



CITY OF KETCHUM, IDAHO CITY COUNCIL MEETING
Monday, November 16, 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 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: +1 253 215 8782
Meeting ID: 975 7300 8763**

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

Mayor Bradshaw called the meeting to order at 4:00pm.

- **ROLL CALL**

PRESENT

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

ALSO PRESENT

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

- COMMUNICATIONS FROM MAYOR AND COUNCILORS

Mayor Bradshaw stated that Idaho is back in Stage 2 and so City Council Meetings will be conducted remotely until further notice.

Councilor David had no comments.

Council President Breen encouraged the community to take care of each other and check-in during these difficult times. Councilor Slanetz seconded Council President Breen's comments.

Councilor Hamilton also echoed Council President Breen's comments and thanked the Streets Department for their snow removal work.

Mayor Bradshaw thanked the public for their participation in the "community conversation" about historical preservation and reminded everyone about the joint City Council and Planning and Zoning meeting taking place on Thursday, November 19th.

- 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
 1. Approval of Minutes: Regular Meeting November 2, 2020
 2. Authorization and approval of the payroll register
 3. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$521,934.86 as presented by the Treasurer
 4. Monthly Financial State of the City - Grant Gager, Director of Finance & Internal Services
 5. Approval of Contract #20556 with Galena Engineering for Phase 4 of the Ketchum Springs Water System Conversion Project - Pat Cooley, Water Supervisor
 6. Approval of Resolution #20-029 Declaring Certain Assets as Surplus - Grant Gager, Director of Finance & Internal Services
 7. Approval of Encroachment Agreement #20557 and Encroachment Agreement #20558 with Patricia Hanwright for access and utility connections within Bird Drive Right of Way - Suzanne Frick, Director of Planning & Building
 8. Approval of Resolution #20-030 to appoint Casey Burke to the KURA - Neil Bradshaw, Mayor
 9. Approval of Contract #20559 with TAG Historical Research - Suzanne Frick, Director of Planning & Building
 10. Approval of Contract #20560 with Logan Simpson - Suzanne Frick, Director of Planning & Building
 11. Approval of Sun Valley and First Condominium Subdivision Preliminary Plat: 311 N First Avenue (Lot 4, Block 57, Ketchum Townsite). The Council will consider and take action on a Condominium Subdivision Preliminary Plat to subdivide the mixed-use building currently under construction in the Mixed-Use Subdistrict of the Community Core (CC-2) into seven (7) condominium units - Suzanne Frick, Director of Planning & Building
 12. Approval of Mindbender Condominium Subdivision Preliminary Plat: 180 W Second Street (Ketchum Townsite: Block 59: West Half of Lot 5). The Council will consider and take action on a Condominium Subdivision Preliminary Plat application to subdivide a multi-family residential

building within the Mixed-Use Subdistrict of the Community Core (CC-2) into four condominium dwelling units. - Suzanne Frick, Director of Planning & Building

13. Approval of a Final Plat to subdivide and adjust the existing lot lines shared by two existing parcels, 131 Topaz (Lot 1, Shelby Dukes Sub) and 151 Topaz (Ketchum FR SE SW TL 8490 SEC 18 4N 18E) into three (3) lots and Approve Indemnification Agreement 20562 as a condition of the Plat approval - Suzanne Frick, Director of Planning & Building
14. Approval of Contract #20561 with Advanced Towing for Vehicle Relocation, Towing, and Storage Services - Grant Gager, Director of Finance & Internal Services

Councilor Hamilton requested that items #4, #7 and #10 be pulled from the consent agenda and considered separately.

Councilor Slanetz requested that item #14 be pulled from the consent agenda and considered separately.

Motion to approve consent agenda items #1, #2, #3, #5, #6, #8, #9, #11, #12 and #13.

Motion made by Councilor Hamilton, Seconded by Councilor David.

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

For item #4, Councilor Hamilton asked about the Police Department expenditures and how a filled vacancy in the department could create a budgetary decrease. Grant Gager, Director of Finance & Internal Services, clarified that there was a short-term savings while the position was unfilled in October 2020, but that the position has since been filled.

For item #7, Councilor Hamilton asked if the River Run access trail off of Bird Drive is memorialized. Suzanne Frick, Director of Planning & Building, clarified that the access trail is part of the City's Right of Way and that the item up for approval would not impact the trail.

For item #10, Councilor Hamilton asked if funds were available for the entire scope of the contract and where those funds would be coming from. Suzanne Frick, Director of Planning & Building, clarified that the contract had been broken into two phases and that Phase 1 would total \$27,000 and would be paid for out of the Planning & Building Department's professional services budget. She stated that Phase 2 of the contract will be dependent on the outcomes of Phase 1 and will be budgeted at a later date.

For item #14, Councilor Slanetz asked for clarification on the contract's fee structure. Grant Gager, Director of Finance & Internal Services, explained that relocation is the primary work that the contractor is expected to perform at \$350/hour. A vehicle that is relocated will be issued a \$130 ticket, which will help the City to recover costs. In the event that a vehicle needs to be towed or impounded, the fee will be paid directly to the contractor.

Motion to approve consent agenda items #4, #7, #10 and #14.

Motion made by Councilor Hamilton, Seconded by Councilor David.

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

After Item #19, Council President Breen asked the Council to reopen item #12. Mayor Bradshaw reopened consent agenda Item #12 and Council President Breen disclosed that she lives within 300ft. of the project and recused herself.

Motion to approve consent agenda item #12.

Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.

Voting Yea: Councilor David, Councilor Hamilton, Councilor Slanetz

- NEW BUSINESS (no public comment required)
- PUBLIC HEARING

15. ACTION ITEM: Approval a lot line shift application to vacate the common boundary line between Lots 3A and 4A of Bavarian Village Subdivision located at 106 and 110 Rember Street and combine two lots to create Lot 3B, which will have a total area of 18,130 square feet - Suzanne Frick, Director of Planning & Building

Mayor Bradshaw disclosed that he lives within 300ft. of the subdivision and recused himself from the discussion. He then opened up the discussion for public comment. No public comment. The Mayor closed public comment.

Motion to approve Bavarian Village Subdivision Lot 3B Lot Line Shift Application, subject to conditions of approval 1-6.

Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.

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

16. ACTION ITEM: Approval of a lot line shift for The Onyx at Leadville Residence consisting of a readjustment of lot lines to replat the limited common area to reconfigure the parking spaces - Suzanne Frick, Director of Planning & Building - **Continued to December 7, 2020**
17. ACTION ITEM: Approval of a lot line shift to amend the boundaries of unit 3 within Block 2 of the Trail Creek Condominiums Amended Subdivision located at 361 S Leadville Avenue. This readjustment of lot lines will expand the condominium unit to accommodate a new addition - Suzanne Frick, Director of Planning & Building

Mayor Bradshaw introduced the item and opened it up for public comment. No public comment. The Mayor closed public comment.

Motion to approve the Trail Creek Condominiums Unit 3A Lot Line Shift Application, subject to conditions of approval 1-6.

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

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

18. ACTION ITEM: Approval of a Townhome Subdivision Preliminary Plat at 3020 Warm Springs Road to replat the Willis Condominiums No. 2 Amended parcel to reflect a new two-unit townhouse development - Suzanne Frick, Director of Planning and Building

Mayor Bradshaw introduced the item and opened it up for public comment. No public comment. The Mayor closed public comment.

Motion to approve the Waddell-Roush Townhouse Subdivision Preliminary Plat Application, subject to conditions 1-7 contained in the draft Findings of Fact, Conclusions of Law, and Decision and to adopt the draft Findings as presented.

Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.

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

19. ACTION ITEM: Adoption of Ordinance #1214 amending Chapter 17.88 of the Ketchum Municipal Code, Floodplain Management Overlay District - Suzanne Frick, Director of Planning and Building - **Continued to December 7, 2020**

● EXECUTIVE SESSION

Executive Session to Communicate with Legal Counsel on litigation pursuant to 74-206(1)(f)

Motion to enter executive session pursuant to Idaho Code 74-206(1)(f).

Motion made by Councilor Slanetz, Seconded by Council President Breen.

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

● ADJOURNMENT

Motion to adjourn at 4:45pm.

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

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

Neil Bradshaw, Mayor

Katrin Sharp, Deputy City Clerk