

River Heights City Council  
Minutes of the Meeting  
January 13, 2015

Present were: Council members: Doug Clausen, mayor pro tem  
Richard Okelberry  
Geoff Smith  
Dixie Wilson

Recorder Sheila Lind  
Public Works Director Clayton Nelson  
Finance Director Clifford Grover  
Treasurer Wendy Wilker

Excused Mayor James Brackner  
Councilmember Blake Wright

Others Present: None

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to “adopt the minutes of the December 23, 2014 Council Meeting, and the evening’s agenda.” Council member Okelberry seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.

Motion #2

Councilmember Smith moved to “pay the bills as listed.” Councilmember Okelberry seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was absent.

Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, January 13, 2015.

Opening Remarks and Pledge of Allegiance: Councilmember Okelberry opened the meeting with comments on the attack of the French newspaper which occurred because of intolerance. The irony is that the newspaper was also intolerant. He hoped that we can be tolerant of other people and their cultures. Councilmember Clausen led the group in the Pledge of Allegiance.

Adoption of Previous Minutes and Agenda: Minutes of the December 23, 2014 Council Meeting, were reviewed.

46 **Councilmember Clausen moved to “adopt the minutes of the December 23, 2014 Council**  
47 **Meeting, and the evening’s agenda.” Council member Okelberry seconded the motion, which**  
48 **passed with Clausen, Okelberry, Smith and Wilson in favor. No one opposed. Wright was**  
49 **absent.**

50 Pay Bills: The bills were presented and discussed.

51 **Councilmember Smith moved to “pay the bills as listed.” Councilmember Okelberry**  
52 **seconded the motion, which passed with Clausen, Okelberry, Smith and Wilson in favor. No one**  
53 **opposed. Wright was absent.**

54 Finance Director Report: FD Grover discussed the combined cash investment report. The  
55 general fund is in the negative because of the expenditures of this fiscal year. At the upcoming budget  
56 workshop he will recommend taking capital expenses out of the capital projects fund. Currently there  
57 is an accumulation of \$543,000 in this account, which doesn’t ever get used up because of the way the  
58 accounting is currently being done. His recommendation will show more of a balance in the accounts.  
59 The capital projects fund should be used for capital projects, not replacements or repairs. He will  
60 assist is helping set this up.

61 Councilmember Clausen reminded of the budget meeting in two weeks. It was decided that it  
62 will start at 4:00 p.m. on the 27<sup>th</sup>, prior to the next council meeting. Recorder Lind will let Mayor  
63 Brackner know. FD Grover asked the council to get with him or Wendy for budget reports, which will  
64 assist them in planning their next year’s budget. He would be happy to answer their questions before  
65 the meeting.

66 Purchase Requisition Requests: There was none.

67 Public Works Report and Discussion: PWD Nelson reported on the following:

- 68 • The new LED light in the park has been installed. Tech Electric will come back to program it  
69 so it will be timed with the other lights. All lights in the park are now LED.
- 70 • Mr. Nelson informed of a homeowner that had a sewer lateral back up. The city ordinance isn’t  
71 really clear on who is responsible. He has talked to other cities and found they all say the  
72 homeowner is responsible from their home to the lateral. Logan’s website posts some good  
73 information that he’d like to have on the River Heights website. Councilmember Okelberry  
74 wants to make sure its legal before it’s on the website. Councilmember Clausen asked Mr.  
75 Nelson to talk to Mayor Brackner about the situation. He recommended that if the mayor feels  
76 fine about how the ordinance is stated then he can give the go ahead to post the information. If  
77 he determines he’d like an ordinance revision then they’ll move forward on that. Mr. Nelson  
78 would also like to add some verbiage to the Utility Service Agreement that states homeowners  
79 are responsible to protect and repair their line, at their own expense. Mayor Brackner can make  
80 a determination on this, as well.
- 81 • George Humbert sent Mr. Nelson an email stating Rocky Mountain Power’s cost for an  
82 assessment, which would determine the cost for River Heights to purchase the power poles and  
83 lights would be \$1,700-1,750. Councilmember Clausen said once a determination is made on  
84 how many poles and masts they will sell to River Heights, including the costs, two bids will be  
85 requested for the LED lights, which will be used to replace the bulbs, as needed (or a group at a  
86 time). When Tech Electric comes to adjust the park light, Mr. Nelson will ask him to submit a  
87 bid.
- 88 • Councilmember Smith said he was very impressed with the speed at which the city’s roads had  
89 been cleared of the snow during the last storm.

90 Administrative Report: Recorder Lind asked for clarification on what she should do about a  
91 program that would process OCR documents. Councilmember Okelberry suggested getting a copy of

92 Adobe Acrobat for a monthly fee. FD Grover volunteered to try scanning on his computer to see if he  
93 can get it to work. Mr. Okelberry remembers the cost for obtaining Adobe was already approved by  
94 the Council at the time the scanner was purchased. They suggested Recorder Lind go ahead and order  
95 it.

96 Public Comment: There was none.

97 Mayor and Council Reports: Councilmember Wilson reminded Recorder Lind to pass out the  
98 ‘No dogs in the Park’ flyers to those renewing their dog licenses this month.

99 Councilmember Okelberry asked the Council if he could contact the County in regards to the  
100 cost of extending the county library hours. Councilmember Clausen mentioned that he is on the library  
101 board and informed that River Heights and Providence are probably the only cities that contribute to  
102 the library in Providence. Mr. Clausen suggested Mr. Okelberry go to the next library board meeting  
103 and bring it up. Mr. Okelberry agreed to do this. He is still working on the website manual.

104 Councilmember Smith informed that a few youth council members will go to a legislative  
105 session. He hopes they will get more youth council members in the coming year.

106 Councilmember Okelberry recommended the city purchase the full version of acrobat (to aid in  
107 the scanning process), which will cost about \$20/month.

108 The meeting adjourned at 7:05 p.m.

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Sheila Lind, Recorder

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114 Doug Clausen, Mayor pro tem