



REGULAR KETCHUM CITY COUNCIL MEETING
Monday, February 18, 2014 at 5:30 p.m.
Ketchum City Hall, Ketchum, Idaho

Present: Mayor Nina Jonas
Councilor Anne Corrock
Councilor Baird Gourlay
Councilor Jim Slanetz

Absent: Council President Michael David

Also Present: Ketchum City Administrator Gary Marks
Ketchum City Attorney Stephanie Bonney
Ketchum Community and Economic Development Director Lisa Horowitz
Ketchum Planning Manager Joyce Allgaier
Ketchum Associate Planner Rebecca Bundy
Ketchum Special Projects Manager Lisa Enourato
Recording Secretary Sunny Grant

1. The meeting was called to order by Mayor Nina Jonas at 5:50pm.

Communications from Mayor and Councilors

2. 5:50:00 PM Resolution 14-005: Creating the Ketchum Energy Advisory Committee.

A group of people initially formed to talk about Idaho Power's proposed redundant power line from Hailey; and then offered to assist Ketchum in its energy needs, energy efficiency and saving money, programs and funding, etc. The members are dedicated and talented in their diverse energy fields.

Councilors are very supportive. The Ketchum Community Development Corporation once had an Energy Advisory Board, which may facilitate some basic funding for this committee in the future.

Councilor Baird Gourlay moved to approve Resolution 14-005 creating the Ketchum Energy Advisory Committee. Motion seconded by Councilor Jim Slanetz, and passed unanimously.

3. 6:01:04 PM Recommendation to approve revised Ketchum Urban Renewal Board Bylaws

Council has discussed revising the KURA bylaws to re-establish the URA Board as a seven-member Board, with three elected officials and four at-large citizens of Blaine County, one of which is required to be a registered City of Ketchum voter. Once the bylaws are adopted, Mayor Jonas will present recommendations for the new URA Board and suggestions on how to stagger their terms.

Councilor Baird Gourlay moved to approve the new bylaws for the Ketchum Urban Renewal Agency. Motion seconded by Councilor Jim Slanetz, and passed with two in favor. Councilor Anne Corrock opposed the motion, since she felt the bylaws should be sustainable now and in the future and this doesn't solve the potential of problematic issues in the future.

4. Request to ratify mayoral appointments to the Ketchum Urban Renewal Agency Board of Commissioners

Also Present: URA Board candidates Tim Eagan, Mark Eshman, and Gary Lipton.

Mayor Jonas recommended elected officials Councilor Baird Gourlay, Councilor Jim Slanetz and Councilor Anne Corrock to the URA Board; Mark Eshman and Trish Wilson to URA Board Seats 4 and 5, which expire Jan 5, 2015; and Tim Eagan and Gary Lipton to URA Board Seats 6 and 7, which expire in 2017.

6:07:06 PM Councilor Baird Gourlay moved to ratify the Mayor's slate for the URA Board of Commissioners. Motion seconded by Councilor Anne Corrock, and passed unanimously.

Councilor Gourlay thanked Commissioner Trina Peters for her service on the URA Board of Commissioners, and encouraged Peters to stay involved in the City.

City Attorney Stephanie Bonney said a resolution with these appointees will be on the next Council meeting's Consent Calendar.

5. Communications from Mayor and Councilors

- 6:07:22 PM Councilor Gourlay conveyed Ketchum's congratulations to Kaitlyn Farrington for winning Olympic Gold.
- Mayor Jonas noted that the local environment was conducive to big Olympic excitement and also disasters resulting in the loss of two locals to an avalanche and snowmobile accident.

6. 6:09:37 PM Communications from the Public.

No public comment at this time.

Communications from City Staff

7. 6:09:42 PM Resolution 14-004: Supporting two Community Choices for Idaho Grant Applications and authorizing staff to submit the grant applications

Ketchum Senior Planner Rebecca Bundy submitted letters of intent to apply for two federal grants that would support alternative modes of transportation and walkability in Ketchum. ITD approved the letters of intent, so Planning staff is looking for community support from the Mayor and Council to apply for the two federal grants:

- A grant request for \$180,000 to complete 17 missing links of sidewalk in the Community Core and remaining streetlights. The grant requires matching funds of at least 7.34%, or about \$15,000. Galena Engineering has provided pro bono engineering services of about \$6,500, which increases the match on the application to about 10%.
- 6:13:18 PM About \$50,000 in additional funds to help complete construction of sidewalk improvements on the four corners of the transportation hub intersection at East Avenue and Sun Valley Road, as presented to the URA this evening. Matching funds will come out of \$100,000 already committed by URA.

Councilor Corrock said sidewalk and streetlight improvements were well worth the match requirement. Ketchum City Administrator Gary Marks said no money had been budgeted in FY2014 for Walkability, and providing the match would require a budget amendment. Marks cautioned against taking the money out of the Ketchum General Fund and LOT. He suggested staff ask the URA Board, which budgeted \$50,000 for the transit hub 6:17:25 PM.

Councilors supported both grant applications. Sidewalks have been in Ketchum's Capital Improvement Plan (CIP) for years. Councilor Corrock suggested the two applications be separated, since she wasn't sure the hub would be approved as proposed.

PUBLIC COMMENT: 6:22:12 PM

- Mickey Garcia asked if the Capital Improvement Plan was a list of projects organized by priority. City Administrator Marks explained that the CIP is a list of projects that the City would like to complete in the next five years. The only ready-funded projects in the CIP are water/wastewater projects that include funding in their rate structure. Projects in the CIP are color-coded by funding potential—green have funding, yellow have potential funding and red projects do not have funding. Several are contingent upon receiving grant funding such as this.

6:25:24 PM Councilor Anne Corrock moved to approve Resolution 14-004 expressing City Council approval of two Community Choices for Idaho Grant Applications and authorizing staff to submit the grant applications. Motion seconded by Councilor Jim Slanetz, and passed unanimously.

8. 6:29:11 PM Recommendation to approve contracts for live streaming capability and upgrades to the Council Chamber sound system

*Also Present: Ketchum IT Tech Todd Mandeville
Kyle Baysinger, Maestro Technologies*

Ketchum Special Projects Manager Lisa Enourato said all contract bids were within \$1,000 of each other. Public comment should be made from the podium, but a wireless mic will be available for people who can't get to the podium. Speakers will project voices in the meeting room and in the City Hall lobby. A website page will present and archive agendas, meeting packets and videos. Ketchum Keystone will be hard-wired into the system. Most of the system can move if Ketchum City offices are relocated. There are still questions about whether the live stream will be audio and video.

6:37:02 PM City Administrator Marks encouraged Council to install a better sound system, in compliance with the Americans with Disabilities Act; but warned Council to be careful about using the Contingency Fund for any additional expenses in this Fiscal Year. Marks suggested the expense could be moved from the Contingency to Administrative and other departments of the General Fund.

6:43:46 PM Councilors all supported the contract.

PUBLIC COMMENT:

- 6:43:58 PM Gary Hoffman was totally in favor of live streaming. He asked that a website viewer be able go directly to a particular section of the meeting.

- Mickey Garcia said he'd been waiting for this for a long time. He asked if a cameraman would be present to pan the Council, focus on a speaker at the podium, and focus on the projection screen.
- Bob Jonas suggested a drone camera could be programmed to focus on whomever is speaking.

6:48:03 PM Councilor Baird Gourlay moved to approve the IQM2 platform proposal for live streaming and approve the Maestro Technologies proposal for the sound system upgrade and system to operate the live streaming platform. Motion seconded by Councilor Anne Corrock, and carried unanimously.

9. 6:48:36 PM Public Hearing: Resolution 14-006: Adopting the 2014 Ketchum Comprehensive Plan
Mayor Nina Jonas said the Comprehensive Plan is an essential document for the community, and should have solid public input. It is being continued to a special Council meeting on February 26.

10. City of Ketchum Fire Department Two-Party Study on the McGrath Report

*Also Present: Tim McGrath Ph.D, Project Manager
Fire/EMS Consultant Mike Stried
Ketchum Fire Chief Mike Elle
Ketchum firefighters
Sun Valley Mayor DeWayne Briscoe*

Ketchum Fire/Ketchum Rural Fire District Chief Mike Elle introduced consultants who had done a consolidation study of the Ketchum and Sun Valley fire departments in 2006, and recently performed an update audit of the Ketchum Fire department. McGrath's current audit of the Ketchum Fire Department looked for changes since 2006, to help the Fire Department master plan for the future and assess the cost for Ketchum to provide fire services for other jurisdictions.

6:49:59 PM Dr. Tim McGrath said they were charged with two things:

- Assess the value of Ketchum Fire Department resources to other municipalities. McGrath said this was difficult, because there is no agreement on how best to do this.
- Look at all the components of the 2006 consolidation report and assess where Ketchum Fire Department was then and is today.

The Ketchum Fire Department is funded by the City of Ketchum and the Ketchum Rural Fire District. McGrath and Chief Elle examined the operational budgets of the two agencies, minus revenue, divided by calls, and took a five-year average to get a cost per call of \$1,595.35. **7:00:39 PM**

7:02:45 PM Chief Elle said the real point was readiness ... for personnel and resources to be trained and ready to go when they are needed.

7:05:01 PM Dr. McGrath and retired Fire Chief Mike Stried submitted a comprehensive report on personnel, apparatus, and emergency activities. They commended fire personnel on their willingness to help.

- Overall minimal increase (1.24% increase) in emergency activities in the last 10 years (EMS increased 6.3%; fire decreased 5%).
- Chief Elle has already put in place a data quality control program, as recommended. **7:07:58 PM**
- Ketchum has a 4.68% rate of false alarms, higher than the national average, probably because so many local homes are unoccupied. Every time emergency service personnel respond, there is a safety issue for the community and the responders.
- Simultaneous calls 11% of the time ... when there is more than one call at the same time. Busiest time is 10:00am to 3:00pm, busiest day is Saturday, busiest months are July and September. **7:11:13 PM** When a department gets simultaneous calls 15% of the time, they should consider increasing resources.
- Ketchum receives mutual aid from other departments 57% of the time; Ketchum gives mutual aid about 43% of the time.
- McGrath was never able to contact Blaine County Dispatch **7:13:01 PM** and was unable to get data from their Public Safety Answering Point (PSAP). McGrath explained Fire Department turnout times, which he said are not truly representative of the KFD, partially because he didn't have data from the Dispatch PSAP.
 - Detection time – Fire Department has no control until someone dials 911.
 - Notification time – When PSAP answers the phone, they should notify emergency service within 60 seconds. McGrath wasn't able to get this number from Dispatch.
 - Turnout time – Emergency personnel should be able to get out the door in 60 seconds for an EMS call and 80 seconds for a fire call. Ketchum data averages four minutes, at least partly because the department does backcountry rescue calls, etc., that have to be staged before they leave the station. Chief Stried said staff must document details on the report form. If it's not on the form, it didn't happen, regardless of who saw and says otherwise. Chief Elle said Dispatch is understaffed to handle the call volume of all of Blaine County, and doesn't always document the exact time that emergency personnel leave the station.
- Travel time is not available because Dispatch numbers were not available. **7:20:00 PM**

- Mitigation time – from the time personnel arrive until they start doing something. No reason to believe this is not immediate.

Fire services use National Fire Protection Association (NFPA) standards 7:20:51 PM, but membership is not mandated. Occupational Safety and Health Administration (OSHA) standards are mandatory. Ketchum's ISO (Insurance Services Office, Inc.) Class 3 rating is impressive. Idaho is a "bureau" state that reviews ratings before they send them to the city. Stried suggested Council should read the Center for Public Excellence's 220 criteria.

- 7:26:28 PM Stried said the relationship between Ketchum career personnel and volunteers was tremendous. Department personnel watch out for each other and work hand-in-hand.
- Stried strongly recommended there be three personnel on duty at all times.
- An engine shouldn't leave the station without an officer and two firefighters.
- McGrath said Ketchum will begin a new collective bargaining agreement process in September, 2014. He suggested consensus bargaining, where both sides agree upfront that they want and need the same thing.
- Ketchum's paid-on-call volunteer compensation should be simplified. The application process, City employee handbook and Standard Operating Guidelines all need to be reviewed. Ketchum's performance evaluations elicited complaints from everyone.

7:36:30 PM Stried said the Ketchum Fire Department's main headquarters station needs to be replaced. There are safety issues; the personnel living quarters and apparatus housing are unacceptable. There is no training room. McGrath suggested the City put no more money into the building. Ketchum's rural stations are in pretty good shape. The McGrath audit recommends a best practices replacement schedule for fire apparatus. Several vehicles have been replaced; but reserve units have been kept for longer than advised.

McGrath suggested Ketchum look at a practice relatively common in the industry for ambulances. The patient compartment in an ambulance—the "box"—is usually in better shape than the vehicle. The box can be updated and transferred to a new ambulance vehicle to save a lot of money.

Stried said the Ketchum Fire Department had increased training levels significantly since 2006. Lesson plans and documentation were improved. He suggested training hours for career personnel be increased to 20 hours/month, and said training could be done in several ways, including online classes that are available anytime. 7:44:27 PM Volunteers should have 68 hours/year training. Officers should have some form of training 1½ hours/month. All personnel should be proficiency tested twice a year. If someone has a deficiency, you can help them and retain them.

7:49:08 PM Fire prevention and safety education. All buildings in Ketchum should get inspected annually. Chief Elle does fire prevention/safety inspections, and he doesn't have time. Ketchum needs a fire prevention code enforcement officer, who should make inspections helpful and not threatening. Fire hydrants should be inspected, preferably by experts.

McGrath and Stried reiterated that documentation was crucial. In addition:

- Fire department fees should be reviewed every couple years.
- McGrath encouraged Ketchum to look at joint ownership opportunities.
- Make every decision based on the people you serve. Look to the future and take advantage of opportunities.

PUBLIC COMMENT: 7:58:36 PM

- Sun Valley Mayor DeWayne Briscoe said there was new leadership in both Ketchum and Sun Valley that were willing to work together.

8:02:10 PM Councilors thanked the firefighters for coming to the meeting, and acknowledged that the fire station quarters were terrible.

11. 8:03:44 PM Communications from the Press.

There were no questions at this time.

12. Public Hearing: Resolution 14-006: Adopting the 2014 Ketchum Comprehensive Plan

As Mayor Jonas stated earlier in the meeting, the Comprehensive Plan will be continued to a special Council meeting on February 26.

Councilor Baird Gourlay moved to continue the Comprehensive Plan Public Hearing to February 26, 2014 at 5:30pm. Motion seconded by Councilor Jim Slanetz, and passed unanimously.

13. CONSENT CALENDAR

- Approval of minutes from the Special February 3, 2014 and Regular February 3, 2014 Council meetings**
- Recommendation to approve current bills and payroll summary**

Councilor Baird Gourlay moved to approve the Consent Calendar for February 18, 2014. Motion seconded by Councilor Jim Slanetz, and passed unanimously.

14. EXECUTIVE SESSION

Councilor Baird Gourlay moved to go into Executive Session, pursuant to Idaho Code §67-2345 1(f) potential litigation, at 8:07p.m., to discuss the Kannellitsas' sidewalk issue. Motion seconded by Councilor Jim Slanetz. Roll call: Councilor Anne Corrock yes, Councilor Baird Gourlay yes, and Councilor Jim Slanetz yes. Motion passed unanimously.

Council Baird Gourlay moved to come out of Executive Session. Motion seconded by Councilor Anne Corrock, and passed unanimously.


15. ADJOURNMENT

Councilor Baird Gourlay moved to adjourn at 8:22 pm. Councilor Anne Corrock seconded the motion, and it passed unanimously.



Nina Jonas
Mayor

ATTEST:


Sandra E. Cady, CMC
City Clerk