



CITY COUNCIL SPECIAL MEETING AGENDA

City Hall - 10769 W State Street, Star, Idaho

Tuesday, May 30, 2023 at 7:00 PM

1. CALL TO ORDER – Welcome/Pledge of Allegiance

Mayor Chadwick called the meeting to order at 7:00pm.

2. INVOCATION –

Host Coordinator Harroll Wiley of LifeSpring Church offered the invocation.

3. ROLL CALL

Elected Officials Present: Council President David Hershey, Council Member Kevan Wheelock, Mayor Trevor Chadwick, Council Member Jennifer Salmonsens and Council Member Kevin Nielsen.

Staff Present: City Attorney Chris Yorgason; City Clerk / Treasurer Jacob Qualls; City Planner & Zoning Administrator Shawn Nickel; Assistant Planner & Zoning Administrator Ryan Field; City Engineer Ryan Morgan, Public Information Officer Dana Partridge and Star Police Chief Zach Hessing.

4. CONSENT AGENDA (ACTION ITEM)

- A. Approval of Claims Provided
- B. City Council Meeting Minutes - **November 15, 2022**
- C. City Council Meeting Minutes - **December 6, 2022**
- D. City Council Meeting Minutes - **December 20, 2022**
- E. City Council Meeting Minutes - **March 21, 2023**
- F. City Council Meeting Minutes - **April 18, 2023**
- G. City Council Meeting Minutes - **May 2, 2023**
- H. **Findings of Fact / Conclusion of Law** - Oliver Estates Subdivision (**Files: AZ-22-01 / DA-22-01 / PUD-22-01 / PP-22-01**)
- I. **Findings of Fact / Conclusion of Law** - Naismith Commons Subdivision (**Files: AZ-22-10 / DA-22-11 / PP-22-15**)
 - Council Member Salmonsens moved to approve the Consent Agenda; Council President Hershey seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.

5. ACTION ITEMS:

A. Pavilion Parking Lot Bid - Approve Bid (ACTION ITEM)

Mayor Chadwick explained the city received three bids for the Pavilion Parking Lot project.

City Engineer Ryan Morgan asked to discuss and have Council consider items 5A and 5B together; with 5A an explanation of the bidding process and 5B a recommendation to enter into contract with the lowest



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responsible bidder. Morgan stated that the city received three bid responses, and that the two lowest responsible bids were within 10% of each other. He said the apparent winning bidder Diamond Contractors is recommended this evening and that City Staff is hoping to have the project completed by July 4, 2023.

- Council Member Hershey moved to approve Item 5A accepting the Pavilion Parking Lot bid from Diamond Contractors and in combination, to also approve item 5B approving and entering into contract with Diamond Contractors with the not-to-exceed figure as shown in the Staff Report; Council Member Wheelock seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.

B. Pavilion Parking Lot Contract - Approve Contract & Authorize the Mayor to Sign (ACTION ITEM)

- See motion and vote record as documented under Item 5A above.

C. Boat Ramp No-Rise Civil Service Agreement - Approve Agreement & Authorize the Mayor to execute the Civil Service Agreement with Manning Civil LLC (ACTION ITEM)

City Engineer Morgan explained the floodway and the need for the Hydraulic and Hydrology project. He summarized that with a boat ramp next to the river, this puts the City in the FEMA flood way and Star's Municipal Code does not allow any field placement within the flood way without having a no-rise, also known as an "H&H" (hydraulic and hydrology) report. The person who has done most of the work in Star has retired and has passed most of his work on to the recommended engineer. The firm of Manning Civil Service, L.L.C. comes well-recommended and felt to be reputable and one of the top ten that does this type of work in Idaho.

Council Member Salmonsens asked about the public's ability to float the river; Mayor Chadwick explained there would be other steps before the public would be available to float the river and open to the public.

- Council Member Nielsen moved to approve the Civil Service Agreement with Manning Civil Service L.L.C. in an amount not to exceed \$7,000.00; Council Member Hershey seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.

6. ADJOURNMENT

Mayor Chadwick adjourned the meeting at 7:13 pm.

Trevor A Chadwick, Mayor

ATTEST: _____
Jacob M Qualls, City Clerk - Treasurer