

# MINUTES

City Council  
City of Arco  
August 28, 2023

The City of Arco Council met at the city building on Monday, August 28<sup>th</sup> for the 2023/2024 Budget Hearing, and regular council meeting.

Mayor Parsons called the meeting to order at 7:00 p.m. and lead those in attendance in the Pledge of Allegiance. In attendance were Mayor Grady Parsons, Council members Ben Tessmer, Bobbie Reese, Danny McCurdy, City Clerk Maribel Cahalan, Deputy Clerk Dana Jensen, and Maintenance Supervisor Tony Chisham, and guests in attendance were: K.J. Babcock, Rebecca Lange, Tom Cammack, Dean Moncur, Shelly Blackner, and Rosanne Smith.

The agenda was amended this evening to include a discussion for a Fair Housing Resolution for the City. Minutes from August 14<sup>th</sup> meeting was approved.

**Public Comment** – Rosanne Smith questioned the City’s authority to enter the private property next to her home for the purpose of removing trees. Councilman Ben Tessmer explained that the City had decided that the trees were a hazard to adjacent property on the northwest side, the property owner had made several unsuccessful attempts to contact the owner about the dangerous situation with the trees, and eventually contacted the City for help. City staff were also unable to contact the owner of record regarding the dangerous tree. Therefore, the Council gave the City workers approval to assess and eventually remove two trees that have been a danger to the property owner next door. Councilman Tessmer also expressed that the owner of the recorded property with the dangerous tree situation will be billed by the City for the work done for the removal of the trees.

Next up, K. J. Babcock spoke during the Public Comment session. Mr. Babcock had spoken at the Butte County Commissioner’s meeting, earlier that day about the traffic dangers at the intersection of Highways 20/26 and Highway 93; Arco’s Grand Avenue and Front Streets. There will be an opportunity to share issues directly with the ITD (Idaho Transportation Dept) representative who will be on the Commissioner’s agenda on September 11. Mr. Babcock urged the Mayor and the Councilmembers to attend the Commissioner’s meeting if they are able. Another opportunity to discuss the highways that intersect Arco will be the Idaho Governor’s “Capital for a Day” visit to Arco.

Mr. Babcock invited input and feedback from the Council regarding the possibility of installing security cameras at the new electric vehicle charging station at the Science Center Park. Mr. Babcock wondered if the City was interested in expanding camera coverage to include monitoring traffic on the highway in front of the Science Center. Councilman Tessmer stated that traffic monitoring issues would be best speaking with the Idaho Transportation Dept. (ITD). School Board member, Dean Moncur, said that the School Board plans on initiating discussion with ITD about upgrading markers at the single marked crosswalk at the intersection of Grand Avenue/Hwy 20-26 and Water Street; another opportunity to have discussions about the traffic volume and safety on main routes through Arco.

**Public Hearing for Budget** – At 7:11 p.m. Mayor Parsons announced the Public Hearing for the 2023/2024 Arco City Budget. Due to the absence of Council President Gilchrist, Councilman Tessmer asked if anyone present had comments on the 2023/2024 City Budget, as published. Butte County Clerk Shelly Blackner, who assisted the new city clerks in preparing this year’s City Budget, commented both Deputy Clerk Dana Jensen and City Clerk Maribel Cahalan for taking in so much new information and timely completing the 2023/2024 budget detail and process. Councilman Tessmer asked for a better description about the Public Hearing for the 2023/2024 Budget and the agenda item to follow “Public Hearing to open Fiscal Budget Year 2023/2024”. County Clerk Blackner explained that, if needed, the previous year budget might need to be “opened” if any changes or explanations were needed to reconcile the past year’s budget. Agenda item #3 was meant to read Public Hearing to open Fiscal Budget Year 2022/2023, the previous year’s budget.

**Public Hearing to Open Fiscal Budget Year 2023/2024** – Councilman Tessmer, along with County Clerk Blackner’s input, determined that this agenda item was meant to announce Public Hearing to open Fiscal Budget Year 2022/2023, the previous year’s budget. Deputy Clerk Jensen and Councilman Tessmer announced that the 2022/2023 budget had reconciled without any adjustments. Therefore, there was no need to “open” the past year’s budget. Councilman Ben Tessmer made a motion to approve the Fiscal Budget Year 2023/2024, Councilwoman Bobbie Reese 2<sup>nd</sup> the motion, motion carried. The public hearing part of the meeting was concluded.

**Justin Rose – Proposal for Parks and Recreation** – Mr. Rose, coordinator for Arco Parks and Rec activities, was not able to attend tonight's meeting. Mr. Rose asked to be put on the agenda for the next meeting.

**Rebecca Lange – Presented findings for City owned property on Butte Ave.** – Ms. Lange provided a report about the subdivision plat date (1949) and details for properties adjacent to the old "Horse Palace" property. The current owner of said property had asked the City to consider vacating and selling the northern, unused portion of Butte Avenue where it meets Blattner Lane. There are issues with upkeep and the ability to access the back of the "Horse Palace" property. Ms. Lange presented photos of the Butte Avenue and adjoining properties, heeding the overgrowth on the unused section and the lack of any setback distance on the older commercial properties. There is an open irrigation ditch at the north end of the unused portion of Butte Avenue where ditch access should be maintained. Maintenance Supervisor Chisham stated that there are water and sewer mainlines along Butte Avenue. Also, the electrical power line for that neighborhood is located within the 20-foot alley between the two "Horse Palace" properties. With regards to the overgrowth of vegetation on the unused portion of Butte Avenue and in the south portion of the alley where it intersects West Joan Street, Ms. Lange reminded the Council that City Ordinance Title 8, Chapter 8.20.020 states that "All occupants or owners are required to remove all weeds upon their premises to the center of the street or alley." Councilman Tessmer wondered if there might be a need to maintain two access or exits from the Cimmaron Apartment complex for emergency services. Councilman Tessmer thanked Dean Moncur for bringing the issue related to the north end of Butte Avenue to the attention of the City and said that the Council will keep gathering information to determine what actions to take.

**Tony Chisham – Quote for leak repair by City Shop** – Maintenance Supervisor Chisham presented the Council with findings of more research on the history and materials of the water line that is leaking by the city shop. Mr. Chisham presented estimates for the inexpensive option to "cut or cap" the leaking section, and a \$10k estimate to install a valve to repair the leaking section. Mr. Chisham told the Council that given the age of the entire section of line up Highland Drive to the canal and possibly farther needs examination and plan for replacement. After some discussion and looking over the map line, the Council agreed that the leaking section needs to be taken care of before winter comes, if possible. Also, it was agreed that a plan to replace the old line up to and beyond the canal needs to be started. Councilman Tessmer made a motion to approve having Utah Tap Master proceed with the cut and cap repair as soon as possible. Motion passed. Also, the Council asked Mr. Chisham to start the process study replacing the old line.

**Review hay sample results and set price for hay sales** – Mayor Parsons informed the Council that he had spoken with Maintenance Lead Tim Snyder before the meeting. Mr. Snyder told the Mayor that hay prices are currently down, and it would benefit the City to wait a little longer for prices to go up. Councilwoman Bobbie Reese made a motion to table any action on setting a price for hay sales. Motion passed.

**Fair Housing Resolution** – Altura Community Consulting and Business Finance notified the City last Friday last, that the Parks Improvement Grant they are working on for Arco would be improved by adding a City Resolution formally adopting a Fair Housing policy. Councilman Tessmer read aloud Resolution 2023-03 for adoption by the City that outlines policy and action for fair housing within the City of Arco. It includes declaring April of each year to be "Fair Housing Month". A motion was made to adopt the Resolution. Motion passed.

**Bills** – bills in the amount of \$15,924.63 were reviewed and approved for payment.

**Roundtable** – Clerk Cahalan brought up the need to coordinate with Council President Gilchrist to schedule a meeting with Jared Norton of T.O. Engineers, to discuss the progress and updates for the airport upgrades and grant monies for the airport. Clerk Cahalan to send an email to Council President Gilchrist.

Deputy Clerk Jensen stated the need for a working meeting with Kurt Hibbert, the Comprehensive Plan contractor. Councilman Tessmer affirmed the need to keep moving toward the Comp Plan completion. The Councilmembers confirmed September 7<sup>th</sup> at 6:30 p.m. for this meeting.

Deputy Clerk Jensen additionally mentioned the need for a working meeting to further clarify the City's enactment of more detailed tracking of wage expenses and overtime direction. Councilmembers agreed to a working meeting on September 11, at 6:30 p.m. Maintenance Supervisor Chisham suggested that we invite all City staff to get their input. The Council agreed that City staff input would be welcome and valuable.

Deputy Clerk Jensen stated that she has been in contact with a surveyor about surveying the property line between the Science Center Park and Valley Ag. The surveyor would like to meet with Mr. Chisham for a site review.

Mayor Parsons mentioned that the newly installed electric vehicle charging station is operational, but that the cover has not yet been constructed. Maintenance Supervisor Chisham defined the actions underway to get the cover built. City staff

will also lay in blacktop in front and to one side of the charging station. The City staff are also having signs ordered and will coordinate with ITD to install on the highway and coordinate to have the Arco EV station at the Science Center Park show on EV travel maps.

The Mayor asked maintenance supervisor Chisham about the replacements for the missing fire hydrant whip flags. Mr. Chisham said that he was preparing to order new whip flags to replace the ones that were broken or stolen.

Councilman Tessmer wanted to make note of the City of Arco ordinance Title 12, Section 21, subsection 20 that outlines hedge, shrubbery, and tree maintenance and trimming requirements for property owners within the city. The ordinance states "It is hereby declared a nuisance to allow... diseased or damaged part of a tree or part of such tree which is a menace to public safety, or which endangers any building or other property. In addition to being declared a nuisance the City may remove or trim the tree or shrub and assess the costs against the property."


Councilman Tessmer also mentioned the issue about street parking in front of the Frontier Credit Union near the corner with Front Street (Hwy 93). Considering this afternoon's truck accident, Mr. Tessmer feels that the City should look at areas where street parking may need to be eliminated as being too dangerous.

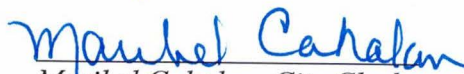
Councilwoman Reese shared a comment from a resident regarding the "above and beyond" service and care of certain emergency personnel and to all who responded to the vehicle/truck crash that occurred on August 21.

Councilman McCurdy asked the council to invite Sheriff Hansen to provide a quarterly report on the activity and Sheriff's Office calls within the City. Clerk Cahalan said that she would reach out to the Sheriff's Office with an invitation.

There being no additional business, the Council adjourned at 8:23 p.m.

The next regular City Council meeting will be held on Monday, September 11<sup>th</sup> at 7:00 p.m. at the City office.

  
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Grady Parsons, Mayor

  
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Maribel Cahalan, City Clerk