

APPROVED

**City of Stanley
Regular Council Meeting Minutes
May 08, 2014**

IN ATTENDANCE FOR THE CITY:

Mayor Herb Mumford, Council President Steve Botti, Councilmember Laurii Gadwa, Councilmember Lem Sentz, Councilmember Melinda Hadzor, and City Clerk/Treasurer Cari Tassano.

OTHER ATTENDEES:

Jen Hettum, Gary Gadwa, Greg Wallace, Ellen Libertine, Thomas Barrett, Crissi Gilchrist, Mark Wilson, Russell Clark, Mandy Clark, Steve Stroud, and Rebecca Arnold

CALL TO ORDER:

The meeting is called to Order by Mayor Mumford at 6:03 p.m.

AGENDA AMENDMENTS:

None offered.

MAYORAL COMMENTS:

Mayor Mumford comments that summer is approaching and we're looking forward to the season.

COUNCIL COMMENTS:

Council President Botti commented about the proposed Boulder-White Clouds Monument Initiative we had received a response letter from Department of Interior, Bureau of Land Management on the Boulder-White Clouds Monument. This letter responded to our request for the two secretaries to come out in June 2014 and meet with the public in Stanley. We were referred to the BLM State Office. Council President Botti has been in contact with BLM and is in the process of trying to set up a meeting with BLM state director, Blaine County, Custer County, and others to explore the ramification of this proposal and whether we can have a meeting with representatives from Washington, and if so when.

Mayor Mumford did attend the meeting in Ketchum on the Boulder-White Clouds National Monument Designation. The main reason for this meeting was so Blaine County Commissions and the Custer County Commissioners can discuss what they have in common and what the differences are with the two counties. Blaine County Commissioners are in favor. Custer County Commissioners are opposed. Both Counties agree that they would like to be at the table if it goes forward. The next meeting is May 29, 2014, in Challis.

CITIZEN PARTICIPATION:

Rebecca Arnold has a couple of responses: 1. the submitted request for reconsideration of denial of building permit #831. 2. Building permit application and forms she would like to have time to read this application before it is approved. She is concerned with item #4.

COUNCIL ACTION ITEM LIST:

None

ORIGINAL IN RED

APPROVED

CONSENT AGENDA/MEETING MINUTES:

February 24, 2014 Work Session, March 13, 2014 Public Hearing, March 13, 2014 Council Meeting, March 19, 2014 Special Meeting, March 31, 2014 Special Meeting, April 03, 2014 Council Meeting. There were corrections noted by the Council members, City Clerk noted these correction. Prepaid and unpaid bills for April/May. Councilmember Gadwa moves to approve the consent agenda with corrections. Council President Botti seconds. All approve. Motion passes.

LAW ENFORCEMENT:

Crissi Gilchrist, Custer County Deputy Sheriff introduced herself. Thomas Barrett introduced the police report and gave a brief statement on stats, schedules and upcoming events. Mayor Mumford mentioned that the public can reach Tom in the office if they need to meet with him.

PIONEER PARK/COMMUNITY BUILDING:

Ice Rink Agreement with Stanley Skating Club, Mark Wilson, president gave a copy of Stanley Skating Club version of the agreement, City Council will review and present at next meeting. Mark let us know he is the President of the Stanley Skating Club, Josh Franks is the Vice President, and Steve Kingslien is the Treasurer. Mark went on to say they have cleaned up out at the Ice Rink, the pipe is going to be stored in the groomer's Shed (that the city had purchased).

Resolution No. 93 dated June 9, 2004, Pioneer Park and Community Building rental fees and policies. We need to look at this further. The Council decided to have a Work Session on May 22, 2014 at 12:00 p.m., to cover this and the Ice Rink Agreement and all other things they come up in this meeting.

A.J. Silva Kite Festival – June 15, 2014 – Requesting waiver of park Fee and Permission for Open Container. Mayor Mumford would like the specific area specified for the waiver, it is not all of Stanley. Gadwa makes a motion to waive the park fee and open container law for the park area only. Councilmember Sentz seconds. All approve. Motion passes.

STREETS AND ROADS: SHERIFF'S REPORT:

Sealed bids were opened, there was only one bid from Stanley Constructions. Hourly bid is \$85.00 includes operator and equipment, labor \$40.00 per hour, Dust Control \$7,500.00 for the streets shown on our request for bid. Councilmember Gadwa makes a motion to accept bid, Councilmember Sentz Seconds. All approve. Motion passes. Jennifer Hettum asked if Critchfield Avenue will be graded. Mayor Mumford let her know it will be graded and we will look at the drainage.

AD HOC COMMITTEES:

CEDA: No Report.

Cemetery: Councilmember Gadwa contacted the Forest Service and notified them that the Forest Service road is washed out and people are unable to access the cemetery. Gary Gadwa stressed the importance of having the road fixed by Memorial Day weekend.

Code Review: No Report.

ORIGINAL IN RED

APPROVED

Sawtooth Interpretive & Historical Association: Construction and restoration work is on its way, hoping to be done by Memorial Day weekend if everything goes right we will open on Memorial Weekend, the hours will be 11:00 to 5:00 Thru September. RedFish center is gearing up to open in the middle of June; they are looking for volunteers hoping to have a community volunteer day.

Groomer: all set and waiting until next winter. There is a list of groomer parts and materials and Gary agreed to review for possible purchase this year.

Chamber of Commerce: Spring poster is up, working on the summer Poster. Mayor Mumford wants the summer poster to be put up as soon as possible so the public can make their summer plans. Majority of the events are posted on the website.

OLD BUSINESS:

- Adoption of Building Permit Application form and Instructions, Council President Botti, we are not ready to vote yet, but noted we need to update form as soon as possible to be in conjunction with Building Ordinance #192. The latest changes to the application: beginning date should read start date, and verbiage under required attachments in bold, first part of the paragraph in bold is in the instructions and does not need to be included on the form also. Changes to the Instructions: #2 (i), commercial properties was removed to read multi-family dwellings. #3 provided a more extensive list of other agencies requirements that may be required. #4 copy of building plans and specification for city Records need to stay on there, it is on the ordinance. We will discuss these items further in the Work Session on May 22, 2014.
- Resolution designating City Clerk to approve routine building permits. Some residents are uncomfortable with one person being responsible for approving building permits. Ellen Libertine is concerned that the City Clerk does not have construction experience. The Council was trying to help the public by letting the City Clerk approve the simple building permits so they did not have to wait a month for the following meeting. Councilmember Gadwa replies to Ellen Libertine and states that a simple building permit on a sign or on a fence that meet all the SMC there is no reason the applicant has to wait a month. Councilmember Gadwa also let Ellen know that she does not have building experience either. This is just so the City Clerk can approve the simple permits and has the option to turn over any more complicated building permits to the City Council. Councilmember Gadwa makes a motion to approve the resolution, Council President Botti seconds, Councilmember Hadzor feels the public is not comfortable having this resolution passed; she has spoken with many concerned citizens. In light of this information we will put a copy of the resolution on the website and the resolution will be discussed in the Work Session on the 22nd. Subjectivity of approval process and consistency issue is the main concern. All opposed. Motion does not pass.

NEW BUSINESS:

- Sawtooth Summit Operations Inc. - liquor licenses – dependent on State and County licenses, the concern is the gap of time between the real estate closing and the next council meeting. Councilmember Gadwa suggests we give authority to the Mayor to facilitate approval once the real estate closing is closed. Councilmember Gadwa makes a motion authorizing the Mayor to facilitate transfer of beer, wine and liquor licenses. Councilmember Hadzor seconds. All approve. Motion Passes.

ORIGINAL IN RED

APPROVED

- Discussion of signs regarding flags. The city code restricts the use of flags to draw attention. The concern stems from once flags were allowed there would soon be flags everywhere. There was no clear consensus if we should allow flags or not or if we should change the ordinance, so the City Council will revisit this discussion in the Work Session on May 22, 2014.
- MTE Communications looking for a place to store equipment material for 3-4 months starting in Mid May, requesting to store on City of Stanley property in Pioneer Park. Councilmember Gadwa makes a motion that we prefer not to have equipment stored in town and due to our busy season we will be unable to approve to have equipment stored in the City Park. Councilmember Hadzor seconds. All Approve. Request for equipment storage is denied.
- J-S Van Der Wal request for dust abatement this year to include Merritt Lane, unfortunately we do not have it in the budget to include Merritt Lane this year.

BUILDING PERMITS:

- Midvale Telephone Exchange – Building Permit #834 – Councilmember Gadwa concern is it says it is going to the homes; do not want it to interfere with home owners and businesses. Permit #834 described as a reissuance of permit #787, but the scope of work is different. No one from MTE attended the meeting. Motion made by Councilmember Gadwa we need more detail, we cannot approve this permit; move to deny permit # 834. Councilmember Hadzor seconds. All approve. Permit #834 is denied.
- Doug Wollant – Permit #835. Councilmember Gadwa moves to approve permit #835, Council President Botti seconds. All approve. Motion passes.
- The Stanley Redd – Permit #836. Councilmember Gadwa move to approve permit #836, Council President Botti seconds. All Approve. Motion Passes.
- Niece Smiley Creek, LLC – Permit #050514. Councilmember Gadwa moves to approve sign permit #050514, Councilmember Sentz seconds. All Approve. Motion passes.
- Preapproval of two sign permits #0505142 and #0505143 once real Estate closing happens for Sawtooth Summit Operation, Inc., and Sawtooth Summit Food & Beverages, Inc. Mandy Clark comments the banner signs will be approximately 8' x 3', they are also requesting that the banner signs to stay up thru September (approximately 60 days), to announce change of ownership. Council discusses that due to the change of ownership this is a special request. President Botti makes a motion to approve the two signs. Councilmember Gadwa seconds. All Approve. Motion passes.

CITY CLERK REPORT: (City Clerk/Treasurer Cari Tassano)

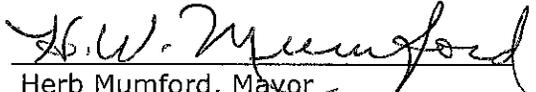
City Clerk request for 2014 Budget and Levy Training on May 12, 2014, was approved. City Clerk responded to Laurii Gadwa on questions regarding Workman's Compensation and miscellaneous deposit to the City. Option tax is still trending below average. It was discussed that due to Sled Dog Race being cancelled and the

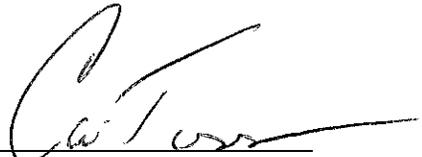
ORIGINAL IN RED

Winterfest was a little below average attendance. Steelhead season was also below average. All of these reasons are affecting the low Option Tax for the winter of 2014.

ADJOURNMENT:

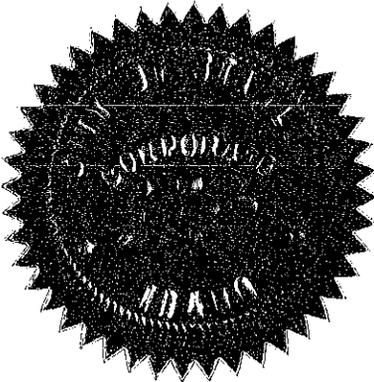
Mayor Mumford adjourns the meeting at 7:56 pm.


Herb Mumford, Mayor

ATTEST: 
Carl Tassano, City Clerk

Noted attachments follow:

- Street and Roads bid proposal
- Resolution #93
- Building Permit Application Draft
- Resolution authorizing representative to act upon building permits draft



APPROVED

Proposal must have all blanks below filled in. Failure to do so shall cause the proposal to be rejected.

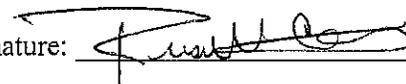
PROPOSAL FORM:

Description _____ Proposal Amount _____

2014 Summer Streets and Roads Maintenance Contract for June 1st, 2014 through September 30th, 2014. In accordance with the attached specifications, terms, and conditions.

TOTAL HOURLY BID PROPOSAL = \$85⁰⁰/HR → includes operator

Contractor Name: STANLEY CONSTRUCTION / Russell Clark

Signature: 

Company Name: STANLEY CONSTRUCTION

Address: P.O. Box 48, STANLEY

Contact Number: 208-821-2427

By signing this proposal form I acknowledge that I have read the 2014 Contract and will adhere to its provisions and requirements.

- \$85 / HR PER ALL Equipment
- \$85 / HR PER TRUCKING
- \$40 / HR LABOUR

DUST CONTROL → \$7500.00
(As described)

Draft



CITY OF STANLEY

RESOLUTION NO. 93

A RESOLUTION OF THE CITY OF STANLEY ESTABLISHING RENTAL FEES AND POLICIES FOR THE STANLEY CITY PARK AND COMMUNITY BUILDING, AND TO ESTABLISH AN EFFECTIVE DATE.

WHEREAS, The City of Stanley is empowered to establish user fees for the use of it's Park and Community Center facilities within the City; and,

WHEREAS, The City of Stanley is empowered to establish policies and procedures for use of said facilities; and,

WHEREAS, The City of Stanley finds it necessary to hold security deposits on said facilities to ensure proper use and cleanup,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STANLEY, THE MAYOR CONCURRING, THAT:

- Resolution 93 will supersede all other Park/ Community building fee resolutions
- Security deposits and rental fees must be received by the City Clerk 30 days prior to any event to secure requested date. All security deposits will be returned following a satisfactory inspection of facilities.
- The City of Stanley shall not be liable for cancellations due to inclement weather.
- 100% of fees will be returned upon cancellation of event at least 30 days prior to said event.
- 50% of fees will be returned upon cancellation of event at least 15 days prior to said event.
- Rental Fees for The City of Stanley's Pioneer Park will be as follows:

A. Non-commercial use of Pioneer Park

1) Ball field and picnic area @	\$ 350.00
2) Ball field @	150.00
3) Picnic area @	150.00
4) Security deposit @	250.00

B. Commercial use of Pioneer Park

1) Ball field and picnic area @	\$ 750.00
2) Ball field @	350.00
3) Picnic area @	350.00
4) Security deposit @	500.00

ORIGINAL IN RED

Draft

Rental Fees for The City of Stanley's Community Building (auditorium, kitchen, bathrooms, parking, grounds) will be as follows:

A. Non-commercial use of the Community Building (cleaning fee/ garbage removal is included)

- | | |
|-------------------------|-----------|
| 1) Community building @ | \$ 250.00 |
| 2) Security deposit @ | 125.00 |

B. Commercial use of the Community Building (cleaning fee/ garbage removal is included)

- | | |
|-------------------------|-----------|
| 1) Community building @ | \$ 500.00 |
| 2) Security deposit @ | 250.00 |

Authorized by the City Council the 9 day of June, 2004,
and signed by me in open session in authentication of its adoption
this 9 day of June, 2004.

Neil B. Anderson
Council member Neil Anderson

THE MAYOR CONCURRING:

Paul Frantellizzi
The Honorable Mayor, Paul Frantellizzi

ATTEST:
Kellie Wahstrom
Kellie Wahstrom, City Clerk

ORIGINAL IN RED

Draft

ORIGINAL IN RED

BUILDING PERMIT APPLICATION INSTRUCTIONS

APPLICATION SUBMITTAL:

1. Complete and **sign** Building Permit Application Form
2. Attach site plan which **must** include:
 - a. Specific location of the proposed project on the applicants' property
 - b. All set backs clearly marked,
 - c. A scale drawing of the project with specifications,
 - d. Building elevations,
 - e. Indication of any drainage paths onto or off of property if affected by the building project SMC 17.40.050 (F)
 - f. Location within floodplain (if applicable, attach Flood Hazard Development Permit, SMC 15.08.040 (B)
 - g. Locations of any roads, culverts, existing areas of critical concern as per SMC 16.44,
 - h. Location of easements
 - i. **Commercial Properties must also include the following:**
 - a. Parking area adequate for anticipated customer base as per SMC 15.04.020 (A)(B),
 - b. Snow removal plans including storage and anticipated spring drainage per SMC 15.40.020 (A)(B)
3. Attached documentation of approvals from applicable agencies (Forms available from the City Clerk)
 - a. Stanley Sewer Association: Require notification of any new hookup or any change of usage. Verification of membership required.
 - b. SawtoothValley Rural Fire Department: Require review of access, setbacks and building construction materials.

Any building permit issued by the City of Stanley addressed only the requirements of the Stanley Municipal Code. Applicant is responsible for obtaining all other permits and certifications required by applicable law as promulgated by federal, state, county, or other local government authority.
4. Copy of Building/Construction Plans and specification for City records.

Permit application is to be submitted to the City clerk. **The city council shall act upon all applications for building permits within a reasonable time following the completion of the application, considering the complexity of the proposed project. In no event shall the council be required to act prior to the thirtieth day following submission of a complete application for a building permit, however, the council may act within the thirty day period if it so desires and if action within that period can be reasonably taken. (SMC 15.04.030). Adequate time must be given if the need for engineering review has been determined.**

Draft

ORIGINAL IN RED

ADDITIONAL INFORMATION:

Water and Sewer Service:

A habitable or commercial property within the city limits must be connected to the Stanley Sewer Association Sewer system (SMC 13.04.010). The property owner is responsible for all connection fees as set by the Stanley Sewer Association as well as any construction expenses. All water is by private well s and is the sole responsibility of the property owner.

Radon

Property owner needs to be aware of the potential for high radon levels and take appropriate actions for their own safety.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED FOR CONSIDERATION

No deviation of use or construction from the submitted plans will be allowed without the written approval of the Stanley City Council.

Permit # _____ Date _____
Applicant Name _____
Fee Amt\$ _____ Date Paid _____

Draft

Approval _____ Date _____
Disapproval _____ Date _____

BUILDING PERMIT APPLICATION

OWNER: _____ PHONE NUMBER _____
MAILING ADDRESS _____
JOB ADDRESS _____
ZONE: ___ Residential A: ___ Residential B: ___ Limited Commercial: ___ Commercial: ___ Commercial A
_____ Floodplain Permit (required for area of special flood hazard defined in SMC 15.08.0030(B))
CONTRACTOR _____ PHONE NUMBER _____
ARCHITECT _____ PHONE NUMBER _____
ENGINEER _____ PHONE NUMBER _____
BEGINNING DATE: _____ ESTIMATED COMPLETION DATE: _____

TYPE OF CONSTRUCTION (check all that apply)

___ New Construction ___ Apartment ___ Commercial/Industrial*
___ One Family Residential ___ Garage ___ Mobile Home Set**
___ Multi-Family ___ Unattached Outbuilding ___ Other _____
___ Duplex ___ Alteration/Addition

*Intended Commercial Use _____

**Meeting rustic accommodation requirements per SMC 17.40.020

BUILDING PLAN DETAILS

Building Height: _____ Square Footage: _____ Siding Type: _____
Roof Type: _____ Roof Color: _____ Siding Color: _____
Finish material (if applicable) _____
Describe in detail the exterior of the structure: (use additional page if necessary)

The above information must be reflected on the attached Building/Construction Plans

REQUIRED ATTACHMENTS

___ Site Plan (as per instructions) ___ Building/Construction Plans and Specifications
External Agency Approval (if applicable. See Instructions)
___ Stanley Sewer Association: ___ Sawtooth Valley Rural Fire Department

The City of Stanley reserves the right to request review by the City's engineering firm. The applicant is responsible for all engineering costs, if any, as per SMC 15.020 and 15.08.040 (D). If a review is determined necessary the applicant will be notified and may amend or withdraw the application, provide the City with their own engineering review for consideration or proceed with the city engineering review.

The city council shall act upon all applications for building permits within a reasonable time following the completion of the application, considering the complexity of the proposed project. In no event shall the council be required to act prior to the thirtieth day following submission of a complete application for a building permit, however, the council may act within the thirty day period if it so desires and if action within that period can be reasonably taken.(SMC 15.04.030) Incomplete applications will not be considered. All permits are issued subject to the ordinances contained in the Stanley Municipal Code, as amended, and it is hereby agreed that the work will be done as shown on the plans and specifications submitted with this application for a building permit as well as the description and completion date shown above and it will be completed in accordance with the ordinances pertaining and applicable thereto.

Signature of Applicant _____ Approved By _____ Date _____

Permit is not approved until fee is paid.

City Official

ORIGINAL IN RED

Draft

ORIGINAL IN RED

A RESOLUTION OF THE CITY OF STANLEY, IDAHO, DESIGNATING THE CITY CLERK AS THE AUTHORIZED REPRESENTATIVE OF THE CITY COUNCIL FOR APPROVING BUILDING PERMITS, AND ESTABLISHING ADMINISTRATIVE PROCEDURES FOR TRACKING AND PUBLISHING LISTS OF PENDING AND APPROVED BUILDING PERMITS.

WHEREAS, Ordinance No. ~~152~~ provides that the City Council may, by resolution, designate an authorized representative to act upon building permit applications, and;

WHEREAS, in order to provide adequate public notice for comments and appeals of building permit actions, the City Council wishes to establish procedures for tracking and publishing building permit actions taken by its designated representative, therefore:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STANLEY, Custer County, Idaho, that the following procedures will be followed, until revoked by the City Council:

- The City Clerk is designated as the authorized representative of the City Council for acting upon building permit applications.
- The City Clerk will approve, disapprove, or refer applications to the City Council as provided in Ordinance No. ~~152~~.
- The President of the City Council shall act as the authorized representative of the City Council for acting upon building permits in the absence of the City Clerk.
- The City Clerk shall post on the City of Stanley web site a list of building permit approvals and denials within five days of issuance or denial. These postings shall be maintained for thirty days.
- The City Clerk shall provide a list of building permit approvals and denials within five days of issuance or denial via e-mail to those residents and property owners who indicate to the City Clerk that they wish to receive such information.
- The City Clerk shall place a list of building permits issued or denied on the agenda of the next City Council meeting, along with those pending action by the City Council, and shall ensure that building permit actions are noted in the minutes of City Council meetings.

Authorized by the City Council the ___ day of May, 2014 and signed in open session in authentication of its adoption.

City Council President

The Mayor Concurring:

Draft

ORIGINAL IN RED

The Honorable Mayor, Herb Munford

ATTEST:

City Clerk