



**MINUTES OF THE  
COUNCIL MEETING OF THE  
MAYOR & COUNCIL  
OF THE CITY OF RUPERT  
SEPTEMBER 14<sup>TH</sup>, 2021**

Minutes of the regular meeting of the Mayor and the City Council of Rupert, Idaho on the fourteenth day of September, 2021 in the council chambers located inside City Hall at 624 F Street, Rupert, Idaho, at the hour of 7:00 PM.

**Present:** Mayor Michael D. Brown  
Councilmembers Present: Faux, Jones, Swensen  
Councilmembers Absent: Heward  
City Administrator Kelly Anthon  
City Clerk Bayley Maughan  
City Attorney Lance Stevenson

**Visitors:** David Joyce, Shambry Emero, Suzette Sorenson (Employees)  
Brad Wilson, Tony Poovy, Todd Wheeler, Noah George, Dusty Adams,  
Jeremiah Mani (Visitors)

**CONSENT AGENDA**

**Items: A. & B. Approval of the Bills, Payroll and Minutes**

Councilman Swensen made a motion to approve the bills, payroll, and minutes of the August 24<sup>th</sup>, 2021 regular council meeting. Councilwoman Jones seconded and the motion carried.

**NEW BUSINESS**

**Item: A. Discussion & Possible Approval to Waive Fees for the Minico High School Homecoming Dance on Fremont Plaza**

Minico Student Body Officer, Noah George, came before the Mayor and Council to ask if Minico could hold its homecoming dance at the Fremont Plaza. There would be electrical and trash services, as well as street blocking and use of the fire places, however, the exact details were not quite finalized.

Councilwoman Jones made a motion to waive the fees for and provide the necessary services to Minico High School for the homecoming dance on October 2<sup>nd</sup>, 2021, also instructing Minico Student Body Officers to be in contact with City department heads to finalize the details. Councilwoman Faux seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: B. Discussion & Possible Approval to Install a Book Drop in the City Parking lot**

Shambry Emero, Library Director, came before the Mayor and Council to ask for permission to place a book drop on City property. The Library had found a drop box on a significant discount and needed to have it purchased as soon as possible.

There was general discussion regarding the positioning of the box in the parking lot behind City Hall or other potential locations that might be more accessible to the public.

Councilman Swensen made a motion to allow the Demary Memorial Library to place a book drop box on City property, accessible to the public, in cooperation with the City Administrator and Public Works Director. Councilwoman Faux seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: C. Discussion & Possible Approval of the Energy Conservation Agreement Amendment with BPA**

City Administrator, Kelly Anthon, explained that the City was presented with the amendment to the agreement with Bonneville Power Administration, extending the term of the agreement through to the end of September 30<sup>th</sup>, 2022, as is done every year. The agreement also changes who the designated contact for the City is, with the electric superintendent preparing to retire.

Councilman Swensen made a motion to approve of the Energy Conservation Agreement Amendment with BPA and authorize the Mayor to sign the same. Councilwoman Jones seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: D. Discussion & Possible Action Regarding the 4<sup>th</sup> Purchase Period Elections with BPA**

Anthon explained that, every year, the City has to determine if they will be purchasing any tier 2 power from Bonneville Power Administration or through another source. The purchasing of tier 2 power can be extremely complicated process and BPA has been very good to work with through the planning process of power purchase. The City has previously always elected to stay with BPA for any potential tier 2 power.

Councilwoman Jones made a motion to authorize the City Attorney to send correspondence to Bonneville Power, stating that the City will stay with them for any possible tier 2 power purchases under the 4<sup>th</sup> Purchase Period Elections. Councilman Swensen seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: E. Discussion & Possible RFP Audit Service Award**

City Treasurer, Leslie Garner, stated that the City had recently sent out an RFP for Audit Services. The advertisement had run twice in the paper and then was also sent to local firms directly. The City received a total of 3 responses. The most reasonable proposal at the lowest dollar amount was received by Workman & Company in the amount of \$15,225 for a “yellow book” audit with an additional \$1,000 if a single audit is required. The response was good for three years of audits, with the option of two additional years of audits.

Councilman Swensen made a motion to award the contract for audit services to Workman & Company in the amount of \$15,225 for a “yellow book” audit, with the possibility of an additional \$1,000 if a single audit is required. Councilwoman Jones seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: F. Discussion & Possible Action Regarding the Renewal of Vision & Dental Insurance**

Garner explained that the dental insurance renewal for City employees had come back at a 2% increase. The City does pay the employee portion of the premium for dental insurance. The renewal had originally come back at an 8% increase, but was reduced after some negotiating with the insurance agent for the City.

The City’s vision insurance renewal came in with no increase.

Councilwoman Jones made a motion to approve of the renewal of dental and vision insurance as presented with Delta Dental and Life Map. Councilman Swensen seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: G. Discussion & Possible Approval to Surplus Misc. Office Furniture**

City Clerk, Bayley Maughan, explained that the City had recently done some remodeling and moved some office spaces around. There were now 2 desk sets, 2 office chairs, and 4 file cabinets that were no longer needed and no longer of any value or use to the City. Maughan suggested looking for groups to donate the items to, and then, if there were none, advertise and set out the items for the public to purchase on a first come basis, and then donate the items to the Youth Ranch if not taken.

Councilman Swensen made a motion to surplus the miscellaneous office furniture as presented and to authorize the City Clerk and City Administrator to dispose of in the appropriate way as discussed.

Councilwoman Faux seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

**Item: H. Annual Report from City Hall**

Maughan gave an overview of what City Hall had been working on over the past year.

**PUBLIC COMMENT**

**Todd Wheeler** – Wanted to let the Mayor and Council know about the NLR22 competition that had taken place at the range and the response that it got from the community. Wheeler stated that the range board was hoping to make some modifications at the range to better accommodate this event.

**Jeremiah Mani** – Represented the group that organizes the NLR22 competition that draws participants from multiple states. Mani discussed what his ideas were for possible range modifications as well.

There was general discussion that the City would like to help in finding what improvements could be made to the range for this event, while also keeping the range and the wastewater lagoons safe. The range board members were instructed to work with City department heads to see how best to move forward.

**Tony Poovey** – Poovey gave a brief update on what the range had been up to as far as events and number of visitors.

**Brad Wilson** – Had concerns about residents living in trailers for long periods of time. Wilson wanted clarification on what was stated in City code regarding occupying travel trailers.

There was general discussion regarding what is allowed and what is not under City code. Mayor Brown asked for specific addresses to be disclosed after the meeting so that the City could follow up on any possible violations.

#### **EXECUTIVE SESSION**

Councilman Swensen made a motion to move to Executive Session, pursuant to Idaho code 74-206 to have discussions under subsections (1)(a), (1)(b), (1)(c), and (1)(f). Councilwoman Jones seconded and the roll call was as follows:

**Ayes:** Councilwoman Faux, Councilman Swensen, Councilwoman Jones

**Nays:** None

Councilman Heward was absent and not voting. The motion carried.

#### **Executive Session Began: 8:16 PM.**

Discussions under subsections (1)(a), (1)(b), (1)(c), and (1)(f).

#### **Open Session Resumed: 8:26 PM.**

With no further business before the Mayor and Council, Mayor Brown adjourned the meeting at 8:27 PM.