



**CITY OF BLACKFOOT  
CITY COUNCIL MEETING  
MINUTES FROM APRIL 5, 2022**

**PLEDGE OF ALLEGIANCE**

Mayor Carroll called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**ROLL CALL**

Roll call was taken and those in attendance were: Councilman Brown, Councilman Gardner (via zoom), Councilman Jensen, and Councilwoman Simpson.

Councilman Jensen made a motion to amend the agenda adding item C – Swearing in of new police officer Gage Westbrook and D – Fair Housing Month Proclamation. Councilwoman Simpson seconded the motion; all were in favor, motion carried, and items C and D were added to the agenda.

**SWEARING IN OF NEW POLICE OFFICER GAGE WESTBROOK**

Police Chief, Scott Gay introduced Gage Westbrook. Mr. Gage was hired on March 8<sup>th</sup>; he has been in training and will be in training for another 8-10 weeks. Mr. Westbrook was officially sworn in as a police officer for the City of Blackfoot by City Clerk, Suzanne McNeel.

**FAIR HOUSING MONTH PROCLAMATION**

Mayor Carroll proclaimed the month of April 2022 as Fair Housing Month to commemorate the 54<sup>th</sup> anniversary of the passage of the Civil Rights Act, more commonly known as the Federal Fair Housing Act.

**CONSENT AGENDA**

Councilman Brown made a motion to approve the Consent Agenda as presented consisting of minutes from 2/1/22, payables, and Development Agreement with John Walker. Councilwoman Simpson seconded the motion; all were in favor, motion carried.

**CITY TREASURER – GRAHM ANDERSON**

**Enterprise Fleet Management – Rob Dillon**

Mr. Anderson introduced Rob Dillon from Enterprise Fleet Management who was there to provide information on the vehicle leasing program that the city is looking into. Various department in the city have vehicles that will soon be needing to be replaced as there are vehicles that have had high costs of maintenance and repairs. Mr. Dillon did a presentation to explain options that are available for vehicle leasing and pricing and explained their vehicle maintenance program. Mr. Dillon reviewed key safety concerns and went over key objectives of the leasing program. Councilman Brown said that if this is something that the council decides to go forward with, as they are currently working on budgets for the year, they would need to look at owning versus leasing, look at monthly cashflow, what the capital outlay would be, and look at a long-term strategy as well.



### **Treasurers Report**

Mr. Anderson presented the monthly treasurer's report and presented a breakdown of all the expended percentages year to date on the funds for all the departments in the city. He said that as of February 28, 2022, 41% of fiscal year 2022 has elapsed and that all the superintendents of each department are doing a great job of keeping within their budgets. Mr. Anderson went over the Bank and investment account details. Moreton Investments currently has a balance of \$\$2,139,589.98, LGIP: \$6,757,796.39, DBF: \$2,796,612.82, Zions Sweep: \$9,020,790.81, Zions Checking: \$6,780.00. Calendar Items that are coming up are the ARPA Spending Report, which is due on April 30, 2022, round 2 of budget meetings will begin the week of April 25<sup>th</sup> and plan to have completed by May 5<sup>th</sup>. Round 3 of budget meetings will be finalized by the end of June. There will be a tentative budget proposal presented at the city council meeting on July 5, 2022, and a budget hearing on July 19, 2022. August 2, 2022, is the date set for the approval of the Budget Appropriations Ordinance. ARPA projects are Champions Gate which has been completed with a total cost of \$322,737.86. Radio meter project is in progress. The base station was received, it has been installed at City Hall and are waiting on chips for radio meters. The Downtown Sewer upgrade project needs a contractor to come in and do twelve spot repairs, 1 pipe length of open trench repair, and seven manholes replaced. There has not been much progress on this project and are till waiting to go to bid. The RV Dump Station Grant has been submitted and are now just waiting to see if the grant will get approved.

### **MAYOR MARC CARROLL**

#### **Update All Hazard Mitigation Plan – Mike Clements**

Mr. Mike Clements presented himself on behalf of Bingham County Emergency Management to inform the Mayor and the City Council of the Bingham County All Hazard Mitigation Plan. The objective of this plan is to mitigate hazard that can cause loss of life, damage buildings and infrastructure and have devastating consequences for a community's economic, social, and environmental well-being. The benefits of the mitigation plan include identifying actions for risk reduction that are agreed on by the stakeholders and the public, focusing resources on the greatest risks, building partnerships by involving citizens, organizations, businesses and increasing education and awareness of threats and hazards. This plan includes mitigation goals, mitigation actions, and an action plan for implementation.

Councilwoman Simpson said she has not seen any type of a partnership between the county and the city at any time during the COVID pandemic and expressed that she felt disappointment, whereas the county's Hazard Mitigation Plan states that the City of Blackfoot will partner with Bingham County. Mayor Carroll explained the way things were structured from the government, the State and the County were to respond separately, report separately and receive funding separately. Mr. Clements explained that if the city has a project that it would like entered, the city should get it turned in to the county as soon as possible, the county will then submit the plan to Boise where the Idaho Office of Emergency Management will review it for approval. Once it is approved, the city would then be able to begin applying for grants.



Planning and Zoning Administrator, Kurt Hibbert, said there is a potential for failure of a levy in Blackfoot that should be submitted as one of the hazard mitigation projects for the City of Blackfoot.

Mr. Clements said he would write that project in as a request from the city to have the levy reinforced and gets the proper maintenance required. Mr. Hibbert will be in contact with Mr. Clements to provide him with the details and information required to get this project listed.

### **Nomination of Planning and Zoning Board Member**

Mayor Carroll informed the Council that Mr. Hibbert has a person in mind for the Planning and Zoning Commission. This person said he would like to discuss the nomination with his family before accepting the position. Mayor Carroll said that he is hoping to have the name of the person that will be taking on the position as a Planning and Zoning Board member at the Special Council meeting on April 19<sup>th</sup>.

### **Tabled Items: Proposed Code Change from R1-R – Lot Size 11-4-7 (H)**

The proposed code change that is currently a tabled item will be left tabled as it is pending Findings of Fact. There was not a discussion on this tabled item, and the Council moved on with the meeting.

## **PLANNING AND ZONING – KURT HIBBERT**

### **Proposed Ordinance Amending Commercial Zoning Districts**

Planning and Zoning Chairman, Ron Ramirez, expressed that he appreciates working with the Mayor, Commissioners, and the Council. He said that together they have done a lot of good work. Mayor Carroll and the Council gave Mr. Ron Ramirez a round of applause for his years of service on the Planning and Zoning Commission.

The Planning and Zoning proposed an ordinance to amend commercial zoning districts to provide for more usable commercial zone schema that will allow increased separation of non-compatible uses. These changes will improve the readability and usability of the city commercial zoning codes. The new Commercial Zoning Districts will have a Downtown Historic District, a General Business District, a Highway Business District, a Mixed-Use District, a Neighborhood Business District, and a Project Redevelopment Option Zone. Mr. Dine Smith with the Planning and Zoning Commission explained that the main goal is to make it easier for new business to know where they can locate and what applies. He said this will be a living document that can be amended if needed to be. Attorney Garret Sandow said this would more than likely be a repeal and replace scenario and most likely a whole new section in the codebook. Mr. Ramirez said the number one objective of this proposed ordinance is to make it beneficial, simple, and helpful to new businesses coming into the city.

Councilman Jensen made a motion to table the proposed ordinance amending Commercial Zoning Districts. Councilman Brown seconded the motion; all were in favor, motion carried.

Councilman Jensen made a motion to move into Executive Session pursuant to provisions of Idaho Code 74-206, subsection (a) To consider hiring a public officer, employee, staff member or individual agent when the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or



need. Councilwoman Simpson seconded the motion; on a roll call vote, all were in favor, the meeting went into Executive Session at 8:37pm.

Councilman Brown made a motion to move out of Executive Session and move back into Regular Session. Councilwoman Simpson seconded the motion, on a roll call vote, all were in favor, the meeting went back into regular session at 9:20pm.

**ADJOURNMENT**

The City Council meeting was adjourned at 9:20 PM.

City of Blackfoot

---

Mayor Marc Carroll

Attest:

---

City Clerk Suzanne McNeel

Prepared by:

---

Patty Ojeda