

City of Wendell
Regular Council Meeting Minutes
August 17, 2023

Mayor Vipperman called the regular meeting of the Wendell City Council to order at 6:32 PM. Council members present were Councilwoman BJ Marshall; Councilman Juan Gonzales and Councilman John Gnesa. Councilman Shaun Spencer emailed the Clerk's office and the city council in advance of his absence. City Attorney Tim Stover emailed Mayor Vipperman in advance of his absence.

COUNCIL MEETING MINUTES

Councilman Gnesa made a motion to approve the July 20, 2023, regular council meeting minutes as presented. Councilman Gonzales seconded the motion. Roll call vote taken; Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.

Councilman Gnesa made a motion to approve the August 3, 2023, regular council meeting minutes as presented. Councilman Gonzales seconded the motion. Roll call vote taken; Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.

Councilman Gnesa made a motion to approve the August 7, 2023, special meeting minutes as presented. Councilman Gonzales seconded the motion. Roll call vote taken; Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.

BILLS

Councilman Gnesa made a motion to approve the bills as presented in the amount of \$21,563.311. Councilwoman Marshall seconded the motion. Roll call vote taken; Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.

PUBLIC HEARINGS

FY 2023-2024 Budget

Mayor Vipperman opened the Public Hearing at 6:36 PM. She briefly introduced the topic to be discussed. Over the past few months, the budget

has been a primary focus for the council and the city clerk. Budget workshops were held this summer starting in June and those workshops have brought us to the public hearing today. The new budget will take effect on October 1, 2023 and end on September 30, 2024. **Mayor Vipperman** asked the council if they had any questions, comments, or anything to discuss. There was no discussion. **Mayor Vipperman** opened the public hearing for public comment.

In Favor:

None

Neutral:

None

Against:

None

Mayor Vipperman asked the council if they had any questions, comments, or anything to discuss. There was no discussion.

Mayor Vipperman closed the public hearing at 6:40 PM

FY 2023-2024 Rates & Fees

Mayor Vipperman opened the Public Hearing at 6:40 PM. She briefly introduced the topic to be discussed. City Clerk Karri French detailed the changes in the current Rates & Fees for FY 2023-2024, which will take effect on October 1, 2023 and end on September 30, 2024. The changes are as follows: the garbage bill will change from \$9.29 to \$9.57 due to an increase in the City of Wendell's contract with Western Waste and the late fee penalty will be reduced from 5% to 3%. City Clerk Karri French also proposed an increase in the cost for Planning & Zoning applications requiring a public hearing from \$300 to \$500. Public Works Director Steve Devereaux updated the hourly fee for use of the city's backhoe from \$53.50 per hour to \$85.00 per hour and the use of the city's excavator from \$87.50 per hour to \$95.00 per hour. He also updated and set the cost of water meter, pits, parts, radio reads and other associated costs of installing meters for fiscal year 2023-2024. **Mayor Vipperman** asked the council if they had any questions, comments, or anything to discuss. The council stated that the increase in

Planning & Zoning application fees was the only change that they did not see as necessary. Councilwoman Marshall stated Planning & Zoning application practices in other Idaho cities should be investigated.

Mayor Vipperman opened the public hearing for public comment.

In Favor:

None

Neutral:

None

Against:

None

Mayor Vipperman asked the council if they had any additional questions, comments, or anything to discuss. There was no discussion.

Mayor Vipperman closed the public hearing at 6:50 PM.

DEPARTMENT REPORTS

(Public Works/Clerk-Treasurer/Fire/Police/Library/Ordinance)

NEW BUSINESS (discussion/action items)

Valley Beef Update

Logan Scott was present representing Valley Beef to give the council an update on the progress of the wastewater treatment system being installed to process Valley Beef's wastewater before it is released into the city's wastewater system. He said that there have been multiple delays from manufacturers for materials and components necessary to complete the project. The project is currently months behind schedule due to these delays. He stated that Valley Beef works hard to keep a consistent, 24-hour flow of their wastewater. He also stated that he and Curtis Merrill stay in regular communication with Fire Chief Bob Bailey and Public Works Director Steve Devereaux updating them on Valley Beef's progress. The 18-month wastewater permit will end in October of 2023. Valley Beef requests an extension up to 12 months to get the wastewater treatment system up and running properly.

Councilwoman Marshall and **Mayor Vipperman** suggested looking at a 6-month extension and then reevaluating based on the progress made by Valley

Beef. **Councilman Gonzales** and **Councilman Gnesa** suggested looking at a 12-month extension with a clause to cancel the permit at any time. This is how the current permit is set up. **Mayor Vipperman** and **Councilman Gonzales** asked Fire Chief Bob Bailey how the lagoons were doing and if they could manage another 6-12 months of additional waste from Valley Beef. **Councilwoman Marshall** also expressed concerns about the lagoons this coming winter since it has previously been a challenging season for the processing of the additional wastewater from Valley Beef. Chief Bailey felt the lagoons are in decent shape now and should be able to manage it. Public Works Director Steve Devereaux and Chief Bailey stated that they have maintained a good relationship with Valley Beef with transparent cooperation and communication so far. Curtis Merrill stated that he had asked Logan to take charge of the project and the delays were unexpected. He also stated that 9-12 months should see the project completed. **Mayor Vipperman** stated that she would contact City attorney Tim Stover, and this would be brought back before the council soon. Logan and Curtis both expressed thanks to the council for working with Valley Beef. The council expressed their appreciation of Valley Beef's cooperation and transparent communication.

Findings of Fact conclusions of Law- Sievers Variance

This document finalizes the decision voted on by the council at the Special City Council meeting held on 8/7/2023. **Mayor Vipperman** read comments from City Attorney Tim Stover stating that he found no errors and found it acceptable to its purpose. After a brief discussion, **Councilman Gnesa** made a motion to accept the Findings of Fact Conclusions of Law for the Sievers Variance requesting to add a patio cover off the rear portion of his house and connecting it to the existing roofline at 350 1st Ave E.

Councilwoman Marshall seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of City Monument Sign- Lytle Signs

Overall, the council like the sign's design but the price was more than expected. **The council asked Mayor Vipperman** to bring more cost-effective options to the next meeting for a new sign at City Hall. Tabled.

Consideration of Surplus- the 5 Acres Leased by Brian Lamb

After a brief discussion, the council stated that the City of Wendell is not interested in selling any city property. No motion needed.

Consideration of Accepting FY 2023-2024 Budget

Mayor Vipperman asked the council if they had any comments, questions, or anything to discuss. There was no discussion. **Councilman Gnesa** made a motion to accept the FY 2023-2024 Budget in the amount of \$4,127,554. **Councilwoman Marshall** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Ordinance 554-2023- Annual Appropriations Ordinance

This Ordinance is required annually after the council accepts the budget for the upcoming fiscal year. **Councilman Gonzales** made a motion that proposed Ordinance 554-2023 pass its first reading by Title only and that the 2nd and 3rd reading rules be dispensed relative thereto.

Councilwoman Marshall seconded the motion. **Mayor Vipperman** stated that it has been moved and seconded that the 2nd and 3rd reading rules be dispensed, and that proposed Ordinance No. 554-2023 pass its first reading by title only. **Mayor Vipperman** asked the council if they had anything to discuss regarding proposed Ordinance 551-2023. There was no discussion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Councilman Gonzales made a second motion that Proposed Ordinance 554-2023- AN ORDINANCE OF THE CITY OF WENDELL, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING ON SEPTEMBER 30, 2024, APPROPRIATING THE SUM OF \$4,127,524 TO DEFRAID THE EXPENSES AND LIABILITIES OF THE CITY OF WENDELL FOR SAID FISCAL YEAR, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE. **Councilwoman Marhsall** seconded the motion. **Mayor Vipperman** stated that it has been moved and seconded that proposed Ordinance 554-2023 be formally adopted. **Mayor Vipperman** then asked the council if they had anything to discuss regarding proposed Ordinance 554-2023. There was no discussion. Roll call vote taken;

Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.

Consideration of Resolution 202-2023 Rate & Fees

Mayor Vipperman asked the council if they had any additional questions, comments, or anything to discuss. The council stated that they do not want to change the Planning & Zoning application fees from the current rate of \$300. Based on that, **Councilman Gonzales** made a motion to accept, as amended, Resolution 202-2023 Rates & Fees for fiscal year 2023-2024. **Councilwoman Marshall** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Quote for Splash Pad Parts

Mayor Vipperman found a company that has the parts for Public Works to put in the splash pad at Hub City Park. The company was not able to get a quote emailed before the meeting. **Mayor Vipperman** presented the council with a printout from DIYsplashpads.com detailing the cost for the parts she wants to order and asked them to approve the purchase. **Councilman Gnesa** made a motion to approve the purchase of the splash pad parts not to exceed \$5,500. **Councilman Gonzales** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Treasurer's Report

After a brief discussion, **Councilman Gnesa** made a motion to accept the Treasurer's Report for quarter three of fiscal year 2022-2023. **Councilman Gonzales** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Veteran's Memorial at City Hall- Maintenance

There has been a discussion between **Mayor Vipperman** and the Wendell American Legion on the maintenance of the Veterans Memorial located at City Hall. After discussion, it was agreed that the city should continue to maintain the weeds and trash at the Veterans Memorial.

Councilman Gnesa stated that the sidewalk grant could help the Wendell American Legion replace the sidewalk. **Mayor Vipperman** stated that the Wendell American Legion is looking into redoing the memorial itself including the cement and sidewalk. No motion needed.

Consideration of Criteria to Waive Liability Ins- Special Event Application

Mayor Vipperman presented regarding the liability insurance requirement for the Special Event application. She stated that some events are for nonprofit organizations like schools or churches. Typically, these events have no vendors and no entrance fee. She also stated that she has spoken to Balanced Rock about this as well. She asked the council to give clear direction on the criteria to waive the liability insurance for these types of groups. After discussion, **Councilman Gnesa** made a motion to waive the liability insurance requirement for any event that has no outside vendors, outside equipment, or outside amusement items that do not already exist in the city park. **Councilman Gonzales** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Criteria to Waive Application Fee- Special Event Application

Mayor Vipperman presented regarding the \$25 fee for the Special Event application. She stated that some events are for nonprofit organizations like schools or churches. Typically, these events have no vendors and no entrance fee. She asked the council to give clear direction on the criteria to waive the Special Event application fee for these types of groups. After discussion, **Councilman Gonzales** made a motion to waive the \$25 application fee for any event that has no outside vendors, outside equipment, or outside amusement items that do not already exist in the city park. **Councilman Gnesa** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Special Event Application- Church Youth Group

Mayor Vipperman presented a Special Event application to the council from a church youth group called Hub City Collective. The youth group coordinators also request use of the bandshell for the event because there will be live music from 5 PM-8 PM. After discussion, **Councilman Gonzales** made a motion to approve the Special Event application for Hub City

Collective. **Councilman Gnesa** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Peak Operations Maintenance Agreement

Public Works Director Steve Devereaux and Fire Chief Bob Bailey presented a contract to the council for the annual maintenance of the lift stations for the sewer system. Regular maintenance should be a top priority and Peak Operations is a company that has state-certified sewer operators who are trained to maintain parts of wastewater systems like Wendell's lift stations. Public Works has been replacing broken parts, but this company will help identify potential problems ahead of time. This will increase the life and efficiency of the lift stations. The contract is renewable annually. After discussion, **Councilman Gonzales** made a motion to accept the contract from Peak Water Services in the amount of \$5,250 contingent on clarification of the billing cycle. **Councilman Gnesa** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Aye; motion passed.**

Consideration of Wendell Athletic Program Donation

This is an annual donation to the Wendell High School sports programs acknowledged by a City of Wendell banner in the high school gymnasium. After discussion, **Councilwoman Marshall** made a motion to renew the banner in the Wendell High School gymnasium. **Councilman Gonzales** seconded the motion. Roll call vote taken; **Councilwoman Marshall-Aye; Councilman Gonzales-Aye; Councilman Gnesa-Nay; motion passed.**

UNFINISHED BUSINESS (discussion/action items)

None

PUBLIC COMMENT

Sandra Gonzales was present to thank **Mayor Vipperman** and the council for all of their support for the 4th of July parade. She thanked Public Works for being out there at the parade taking care of traffic. She also thanked Public Works for the recent chip sealing and said she is incredibly happy with the results.

COUNCIL

Councilman Gonzales stated that his wife, Sandra, was so excited about the chip sealing being done to the roads that she called him at work to tell him about it. He said that two of his neighbors have also expressed their happiness. Good job Public Works! Public Works Director Steve Devereaux thanked **Councilman Gnesa** for his help with the chip sealing. **Councilman Gonzales** also thanked GSCO for keeping us safe and being respectful and friendly at the same time.

Councilwoman Marshall stated thanked GSCO for being seen and for their professionalism. She thanked Public Works for the weeds being mowed down along the streets. She thanked the clerk for doing a great job on the budget. She also thanked **Mayor Vipperman** for the candy bar for her birthday. She stated that there is still some money left in the Mental Health Awareness grant and that the council needs to find an effective way to spend it.

MAYOR

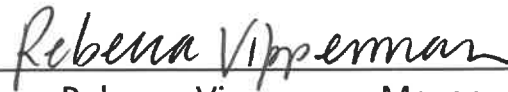
Mayor Vipperman stated that Public Works has done an amazing job at Hub City Park. It is looking increasingly like a park. So far, the city has spent approximately \$95,000 on the new park. Lighting and picnic tables are still needed. She encouraged everyone in attendance to go look at the progress after the meeting before sunset tonight. She thanked GCSO for all of their hard work. She also thanked the clerk for a great job on the budget.

Adjourn

Councilman Gonzales made a motion to adjourn the meeting of the Wendell City Council at 8:15 PM. **Councilman Gnesa** seconded the motion. Motion passed.



Karri French, City Clerk/Treasurer



Rebecca Vipperman, Mayor

