hernandez: Who owns the two lots to the right?

Janousek: The top right, just sold here, there's a new double wide on it.

Parsons: I have a Ward and Larue

Hernandez: So, the person on the left is gonna get more land or is it... Cause it looks like if they split the lot like that and they're both OK with it?

Parsons: Eric.

Howard: Yes, yeah, they're both OK with that because currently that the title's clouded. And so, the two landowners have met, and they're, they're fine with the exchange.

Hernandez: I say we do it, that doesn't even look.

Thompson: What they have now is a mess.

Guy: And they are both ok with it.

Hernandez: Yeah as long as they are both ok with it, there's no..

Mayor Galloska: Alright if you want to make that in a form of a motion?

Hernandez: I motion to accept the boundary line adjustment.

Guy: Second.

Mayor Galloska: All in favor, all – ayes.

Item 10. DISCUSSION/MOTION: [ACTION ITEM] Christy Acord: Elmore County Rural Development Match Letter.

Acord: If you look at the very last page of your packet. It is time again, it's time for me to start working on the grant that helps to keep my job here with the city.

Thompson: This one for money?

Acord: Yes, sir it's the one for the grant application with the State for the Rural ED Pro Grants. So, this is the cash match letter from the City of Glenns Ferry, then I am going to be meeting with the county this coming Friday to get their cash match letter from the county and this is to ask if the mayor can sign this letter and you all are ok with cash match for the city.

Thompson: I make a motion that we approve this.

Hernandez: I second it.

Mayor Galloska: All in favor, all – ayes.

Item 11. DISCUSSION/MOTION: [ACTION ITEM] Christy Acord: City of Glenns Ferry Website.

Acord: After calling a couple of different places, I went back to Joel Viola, he was the one I spoke to before about the city website. He came up with a quote, in a form of text message, so we would have to type something up and actually have him sign it. But the website he said for about twenty-five (\$25) bucks an hour, and I told him not to exceed twelve (12) hours. I am wanting to know, does that sound reasonable to the city council, updating and creating a simple, useable website that our actual department heads can create their own pages and update and keep their pages instead of having Teresa and Kristian do all of the work.

Hernandez: So, what is it? Twenty-five (25)?

Acord: Twenty-five (\$25) dollars an hour.

Hernandez: Ok.

Nichols: Not to exceed twelve (12).

Acord: Not to exceed twelve (12) hours.

Hernandez: And that is every month?

Acord: No that's to create, to take the website and make a new website.

Hernandez: Oh, and to create it then.

Nichols: We would do it.

Hernandez: In house maintenance.

Parsons: So, twenty-five (\$25) dollars an hour times twelve (12) hours is three hundred (300).

Hernandez: I think that is reasonable.

Mayor Galloska: Before council goes any further, I have a conflict of interest so Kenny you are going to have to take this one if there is a motion on it.

Thompson: Ok, do we have a motion?

Mayor Galloska: Not yet I'm just notifying the council.

Hernandez: He can't vote?

Parsons: He can still vote.

Mayor Galloska: He can still vote, we already checked that with the Attorney.

Thompson: I think we are at the point where we need to vote on it, so somebody make a motion.

Hernandez: I'll make the motion, I think that is reasonable, to accept up to three hundred (\$300) dollars to do the web design.

Guy: I'll second.

Thompson: All in favor, all – ayes.

Item 12. DISCUSSION/MOTION: [ACTION ITEM] Dorothy Drake, Glenns Ferry Historical Opera Theatre & Lobby Bakery: Requesting Signage on the Corner of 1st/Commercial.

Drake: I am Dorothy Drake, and I am the owner of the Opera Theatre and the Lobby Bakery. And they're actually two distinct businesses and I'm here for both of them. The new sign on First and Commercial that was put up and then taken down cause of the fire hydrant is a great place. It's a great place to have signs for business in town that aren't necessarily like this. Both the theater and Lobby qualify for that by being beyond the hardware store, so it's just another way to let people know that those services are there. In addition, I have questions. Above the actual pole there is a black structure that looks like a sign structure to me. I took a picture of it today and then got a little bit closer and I thought, I wonder if that is available for signage because I believe that the Opera Theatre is enough of a tourist attraction that it would be desirable place.

Hernandez: Isn't that public works?

Mayor Galloska: Scott, do you have an answer to that?

Nichols: That is a sign tree to accept business signs. The sign will need to have two signs per business, we'll need to know the dimensions of them and need to be reflective type three through the State of Idaho Transportation.

Drake: I understood that to be through Cox Signs.

Nichols: Cox Signs will have the proper material.

Drake: The additional question is could the Opera Theatre take the space that is the entire black area/

Nichols: No.

Drake: So, they'd have to be individual, and all the same size is that what I'm understanding?

Nichols: They don't need to all be the same size, but we have airport, Oregon Trail and Winery that we're waiting on to be put up there as well.

Drake: Ok, so, they've already been approved then?

Nichols: They were prior to the discretion.

Drake: The Opera Theatre was as well.

Nichols: If your new sign meets the code per Cox, then it can go back up there. It just can't take all of that.

Drake: The sign size is justified is that what you're telling me? I just want to understand this.

Nichols: No, the sign...there is a code that should have been printed off but was not.

Drake: Ok, so I need to get that and then go to Cox. I'm asking permission to have those two signs up. The Opera Theatre and the Lobby Bakery.

Thompson: You don't need council approval, do you?

Mayor Galloska: So, yes. Scott.

Nichols: I'm fine with it.

Mayor Galloska: We don't need approval from the council if they were already previously there.

Drake: The Lobby was not.

Hernandez: I'm ok with the Lobby also getting on there. We have to support our business.

Nichols: That would be the only new sign going on the corner on the tree.

Hernandez: I make a motion to allow the Lobby Bakery sign to be installed on Frist and Commercial.

Guy: I second.

Mayor Galloska: All in favor, all – ayes.

Item 13. DISCUSSION/MOTION: [ACTION ITEM] DEPARTMENT/COMMITTEE MEMBER REPORT:

A. Sheriff Office – Sheriff Hollinshead/Lieutenant Burnett:

Lieutenant Burnett: That time a month reported from the sheriff's office and stats. The month of April, there were 72 total events in the city, 33 calls for service, 39 self-initiated events and 3 case numbers were assigned to the courts in the area. Case numbers were down and cut in half from the previous month.

B. Fire Chief – Derik Janousek:

Janousek: N/A

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

D. Public Works – Scott Nichols:

Nichols: We are getting ready for our DEQ sanitary survey this Friday. So, we're getting the water plant pump houses, storage reservoir, all up to par so that we can pass that sanitary survey. We'll never pass it with flying colors. There will always be something wrong. That's just the nature of the beast, there's always something wrong. That is positive, but they will find something wrong. It's just a given with DEQ. We're currently doing quite a few water meter swaps, fixing ones that have been ran over now that we've got our supply of water meters. We'll be focusing on the cemetery for Memorial Day coming up around the corner and that's about it. Putting them out as they come up.

E. Clerk/Treasurer – Teresa Parsons:

Parsons: We have started the process of budget. I'm still waiting for paperwork from the county to see what...taxes. The amount of taxes that can be taken before we can really get the ball rolling. And we have signed up, four of us or conference in June, the Mayor, Scott, Lori, and I we'll be doing a conference training in June.

F. Economic Development – Christy Acord:

Acord: This past month I've been working on the FEMA grant for the emergency generators. It's about 99% complete, I'm working directly with FEMA right now, it's already been submitted. We're just following up with all the extra forms that are required by the federal government. Those should be finished by this Friday. Then, that generator grant is submitted fully we're just kind of wait to hear the word on that. The xeriscape project I haven't heard back from the project planner at all. So, at the end of this week I'm going to reach out to somebody else and see if I can pull in Idaho Botanical Gardens or something like that. To help with the xeriscape project. I think we can get the ball rolling on that. Elmore County Water Conservation, wanted to be involved in volunteering, whatever, but she took their board, and there was a lack of interest with Elmore County Water Conservation Board. Southwest Idaho RC&D is still going to carry the project we're just going to move forward and see what we can do. I mean, we have to try. And that's what we're going to be doing with that. Then, that's it with that economic development for right now. All of the grants, the Gem Grant for the fire loop is in and now the FEMA Grant for the emergency generators and that'll be done by this Friday and the one for the AARP for the community garden. All of those are in right now, to let you know.

G. Librarian – Jennifer Trail:

Trail: We have next week; we're going to do mental health awareness month. So, every day, every afternoon 3:45 to 4:30 will do activities for all ages to help raise awareness for mental health and then reach out and share with people to decorate the seniors, do different things every day next week. And then PBS will be back with nature cat on Friday the 20th. If you know, any little nature cat will be coming to the library. I believe it's a 20th Friday afternoon from 1:00 to 3:00. There's a flyer by the door you can see it on your way out. The bus is going well, we take it out every Friday. PBS was with us last Friday. It's warming up and we've gotten several new library cards.

H. Animal Control – Jackie Shenk: Absent.

I. Airport Manager –

Galloska: We haven't discussed anything new about the airport. We haven't had any new meetings since the last one.

J. Historical Museum – Donna Carnahan:

Carnahan: I wanted to add that we'll be open Memorial Day weekend. Carol Phillips has been doing a great job.

Price: We're here for the assessment.

Carnahan: We have a group coming in to clean.

Nichols: Are we allowed to record when we come in?

Price: Yes.

Nichols: As we go through each one of the rooms, we can record it? Is there any copyrights to the museum?

Price: Not that I'm aware of.

Carnahan: It might be certain level.

Drake: Is there an archive of old photos at the museum? I heard that there are boxes of photos that are not necessarily organize. I'm specifically looking for photos of the theatre.

Price: So, we didn't have boxes of photos. We have newspapers from 1920's. A lot of stuff got put away when we redecorated. We have one room that is full of all those things that haven't been categorized yet and I bet that's where we find them.

K. **Planning & Zoning** – Kt Carpenter: Absent.

Item 14. MAYOR AND CITY COUNCIL COMMENTS:

Thompson: N/A

Guy: N/A

Hernandez: N/A

Mayor Galloska: As Teresa said, we are in the middle of budget, so I'm not going to bore you with all we do. So, with that we are adjourned.

Item 15. ADJOURN: [ACTION ITEM]

Parsons: 7:31 pm

Minutes submitted by: Teresa Parsons & Kristian McFarland

Date: 05/12/2022

Approved by the City Council: 05/24/2022

William L. Galloska - Mayor

Attest: _____
Teresa Parsons - Clerk/Treasurer