

**Tuesday, February 11, 2014**

**NORTH BONNEVILLE CITY COUNCIL  
Finance Committee Minutes**

**Meeting Call to Order:** 6:10 PM

**Roll Call**

Present: Mayor Don Stevens – Councilors: Mike Hamilton, Bob Bianchi, Mike Baker, Charles Pace and Craig Forster

Staff Present: Steve Hasson and Richard Lafayette

**Unfinished Business**

Transfer of general funds from the current expense fund to the sewer and water funds

Steve Hasson encouraged the Council to approve Ordinances 1032 and 1033, which remedy the year end disparity with the water and sewer fund balances through allocation of money from the general fund to these two [2] funds in the form of a loan that will be repaid with interest over a two [2] year period.

**New Business**

Discussion concerning sewer and water rate increases

Steve noted - if the City is going to lend money from the general fund to restricted funds with promise of a loan repayment – there is need for new monies in the utility system to compensate that action. Accordingly, staff is recommending increasing the City's water and sewer rates to provide these needed revenues. He advised of the construction of two [2] draft Ordinances that will be discussed at a public hearing held January 25<sup>th</sup>. He also provided a rate study of other nearby Cities for rate comparison purposes, noting NB has the lowest utility rates in the immediate region. A general discussion followed about account collections that are in arrears. Steve advised that staff is looking to strengthen utility billing policy language as a means to increase collection rates.

**Adjournment**

The Committee adjourned about 7:06 P.M.



**NORTH BONNEVILLE CITY COUNCIL**  
**Tuesday, February 11, 2014**  
**Minutes**

**Meeting Call to Order:** 7:10 PM

**Roll Call**

Present: Mayor Don Stevens – Councilors: Charles Pace, Michael Hamilton, Bob Bianchi, Craig Forster and Mike Baker

Staff Present: Steve Hasson, Ken Woodrich and Richard Lafayette

**Guests Present**

Approximately 6 guests present

**Agenda Changes and Additions**

None

**Public Hearings**

None

**Consent Agenda**

The following item was presented for approval:

- January 28<sup>th</sup> Council Minutes

Councilor Pace made a motion to accept the minutes– seconded by Councilor Baker

Attorney Woodrich noted in his review of the January 28<sup>th</sup> minutes - it identifies him making a motion to allow a qualified waiver of attorney client privilege, rather than proposing a motion to do that. He suggested a motion to amend the minutes to remedy this mis-portrayal. The amended motion would read: attorney Woodrich proposed a motion.....,

Councilor Baker made a motion to amend and seconded by Councilor Bianchi.

Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton

No

Abstain

Passed 5-0-0

Motion as amended

Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton

No

Abstain

Passed 5-0-0

**Guest Presentations**

None

### **Public Comment**

Cheryl Jermann thanked the public works crews for their fine efforts to keep the roads passable. Fern Armstrong advised she had purchased the building at 102 CBD Mall and intends to convert it into an event center; additionally, the Public Development Authority [PDA] intends to hold their meetings at this location.

### **Council Member Comments**

Councilor Baker thanked the public works crew for their snow removal efforts. He also requested that the finance meeting start at 6:30 P.M. now that budget matters are resolved. The Council concurred with his request.

Councilor Hamilton said he would not vote on vouchers containing PDA receipts.

Council Forester thanked the public works crew for their snow removal efforts and said he would work with his neighbors to have their vehicles removed from the street at next snow event.

Councilor Pace discussed various PDA issues. He said he may ask the Council in the future to make the M-19 property available as a PDA fallback option.

Mayor Stevens thanked the public works staff for their efforts to remove the snow and address other winter related concerns.

### **Administrator's Report**

Steve advised the fire chief has changed his training date from Monday to Saturday from 9-12. He noted staff is working on modifying City code Title 13 – the sections dealing with sewer and water polices to assure timely utility payment. He also noted a public hearing has been set for February 25 for purposes of discussing the possibility of increasing sewer and water rates.

### **Attorney Report**

Ken Woodrich provided an update on efforts to address the public records request. He advised the Council he would not be present at the next meeting due to a personal commitment.

### **Unfinished Business**

**Resolution Number 469** – A Resolution declaring certain property to be surplus, establishing a means of evaluation and method of property disposal.

This item had been presented at the January 28<sup>th</sup> meeting but Attorney Woodrich had cautioned that we should set a value for each item surplus. Thus, the resolution was withdrawn until valuations could be determined.

Councilor Baker made a motion to approve and seconded by Councilor Hamilton

Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton

No

Abstain

Passed 5-0-0

**Ordinance 1032** – An Ordinance that attends to expenditure needs that were previously unanticipated, through increasing 2013 budgeted expenditures. This action assures that the City closes out the 2013 budget year with positive cash accumulation in each fund.

Councilor Bianchi made a motion to approve and seconded by Councilor Forester

Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton

No

Abstain

Passed 5-0-0

**Ordinance Number 1033** – An Ordinance causing interfund loan transfers and creating new repayment schedules. This item had been discussed at length at the previous meeting.

Councilor Pace made a motion to approve and seconded by Councilor Baker  
Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton  
No  
Abstain  
Passed 5-0-0

**New Business**

**Annual Contract with EDC** Robert Waymire, EDC Executive Director, provided an overview of the funding request and the types of actions and activities the EDC initiates on NB's behalf. He said the focus would be on procuring a CBDG grant for the lift stations. After discussion the Mayor suggested a motion that the funding request be approved with half of the payment in June and the remainder in December.

Councilor Pace made the motion to approve and seconded by Councilor Baker  
Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton  
No  
Abstain  
Passed 5-0-0

**Closing Public Comments**

Cheryl Jermann expressed concern about the possibility the M-19 property could be made available for retail marijuana purposes  
John Mobley expressed the opinion the utility billing should be brought in house and cautioned about making the M-19 property available to the PDA

**Closing Council Comments**

Councilor Pace discussed the PDA operation and the possibility of it using the M-19 property. Councilor Baker asked about the status of an ATM Machine. He noted that he had discussions with the golf course proprietors about use of the M-19 property. Councilor Hamilton suggested that additional revenue resulting from actions to more aggressive collect unpaid utility accounts be applied to retire the sewer and water loans. Councilor Bianchi noted that the M-19 property was zoned commercial recreation and may need some future land use action to make it available for retail purposes.

**Adjournment**

Councilor Bianchi moved to adjourn and seconded by Councilor Baker  
Yes Councilors Pace, Baker, Bianchi, Forster and Hamilton  
No  
Abstain  
Passed 5-0-0

Adjourned approximately 8:35 PM

---

**Mayor**

---

**City Clerk**