



## CITY COUNCIL REGULAR MEETING MINUTES

City Hall - 10769 W State Street, Star, Idaho  
Tuesday, December 19, 2023 at 7:00 PM

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### 1. CALL TO ORDER – Welcome/Pledge of Allegiance

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

### 2. INVOCATION –

Bishop Jeff Wood of the 3<sup>rd</sup> Ward of the Church of Jesus Christ of Latter-Day Saints provided the invocation.

### 3. ROLL CALL

**Council Members present:** Mayor Trevor Chadwick, Council President David Hershey, and Council Members Kevan Wheelock and Jennifer Salmonsens were present. Council Member Kevin Nielsen was absent (excused).

**Staff present:** City Attorney Chris Yorgason, Police Chief Zach Hessing, Assistant City Planner/Code Enforcement Official Ryan Field, Deputy City Clerk Barbara Conly, and Information Technology Director Shane Dale were present.

### 4. PRESENTATIONS

Mayor Chadwick asked Council to add a topic to the agenda for the Star Monthly Police Report to be presented.

- Council Member Salmonsens moved to add the late topic of the monthly Police report, noting the good faith reason being the report was submitted after the agenda had been posted and staff being out of the office; Council Member Wheelock seconded the motion. ROLL CALL VOTE: Wheelock – aye; Salmonsens – aye; Hershey – aye. Motion carried.

#### A. III-A Annual Report - 2022 / 2023 Annual III-A Presentation to Entities

III-A Operations Director Susan Lasuen presented the September 30, 2023 fiscal year end III-A.

Lasuen summarized that III-A ended their fiscal year with 103 total agencies and that 100% of those stayed with them for the year. She reviewed the report utilizing a slide presentation, providing a summary of operations and noting efforts in the cost of operating expenses.

Lasuen noted that she felt a significant item was that III-A was able to secure a \$2.9 million reimbursement through the CARES Act, which she said was exciting because that is direct funding that III-A can put back into the trust which helps offset rate increases and helps keep costs down for the members and employees of the public agencies that participate in their coverage.

Lasuen finished up with slides summarizing annual results by claim type and also provided an overview of the various III-A programs for medical infusions, telehealth, wellness screenings, mental health, and pharmacy benefits.

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**B. Police Report**

Chief Zach Hessing introduced new Police Department member Detective Casey Bryant, who will be a second detective to focus on the areas of person crimes such as violent crime, domestic violence, and aggravated assault. Mayor Chadwick and the City Council members welcomed Detective Bryant.

Chief Hessing went on to provide the statistics from the November Police Report, noting similarity to the October report. Hessing reminded citizens to help avoid easy-opportunity crimes by being vigilant about locking their vehicle, not leaving keys in their vehicle, and keeping garage doors shut. Hessing noted that year-to-date Star has had 292 total crimes. In November, he noted eight person crimes, nine property crimes, and eight society crimes. Reiterating the departmental policy of pro-active policing, Hessing explained a 6:1 call type ratio in November, with six proactive policing calls (officer-initiated) for every citizen-initiated call.

**5. CONSENT AGENDA (ACTION ITEM)**

A. **Approval of Minutes:** November 21, 2023 City Council Meeting Minutes

**B. Approval of Claims**

- Council Member Salmonsens moved to approve the Consent Agenda; Council President Hershey seconded the motion. ROLL CALL VOTE: Wheelock – aye; Salmonsens – aye; Hershey – aye. Motion carried.

**6. ACTION ITEMS:**

A. **FY 2021 / 2022 Audit Presentation & Acceptance - Audit presentation and Acceptance by Zwygart John & Associates (ACTION ITEM)**

Certified Public Accountant Jordan Zwygart of the firm Zwygart John & Associates CPA's, PLLC presented the Independent Auditor's Report for the City of Star, Idaho for the fiscal year ending September 30, 2022.

Mr. Zwygart noted that in his firm's opinion, everything in the City's fiscal reporting was materially correct, clarifying that this meant fiscal items were reported correctly with nothing abnormal that stood out. He reviewed the City's balance sheet and took various questions from the City Council on fiscal controls and process. Zwygart noted a Treasury controls process improvement for City of Star from the prior fiscal year to the one ending September 30, 2022, pointing out that it is now clear in City process that more than one set of eyes looks at invoices and that bank statements being reconciled are being looked at by someone other than the person reconciling them. Specific to federal grants, Zwygart pointed out that the grants showed as being spent in accordance with what they were supposed to be spent on, so no issues were noted.



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Council discussion focused on future control measures given the City's explosive growth. Zwygart noted that City Clerk / Treasurer Qualls was planning on meeting with the audit firm in February 2024, with the goal of having the audit for the fiscal year ending September 30, 2023 available earlier this year. As the City grows, Zwygart mentioned planning ahead for items such as budget amendments and forecasting.

- Council President Hershey moved to approve/accept the FY 2021 / 2022 audit results; Council Member Salmonsens seconded the motion. ROLL CALL VOTE: Wheelock – aye; Salmonsens – aye; Hershey – aye. Motion carried.
- B. **Acceptance of Canvassed Election Results** - Acceptance of Ada & Canyon County Election Results **(ACTION ITEM)**
  - Council Member Wheelock moved to accept both the Canvassed Election Results for Ada County and Canyon County, Idaho for the consolidated election date of November 7, 2023; Council Member Salmonsens seconded the motion. ROLL CALL VOTE: Wheelock – aye; Salmonsens – aye; Hershey – aye. Motion carried.

### 7. ADJOURNMENT

Mayor Chadwick adjourned the meeting at 7:52 p.m.

\_\_\_\_\_  
/s/ \_\_\_\_\_  
Trevor A Chadwick, Mayor

ATTEST: \_\_\_\_\_  
/s/ \_\_\_\_\_  
Jacob M Qualls, City Clerk – Treasurer