



City Council

Regular Meeting

~ Minutes ~

480 East Avenue North
Ketchum, ID 83340
<http://ketchumidaho.org/>

Robin Crotty
208-726-3841

Monday, December 17, 2018

5:30 PM

Ketchum City Hall

Present:
Mayor Neil Bradshaw
Council President Michael David
Councilor Jim Slanetz
Councilor Courtney Hamilton
Councilor Amanda Breen

Also Present:
Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Matt Johnson
Director of Finance and Internal Services Grant Gager
Director of Planning & Building John Gaeddert

1. CALL TO ORDER: By Mayor Neil Bradshaw

Mayor Neil Bradshaw called the meeting to order at 5:30 p.m.

2. ROLL CALL

3. COMMUNICATIONS FROM MAYOR AND COUNCILORS

Mayor Neil Bradshaw thanked council and staff for a great year. Next year all city council meetings will begin at 4:00 p.m. He invited all to the Solstice event where we will be celebrating our dark skies.

Councilor Courtney Hamilton talked about her participation in the Ketchum Sustainability Energy Committee. She talked about the study of every city building. Industrial Audit was done on Wastewater and hopefully a Water report will be done soon. The reports were free. She would like the Energy Audits placed on a future agenda and would like to move forward with some of their suggestions.

Council President Michael David wished everyone a Happy Holiday. He said a lot of people struggle this time of year and he wishes them well.

Councilor Amanda Breen agrees with Michael David's sentiments and reminded everybody of the busy days ahead and urged everyone to assist the visitors in town and to be patient.

4. COMMUNICATIONS FROM THE PUBLIC on matters not on the agenda (Comments will be kept to 3 minutes)

no comments

5. CONSENT AGENDA: Note: (ALL ACTION ITEMS) The Council is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately.

Councilor Courtney Hamilton pulled items 5c and 5d.

a. Approval of Minutes: Regular Meeting December 3, 2018

- b. **Authorization and approval of the payroll register**
- c. **Authorization and approval of the disbursement of funds from the City’s treasury for the payment of bills in the total sum of \$877,832.30 as presented by the Treasurer.**

Councilor Courtney Hamilton questioned the payback to Grant Gager. Director of Finance & Internal Services Grant Gager explained that the he and Assistant Administrator Lisa Enourato picked up bales of hay for town square and this is a reimbursement for the hay bales themselves.

Motion to approve 5c

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Courtney Hamilton, Councilor
SECONDER:	Michael David, Council President
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

- d. **Monthly Financial State of the City—Director of Finance and Internal Services Grant Gager**

Councilor Courtney Hamilton questioned contractual payments and if we are on track for our annual budget. Director of Finance & Internal Services Grant Gager explained that two departments are up due to contractual obligations for employees. He is unsure that we will be able to have the cost made up in other savings, however, we came into this year with a higher than budgeted fund balance which will more than cover the contractual obligation.

Motion to approve 5d

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Courtney Hamilton, Councilor
SECONDER:	Amanda Breen, Council President
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

- e. **Recommendation to approve amendment to Right of Way Encroachment Permit 20224 with Steven Shafran for 671 Alpine Lane—City Administrator Suzanne Frick**

Motion to approve consent items a, b and e

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Council President
SECONDER:	Amanda Breen, Councilor
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

6. PUBLIC HEARINGS AND DISCUSSIONS (Public comment and input taken on the following items)

a. ACTION: Recommendation to approve the 17/18 Audit with Workman & Associates – Director of Finance & Internal Services Grant Gager

Mayor Neil Bradshaw asked for public comment. There was none.

Council President Michael David asked Auditor Dennis Brown if he had anything to add. He did not.

Motion to approve 17/18 audit from Workman and Associates.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amanda Breen, Councilor
SECONDER:	Michael David, Council President
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

b. ACTION: Recommendation to hold a public hearing and approve the 1st reading of proposed Special Event Permits Amendment Ordinance #1193 – Assistant City Administrator Lisa Enourato

Mayor Neil Bradshaw advised that the City has met with business owners and event holders over the past few months to amend the Events Ordinance as attached. Mayor Bradshaw explained that it was decided that the City would take over the noticing responsibilities for events. Staff would like to waive the 2nd & 3rd readings to move forward quickly with the noticing change. The communication will improve thru this process. The City will coordinate all the noticing and all questions will be directed to the event producers.

Mayor Neil Bradshaw opened the meeting for public comment. There was none.

Councilor Amanda Breen appreciated the meetings and the participation from the public as well as staff. She asked for a grammatical correction to the Publication Summary in section 1. Amanda Breen questioned the larger more complex events and how the street closures and insurance coverage will be handled. She questioned the timing of the application and the possibility of holding the date. Mayor Neil Bradshaw explained the internal process saying that the applicant will reserve the date and pay the fee. All other requirements will follow. They need to provide a letter stating the application is not complete and state when they plan to have everything turned in. The Mayor explained that every citizen in the City of Ketchum will receive a letter advising all citizens of the procedure and we will create a database from that mailing. Councilor Courtney Hamilton is in support of this process. Councilor Jim Slanetz questioned street closures and the fees for closing 1 or 2 blocks? The fee structure was discussed. Mayor Neil Bradshaw advised we will continue to examine the fee schedule to be sure all fees are in line.

Pursuant to Idaho Code 50-902, I move to waive the second and third readings of Ordinance No. 1193 and ready by title only.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Council President
SECONDER:	Courtney Hamilton, Councilor
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

Motion to adopt Ordinance 1193, An ordinance of the city of Ketchum, Blaine County, Idaho and read by Title only.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Courtney Hamilton, Councilor
SECONDER:	Michael David, Council President
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

c. ROW encroachment discussion of 260 N. First Avenue Mixed-Use Building Parking Garage Access from 1st Avenue – Director of Planning & Building John Gaeddert

Mayor Neil Bradshaw advised the Council that Director of Planning & Building John Gaeddert is taking this opportunity to make them aware of the parking garage access on 1st Ave. The Planning & Zoning Commission has reviewed this and have given their approval.

Mayor Neil Bradshaw asked for public comment. There was none.

Mayor and Council talked about the pros and cons of the access off 1st Street.

Applicant Daniel Hollis talked about the problems with accessing from Sun Valley Rd and about the linear footage that would be needed. He advised that it's safer to make a right-hand turn to make a right-hand turn and talked about pedestrian safety. There is no curb and gutter along that area. Mayor Neil Bradshaw suggested the Council walk the site. It will become apparent that the access needs to be off 1st Ave. Councilor Jim Slanetz voiced concern about potential parking being taken away. Daniel Hollis advised that there would be a possible loss of 3 parking spots if parking currently allowed in that area.

Councilor Courtney Hamilton voiced support of the project. Council President Michael David asked about bus improvements to the existing bus shelter. Applicant Daniel Hollis advised there is not any at this time.

Director of Planning & Building John Gaeddert advised that council not normally see Design Review. He wanted to be sure that council was ok with the design off 1st Street prior to moving forward.

7. STAFF AND COUNCIL COMMUNICATIONS (council deliberation, public comment not taken)

a. ACTION: Review and approve Ketchum Arts Commissions selection of three finalists for Interactive Art Project – Assistant City Administrator Lisa Enourato

Mayor Neil Bradshaw advised that the Ketchum Arts Commission will be broadening their search. They will come back in a couple months with a new proposal. This item is tabled.

b. ACTION: Recommendation to approve contract #20303 with Integra to scan all Commercial Plans – Director of Finance & Internal Services Grant Gager

Mayor Neil Bradshaw asked for approval of Contract 20303 for the commercial scanning. Director of Finance & Internal Services Grant Gager explained the project before them. Councilors Hamilton and Breen voiced support.

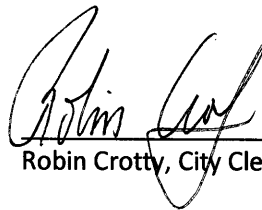
Motion to approve Purchase Order 20303 with Integra and authorize the Mayor to sign the Purchase Order.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Slanetz, Councilor
SECONDER:	Courtney Hamilton, Councilor
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

8. ADJOURNMENT

Motion to adjourn at 6:14 pm.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Courtney Hamilton, Councilor
SECONDER:	Amanda Breen, Councilor
AYES:	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton



Robin Crotty, City Clerk



Neil Bradshaw, Mayor