



City Council

Regular Meeting

~ Minutes ~

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

Tuesday, February 21, 2017

5:30 PM

Ketchum City Hall

Present: Mayor Nina Jonas
Council President Jim Slanetz
Councilor Anne Corrock
Councilor Michael David
Councilor Baird Gourlay

Also Present: Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Matthew Johnson
Finance Director/Internal Controls Grant Gager
Director of Planning & Building Micah Austin
Director of Public Works/City Engineer Robyn Mattison

1. **CALL TO ORDER:** Mayor Nina Jonas called the meeting to order at 5:30 p.m.
2. **ROLL CALL**
3. **APPROVE COUNCIL MEETING AGENDA POSTING: RECEIVE AND APPROVE THE REPORT OF THE CITY CLERK OF THE POSTING OF THIS MEETING'S AGENDA NOTICE.**

Interim City Clerk Robin Crotty advised council that the agenda was posted on Wednesday February 15, 2017. The Agenda was amended and reposted on Friday February 17, 2017 and has met all posting requirements.

4. **COMMUNICATIONS FROM MAYOR AND COUNCILORS**

Councilor Michael David thanked Mountain Rides for their hard work and dedication during the challenging weather we have been experiencing.

Council President Jim Slanetz advised Council that he has received requests from some of the public who are requesting that the Cinematransformer be pushed back a little further West.

Councilor Anne Corrock voiced concerns in regards to continued cell phone use while driving. She requested an update from Police Chief Dave Kassner as to where the City is with enforcement. Chief Kassner advised that this has taken a back burner at this time due to the weather condition's but has ideas for enforcement for the near future.

Director of Parks & Recreation Jen Smith gave an update on the Sun Valley Film Festival. The event is March 15 - March 19, 2017.

- a. **Appointment to the Ketchum Arts Commission**

Director of Finance & Internal Services Grant Gager was appointed to the Ketchum's Arts Commission.

Motion to appoint Director of Finance & Internal Services Grant Gager to the Ketchum Arts Commission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

b. Appointment to the Air Service Board

Mayor Jonas is seeking a 1-year re-appointment to the Air Service Board.

Motion to re-appoint Mayor Nina Jonas to the Air Service Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Slanetz, Council President
SECONDER:	Michael David, Councilor
AYES:	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

c. Appointment to Ketchum Urban Renewal Agency

Mayor Nina Jonas appointed Alice Cameron Packer to the KURA board.

Motion to approve the appointment of Alice Cameron Packer to the KURA Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Michael David, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

5. COMMUNICATIONS FROM THE PUBLIC on matters not on the agenda

No comments from the public.

6. CONSENT AGENDA: Note: The Council will be asked to approve all the following listed items by a single vote, except for any items that a member of the Council asks be removed from the Consent Agenda and considered and discussed separately under new business.

a. Approval of Minutes: Regular Meeting February 7, 2017

b. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$426,748.91 as presented by the Treasurer.

c. Authorization and approval of the payroll register

Mayor Nina Jonas asked for approval of the consent agenda. Council President Jim Slanetz questioned the need for continued hand work for snow removal. There was a discussion in regards to what areas are hand shoveled and Mayor and Council brainstormed how to rectify this for the balance of the season.

Motion to approve the consent agenda in full.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Councilor
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

7. COMMUNICATIONS FROM STAFF AND OTHER ORGANIZATIONS

- a. **PUBLIC HEARING: Resolution 17-004 authorizing the City Clerk to call a Special Election with the Blaine County Clerk to extend the collection of the additional 1% LOT for Commercial Air Service until 2023 – City Administrator, Suzanne Frick**

City Administrator Suzanne Frick presented 7a & 7b together (Resolution 17-004 and Ordinance 1166). Suzanne Frick advised that the Resolution is to authorize the City Clerk to call a Special Election for May 16, 2017 to extend the collection of the additional 1% LOT for Commercial Air Service until 2023. The approval of Ordinance 1166 outlines the ballot language. She explained to Council that the ballot language can be changed and then outlined their options.

Councilor Anne Corrock questioned the ballot language.

Mayor Nina Jonas asked for public comment regarding Resolution 17-004 and Ordinance 1108.

Mayor Ed Simon expressed his opinion in regards to waiving the 3 readings. He thinks it is in the public's best interest to have time to make comments especially when there is time for 3 readings. Mayor Ed Simon talked about the ability to review 3 fiscal years of the Fly Sun Valley Alliances (FSVA) fiscal records and questioned if the city received any profit and loss statements from FSVA. He questioned the dollar amount of the MRG's and would like to know what the money has been spent on prior to this issue going on the ballot.

Executive Director of Fly Sun Valley Alliance Carol Waller advised that a summary has been given to the Sun Valley Air Service Board and is part of the public record. Mayor Nina Jonas asked for details on how the confidentiality of the MRG's work and Carol Waller explained.

Councilor Anne Corrock would like to see bus service language added and she questioned if Delta was part of the busing agreement. Carol Waller confirmed that they are and explained that busing stops the first week of April. It's generally November 1 - April 1. Anne Corrock talked about changing what we collect the 1% tax on and possibly eliminating the tax on retail. This was brain stormed among council. Council discussed Hailey's LOT tax. Councilor Baird Gourlay said that he has attended the FSVA meetings and believes they use every penny wisely. Suzanne Frick gave the dollar amount of the fees received and explained that the vast majority comes from retail. There was a discussion regarding ballot language and how to move forward with the retail section of the ballot. Councilor Michael David is in support of the 1% LOT and expressed that the marketing and advertising seems to be working with a lot of new visitors coming to the area. Anne Corrock said she has heard struggles from the retailers in regards to the 1%. Councilor Baird Gourlay disagrees. He expressed concern over making additional work for retailers.

The FSVA FY16 Budget Final budget was displayed on the projection screen. Carol Waller explained the Bus Diversion part of the Air Service Costs.

Council President Jim Slanetz agreed to NOT waive the 3 readings, however he is for the 1%. It is a community decision. Councilor Michael David is also for the 1% and agrees that this needs to go before the voters. Councilor Anne Corrock would like us to provide more information to the public so they can decide how to vote. Councilor Baird Gourlay agreed that the public should decide. He went on to explain how the agreement works. The money goes to the Air Service Board and then to Fly Sun Valley Alliance. The Air Service Board oversees the funds.

Mayor Nina Jonas closed public comment.

Motion to approve Resolution 17-004 authorizing the City Clerk to call for a Special Election to be held May 16, 2017, to provide for an additional five-year period for the collection of the 1% increase to the local-option non-property tax for the purpose of maintaining and increasing commercial air service.

Councilor Anne Corrock advised that there is time for this to be on the November Ballot. She wants to review the ballot language prior to voting for the Resolution.

RESULT:	ADOPTED [3 TO 1]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Michael David, Councilor
AYES:	Michael David, Baird Gourlay, Jim Slanetz
NAYS:	Anne Corrock

- b. **PUBLIC HEARING: Ordinance 1166 Amending Ordinance 1108 to approve Ballot Language for the May 6, 2017 Special Election to extend the collection of the additional 1% LOT for Commercial Air Service until 2023 - City Administrator, Suzanne Frick**

Mayor Nina Jonas asked for a motion for the Ballot language.

Motion to approve the first reading of Ordinance 1166; an Ordinance of the City of Ketchum, Idaho, amending Ordinance 1108, which provides for the imposition of Local Option Taxes; providing a severability clause; providing for publication; providing a repealer clause; and providing for an effective date.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Michael David, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

- c. **Recommendation to approve Resolution 2017-05 designating the of City of Ketchum a Welcoming City-City Administrator, Suzanne Frick**

City Administrator Suzanne Frick gave the background of Resolution 2017-05 designating the City of Ketchum a Welcoming City.

Mayor Nina Jonas asked for comments from the public. There was none.

Council President Jim Slanetz agreed. Councilor Baird Gourlay was in support. Councilor Michael David was also in support. Councilor Anne Corrock explained that this is a clarification of what we already do and voiced her support. Mayor Nina Jonas explained that it is a value of the community and explained her feelings on this Resolution.

Motion to approve Resolution 2017-05 designating Ketchum a Welcoming City.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Councilor
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

d. Discussion regarding the Ketchum Urban Renewal Agency sale of the Starbucks Building-Planning and Building Director, Micah Austin

Director of Planning & Building Micah Austin gave the background of 491 Sun Valley Road and talked about the intent of the property. He talked about the current Town Square LOT and showed an aerial view of the new layout of the LOT. He explained the reason behind the LOT line shift. The KURA is looking for direction on an Appraisal and Disposition of Property by the KURA. Micah Austin outlined the process involved in the disposition of property.

Mayor Nina Jonas asked Council for comments and questions. Director of Planning & Building Micah Austin explained that this is a KURA decision however, they are looking for Council input. Councilor Anne Corrock commented that taking this property out of public use would be a shame. There was a discussion of the Dollhouse property and the Sushi on 2nd property.

Councilor Baird Gourlay talked about an editorial that KURA Commissioner Tim Eagan has written that will be in the Express tomorrow. He read the letter aloud. The Lease at Starbucks was discussed. Baird Gourlay talked about the timeline if it is decided that the property should be disposed of and about the history of the purchase of the Starbucks building. There was a discussion as to the value of the property as currently laid out.

Mayor Nina Jonas asked for public comment.

Bill McCann Blaine County Appraisal offered his assistance to answer any questions in regards to the appraisal process.

KURA Commissioner Gary Lipton said that the KURA attorney is in support of the sale and urged Council to look at this closely.

Mayor Nina Jonas asked City Attorney Matt Johnson if all debts had to be paid by 2030. Attorney Matt Johnson said he would have to review the statute. Director of Planning & Building Micah Austin explained that the tax increment ceases in 2030, however, you could continue to pay on your debt.

Council President Jim Slanetz advised that this is a key spot but he does not feel it is a prudent venture to hold onto. Councilor Anne Corrock questioned the income that used to come out of that space. Councilor Baird Gourlay talked about the Visitor Center going viral and about the amount of staff time that is taken on the Visitor Center. Mayor Nina Jonas talked about all the KURA would like to do in regards to infrastructure projects that benefit the public and questioned how to create another public asset before time is up. The buy-out of the lease and public assets were discussed. Mayor Nina Jonas supports the Commission and where they are going.

Director of Planning & Building Micah Austin and Councilor Baird Gourlay will pull numbers together to present to Council at a later date.

e. **PUBLIC HEARING: Ordinance #1167 Adopting Municipal Code Chapter 8.11 designating Noxious Weeds in the City of Ketchum - Director of Parks & Recreation Jen Smith**

Director of Parks & Recreation Jen Smith brought a sample of a Japanese Yew plant so Council could see what it looks like.

Director of Parks & Recreation Jen Smith explained the current Nuisance Ordinance as well as the drafted Noxious Weed Ordinance in the packet and recommended adoption of Ordinance 1167. Councilor Anne Corrock questioned the wording of the Ordinance, (4b - last page) and the elimination of the Municipal Code number. City Attorney Matt Johnson advised against adding Municipal Code numbers because they change. The language of the Ordinance was discussed.

Mayor Nina Jonas asked for public comment. There were none.

Councilor Anne Corrock suggested waiving the 2nd and 3rd reading because of the urgency. There was a question of enforcement. Police Chief Dave Kassner questioned how to move forward at this time of year. A plan of action was discussed. Director of Parks & Recreation Jen Smith offered suggestions on how to work with the property owners. Councilor Baird Gourlay asked Attorney Matt Johnson how he feels about the enforcement. Matt Johnson explained Idaho Code. Suzanne Frick explained that by accepting the Ordinance we now can enforce. Jen Smith outlined the current process within the City and County.

Motion to waive the second and third readings of Ordinance 1167 and read by title only pursuant to code 50-902.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

Motion to adopt Ordinance Number 1167 repealing text in Chapter 8.08 and adding a new chapter 8.11 "Noxious Weeds" of the Ketchum Municipal Code and providing and effective date.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Councilor
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

f. **Recommendation to Approve Water Supply Lease Contract with the Idaho Water Resource Board- Public Works Director/City Engineer Robyn L. Mattison, PE**

Public Works Director/City Engineer Robyn Mattison explained how the water rights bank works and outlined the benefits to the City and advised that Idaho is a use it or lose it state. By putting it in the bank we won't lose it because it stops the clock. City Attorney Matt Johnson has reviewed the contract.

Councilor Baird Gourlay clarified that it is the Department of Water Resources Water Supply Bank. He questioned how the lease would work. Director of Public Works/City Engineer Robyn Mattison explained.

Mayor Nina Jonas asked for public comment. There was none.

Motion to authorize the City Administrator to sign the Water Supply Bank Lease Contract No. 437 with the Idaho Water Resource Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

- g. Recommendation to Approve Mutual Aid and Assistance Agreement for the Idaho Intrastate Water/Wastewater Agency Response Network (IdWARN) – Public Works Director/City Engineer Robyn L Mattison, PE**

Director of Public Works/City Engineer Robyn Mattison explained what IdWARN is and explained how we would have the ability to use, or respond to another utility that would request assistance to an emergency. This agreement outlines how this process would work. City Attorney Matt Johnson has reviewed the contract.

Motion to authorize the City Administrator to execute the Mutual Aid and Assistance Agreement for the Idaho Intrastate Water/Wastewater Agency Response Network.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Slanetz, Council President
SECONDER:	Anne Corrock, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

- h. Recommendation to approve contract for communications with Strategies 360 – Assistant City Administrator Lisa Enourato**

Assistant City Administrator Lisa Enourato gave the history of the communications plan within the City of Ketchum. She talked about the firm that staff is recommending and the hopes of all that will be provided. City Attorney Matt Johnson has reviewed the contract.

Councilor Anne Corrock questioned the cost. Assistant City Administrator Lisa Enourato explained that the proposed fee is down from what we are currently paying.

Mayor asked for public comment. There were none.

Motion to approve a one-year contract with Strategies 360 for communications services.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Councilor
SECONDER:	Anne Corrock, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

- i. Recommendation to amend contract for Dr. Wendy Pabich for project management services—City Administrator Suzanne Frick**

City Administrator Suzanne Frick explained that with Robyn Mattison's departure the City will need somebody to manage some projects. Dr. Wendy Pabich will be lead on Water & Wastewater Projects. This is an amendment to her current contract and Suzanne Frick outlined what projects she will be overseeing.

Councilor Anne Corrock questioned the time length of the contract. City Administrator Suzanne Frick explained that it is undetermined now but it is written to the end of the fiscal year. Things may change as decisions are made as to how to fill Robyn Mattison's position. Suzanne Frick explained the outline of the contract and how the fees would be paid. The wording of the contract will need to be reworded. Attorney Matt Johnson explained the RFQ process. Councilor Anne Corrock questioned the Termination clauses. Matt Johnson clarified the difference in the wording of the clauses.

Mayor Nina Jonas asked for public comment. There was none

Motion to approve the revised contract with Dr. Pabich with Water Futures after clarifying item #2 as discussed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Slanetz, Council President
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

j. Recommendation to approve contract for Sherri M. Newland for professional engineering services and project management-City Administrator Suzanne Frick

City Administrator Suzanne Frick explained that there is a need for a City Engineer and somebody to manage the projects in Robyn Mattison's absence. It there is a need to go out for this as a permanent position the city will go out for an RFP. This is a temporary fill for approximately one year. Councilor Anne Corrock questioned the rate of pay. Suzanne Frick explained the fees are outlined in the attachment in the packet.

Councilor Baird Gourlay questioned the transition. City Administrator Suzanne Frick outlined the transitional procedure that has been put in place with approval of the this contract. Councilor Michael David suggested in the future all temporary positions be advertised so local firms can be notified prior to making this type of a decision. Time issues were discussed. Sherri Newland commented that she is looking forward to working with the City of Ketchum.

Motion to approve the contract with S & C Associates with changes that were discussed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

k. Recommendation to Adopt Resolution No. 17-003 Destruction and Disposal of Temporary & Semi-Permanent Records – Interim City Clerk Robin Crotty

Interim City Clerk Robin Crotty requested the adoption of Resolution No. 17-003 and advised that the State Archives did not have any interest in the records and the records have been reviewed by the City Attorney.

Mayor Nina Jonas requested that Interim City Clerk Robin Crotty verify that all the names on the Proclamations are recorded in Town Square prior to destruction.

Motion to approve Resolution 17-003 authorizing the destruction of temporary & semi-permanent records and authorizes the Mayor to sign.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael David, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

8. EXECUTIVE SESSION to discuss:

- a. Litigation discussion pursuant to Idaho Code §74-206 1(f).

Motion to go into executive session at 8:23 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

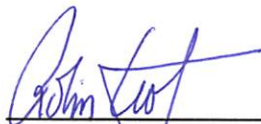
Motion to come out of executive session at 9:38 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Michael David, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz

9. ADJOURNMENT

Motion to adjourn at 9:40 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Michael David, Councilor
AYES:	Michael David, Anne Corrock, Baird Gourlay, Jim Slanetz



Robin Crotty, Interim City Clerk



Nina Jones, Mayor