MINUTES

**City of Lewisville Regular Meeting**

December 9, 2015

Meeting was called to order by Mayor George Judd at 7:13 p.m. at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor George Judd; Council Members, Matt Rosenberg, Shane Barzee and Mark Williamson; Legal Counsel, Kris Meek; Clerk/Treasurer Donetta Fife; P & Z Chairperson, Charlene Johnson; Maintenance Supervisor, Don Horel; and Officer Mike Miller.

**ROLL CALL:**

* Mayor Judd -- present
* Shane Barzee -- present
* Barbara Raymond -- not present
* Matt Rosenberg -- present
* Mark Williamson -- present

**MINUTES:**

* Minutes for the regular City Council meeting held November 11, 2015 had previously been distributed by the Clerk. Minutes were reviewed. Matt moved that the Minutes be approved, Shane seconded, the motion passed.

**POLICE REPORT:**

* Officer Miller reviewed the police report for the past month. 80 hours were logged in the City with 5 complaints, 1 arrest and 3 citations.
* The officers have been keeping a watchful eye on the new stop signs. It was noted that the stop sign on 500 North at the railroad tracks has been removed by the County. The place where the railroad tracks intersect the road is very rough even though it has been fixed previously. George will contact the railroad to see if there is any way to reduce the dip in the road there.
* Officer Miller extended an invitation from the Sheriff to hold City Council at the Sheriff's Office and take a tour of the facility at the conclusion of the meeting. The Council noted that it would need to be after the January meeting as new City Officers will be sworn in in January.

**PLANNING AND ZONING REPORT:**

* Notices for nuisance ordinance violations were sent out. As noted last month, there were violations for debris and trailers in the right of way.
* After some discussion on procedure, it was determined that the Application for Building Permit needs to be revised to clarify that after approval by the Lewisville Planning & Zoning Commission, applicants have to take the approval to the Jefferson County Building Department for the actual building permit. Donetta will work on that revision.
* P & Z feels it would be good if we could get additional gravel in front of the Community Center to help eliminate the problem with standing water.

**MAINTENANCE REPORT:**

* Don indicated that he has sanded once and the weather has been warm enough to take care of the rest. He likes to get a layer of snow built up on the road before plowing in order to preserve the road surface when he plows.
* Additional sanding on the corners will help to keep traffic problems at a minimum. The most hazardous areas were identified.

**CLERK/TREASURER'S REPORT:**

* Donetta distributed a list of all bills that have been submitted for payment during the month of November. The bills were reviewed. Shane moved that the bills be paid, Matt seconded, motion passed.
* We have received the official results from the City elections from Jefferson County. The results show City Council candidate, Leisa Watkins received 44 votes at the poles and 3 absentee votes for a total of 47 votes. Write-in candidate Delvan Heward received 28 votes at the poles and 2 absentee votes for a total of 30 votes. 49 ballots were cast at the poles and 3 absentee ballots bringing the total to 52 total ballots casts. Out of the 223 voters registered, 52 cast ballots for 23.3% of eligible voters voting.
* The records for FY 2014 and FY 2015 have been delivered to Searle Hart for the bi-annual audit. Kris will send a letter stating the legal condition of the City.
* There are a number of volunteers who donate their time during the year. Matt moved that members of the Library Board, Planning Commission and City Employees be given a $50 gift card as a token of the City's appreciation for their work during the year, Mark seconded, the vote was unanimous.

**MAYOR'S REQUEST:**

* Mayor Judd received the proposal from Rocky Mountain Power and Wheeler Electric for the update of the street lights to LED lights. The Council reviewed the proposal. It was determined that even with the 19% incentive of $3,137.25 provided by Rocky Mountain Power, it would cost the City approximately $13,695. It would take 12 1/2 years to recoup the expense but the benefit will extend well beyond that period. Mark moved that the City accept the proposal from Rocky Mountain Power and Wheeler Electric to convert the City's street lights to LED. A roll call vote was taken - Mark, yes; Matt, yes; Shane, yes. The Mayor will move ahead with the arrangements.
* It was noted at the annual AIC training meeting that all City employees within certain criteria should be paid on an hourly basis rather than on a salary basis. Kris will review those guidelines to make certain we are abiding by them. It was also noted that the City should have an at-will Personnel Policy in place for all City employees. ICRMP has a sample policy on their website and we can work from that format. There was also a presentation by Lhtac clarifying new State road policies. The Mayor contacted personnel from Lhtac at the conference and will be able to get guidelines and training for highway maintenance in the City.

**BEAUTIFICATION:**

* Don will be putting up the Seasons Greeting sign in front of the Community Center.

**ADJOURNMENT:**

* Matt moved that the meeting be adjourned, Shane seconded, motion passed. Meeting was adjourned at 8:50 p.m.

**Minutes approved** by the City Council of the City of Lewisville on the 13th day of January, 2016.

Mayor Date

 George A. Judd

ATTEST:

Clerk Date

 Donetta R. Fife