

Welcome and Roll Call:

Meeting begins at 7:31. Mayor Field welcomes everybody and acknowledges that we do have a quorum and excuses Regan Wheeler. Mayor Field opens the meeting with a prayer.

Open Comment Period:

Those in attendance include Mayor Kelly Field, Councilmember Jonna Westover, Councilmember Ted King, Councilmember John Morrison, Councilmember Fizz Bodily, Mary Simpson (Treasurer), Chris Barr (Recorder), Paul Swainston (Public Works Director), Marcus Simons (J U B), Sid Roderer (Achievement Realty), Nancy Pitcher, Layna (?), Keri Parr, Jeff Young, Cache County Deputies Atwood and Peterson, Vern Fielding.

Mayor Field invites those in attendance to comment if they have anything to share with the council that is not on the agenda. No comments.

Approval of minutes and expenses:

Mayor Field asks the council if the minutes look like they describe the meeting we had last month? Mayor Field acknowledges that everybody got the minutes a little bit late, but he thinks we are over those challenges now. Councilmember Bodily makes a motion to accept the minutes as stated, Councilmember King seconds the motion. Any discussion? All in favor. Motion carries.

Mayor Field acknowledges the expenses are presented in a little bit of a different format than they are used to. Councilmember Westover asks Paul Swainston if he has all the salt that he needs for the year. It doesn't look like very much. Paul Swainston replies that there is more than on that report. Mayor Field asks if Paul Swainston was able to get some additional salt, Paul Swainston says yes. Councilmember Westover moves that we approve the expenses, Councilmember Bodily seconds. Mayor Field comments that there is a bill on there for \$23,751 for Rocky Mountain Power, that is for streetlights in the business park. Any other discussion? All in favor. Motion carries.

Mayor Field's Report:

We have had an interesting month as we hired two new employees in the office. Chris Barr has joined us and is here tonight, he will serve as the Clerk/Recorder. We also hired Stephannie Davis as the Planning and Zoning Clerk to replace Christina Atkinson who is going to leave. Christina will work for a while to help with training. We do need to officially appoint Chris as the City Recorder. Councilmember Bodily makes a motion that we appoint Chris Barr as the City Recorder, Mayor Field clarifies that "Clerk" is a hired position whereas Recorder is a statutory one, Councilmember Westover seconds. All in favor.

Next item to discuss is the Business Park Phase 4. We've officially sold-out Phase 2 and there is some interest in the next section that isn't approved yet. Mayor Field addressed Councilmember

Morrison, stating that we need to get that to Planning and Zoning for approval so Sid Roderer can sell some more lots. Marcus Simons with J U B has provided the drawing in your packets. The plan is to leave the section along the railroad spur open. The rest is to be subdivided as indicated. Most are roughly 2 acres; one is about 4 acres. The road is to be roughed in so for access. Councilmember Westover asks if the railroad part would be a Phase 5. If it stays as one piece, it would just be part of Phase 4. Councilmember Morrison will get on the agenda with Planning and Zoning to present Phase 4 for approval.

Mayor Field met with Kyle Smith at Casper's last Friday. Casper's has been in and started the annexation process. It makes sense now that they have bought the former church farm and it is now all contiguous. Councilmember Bodily comments that Gilt Edge is following, aren't they? Mayor Field confirms that they are going to join as well. Casper's has got approval from Cache County to build a 22,000 square foot refer warehouse. Since it is next to our boundary, they need our blessing to move forward. Does anybody on the council have any concerns with Casper's building a refrigerated warehouse on their campus? Councilmember Westover recounts that Casper's wasn't happy with the water situation, and if they're building won't that be into zone two? Mayor Field responds no, it won't bother us. Mayor Field needs approval from the council to sign a letter for Cache County that we don't have any objection. Councilmember Bodily makes the motion to allow Mayor Field to write the letter of approval, Councilmember Morrison seconds. Any discussion? All in favor. Motion carries.

Kyle Smith and Mayor Field also discussed the well agreement. Friday October 29th, everybody is going to meet with a desire to solve the problem and move on.

In the past we have rented out the business park property to John and Paul Dent for farming. It has become unfeasible for them to farm. Earlier this year we made a motion to not charge them any rent for this year. The Dent's had invested in fertilizer that was plowed under the business park. It was discussed that as part of the expense of the business park development we would reimburse them for that. Mayor Field spoke with Paul Dent about reimbursement earlier today, and the amount he quoted would be about \$5,000. They will send us an invoice, and since it is not feasible to farm anymore, we will nullify the lease.

The sports court is moving along. It has been cored for the nets and set up for the basketball standards. As mentioned last month, we have a generous donor that is donating \$30,000 towards the completion of the sports court. She has authorized Mayor Field to make it public, it is Carolyn McKnight. We thought that was going to be enough to pay for the fence, but the latest bid is for about \$20,000 more than that. Mayor Field is working with Mark Bergeson trying to raise the additional needed money. We are on the schedule to get a fence in December. The final piece to finish that off will be the surfacing of the court. We hope to get that money raised so we can do both things.

The general fund budget looks good right now. Mayor Field has some questions on the capital budget that he will work with Mary Simpson and Steve Misener.

J U B – Marcus Simons:

Business Park – Phase 2 has been paved. LeGrand Johnson's work on that part has been completed. Paul King still has some conduit to put in for the power. KCA Transportation will come back and make sure all the ditches are shaped for Phase 2. We are working on the design

of the roadway for Phase 4. We can get a preliminary plat put together for the Planning and Zoning committee. Excited to get lighting in there and will plan a little better for Phase 4 to get lighting in as the project progresses instead of after the fact.

The well is moving forward. We are getting equipment moved onto the site and doing some site prep out at the Cub River Sports Park, getting ready to drill the production well. The contract says they are supposed to be done in November, but that may be pushed a little bit into December. Once they're done with that, we'll start design on the building, water tank, and all the components.

We are working on what we call the highway line which runs from the business park along the railroad track to serve the four homes that are way out on the north end outside of Lewiston City, to get that replaced as it keeps breaking and Paul Swainston has to keep repairing it. Hoping to get that under way shortly so Paul Swainston doesn't have to deal with it this winter.

For both the water and sewer projects, we had applied for ARPA funding. The sewer was a little short on funds, so Lewiston applied for additional money in the amount of \$2.1 million for the sewer project. We also applied for \$1 million additional money for the water project. Applications were due by the end of September; they are supposed to decide by the end of October and allocate funds as early as November. There were over 300 applications totaling around \$1 billion. State had \$50 million for this ARPA project. There may be more funds available soon outside of the ARPA funds. We felt that it was a pretty good effort as we have shovel ready projects, and we hope to know in the next 10 days or so whether or not we received any ARPA funds. The State still has \$500 million that it needs to allocate, we just don't know if that will come through ARPA or some other agency.

Mayor Field asked if Chris Allen had been met with regarding the right of way on the water line heading north (highway line). Marcus Simons and Paul Swainston met with them today and it went well. They changed the width of the easement from 30 to 20 feet. They were looking for some compensation for crop loss since he already had winter wheat planted. We expect that cost to be about \$3,000. We are in the process of updating the easement documents, and once those are signed we can bid the project. Chris Allen also wants a document abandoning the easement for the old water line across his property. That is fine. Councilmember Westover asks if we are going to be required to dig up the old water line, Paul Swainston says no.

Councilmember King asks if the Vicars are going to get their well capped soon. Yes, we don't know if the contractor will do that at the beginning or towards the end. Councilmember King talked to Quinn with J U B last week regarding power poles and shed. Zan was going to talk to them. If they want the shed, they will have to move it themselves because our contractor isn't going to move it for them.

Library Hotspot Renewal:

Councilmember Westover: The state library system has agreed for one more year to pay for the expense of the 10 hotspots the library currently has. These can be loaned out to people who don't have internet service in their home, in much the same way that a book is loaned out. There are a handful that are being checked out continuously so Beth Anne would like to continue the program. The state library system has agreed to fund it for the next 12 months. We will need to discuss it before it comes up again on October 1, 2022. We need to discuss it by August.

Councilmember Westover moves to approve the hotspot renewal for one more year since it is being 100% covered by the state library system. Mayor Field asks if there is a dollar amount assigned to that. Councilmember Westover says that information is on the handout in the packet. It is a reimbursement program that we need to pay for up front and the state will reimburse us. Mayor Field says when we do a budget adjustment before the end of the year, he will put in an income side and an expense side in the library that will balance out. Councilmember Bodily seconds the motion to approve. Any discussion? All in favor. Motion carries.

Jeff Young – Fiber Optic Proposal

This proposal is being presented to all the northern cities. Historically, all grants available for high-speed internet have been for direct-buried fiber. This works well in densely populated areas but isn't cost effective in rural areas where expenses can average 10-15 thousand dollars per connection. Through the governor's office there is now a \$50 million dollar grant for rural communities which is unique in that it allows for a hybrid of direct buried fiber and Wi-Fi. This proposal is through Wi-Fiber who would be able to supply all residents with the minimum speed of a broadband connection which is 100Mbps down and 20Mbps up, not just those who are within the grid that Comcast established in the more densely populated areas. Less than 100MB is considered under-served, under 25MB is considered un-served. A good portion of Lewiston outside of the core is considered un-served.

The challenge with applying for this grant is that Comcast has supplied internet to the core of rural areas, like the central blocks of Lewiston, and reports to the State that they cover the length and width of the entire city. If they can get the grant, they should be able to supply everybody with 100+MB at \$50-\$60 per connection. Current costs are about \$70 for a quoted 25MB connection.

This will be the first time that multiple small communities have appealed to the State to build this out. Our grant request will include Richmond, Lewiston, Cornish, Trenton, Newton, Amalga, Clarkston, and Cache County. There is \$50 million available, we are applying for \$10 million with the goal to cover everybody. If the grant is awarded, we have to have it completed in 3 years, so it will move quickly.

The grant has to be submitted by the end of October. The State has November to go through it and we'll know by December. BRAG is helping in writing the grant. Typically, when a fiber project comes into an area, Comcast lowers their rates by 30-40% so it is a win-win for everybody. All that Wi-Fiber is asking of the cities is working with them to establish the grid and place towers.

Mayor Field says that there is a resolution associated with this, Resolution 21-011. Councilmember King requests that Mayor Field reads it aloud. Councilmember Bodily asks what the cost is associated with this to the city. Mr. Young responds that they will need 3 or 4 towers out here to serve all of Lewiston. There isn't a direct financial cost, but they will need land to place the towers, and they want an active relationship with the cities so it is an ongoing process. The responsibility for the towers and the upkeep falls on the company, not the city.

Councilmember Westover asks what size of plot is needed for each tower. Mr. Young replies that it is usually only 30x30 to 40x40 feet square. They are also working with Cache County on trying to get some funds and land they may need for towers.

Paul Swainston points out an error on the resolution that states speeds for the underserved are 20Mbps down and 100Mbps up. Those need to be swapped to be correct, 100 down and 20 up. Councilmember Morrison makes a motion that we approve Resolution 21-011 with the corrections, Councilmember Westover seconds. Any discussion? All in favor. Motion carries.

Council Reports:

Jonna Westover - Roads, Library, Business Park Development, Youth Council:

Library is having their Fall Festival October 30th, 2-4 pm. It will be at the fairgrounds around the pavilion. It is a fundraiser so they will have treats for sale, games, costumes are encouraged. Youth council has changed their structure due to not being able to have kids consistently involved. They will still be helping with the Fall Festival, with Santa on December 11th at 10:00am sharp. Santa will need to be in the November newsletter.

Ted King - Water, Sewer, Theatre:

Water and Sewer are good, besides not having enough money for the Sewer project. Paul Swainston mentions that the power was out last week on Tuesday, so they were out there with pumps at the sewer because the lift station was without power. Councilmember Morrison asks if that would help our application for more money if they knew that we had to go out with pumps when the power goes out. Councilmember Westover mentions that it is a public health concern. Nothing further with the Theatre. Councilmember Westover asks about upgrades that were going to be done with flooring and lighting. Councilmember King says flooring has been done. The doors have been done. Councilmember Westover asks about the lighting in the lobby area, if it will be done like the library and city offices were. Paul Swainston mentions the water leak in front of the Theatre and the repair has been completed, but as part of the repair they had to install a new meter which was a dual check. This is a good thing, but the water heater will need an expansion tank to help prevent possible future problems.

Fizz Bodily – Parks & Recreation, Cemetery, Fire Department:

Mayor Field covered the parks, donation, and fencing. Cemetery, nothing new. Councilmember Bodily asks Marcus Simons if there was any progress on swapping the culinary water out with irrigation at the cemetery. Answer is no. Fire Department, no report back from the chief. Councilmember Bodily has a question about getting a light put up at the end of 1600 West down by Oakdell. Paul Swainston says there isn't the correct power on that pole, it is a high voltage line.

John Morrison – Planning & Zoning, Economic Development:

Planning & Zoning is good. A discussion took place earlier concerning lot splits and subdivisions, and what constitutes what. One lot can be split off, but if another lot is split off

down the road, it is a subdivision which carries a different set of rules. No update on the economic developments.

Mayor Field asks Sheriff's Department if they have anything to share. No, but verified winter parking rules are in effect from November 15th through March 15th.

Vern Fielding:

Mr. Fielding is requesting a letter from the City of Lewiston. Cache County resident Todd Davis is looking at doing some re-zoning on property that is contiguous to city limits, so Cache County requires a letter stating that it is not part of our annexation plans. This property is south of the treatment ponds on the east side of the river on the north side of Cannibal Road. Mayor Field checks with Paul Swainston to see if he has any concerns. None. Mayor Field asks if the Council has any concerns? None. Mayor Field asks if Marcus Simons has any concerns? Marcus asks if the letter means that Lewiston won't ever annex the property? Mayor Field replies no, the letter states that as of today it is not in our plans. Councilmember Morrison points out that the date will need to be fixed to show 2021 instead of 2022. Mayor Field will fix it to show today's date, October 19, 2021. Councilmember Bodily motions to approve signing of the letter with the corrected date, Councilmember King seconds. Any discussion. All in favor. Motion carries.

Staff:

Mayor Field asks if the staff have anything to share. Paul Swainston asks if the process has stalled in acquiring the property by the water tanks. Marcus Simons says according to the surveyors, the property is part of a subdivision, and a plat has to be created, so that is where they are right now.

Councilmember Bodily makes a motion to adjourn, Councilmember King seconds. All in favor. Meeting adjourned at 9:53pm. Next regular meeting scheduled for November 16, 2021.

Chris Barr
Lewiston City Recorder

