

City of Ketchum
Regular Meeting Council Minutes
April 19, 2021

CALL TO ORDER Time Stamp (4:40 in video)

Mayor Bradshaw called the special meeting of Ketchum City Council to order at 4:00 p.m.

ROLL CALL

Mayor Neil Bradshaw
Jim Slanetz
Courtney Hamilton
Amanda Breen
Michael David

Also Present

Bill McLaughlin – Ketchum Fire Department Chief
Lisa Enourato – Public Affairs and Administrative Services Manager
Jade Riley – City Administrator
Matt Johnson – City Attorney

Motion to approve the amended agenda as posted within 48 hours of this meeting.

**Motion made my Councilor Hamilton; seconded by Councilor Breen.
All in favor.**

COMMUNICATIONS FROM MAYOR AND COUNCILORS

Councilor Hamilton acknowledged this week being Earth Week. She mentioned getting an update on the fundraising plan to purchase the Warm Springs Ranch property at the next Council meeting.

Mayor Neil Bradshaw thanked everyone for a successful ski season.

CONSENT AGENDA (7:36)

1. Authorization and approval of the payroll register.
2. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$275,362.39 as presented by Shellie Rubel, Interim Treasurer.
3. Monthly Financial State of the City
4. Recommendation to approve Encroachment Agreement 20593 with Idaho Power for installation of equipment on Topaz St.
5. Recommendation to authorize the Mayor to sign Encroachment Agreement #20617 with CenturyLink
6. Authorization for Mayor to sign Encroachment Agreement #20618 with Don Dickerson.
7. Recommendation to approve Exceedance Agreement 20595 for Walnut and 4th Street development project.
8. Recommendation to approve contract with DC Engineering for preliminary backup power to Northwood Well
9. Recommendation to approve proposal from KOCH's Tennis Court Services

10. Recommendation to approve City Council Findings of Fact, Conclusions of Law and Decision on Warm Springs Ranch Development and Rezoning Agreement 20609, Large Block Preliminary Plat P21-010 and Subdivision Preliminary Plat for Block 1 P21-001.
11. Recommendation to enter into an Interlocal Contract for Cooperative Purchasing
12. Recommendation to authorize purchase of Wildland Firefighting Equipment from Idaho Department of Lands.
13. Recommendation to approve Task Orders #7 and #8 for Contract #20477 with CSHQA for A&E Development for the New City Hall.
14. Recommendation to approve amended Agreement #20613 for Sun Valley Road transfer.

Councilor Breen pulled out item 10 on the consent agenda because she needed to recuse on that item.

**Motion to approve consent agenda items 1-14 excluding 10.
Motion made by Councilor Breen; seconded by Councilor Slanetz.
All in favor.**

**Motion to approve consent agenda item 10 with Councilor Breen recused.
Motion made by Councilor Hamilton; seconded by Councilor Slanetz.
All in favor.**

NEW BUSINESS (9:40)

15. Presentation of Ketchum Greenhouse Gas Inventory.

Sharon Grant, representing, Ketchum Sustainability Advisory Committee, shared a detailed PowerPoint presentation on the experience they had with doing a Greenhouse Gas emission inventory as a collaborative group in the Wood River Valley and how that ties into the goals and actions of Ketchum. Overall usage of Ketchum emissions are lower now than they were in 2005. There is an increase of energy usage but it's become cleaner and greener.

16. ACTION ITEM: Recommendation to enter into contract with HME Inc. to purchase a fire engine.

Mayor Bradshaw stated under the authority of the fire bond, the City is permitted to spend unused bond funds on fire equipment. With fire risk very likely to be high this summer, the city is looking to proactively prepare for the fire season with a purchase of a Wildland Fire Engine to supplement the fleet. The cost of the fire engine is estimated around \$300,000 and would be paid for by the fire bond. Chief McLaughlin summarized the need for this type of Fire Engine in Ketchum. He advised that the type of Engine they are wanting to purchase is a Type 3 Engine which is designed to fight structure fires and wildland fires. It also carries wildland fire equipment as well. It will help protect Ketchum from wildfires that occur in the city or are approaching but will also be available to help neighboring agencies.

Councilor Hamilton asked about reimbursement opportunities when deploying the Engine. Chief McLaughlin advised it is a possibility. She also asked if the purchase of this Engine would affect homeowners' insurance in the city and the ISO ratings? Chief McLaughlin advised this would not affect the ISO ratings because this type of Engine is not considered. It will help a customized rating that insurance companies use rather than the ISO fire ratings.

Councilor Slanetz asked how this Engine fits with Ketchum Fire's Mutual Aid agreements? Chief McLaughlin advised that Ketchum Fire has the largest volunteer staffing in Blaine County but are unable to provide much assistance due to the lack of equipment and trucks for those agreements. This engine will help balance the agreement and will benefit the entire valley.

Councilor Breen asked if there are other companies that Ketchum Fire has considered to purchase their Wildland Engine from and if this is considered a high-quality Engine? Chief McLaughlin advised this is an exceptionally high-quality engine. It durable and has been designed for extensive use in California and their fires. It is not as equipped as other Wildfire Engines.

Councilor David asked if there was a potential for use of some of these funds for the signal at Saddle Road and Warm Springs? Mayor Bradshaw suggested getting an update at the next Council meeting.

Councilor Hamilton mentioned the Council did approve of purchasing additional wildfire fighting equipment at this meeting.

Motion to authorize the Mayor to sign the Sales Agreement with HME to purchase a Fire engine for the amount of \$306,875 to be paid from the Fire Station Bond made by Councilor Hamilton; seconded by Councilor Breen. All in Favor.

17. ACTION ITEM: Consideration and adoption of Ketchum Public Health Emergency Order 21-01.

Chief McLaughlin briefed Council regarding COVID. There was a dip after the winter surge but there was a small increase over the last month. They are seeing a little bit of a downtrend. Positivity rating among testing has remained high but there has been a decrease in people coming in for testing. Approximately late May they are expecting to be above 70% on vaccination rates for probably herd immunity. That 70% does not taking into consideration the younger groups that are not eligible for the vaccine.

Councilor Breen summarized the medical community had reached out to Council asking them to not cut back on the restrictions as they believe it is not time yet to do so. She is not prepared to make any changes for at least another month. She noted that the outdoor gathering limit is the tightest in the community. It limits outdoor gatherings to 10 people. She might consider relaxing on the outdoor gathering limit if others would consider it.

Councilor Hamilton agreed with Councilor Breen.

Councilor Slanetz mentioned that enforcement of this order is difficult. He did agree that the outdoor gathering limitations was strict despite there being evidence showing that spread does not easily occur outdoors. He is comfortable with lifting some of the restrictions at this point.

Councilor David stated that it was too quick to lift restrictions and that the restrictions in place are acceptable. He suggested to revisit the discussion in May.

Mayor Bradshaw suggested tabling the discussion and bringing it back a month from now, which would be at the May 17th council meeting.

Discussion tabled.

18. Discussion and direction to staff on Wagon Days, Ketch'em Alive and Jazz in the Park.

Councilor Hamilton asked about the overall budget for these events. Public Affairs and Administrative Services Manager Lisa Enourato answered there is a line item in the Parks and Rec trust fund for Ketch'em Alive and Jazz in the Park. There is an events budget of \$50,000 for those events. Mayor Bradshaw stated they are looking for direction if they should keep moving forward with planning these events. Councilor Hamilton asked if they agreed to move forward with Ketch'em Alive and Jazz in the Park, how it would affect the budget if they booked talent but had to cancel due to safety concerns? Mayor Bradshaw stated they would have a liability. In the end if they were to end up booking and pulling the event there would be some financial exposure. Councilor David stated it seemed reasonable to move forward. Councilor Breen agreed with moving forward.

Regarding Wagon Days, Public Affairs and Administrative Services Manager Lisa Enourato clarified that they are only looking to pull the Big Hitch down, without the other parade participants and events. Councilor Hamilton stated she feels inclined to move forward with the event. Councilor Breen and Mayor Bradshaw agreed. Councilor Slanetz mentioned he feels inclined not to move forward with this event but instead do something else that could curate a more educational experience than the Great Hitch. Mayor Bradshaw suggested to think more on this event and what else could be done that is fun and interactive. Councilors Breen, Hamilton, and David agreed with Councilor Slanetz that this could be an opportunity to explore other options for this year.

19. ACTION ITEM: Recommendation to approve Contract Amendment #1 with Core/Headwaters LLC to incorporate general contractor services for the new city hall.

City Administrator Jade Riley summarized that they would return with a detailed formal contract if approved as there are some decision points with what was provided. The overall scope of the base bid is that they were trying to move into the building with as much existing as possible. He provided a detailed view of the inside design.

Councilor Hamilton asked about the sustainability portion of this project. Danielle with CHSQA answered that they are going to make this project as energy efficient as they possibly can however it is going to be a phased approach. They are going to replace anything that needs to be replaced because it is being touched and moved. That is primarily the electrical system. It will be upgraded to a much more efficient system. The mechanical system will be replaced at some point down the road.

Councilor David asked about the building being ADA compliant. City Administrator Jade Riley stated there are a few issues that they are addressing one of which involved removing a tree so they can adjust the slope and turning points of the ramp into the building to become ADA complaint. He stated he would like the tree removed if it'll help the ramp become ADA compliant.

**Motion to approve contract amendment #1 with Core/Headwaters LLC for general contractor services associated with tenant improvements at the new City Hall in a guaranteed maximum price not to exceed \$1,478,984 made by Councilor Breen; seconded by Councilor Hamilton.
All in Favor.**

20. ACTION ITEM: Review and Approval of FY22 Budget Development Process and Associated Calendar.

City Administrator Jade Riley suggested several different dates over the next few months to go over the current fiscal year's budget and the next fiscal year's budget. Councilors Hamilton, Breen, Slanetz, David, and Mayor Bradshaw agreed to meet for the strategic planning workshop on May 11th, 2021. They also agreed to meet June 28th for draft budget books and half day budget workshop for amendments. July 19th was agreed for the date to send to the County Clerk for a public hearing on the budget.

Motion to adopt the proposed development process for fiscal year 2022 and set July 19th, 2021 as the public hearing date made by Councilor Breen; seconded by Councilor Slanetz.
All in Favor.

21. ACTION ITEM: Lease Termination and Settlement Agreement for 191 Fifth Street West (second floor), Ketchum, Idaho

The tenant is proposing to move to June 18th for a proposed move out date.

Motion to approve the lease termination and settlement agreement for 191 Fifth Street West, with the change of a June 18th move out date made by Councilor Hamilton; seconded by Councilor Breen.
Councilor Slanetz not in favor.
Councilors David, Breen, and Hamilton in favor.

EXECUTIVE SESSION

No executive session items

ADJOURNMENT (Time Stamp 2:52:18)

Motion to adjourn at 6:48 p.m. (2:52:21)

Motion made by Councilor Hamilton; seconded by Councilor Slanetz

All in favor

Mayor Neil Bradshaw

Manager _____, Lisa Enourato