

**MINUTES OF THE CITY OF DRIGGS
CITY COUNCIL MEETING
SEPTEMBER 20, 2016**

Pursuant to adjournment of the City Council meeting held September 6, 2016, and the call of the Mayor, the Driggs City Council met **Tuesday, September 20, 2016**, at 6:30 p.m. A roll call was taken and present were Council Members: Greer Jones, August Christensen, Jay Mazalewski, and Wade Kaufman; Mayor Hyrum Johnson, City Attorney Stephen Zollinger, Building and Grants Technician Annie Dell'Isola, Planning and Zoning Administrator Ashley Koehler, Financial Officer Carol Lenz, Public Works Director Jared Gunderson, Community Development Director Doug Self and City Clerk Kreslyn Schuehler. Council Member Jones led in the Pledge of Allegiance.

CONSENT AGENDA

City Council Regular Minutes – September 6, 2016

Claims from 9-7-16 thru 9-20-16

New Alcohol and Catering Licenses

Council Member Jones made a motion to approve the consent agenda as presented with minor changes to the Council Minutes. Council Member Mazalewski seconded the motion. The motion passed with all in favor.

DEPARTMENT UPDATES AND COUNCIL LIAISONS REPORTS

Community Development – City Center Covered Walkways Design

Doug Self, presented information to the Council, stating the current north/south walkways at the Community Center become unusable in the winter due to snow shed from the roof. He stated GPC Architects had been exploring ways to fix or eliminate this issue and had a preliminary design and cost estimates for each option.

Garett Chadwick, from GPC Architects, presented three options to the Council which included; covering the walkways, retaining the snow shed, or closing the sidewalks for pedestrian use. He felt the latter two options were less desirable due to the design of the roof and the inability to retain the snow on both sides. He further stated option one would include pulling the sidewalks further from the building and then covering them to allow for the snow to continue to shed from the roof. He concluded by presenting ways in which this was possible.

The Council was concerned with the disposal of snow from the roof onto adjacent properties.

The discussion ended with direction for the staff to follow up with options and present information at a later date.

REVIEW OF BIDS AND AWARD OF WATER PROJECT CONSTRUCTION CONTRACT AND PROJECT MATERIALS CONTRACT FOR WATER METER EQUIPMENT

Darin Hawkes, from Aqua Engineering, presented information to the Council regarding the water project bids. He stated Cascade Pipeline Incorporated was the lowest bidder for the construction of the project. He recommended the base bid plus bid alternate #1. He further stated the Notice of Award would be the bid amount and then the city could add or remove items as needed to remain in budget.

Mayor Johnson informed the Council the materials contract was to purchase the remaining meters and equipment to ensure all meters have the ability to read electronically. He recommended accepting the bid from Ferguson Enterprises and stated this project was included in the funding, but was a separate bid from what was provided by Cascade Pipeline.

Council Member Mazalewski made a motion to award the bid for the water meters to Ferguson Enterprises for a total of \$83,649.32. Council Member Kaufman seconded the motion. A roll-call vote was taken: Council Member Jones, aye; Council Member Mazalewski, aye; Council Member Christensen, aye; Council Member Kaufman, aye. The motion carried unanimously.

Council Member Mazalewski made a motion to award the 2016 Water System Improvements Project bid to Cascade Pipeline Incorporated as the low bidder for \$5,561,759.50 contingent upon available funds. Council Member Jones seconded the motion. A roll-call vote was taken: Council Member Jones, aye; Council Member Mazalewski, aye; Council Member Christensen, aye; Council Member Kaufman, aye. The motion carried unanimously.

VALLEY CENTRE ROAD/MORAINÉ COURT LOCAL IMPROVEMENT DISTRICT ORGANIZATION

Doug Self presented information to the Council requesting they proceed to initiate a LID (Local Improvement District) given the feedback received from property owners. He stated of those that responded, the majority were in favor of pursuing a LID option to upgrade and fix Valley Centre Road and Moraine Court. He stated the next step was to approve a Resolution which would begin organizing and refining the project.

Council Member Mazalewski stated he would prefer for the city to obtain a petition from property owners to pursue the LID versus proceeding with a Resolution. He further stated he felt the city should only pay the allotted fee based on the footage of property it owned. Council Members agreed to proceeding with a petition rather than a resolution.

Mr. Self stated it would be difficult to proceed with a petition due to the amount of second homeowners in the area. Council Member Mazalewski asked Mr. Self to present the Council with an estimate of staff time he felt would be used to help the property owners obtain a petition and concluded stating he did not want to proceed without a 2/3 majority in favor.

3RD READING/POSSIBLE ADOPTION OF ORDINANCE: DRIGGS LAND USE CODE ARTICLES 1-15 AND ZONING MAP

Ashley Koehler presented information to the Council. She began by stating she continued to discuss the code with the public and received a public comment regarding the garage setbacks. In the past, the Council had not taken action on the requested change, but may want to review it at the time of the six-month evaluation.

Council Member Mazalewski made a motion to approve the 3rd reading of Ordinance 374-16 in order to adopt the Land Use Code Articles 1-15 and Zoning Map. The approval is based on the finding that the proposed Articles comply with the Comprehensive Plan as summarized in the Staff Report and listing of goals and objectives in the Article Analyses. The Ordinance shall be evaluated within six (6) months post-adoption. Council Member Kaufman seconded the motion. A roll-call vote was taken: Council Member Jones, aye; Council Member Mazalewski, aye; Council Member Christensen, aye; Council Member Kaufman, aye. The motion carried unanimously.

HUNTSMAN SPRINGS LODGE SUBDIVISION – FINAL PLAT

Ms. Koehler provided background information for the Council to review. She stated the Developer had completed a narrative and “mock timeline schedule” regarding building and constructing of the development. She further stated the Developer wanted to do a study to determine the need for employee housing, but that could not be completed until the size of the hotel was determined. She stated the project would not solve the housing issues in the valley and reminded the Council that staff had been working on developing a housing authority.

Council Member Christensen stated she felt the employee housing should come before the Certificate of Occupancy was issued for the hotel and not after it was built. Council Member Mazalewski and Jones stated they were agreeable with the housing requirement as stated in the Development Agreement.

Council Member Kaufman made a motion approve the Huntsman Springs Lodge Addition Final Plan and Development Agreement based on the findings that the proposal complies with the Preliminary Plat and Preliminary Plat conditions. This Final Plat approval is based on the following conditions: the improvement plans shall be updated to include the corrections and notes from the Public Works Director and City Engineer and shall be approved by the Public Works Department and City Engineer prior to recording the Final Plat, a financial guarantee in the amount of 110% of the improvement costs shall be submitted to the city prior to recording the Final Plat, and the Development Agreement, Avigation Easement and Woodland Star Dr Easement shall be signed and recorded concurrently with the recording of the Final Plat. Council Member Jones seconded the motion.

Council Member Christensen questioned why the Council Members had changed their minds regarding approval “when nothing had changed.” Council Member Mazalewski stated his concerns were regarding the financial guarantee and the language had been “cleaned up.” Council Member Jones stated he was in favor of the Development Agreement at the last meeting and Council Member Kaufman stated that if a Housing

Authority was being developed between the cities and county, he felt that was more applicable than requiring Huntsman Springs to provide it all.

A roll-call vote was taken: Council Member Jones, aye; Council Member Mazalewski, aye; Council Member Christensen, nay; Council Member Kaufman, aye. The motion passed with a majority in favor.

AUTHORIZATION OF PROFESSIONAL SERVICES AGREEMENT WITH LAND SURVEYOR FOR SURVEY OF PROPERTIES TO BE ANNEXED BY THE CITY

Mayor Johnson stated the services had been budgeted for in this fiscal year. Ms. Koehler stated bids were not required but she did receive 2 written quotes. She requested the Council authorize up to \$4600 because she provided more information from Nelson Engineering in follow up to their questions and she felt their quote may be more accurate.

Council Member Jones made a motion to authorize the expenditure up to \$4,600 from the P&Z consulting budget line for the preparation of an Annexation Survey and legal description. Council Member Kaufman seconded the motion. The motion passed with all in favor.

FRONT STREET URBAN RENEWAL PLAN – SCHEDULE HEARING & TRANSMIT TO P&Z COMMISSION

Doug Self informed the Council there was a special meeting scheduled for the first Public Hearing. He stated the plan had been obtained and would be reviewed by the Planning and Zoning Commission and then a work session was scheduled for the Council on October 18, 2016 to answer questions and provide a thorough review.

Council Member Mazalewski made a motion to schedule and notice a public hearing for a special meeting of the City Council at 6:30pm on October 25, 2016 for the consideration of an ordinance to adopt the proposed Front Street Urban Renewal Plan. Council Member Jones seconded the motion. The motion passed with all in favor.

Council Member Mazalewski made a motion to transmit a copy of the Front Street URA Plan to the Driggs Planning and Zoning Commission with a request for a finding regarding the compliance of the Front Street Urban Renewal Plan with the Driggs Comprehensive Plan. Council Member Christensen seconded the motion. The motion passed with all in favor.

NUISANCE ORDINANCE UPDATE AND RECOMMENDATION

Annie Dell’Isola spoke to the Council and requested a recommendation from the Council on how staff should proceed with the Nuisance Ordinance. She provided background information and recommended the current ordinance be amended to include better enforcement. She stated the penalties and fines of the current ordinance could be replaced with the general penalties and timelines clarified to make a clear enforcement structure.

Council agreed the staff should pursue the amendment.

APPROVAL OF ACCESS CONTROL SYSTEM CONTRACT FOR CITY BUILDING

Mayor Johnson informed the Council of the issues with the keys at City Hall. He did not recommend monthly monitoring be included in the bid but did feel the service plan was needed.

Council Member Mazalewski made a motion to approve the Independent Contractor Agreement with Protection 1 Security Solutions for Driggs access of the Community Center including the extended service plan per month. Council Member Kaufman seconded the motion. A roll-call vote was taken: Council Member Jones, aye; Council Member Mazalewski, aye; Council Member Christensen, aye; Council Member Kaufman, aye. The motion passed with a majority in favor.

APPROVAL OF CHANGE ORDER TO ADD GENERATOR HOOKUP EQUIPMENT AT THE WASTEWATER TREATMENT PLANT

Mayor Johnson stated the Council approved the installation of generators at the plant but the City had not been able to find a company available for the design and equipment.

Carol Lenz reminded the Council the budget could not be amended this fiscal year. Mayor Johnson recommended the Council approve the change order and allow staff to determine if the funds could be used in this fiscal budget or not. Council Member Mazalewski stated that if reserve funds were to be used, he wanted to be informed.

Council Member Kaufman made a motion to approve the Change Order in the amount of \$60,000 for design and installation of the power unit at the Wastewater Treatment Plant. Council Member Jones seconded the motion. A roll-call vote was taken: Council Member Jones, aye; Council Member Mazalewski, aye; Council Member Christensen, aye; Council Member Kaufman, aye. The motion passed with all in favor.

ADJOURNMENT

Council Member Jones made a motion to adjourn. Council Member Mazalewski seconded the above motion. The motion passed with all in favor and the meeting was adjourned at 8:43pm.

ATTEST:

Kreslyn Schuehler, City Clerk

Mayor Hyrum Johnson