

**MINUTES OF THE CITY OF DRIGGS  
CITY COUNCIL MEETING  
MAY 28, 2013**

Pursuant to adjournment of the Special City Council meeting held May 21, 2013, and the call of the Mayor, the Driggs City Council met **Tuesday, May 28, 2013**, at 7:15 p.m. A roll call was taken and present were council members: Greer Jones, Ralph Mossman George Mosher, and Colin Dye, Mayor Dan Powers, Community Development Director Doug Self, Planning and Zoning Administrator Ashley Koehler, City Attorney Stephen Zollinger, Public Works Director Jared Gunderson and City Clerk Kreslyn Schuehler. Mayor Dan Powers led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Council Member Mossman made a motion** to approve the minutes from the City Council Meeting on May 7, 2013 as corrected. Council Member Mosher seconded the motion. The motion passed with all in favor.

**Council Member Mosher made a motion** to approve the minutes from the City Council Meeting on May 14, 2013. Council Member Jones seconded the motion. The motion passed with all in favor.

**CLAIMS**

The Council reviewed the claims presented.

**Council Member Jones made a motion** to approve the claims as presented dated May 8, 2013 through May 28, 2013. Council Member Mossman seconded the motion. The motion passed with all in favor.

**BDPA SALARY STUDY – BONNIE BRAZIER AND ANDREA FOGELMAN**

Bonnie Brazier spoke to the Council and explained the information provided was a preliminary report. She stated the goal of the discussion would be to understand what the ideal pay philosophy was for the city. She explained the reason for the study was to establish a foundation for a human resources system that included viable and defensible pay scales. The foundation would be compliant with all federal acts for employment and the city would be left with a set of administrative guidelines to development in the future.

Ms. Brazier stated the key element in job classification and compensation programs was to have a plan to be internally equitable and externally competitive. She stated the study did not take into consideration the length of employment or what qualifications or special skills individual employees brought to the jobs.

Data was collected from other cities in the area, where the City of Driggs drew employees from and where the city lost employees. The minimum and maximum wage for each job was obtained. The data would be finalized and presented to the City Council within the next three weeks, Ms. Brazier stated.

Ms. Fogelman explained the survey results stating the data had a lot of variables and that the results were setting the parameters to be competitive in the market place. She further stated that based on the data that had been collected, the pay rates were about 4% below average, but further explained that did not mean the Council needed to budget for the increase.

Ms. Fogelman described the total compensation worksheet, stating that it included the value of vacation time and retirement contributions. She felt the City of Driggs offered a vacation package that was very comparable to the other entities, being only 3.3% below the market. Ms. Fogelman stated that when the compensation was added to the wages, it made a less than 1% difference in the market wages.

Ms. Fogelman stated the Council needed to determine how employees were to move through the range of wages; with a step, grade or open range type wage schedule. She stated the goal was to move employees from the minimum to market range in order to keep them employed with the City.

Mayor Powers stated that he felt when hiring a new employee, the city often paid an employee a middle range wage, instead of the minimum in order to obtain more qualified employees. Ms. Fogelman asked the Council to determine if the pay scale should be based on performance, longevity or a combination.

Mayor Powers stated that having flexibility was ideal and that one of the challenges to working with a small group of people is that job descriptions often overlapped.

#### **FARMER'S MARKET FEE WAIVER REQUEST – BARRY MCKAY**

Barry McKay requested the fees be waived for the use of the plaza for the Farmer's Market. He stated the fees for the vendors covered the basic expenses and felt the benefit to the community exceeded the \$350 in fees.

Council Member Mossman suggested charging each vendor \$1 more for every event, stating the Farmer's Market would make an additional \$100 after paying \$350 in fees.

Mayor Powers questioned the cost of the port-a-potty, stating that the city restrooms seemed to get more use and that if the port-a-potty was not obtained, the fees for the plaza would be off set.

The Farmer's Market would be responsible for a port-a-potty for the season.

**Council Member Mosher made a motion** to waive the banner fee and the space usage fee for the Farmer's Market 2013 season. Council Member Dye seconded the motion. The motion passed with the majority in favor. Council Member Mossman voted in opposition.

#### **TETON COUNTY PROSECUTOR – KATHY SPITZER**

Kathy Spitzer made a request to the Council to increase the prosecution fee by \$150 a month for the fiscal year 2013-2014. She reminded the Council that the city received

90% of the fees that were collected for violations. She also suggested adding to the contract a 2-2.5% fee increase per year so that a request would not have to be for each budget cycle.

#### **TETON COUNTY SHERIFF – TONY LIFORD**

Sheriff Liford requested that the original contract be renewed for \$57,000 a year. He wanted to make it clear to the Council that citations were not counted as revenue for the department and to questioned if there were any special events this summer that would need more patrol. Mayor Powers stated that traffic control with the construction projects scheduled would need extra attention.

#### **2014 TRPTA FUNDING REQUEST – AMANDA ELY**

Amanda Ely presented the Council with a request for \$5,000 for the fiscal year 2013-2014. She stated that the Board increased fees in Idaho Falls but did not do so in Teton Valley. She provided general information to the board and concluded by stating that an Asset Management Plan was required by Idaho Transportation Department for the next year.

#### **DISCUSSION OF PARK FEES, TVRA LETTER**

Faren Eddins spoke to the Council on behalf of the Teton Valley Recreation Association. He was requesting that the park fees be waived for the use of City and Lion's Park due to the contributions, donations and labor the association had put into the parks.

Mayor Powers clarified that the City did a lot of work to the parks as well, and did not want to undermine the work put in by the staff. He further stated that the City wanted to make sure the fee system was fair and was developed to ensure the park users help offset the park expenses. He did not feel it was fair to ask residents to "bear the entire burden."

Debbie Hunt spoke to the Council. She stated she received information that the fees would be used for port-a-potties and garbage and she didn't feel the fees justified that cost.

Lindsey Hatch requested that money collected be put toward a recreation district and concluded her comments by stating that it was getting too expensive to continue to play ball.

Jim Hamilton spoke and felt that the fees the city was charging was "undermining what we are trying to do." He felt a recreation district should be the City's "number one goal."

Dave Lienert stated an estimated 50% of the families involved in TVRA resided in Driggs. He stated the league ran on a "shoestring budget" and often paid for the children that couldn't afford to play. He felt that those involved would be more than willing to put volunteer time into maintaining the fields.

Todd Dustin spoke and stated he was not against paying fees but wanted to ensure "it didn't get out of hand."

Council Member Mossman felt the City did “our best to keep the fees as low as possible” and suggested that fees be associated with the amount of games and not per hour of park usage.

Council Member Mosher stated he would like to discuss the fee structure with staff before making a decision on it and further stated it didn’t seem “fair on the part of the rest of the citizens of Driggs to just waive your fees without negotiating.”

It was determined that a future meeting would be made to discuss a fair solution.

**ORDINANCE #337-13: SECOND READING – AMENDMENT TO TITLE 9 OF DRIGGS CITY CODE; EMERGENCY WIRELESS TELECOMMUNICATON FACILITIES**

Ashley Koehler presented information to the Council regarding setback recommendations. She recommended greater setbacks for residential zones and properties adjacent to a street. “Studies have indicated that ice and other debris falling from tower is usually contained in a radius of 50 percent of the tower’s height. In order to balance the probability of a safety problem with other considerations, such as enhancing compatibility, a local jurisdiction may wish to create a waiver or variance process to any fall area or setback standard created,” Ms. Koehler read from the American Planning Association update on the 1996 Telecommunications Act.

Ms. Koehler reviewed the changes from the last meeting.

Council Member Jones questioned if the proposed setbacks would work for Teton County’s future proposal. Ms. Koehler stated she reviewed other public facilities and county properties and the setbacks would work on a majority of those lots.

Jay Mazalewski, Teton County Engineer, felt that allowing flexibility for 25 feet would ensure a level of safety.

Ms. Koehler discussed abandoned towers and language for such. Council Member Mossman suggested removal was within 6 months of the time the towers were abandoned.

**Council Member Mossman made a motion** to suspend the rules and read by title only Ordinance #337-13. Council Member Mosher seconded the motion. A roll-call vote was taken: Council Member Jones, aye; Council Member Mosher, aye; and Council Member Dye, aye; Council Member Mossman, aye. The motion carried unanimously.

**Council Member Mossman made a motion** to approve Ordinance #337-13 as amended. Council Member Dye seconded the motion. The motion passed with all in favor.

**DISCUSSION OF AMENDMENT TO TITLE 8, CHAPTER 3 OF DRIGGS CITY CODE: EXEMPTION FROM STREET DEVELOPMENT IMPACT FEE FOR INFILL DEVELOPMENT**

Mr. Self made a recommendation to the Council to waive the fees for infill development in regards to street impact fees. He felt this would encourage infill development within the 1920 City Limits (between 5<sup>th</sup> Street, Ross Avenue, the railroad right of way and Teton Avenue).

Council Member Dye was in opposition of the proposed ordinance, stating that it would increase taxes on one population and put it on another. Council Member Mossman suggested having a time limit to encourage growth in town in the immediate future.

The Council agreed to pose a time limit of 2 years.

**Council Member Mossman made a motion** to consider Ordinance #339-13 first read and to include a 2 year time limit. Council Member Mosher seconded the motion. The motion passed with all in favor.

### **HARMONY DESIGN CONTRACT FOR VALLEY CENTRE PATHWAY PROJECT**

Mr. Self explained the design and administration for this project was not to exceed \$18,000; \$9,000 from the Safe Routes to School Grant and \$9,000 from the resort tax fund. The Council requested that the design include the south portion to 5<sup>th</sup> street and the extension to the north into Valley Centre.

**Council Member Mossman made a motion** to approve the work order for Harmony Design. Council Member Jones seconded the motion. The motion passed with all in favor.

**Council Member Mosher made a motion** to ask for an additional work order from Harmony Design for additional distances to the north and south to make the connections. Council Member Mossman seconded the motion. The motion passed with all in favor.

Mr. Self reviewed his staff report.

### **BULK WATER PERMIT APPLICATION/FEES**

Jared Gunderson reviewed the application and fees and stated that he reviewed similar fees from other cities.

Mayor Powers felt the fees were high. Stephen Zollinger stated the City of Rexburg charged a lot as well but the customer could get water anywhere in the City. He suggested that since the customer had to come to the public works shop, a reduction may be ideal. Mayor Powers suggested having one fee instead of making it a tiered system and suggested \$100 per company, not per truck. Mr. Gunderson felt \$200 per company was appropriate and the Council agreed on \$150 per company for a year plus \$1.50 per 1000 gallons.

Mr. Gunderson stated he received a proposal from Aqua Engineering for a SCADA System in the amount of \$60,000. He would like to include this in this year's budget and pull funds from water reserves.

Mr. Gunderson stated in order to obtain the water rights for the Teton Creek Resort Well, the City must pay \$125 and obtain a copy of the deed.

**Council Member Mosher made a motion** to allow Mr. Gunderson to go ahead with the costs required to obtain the water rights from IWDR for \$125. Council Member Dye seconded the motion. The motion passed with all in favor.

### **MAYOR'S REPORT**

#### **Community Center Phase IIa Improvements – Headwaters Bid**

Mayor Powers stated he met with Headwaters Construction and Plan One and were working on reducing the cost of the project. Headwaters Construction will present a proposal in the near future.

### **ADJOURNMENT**

**Council Member Jones made a motion** to adjourn. Council Member Mossman seconded the above motion. The motion passed with all in favor and the meeting was adjourned at 10:31pm.

ATTEST:

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Kreslyn Schuehler, City Clerk

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Mayor Daniel J. Powers