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**MIDDLETON CITY COUNCIL  
MARCH 18, 2020**

The Middleton City Council meeting on March 18, 2020 was called-to-order at 6:30 p.m. by Mayor Steve Rule.

Mayor introduced Jennica Reynolds as the new deputy clerk for City Council

**Roll Call:** Council President Rob Kiser, Council Members Carrie Huggins, Jeff Garner, and Tim O'Meara were present.

Pledge of Allegiance, Invocation: Chaplain American Legion Post 39 – Fred Webb (Fred left the meeting after the invocation)

Mayor explained that according to CDC guidelines due to COVID-19 (Coronavirus) to not gather in groups of more than 10 people, City Council was being streamed live via the City Facebook page.

**Information Items**

- 1. Discussed the 2021 Budget Workshop Schedule – Wendy Miles**  
Council President Rob Kiser commented that given the shutdown caused by COVID-19, his other job may mean that there is a potential that he misses the meetings on April 15th, May 6th and even June 3<sup>rd</sup>, 2020 due to a condensed spring sport schedule. If that happens, he will meet with Wendy separately.
- 2. Discussed the Cycle for Independence – Metric Century Course May 16, 2020 – Becky Crofts**
- 3. Library Report – Delayed due to Library shutdown because of COVID-19 – Becky Crofts**
- 4. Discussed the Sludge Dewatering Update – Bruce Bayne**  
Mayor Rule noted that there are some tough decisions that need to be made in the future. The Wastewater Treatment Plant is a priority. Council can expect having some serious talks as to how to fund this. Priority is a 5 year plan and then a 10 year plan. Council President Kiser stated that the challenge is not solely due to the growth in Middleton, it is because of the increased regulations that DEQ has placed upon cities. Becky Crofts discussed for the past 6-7 years the City has done a lot of design planning and now the city is focusing on the financial planning that is needed. A good model is that the user fees, not the base rates pay for the cost of maintenance and operation of the system.
- 5. Discussed Middleton Police Department Building – Chief Alan Takeuchi**  
Chief gave a brief history of the buildings the police department have used and are currently using and detailed the challenges the police face at this time, a 5 to 10 year growth plan, and suggested the possibility of moving to the Library Annex Building (LAB). He clarified that his intention is not to stop programs at the Library, he thinks that there are other buildings that could be better utilized. Council President Kiser said that he believes the number one service of the City needs to provide is the security of the residents and the best option is if the City can use a building already existing for the police department. He suggested that the Library programs work with the Community Center and

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perhaps move the LAB programs there. Council Member O'Meara explained that the Greater Middleton Parks and Recreation Department does not own the Community Center, and would need to work with the Middleton School District to get acquire the building. He thinks it is a great idea to possibly move the LAB programs to the Community Center, and would be very willing to discuss that option. The Mayor asked for clarification from Chief Takeuchi of how the council chambers could be moved from current council chambers at 6 North Dewey to current City Hall and MPD at 1103 West Main Street. Council Member Garner commented he likes the plan, he does have concern for the available parking. Becky Crofts informed the council that in the future there will be discussion on all the City buildings and their life expectancy based on the City needs. Council Member Huggins asked that with the discussions of planning for City buildings there be a long term plan addressed so that all taxing districts and parties involved can work together. The Mayor agreed that he would like to work to solve these concerns. He stated that public safety is his primary concern and he thinks moving the police station to the LAB could be a 10-15 year fix, and he thinks the combining of two programs (Library Programs and Community Center) to be the most efficient use of tax-payer dollars.

### **Action Items**

1. **Consent Agenda (items of routine administrative business)**
  - a) **Consider approving minutes for Council's March 4, 2020 meeting.**
  - b) **Consider ratifying March 13, 2020 payroll in the amount of \$98,326.90, and accounts payable thru March 13, 2020 in the amount of \$98,106.95.**
  - c) **Consider joining other cities around the Treasure Valley in approving a Proclamation declaring the month of April as "Fair Housing Month" in Middleton.**

Mayor Rule called and introduced the action items, and asked if Council had any questions, none. Mayor read the Fair Housing Month Proclamation.

**Motion:** Motion by Council President Kiser to approve consent agenda items a, b and c, it was seconded by Council Member Garner and carried unanimously.

2. **Consider a Resolution ratifying a Declaration of Local Disaster Emergency. – Mayor Steve Rule**

Mayor Rule called and introduced the agenda item and explained what has happened since the Coronavirus Situation has come Idaho. There have been emails and multiple emergency meetings that took place over the weekend and beginning of the week (March 13-16, 2020). Monday there was a meeting at the courthouse in Canyon County where the Canyon County Commissioners and other Mayors of cities in Canyon County met and signed the declaration to show unity from Canyon County and all the cities therein showing the same path forward. They came up with a resolution ratifying a declaration of Local Disaster Emergency authorizing the continuance of the local disaster emergency declaration in its terms for a period of 30 days authorizing the immediate expenditure of public money to safeguard life and health and property and providing an effective date. It shows unity, but also allows for federal reimbursement for additional expenditures that could be incurred due to the Coronavirus.

**Motion:** Motion by Council President Kiser to approve Resolution 441-20 Ratifying a Declaration of Local Disaster Emergency, it was seconded by Council Member Huggins. Council Member Huggins asked if the emergency funds that were not budgeted for this

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can be used without reopening the budget which allows a city to act quickly if they need to, without the need to publish in the paper. Mayor Rule said that is correct and the chance that the City could be reimbursed. Council President Kiser said the emergency funding opens up a funding source that is not currently open to the City. Motion was approved unanimously by roll call vote.

**3. Consider adopting an emergency ordinance to modify the neighborhood meeting rules. – Bruce Bayne**

Mayor Rule called and introduced the agenda item and Planning and Zoning Official Bruce Bayne gave a summary explaining the need for the ordinance. Neighborhood meetings are only allowed per City code in a place where people can meet. Due to the CDC restrictions of 10 person or less it is proposed that applicants have the ability to have a neighborhood meeting through a conference call. This would only be in affect as long as the CDC restrictions are in place due to the Coronavirus. He explained the requirements of the conference call and the changes to the current city code specifically allowing an extra 5 days for the submittal of comments from the adjacent property owners. He asked if there were any questions from Council and added there are other communities that are doing this same thing. We want to keep the City going and this change does not circumvent the public hearing process.

Council President Kiser asked if the applicant will provide some sort of communication to as to how they can be contacted if the person cannot state their thoughts during the neighborhood meeting. Bruce said per City code the applicant will have to provide an avenue to be contacted. Bruce said yes, and also the people can also give responses to the City during the 5 day period after the neighborhood meeting. Bruce reaffirmed this ordinance would be in effect only as long as the COVID-19 CDC restriction 10 person rule is in place.

Council Member Huggins asked why the ordinance wasn't worded to include future disasters. Bruce said after talking the City Attorney Chris Yorgason, he was advised to only include the current COVID-19 disaster.

**Motion:** Motion by Council President Kiser to read Ordinance 631 by title only, and seconded by Council Member Garner. Council President Kiser read Ordinance 631 by title only: AN EMERGENCY ORDINANCE OF THE CITY OF MIDDLETON, CANYON COUNTY, IDAHO AMENDING TITLE 1 CHAPTER 14 OF THE MIDDLETON CITY CODE, PROVIDING TEMPORARY STANDARDS FOR NEIGHBORHOOD MEETINGS; AND PROVIDING AN EFFECTIVE DATE. He motioned to waive the three reading rule and to approve adopting Ordinance 631. Seconded by Council Member O'Meara and was approved unanimously by roll call vote.

5 Minute Recess: 8:00 p.m.  
Back on record: 8:04 p.m.

**4. Consider approving a Resolution for the Middleton Library requesting a solution for staff time – Kate Lovan**

Mayor Rule called agenda item and suggested tabling item to a future date in time.

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**Motion:** Motion by Council President Kiser to table Consider approving a Resolution for the Middleton Library requesting a solution for staff time, seconded by Council Member O'Meara and approved unanimously.

**Public Comments, Mayor Comments, Council Comments:**

Mayor Rule asked that people stay safe during this time. He said this is a strange time, he has never seen this in all the years of his political career. The Coronavirus is a real problem for older citizens. Please be safe and wash. Please keep your distance, follow the social isolation/distancing guidelines.

Council President Kiser said the Middleton School District is shut down until April 6, 2020. This means that no classes or extra-curricular activities, this is a state-wide mandate. He has never been in a forced shut down of a spring sport ever in the past 25 years. He doesn't know how long this will affect programs in the future.

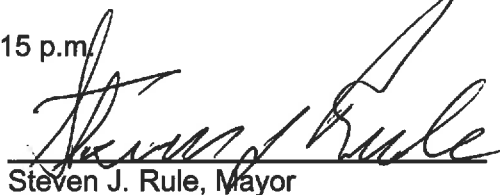
Council Member O'Meara said the Parks and Rec District is following the School District Guidelines and shutting down all programs. The Community Center is closed as well as the Parks and Rec Office.

Police Comments: Chief Takeuchi said police will not have a disruption in the services provided. They will take a little different approach. If people need the police, please call. Call 911, they will always respond to calls. Requesting people to use the phone instead of coming into the lobby, but they are working to get the forms in an online document format to avoid exchanges of paper. Police are responding to calls and asking that when they go to a scene they meet with calling party outside and officers will follow the social distancing guidelines of 6-8 feet between individuals. All the officers are outfitted with personal protective equipment and will use it if there are any symptoms of the virus when responding to a call.

Mayor Rule said that City Hall remains open, we have put up a 4 foot barrier in front of the clerks but we are asking residents to make payments online or in the drop box.


Council Member Garner stated that the School District Levy failed at the last election.

**Adjourn:** Mayor Rule adjourned the meeting at 8:15 p.m.



Steven J. Rule, Mayor

ATTEST:



Jennica Reynolds, Deputy Clerk  
Minutes Approved: April 1, 2020