

01-27-26 Regular Monthly Meeting Minutes-City of Challis

By: Jessica Ely-City Clerk

5:30 pm Called to Order by: Mayor Sugden

Roll Call

Present: Kaylee Morrison, Cade Peterson, Mayor Sugden, Vice President JaNean Bradshaw

Public Comment: None

Petitions, Applications, Appeals & Communications:

A. Review Idaho Department of Parks & Recreation Challis Hot Springs Initiative with Mr. Packer of IDPR. Application is to upgrade the new park with restrooms, sinks and showers, and structure design will be publicly shared for comment, no specific dates set yet. *Council Unanimously approved letter of support.*

B. Local Options Tax discussion covered the March 13 submission deadline, ordinance reading requirements, business application review, rate structures, collection methods (Salmon and Mackay examples), revenue uses and restrictions, public outreach, existing 2024 legal documents, and codification procedures. Council will review these items and consider a draft ordinance and resolution at upcoming regular meetings.

Ordinances, Resolutions & Agreements:

A. Water Source Protection Ordinance #523-2 (Title VII, Chapter IV, Article VIII amendment) establishing source water and wellhead protection policy with administration, enforcement, misdemeanor penalties, severability, and codification provisions. *Mayor Sugden performed second reading.*

B. Review of Chapter 4: Water and Sewer Regulations included discussing the absence of a current city ordinance addressing water meter and valve tampering and reviewed the City of Salmon's ordinance as a potential model, focusing on unauthorized shutoffs, emergency response challenges, and infrastructure ownership on private property. Next steps include reviewing and modifying the model ordinance, establishing penalties and emergency authorization language (including verbal approval as suggested by councilor Bradshaw), and improving public education.

C. Recreation Trails Program (RTP) Letter of Commitment presented by Mayor Sugden in the amount of \$34,000.00 requiring an exact match and a signed response by Friday, January 30th. The project, administered by David Norris for the Challis Community Trails Alliance in coordination with Idaho Department of Parks and Recreation, was *unanimously approved.*

D. Review of City Employee Compensation Time Policy-Council discussed confusion over comp time accrual standards (scheduled hours vs. 40-hour threshold) and reviewed the current system, including accrual rates, payout caps, and payroll impacts. Concerns were raised regarding budget predictability and staffing availability, a request was made for a two-year prior cost analysis report, and options such as adjusting the accrual cap were discussed; no action was taken pending policy clarification and further review.

E. Kayla Johns' Centerra Park Discussion continued with Council reviewing concerns regarding manufactured home foundation requirements at Centennial Park, noting differences between city code and state standards and potential issues of noncompliance, visual impact, and inconsistent enforcement. Staff will forward documentation to legal counsel for review to clarify code hierarchy and determine whether retrofitting is required or if the current installation may proceed.

F. Zoning Map Review with Geoff Schroeder entailed Council identifying multiple errors in the 2001 zoning map, including misaligned boundaries, undefined zones, split parcels, and inconsistent designations creating nonconforming use concerns, and noted procedural and technical challenges requiring manual review and legal assistance. *Council unanimously approved* initiating the correction process, with next steps including public review of a marked map at City Hall, updates to the comprehensive plan, evaluation of attorney involvement, and development of a timeline for potential zoning commission formation.

Notice to enter Executive Session given:

Executive sessions Code 74-206 — When authorized. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner outlined in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session.

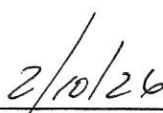
There shall be a roll-call vote on the motion, and the results shall be recorded in the minutes. An executive session shall be authorized by a two-thirds (2/3) vote of the governing body.

-(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but are imminently likely to be litigated.

Adjourned at 8:06 pm

  
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Mayor Sugden

  
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City Clerk-Jessica Ely

  
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Date of Approval