

**CITY OF BLACKFOOT
SPECIAL CITY COUNCIL MEETING
MINUTES FROM MARCH 17, 2020**



PLEDGE OF ALLEGIANCE

Mayor Carroll called the meeting to order at 3:30 PM and led the Pledge of Allegiance.

ROLL CALL

Roll call was taken and those who attended in person were: Councilman Brown, Councilman Gardner and Councilman Jensen. Councilwoman Simpson attended via teleconference.

CONSENT AGENDA

Councilman Jensen motioned to approve the Consent Agenda, consisting of the Payables and an airport lease transfer for Austin Anderson, Councilman Gardner seconded; all were in favor, motion carried.

HOLLY POWELL, CITY TREASURER

Presentation of Audit – Morgan Hatt

Mr. Hatt presented the 2019 Annual City Audit to the Mayor and Council. He provided an overview, highlighting the general fund. He explained the General Fund is a discretionary fund that may be utilized to subsidize other funds. He explained that excellent progress has been made in growth of the General Fund; however, he recommends that Managers continue to be conservative when determining their 2021 budget. Should Departments be diligent and adhere to their budgets, it is his professional opinion that the City will be in even better shape fiscally in 2020.

Budget Kick-Off Work Session

Ms. Powell provided the Mayor and Council with an overview of focus areas for the 2021 budget cycle. She reminded Council that the goal is a 17% reserve; however, she recommended that Departments complete capital planning to identify, as far in advance as possible, what is required in the departments and for critical infrastructure improvements. In this way, the City will be able to accurately plan for reserves.

MAYOR MARC CARROLL

Discussion on Sewer Connection Moratorium

Rex Moffat, Wastewater Treatment Plant Superintendent

Alan Giesbrecht, JUB Engineers

Mr. Giesbrecht reviewed his presentation regarding the City of Blackfoot wastewater system including capacity, factors that would affect the capacity and the status of current projects. At the present time, when reviewing the biological load, the City's treatment plant is operating at 68% for flow, 92% for biological oxygen demand (BOD) and 135% for total suspended solids (TSS). Mr. Giesbrecht feels the plant is running efficiently at the current time. Factors that could adversely affect capacity are an increase in population, influent vs effluent flows at the plant, accuracy of laboratory data and industrial discharges. To date, current projects are an update of the collection system master plan, an evaluation of existing WWTP capacity, and completing Phase 2 improvements, with Phase 1 having been completed last year. Mr. Giesbrecht went on to say there are several things that may be accomplished in order to increase capacity, as follows: conduct an ongoing review of industrial data, review of industry compliance with their permits to control spike loads, negotiate additional industrial pretreatment of effluent with companies, evaluate the feasibility of a satellite treatment plant on the west side of the Snake River or consider a major expansion of the current plant.

Mayor Carroll discussed the fact that there will be continuing discussions on how to best handle the current situation at the plant as well as future options for increasing capacity.

Attendees then discussed 'will serve' letters that were provided to residents outside of City limits. Council, with input from Attorney Sandow, determined these existing commitments would need to be honored. At this time, a moratorium on sewer connections remains a discussion item; however, further evaluation of WWTP plant capacity will be completed, after which additional direction will be requested.

Discussion on Current Status of Coronavirus

Mayor Carroll briefed Councilmembers on a meeting that was hosted by the City on March 16, 2020. Attendees represented multiple organizations and communities including other governments, businesses, health care organizations and community service organizations. During the meeting, participants spoke about a number of different practices that are being implemented throughout their organizations and an update on the status of COVID-19 was provided by representatives from Southeastern Idaho Public Health. At this time, the City of Blackfoot is looking at mitigation efforts and adopting practices that have been successfully implemented in other Cities. Mayor Carroll went on to explain the City’s COVID-19 Emergency Leave Policy. Mayor Carroll informed Council that some manufacturing businesses are taking employee temperatures daily and stated that thermometers are going to be ordered for City departments. Mayor Carroll has decided to cancel the Open Mic session for April and is considering wording for a Declaration of Disaster and will be coordinating with other area Cities and the Tribal government. He also discussed utilizing technology for conducting meetings that would normally be face-to-face.

Tabled Item – Golf Course Cart Lease

Councilman Jensen motioned to continue the table of the golf course lease program until the next regular City Council meeting, Councilman Brown seconded; all were in favor, motion carried.

ADJOURNMENT

The Special City Council meeting was adjourned at 5:30 PM.

City of Blackfoot

Mayor Marc Carroll

Attest:

City Clerk Suzanne McNeel

Prepared by:

Lisa J Tornabene