



**CITY OF KETCHUM, IDAHO CITY COUNCIL MEETING**

**Tuesday, September 08, 2020, 4:00 PM**

**480 East Avenue, North, Ketchum, Idaho**

**Minutes**

**Due to safety and COVID-19 physical distancing requirements, there will be limited public attendance at Ketchum City Council meetings. Members of the public may observe the meeting live on the City's website at <https://www.ketchumidaho.org/meetings> or observe the meeting live outside of the building.**

**If you would like to comment on a PUBLIC HEARING item, please submit your comment to [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) by noon the day of the meeting. Comments will be provided to the City Council.**

**If you would like to phone in and provide comment on a PUBLIC HEARING item on the agenda, please dial the number below. You will be called upon for comment during that agenda item.**

**If you would like to provide comment on a PUBLIC HEARING item on the agenda in person, you may speak to the Council when called upon but must leave the room after speaking and observe the meeting outside City Hall.**

Dial-in: +1 346 248 7799  
Meeting ID: 918 1566 2849

- **CALL TO ORDER: By Mayor Neil Bradshaw**

Mayor Neil Bradshaw called the meeting to order at 4:00 p.m.

- **ROLL CALL**

**PRESENT**

Mayor Neil Bradshaw  
Council President Amanda Breen  
Councilor Michael David  
Councilor Courtney Hamilton  
Councilor Jim Slanetz

**ALSO PRESENT**

City Administrator Jade Riley  
Director of Finance & Internal Services Grant Gager  
City Attorney Matt Johnson  
Director of Planning & Building Suzanne Frick  
Public Affairs & Administrative Services Manager Lisa Enourato

- **COMMUNICATIONS FROM MAYOR AND COUNCILORS**

Council President Amanda Breen welcomed new City Administrator Jade Riley.

Councilor Courtney Hamilton advised the Energy Advisory Committee got a tour of the Ohio Gulch Transfer Station. She talked about the recycling process and encouraged the council to go on a tour.

Mayor Bradshaw welcomed new City Administrator Jade Riley and new Ketchum Police Chief Jamie Shaw to the team. Mayor Neil Bradshaw thanked everybody for their comments on 4th Street. He was pleased with the public participation. He also thanked the Argyros for organizing the "Strange Hotels" event. It was nice to see people there and distancing. He talked about the Wagon Days picnic and advised that there were 400 to 500 people attended in attendance.

1. Proclamation for National Suicide Prevention Month  
Mayor Neil Bradshaw read the Suicide Prevention Proclamation.
2. Proclamation to take 10 Minutes to take the 2020 Census  
Mayor Neil Bradshaw read the 2020 Census Proclamation.

- **CONSENT AGENDA: Note: (ALL ACTION ITEMS)** The Council is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately

Council President Amanda Breen pulled item 14.

Councilor Courtney Hamilton pulled items 6, 11 and 17

3. Approval of Minutes: Regular Meeting August 17, 2020
4. Authorization and approval of the payroll register
5. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of a \$1,239,093.95 as presented by the Treasurer
6. Approval of Change Order #1 to Contract 20454 - Director of Finance & Internal Services Grant Gager

Councilor Courtney Hamilton questioned the process. Director of Finance & Internal Controls Grant Gager talked about the guaranteed price on the document and advised the council of the process. He let them know that more change orders may be coming before them. Nothing on the exterior building is intended to be changed. The interior changes will be minor. Mayor Neil Bradshaw advised that \$11.5M is set in stone and we are only dealing with contingencies.

7. Approval of PO 20508 for purchase of Fire Regulators - Director of Finance & Internal Services Grant Gager
8. Recommendation to approve Resolution 20-020 authorizing destruction of semi-permanent records - City Clerk Robin Crotty
9. Approval of Purchase Order 20511 with Columbia Electric for Variable Frequency Drives for Influent Pumping Station - Waste Water Superintendent Mick Mummert
10. Recommendation to adopt Resolution 20-021 appointing Brenda Moczygamba to the Planning and Zoning Commission - Mayor Neil Bradshaw

11. Recommendation to approve Exceedance Agreement 20509 for Second Street and Second Avenue - Director of Planning & Building Suzanne Frick

Councilor Courtney Hamilton expressed her frustration with collecting in lieu fees rather than building affordable building. She questioned if the Council did not approve, what would the applicant do?

Director of Planning & Building Suzanne Frick advised that if council did not agree, staff would go back to applicant to find out if they could increase the size. Courtney Hamilton voiced concern of the process.

12. Recommendation to approve Encroachment Agreement 20498 with Century Link at 260 Second Street - Director of Planning & Building Suzanne Frick
13. Recommendation to approve Encroachment Agreement 20483 with Century Link for 571 Washington Avenue
14. Recommendation to approve Findings of Fact for the City Council's decision on the appeal of the Planning and Zoning Commission decision on Zoning Administrator's Decision on 201 Garnet Street - Director of Planning & Building Suzanne Frick

Council President Amanda Breen requested that this item be voted on individually since Councilor Michael David had to leave the meeting prior to the vote.

**Motion to Approve Item #14.**

***Motion made by Councilor Hamilton, Seconded by Councilor Jim Slanetz  
Voting Yea: Councilor David, Councilor Hamilton, Councilor Slanetz  
Voting Nay: Council President Breen***

15. Recommendation to approve final plat map and lot line shift with a waiver for 425 Bigwood Drive - Director of Planning & Building Suzanne Frick
16. Recommendation to approve PO 20512 with Roberts Electric for Wiring Services - Waste Water Superintendent Mick Mummert
17. Recommendation to approve Contract 20513 with Blaine County for Mutual Aid Assistance - Fire Chief Bill McLaughlin

City Administrator Jade Riley advised he will talk to Fire Chief Bill McLaughlin, however, what he understands is that this was an outdated agreement. Councilor Courtney Hamilton questioned if the other jurisdictions agree. Mayor Neil Bradshaw advised that all cities agree and City Attorney Matt Johnson has reviewed the agreement.

18. Recommendation to approve Agreement 20514 between the City of Ketchum and Blaine County School District for use of facilities and fields for Ketchum recreation programs---Director of Recreation John Kearney

**Motion to approve consent accept 6, 11 and 17**

***Motion made by Councilor Hamilton, Seconded by Council President Breen.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- NEW BUSINESS (no public comment required)

19. ACTION ITEM: Consideration and approval of park reservations and special events - Public Affairs and Administrative Services Manager Lisa Enourato

Mayor Neil Bradshaw advised that this used to be an administrative process, however, due to COVID we changed to council approval. Mayor is requesting that this go back to administrative approval with exception to large or controversial events. Councilors all agreed.

Councilor Amanda Breen talked about the Memorial Event before their approval. She has concerns about it becoming a street party and what happens if 500 people show up? She voiced concern over the open invitation and questioned if we are comfortable with this? Councilor Courtney Hamilton agrees and understands Todd Rippon's importance in the community. The 150 people number is a concern. Public Affairs and Administrative Services Manager Lisa Enourato advised that a street party allows up to 300 people. Councilor Amanda Breen questioned if Police will be present to monitor the numbers. Lisa Enourato advised that she could make those arrangements. Councilor Michael David shares the same concerns. He does not think there is any way to limit the people outside of Idaho. He agrees somebody should be there to monitor but questioned how we enforce. Councilor Jim Slanetz also agrees. Council deliberated the possibility of closing more streets for space and safety.

Mayor Neil Bradshaw talked about the types of events that will be coming forward in the future. Education, outreach, and personal responsibility are important. Public Affairs and Administrative Services Manager Lisa Enourato advised that she will convey the concerns to the event organizers. Mayor Bradshaw advised that this will set an example for future events.

**Motion to approve park reservations and special event application for the Spika wedding welcome party, Wood River Jewish Community Sunday School, Todd Rippon Memorial and the Muller/Will wedding ceremony**

***Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

20. ACTION ITEM: Recommendation to approve covenants related to conditional use permits for live work uses in the LI Zoning District - Director of Planning & Building Suzanne Frick

Mayor Neil Bradshaw advised that this item is procedural. Councilor Courtney Hamilton found this packet frustrating. The conditions are not consistent. She outlined her frustration and asked if we could clean this up and make it more consistent. Director of Planning & Building Suzanne Frick advised that she agrees with the inconsistencies and advised that the Planning & Zoning commission has approved these under 2 different sets of regulations that were in effect. Going forward agreements will be all consistent and boiler plate language. This is an anomaly with the way the permits were approved. It would be very difficult to go backwards on this application. Courtney Hamilton questioned the delay in this coming before council. Suzanne Frick advised it was a matter of timing and workload and getting it on the council agenda.

**Motion to approve the use of the Findings of Fact, Conclusions of Law, and Decisions associated with Work/Live Conditional User Permits P19-094, P19-096, P19-120, P19-134, P19-135, P20-001, P20-011 and P20-033 as restrictive covenants required by Ketchum Municipal Code Title 17, Zoning, to be recorded for Work/Live uses.**

***Motion made by Councilor Hamilton, Seconded by Council President Breen.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

21. ACTION ITEM: Recommendation to provide direction on funding and potential approval of Encroachment Agreement 20494 with Idaho Power at 760 Washington Avenue--Planning and Building Director Suzanne Frick

Mayor Neil Bradshaw advised that the scope of work has changed from when originally presented. He questioned if council is ok with the work in the alley and providing funding and advised that a few emails have come in. Council President Amanda Breen advised the changes from the applicant are not significant. Councilor Jim Slanetz questioned why they are moving to the ROW and not staying on private property? Director of Planning & Building Suzanne Frick explained that this is an Idaho Power project and explained that Idaho Power would like the poles placed on public property. It is a distribution line and that is what the 45' poles do. This is not a priority; it is a preference. Amanda Breen questioned if the poles are moved 12' how would it affect plowing? Suzanne Frick explained that the guy wires, we believe, are going into the alley. The alley is currently an unimproved dirty alley. As the alley develops Idaho Power will be required to serve that area off the alley. The placement of the poles could have an impact on how we use the alley in the future. We currently do not have design details. Jim Slanetz questioned if they could run the lines underground on 7th street? He questioned if there a way to require Idaho Power to start at that end? Suzanne Frick advised they could go back and talk to Idaho Power about this. Jim Slanetz advised this could be a better public project for everybody. Amanda Breen wonders if that suggestion has already been discussed? She wants to help make it happen but would like to look at Jim Slanetz's suggestion and the public benefit. Councilor Courtney Hamilton agrees with Amanda Breen and understands it is hard to get 10 neighbors to agree and wants to show support but is in support of under grounding the pole. She talked about the plowing concerns of the future but is in support of the project. Councilor Michael David agrees and said if there is a chance to get rid of one more pole and go under 7th there would be a better benefit.

Mayor Bradshaw clarified that council is in support of the project and the use of the ROW and financial support. Councilor Jim Slanetz thinks the under grounding could be a negotiation point. Mayor Bradshaw questioned if coming back in two weeks would delay the project. Director of Planning & Building Suzanne Frick advised that the Cookbook voiced concern over their outdoor serving. The two-week delay would solve that concern as well as allow time to have the conversation regarding the under-grounding. Council President Amanda Breen read a public comment just received from Cyndi Bradshaw regarding the logistics of the placement of the pole. Councilor Courtney Hamilton would like more clarification prior to deciding.

Mayor Neil Bradshaw continued this discussion to the next meeting.

22. ACTION ITEM: Recommendation to approve Purchase Order 20515 for a new Boiler - Public Affairs and Administrative Services Manager Lisa Enourato  
Mayor Neil Bradshaw outlined the options before the Council.

Councilor Courtney Hamilton talked about the energy goals that were set as a City. She believes that we should work towards those goals. Councilor Jim Slanetz questioned the operational costs on these boilers. Director of Finance & Internal Services Grant Gager explained that they are 50% more cost effective with the electric boiler. The cost, operationally speaking, would not be more than an additional \$2,000 annually. Jim Slanetz questioned if the City could save the money and earmark for a future purchase. Courtney Hamilton does not think that amount of money would be a tipping point. Mayor Neil Bradshaw advised that electric is less efficient and more expensive, however, it is 100% having no carbon footprint.

**Motion to direct staff to pursue installation of an electrically powered boiler and approve Purchase Order 20515 in an amount not to exceed \$9,960 and authorize the Mayor to sign the Purchase Order.**

***Motion made by Council President Breen, Seconded by Councilor Hamilton.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- **PUBLIC HEARING**

23. **ACTION ITEM: Third Reading of Ordinance 1208, Annual Appropriations Ordinance - Director of Finance & Internal Services Grant Gager**

Mayor Neil Bradshaw asked for public comment. There was nobody outside the building waiting to speak and there was nobody on the line. Mayor Bradshaw closed public comment.

Director of Finance & Internal Services Grant Gager explained that July's LOT is down 15%. August appears to be trending the same as July. Grant Gager advise that his concern is the winter months and ticket sales.

**Motion to approve the Third Reading, by title only, of Ordinance no. 1208, an ordinance of the Ct of Ketchum , Idaho entitled the Annual Appropriation Ordinance for the Fiscal Year Beginning October 1, 2020, Appropriating to the various budgetary funds, sums of money deem necessary to defray all necessary expenses and liabilities within each fund for the ensuing fiscal year, authorizing a levy or a sufficient tax upon the taxable property and specifying the objects and purposes for which said appropriation is made, and providing an effective date.**

**Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.**

**Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz**

**Council President Amanda Breen read the title aloud.**

24. **ACTION ITEM: Recommendation to approve Lot Line Shift for the Hedgehog Subdivision located at 591 9th Street - Director of Planning & Building Suzanne Frick**

Mayor Neil Bradshaw asked for public comment. There is nobody outside the building and nobody on the line. Mayor Bradshaw closed public comment.

**Motion to approve the 591 E 9<sup>th</sup> Street (Hedgehog Subdivision) Lot Line Shift application.**

**Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.**

**Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz**

● EXECUTIVE SESSION

25. Discussion Pursuant to 74-206 (1) (a) to consider the hiring of a public officer

**Motion to go into Executive Session at 5:20 p.m.**

**Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.**

**Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz**

**Motion to come out of Executive Session at 5:40 p.m.**

**Motion made by Councilor Hamilton, Seconded by Council President Breen**

**Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz**

● ADJOURNMENT

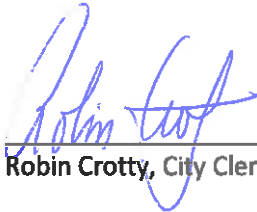
**Motion to Adjourn at 5:40 p.m.**

**Motion made by Councilor Hamilton, Seconded by Council President Breen**

**Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz**



Neil Bradshaw, Mayor



Robin Crotty, City Clerk

