

MINUTES OF THE REGULAR MEETING OF THE
COUNCIL OF THE CITY OF MOUNTAIN HOME, ELMORE COUNTY, IDAHO,
HELD ON MAY 13TH, 2025, AT 5:00 P.M.
AT MOUNTAIN HOME CITY HALL CHAMBERS
MOUNTAIN HOME, IDAHO

CALL MEETING TO ORDER/ESTABLISH A QUORUM

RECOGNIZING PERSONS IN THE AUDIENCE

PRESENTATION

1. Presentation by Robert Cavin regarding Wildhorse development.

CONFLICT OF INTEREST DECLARATION

Has any Council Member received information pertaining to, or otherwise had any contact with any person regarding any items on this City Council agenda? If so, please set forth the nature of the contact.

CONSENT AGENDA – All matters listed within this Consent

Agenda section require formal Council action, but are typically routine or not of great controversy and will be enacted by one motion. Questions for the purpose of clarification may be asked about a particular item before the motion is voted on. However, for lengthy discussion or separate motion a Council member or citizen may request an item be removed from the Consent Agenda section and placed on the Regular Agenda. ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

- A. Approval acceptance of minutes:
 - a. Impact Fee Advisory Committee- April 7, 2025
 - b. Regular City Council Meeting- April 22, 2025
 - c. Special City Council Meeting- April 28, 2025
- B. Bills from 4/23/2025 to 5/13/2025 in the amount of \$769,802.69
- C. Payroll for the period ending 3/22/2025 to 4/21/2025 in the amount of \$797,016.38
- D. Approve the Finding of Facts to amend an existing conditional use permit with conditions requested by Idaho Power
- E. Approve the Finding of Facts for a conditional use permit located at West 7th South Street with requirements.
- F. Accept letter of engagement with Harris CPAs, soon to be Sorren CPAs, for FY25 auditing services, and authorize the Mayor and City Clerk to sign required documents.
- G. Authorize the Mayor to sign the approved AIP 3-16-0025-025-2025 (\$615,789.00) grant with the FAA for constructing a City hangar.
- H. Authorize the Mayor to sign the approved AIP 3-16-0025-026-2025 (\$379,425.00) grant with the FAA for constructing a City hangar.
- I. Approve the City license to sell beer and wine at 365 North 3rd East Street requested by Tess Beagle.
- J. Approve City staff to proceed with mailing a letter regarding Airport Hangar Inspections to all hangar leases.
- K. Approve the lease paperwork through PNC Equipment Finance for a Greensmaster Triflex Hybrid 3320 for Golf Maintenance and authorized the Mayor and City Clerk to sign all documents.
- L. Pass Resolution #11-2025R – Authorizing the Execution and Delivery of an Equipment Lease Agreement and all other schedules attached with PNC Equipment Finance for a Greensmaster Triflex Hybrid 3320, and authorizing the Mayor and City Clerk to sign.
- M. Approve agreement for professional service with J.U.B. Engineers for Construction Hangar project (AIP 3-16-0025-2025/0026-2025) and authorize the Mayor and City Clerk to sign all documents.
- N. Approve amendment to professional service agreement with J.U.B. Engineers for Mountain Home Municipal Airport SEAT Base (45-23-023) and authorize the Mayor to sign all documents.

OLD BUSINESS

NEW BUSINESS

- 1) Items removed from Consent Agenda
- 2) Action Item: Deliberation/Decision to waive building permit fee request by Marathon Cheese Corporation.

FINAL COMMENTS

ADJOURN

MINUTES OF THE REGULAR MEETING OF THE
COUNCIL OF THE CITY OF MOUNTAIN HOME, ELMORE COUNTY, IDAHO,
HELD ON MAY 13TH, 2025, AT 5:00 P.M.

The Council of the City of Mountain Home, Elmore County, Idaho, met at the Mountain Home City Hall Chambers, 160 South 3rd East, Mountain Home, Idaho on May 13th, 2025. A quorum was established with, Councilwoman Garvey, Councilwoman Wirkkala, Councilman Brennan, Councilman Harjo and Mayor Sykes being present.

RECOGNIZING PERSONS IN THE AUDIENCE

- Decker Sanders came forward to announce that he would be running for City Council as there would be two seats available.
- Brendan McCarthy, Chairman of the Impact Fee Advisory Board, provided an update for the County EMS CIP and the future of the committee.

PRESENTATION

1)Presentation by Robert Cavin regarding Wildhorse development.

Robert Cavin said that he started Wildhorse Park in the summer of 2021 off of West 12th South Street. He showed pictures of what the property looked like when they first took it over. He stated that they hauled a lot of junk out of the property and tore down three houses that were uninhabitable. He said the neighbors were really happy with those improvements. He then showed pictures of what it looked like presently. He said that there is a big open green space, 46 spots, curb/gutter/sidewalk in the front, as well as fencing.

Robert Cavin continued by saying there were six homes in the park, but they were taking longer than expected to sell. He said the reason for this was that people needed credit repair or assistance with down payments, but they are helping people by repairing credit and offering rent-to-own situations.

Robert Cavin went on to say that there was a section that had been an older mobile home park, built under much older codes, which had resulted in shorter lot spaces. He said his reason for coming forward was to ask whether, in those 8 spots, they could place RVs or campers. He explained that there was a big need for this and that he had received multiple calls from people working at Micron who needed a place to park for six months to a year. He added that this would generate income for the City through gas, groceries, and utilities, and would help bring in revenue for his property as well.

Mayor Sykes explained that he had told Robert Cavin that the current zoning did not allow him to place the units there, but he also explained that he could request a temporary allowance until the property could be rezoned or approved for such use.

Brenda Ellis, Senior City Planner, said that living in an RV was not permitted except within an RV park. She explained that an RV park was not an allowed use in an R4 Zone, but a mobile home park was permitted with a conditional use permit, which Mr. Cavin had.

Paul Fitzer, City Attorney, said that, as a short-term measure, it would not have been permissible to proceed without a rezone. He continued to by explaining that according to the comprehensive land use map, the process would involve first, an amendment to the map to allow the use, second the rezone, and third the conditional use permit.

Councilman Brennan asked Brenda Ellis asked if Robert Cavin was here on an appeal from a staff decision.

Brenda Ellis said there had never been a request for an appeal. She stated that they had informed him of what the code was, and that he had reached out to City Hall, where he was told he could come before the City Council to request a review.

Councilman Brennan asked Legal to clarify the meaning of "surrounding area uses and neighbors", whether it was a general term to everyone within the R4 zone across the City, or if it referred to more narrowly defined areas, such as the immediate surrounding neighborhoods.

Paul Fitzer said that it was not a matter of lines drawn on a map, but rather, as a presentation, it was not the appropriate median to grant a temporary rezone to allow such uses. He mentioned the surrounding property owners solely in reference to the process required for a conditional use permit and rezoning.

Robert Cavin noted that in the surrounding area photos he had provided, there were camper trailers and RVs in several locations, all with their levelers down and stairs in place. He said he did not feel that what he was requesting was any different from what was already happening in his area of the City.

Councilman Harjo asked Legal and Brenda Ellis whether the mechanism of planned unit development was available to a landowner like this.

Brenda said that her understanding of the code was that the use would have to be permitted within the zone in order to allow an RV park through a Planned Unit Development (PUD). She explained that, currently, an RV park was a conditional use in a C3 zone and a permitted use in C4 and I1 zones.

Mayor Sykes said that, as he understood it, Robert Cavin would need to go through the process first and then return to request the waiver.

Paul Fitzer said yes, adding that the City had granted waivers frequently for certain types of requests.

Robert Cavin thanked everyone for their time.

Has any Council Member received information pertaining to, or otherwise had any contact with any person regarding any items on this City Council agenda? If so, please set forth the nature of the contact.

- Councilman Harjo said that regarding New Business Action Item 2, he received a letter from Marathon Cheese in an email directly and forwarded that on to the Mayor and City staff.

CONSENT AGENDA

All matters listed within this Consent Agenda section require formal Council action, but are typically routine or not of great controversy and will be enacted by one motion. Questions for the purpose of clarification may be asked about a particular item before the motion is voted on. However, for lengthy discussion or separate motion a Councilmember or citizen may request an item be removed from the Consent Agenda section and placed on the Regular Agenda. ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

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Councilman Harjo made a motion to add an Executive Session under 74-206(1)(A) at the end of the meeting. Councilwoman Wirkkala seconded the motion.

The following vote was recorded:

Councilwoman Garvey	AYE
Councilman Brennan	AYE
Councilwoman Wirkkala	AYE
Councilman Harjo	AYE

The vote being unanimous, the motion was carried and so ordered.

Councilwoman Wirkkala thanked the Mayor for his email response to her inquiry about Restaurant Repairs 38-50. She said that it had gone over budget and he had provided an explanation, but added a follow-up email stating that it might remain negative, as there were still several months left in the fiscal year. She asked the Mayor how the Council would be kept informed.

Mayor Sykes said that there were occasional one-off expenses that were part of normal day-to-day operations, for example, a Cintas bill, which might occur on a monthly basis.

Councilwoman Wirkkala asked if this was something they would need to revisit during the budget session.

Mayor Sykes said, "Absolutely," and explained that they tried to make projections based on fiscal budgets.

Councilwoman Wirkkala asked if these kinds of things could be reflected in memos, as other departments were really good about that.

Councilwoman Wirkkala also asked about Item J on the Consent Agenda, referencing a letter that had gone out the previous year stating that "to schedule, usage fees may apply for the terminal building." She asked whether those fees had been charged and if a fee was currently required.

Tiffany Belt, City Clerk, responded that it was added as they had received several emails from users of the airport that had been insistent on using the terminal bathroom, even though there was an external bathroom facility available, however, they have never been charged, and it would have required a public hearing to charge.

Councilman Brennan addressed Chris Curtis, Public Works Director, and asked him to give an overview of the multiple airport topics on the agenda, how they were going to be applied, and what the City's vision was.

Chris Curtis said that there were a lot of exciting things happening at the airport, one of the big things he had learned was how the FAA worked, and how grant funding worked for airports, and how key it was to keep an airport going. He said that, regarding the letter, they had been advised by J.U.B. Engineers to always ensure compliance with FAA requirements, and one of those requirements was to conduct inspections of all the hangars to ensure that they were in compliance with aviation use. He continued by explaining that they had approximately a \$1 million grant available to use for building the facility and facility related things. He said they were looking at using the FAA grant to build hangars to increase revenue at the airport.

Councilman Brennan asked about the hangar on the agenda to confirm that the grant money was paying for the engineering and ultimately of it, with very minimal cost to the City, which was being paid for with other grant money.

Chris Curtis confirmed that he was correct in his understanding. He said that as the 80 x 80 hangar was being built, part of the funding would cover Idaho Power coming out and installing a new transformer, which would allow them to provide power to the rest of the airport hangars.

Councilman Brennan made a motion to pass the Consent Agenda as printed. Councilman Harjo seconded the motion.

The following vote was recorded:

Councilman Harjo	AYE
Councilwoman Wirkkala	AYE
Councilman Brennan	AYE
Councilwoman Garvey	AYE

The vote being unanimous, the motion was carried and so ordered.

Tiffany Belt asked that the record reflect that the request by Councilwoman Wirkkala regarding the TNR discussion on the ordinances, per Legal, would not return until July. She said that she knew she had communicated through emails, but she wanted it stated publicly and recorded for the official record.

OLD BUSINESS

There was no Old Business to discuss.

NEW BUSINESS

1)Items removed from the Consent Agenda

There were no Items removed from the Consent Agenda for consideration.

2)Action Item: Deliberation/Decision to waive building permit fee request by Marathon Cheese Corporation.

Councilman Harjo said that after receiving the letter via email from Marathon Cheese, he sent it to the Mayor and City staff. He said that he came in a few days later to have a discussion with the Mayor and City staff regarding what needed to happen next. He continued to state that the letter was fairly straightforward in its request, seeking relief from certain fees to offset other costs. He said that this construction project would be adding more jobs to the community. He said that he didn't have the estimated amount of fees waived in front of him.

Councilwoman Garvey said that she had them, and it was \$139,000.

Councilman Harjo said that he anticipated that there would be more conversations about related topics at Council Minutes – May 13, 2025

a later date, but for the current agenda, that was their request.

Mayor Sykes said that Councilman Harjo and he had a conversation about a CBG Grant, a commerce grant from the state of Idaho. He said that they had acquired these grants in the past for Chuck Ceccarelli and LEAP Housing. He explained that the grants were based on job creation, at approximately \$30,000 per job. He noted that there was an unexpected upfront cost from a power company of around \$700,000, and the shock had them looking for ways to offset the cost.

Councilman Harjo added that another idea that came from that conversation was getting with City attorneys and the URA attorney to determine whether the 62-603-NN exemption would be available for use. However, the feedback was that it conflicted with the URA and they were unable to utilize it.

Councilman Brennan asked Hank Patrick, Building Official, to help him understand the process. He asked if, by waiving the fees, there was ever a time when the City could get far into the process with fees and plan reviews, only for the company to later decide not to proceed, leaving the City having invested a significant amount of money.

Hank Patrick said that it had happened before, but it was not a regular thing.

Councilman Brennan asked if there had ever been a contingency included on the waiver stating that the City was willing to waive the fee, but if the company failed to build, then the fee would have to be repaid.

Hank Patrick said that it had never been done before, but that it would all depend on how the agreements were written.

Councilman Brennan asked if the building permit fee was really \$139,000.

Hank Patrick said that the Fire fee, Police fee, and Streets fee were actually impact fees, but the actual permit fee would have been \$28,000; the Plan Check fee was \$4,538, bringing the total estimated fee to \$32,914. He noted that this was a rough estimate based on construction type and square footage.

Tiffany Belt said that the company did, in fact, intend to ask for Impact fees to be waived in the future, so the total potential waiver could amount to \$139,000.

Councilwoman Garvey asked Hank Patrick what the Plan Check fee was.

Hank Patrick explained that the plan review fee was 40 percent of the permit cost, and the third-party plan review fee was 60 percent of that 40 percent.

Councilwoman Garvey continued by asking if the only thing they would be waiving was the \$28,374.44.

Hank Patrick said that, and the cost of the plan check fee.

Councilwoman Garvey said that before the Council waived a fee, they needed at least an up to amount, a finite total.

Mayor Sykes asked the Council if they foresaw waiving the Impact fees as well, and if the legal teams were to get together to discuss it.

Councilwoman Wirkkala said that it was her understanding that if an impact fee waiver was granted and certain requirements were met, the Council did not have the authority to approve or deny it. She continued by saying that if they did not have an impact on that fee and could prove it by State statute, the Council did not have a say in the matter.

Tiffany Belt said that the Councilwoman was correct, but it would come back to the body for final approval. She explained that they would have to prove that they were not an impact to be assessed that fee. She continued that they would pay the impact fee, then go through the process to prove that they were not an impact, and then that fee would be reimbursed back to them.

Councilman Brennan said that you couldn't say that an addition of 40,000 square feet wasn't an impact on the fire department. He also mentioned that there would be additional trucks coming through town to deliver products, and that there were already tons of trucks on that road.

Councilman Harjo said that the impact fees were part of a process that will come well after, which was why it was not included in the agenda item. He continued to say that they were quite a way away from that point in the development workflow.

Councilwoman Garvey asked that if it was the correct one, then it was approximately \$28,374.

Hank Patrick said that he had come up with \$32,914.35, so \$33,000 was pretty close for the build permit fee and the plan check fee.

Councilman Harjo asked Hank Patrick if that was the largest estimated sum that it could be.

Hank Patrick confirmed and said that it would be based on 40,000 square feet on Type 1A construction.

Councilman Harjo made a motion to approve the request to waive building permit fees request and plan review fee minus the amount of the third-party review, up to \$35,000.

Councilwoman Garvey said that his motion wasn't clear on the plan review fee.

Councilman Harjo retracted his first motion. He then made a motion to approve waiving the building permit fee as well as the plan review fee, minus the third-party 60 percent external review fees, for a total of a fee waiver of \$35,000.

Councilwoman Garvey said that she thought the motion should state that they were going to waive up to \$35,000 for a building permit fee, but would not be waiving the third-party plan review fee.

Councilwoman Wirkkala seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilwoman Garvey	AYE
Councilwoman Wirkkala	AYE
Councilman Harjo	AYE

The vote being unanimous, the motion was carried and so ordered.

FINAL COMMENTS

Councilwoman Wirkkala asked for a sewer lagoon update.

Chris Curtis said that he had sent a letter to the Mayor, and he distributed it. He explained that a FOG issue had occurred through the winter and spring, which was prohibiting Lagoon #1 cell, our primary treatment cell, from turning over properly. He continued to say his recommendation to the Mayor had been to temporarily close the lagoon. He said they then notified all the septic haulers by letter and met with them face to face to ensure that they understood the problem. He stated that the FOG issue they were experiencing was from taking in unregulated septic. He explained that the number one complaint they received was about the smell. He said that he told them that the smell was not coming from the wastewater or the lagoons, but from the grease on top of it. He said the temporary closure will allow the grease to be broken down by the bugs, and that eventually, the lagoon would start to turn over.

Chris Curtis continued to say that they knew of the restaurant in town that did not utilize their grease separator, and the septic hauler contracted to dump there has not been contacted in five years; however, they still received septic from that location on a regular basis.

Chris Curtis went on to say that they knew there was a mobile home park in the County managed by LEAP Housing, and that while their septic tanks are functional, the drains failed to do the same thing due to a buildup of grease. He said that they had been working with LEAP Housing on this issue, that they were aware of the problem, and that flyers had been distributed to residents in an effort to reduce the amount of grease going down those systems.

Chris Curtis continued to say that his biggest concern was that if the wastewater treatment facility failed, the City would incur DEQ fines. He explained that the septic haulers wouldn't pay those fines; the City would. He said that the citizens of Mountain Home would be the ones to bear the burden of that, as the septic haulers weren't hauling from inside the City, but from outside.

Councilwoman Wirkkala asked about timeframe, if it was possible to calculate, and how many times it had failed in the past.

Chris Curtis said it was too hard to determine the timeframe, as it was dependent on the bugs, wind, and temperature. He also said that it had never failed and that he did not want to be the one on the watch when it did.

Councilwoman Wirkkala asked if there had been any way to regulate the amount of grease allowed to be dumped.

Chris Curtis said this went back to testing and that, in the City code, it was very clear that it was illegal to dump grease into the system. He explained that the code outlined a limit of 1000mg per liter. He said that they could obtain testing tools, which would indicate the concentration amount, and if it exceeded the limit, the haulers would not have been allowed to dump.

Councilman Harjo asked about the testing tool, whether it was immediate or something that has to be sent.

Chris Curtis said it happened on-site, and the result would come up within minutes. He mentioned Caldwell has had great success with it.

Councilwoman Wirkkala said that she would like to put the County Dispatch agreement on the next agenda for May 27, 2025, as a discussion and an action item. Councilmen Brennan and Harjo expressed their support.

EXECUTIVE SESSION

1)Pursuant to Idaho Code Section 74-206(1)(A) - To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

Councilman Brennan made a motion to enter into Executive Session pursuant to Idaho Code Section 74-206(1)(A). Councilman Harjo seconded the motion.

The following vote was recorded:

Councilwoman Wirkkala	AYE
Councilman Harjo	AYE
Councilman Brennan	AYE
Councilwoman Garvey	AYE

The vote being unanimous, the motion was carried and so ordered.


The Council went into Executive Session at 6:03 P.M.

The Council came out of Executive Session at 6:12 P.M.

ADJOURN

There being no further business to come before the Council, the meeting was adjourned at 6:12 P.M. by orders from Mayor Sykes.

ATTEST: 
Tiffany Belt, City Clerk


Rich Sykes, Mayor

