

RECORD OF PROCEEDINGS

MIDDLETON CITY COUNCIL MARCH 15, 2017

The regular meeting of the Middleton City Council on March 15, 2017 was called to order by Mayor Darin Taylor at 6:30 p.m.

Roll call: Council Members Carrie Huggins, Rob Kiser and Council President Lenny Riccio were all present and Council Member Beverlee Furner arrived at 6:32 p.m.

Motion to Approve Agenda: Motion by Council President Riccio to accept the posted agenda was seconded by Council Member Kiser and carried unanimously.

3) **Administrative Action/Consent Agenda:**

Mayor Taylor introduced the item for questions and discussion.

Motion: Motion by Council President Riccio to approve consent agenda item 3a accounts payable was seconded by Council Member Furner and carried unanimously.

4) **New Business:**

4)A. **Mayor's Youth Advisory Council (MYAC) Report**

Steele Sommer the MYAC City Liaison was unavailable so City Deputy Clerk Kandice Cotterell gave the MYAC report and answered questions.

4)B. **Consider approving Resolution No. 387-17**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIDDLETON, IDAHO, PROVIDING FOR THE DESTRUCTION OF SEMI-PERMANENT AND TEMPORARY RECORDS; AND PROVIDING AN EFFECTIVE DATE

Mayor Taylor introduced the item for council questions and discussion, and asked if anyone in the audience would like to speak about the item: none.

Council President Riccio asked about the hard drives in the computers, and Mayor Taylor answered that they would be drilled through and destroyed.

Motion: Motion by Council President Riccio to approve Resolution No. 387-17, with the addition of the word "transitory" (referring to transitory records) throughout the resolution as appropriate, was seconded by Council Member Huggins and carried unanimously.

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4)C. Consider approving Resolution No. 388-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIDDLETON, IDAHO, RELATING TO SURPLUS PROPERTY; DECLARING PROPERTY SURPLUS, AUTHORIZING AND DIRECTING THE DISPOSAL OF SURPLUS PROPERTY; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE

Mayor Taylor introduced the item for council questions and discussion, and asked if anyone in the audience would like to speak on the item: none.

Motion: Motion to approve Resolution No. 388-17 was seconded by Council Member Kiser and carried unanimously.

5) Old Business:

A RESOLUTION OF THE MIDDLETON CITY COUNCIL, MIDDLETON, CANYON COUNTY, IDAHO, ADOPTING A POLICE POLICY AND PROCEDURES HANDBOOK; AND PROVIDING AN EFFECTIVE DATE

Mayor Taylor introduced the item for questions and discussion.

Council Member Kiser said that he would like to get a summary from Chief Zimmerman.

Council President Riccio stated that he would like to read a final version of the proposed handbook before adopting it.

Chief Zimmerman reported that the proposed handbook is a compilation of surrounding agencies procedure manuals, with the base from the Idaho State Police (ISP). He added that he is very comfortable with this version and that it will change over time because things change.

Officer Michael Barley said that every day they work without an adopted policy is dangerous. He added that if they have to testify the first thing they asked is, "What does your policy say?" He recommends adopting the proposed handbook and then adjusting as needed.

Mayor Taylor asked if anyone in the audience would like to speak about the item:

Mark Christiansen asked how does the manual handle things that come up that are not in the manual. Mayor Taylor answered that the manual refers those items to the Chief, and that sentence should be added in each section where it makes sense.

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Council Member Kiser asked the manual contains how often officers are required to weapons qualify. Chief Zimmerman answered that that subject is usually not found in procedures manuals, but is in a chief's discretion. In Middleton, officers are required to weapons qualify four times a year.

Motion: Motion by Council President Riccio to adopt the Police Procedures Handbook with formatting edits to be complete was seconded by Council member Kiser and carried unanimously.

7) **Public Comments:**

Robert Pittman said that he sent an email to the city about the proposed address changes from the last meeting to each Council Member. He added that his understanding was that changes discussed during the last two meetings would not be implemented because of the Council's decisions, but the changes were still done and he wondered why.

Mayor Taylor answered that implementing the road name changes occur with two different computer programs, which several individuals worked on, and with road name signs. Decisions about the changes actually needed made before the council meetings, and he had assumed Council would approve the changes so he made the changes before the Council meeting. He has been re-editing the changes based on Council's decisions so utility bills mailed to residents in April 2017 should have correct road-name suffixes and directional information.

8) **Department Comments:** none.

9) **Mayor's Comments:**

- A dispute has arisen regarding approximately 59 feet on the north side of Bass Lane where both land owners do not agree on where the boundary line is. Warrington Construction has been on-site building the well-house for Well 10 and one land owner is not happy about it the fence relocation. Mayor Taylor has met with the owner to negotiate a settlement.
- The builder of 8342 Copper Creek Way did not respond to the city's letter requesting compliance, so the city will proceed with enforcement of the building code.
- Mayor and the Building Official are drafting a letter to builders and contractors registered in Middleton that informs them of Middleton's attention to accurate plans, structures built according to approved plans and the building code, individual responsibility to follow code, where a copy of the code or other documents referred to in the code can be found, etc.

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10) **Council Comments:**


- Council President Riccio attended his first school board meeting and stated that it was very informative.
- Council Member Huggins said that she is not comfortable with only receiving quarterly financial reports. She thought that she would be but she would like more detail on financial reporting. Other Council members agreed.

11) **Executive Session pursuant to Idaho Code and possible decision(s) to follow:**
74-206(1)(f) Potential and pending litigation


12) **Adjourn:**

Motion: Motion by Council President Riccio to adjourn was seconded by Council Member Kiser and carried unanimously. Mayor Taylor declared the meeting adjourned at 7:50 p.m.

ATTEST:



Mayor Darin Taylor


Kandice Cotterell, Deputy City Clerk
Approved: April 5, 2017

