

# Regular Meeting Minutes

## January 13, 2025

Mayor Parsons called the meeting to order at 7pm and led the pledge of allegiance.

Those in attendance were Mayor Grady Parsons, Council President Ben Tessmer, Councilman Danny McCurdy, Councilwoman Bobbie Reese, Clerk Dana Jensen and Deputy Clerk Josie Smith. Maintenance Supervisor Tony Chisham, Maintenance Lead Tim Snyder and P&Z Chair Rebecca Lange. Guests included Maribel Cahalan, Christy McCurdy, Camille Miller, Kevin Harris, Tom Cammack and Lindsey Snyder.

Minutes from December 9, 2024 were read and Councilman Tessmer motioned to approve. Councilman McCurdy 2<sup>nd</sup> and the motion passed.

There were no public comments.

### **Approve Corrected Minutes**

Clerk Jensen noticed an error in the minutes from November 12, 2024 and wanted to address the issue. The minutes incorrectly reported that the new credit card/online payment options were at no additional fees to the customers. The credit card processing fee will be less with the new payment options, but there is still a fee. Currently the fee is 4% but the new processing fee will be 2.9% plus .30 per transaction. Councilman Tessmer recommended to record the correction in the Jan 13 minutes.

### **Approve Alcohol/Liquor License**

Tres Hermanos 2 Restaurant alcohol license was received after the last meeting and therefore was not approved at the same time as the others. The council reviewed the application and Council President Tessmer made a motion to approve. Councilman McCurdy 2<sup>nd</sup>. Motion passed.

### **New City Clerk**

Newly retired City Clerk Cahalan attended the meeting to swear in the new Clerk, Dana Jensen. Afterward, the mayor and council stood to honor Clerk Cahalan's service and express their gratitude.

### **Forsgren Camille Miller and Kevin Harris – Update on Projects**

Ms. Miller presented updates and revisions for FPS in response to negative feedback from USDA/RDA. RDA did not support any actions to improve the existing lagoon system, only repair it. Repairs are estimated at \$7.5 million, for an additional \$3 to \$4.7 million the city favors a plan to seek grant funding or a combination of grant and loan funding of \$10.48 million or \$12.23 million to replace the existing system with a mechanical treatment plant, a Class C or B effluent system. This would allow effluent water to be conserved for use in irrigation of parks or other landscaping. Forsgren revised the FPS to highlight the shortcomings of spending \$7.5 to repair existing versus investing in a mechanical plant that would allow for expansion and conservation. Whatever plan is funded, a minimum of \$7.5 million is needed soon to provide a functional treatment facility. Ms. Miller stated that the revised FPS report is expected to be ready to submit to grant agencies in June 2025. Council President Tessmer stated that he was recently advised that Supplemental Environmental Project grants funds may be available through the DOE and asked whether Forsgren had a contact to pursue this possible option.

Contact information was given to Ms. Miller by Ms. Lange, as she attended the Butte County Commissioners' meeting and mentioned that they had asked the same question. Ms. Miller also reported on the DEQ combination of half grant and half loan for the LSL. Forsgren applied for \$695,000 to the DEQ on behalf of the City for the discovery as to the makeup of water lines that are unknown within the City. These funds are half loan, half grant. Ms. Miller explained that the loan portion of the grant would require a bond election. This portion can be used by the city to finance long-term payment plans for residents that want to pay for replacement of any lead water service lines on the private portion of their water lines. Ms. Miller recommended lawyer Stephanie Bonney, who specializes in bond election document preparation. Ms. Bonney extended an invitation to meet with the Arco City Council on January 27<sup>th</sup> to explain the bond process and needed actions. Ms. Miller said that the DEQ grant can cover Ms. Bonney's fees for bond preparation.

### **Address Re-scheduling of 2025 Council Meetings for Holidays**

City Clerk Jensen identified dates in May and October where the second Monday of the month is a federal holiday. Council President Tessmer recommended and motioned to move the May 26<sup>th</sup> and the October 13<sup>th</sup> meetings to the Tuesday after these holidays and to drop the December 22<sup>nd</sup> meeting from the calendar. He also motioned to publish a revised 2025 Council meeting schedule; councilman McCurdy seconded. Motion passed.

### **Tony Chisham-Flow Meter for Sewer Plant and Update on SCADA**

City maintenance supervisor Chisham provided 2025 price quotes for the sewer plant flow meter and installation parts. Each necessary part will be an additional \$100 with current prices and the shipping timeline is 4 to 6 weeks. Mr. Chisham continues to inquire about a second price quote and assured engineer Miller the system ordered will have data recording capability. Council President Tessmer affirmed the plan to have the meter and parts arrive close to the installation date in the spring. Mr. Tessmer asked Mr. Chisham to advertise for bids for the work to bury the meter box, this will also help to define the schedule for the work. Mr. Chisham also reported on investigating available products to replace the city's aging supervisory control and data acquisition (SCADA) system that runs and records the sewer and water operations. Teton Communications supports the current SCADA, but hasn't yet supplied complete information and costs for replacement equipment. Council President Tessmer recommended tabling any action beyond the pricing research.

### **Ben Tessmer-Business Licenses and Updating Ordinance**

Council President Tessmer presented his research and an overview of proposed business license updates for the City of Arco business license ordinance, Title 5 Chapter 5.04. The City Council proposes implementing a general business license for all businesses in the City of Arco and for businesses that come into the city to conduct business or provide services. Mr. Tessmer is drafting language for Chapter 5.04 and will conduct a council work meeting in the future to review the draft and to discuss and set a fee schedule.

### **Bills**

Bills for the last half of December and the first half of January were read aloud and reviewed by Councilmembers McCurdy and Reese. Councilman McCurdy made a motion to approve payment of the December bills in the amount of \$92,234.69 Councilwoman Reese 2<sup>nd</sup> the motion. Motion passed. After the January bills for payment were read and reviewed, Councilman McCurdy made a motion to approve payment in the amount of \$16,145.94. Councilwoman Reese 2<sup>nd</sup>.

**Roundtable Discussion**

**Council President Tessmer-** Summarized the swearing in of the new City Clerk, Jensen and the full-time status of Deputy Clerk, Smith.

**City P&Z Rebecca Lange-**Shared the full P&Z agenda for Wednesday January 15, which will be held at 9:30 a.m. There have been several questions about the City's Commercial Zone. P&Z has a request to meet with the Butte County P&Z to continue discussion and negotiation on an Arco Area Impact Area boundary and agreement. The City P&Z would like to be able to set another public hearing on the Impact Area in February. City P&Z has almost completed proposed revisions for City Ordinance Title 17 Zoning. The proposed revisions will be available to the Council to review in February. If possible, notification for Public Hearing on the Title 17 revisions will go to the public in March 2025. Work on the revisions to the Arco Zoning Map, Title 17.08 will begin later this year.

At 8:31 PM Councilman McCurdy made a motion to adjourn that was seconded by Councilwoman Reese. Meeting adjourned. The next meeting of the Arco City Council will be Monday, January 27<sup>th</sup>, at 7:00 p.m. at the City Office.



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Mayor – Grady Parsons



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City Clerk – Dana Jensen