



City Council  
Regular Meeting  
~ Minutes ~

480 East Avenue North  
Ketchum, ID 83340  
<http://ketchumidaho.org/>

Monday, October 17, 2016

5:00 PM

Ketchum City Hall

**Present:**  
Mayor Nina Jonas  
Council President Jim Slanetz  
Councilor Anne Corrock  
Councilor Michael David  
Councilor Baird Gourlay

**Also Present:**  
Ketchum City Administrator Suzanne Frick  
Ketchum City Attorney Matt Johnson  
Director of Planning & Building Micah Austin  
Director of Public Works/City Engineer Robyn Mattison  
Finance Director Sandra Cady

Mayor Nina Jonas requested a motion to go into Executive Session at 5:00 p.m.

**1. 5:00 EXECUTIVE SESSION to discuss:**

- a. Discussion pursuant to Idaho Code §74-206 1(a).
- b. Discussion of Litigation pursuant to Idaho Code §74-206 1(f).

**Motion to go into Executive Session at 5:01 p.m.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Anne Corrock, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**Motion to come out of Executive Session at 5:46 p.m.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Anne Corrock, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**2. CALL TO ORDER**

Mayor Nina Jonas called the meeting to order at 5:49 p.m.

**3. COMMUNICATIONS FROM MAYOR AND COUNCILORS**

**a. Communications from Mayor & Council**

Mayor Nina Jonas introduced Carl Anderson Associate Planner.

Councilor Michael David announced that the Jazz Festival will begin on Thursday.

Councilor Baird Gourlay asked when we would be appointing a new Planning & Zoning Commissioner. Mayor Nina Jonas advised that she is working on filling this position. Baird Gourlay gave an update on the status of the Friedman Memorial Bus and what the public can expect.

Mayor Nina Jonas asked about a joint meeting with the URA and Council. Councilor Baird Gourlay suggested November 7<sup>th</sup>, 2016 at 4:00 p.m.

Councilor Michael David thanked David Patrie for his service as the Executive Director to the Blaine County Housing Authority and wished him well in his future.

**b. Proclamation of National Arts and Humanities Month**

Mayor Nina Jonas read a Proclamation for Arts & Humanities. She talked about the ribbon cutting for John Grade's piece and the upcoming ribbon cutting for the tree in little park.

**4. COMMUNICATIONS FROM THE PUBLIC**

**a. Communications from the public. For items, not on the agenda.**

No comments from the public.

**5. CONSENT CALENDAR**

- a. Approval of Minutes: Regular Meeting October 3, 2016**
- b. Approval of Current Bills and Payroll Summary**
- c. Approval of Snow Hauling Contracts – Street Superintendent Brian Christiansen**
- d. Approval of Snow Plowing on Neil's Way – Street Superintendent Brian Christiansen**

Mayor Nina Jonas asked for approval of the Consent Calendar

Councilor Anne Corrock made corrections to the minutes as follows:

- Page 2h - two new members of Mountain Rides
- Asked for clarification on who attended the Jerry Mason Training.
- Page 5 – Corrected the spelling of Marsha Ingham's name.

Councilor Anne Corrock questioned who the Tool for Heroes vendor is. City Administrator Suzanne Frick will get back to Anne Corrock with the information. Council President Jim Slanetz clarified what he meant in the minutes in regards to the Forced Majeure topic.

**Motion to approve the consent calendar with the corrections to the minutes as noted. Councilor Baird Gourlay recused himself from the approval of minutes since he was not at the meeting.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Anne Corrock, Councilor
<b>SECONDER:</b>	Jim Slanetz, Council President
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**6. COMMUNICATIONS FROM STAFF****a. Recommendation to approve Water Futures contract – Director of Public Works/City Engineer Robyn L. Mattison (continued from 9/19/16)**

Director of Public Works/City Engineer Robyn Mattison outlined the contract and recommended approval of the Water Futures Contract. Councilor Baird Gourlay asked about giving a rebate for low flow toilets? Robyn Mattison will do some research on this.

**Motion to approve contract with Water Futures Inc.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Michael David, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**b. Recommendation to approve Blaine County Sheriff contract – Police Chief Dave Kassner**

Police Chief Dave Kassner presented the contract that's been in place since 2009. This is the same contract as last year except the price which has been increased by \$20,000. He respectfully recommended approval of the new contract. Councilor Anne Corrock questioned when there is a change in personnel, how that effects the contract. City Administrator Suzanne Frick explained what happens to those funds. Moral in the Police Department was discussed.

City Attorney Matt Johnson has reviewed the contract. There are no concerns.

Mayor Nina Jonas opened the meeting for public comment. There was none.

**Motion to authorize Mayor Nina Jonas to sign the 2016/2017 law enforcement contract with Blaine County for the sum of \$1,481,583.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Councilor
<b>SECONDER:</b>	Jim Slanetz, Council President
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**c. Recommendation to approve Animal Shelter of the Wood River Valley contract – Police Chief Kassner**

Police Chief Dave Kassner explained that the contract is the same as the past with the same dollar amount. Councilors Jim Slanetz and Anne Corrock voiced concerns regarding the rabies shot. There was a discussion among Mayor and Council.

Mayor Nina Jonas asked for comments from the public. There was none.

City Attorney Matt Johnson requested that the 2nd half of provision 9 in the indemnification paragraph be stricken from the contract.

**Motion to authorize Mayor Nina Jonas to sign the 2016/2017 Cooperative Agreement with the Wood River Animal Shelter for \$2,000 to provide facilities and services for the care of safe housing of animals found in the City of Ketchum after removing the clause of indemnification paragraph 9 and inserting a clause that the Animal Shelter will try to contact the owners before administering a rabies shot.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Michael David, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**d. Recommendation to approve Dell Equipment Lease agreement – Finance Director Sandy Cady**

Finance Director Sandy Cady outlined the leasing project with Dell Computers. The City would be leasing an additional 11 computers this year. She outlined the price and term. Warranty and service of a lease was discussed. Council President Jim Slanetz questioned the number of leased computers the City currently has. City Administrator Suzanne Frick outlined the 4-year plan and the values of the lease.

Mayor Nina Jonas asked for public comment. There was none.

City Attorney Matt Johnson has issues with the indemnification and arbitration provisions in the contract. He will talk with Dell regarding this.

No motion was made at this time. This will be brought back to council on a future agenda.

**e. Discussion related to Boise State University conducting the outreach analysis and evaluation of options for the Ketchum Essential Services Facilities – City Administrator Suzanne Frick**

City Administrator Suzanne Frick explained that Boise State University has approached the City and would like to assist with the outreach for the Essential Services Facility Building. She explained the conversation she's had with them. Mayor and Council discussed the costs that would be incurred and which part of the school would be involved. Council agreed that they would like to have a conversation with Boise State University.

**f. PUBLIC HEARING: Ordinance 1162 amending Title 17 of the Ketchum Municipal Code, Zoning Ordinance, amending sections 17.127 and 17.12 - second reading – Director of Planning & Building Micah Austin**

Director of Planning & Building Micah Austin recommended proceeding with the second reading. There were no questions from Council.

Mayor Nina Jonas opened the hearing to public comment. There was none. Mayor Nina Jonas asked Director of Planning & Building Micah Austin if any public comment has been received. Micah Austin explained that there have been no written comments.

**Motion to approve Ordinance 1162 and read the title in full.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Councilor
<b>SECONDER:</b>	Jim Slanetz, Council President
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay



**g. Update on Planning Projects – Director of Planning & Building Micah Austin**

Director of Planning & Building Micah Austin gave an overview of the training he was just at and outlined all the items that the City of Ketchum has done that is an interest all over the state. Micah Austin gave a slide presentation and talked about Off-Site Vendors and what is allowed in each zone. He talked about all the research that has been done in other cities and the results of his research. City Administrator Suzanne Frick said this topic will be placed on a future agenda for a public hearing and to get direction from Council as to how they would like to move forward. There was a discussion among Council as to what they would like to see happen with vendors.

Director of Planning & Building Micah Austin asked Council for questions on the signage ordinance. There was none.

Director of Planning & Building Micah Austin talked about the parking ordinance and the requirements. Parking meters and parking space studies were discussed. City Administrator Suzanne Frick talked about how the City is going forward with the research with the parking meters.

Director of Planning and Building Micah Austin gave the Community Housing Update. EcoNorthwest gave their findings and Micah Austin outlined those findings and advised that a final report is forthcoming.

Director Planning & Building Micah Austin gave a report on Short Term Rentals and what has been discovered by Genevieve Pearthree. He talked about the locations of these short-term rentals and the fact that there are many in the GR Zones. Enforcement was discussed. City Administrator Suzanne Frick talked about the plan going forward. The situation was discussed among Council. There was talk about what other cities are doing and how they are handling this.

Director of Planning & Building Micah Austin summarized his presentation and how his department is moving forward. Micah Austin thanked his staff and said moral is up.

Councilor Michael David asked how street design comes about. Director of Public Works Micah Austin explained that this would start with Robyn Mattison, Director of Public Works/City Engineer. City Administrator Suzanne Frick talked about the upcoming transportation plan and setting up a possible workshop for Council participation.

Councilor Anne Corrock asked for an update on projects that have been entitled. Director of Planning & Building Micah Austin went over the numbers he knew without research. Anne Corrock also wanted to talk about phases.

**h. Recommendation to approve contract with the Sun Valley Marketing Alliance – City Administrator Suzanne Frick**

City Administrator Suzanne Frick presented and recommended approval of the contract with Sun Valley Marketing Alliance. Mayor asked for comments from the Sun Valley Marketing Alliance. Kristin Poole Chair for Sun Valley Marketing Alliance gave an update on the search for the Director position.

Councilor Michael David asked if the dollar amount of the contract would change since the Director position is vacant. City Administrator Suzanne Frick explained that there has not been a change in the contract rate and explained what we are investing in. Councilor Anne Corrock questioned the Scope of Work and the LOT revenue. City Administrator Suzanne Frick explained. Councilor Baird Gourlay commented on the 10% hotel LOT revenue increase. There was a discussion as to this number among Mayor and Council and how the wording should read in the contract.

**Motion to enter into a contract for services with the Sun Valley Marketing Alliance with an amendment to clarify the 10% in LOT wording.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Jim Slanetz, Council President
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**i. Recommendation to approve Sun Valley Economic Development Contract – City Administrator Suzanne Frick.**

City Administrator Suzanne Frick, advised Council that the Scope of Services has been worked on with SVED and is recommending Council approve the contract as submitted. Councilor Anne Corrock questioned what kind of contract this is. Suzanne Frick explained that it is a contract for services, not a membership. Councilor Baird Gourlay questioned if there should still be a liaison on the Board. City Administrator Suzanne Frick confirmed yes.

**Motion to approve the contract for services with Sun Valley Economic Development.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Michael David, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

**j. Recommendation to approve Prosecuting Attorney Rick Allington contract – City Administrator Suzanne Frick.**

City Administrator Suzanne Frick explained that this is the annual contract with the prosecutor and recommends approval. City Attorney Matt Johnson explained that this is typical of cities and that he has reviewed the contract and does not have any issues with the contract. Council President Jim Slanetz asked how we come up with the dollar figure for the contract. City Administrator Suzanne Frick explained that the Prosecuting Attorney primarily deals with the Police Department. Council President asked for clarification on how this contract works and how the billing works. Attorney Matt Johnson told council to look at provision #5. He explained how the fee structure works and suggested council contact Prosecuting Attorney Rick Allington for reports of how the fee structure plays out.

Mayor Nina Jonas will get those reports and bring this topic back on a future agenda.

**k. Recommendation to re-approve Ordinance 1153 for publishing and recording purposes only – Interim City Clerk Robin Crotty.**

Interim City Clerk Robin Crotty requested the re-approval of Ordinance 1153 due to a clerical error and the need to get the Ordinance published and recorded.

**Motion to Re-approve Ordinance 1153 to vacate Portions of the Old Union Pacific Railroad Company and Oregon Shortline Railroad Company Right-of-Way and publish on October 26, 2016 and read by title only. Councilor Michael David read by title only.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jim Slanetz, Council President
<b>SECONDER:</b>	Anne Corrock, Councilor
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

I. **Recommendation to approve Ordinance 1161A Repeal of Initiative Referendum Procedures – Interim City Clerk Robin Crotty**

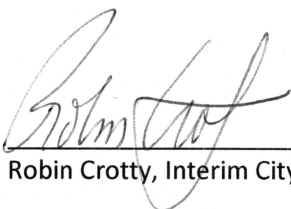
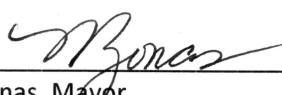
Interim City Clerk Robin Crotty explained that there was a clerical error in Ordinance 1161 where the Title and Chapter Numbers were reversed and asked approval of Ordinance 1161A to correct that error.

**Motion to approve and authorize the Mayor to Sign Ordinance No. 1161A repealing and replacing Ordinance 1161, relating to the Repeal of Initiative and Referendum Procedures to correct a clerical error; proving severability clause; providing a repealer clause; providing for codification; authorizing publication by summary and; providing an effective date and read by Title Only. Councilor Baird Gourlay read by title only.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Councilor
<b>SECONDER:</b>	Jim Slanetz, Councilor President
<b>AYES:</b>	Michael David, Anne Corrock, Jim Slanetz, Baird Gourlay

7. **ADJOURNMENT**

Motion to adjourn at 8:00 p.m.

  
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Robin Crotty, Interim City Clerk  
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Nina Jonas, Mayor