

CITY OF KIMBERLY

CITY COUNCIL  
MEETING MINUTES

NOVEMBER 22<sup>ND</sup> 2011  
6:00PM

Location: 141 Center St. W., Kimberly, ID 83341

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Meeting was called to order by Mayor Overacre at 6:00pm. Mayor Overacre asked all present to join him in the Pledge of Allegiance.

**ROLL CALL OF CITY COUNCIL MEMBERS**

- City Council Present: Mayor – David Overacre  
Council President - Lee McKinlay  
Councilwoman - Mitzi Cheldelin  
Councilman - Brandon Hoobler  
Councilman - Burke Richman
- City Staff Present: City Administrator – Polly Hulsey  
City Clerk - Jennifer Rowe  
Public Works Director – Rob Wright  
Planning & Zoning Director - Jenny Nickerson  
Police Chief – Pat Bermingham  
City Engineer – Tracy Ahrens  
City Attorney – Bill Hollifield

**CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS, PRESENTATIONS**

Chief Bermingham introduced Officer Shane Braack-Saufley to the council as the newest member of the police force.

Mayor Overacre acknowledged the attendance of Scout member David Robertson from Troup 42.

**AMENDMENTS TO THE AGENDA**

Mayor Overacre moved item 5.G. to 10.A.

**DECLARATION OF CONFLICT**

None

**1. CONSENT CALENDAR -**

- A. Approve Minutes for October 25<sup>th</sup> and November 2<sup>nd</sup>.**
- B. Approve accounts payable October 20th through November 17th.**

Councilwoman Cheldelin stated that she had withdrawn from the AIC Academy and the \$25.00 should not be paid. (Amounts listed reflect change)

General Fund	\$ 32,089.82
Water Fund	\$ 15,818.83
Sewer Fund	\$ 1,577.76
Library Fund	\$ 423.22
<b>TOTAL</b>	<b>\$ 49,909.63</b>

Councilwoman McKinlay made the motion to approve the Consent Calendar as amended.

Councilman Richman seconded, all approved, none opposed, motion passed.

**2. PUBLIC HEARINGS –**

None.

**3. CITIZEN ISSUES – PUBLIC INPUT –**

Jim Eisenhower – Voiced his appreciation of the progress of the Stonegate construction. He also asked for the status of the stamped paving.

**4. UNFINISHED / OLD BUSINESS –**

**A.** Western Waste Recycling Program – Jennifer Rowe reported the results of the ballot question; 222 – yes and 443 – no. Jay Markle from Western Waste commented that the trial run had 82% participation and had saved close to \$1,000 worth of landfill costs. Western Waste would like to revisit the possibility for the program in the future.

**B.** Main Street South Construction Project – Tracy Ahrens distributed updated schedules for the 5 year Capital Improvement Plan (CIP) in preparation for the submittal of the Local Rural Highway Investment Program (LRHIP) grant application. LRHIP applications are due on December 2<sup>nd</sup> and the City should know where it stands by May or June. The Council approved the updated CIP and updated Transportation Plans.

**C.** Engineering RFP – The Council discussed the engineering companies who had been interviewed for the City Engineer position. Councilman Hoobler moved to approve JUB as the City Engineer with Civil Science approved as an alternate. Councilwoman McKinlay seconded, all approved, none opposed, motion passed.

**D.** Update on Sale of Simplot Property to Westway– Mayor Overacre reported that the transaction had been completed.

**E.** City Hall Update – Michael Arrington from Starr Corp. reported that interior wall studs are going up and they expect to turn the building over to the City by the end of February.

**F.** Water Project Update – Rob Wright reported that Irminger is finishing up on the Redwood pump. Tracy Ahrens of JUB is completing operational manuals. Polly has emailed United Pipe twice regarding the FCC requirements and has not received a reply.

## **5. NEW BUSINESS –**

**A.** Election Results – Jennifer Rowe presented the election results which were canvassed by the Twin Falls County Commissioners. Councilwoman Cheldelin moved to accept the election result and to enter the results into the City’s minutes. Councilwoman McKinlay seconded, all approved, none opposed, motion passed.

**B.** Updated Transportation Plan – Polly Hulsey and Tracy Ahrens presented the updated Master Street Plan. Councilwoman Cheldelin moved to approve the amended Master Street Plan and authorize Mayor Overacre to sign the LRHIP grant application. Councilman Hoobler seconded, all approved, none opposed, motion passed.

**C.** Updated Personnel Policy – Jennifer Rowe presented the revised Personnel Policy. Councilwoman Cheldelin moved to accept the revisions to the Personnel Policy. Councilman Richman seconded, all approved, none opposed, motion passed.

**D.** Grant for RV Restroom Facilities – Polly Hulsey reported on the grant from the Idaho Parks & Rec. The City is looking into a modular kit to build a facility with 3 men’s and 3 women’s stalls. The location would be the corner of Ash and Monroe. The Council expressed their gratitude to Mr. Ihler for his participation in this project.

**E.** 1994 Water Bond Payoff – Polly Hulsey presented the accounting of the 1994 water bond and the possible funds use to pay off the bond early. Councilwoman Cheldelin moved to use the currently collected water bond funds to pay off the 1994 bond at the next payment date. Councilman Richman seconded, all approved, none opposed, motion passed.

**F.** Changes to the Council Agenda – Councilman Hoobler suggested the addition of public comment along with the council and staff discussions during the Old Business, New Business and Ordinance & Resolution sections of the Council Meetings. The Council decided to try this at upcoming meetings.

## **6. ORDINANCES AND RESOLUTIONS –**

None.

## **7. ADMINISTRATIVE / STAFF REPORTS –**

**A. City Administrator** - Polly Hulsey reported the City audit has been taken place and we should have the report from City Accountant Mike Burr soon. The MYAC collected leaves on Saturday the 19<sup>th</sup>. The City utility statements will be accompanied by a monthly newsletter beginning with the billing sent out the end of November. Dennis Porter from the Idaho Department of Commerce visited last week and complimented the City on its accomplishments.

**B. City Clerk** – No report.

**C. Public Works Department** – Rob Wright reported that the Stonegate project is near completion and the pipe is being cameraed. Paving is rescheduled to begin on the 28<sup>th</sup> of November.

**D. Police Department** – The Halloween parade was a success and the St. Nicholas celebration is coming up on December 2<sup>nd</sup>.

**E. Planning and Zoning** – Jenny Nickerson reported that there are two pending applications for building permits, both in the Stonegate area. She attended training for legal issues in P&Z. The SIEDO summit celebrated their 10<sup>th</sup> anniversary. Also CSI Drafting Technology Department is available to help citizens with low or no cost drafting services.

**F. City Engineer** – Tracy Ahrens thanked the Council for the reselection of JUB as the City Engineer.

**G. City Attorney** – No report.

**8. COUNCIL COMMENTS** – Councilman Richman comment on the fast response of the Public Works Department to emergencies.

**9. MAYOR COMMENTS** – None

**10. EXECUTIVE SESSION** – Councilwoman McKinlay moved to enter executive session under Idaho Code 67-2345-1(a). Councilman Hoobler seconded, all approved, none opposed, motion passed and executive session was entered at 7:12pm

Regular Session was reentered at 7:44pm.

Councilman Hoobler moved to have the City Attorney draft an ordinance to make the City Administrator, Public Works Director and Chief of Police positions appointed positions along with the City Clerk, City Treasurer and City Attorney positions. Councilwoman Cheldelin seconded, all approved, none opposed, motion passed. Positions are to be: City Attorney – Bill Hollifield, City Clerk – Jennifer Rowe, City Treasurer – Polly Hulsey, City Administrator – Polly Hulsey, Public Works Director – Rob Wright, Chief of Police – Pat Bermingham.

**ADJOURNMENT** – 7:46pm.

**Accommodation of special needs to participate in the meetings should be addressed to the Office of the City Clerk, 120 Madison W., Kimberly, Idaho 83341 or call 208-423-4151.**

Brandon Hoobler	Lee McKinlay	David Overacre	Mitzi Cheldelin	Burke Richman
Councilman	President	Mayor	Councilwoman	Councilman

\_\_\_\_\_  
David Overacre  
Mayor

\_\_\_\_\_  
Jennifer A. Rowe  
City Clerk