

City of Dalton Gardens
Regular City Council Meeting Minutes

Wednesday May 22, 2024

Meeting conducted via teleconference and in person.

1. **CALL TO ORDER REGULAR CITY COUNCIL MEETING:** Opened 6:00 PM
2. **ROLL CALL:** Councilmembers Sue Supp, Gary Sonnen, Scott Jordan and Mayor Jernigan were physically present; Also present: Susan Weeks-City Attorney, Jill Ainsworth-Code Enforcement, Candi Baker-Interim City Clerk. Ryan Hughes-City Planner attended via Zoom. Councilmember Tyler Drechsel was absent.
3. **PLEDGE OF ALLEGIANCE:** Led by Mayor Jernigan
4. **CITY REPORTS:**
 - a. City Planner: RHughes gave an update on P&Z's continued efforts regarding the commercial district design guidelines for signage and lighting. He gave reports on the commission's progress developing a short-term rental process, to be scheduled for public hearing, and a P&Z/City Council joint workshop request for June 2024.
 - b. City Engineer: Scott MacArthur informed the council that City Hall parking lot schematic is being finalized for presenting at a future meeting. Additionally, he gave the council information to pursue a survey to determine unfinished road on Dalton at 18th Street. SMacArthur agreed to assess the city arena driveway for future FY25 budget and confirmed the tree root removal on Davenport. Chipseal update included a "piggy-back" agreement with City of Hayden for services from Poe Asphalt.
 - c. Code Enforcement: Jill Ainsworth updated the council on the progress with backlogged violations and shared her action plan to bring violations into compliance and mitigate future violations.
 - d. City Attorney: Susan Weeks reported that she has created a template contract for the city's convenience and has reviewed the approach permit on 18th Street and it will be submitted to P&Z upon completion.
 - e. Councilmember Reports:
 - i. Road/Streets: Councilmember Jordan reported exploring new plow truck options for the upcoming winter and suggested considering ARPA funds to supplement the cost. Additionally, he updated the council on the efforts to complete the road east end of Dalton Ave. Street sweeping and crosswalk painting maintenance to occur before month's end.
 - ii. Parks: Gary Sonnen reported the electrical has been completed for facilities and seasonal gardening completed.
 - iii. Finance: Sue Supp updated the council on her progress with planning for the capital improvement plan and anticipates scheduling workshops in the months to come. She suggested careful review of the city's needs and budget before negotiating the capital improvement plan.
 - iv. Mayor Report: Mayor Jernigan addressed the public and expressed his gratitude for the efforts that the council has made as a working council and explained the goal to achieve and maintain a beautiful and safe community.
5. **CITY BUSINESS:**
 - a. **Consideration of street sweeping proposal for gravel pick along the side of roads:** No discussion.
SJordan made a motion to approve the street sweeping proposal in the amount of \$1050.00, but not to exceed \$1200.00. Roads to be swept; Valley & Colfax- Prairie to Dalton, Rude- Prairie to Hanley, 16th- Dalton to Woodland, Hanley- 15th to 18th, 17th- Dalton to Hanley, Canfield- 15th to 16th. SSupp seconded.
SJordan: yes SSupp: yes GSonnen: yes Motion Carries
 - b. **Consideration of engineering bid for Dalton Avenue east of 17th Street:** The council discussed improving the road and elected to allow the engineer to survey only before discussing the completion further. The city attorney reminded the council that improvements to ROW will obligate the city to bring to current standards and continue maintenance. The council agreed to review the findings at the June meeting.
SJordan made a motion to approve the engineering bid for Dalton Avenue east of 17th Street to be surveyed for preliminary design review. GSonnen seconded.

SJordan: yes SSupp: yes GSonnen: yes

Motion Carries

- c. Discussion to schedule budget workshop: The council set the first budget workshop for Friday, June 14, 2024 9:00 AM.
- d. Consideration of Resolution 2024-02 Authorized Banking Users: Mayor explained that Resolution 2024-02 removes former city clerk from accounts and authorizes Stephanie Muller as a signer.

SJordan made a motion to approve Resolution 2024-02 Authorized Banking Users.

SSupp seconded.

SJordan: yes SSupp: yes GSonnen: yes

Motion Carries

6. **EXECUTIVE SESSION:** Idaho Statute 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. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; 74-206-1(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent; 74-206-1(i) To engage in communications with a representative of the public agency's risk manager or insurance provide to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement. **Opened 6:54 PM – Closed 7:34 PM**

GSonnen made a motion to enter Executive Session.

SJordan seconded.

SJordan: yes SSupp: yes GSonnen: yes

Motion Carries

7. **CONSIDERATION OF HIRING JILL AINSWORTH AS CODE ENFORCEMENT & CITY PLANNER:**

No Discussion

SJordan made a motion to hire Jill Ainsworth as Code Enforcement and City Planner, authorizing the Mayor to execute an independent contractor agreement with her.

SSupp seconded.

SJordan: yes SSupp: yes GSonnen: yes

Motion Carries


8. **ADJOURNMENT:** **SJordan made a motion to adjourn the meeting. SSupp seconded.**

All in favor. Adjourned 7:35 PM



Mayor Curt Jernigan

ATTEST:



Candi Baker, Interim City Clerk

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