



BLOOMINGTON CITY COUNCIL
MINUTES
BLOOMINGTON CITY OFFICE
45 N 1st West
APRIL 16, 2024, at 7:00 p.m.

City Council Attendees: Roy Bunderson, Mike Knapp, Dan Porter, Cindy Piggott, Rob Allred, Debbie Thomas, Trish Carlin, and Marilyn Wilkes

BADC Attendees: Wayne Lloyd, Jerry Thornock, and Jane Simpson

Community attendees: None

Meeting called to order by Mayor Roy Bunderson at 7:00 pm

INVOCATION: Dan

PLEDGE OF ALLEGIANCE: Cindy

GENERAL BUSINESS

Approve BCC March 19, 2024 minutes

- Motion made to approve the minutes as written: Mike, Second: Dan, Vote unanimous, motion passes.

BUILDING AND DEVELOPMENT COMMITTEE

SCHILLING BROTHERS – WAYNE

The Schilling brothers have agreed to patch the potholes. Roy suggested brushing them out and rolling the potholes.

No new building permit applications in the last 30 days.

ANNEXATION PROCEDURAL GUIDELINES – Jane

A lot of thought went into these procedures. These procedures will help those who wish to annex into our city. There are three different types of annexations.

Category A – Non-City Initiated Annexation

This category encompasses one person who has adjoining lots to the city and wishes to annex their property into the city limits.

1. The land owner will need to gain consent from the landowners within 300-feet that adjoin his property.
2. No public hearing will be required.
3. The application will be considered by the Building and Development Committee (BADC) for its recommendation.
4. The application will then be given to the city council along with the recommendations from the BADC. The council will consider both the BADC recommendations and the application for annexation when making the final decision for passage of the annexation.

The City of Bloomington exercises its legal annexation authority for all Category A annexations.

Category B – Annexation of 2-100 parcels of land.

- The city council will hold a neighborhood meeting prior to the advertisement of the proposed annexation.
- A public hearing will be held before the BADC for its recommendation.
- A public hearing will be held before the Council for final decision, and passage of the annexation.

Category C – City Initiated Take Over Annexation

Direction for Category A & B annexing into the city

1. Submit a letter to the city council outlining intentions to annex.
2. The city council will discuss the letter of explanation and request for annexation, then issue a preliminary approval or deny approval based on the letter and recommendation. By giving this preliminary decision, the owner will know if it's wise putting time and money into an annexation that will not be approved.
3. Once preliminary approval is given, the owner will submit an annexation application and supporting documents to the city clerk.
4. The clerk will then submit application to the Building and Development committee for review.
5. The BADC will then make a recommendation and forward the request to the city council.

Roy stated: As a Building and Development committee, you are in an advisory position – you need to direct the council.

6. At the next meeting, the council will then make a decision.

If a public hearing needs to be held, this will occur before step 6, decision from the council.

These annexation guidelines align with Idaho State Code Section 50.222.

The word “contiguous” will be added to the document, meaning properties considered for annexation must be adjoining the city limits, with the exception of adjoining corner points.

Application for Annexation

The application does not need to be completed until after preliminary approval is given.

The application explains:

- Who they are, a representative or owner of the property.
- Information on the engineer or surveyor who completed the surveying work
- General location or address
- Legal description

The owner will need to provide:

- Application with a written proposal
- Any special considerations
- Site map of area to be annexed. This map must be drawn to scale by a licensed surveyor

Mike suggested this might be a good place to add relationship to existing city boundaries.

- Title report
- Property deed or other legal documentation of ownership of site in question
- Complete legal description of the property to be annexed in word or pdf format

This description must match site map, survey that shows legal description provided by surveyor, and a deed that matches the legal description also.

Roy asked if we can add to the document the three surveyors who are familiar with our water, sewer, and city? Jane said this should be included in the principles portion of this document but could be added.

The surveyors named at this time include three that are familiar with the city:

- AA Hudson
- Jeff Hanson – JSH Survey
- HLE – Kyle Jones

This list may be expanded based on references from others that may be used with favorable results.

- A list of all the names and addresses of the current property owners within a 300-foot radius of the subject property
- A signed affidavit of mailing list
 - Letters should be sent certified mail

The application will not be considered complete until all the required information is on file and verified by the city, nor will the hearing date, if applicable, be scheduled.

No questions or concerns were expressed by the council concerning this document, at this time.

Mike asked where the city stands at concerning the codifying process previously discussed.

Codifying – as of now we have major conflicts between our ordinances. The BADC is going through and consolidating the ordinances that still apply as fast as they can. The city needs to clean up their ordinances first as codifying is charged by the page, and we don't want to codify ordinances that are outdated or obscure.

WATER

Roy: Three questions arose this month concerning water, which Rob was very responsive to.

- Adding waterlines on 50 E
- Water to the Dave Beckett property on 100 North
- Water down to the Eric Nelson property.

Rob: After talking things over with Shawn and Kyle, the consensus was:

50 E WATER LINE – a 6-inch pipe will need to be used if Troy Carlin will be putting in his proposed subdivision. This line will connect the waterline from 200 North to just past 300 North.

If Troy isn't going construct the subdivision, this line will not need to be looped or installed. According to HLE, should this line be installed, it must be looped to maintain pressure in the city.

Roy – Anytime we address this question of adding other lines and hook-ups to our system, we must consider the impact on those coming in and those that are already here.

There was some discussion concerning when adding this six-inch line, who will stand the cost of this extension?

Mike: The policy has always been with roads, or water, or sewer, if you want to annex or propose any kind of development that requires any kind of infrastructure, the developer pays for it.

Roy: Whatever we do, we need to be consistent. The past three or four extensions have been installed by the developer.

Roy: At the present time, based on prior practice, the city believes there is merit in developing a policy that specifies that any new line that is required in order to establish someone's desire to either expand, add, or contribute to growth of the city, the party responsible for those conditions, would be the party

responsible for the cost. This statement needs to be in our water ordinance, the building lot and standards ordinance, the subdivision and annexation ordinances.

These same conditions apply to Dave Beckett. The question with him is if the city wants to compromise our water pressure further by allowing him to connect the waterline to his property, or do we allow him to drill a well?

Dave Beckett can't come in and put in a well, in the city limits unless he has permission by the city to do so. However, this permission may need to be given in order to preserve the city's water pressure.

Roy: The responsibility we've been invested with is the need to put our current residents ahead of those that come in.

At the time we tell Dave Beckett who and when someone will grant him the permission to build his roadway, he needs to understand he's never made an application for a building permit. There is no implied consent to grant him a building permit by virtue of granting him a road permit.

Dave needs to be told that if he drives across the city's public right-of-way to access his property, he needs to finish the proposed opening and extension of his road to city standards.

Does anyone have a problem with allowing him to drill a well? Roy suspects Mr. Beckett will be better served, at the end of the day, by drilling his own well, putting in his own pressure and storage tanks, than he would be putting in a 6-inch line up to his property.

Roy: By virtue of Idaho Statute, utilities are automatically granted easements for the conveyance of public utilities on public roads. Any sewer or water lines added to the city by a customer will also be laid in a public right-of-way, so the city can access them for maintenance.

Roy: Dave Beckett cannot, by Idaho Statutes, come in and drill a well without a waiver, by the city or owner of the public utilities, to grant them the opportunity to drill a well. This may be a better choice in Dave Beckett's situation and for his benefit. The city feels he needs to be notified of this option as soon as possible, if approval will be given him to drill a well. The council agreed with this decision.

Roy: concerning Mr. Beckett's Road: We need to give him a decision soon, as the city committed to that, but the question is: At the point in time we grant him permission to install a roadway, who or when will the city grant him the right to build a roadway, and who will be responsible for maintaining it, and how far he will have to take the road, but at the time we tell him he has to understand a few things:

1. He has never applied for a building permit. There is no implied consent from the city to grant him a building permit or city water and sewer by virtue of granting him a roadway, and what will be the state of this road. No water lines will be installed under a roadway.
2. In the past, any roadway previously requested to be built in the city and across a city right-of-way and for public use has to meet the city road standards. No access will be given to open, or build, or use a city road otherwise. The same will be true for Mr. Beckett.
 - Other conditions that need to be formalized:
 - Who will be financially responsible for the work on the culvert his road will go over
 - The alignment of the road.
 - How far he will have to build
 - How this road will impact the Piggott property

Mr. Beckett's intention is to bring in a water tank that can possibly be filled with city water at night. However, there are others already connected to what will be the same line, that use this water at night, so that is probably not an option. Also, if the water from his property can get into the city's water system, in any way, a tank will not be allowed. The council feels drilling a well might be in his best

interest and also in the best interest of the city. Should the city allow him to connect to the city water system, there is no guarantee of water pressure at his property.

3. The city will grant him access for drilling a well, on his property, in alternative to hooking onto the city water system.
 - o A well for each lot must be installed.

The council agreed to the terms Mr. Beckett must uphold.

Jane and Debbie were assigned to complete an MOU and Debbie will be responsible for sending by certified mail said MOU.

Debbie will schedule a time with Dave to meet with the city council, at his property, for understanding and conditions of the roadway. This will be a public meeting and will be advertised as so.

PUMP HOUSE – Rob

The condition of the city’s water system at the tank is starting to degrade. The flow meters and solar panel needs upgrading. Rob suggests an upgrade to the flow meters and a 110v solar power with security cameras. Bids for this work have been arranged. Rob was asked to keep the council in the loop as upgrades are made.

Lead and Copper Survey – Nicole is working with a company that will help with this survey. She will meet with Debbe to get things going. Also, the city will need to hire someone who can check all the meters for lead or copper pipe. A city water line (as built) showing installation before 1989 will also be needed.

ROADS – The parking lot in front of the hall was never graded correctly when the asphalt was installed seven years ago. This needs to be repaired correctly. The city can’t do both the planned 1st N completion and the patching of the holes and road repair on Canyon Street, as both streets can’t be shut down at the same time. As Memorial Day is coming, the potholes by the Hall will be filled in first. Then help from the county will be sought for help repairing Canyon Street.

SEWER – Mike is going to expose the conduit lines at the grinder pump so Tyler can wire it in.

In the next few weeks, Jerry explained Mike Rice will be tearing up the driveway at his home (the former Jim Marshall home) and laying concrete. There is a manhole that still sits in the middle of this road that needs to be replaced. He said if we get the ring, he will have his men install it.

GLOBAL YOUTH SERVICES/APRIL 30th – youth and families will be picking up trash. Jerry asked if they can also go up Canyon Street to the city line.

FACILITIES - Cindy

The electric box on the side of the City Office needs to be fixed. It has come away from the wall. Tyler has looked at it and will get it repaired.

MEMORIAL DAY

Cindy was asked to contact Winston and make sure they are on board for the Memorial Day Celebration.

SPRING CLEANING – Trish is all over it! Cindy will join her for work cleaning up the yard at the Hall and Office.

TREASURER

PAYMENT OF EXPENSES

- Motion to pay expenses at presented: Second: Vote Unanimous, the motion passes.

DELINQUENT ACCOUNTS

We have the same one on the top of the list as usual.

SCHEDULE BUGDET HEARING FISCAL YEAR 2025

The hearing will be scheduled for the 2026 Budget Hearing in our August meeting.

The mayor asked Marilyn to contact Gary Tuescher and ask about the city's audit.

CLERK – Debbie, nothing.

MAYOR

Roy was visiting with Justin Ruin and learned if you're the one processing the bills, you can't pick them up from the post office. Debbie was assigned to pick up the mail from now on.

TIM CHRISTENSEN SURVEY POINTS/DAVE BECKETT PROPERTY

Tim will be here tomorrow.

COMPENSATION OF CLERK/TREASURER/CLERK 2/CLEANER

Roy asked Debbie to gather information on the wages of other cities our size. It's time to give the people behind the scenes a raise. What does the council think about giving them a raise?

- Roy proposed a \$2.50 per hour raise for Marilyn, bringing her compensation to \$20 per hour. Debbie's compensation will raise to \$17.00, and Trish to \$15.50, reflecting a \$2.00 raise for Debbie and a \$1.50 raise for Trish.
- The compensation for Doran will be addressed at the next meeting.

Jane suggested the city raise the cost of building permits. Roy agreed. Jane suggested we look at our fees schedule and suggested raising them based on the fact the cost will go up with this raise.

- Motion to raise the compensation for Marilyn to \$20.00, Debbie to \$17.00 and Trish to \$15.50: Dan, Second: Cindy, Vote unanimous. The motion passes.

Roy suggested we revisit compensation of those behind the scenes, that keep the city going, yearly.

Roy then asked if there was something the council should be addressing that we aren't? Wayne: We need to take seriously the building up of the sewer system on the North side of the city. Also, I would like to get rid of the pump station. This is becoming a financial problem.

Roy: The offer still stands for my commitment to donate land for a second sewer pond.

Jerry said we need to look at purchasing a new snowplow/truck. The current truck is not sufficient for the city's needs.

COMMUNITY COMMENTS - None

ADJOURNMENT - Motion to adjourn: Cindy, Second: Rob, Vote unanimous. The motion passes.

Adjournment at 9:15 pm.

NEXT REGULARLY SCHEDULED MEETING MAY 21, 2024