

# CITY OF GENESEE

Location: 235 W Chestnut Street, (Fire Station) Genesee, ID 83832

CITY COUNCIL

February 2, 2021

REGULAR COUNCIL MEETING

MINUTES

6:00 PM

**CALL TO ORDER** - The Genesee City Council met February 2, 2021. Mayor, Steve Odenborg, called the meeting to order at 6:00pm.

**ROLL CALL** - Present at the meeting, Council Members Nyla Roach and Bill Krick, City Engineer Scott Becker, Deputy City Clerk/Treasurer Debi Zenner. VIA ZOOM: Mayor Steve Odenborg, Council Member John Hermann and Cody Bailey, Maintenance Supervisor Dustin Brinkly, City Attorney Jennifer Douglass and Clerk/Treasurer Karyn Wright

Mayor asked for a motion to amend the Agenda for Executive Session. Motion made by Bill, seconded by Nyla, to add an explanation of why Council needs to go into Executive Session; **ROLL CALL VOTE: Roach, Krick, Bailey, Hermann; AYES, motion carried**

**VISITORS:** Jennifer Clark (Hayden & Ross), Keith VanLeuven

**CITIZEN COMMENTS:** Keith VanLeuven discussed the Patriot March Saturday, February 6, 2021; "Ruck For the Fallen". The group plans to walk from Thorncreek Road to Genesee. Keith is asking to use the City's flags and block off a portion of mainstreet, for this event. Steve read the Stage #3 guidelines for gatherings and asked if they plan to adhere to the CDC and Governor's guidelines. Keith assured Council he would read the guidelines and make sure they are followed and masks will be worn, social distancing etc. John questioned the timing of this event and wants to make sure all protocols are followed. Keith said when the group heard about their financial difficulty, they wanted to help out and thought this would be a good way to do that. Some people in town are upset this is happening, as they fear there will be more than 50 people gathered who won't be wearing masks and adhering to the guidelines. Keith assured everyone these guidelines would be followed.

**CONSENT AGENDA** Motion made by Bill, seconded by Nyla to approve the Consent Agenda as presented, along with payment of the bills; **ROLL CALL VOTE: Roach-AYE, Krick-AYE, Bailey-AYE, Hermann-NAY, 3-1 AYES, motion carried.** John wanted to know why there was a \$300 check printed on Friday and why Council was not informed of this check to Latah Planning and Building. Steve asked Jennifer Douglass or Ryan Rehder to explain. Ryan explained why it had to be done, to begin with the test drilling on the Meyer property. The Mayor filled out the information and asked the check to be written. Cody understands if there is an emergency but would still like to be informed, when something like this comes up. John felt it could have been addressed at the last council meeting as a heads up. Ryan said another check may need to be written to Latah Planning and building, once there is another site determined.

## UNFINISHED BUSINESS:

**Water Project Short Term Funding**-In order to make sure there is money available to begin immediate construction of a Well, in case we hit water during our test drilling, Nyla suggested, with the last tax revenue check, there could be 260K available in General funds to borrow, if necessary. Once the Water Bond funds become available, the City's General Fund would be reimbursed. Ryan explained, with the water emergency the City is in, it would be in the City's best interest to immediately begin constructing the well, if water is located at the test site. They need to ensure there is money available to continue to get the Well online as soon as possible. We are hoping to get a contractor within the next couple of weeks, so if we hit water, we can mobilize a Well contractor immediately. There is a good chance the bond funds will be available, but in case

they aren't, we need a back-up plan. Cody thanked Ryan for his answer, as we didn't get a clear answer at the last meeting and asked Ryan if he could inform council of all that is happening so there are no surprises. Seemed Council believed the 100K Loan would cover these expenses, so was a little surprised by the additional request of 260K. Ryan explained a lot happens between council meetings and will do his best to keep council informed. Ryan has been in contact with well drilling companies and they are ready to hear from the City and there could even be a contract at the next meeting. Cody moves to TABLE, with information where funds are coming from and going to, seconded by Bill; **ROLL CALL VOTE: Roach, Krick, Bailey, Hermann; AYES, motion carried**

**Scharnhorst Petroleum**-Decision Clarification-Mayor Odenborg wanted to clarify the City's decision regarding the water in the sewer system. Dustin said it would behoove the City to treat the clean water going into the lagoon. Bruce indicated he was willing to construct the bio swale and has been talking with an engineering firm. Bruce indicated he wanted to do this in the first place and has plenty of room, as it will take 150 sq. ft. This will be clean water, the oil floats and will go into the oil/water separator tank. Bruce will keep Scott Becker in the conversation and will pull all necessary permits.

#### NEW BUSINESS

**2019-2020 Audit** Jennifer Clark discussed the 2019-20 final audit report. The trial balance is in good shape. The audit was clean, and Jen will work with Karyn and Debi to make sure any end of the year adjustments are done correctly. Some projects require trial balance monthly and some quarterly, so Jen will work with Council to see how often she should be meeting with Karyn and Debi to work on these issues; Jen bills \$175/hr. She Doesn't expect to spend hours and hours and can also cap her hours, if necessary. John thinks this is a good idea. Jen shared her screen and discussed the grafts; general, streets and parks; Water and sewer **Fire Station:** Not finalized yet, but will, hopefully, have it ready by the end of week. This is for the Joint operating account only; looked at how the money goes in/out of the account. The City needs to be able to see all of the invoices. Jen worked with Jenelle and Karyn and was able to get all of the invoices, and will have a formalized statement soon. Main recommendation: When City receives bond dollars, the City becomes responsible for those accounts, and needs to see the ins and outs. City Bond dollars should be in their control at all time. Only treasurer should be the one to transfers money in/out of the City's account. Motion made by Bill, seconded by John to approve the 2019-20 audit as presented. **ROLL CALL VOTE: Roach, Krick, Bailey, Hermann; AYES motion carried.**

**Chestnut Street Property Use Agreement**-Scott discussed the property use agreement the City needs to approve. Encompasses encroachments on City property. Federal funds require this agreement. John moves to approve the Property Use Agreement, KN18770 Beech/Chestnut Street project, seconded by Cody. **VOICE VOTE: Ayes; motion carried.**

Scott also wanted to let council know, the City will have to have reserve funds to pay as the project goes along and then will be reimbursed by LHTAC.

**P&Z Recommendation, 410 E Ash**-Cody doesn't see any issue with this request. John has a concern regarding the 5' set back as he seems to be limiting parking. Right of Way access is 80' and Dustin feels there is plenty of room for parking. Mr. Barber's driveway will still exist and the shop will not take up the entire width of the driveway. Along with the recommendation of the Planning & Zoning Commission, Bill moves to approve the accessory building, with a 5' setback, for Mr. Bret Barber, seconded by Nyla; **ROLL CALL VOTE: Roach-AYE, Krick-AYE, Bailey-Abstain, Hermann-AYE; AYES, motion carried.**

**Well Test Site: License and Option-Meyer Property:** Jay Meyer will contact Jennifer Douglass to discuss.

**CITY OFFICIAL STAFF REPORTS:**

**JOHN**-City audit is complete and fire bond should be by the end of the week. Karyn made copies of the code books for each council member, can pick up at City Hall. These will be updated once a year.

**CODY**-Project for sewer/water on Chestnut Street, should begin March 1-9, 2021.

**DUSTIN**- Streets: All should be ready to go on the Jackson Street Project. John's concern with Chestnut Street is Spring work could be starting and this could interfere with our farmers. Dustin said most of the work will take place on the North side, so believes we'll be able to keep traffic moving. The contractor will be made aware of this and baseball at the recreation district.

**RYAN**- Planning and Zoning land procurement on the emergency water situation is still in the environmental review stage. Meyer site, if all is approved, could possibly begin in a month? As soon as the environmental approval is complete, they need Roach Construction to put in a gravel access road and build a pad. If water is not located, everything will be returned to preconstruction condition. Waste Water: The land acquisition phase and cost information will be ready for the next council meeting; this will have a lot of detail, it might be worth scheduling a workshop to give a complete overview.

**STEVE**-The land acquisition contract has been signed; closing date is September 1, 2021. Would like to have Scott involved with the sewer project and have a calendar of deadlines, Scott agreed. John is working on the land lease with Mr. Boyd. It will all be farmable, this year, but Ryan doesn't see it would be available in 2022 and 23, but Ryan doesn't have enough information at this time. Best advice is to say nothing will be available in 2022-2023.

**NYLA**-Thank Dustin and Drew on the work they did for the RV Park restroom doors .

**KARYN**-Spoke with USDA on the water bond and will have more information later .

**BILL**-After hearing the audit, we might want to make some adjustments in the water department.


**EXECUTIVE SESSION:**

**Idaho Code 74-206 (1)(a)** To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. Bill moves to go into executive session, seconded by John; **ROLL CALL VOTE: Roach, Krick, Bailey, Hermann;** **AYES motion carried.**

Cody made a motion, seconded by John, to come out of Executive Session; **ROLL CALL VOTE: Roach, Krick, Bailey, Hermann; AYES motion carried.**

Back in Regular Session at 8:39pm

**ADJOURNMENT**-Motion made by Cody, seconded by John, to adjourn at 8:40pm. **VOICE VOTE: Ayes; motion carried.**

  
Steve Odenborg, Mayor

  
Debi Zenner, Deputy Clerk/Treasurer