



**CITY OF BLACKFOOT
CITY COUNCIL MEETING
MINUTES FROM FEBRUARY 7, 2023**

PLEDGE OF ALLEGIANCE

Mayor Carroll called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

ROLL CALL

Those in attendance were: Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson.

STATE OF THE CITY

Mayor Carroll explained there is a code requirement for the mayor to provide a State of the City report by the end of February of each year. Mayor Carroll started by speaking about the results of Covid and how it has changed things in our society. Mayor Carroll talked about significant price increases and material delivery issues. He spoke about the many changes to job titles in various departments within the City of Blackfoot. Construction on the new RV dump station will begin soon. Security cameras will be installed at Jensen Grove Park due to a various number of vandalism incidents. ITD is looking at installing radar equipment in the school zones. The library is looking at installing a bottle filling drinking water fountain, they are looking at recarpeting throughout the library and completion of the drive-through process will be coming to a completion stage. The water department has been installing smart radios on residential water meters that will transmit the water usage directly to the utility department. The city had an unfunded mandate that the city became aware of in early 2022. The EPA is requiring all water providers to conduct lead and copper inventory of its system. The city will be hiring a consultant and will be working with the consultant on this to get the information required to the EPA. Mayor Carroll moved on to talk about the plan for cross training for all positions in City Hall as there will be another wave of changes to positions due to retirements. Other changes that will be coming to the city involve a downtown revitalization project put together by the Economic Development Committee. Mayor Carroll talked about changes and recommendations for the Cemetery, updates that are needed within the city hall building, improvements to certain streets, upgrades that will be made using ARPA money, upgrades that will be made to sidewalks in the downtown area and will be working through BURA funding to build a park on West Bridge Street with plans for completion in December of 2023. Mayor Carroll talked about various accomplishments that were reached in the year 2022.

ELECTION OF COUNCIL PRESIDENT

Mayor Carroll turned the time over to Councilman Jensen for nomination of Council President and began by opening up the floor to nominations for the position of Council President. Councilman Brown nominated Councilman Jensen as the Council President for the next two years, Councilman Gardner seconded the motion; all were in favor, motion carried.

CONCENT AGENDA

Councilman Brown made a motion to approve the Consent Agenda as presented consisting of the payables and minutes from 01/03/2023. Councilman Jensen seconded the motion; all were in favor, motion carried.



CITY TREASURER GRAHM ANDERSON

Treasures Report

City Treasurer, Graham Anderson, presented the monthly treasurers report to the council. Mr. Anderson briefly summarized the monthly expense to budget for the month of December and the percentages expended year to date for the general fund and each of the departments in the city. He provided the current up to date bank and investment account balances, calendar items to be completed within the next three months. In the month of February, round one of budget meetings will begin, the audit will be presented to the Council in the month of March. Round two of budget meetings will begin in the month of April with dates still to be determined. Mr. Anderson talked about the ARPA projects that are underway, the radio meter project and the downtown sewer upgrade are both in progress and the Champions Gate ARPA project has been completed. Mr. Anderson also went over the miscellaneous items on the calendar referring to the RV Grant awarded to the city, Fisher Street, Meridian/Highway 91, and the West Bridge replacement.

MAYOR MARC CARROLL

Council Liaison Assignments

Mayor Carroll presented the list of new liaison assignments to the city council members for 2023 year.

Chris Jensen	-	Fire Department, Airport
Layne Gardner	-	Parks/Rec, Street/Sanitation
Bart Brown	-	Water, Cemetery
Jan Simpson	-	Library, WWTP

Pendlebury Lane Funding

Mayor Carroll explained that the city submitted a letter of interest for the funding for improvements on Pendlebury Lane. Mayor Carroll introduced Resolution No. 410 to the Council to be considered and adopted.

Councilman Brown made a motion to approve Resolution No. 410 authorizing Mayor Marc Carroll to sign the document and waive further readings. Councilman Jensen seconded the motion; On a roll call vote, all were in favor, motion carried.

CITY RESOLUTION NO. 410
EXTRACT FROM THE MINUTES
OF A REGULAR MEETING OF
THE COUNCIL OF THE CITY OF
BLACKFOOT, IDAHO
HELD ON FEBRUARY 7, 2023

THE FOLLOWING RESOLUTION WAS INTRODUCED BY MAYOR MARC CARROLL, READ IN FULL, CONSIDERED AND ADOPTED:

RESOLUTION NO. 410 OF THE CITY OF BLACKFOOT, IDAHO, SUPPORTING THE PROJECT IDENTIFICATION SUBMITTAL FOR THE CONSTRUCTION OF PENDLEBURY LANE.

TO THE LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC). TOTAL PROJECT COST ESTIMATE IS \$2,995,000 WHICH WILL REQUIRE \$221,630.00 OF MATCHING FUNDS AVAILABLE



FROM THE CITY OF BLACKFOOT.

BE IT RESOLVED THAT THE MAYOR IS HERBY AUTHORIZED AND DIRECTED TO SIGN THE PROJECT APPLICATION PACKET AND SUBMIT TO LHTAC FOR PRIORITIZATION.

PASSED BY THE COUNCIL AND APPROVED BY THE COUNCIL THIS 7TH DAY OF FEBRUARY, 2023.

MAYOR MARC CARROLL

ATTEST:

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I, SUZANNE MCNEEL, CITY CLERK OF THE CITY OF BLACKFOOT, DO HEREBY CERTIFY THAT THE FOREGOING IS A FULL, TRUE AND CORRECT COPY OF THE RESOLUTION NO. 410 ADOPTED AT A REGULAR MEETING OF THE COUNCIL, HELD ON THE 7TH DAY OF FEBRUARY, 2023 AND THAT THE SAME IMPRESSED THE OFFICIAL SEAL OF THE CITY OF BLACKFOOT, THIS 7TH DAY OF FEBRUARY, 2023.

Signature
Suzanne McNeel

Police Department Discussion and Presentation

Police Chief Gordon Croft, and Police Captain Wesley Wheatly were asked by Mayor Carroll to make a presentation. Police Chief Croft expressed a desire to see what could be done as a police department to retain their police officers and so the leadership in the police department created a plan for the retention of their officers. Both Police Chief Croft and Police Captain Wheatly spoke about a tragic incident that occurred in Memphis Tennessee and how their department can try and prevent tragic incidents similar to the one in Tennessee from occurring in the City of Blackfoot. Captain Wheatly showed gratitude for the competitive wages that the city offers the officers and that has helped retain current officers. He spoke about accountability, review of police reports, body cameras, complaints, transparency within the department, use of force reviews, training for misconduct, community



involvement, SRO robust programs, low turnover rate and ended with thanking the Council. Police Chief Croft, informed the Council that currently the City of Blackfoot's police department is the only department in southeast that is fully staffed and added that this is accredited to the generous pay scale increase to police officer wages. City Attorney, Garret Sandow, presented Resolution No. 411 to the Council, supporting law enforcement agencies, their leaders, officers, and families who serve the community of Blackfoot. Councilman Jensen made a motion to approve Resolution No. 411 as presented & waive all further readings, Councilwoman Simpson seconded the motion; on a roll call vote, all were in favor, motion carried.

RESOLUTION NO. 411

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACKFOOT, SUPPORTING LAW ENFORCEMENT AGENCIES AND THEIR LEADERS, OFFICERS, AND FAMILIES WHO SERVE THE COMMUNITY OF BLACKFOOT.

WHEREAS, the role of law enforcement has always and continues to have a profound importance for the safety and freedom of the people of the City of Blackfoot and surrounding areas; and

WHEREAS, the duties of law enforcement repeatedly place officers in situations of high stress and danger requiring immediate decisions and actions; and

WHEREAS, these split second decisions of officers are then reviewed and meticulously scrutinized from the comfort, safety and convenience of administrative offices, public media outlets and living room couches; and

WHEREAS, nationwide our media outlets, social media, and other internet platforms continue to harass, insult, threaten, and call for defunding or disbanding of law enforcement through distorted complaints of wrong-doing and continuously fail to recognize the overwhelming benefit law enforcement officers provide to their respective communities ; and

WHEREAS, the loyalty, training and sacrifices made by our officers and their families are receiving shamelessly little attention, respect, or honor from media, politicians, celebrities and others; and

WHEREAS, it is readily apparent to this Mayor and City Council that the training, sacrifices, best practices and policies of our Blackfoot City Police Department have all contributed to ensuring that the men and women who serve as law enforcement professionals conduct their duties with the highest of professional standards and respect for all members of our community; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BLACKFOOT AS FOLLOWS:

1. The Blackfoot Mayor and City Council hereby convey their sincere appreciation and gratitude to the Blackfoot Police Department, their related support employees, and all of their families who earnestly and professionally serve and protect our community.

2. We further denounce and reject any attempts to demoralize, dissuade, defund or dismantle the benefits and blessings of our City of Blackfoot law enforcement officers.

3. The Mayor and City Council of the City of Blackfoot hereby declare the City of Blackfoot as a pro-law enforcement community.

4. This Resolution shall be effective upon its adoption and approval.

RESOLVED this 7th day of February, 2023.



Mayor

ATTEST:

City Clerk

Discussion of City Code 4-10-13 Special Events Exemptions and Proposed Ordinance – Action Item

Mayor Carroll explained that he and Attorney Garrett Sandow reviewed the 4-10-13 city code for Special Events Exemptions and Proposed Ordinance, and believe there is some ambiguity in some of the language regarding the requirement of a permit for a gathering of 1,500 or more people. He proposed this number change, if need be, based on the observation of the council. Councilwoman Simpson made a motion to table and direct the City Attorney to look at other cities and entities to see what they are doing. Councilman Gardner seconded the motion; all were in favor, motion carried.

HUMAN RESOURCES – GREG AUSTIN

City Mobile Technology Use Policy

Human Resources Director, Greg Austin, talked about the need to reapproach the city's technology policy to ensure that policies regarding technology equipment are covered. Mr. Austin read the proposed new verbiage regarding the mobile technology use policy to the council. Councilman Jensen made a motion to approve the mobile use policy as outlined. Councilman Gardner seconded the motion; all were in favor, motion carried.

City of Blackfoot mobile technology use policy

Employees of the City of Blackfoot may be assigned mobile devices such as iPads, phones, laptop computers, etc. These devices are owned by the city and made available to employees to perform work-related duties. These devices may contain sensitive information about customers or City operations. The following policies apply to these devices.

- All devices are managed by the city's MDM software. This software may not be removed from the device unless the user has been authorized by an administrator of the software.
 - MDM software allows an administrator to add or remove apps, change passcodes, and erase information on the device remotely.
- Devices may have location tracking enabled. Disabling these systems is prohibited.
- The assigned employee is responsible for the security of their devices. Passcodes, passwords, or biometrics should be used.
 - The device will be returned to the city with all passcodes, etc. removed at the end of employment.
- Users are to use care to prevent devices from being damaged, including negligence and abuse of the equipment.
 - Devices have been equipped with protective cases.
 - Proper charging techniques should be used to prevent battery damage.
 - Supervisors are to be notified if a device becomes damaged.



- Failure to return any issued device is theft and will be prosecuted.
- The employee will immediately notify their supervisor if a device becomes lost or stolen.
- Installation of apps or software by the user is prohibited unless authorized by an administrator.
- All other City information system policies apply.

Users who violate any portion of this policy will be subject to the City of Blackfoot's disciplinary framework. This may include termination.

PLANNING AND ZONING – JULIE CONAN

Proposed sign Moratorium

Planning and Zoning Director, Julie Conan, presented a request on behalf of the Planning and Zoning Commission for a moratorium for up to ninety days for sign permitting. There were inconsistencies within the Ordinance itself and some typographical errors that were found, as well as safety issues that were found regarding signs that are taller than six feet tall. The Planning and Zoning would like to take some time to work on correcting information on the sign ordinance that is currently in place. City Attorney, Garrett Sandow, read Resolution No. 412 to the Council, (A Resolution of the Mayor and City Council of the City of Blackfoot, Idaho, Issuing a Sign Permit Moratorium not to Exceed Ninety Days.) Councilman Gardner made a motion to approve the Findings of Fact from the Planning and Zoning Commission. Councilman Jensen seconded the motion; all were in favor, motion carried.

**FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
OF THE
CITY OF BLACKFOOT
January 24, 2023**

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on January 24, 2023, the Board held a public hearing on the request of the City of Blackfoot to issue a sign moratorium until the City's sign code could be reviewed and updated as necessary. Recommendations and the basis for those recommendations from the City of Blackfoot Planning and Zoning Administrator were presented and considered by the Board. No members of the public testified in favor, neutral or opposed. Upon reviewing the matter, the Board found and concluded as follows:

FINDINGS:

1. That the current sign code has inconsistencies and numerous problems that make it impossible to fairly deal with the community. Many of the issues are detrimental to the health, safety and welfare of the community at large.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,



IT WAS RESOLVED THAT:

It is unanimously recommended as follows:

The City Council should issue a moratorium on sign permits pursuant to Idaho Code 67-6524 until such time as the sign ordinance can be amended to better suit the needs of the community and protect the health, safety and welfare of the city. The proposed moratorium will continue until such time as the Planning and Zoning Commission can develop a more appropriate and suitable sign ordinance to present to City Council, but for no greater than ninety (90) days.

These findings of fact, conclusions, and resolutions were formally adopted by a majority vote of the planning and zoning board on January 24, 2023.

Secretary of Planning & Zoning Board
City of Blackfoot, Idaho

Councilman Brown made a motion to approve Resolution No. 412 as presented and put in place a ninety day moratorium on the sign ordinance to allow Planning and Zoning to rewrite the code and present again to the City Council when the rewrite is completed. Councilwoman Simpson seconded the motion, on a roll call vote, all were in favor, motion carried.

RESOLUTION NO. 412

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF BLACKFOOT, IDAHO, ISSUING A SIGN PERMIT MORATORIUM NOT TO EXCEED NINETY DAYS.

THIS RESOLUTION, is made on the date hereinafter set forth by the City Council of the City of Blackfoot, Idaho.

RECITALS

1. WHEREAS, the Planning and Zoning Department has requested a sign moratorium because the current sign code has inconsistencies and numerous problems that make it impossible to fairly deal with the community. Many of the issues are detrimental to the health, safety and welfare of the community at large, including but not limited to inconsistent set-backs for taller signs, lack of consistent engineering standards and permitting, and other similar types of issues.
2. WHEREAS, it is in best interest of the City to allow the Planning and Zoning Department sufficient time to re-draft the City's sign code to better provide for the safety of the public and the welfare of the City in having a fair and consistent sign ordinance.

NOW THEREFORE BE IT RESOLVED THAT:



1. Pursuant to Idaho Code 67-6524, the City Council does find that there is risk of an imminent peril to the City's welfare and public safety due to issues with the current sign code as described. Therefore, the City Council does hereby issue a sign moratorium, not to exceed ninety (90) days from today's date, to allow the Planning and Zoning sufficient time to present to City Council a more appropriate sign ordinance

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this 7th day of February, 2023.

Mayor Marc Carroll

ATTEST:

City Clerk

ADJOURNMENT

The City Council meeting was adjourned at 8:38 P.M.

City of Blackfoot

Mayor Marc Carroll

Attest:

City Clerk Suzanne McNeel

Prepared by:

Patty Reyes