



**CITY OF BLACKFOOT  
CITY COUNCIL MEETING  
MINUTES FROM JUNE 1, 2021**

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

Roll call was taken and those in attendance were: Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson.

**PRESENTATION OF AWARDS FOR ARTWORK FOR THE CITY OF BLACKFOOT COMPREHENSIVE PLAN**

The Planning and Zoning department held an artwork contest for youth in the community of Blackfoot. Mr. Hibbert stated the purpose of the art contest was to involve the youth in visualizing the future of the city and awarded certificates with a cash prize to the winners of the contest.

**CONSENT AGENDA**

Councilman Jensen motioned to approve the Consent Agenda, consisting of the minutes from 05/04/2021, Payables, Fireworks Permits, Airport Lease Transfer for David Davidson or Jewell Farr. Councilman Brown seconded; all were in favor, motion carried.

**CITY TREASURER – GRAHM ANDERSON**

**Treasurer Report**

Treasurer Graham Anderson thanked the council members for participating in and meeting along with the department heads during their budget meetings. A good portion of the budgets are completed and we are working on finalizing them. He reviewed the information he received on the ARPA funding and explained what the funds can and can't be used for. We are currently going through the vetting process to see what the best use of the funds will be. Funding has now been approved by the Department of Treasury meaning that States can now request the funds. Since the City of Blackfoot is under the population of 50,000; the city will be getting ARPA funding through the state. According to the calculation that the Federal Government has given, the City of Blackfoot will be receiving 2.4 million in funding. The City will receive half of that amount within a few weeks once the State allows the city to put in a request for it. The second half of the funding will be disbursed withing the next twelve months of receiving the first portion. Funds allotted will need to be tracked for auditing purposes. The city has until December 31, 2024 to spend the ARPA funds. The deadline for the completion of projects will be December of 2026.

**MAYOR MARC CARROL**

**Downtown Parking Study**

The Mayor spoke about the city of Blackfoot finding a need to do a downtown study for parking. With the advent of the Teton House restaurant, the work that is imminent on the Millmore, and Get Found First, there will be a lot more parking traffic in the Downtown area. Get Found First did purchased the old Blacker's building along with the parking lot. They are looking at employing around 65 employees, currently they have about 30. The Teton House will have a seating capacity of about 400 and will hold



events such as banquets, Christmas parties, weddings, etc. The council agreed with going forward on the downtown parking study. Mayor Carroll spoke to Keller Associates regarding the cost of this study, the price quoted was \$10,000. The parking study is required for future grants. Mayor Carroll made a request for the council to approve a \$10,000 expenditure for the parking study. Councilwoman Simpson asked where the money will come from for the expense. Mayor Carroll stated it would come from the carry over and from left over CARES money. Mr. Hibbert added the city really does need this to help the companies that are locating in the downtown area.

Councilwoman Simpson moved to approve the funding of \$10,000 for the downtown parking study. Councilman Gardner seconded; all were in favor, motion carried.

### **Information on Solid Waste Tipping Fee**

Mayor Carrol informed the council that he received a phone call from the Bingham County Public Works Director to let the city know that the tipping fee that Bannock County charges will be going up from \$30,000 per ton to \$45,000 per ton. The Mayor and Street Superintendent Vaughn Key, will be attending a meeting with the county commissioners to discuss this. We are starting to look at the fee schedule for the city and most fee increases will go into effect beginning October 1, 2021.

### **Facility Plan for WWTP**

Phase two of WWTP project is about 85% complete and they are getting ready to begin phase three. A combination of phase three and four will be dealing with capacity issues at the treatment plant. There was a meeting with J-U- B and we are currently looking at addressing all the items that need upgrading that are not included in the 2014 Capital Improvement plan. The cost for phase three and four facility plan would be \$200,000. WWTP Superintendent Rex Moffat explained that it takes three to five years to go through the planning design, securing the money, and hiring the contractor. The city has looked at putting another treatment plant on the west side of the river as there is concern in pumping waste across the river. Also, the city purchased 9.8 acres of land next to the treatment plant for the possible expansion. The cost for phase three and four is roughly 25 million. The funding for these projects will also come from carry over and left-over CARES money. Mr. Moffat stated the plans are reviewed every five years and redone every twenty years. The most recent plans were done in 2009 and reviewed in 2014. The Study for the next phase of the project can take anywhere from eight to fifteen months. The preliminary designs for the project can be developed while the study is being completed, however, the city cannot go for any funding without an updated study.

Councilwoman Simpson moved to approve the \$200,000 for the facilities plan for the WWTP. Councilman Jensen seconded; all were in favor, motion carried.

### **Discussion of ARPA Funds Expenditure**

The ARPA funds discussion was covered by Mr. Anderson in the Treasures Report section.

### **TABLED ITEMS:**

**Proposed Zone Code Amendment**



Councilman Jensen moved to pull the proposed tabled item off the table, Councilwoman Simpson seconded; all were in favor, motion carried.

## **PLANNING AND ZONING – KURT HIBBERT**

### **Zone Code Amendment**

Mr. Hibbert reviewed the updated zone code amendment corrections with the council to help clarify questions from the previous council meeting. He stated we would need to develop a policy direction as to how we are going to administer the code. Councilman Jensen feels that some of the standards in the design policy were vague and needed clarification so it is fair to everyone. Mr. Hibbert stated that could be reviewed at the staff level and we would develop, in cooperation with the Council, a policy document that would explain and delineate some of the processes that would help developers understand what is needed.

Councilman Jensen motioned to approve the proposed zone code amendment as modified and to bring back to council in proper ordinance format, Councilman Gardner seconded the motion; all were in favor, the motion carried.

## **CDBG GRANT ADMINISTRATOR, PATRICIA MITCHELL**

### **Public Hearing – Status of Funded Activities for WWTP Improvements Project Phase 2**

Ms. Mitchell gave the council an updated status of funded activity. The project is currently at 86% completion. The project was expected to be at substantial completion by July 23<sup>rd</sup>, however, notification was made by RSCI last week that there is at least a three-week delay on construction due to the global shortage of steel. A change order will be forth coming, asking for additional days be added to their contract and they are not expecting a cost increase due to this delay. Accomplishments to date include the following:

- The construction of the new headworks building, the equipment inside is being finalized and is ready to take wastewater in the week ahead. The contractor is finalizing some electric and control work for things to be turned over to the city.
- The new septage receiving station is almost ready for service, there is some electrical work that still needs to be done. Training on the equipment will be happening in the upcoming week.
- Replacement of Aeration piping and equipment is still in progress. Aeration basin #2 is fully rehabilitated with new diffusers and above ground piping, work has not begun yet on aeration basin #3, and aeration basin #1 is in the middle of replacement of diffusers.
- The UV building is finalized, and the new UV equipment is being installed and connected to the electrical and controls. It is scheduled for startup in the middle of June.
- The thermophilic digester is currently in progress. The digester cover has been taken off and ready for the required repairs.
- The new wastewater plant pump station is completed and ready for commissioning once the new headworks is online.
- The 36-inch sewer interceptor on Riverton Road that goes under interstate 15 was completed June of 2020 and is currently running wastewater through it.

An add alternate to the project that was included to the project scope due to need back in October of 2020, which added two months to RSCI's contract at that time. There was also some work added inside the solids building that consisted of replacing digester gas piping that was discovered to be not working.



This work is scheduled to be in progress and to be completed late June. There was also a water line added from the plant to the headworks building that was not originally planned to be replaced. There have been several minor repairs and replacements of equipment due to old age of the infrastructure in the plant. The work remaining has not started yet. ICBDG funds are strictly only used for administration and for engineering, not construction for phase 2. Beneficiaries have remained the same, this included The City of Blackfoot, Groveland, and Moreland. CDBG budget for \$500,000 for this project has remained the same. \$25,000 of that is budgeted for administration, of that, \$2,250 is for administration services for project closeout. Engineering was budgeted with CDBG for \$475,000., of that, 95% of it has been expended. Once the project has reached substantial completion, the remaining 25% can be requested, which is \$23,750. The construction budget has increased from \$14,050,780. to \$15,007,988. A difference or increase of \$957,208. This is due to the addition of the secondary clarifier, retrofit and the unforeseen repairs and/or replacement of old equipment. The balance remaining for this project currently is \$2,089,670.

Councilman Jensen moved to go into public hearing on the WWTP improvement project, Councilwoman Simpson seconded the motion; all were in favor, motion carried at 7:57pm.

No one wished to testify in the public hearing.

Councilman Brown moved to close the public hearing on the WWTP improvement project, Councilman Jensen seconded the motion; all were in favor, motion carried at 7:58pm.

#### **PLANNING AND ZONING – KURT HIBBERT**

##### **Proposed Zone Change at 624 W. McAdoo from R-1 to R-2**

It was proposed that the current zone at 624 W. McAdoo be changed from an R-1 zone to an R-2 zone. The owner of the property would like to build a house where a barn currently sitting. An R-2 zone allows a 6,000 sq. ft. lot versus 7,000 sq. ft. lot. With this re-zone of the property, the owner will be able to create an additional unit there.

Councilman Jensen motioned to adopt the Findings of Fact from the Planning and Zoning, approve the zone change from R-1 to R-2 on 624 W. McAdoo and to approve Ordinance No. 2206 as presented, and waive further readings. Councilman Brown seconded the motion; on a roll call vote; Councilman Brown, Councilman Gardner, Councilman Jensen and Councilwoman Simpson voted in favor; motion carried.

FINDINGS OF FACT, CONCLUSIONS  
AND RESOLUTION ADOPTED  
BY THE  
PLANNING AND ZONING BOARD  
CITY OF BLACKFOOT  
May 11, 2021

#### **FINDINGS AND CONCLUSIONS:**



At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on April 27, 2021, the Board held a public hearing on the request of Josh Jackson to change the zone on property located at 624 W. McAdoo, Blackfoot, Idaho, from R-1 (single residential) to R-2 (Multi Family) and to consider the recommendations to provide City Council pursuant to the application that is attached hereto and made a part hereof by this reference. During the public hearing, testimony was heard from the Applicant and evaluated by the Board. The matter was discussed with the Planning Administrator with a review of the relevant City Code. Testimony against the proposal was presented primarily focusing on losing country atmosphere, density of R2 zoning, and other similar concerns. After reviewing any documents submitted by the applicant and by any other interested parties, the Board finds and concludes as follows:

#### **FINDINGS and CONCLUSIONS:**

1. The property currently is zoned R-1. The Applicant has requested a designation of R-2 to allow a second home to be constructed in the same area as an existing barn. This would require a somewhat smaller lot size than allowed in R-1, but does not increase the overall coverage of buildings on the property.
2. That after consideration of the surrounding areas that include adjoining R-2 zones, the Commission has determined that a zone of R-2 is appropriate.
3. The proposed zone change to R-2 complies with and advances the goals and objectives of the Comprehensive Plan and is consistent with the uses in the area.
4. The zone change will allow the City to provide and maintain existing future capabilities of public utilities.
5. It appears the amendment to R-2 will not adversely affect other property in the vicinity.
6. The proposed zone will not adversely affect the public health, safety or welfare and does more accurately reflect the likely future uses of the area.

#### **RESOLUTION AND CONCLUSIONS**

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

The Board recommends that the City Council amend the zoning of the proposed area from R-1 to R-2.

These findings of fact, conclusions, and resolution formally were adopted by a majority vote of the Planning and Zoning Board on May 11, 2021.

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Secretary of Planning & Zoning Board  
City of Blackfoot, Idaho



ORDINANCE NO. 2206

AN ORDINANCE OF THE CITY OF BLACKFOOT, IDAHO, CHANGING THE ZONE FROM R-1 TO R-2 ON THE PROPERTY DESCRIBED BELOW; PROVIDING FOR THE EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BLACKFOOT, IDAHO AS FOLLOWS:

SECTION 1: That the zoning of the property described in Exhibit "A" attached hereto, located at 624 W. McAdoo Street, in Blackfoot, Bingham County, Idaho, be and hereby is, changed from R-1 to R-2.

SECTION 2: That the Blackfoot City Zoning Map be amended to reflect this zone change.

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED by the Mayor and City Council this 1st day of June, 2021.

CITY OF BLACKFOOT, IDAHO

By: \_\_\_\_\_  
Marc Carroll, Mayor

ATTEST: \_\_\_\_\_  
City Clerk

EXHIBIT "A"

**Legal Desc: T3S R35E SEC 04 BLKFT LE YOUNIE LOT 44 T-16479  
(RP Num: RP1283004)**

**Executive Session: Pursuant to provisions of Idaho Code 74-206, Subsection 1 (a) (c)**

Councilman Jensen motioned to move into Executive Session pursuant to the provisions of Idaho Code 74-206, Subsection (a) To consider hiring a public officer, employee, Staff member of individual agent, wherein the respective qualities of individuals are to be evaluated to fill a particular vacancy or need. (c) To acquire an interest in real property which is not owned by a public agency. Councilman Gardner seconded the motion; on a roll call vote; Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson voted in favor; motion carried at 8:05 PM.



Councilman Brown motioned to reconvene the Regular Session. Councilwoman Simpson seconded the motion; on a roll call vote; Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson voted in favor; motion carried and the Regular Session resumed at 9:08 PM.

**MAYOR MARC CARROLL**

**Proposed Blackfoot Police Department Pay Scale**

Councilman Jensen motioned to separate the Police salary scale from the general city employees and to approve the Blackfoot Police pay scale as presented. The original motion has been amended to include an effective date of February 27, 2021. Councilman Gardner seconded the motion, all in favor; motion carried.

**ADJOURNMENT**

The City Council meeting was adjourned at 9:10 PM.

City of Blackfoot

\_\_\_\_\_  
Mayor Marc Carroll

Attest:

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City Clerk Suzanne McNeel

Prepared by:

\_\_\_\_\_  
Patty Ojeda