

**NORTH BONNEVILLE CITY COUNCIL**

**Tuesday, June 11, 2013**

**Finance Committee Minutes**

**Meeting Call to Order:** 6:35 PM

**Roll Call**

Present: Councilors Charles Pace, Bob Bianchi, and Mike Baker

Absent: Mayor Don Stevens, Councilor Jennifer Stratton-Pies

Staff Present: Clerk / Treasurer / Administrator John Spencer

**Councilor Mike Baker was appointed committee chair by consensus.**

**Unfinished Business**

Budget Review

John reviewed the remainder of the public works' budgets with the council.

**New Business**

May Reconciliation

The reconciliation was not complete and will be on the June 25<sup>th</sup> agenda.

May Utility Billing Adjustments

John provided a review of billing adjustments made in May. Discussion ensued.

May Budget Status

John provided a thumbnail sketch of the current budget status. He will provide a complete report in the June 25<sup>th</sup> meeting.

Draft 2012 Annual Report

No work has occurred on this and it will be on the June 25<sup>th</sup> agenda.

**Adjournment**

7:01



**NORTH BONNEVILLE CITY COUNCIL**  
**Tuesday, June 11, 2013**  
**Minutes**

**Meeting Call to Order:** 7:08 PM

- **Councilor Pace moved to appoint Councilor Baker as Mayor Pro-Tem, replacing Councilor Stratton-Pies; 2<sup>nd</sup> by Councilor Bianchi.**  
**Yes – Councilors Bianchi and Pace**  
**No –**  
**Abstain Councilor Baker**  
**Passed 2 – 0 – 1**

**Roll Call**

**Present:** Councilors Charles Pace, Mike Baker, Bob Bianchi, and Craig Forster  
**Absent:** Mayor Don Stevens, Councilor Jennifer Stratton-Pies  
**Staff Present:** Clerk / Treasurer / Administrator John Spencer, City Attorney Ken Woodrich

**Guests Present**

Approximately 10 guests were present.

**Agenda Changes and Additions**

None.

**Public Hearings**

None.

**Consent Agenda**

The consent agenda included the 5/28/13 Council Minutes, May Payroll, and 6/11/13 Vouchers.

- **Councilor Pace moved to approve the consent agenda; 2<sup>nd</sup> by Councilor Pace.**  
**Yes Councilors Pace, Bianchi, and Forster.**  
**No**  
**Passed 3 – 0**

**Guest Presentations**

None.

## **Public Comment**

Mary Armantrout – Read a letter supporting the Bigfoot Discovery Trails Plan.

Cheryl Jermann – Spoke in support of the Bigfoot Discovery Trails Plan, and expressed her opinion that a thorough search for a new city administrator be conducted.

BreAnna Porter – Expressed concern about the use of hotel/motel tax funds in support of the Bigfoot Discovery Trail Plan, wanting to be sure that all such funds are clearly used for tourism promotion.

Greg Hartnell – Thanked John for his service to the city, and read a letter in support of the Bigfoot Discovery Trails Plan.

Tom Jermann – Described the Bigfoot Discovery Trails Plan as an evolution of previous plans, and defended the use of Hotel/Motel tax funds on the plan.

Cheryl Jermann – Noted that many Hot Springs Resort guests use the city's trails.

BreAnna Porter – Clarified that she wanted objective evidence to substantiate the use of hotel/motel funds on the Bigfoot Discovery Trails Plan.

Tom Jermann – Repeated his defense of the use of hotel/motel funds on city trails.

## **Council Member Comments**

Councilor Bianchi – Expressed concern about a property owner in the CBD who appears not to be keeping his property up to zoning standards.

Charles Pace – Noted that he has some concerns about the trails plan, but appreciates the work done and simply wishes to strengthen it. He discussed his attendance at the regional forum organized by the Gorge Commission. He finally noted that he feels the council can choose to take an active role in the replacement of the city administrator and suggested that if the council wishes to, they need to do so by the next meeting.

Baker – Noted that the council must confirm the appointment of a new city administrator. He expressed a desire to see more than just one candidate, but expressed satisfaction with the administrator/clerk/treasurer job description and the direction the city is moving. Discussion ensued.

## **Clerk/Treasurer's Report**

John provided his report in written format, and provided some additional updates:

- The city is testing a Hustler Mower for possible purchase.
- Public Works is suffering some staffing issues.
- John hopes to have a Request for Proposal ready by the end of the month for CBD signage.
- The Sea Shepherd representative wishing to promote tourism on sea lions has pushed back her date for a presentation to council.

- The recruitments for the Public Works Field Supervisor and City Administrator seem to be going well. John hopes to make an offer for the supervisor position next week.
- Upon investigation it turns out that the state incorrectly made a large sales tax distribution to the city. Future distributions will be reduced until the accounts are correct.

Discussion ensued.

### **Attorney Report**

Ken suggested an improvement to the administrator/clerk/treasurer position.

Discussion ensued.

### **Unfinished Business**

None.

### **New Business**

#### Resolution 459 – Approval of Bigfoot Discovery Trails Plan

- **Councilor Bianchi moved to approve Resolution 459; 2<sup>nd</sup> by Councilor Pace for discussion purposes.**

Jake Meyer provided a presentation on the plan on behalf of the Heritage Trails Committee.

Councilor Baker – Asked whether the longer trails are oriented toward children or toward adults. He also expressed broad satisfaction with the plan.

Councilor Bianchi – Agreed with Councilor Baker’s concerns, but stated he felt the plan addressed trails oriented toward both children and adults.

Councilor Pace – Thanked the Heritage Trails Committee for their work and provided a number of comments and concerns, including:

- Maintenance costs of wooden structures.
- Appreciation for the potential draw of tourists through this program.
- Liability concerns (signage for trip hazards on the trails).
- Appreciation of the health benefits for hiking trails.
- Funding for trail maintenance and documentation of appropriate use of hotel/motel funds.
- MAP 21 funding for intermodal transportation development (federal funding).
- Desire to see discussion of a Chum Salmon viewing trail in the plan.
- The Towns-to-Trails plan discussed in an op-ed in the June 12 Pioneer.

Discussion continued.

**Yes      Councilors Pace, Bianchi, and Forster.**

**No**

**Passed   3 – 0**

**Council recessed for 3 minutes from 9:11 to 9:14**

#### School Lunch Program Revisited

Councilor Baker provided background.

- **Councilor Pace moved to accept in-kind contribution in exchange for rental from Monday-Thursday, 2<sup>nd</sup> by Councilor Bianchi.**

**Yes Councilors Pace, Bianchi, and Forster.**

**No**

**Passed 3 – 0**

Ordinance 1022 – Utility Billing Adjustments

Councilor Baker provided background.

- **Councilor Bianchi moved to approve Ordinance 1022; 2<sup>nd</sup> by Councilor Pace.**

Councilor Bianchi pointed out that the ordinance specifically addresses property owners rather than lessees, and that the city has incorrectly approved adjustments for lessees. He also noted timelines listed in the ordinance.

Discussion ensued.

**Yes Councilors Pace, Bianchi, and Forster.**

**No**

**Passed 3 – 0**

Corps of Engineers Utility Adjustment Request

John will bring this back with a checklist attached.

**Closing Comments**

Mary Armantrout – Expressed her belief that the council should not micromanage the Bigfoot Tails Plan.

**Adjournment**

**Councilor Bianchi moved to Adjourn; 2<sup>nd</sup> by Councilor Pace.**

**Yes: Councilors Bianchi, Baker, and Pace.**

**No:**

**Passes 3 – 0**

**Adjourned 9:29 PM**

---

**Mayor**

---

**Clerk**