



City Council

Regular Meeting

~ Minutes ~

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

Jane Clerk
(555) 555-1234

Monday, May 16, 2016

5:30 PM

Ketchum City Hall

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

Also Present:
Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Jill Holinka
Director of Planning & Building Micah Austin
Fire Chief Mike Elle
Police Chief Dave Kassner
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. COMMUNICATIONS FROM MAYOR AND COUNCILORS

a. Communications from Mayor & Council

Council President Jim Slanetz gave a brief overview of the URA meeting that took place earlier today and the legislative update that Ryan Armbruster Attorney presented.

Councilor Baird Gourlay talked about the Water Grant that he forwarded to Council. He advised that it will be on the June 6, 2016 Council agenda for discussion. Baird Gourlay talked about the EV Charger and installing a fast charger as opposed to what has already been approved and the cost difference. Baird Gourlay would like to revisit this if it goes above the \$8,000 number.

Mayor Nina Jonas reminded the public that tomorrow there is a General Election from 8 am to 8pm and voting will take place at Hemingway School.

b. Presentation of Life Saving award to Deputy Garrett Ruckle, Police Chief, Dave Kassner

Chief Dave Kassner presented a lifesaving award to Deputy Garrett Ruckle. Sergeant Michal Grisby gave the background of the incident.

c. Swearing in of Volunteer Firemen – Fire Chief Mike Elle

Chief Mike Elle and Mayor Nina Jonas did the swearing in of the 3 new Probationary Firefighters, William Cook II, John Sisko, Peter Wysong.

d. Proclamation – Kids to Park Day May 21, 2016 – Director of Parks & Recreation Jen Smith

Mayor Nina Jonas presented a Kids to Park Day Proclamation.

3. COMMUNICATIONS FROM THE PUBLIC

a. Communications from the public. For items not on the agenda.

Mayor Nina Jonas opened the meeting up to public comment. There was none.

4. CONSENT CALENDAR

a. Approval of Minutes: Regular Meeting May 2, 2016

Minutes correction from Micah David to Michael David.

b. Approval of Minutes: Special Meeting May 5, 2016

Council Michael David was absent and will recuse himself from this item.

c. Approval of Current Bills and Payroll Summary

d. Findings for Elevation 6000

e. Operation Plan for BLM

Motion to approve items a, c, d and e on the consent calendar

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

Motion to approve item b on the consent calendar

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

5. COMMUNICATIONS FROM STAFF

a. Discussion of City Funding for Undergrounding Projects – Robyn L. Mattison, PWD/CE

i. Presentation by Paul Conrad

Robyn Mattison Public Works Director/City Engineer talked to council regarding the funds for the undergrounding projects and how they will be used. She talked about the framework outlined for the city and the applicant process and deadlines. The prioritization process was discussed and Robyn Mattison gave her recommendation on how this will work in the General Fund and what the City and the applicant would be responsible for. Robyn Mattison gave justification as to why the percentage of funding is outlined as it is and went over the timeline for submittal of the funding request. There was a discussion regarding forming an LID or a BID and how to go about that and all the steps that are involved with that process.

Mayor Nina Jonas asked for questions from the Council.

Councilor Anne Corrock questioned the Warm Springs Rd project and asked where that falls since it is in Residential. Micah Austin Director of Planning & Building clarified. Council President Jim Slanetz talked about the size of the project and questioned if the \$60,000 is maxed. City Administrator Suzanne Frick

explained that this will be a council decision but the money can be rolled over and the council will have the decision every year as to how those funds are used. Councilor Baird Gourlay expressed his wishes and explained how the line is run and how the franchise fee is collected. He explained how an LID and a BID works and the length of time for collection on an LID.

Councilor Michael David and Councilor Baird Gourlay discussed percentages and how they would like them to look on the presented chart. The deadline for project submittal was discussed and City Administrator Suzanne Frick talked about prioritization and a rolling priority list and the importance for the projects to come in on a set cycle. The budget process and funding request timelines as well as the pro's and con's and logistics of a midyear application period was discussed.

Council President Jim Slanetz supports incentives for larger projects. Councilor Michael David reiterated that we do not have to grant the funding every year, it can get rolled into the following year. There was a brainstorming session on different options.

Mayor Nina Jonas clarified the direction to be to Incentify for multiple properties.

Mayor Nina Jonas asked for public comment.

Paul Conrad local business person voiced his concern about him being the only one in the room to give public comment and said that this would be a great disservice to the business community of this town to do so.

Paul Conrad questioned where the applications could be found. City Administrator Suzanne Frick explained. Paul Conrad talked about the lack of construction in downtown Ketchum and challenges that exist within the business community. He thinks this should go to the business community for discussion prior to going to vote.

Paul Conrad talked about restrictions that are in place and talked about 231 Sun Valley Rd. and one power pole and the obstacles that surround it. He is concerned about good healthy economic development and is asking for collaboration and communication and consistency. Paul Conrad thinks the URA should be part of this conversation.

City Administrator Suzanne Frick explained the budget process and where the money is in the general fund for under grounding. There was a discussion as to how the money is being allocated as opposed to the way in which it was voted and approved.

There was a lengthy discussion in regards to the Ask. Paul Conrad outlined 231 Sun Valley Road and what should be done and he said the set-back is making it impossible to develop. He estimates \$500,000 total cost on 231 Sun Valley Rd and that 1st and 4th is another complicated area.

Councilor Baird Gourlay clarified what the council is looking for. 25% for LID or BID are for the private entity. The other 75% is for these types of projects that Paul Conrad is talking about.

Mayor Nina Jonas asked council if they would like to use the \$60,000 in this year's budget for this project. The Idaho Power Franchise agreement was discussed.

Mayor asked council for direction. Councilor Michael David said this project has everything the council just discussed. Council President Jim Slanetz talked about the economic benefit for getting the power lines undergrounded.

Mayor Nina Jonas asked if Micah Austin Director of Planning & Building and Robyn Mattison Public Works Director/City Engineer could get together with Paul Conrad and Harry Griffith, if they agree, and work thru this and come back to council with a proposal.

Administrator Suzanne Frick talked about allocation and priority. Councilor Baird Gourlay said the percentages need to be clarified. City Administrator Suzanne Frick advised that we have no money for capital projects. She explained that council will need to decide how to prioritize the money and allocate.

It was clarified that the URA has committed \$58,000 this year and there was a discussion as to how those funds could be spent.

This topic will be continued.

b. Welcome sign / Gateway Presentation - Director of Parks & Recreation Jen Smith

Jen Smith Director of Parks & Recreation outlined who was involved in the sign subcommittee. She showed a power point presentation outlining all different types of signage and talked about why you invest in an entry sign and presented a list of recommended goals. Potential sites were noted and the budget of what a number of cities have paid was presented. Jen Smith asked for council feedback and direction.

Council President Jim Slanetz thought the North and South ends of town were important. Mayor Nina Jonas asked if there is fund raising potential. Jen Smith Director of Parks & Recreation explained that if the Arts Commission is given direction to fund raise they will move forward.

Councilor Baird Gourlay suggested the welcome sign be placed where people can pull over and have their picture taken. Location was discussed.

Direction is to design all together pay for one at a time, look into a fund raising effort, south end of town is priority, consider a see thru sign, place where people can pull over and take pictures, the sign does not have to say Welcome and it should be maintainable.

Jen Smith Director of Parks & Recreation will reconvene the subcommittee and discuss the recommendations and bring this topic back to council.

c. PUBLIC HEARING: Third reading of Ordinance No. 1151 amending Title 17, Ketchum Municipal Code, Section 17.08.020 and Chapter 17.124, according to a text amendment application submitted by THE SPOT LLC - Director Planning & Building Micah Austin

The Third Reading of Ordinance 1151 amending Title 17 was presented by Micah Austin Director of Planning & building and he recommended moving forward and publish as soon as possible.

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

Motion to approve the third reading of Ordinance 1151 for amendments to Title 17, Zoning Regulations, Section 17.08.020, Definitions by adding a new definition "Event" and amending the definition "Studio, Commercial" to allow for occasional events; and amending Chapter 17.124, Development Standards to add a new section 17.124.150, Commercial Studio Events.

Council President Jim Slanetz read the Ordinance.

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

d. **ITD Transportation Alternative Program (TAP) Grant Opportunity – Robyn Mattison, Public Works Director/City Engineer**

Robyn Mattison Director of Public Works/City Engineer explained we have an opportunity to apply for the TAP Grant and would like to apply for two separate projects. Sidewalks in community core and bus stop improvements. Robyn Mattison talked about the benefits of applying for them together and the benefit of getting funding for both with a \$500,000 maximum and a \$36,000 city match. Funding cycle is 2017, 2018 and 2019. No guarantee on when we would get the funding and would have to be prepared to do the match.

Mayor Nina Jonas asked for council questions.

Motion to direct Mayor and staff to identify sidewalk and bus stop improvement projects and apply for the Transportation Alternatives Program funding with 7.34% city matching funds.

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

e. **Ketchum Police Department Budget Presentation – Dave Kassner, Police Chief**

Police Chief Dave Kassner presented the police department budget presentation. He outlined the positions in his department and the programs they are involved with in the community. He talked about the records and community service responsibilities the department budget for 15/16 and who the department consists of. He outlined the requested enhancements the police department is asking for. There will not be an increase in staffing.

Mayor asked for questions and comments from council.

Councilor Anne Corrock questioned the cost of living increases. City Administrator Suzanne Frick explained how the contract works.

Mayor Nina Jonas opened the meeting for public comment. There was none.

f. **Approval of Lease with OWM Solar LLC – Suzanne Frick, City Administrator**

City Administrator Suzanne Frick presented the lease agreement for leasing the roof to OWM Solar and explained that we are paying them a lease rate every year which translates into approximately \$3,000. They generate power from the solar panels and it goes into the Idaho Power grid. That credit goes as a credit to Ketchum City Hall and the Ore Wagon. We will be paying 90% or what we otherwise would pay

Idaho Power. This is discount energy that we are receiving. We get paid in arrears. This is done on an annual basis.

Council President Jim Slanetz asked when the solar panels become the cities. City Administrator Suzanne Frick said that the lease is a 25-year lease and at the end of the lease we have 3 options.

Mayor opened the meeting up for public comment. There was none.

Councilor Baird Gourlay questioned if this has been approved by Idaho Power yet. Administrator Suzanne Frick explained that Idaho Power has approved the concept of this, however, still has to approve the net meter. He questioned the warranty of the panels. City Attorney Jill Holinka explained how the lease works and what we are and are not responsible for.

Councilor Baird Gourlay will abstain from voting. He is part owner in a solar company.

City Attorney Jill Holinka explained that this is not a conflict in Idaho Law.

Motion to recommend approval of the agreement and authorize staff to enter into the agreement with OWM Solar LLC.

RESULT:	ADOPTED [3 TO 0]
MOVER:	Michael David, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Michael David, Anne Corrock, Jim Slanetz
ABSTAIN:	Baird Gourlay

6. EXECUTIVE SESSION to discuss:

Motion to go into executive session at 8:40 p.m. to discuss

- a. Litigation pursuant to Idaho Code §74-206 1(f)
- b. Discussion pursuant to Idaho Code §74-206 1(j)
- c. Discussion pursuant to Idaho Code §74-206 1(c)

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

Motion to come out of executive session at 10:00 p.m.

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

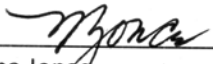
7. ADJOURNMENT

Motion to adjourn at 10:01p.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 Jonas
Mayor