



City Council

Regular Meeting

~ Minutes ~

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

Tuesday, January 3, 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
Director of Parks & Recreation Jen Smith

1. Call to Order

Mayor Nina Jonas called the meeting to order at 5:30 p.m.

2. ROLL CALL

Mayor Nina Jonas, Council President Jim Slanetz, Councilor Anne Corrock, Councilor Michael David and Councilor Baird Gourlay were all present.

3. APPROVE COUNCIL MEETING AGENDA POSTING: RECEIVE AND APPROVE THE REPORT OF THE CITY CLERK OF THE POSTING OF THIS MEETING'S AGENDA NOTICE. Posted on website and outside Ketchum City Hall on 12/28/2016 – Interim City Clerk Robin Crotty

Interim City Clerk Robin Crotty advised council that the agenda was noticed on December 28, 2016 and was posted on the website and outside Ketchum City Hall.

4. COMMUNICATIONS FROM MAYOR AND COUNCILORS

a. Commendation of Public Safety

Fire Chief Mike Elle gave a detailed presentation outlining all the firefighters in the Valley that participated in the life saving event in our valley two weeks ago. The following emergency personnel were recognized for their outstanding efforts: Tom Ancona, Tom McLean, Keith Potter, Melissa Mollet Binnie, Rachel Martin, Ben Varner, Will Hovey, Don Neurge, Chris Seldon, Brian Tierney, Josh Fields, Nate Taylor, Garret Ruckel, Wes Whitesell, Barb Williams and Rod Grey.

Mayor Nina Jonas voiced her appreciation of the combined efforts of the cities and invited Mayor Peter Hendricks to accompany her in the awards presentation. Mayor Jonas and Mayor Hendricks both gave their thanks and gratitude to the Ketchum and Sun Valley Fire Departments as well as Blaine County. Keith Potter gave details of the event and thanked all emergency personnel.

b. Appointments – Mayor Nina Jonas

Mayor Nina Jonas appointed Attorney Neil Morrow to the Planning & Zoning Commission and talked about his experience.

Motion to appointment Neil Morrow to the Planning & Zoning Commission.

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

Mayor Nina Jonas appointed Erin Kelso to her first full term on the Blaine County Housing Authority.

Motion to reappoint Erin Kelso to the Blaine County Housing Authority.

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

Mayor Nina Jonas appointed Finance Director/Internal Controls Grant Gager to the Mountain Rides Board.

Motion to appoint Grant Gager as Mtn. Rides Liaison for the City of Ketchum

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

Mayor Nina Jonas advised the Council that Tim Eagan and Gary Lipton’s terms were both up for the URA. Mayor is reappointing Gary Lipton and advised that Tim Eagan will continue to serve on the board until a replacement has been selected.

Motion to appoint Gary Lipton for a second term on the URA Board.

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

c. Election of Council President

Councilor Anne Corrock nominated Jim Slanetz to continue to serve as Council President

Motion for Jim Slanetz to continue to serve as Council President for another year.

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

d. Communications from Mayor & Council

Councilor Baird Gourlay talked about the past election and how to move forward.

Councilor President Jim Slanetz talked about Air bnb's in Boise and how they collect LOT and suggested the City of Ketchum explore this.

Councilor Anne Corrock talked about the article in last week's paper in regards to the URA possibly selling the Starbucks building. She would like to know if the Council could agenda this topic for a future meeting. Would also like to talk about the In-Lieu housing funds that are currently in the URA and how the City can get those back.

Councilor Baird Gourlay spoke as Chair of the URA and advised that the URA wants to get out of the property management business. He talked about what the URA would like to move forward with. Councilor President Jim Slanetz advised that the in-lieu housing money is also being discussed at the URA level.

Mayor Nina Jonas advised that the parking issues between 3:30 and 6:00 p.m. is being worked on.

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

Mayor Nina Jonas asked for comments from the public.

Gary Lipton thanked the Council for his reappointment to the URA Board.

Gary Lipton talked about ADA Compliance in the City of Ketchum and what is required. He then cited a few examples by giving specific examples of businesses around town that are not in compliance. He talked about his own business as well as City Hall not complying. He asked council to review these laws in 2017 and to make a plan for implementation.

Councilor Anne Corrock advised that ADA Compliance this was high on the list of the proposed new city hall.

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.

Mayor asked for approval of the Consent Calendar.

- a. **Approval of Minutes: Regular Meeting December 19, 2016**
- b. **Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$479,548.58, as presented by Finance Director Grant Gager**
- c. **Authorization and approval of the payroll register.**
- d. **Recommendation to approve a snow hauling contract with Canyon Excavation**

Motion to approve the consent calendar in full.

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

7. STAFF REPORTS/not involving public hearings

a. Planning & Zoning Policy and Direction on Title 17.96.030: Authority of the Administrator and the Commission – Director of Planning & Building Micah Austin

Director of Planning & Building Micah Austin talked about Title 17.96.303 that has been in effect for one year. He went over the changes that he is requesting.

1. Administrative approval of projects under 1200 sq. ft.
2. Approval of projects in the flood plain/riparian projects. It is already approved administratively. He explained why and the process it goes thru to get there.
3. Exempt P & Z Commission approval for Accessory dwelling units. It will still go thru all the application processes and staff approvals but will not go before the commission.

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

Staff is looking for direction. Council agreed to move forward. No motion needed today.

b. Resolution 17-01 adopting the Planning & Zoning meeting calendar for 2017 – Director of Planning & Building Micah Austin

Director of Planning & Building Micah Austin explained the new outline of the P & Z meeting calendar to be one meeting a month. (every 2nd Monday of the month at 5:00 p.m.) Mayor Nina Jonas talked about this being less of a burden on the applicant. There was a discussion among council. Councilor Baird Gourlay voiced concern over the length of the meeting. Mayor Nina Jonas expressed her support in the changes to Title 17.96.030 and that helping to streamline the P & Z meetings.

Mayor Nina Jonas asked for public Comment.

Bob Crosby asked council to hold off on making this decision until they talk to architects around town to see how they feel.

Mayor Nina Jonas asked Director of Planning & Building Micah Austin if he talked to the public. Micah Austin assured Mayor and Council that staff would reach out to the public to be sure they are aware of when they can make public comments.

Councilor Michael David voiced his support of the proposed calendar. He does not see this as people losing an opportunity to comment. Councilor President Jim Slanetz talked about noticing concerns and how late meetings will go. Micah Austin responded by advising council that he will keep his eye on how late meetings go and will advise. Councilor Anne Corrock talked about her history with being on the Planning & Zoning Commission. She advised that the special meeting process be utilized. Councilor Baird Gourlay was concerned about the delay with recommendations getting back to Council with a delay in meetings. Director of Planning & Building Micah Austin talked about a plan for making all the time frames and deadlines work together. There was a discussion among council on how to make these time frames work with one meeting a month and incorporating a special meeting when needed. The goal is not to delay hearings or decisions. Councilor Michael David talked about the efficiencies this could create. Micah Austin outlined all that could be approved in one meeting.

City Attorney Matt Johnson talked about what other cities are doing and explained that it is a function of demand. He will double check the bylaws. Councilor Baird Gourlay voiced his support of the efficiencies of one meeting.

Motion to approve Resolution 17-001.

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

c. Proposed Resolution 17-02 for Discussion & Approval regarding stipends for the Planning & Zoning Commission – Director of Planning & Building Micah Austin

Director of Planning & Building Micah Austin gave council numbers to consider for an increase in the Planning & Zoning Stipend and talked about where they are in the current budget. Councilor Anne Corrock questioned when the last time they received a raise was. The \$200.00 per meeting rate was discussed and council was in support.

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

It was decided that this could be looked at again in approximately 6 months.

Motion to amend resolution 17-002 to change the stipend from \$250 to \$200.

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

Motion to approve Resolution 17-002 P & Z Stipend as amended.

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

d. Street Department discussion/Snow removal update – Public Works Director/City Engineer Robyn L. Mattison

Director of Public Works/City Engineer Robyn Mattison gave a power point presentation of the cities snow removal process. She talked about Ordinance 1146 and gave an update of those changes. Street Superintendent Brian Christiansen said the Ordinance has been somewhat successful but some people are still pushing snow into the public right of way. Robyn Mattison talked about the education process of Ordinance 1146 and what the City is doing to get the word out. Next year we will start the education process earlier, prior to the snow fall. Police Chief Dave Kassner talked about the Police Department enforcement portion of this Ordinance and what they are doing to assist with the training process. Dave Kassner talked about the improvements over last year. Brian Christiansen outlined where they are in the budget and what is spent each year. He outlined the times of snow removal and the reasons for those times. Staffing was discussed along with an outline of the equipment used. He recommended that we retro fit our equipment so that the trucks can go with traffic rather than against traffic. He displayed a

Snow Hauling Map and talked about how much snow gets hauled away for each storm. The Loader Route Map was presented. Brian Christiansen gave a historical sand/salt usage report. They are currently using a red salt and it has cut down on maintenance of the roads by a third. Peeling of the roads has been reduced due to this product. The Street Department is currently looking into other alternatives. The backup alarms were discussed. Robyn Mattison talked about CodeRED Notifications and the Emergency Alert Notifications and how to get signed up for that. Police Chief Dave Kassner assisted with the explanation of the Blaine County website.

Councilor Michael David addressed residents' concerns about private snow removal vehicles that are not street worthy. Police Chief Dave Kassner and Street Superintendent Brian Christiansen both do not see this as a problem.

Mayor Nina Jonas opened the meeting up for public comments.

Phyllis Shefran talked about the CodeRed system and said that they cannot stop getting them. Something needs to be done. She voiced her support of the quieter back up beepers. She voiced her concern about the amount of times a night Short Swing gets plowed. She also voiced concern about a dangerous corner. She agreed that there needed to be more education. Robyn Mattison said the public should contact the Street Department or the Police Department with concerns. Brian Christiansen talked about the process of widening roads and explained that there is a new employee on the snow removal route on Short Swing who is very meticulous. There are 75 lane miles that the street department plows.

e. Recommended approval of a Task Order with JUB – Public Works Director/City Engineer Robyn L. Mattison

Director of Public Works/City Engineer talked about a Well that is not working properly and how they are supplementing the pumping of the well. It is a very inefficient way of doing things. Robyn Mattison explained that JUB is recommending a Well rehabilitation process. There are risks involved. She outlined how this process works. One step will be taken at a time. A mechanical rehabilitation will be done first. A chemical rehabilitation will be done second. She outlined how her recommendation would work and the cost of each phase was discussed. The Life span of a Well was discussed as opposed to the pump. The Well in question is the Big Wood Well off of River Rock Rd. and North of Adams Gulch Rd..

Attorney Matt Johnson has comments in regards to the agreements. General Terms and Conditions needs language cleaned up.

Motion to approve the agreement for professional services with JUB Engineers for Well rehabilitation engineering services and authorize the City Administrator to execute said agreement for an amount not to exceed \$15,000 after the review of the contract by legal counsel.

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

f. Recommendation to Apply for Bureau of Reclamation WaterSMART Grant: Small-Scale Water Efficiency Projects for Fiscal Year 2017 – Public Works Director/City Engineer Robyn L. Mattison

Director of Public Works/City Engineer Robyn Mattison talked about the Grant before them and what the grant could be used for.

Mayor Nina Jonas asked for questions and comments.

Motion to direct staff to prepare and submit a BOR WaterSmart grant application.

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

8. EXECUTIVE SESSION to discuss:

- a. Personnel discussion pursuant to Idaho Code §74-206 1(b).
- b. Labor Management discussion pursuant to Idaho Code §74-206 1(j).

Motion to move into Executive Session at 7:35 p.m.

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

Motion to come out of Executive Session at 7:48 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 the meeting at 7:49 p.m.

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



Nina Jonas, Mayor



Robin Crotty, Interim City Clerk