

CITY OF NEW MEADOWS
RE-SCHEDULED REGULAR CITY COUNCIL MEETING
MONDAY, OCTOBER 21, 2013 AT 6:00PM
CITY COUNCIL CHAMBERS NEW MEADOWS CITY HALL

Agenda Item 1) Roll Call:

Mayor Spelman called the meeting to order at 6:02pm. Mayor Spelman, Council Member Mencer, Council Member Moore, and Council Member Wilde were present. Council President Priddy was excused. City Clerk/Treasurer Jacob “Mac” Qualls, Public Works Supervisor Doug Buys, Animal Control Officer/Public Works Assistant Clayton “CW” White, Office Assistant Jessi Martin and Crestline Engineer Gregg Tankersley were also present. Public in attendance were: Martin Tushkowski, Janet Tushkowski, Brad Steiner, Marsha Shriver, Wes Jeffs, Debbie Stuart, Sandy Moats, Bill Moats, Shanna Roff, Jeff Roff, Reporter Dan Gallagher with the Star News, and Reporter Fred Erland with the Adams County Record.

Agenda Item 2) Welcome & Pledge of Allegiance

Mayor Spelman led the Pledge of Allegiance and welcomed those that were present.

Agenda Item 3) Communications and Reports:

a) Mayor

None

b) City Council Members

i. Streets Liaison (Wilde)

None

ii. Law Enforcement Liaison (Moore)

None

iii. Industrial Park Liaison (Mencer)

None

c) Staff

i. Public Works Report:

Public Works Supervisor Doug Buys reported that the newly required temperature monitor had been installed at the wastewater treatment plant. Beginning October 1, 2013 treated wastewater had been being discharged. The public works crew had installed a new fire hydrant on the corner of South Commercial and Katherine. Maintenance was being performed on city equipment and that snow removal equipment was being prepared for winter.

ii. Animal Control Report: Written (ATTACHMENT A) Clayton White was congratulated for passing his “Very Small Water Systems Operator” exam.

iii. City Clerk / Treasurer Reports: Written (ATTACHMENT B)

iv. Office Assistant Report: Written (ATTACHMENT C)

v. Engineer Report: Written (ATTACHMENT D)

d) Other (Mailbag, Other Elected Officials, etc.)

Mailbag items included: an invitation to the Payette River Scenic Byway Summit scheduled for Friday, November 1, 2013 from 9am-3:30pm in Cascade, a letter from Tony Meckel Excavating regarding Solid Waste Contracts, a letter from 1stSgt Shay J. Henry with the United States Marine Corps regarding the coordination of Toys for Tots, as well as a flyer from the Association of Idaho Cities reminding newly elected and veteran city officials of a seminar to be held in Boise Monday, November 18, 2013.

Agenda Item 4) Consent Agenda:

a) Invoices: Reviewed by Mayor Spelman and City Council Members.

b) Financial Statements: Reviewed by Mayor Spelman and City Council Members.

c) Time Sheets: September 2013: Reviewed by Mayor Spelman and City Council Members.

- Council Member Wilde moved to approve the payment of invoices, financial statements and September 2013 timesheets; Council Member Mencer seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion carried.

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d) City Council Minutes: Regular Meeting September 9, 2013

- Council Member Mencer moved to approve September 9, 2013 Regular City Council Meeting Minutes; Council Member Moore seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion carried.

Agenda Item 5) Abatement of Dangerous Buildings: Discuss/Decision on next step in abatement of previously noticed dangerous buildings. Tabled

Agenda Item 6) South Commercial Avenue Drainage: Discuss / Decision on South Commercial drainage at the Tushkowski residence drive-way.

Mayor Spelman and Council Members reviewed a written complaint submitted by Martin Tushkowski regarding water back up on the street culvert next door at 405 S Commercial.

Mayor Spelman stated that she had been informed and observed the drainage issue during the flood in March of 2012.

Mr. Tushkowski suggested that previously open ditches near the intersection of Benedict and South Commercial which culverts had been installed in be reopened to more effectively drain the area.

Mayor Spelman explained that the entire city has drainage issues and that the public works crew is continuously working on repairs and maintenance on drainage problems.

Agenda Item 7) Assigning Additional Engineering Tasks: Discuss / Decision on additional engineering tasks (Tankersley). None

Agenda Item 8) Public Input: Members of the public may offer input on city-related items that are not on the agenda for public hearing. Please keep comments to three minutes. Any item requiring City Council action must be placed on a future agenda for consideration. Comments regarding the performance by city employees are inappropriate at this time and should be directed to the Mayor by appointment after tonight's meeting.

Jeff Roff stated that he was previously Chairperson of the New Meadows Planning & Zoning Commission. Mr. Roff commended and thanked Council President Priddy and Council Member Mencer for their years of service on the New Meadows City Council.

Agenda Item 9) Agenda Items for next meeting: A discussion by the board to have items added to the agenda for the next regular meeting, and / or set a time, date, & place for a special meeting.

a) Invite Public to attend: October 28, 2013 7pm presentation of the City of New Meadows Wastewater Treatment Facility Plan

Mayor Spelman invited the public to attend the presentation of the City of New Meadows Wastewater Treatment Facility Plan Amendment scheduled for Monday, October 28, 2013 at 7pm.

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Agenda Item 10) Planning & Zoning Chairman Address: Marsha Shriver would like to address the New Meadows City Council.

Planning & Zoning Chairman Marsha Shriver addressed the New Meadows City Council regarding the resignation or removal of a Planning & Zoning Commissioner to be discussed by the City Council as Agenda Item 11. Shriver cited State Code 67-6504 and also City Ordinances 154, 283, and 300. Chairperson Shriver explained that she had not received any formal training as a Planning & Zoning Commissioner and that she had not had any type of warning from the City Council regarding alleged complaints against her. Shriver also stated that she was not aware of any written complaints against her and that if removed from the Planning & Zoning Commission she would bring lawsuit against the city.

- Council Member Mencer moved to amend the agenda and to go into Executive Session per Idaho Code 67-2345(1)(b) To consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student; Council Member Wilde seconded the motion. A roll call vote indicated; Mencer-aye, Moore-aye, Wilde-aye. Motion carried.

The Mayor and Council convened into Executive Session at 6:36pm with Marsha Shriver and Debbie Stuart as guests.

The Mayor and Council reconvened into Regular Session at 7:04pm.

Agenda Item 11) Consideration of the resignation or removal of a Planning & Zoning Commissioner

- Council Member Mencer moved to approve a warning be issued to Planning & Zoning Chairman Marsha Shriver; Council Member Wilde seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion carried.

Agenda Item 12) Adjourn

- Council Member Moore moved to adjourn; Council Member Wilde seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion carried.

Meeting adjourned at 7:05PM.

OFFICIAL: /s/ Julie Spelman
Julie Spelman, Mayor

ATTEST: /s/ Jacob Qualls
Jacob Qualls, City Clerk

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Animal Control Report
10/11/13

Animal Control is going well, I haven't received many complaints in the last few weeks. I have been out patrolling more often since our new fiscal year is upon us. I will continue to do more patrols as I have in the past. So there is not much to report as Animal Control is concerned but as far as public works goes I did pass my water systems exam and now am licensed as a "very small water systems operator" which does cover the cities water system as it stands.

Clayton White - Animal Control Officer

ATTACHMENT A

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Clerk / Treasurer Report for October 15, 2013

Page 1 of 1

- 1. Treasurer Reports**
 - a. The Sterling Savings Bank Statement was received and reconciled.
 - b. LGIP Statement was received and reconciled.
 - c. The New Meadows September Financial Dashboard is attached to this report.
- 2. Community Meetings / Events**
 - a. The Payette River Scenic Byway is asking each of you to attend a meeting on November 1, 2013 regarding Corridor Management of the byway. Please plan on attending this worthwhile meeting.
- 3. New Business in town**
 - a. The old Sagebrush restaurant is having a 'soft' opening this week.
- 4. Real Estate**
 - a. A local realtor stopped in and stated that New Meadows is becoming the envy of even McCall. People outside of the community are noticing the changes in our town, and some are purchasing property here or are looking very hard at New Meadows for relocation.
- 5. Planning & Zoning Issues**
 - a. Jack Hellbusch notified me he will be in training over the next three months on regular Planning & Zoning Meeting nights.
- 6. Elections**
 - a. Martin Tushkowsky and Shannon Fairchild will be on the ballot for the upcoming City Council Election. Brad Steiner and Debbie Stuart filed paperwork to run as write-in candidates. The polls will be open from 8am to 8pm on November 5, 2013. Please encourage citizens to vote
- 7. Training / Out of Office**
 - a. October 18 9am - ? Central Idaho Non-Profit Association meeting in McCall
 - b. November 1 – Payette River Scenic Byway Symposium in Cascade
- 8. ICCTFOA Conference**
 - a. Jessi and I attended the Idaho City Clerk Treasurer and Finance Officer Association Conference in September. I took the following classes; Communication & Customer Service, Essential Resources for City Clerks/Treasurers/Finance Officers, Funding Sources for Infrastructure Projects, What Citizens Want From Their City's Website, Ill-A 'Obama Care Mandates', District 3 Meeting, Hidden Health Care Reform Perils for Government Employees, Establishing Fees for Funding Water and Sewer Systems, Treasurers 101, A New Ethic for a New Kind of World, Ordinances and Resolutions, Developing Trusted Servant Leaders, Annual Business Meeting and finally the Advanced Municipal Question & Answer session. If you lost count there were 14 different sessions I attended over the three day period! I networked with many clerks and treasurers over the conference and learned a few new things and received updates on the Affordable Health Care Mandate. The District 3 members have chosen a date to meet and receive one day training at Nampa City Hall on Friday December 13, 2013.
- 9. Reports / Grants**
 - a. As of report time, three RFP's came into the office for Grant Writer/Administrator. Walter Steed & Associates, Clearwater Economic Development Agency & Kamiah & Associates. I will be getting the RFP's out to the committee of Dixie Jeffs, Gregg Tankersly, Heather Wilde, Doug Buys, (Angie Moore-Alternate) and myself this week. Each RFP is about 25 pages in length and currently in electronic format. The committee will make a selection, and possibly interview the candidates and then forward their recommendation onto the full city council for approval.
 - b. September 30 brought the end of the year. Tentatively it appears that the city is in pretty good shape, but no depreciation has been 'booked' yet. Those numbers come after the audit. Assuming the council approves Zwygart & Associates for the audit of Fiscal Year 2012/2013, we have tentatively scheduled October 28 – November 1, 2013 for Jared to audit our books.
 - c. September 30 also brought about extending grant deadlines for North Commercial and closing out other grants. The Emergency Grant has been closed out, the Sign Grant is in the process of being closed out, the Payette River Scenic Byway Kiosk Project is being completed in the following months. The Cash for Towns Grants and Gem Grants are a work in progress.
 - d. Quarterly Payroll Reports are being completed and forwarded to the appropriate agencies.
 - e. The Annual Street and Road Finance Report will be completed by the end of the month, signed by the mayor, and submitted to the state.

Any questions or concerns, please ask!!! - mac

ATTACHMENT B

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 CITY COUNCIL CHAMBERS NEW MEADOWS CITY HALL



City of New Meadows, Idaho
 Monthly Reporting Dashboard
 Issued October 11, 2013 FY 2013: October 1, 2012 - September 30, 2013

| Our Investments & Cash | |
|-------------------------------------|--------------|
| Balances as of September 30, 2013 | |
| General Fund | |
| Fund # 1 | |
| September 30, 2013 | \$116,147.77 |
| September 30, 2012 | \$122,054.88 |
| Transportation Fund | |
| Fund # 2 | |
| September 30, 2013 | \$60,656.70 |
| September 30, 2012 | \$100,234.99 |
| Youth Sports Fund | |
| Fund # 4 | |
| September 30, 2013 | \$4,543.85 |
| September 30, 2012 | \$4,543.85 |
| Warren Brown Youth Park Fund | |
| Fund # 5 | |
| September 30, 2013 | -\$128.73 |
| September 30, 2012 | -\$128.73 |
| Water Fund | |
| Fund # 60 | |
| September 30, 2013 | \$103,897.31 |
| September 30, 2012 | \$80,148.37 |
| Industrial Park Fund | |
| Fund # 63 | |
| September 30, 2013 | \$66,544.39 |
| September 30, 2012 | \$74,822.57 |
| Sewer Fund | |
| Fund # 65 | |
| September 30, 2013 | \$89,565.60 |
| September 30, 2012 | \$88,250.36 |
| Sewer Grant Fund | |
| Fund # 66 | |
| September 30, 2013 | -\$16,012.37 |
| September 30, 2012 | -\$18,486.37 |

| Our Cash Flows.... | | |
|--|--------------|------|
| Major Funds | | |
| FY 2013: October 1, 2012 - September 30, 2013 | | |
| General Fund Revenues & Expenses | | |
| Fiscal Year 2013 Budget | \$234,039.00 | 100% |
| Revenues to Date | \$242,566.60 | 103% |
| Expenditures to Date | \$251,272.50 | 107% |
| Transportation Fund Revenues & Expenses | | |
| Fiscal Year 2013 Budget | \$419,100.00 | 100% |
| Revenues to Date | \$174.11 | 0% |
| Expenditures to Date | \$48,752.40 | 12% |
| This space left intentionally blank | | |
| Sidewalk / ADA Ramp Project | | |
| Fiscal Year 2013 Budget | * | |
| Revenues to Date | \$147,572.18 | * |
| Expenditures to Date | \$134,587.20 | * |
| Water System Revenues & Expenses | | |
| Fiscal Year 2013 Budget | \$144,375.00 | 100% |
| Revenues to Date | \$161,325.55 | 112% |
| Expenditures to Date | \$136,728.32 | 95% |
| Industrial Park Revenues & Expenses | | |
| Fiscal Year 2013 Budget | \$520,075.00 | 100% |
| Revenues to Date | \$18,015.07 | 3% |
| Expenditures to Date | \$26,293.25 | 5% |
| Sewer System Revenues & Expenses | | |
| Fiscal Year 2013 Budget | \$155,735.00 | 100% |
| Revenues to Date | \$154,584.55 | 99% |
| Expenditures to Date | \$154,450.10 | 99% |
| Sewer Grant Revenues & Expenditures | | |
| Fiscal Year 2013 Budget | \$0.00 | 100% |
| Revenues to Date | \$2,474.00 | 0% |
| Expenditures to Date | \$0.00 | 0% |

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City of New Meadows, Idaho
 Monthly Reporting Dashboard

Issued October 11, 2013

FY 2013: October 1, 2012 - September 30, 2013

| Long Term Debt | | | Specific Revenue Collections at a Glance..... | | |
|--|----------------|-------------|---|--------------|------|
| | | | FY 2013: October 1, 2012 - September 30, 2013 | | |
| Sewer Bond | Balance | Rate | Property Tax Revenue Collections | | |
| 2029 Maturity | \$394,610.00 | 5.13% | Fiscal Year 2013 Budget | \$131,352.00 | 100% |
| Annual Payment | \$32,995.00 | Paid | Revenues to Date | \$134,487.28 | 102% |
| Reserve Required | \$32,995.00 | Met | State Shared Revenue Collections | | |
| Water Bond | Balance | Rate | Fiscal Year 2013 Budget | \$55,567.00 | 100% |
| 2020 Maturity | \$198,893.00 | 5.75% | Revenues to Date | \$62,181.60 | 112% |
| Annual Payment | \$26,733.00 | Paid | Permit & License Revenue Collections | | |
| Reserve Required | \$26,733.00 | Met | Fiscal Year 2013 Budget | \$3,525.00 | 100% |
| Grader Lease | Balance | Rate | Revenues to Date | \$2,659.25 | 75% |
| 2018 Maturity | \$213,863.00 | 3.30% | Franchise Fee Revenue Collections | | |
| Annual Payment | \$31,450.38 | Paid | Fiscal Year 2013 Budget | \$13,000.00 | 100% |
| | | | Revenues to Date | \$14,883.01 | 114% |
| Interest Rates ... September 2013 | | | Fine & Forfeit Revenue Collections | | |
| Location | | Rate | Fiscal Year 2013 Budget | \$6,000.00 | 100% |
| Local Gov. Investment Pool | | 0.1346% | Revenues to Date | \$4,352.05 | 73% |
| Sterling Savings Bank | | 0.0000% | | | |

| Historic Cash Flows For Major Funds (Three Years + Current Year) | | | | | | | | |
|--|---------------------|-------------|---------------------|-------------|---------------------|-------------|---------------------|-------------|
| | FY 2012/2013 | | FY 2012/2011 | | FY 2011/2010 | | FY 2010/2009 | |
| | As of 09/30/13 | | As of 09/30/12 | | As of 09/30/11 | | As of 09/30/10 | |
| General Fund | \$235,994.00 | 100% | \$301,017.00 | 100% | \$238,700.00 | 100% | \$234,150.00 | 100% |
| Revenues | \$242,566.60 | 103% | \$274,661.00 | 91% | \$222,105.80 | 93% | \$209,414.84 | 88% |
| Expenditures | \$251,272.50 | 107% | \$256,432.01 | 85% | \$209,018.56 | 88% | \$212,393.67 | 89% |
| Water Fund | \$144,375.00 | 100% | \$147,200.00 | 100% | \$154,613.00 | 100% | \$164,498.00 | 100% |
| Revenues | \$161,325.55 | 112% | \$163,214.00 | 111% | \$170,310.97 | 110% | \$151,080.68 | 92% |
| Expenditures | \$136,728.32 | 95% | \$181,380.07 | 123% | \$185,737.63 | 120% | \$149,480.27 | 91% |
| Sewer Fund | \$155,735.00 | 100% | \$205,300.00 | 100% | \$164,275.00 | 100% | \$177,460.00 | 100% |
| Revenues | \$154,584.55 | 99% | \$186,550.17 | 91% | \$164,770.82 | 100% | \$157,285.93 | 89% |
| Expenditures | \$154,450.10 | 99% | \$149,573.78 | 73% | \$161,503.31 | 98% | \$157,910.42 | 89% |
| Industrial Park | \$520,075.00 | 100% | \$17,150.00 | 100% | \$46,150.00 | 100% | \$16,500.00 | 100% |
| Revenues | \$18,105.07 | 3% | \$17,829.75 | 104% | \$17,343.60 | 38% | \$17,283.67 | 105% |
| Expenditures | \$26,293.25 | 5% | \$38,720.23 | 226% | \$21,100.45 | 46% | \$9,533.65 | 58% |

Disclaimer: Assuming that all claims are paid as presented. Amounts may not be accurate if bank statements are not reconciled, interest is not posted or claims are paid from outside of period.

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**Office Assistant
Jessi Martin
Monthly Report
Prepared: October 11, 2013**

- There have been numerous citizens in to pay their utility bills already this month and I have processed many that have come through the mail and into the drop box.
- I have been closing batches and making deposits at least twice a week.
- I am checking the Suggestion Box weekly and have received no new suggestions. The suggestion box at the Post Office has disappeared. What is the consensus on possibly asking CW to construct a small suggestion box using scrap wood, if time permits, for the Post Office?
- I confirmed locations of cases that the City was billed for by attorney Bert Osborn with Adams County.
- Draft Newsletters are on the table for review, all that needs to be added is City Council News and they will be printed and delivered on Wednesday, October 16, 2013- pending approval.
- I typed up draft minutes for the October 7, 2013 Planning & Zoning Meeting.
- Some new account changes have been made as new families have moved into town.
- Office supplies were ordered from Office Savers.
- Vendor folders have been created for FY13/14 which began October 1, 2013.
- The billing process was started on Monday, September 30, 2013; bills were mailed out on Tuesday, October 1, 2013.
- I assessed late fees on all accounts with a balance greater than zero on Friday, September 27, 2013.
- I have assisted Mac build grant files by making copies of requested invoices.
- I have made a lot of progress with the vault room since training. I took a records retention class that helped me to classify records more quickly and with more confidence.
- Attending the ICCTFOA Conference in Boise September 18-20 was very useful. I obtained a lot of new information and was informed about numerous resources that are available.
- I typed up a draft of the Tuesday, September 3, 2013 Planning & Zoning Public Hearing Minutes.
- I made phone calls to all residents that were mailed a disconnect notice, letting them know the date that late fees are assessed and the shut off date. I was able to collect payment or make arrangements with all customers on the disconnect list this month so no one's water was shut off for non-payment.
- I prepared and mailed out Reminder cards and Disconnect Notices on Monday, September 16, 2013.
- I obtained my log-in and password information from Black Mountain and have signed up for numerous mini training sessions throughout the month.
- I typed up a draft of the minutes for the September 9, 2013 Regular City Council Meeting.

ATTACHMENT C

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PROJECT STATUS REPORT

PROJECT NAME: Contract City Engineering Service

CLIENT: City of New Meadows, Idaho

JOB NO.: 13006

DATE: October 11, 2013

Mayor Spelman, City Council and Staff,

In reference to the above listed project(s) we have prepared the following comments/brief synopsis of work in progress.

Sidewalk & ADA Ramp Improvements

- Phase 2 construction completed by Falvey Construction is finished with the exception of the concrete sealer. We have reviewed and recommended approval of a Change Order request from Falvey for additional work. This Change Order was also used for balancing purposes to equal out the contract amount to represent actual installed/constructed quantities. The City currently has the Change Order and were waiting for a signature from City Staff to finalize. We are also waiting for additional information from Falvey and his subcontractor in regards to concrete tests that did not meet specifications on Bid Alternative 3. We will wait to hear a final response on this issue before preparing the final Application for Payment for review and approval by City Council. This will be the final application for payment for 2013 construction work.
- Crestline and City Staff met with Sandy Schiffman to discuss the sidewalk in front of The Connection Coffee Shop. Discussions as to how the sidewalk can be extended past the building are ongoing. If Ms. Schiffman and the coffee shop owners can determine ways to address the non-conforming aspects on the existing building, the City should be able to extend the sidewalk to just east of the building and near the City Hall parking lot.

Action Items

1. Follow up with Falvey Construction on concrete work that did not meet specifications.

North Commercial Avenue

- 30%/preliminary design is complete and we are currently preparing a construction cost estimate for funding purposes. This should be completed within the next few weeks.

Action Items

1. Finalize 30% design cost estimate

323 Denhard Lane, Suite C - PO Box 2330 - McCall, Idaho 83638 - 208.634.4140 - Fax 208.634.4146

ATTACHMENT D

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Project Status Report - City of New Meadows

October 11, 2013

2. Meet with City Staff to discuss 30% design budget, the proposed phased approach, and a scope of work for final design.
3. Prepare final design proposal for review and approval by City Council based upon meeting(s) with City Staff.

Gravel/Rock Source

- We have reviewed STRATA's geotechnical evaluation for North Commercial Ave. and the borrow/rock source.
- Based on assumptions derived from JUB's Transportation Plan for the City, STRATA has classified N. Commercial Ave. with a traffic index (TI) of TI = 8 which creates a very thick structural section. By reducing the TI down to TI=6, we can almost reduce the subbase of structural section by a depth of 1/2 if determined possible.
- If borrow/rock from this source is to be used, STRATA is recommending that a woven geosynthetic be use for separation where the large (8" minus) aggregate interacts between the subgrade and subbase. The purpose of this geosynthetic would be to provide separation/prevent migration of finer aggregates from the existing subgrade or the imported base into the voids of the larger (8" minus) aggregate that would be created by using the City's proposed borrow/rock source.
- It is recommended that a cost/benefit analysis of using borrow/rock from the City's source be completed. The purpose of the analysis would be to evaluate the cost of using borrow/rock from the City source with a woven geosynthetic below and above vs. whether or not the City would be better off to not develop the source and just import subbase material from an alternate location. This work should be considered to be outside Crestline's Scope of Services for the N. Commercial Ave. project or any other project we are currently working on. Therefore, Crestline would need authorization to proceed with this evaluation.

Action Items

1. Crestline to further review JUB's "City of New Meadows Transportation Plan" to evaluate the traffic loading/traffic index on N. Commercial Ave. If need be, we will consult with Kittelson & Associates, Inc. of our transportation team.
2. City to authorize Crestline to further evaluate the results of STRATA's geotechnical evaluation and if material from the proposed borrow/rock source is worthwhile for road subbase material. Based on this evaluation, Crestline can provide a summary to City Staff and a final decision on the borrow/rock source. If it is decided to proceed, Crestline will prepare a proposal for working with Mac to develop a formal Reclamation Plan to submit to the Idaho Department of Lands (IDL) for review and approval.
3. Prepare a Task Order for work associated with the gravel/rock source. This would be for further evaluation and can be transitioned into working with the City and IDL to get other approvals
4. If the City decides to move forward with the gravel/rock source we need to determine how we want to proceed in regards to the ITD Division of Aeronautics.

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Project Status Report - City of New Meadows

October 11, 2013

Virginia Street Stormwater System

- Crestline followed up with our current contact at ITD who has been working on the project the projects design. At this point in time, there is no new information on this project except for that it has been pushed back and is now programmed for the State's FY16. It is anticipated that construction could now begin summer 2015 or spring 2016 depending on contract award dates. Crestline has forwarded this email correspondence to Mayor and Staff, but need to follow up and discuss a plan moving forward.

Action Items

1. Follow up with Mayor and Staff to discuss project status and how we would like to proceed with the project.
2. Possibly continue with the conceptual design and quantity take off for the project based upon this meeting.

Flooding from Farm Fields

- There is no new information on this topic.
- Should we review before winter to see if we can eliminate any potential problems before next year's snow melt?

Action Items

1. Discuss with Mayor Spelman and Doug to determine if any maintenance was completed by farmers over the spring/summer.
2. Need to develop exhibits to show drainage areas and locations for where offsite farm runoff is coming into town and causing flooding so that the Adams Soil & Water Conservation District (AS&WCD) can better understand what's going on. Once we have this, we can meet with Julie Burkhart, and discuss how they can help. It is recommended that once this work is complete, we invite Julie to a City Council meeting to further discuss ways the City and AS&WCD can work together on other community improvements.

Facility Plan/EID

- DEQ has reviewed the facility plan submitted by JUB and DEQ is ready to approve the document but they want a letter from the City stating that the City has reviewed and approved the document. JUB has addressed all of our previous comments, so from our end we would recommend approval of the document. If Doug, Mac, and Mayor Spelman (and anyone else from the City) agree, a letter needs to be sent to Jack Gantz at DEQ stating the City has approved the document.
- Public participation needs to occur after DEQ has provided technical approval, which they will do once they receive the approval letter from the City. We would suggest providing 2 weeks notice prior to the public meeting, and will also want a 14-day comment period after the public meeting. That being said, if council and/or mayor sign off on the facility plan amendment next week, the public meeting could occur the week of the 28th if the advertisement gets into the paper in time.

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Project Status Report - City of New Meadows

October 11, 2013

- JUB is ok with the date of Monday, October 28th for the public hearing and have agreed to work to make the City's schedule work. Matt Uranga from JUB will continue to stay in contact with Jack Gantz with IDEQ until they have technical approval.
- Once the Facility Plan Amendment is approved by IDEQ, and an alternative is selected from the document, the EID document will be developed. From there, the Crestline Team will work with funding agencies to develop a funding package for bond election in March 2014.

Action Items

1. City to draft a letter to send to IDEQ stating that they have reviewed and approved JUB's Facility Plan Amendment.
2. City to send public notice to the Star News to be published on in the paper on 11/17 and 11/24 stating that there will be hearing to obtain public input on Monday, October 28.
3. Host a public hearing to discuss JUB's Facility Plan Amendment and proposed alternatives.
4. Follow up with JUB on EID document after the public hearing and final DEQ approval of the Facility Plan Amendment.
5. Continue to evaluate 2014 wastewater projects (land application and I&I study/repairs) funding options, and develop a plan moving forward.

Land Application Site

- Need to install groundwater monitoring wells at the land application site to monitor groundwater in preparation of possibly developing the site next year. The purpose of these wells and monitoring would be to determine the normal/seasonal ground water levels on the property which will be required as part of an application. Spring is when this data is collected.

Action Items

1. Meet with Doug to discuss groundwater monitoring well locations, installation details and establish a time to install the monitoring wells.
2. Install 4 groundwater monitoring wells with Doug and obtain soil samples.
3. Prepare a Task Order to complete this work.

Stormwater Collection System

- There is no new information on this issue. As stated in previous months, much of the City's stormwater system needs to be clean/maintained. Regular maintenance can potentially help with water quality as well as help to alleviate the potential for flooding.
- Crestline needs to work with City Staff to determine options to obtain possible funding for an amendment/future updates to the Stormwater Master Plan.

Action Items

1. Is there money in the City's budget for ongoing maintenance of these this system?
2. If we are going to work on minor improvements it may be good to start to have City Staff identify the system on our new aerial mapping. From there we can attempt to prioritize system maintenance on an annual basis.

CITY OF NEW MEADOWS
RE-SCHEDULED REGULAR CITY COUNCIL MEETING
MONDAY, OCTOBER 21, 2013 AT 6:00PM
CITY COUNCIL CHAMBERS NEW MEADOWS CITY HALL

Project Status Report - City of New Meadows

October 11, 2013

3. The Crestline Team and City Staff need to evaluate the potential for funding assistance for the development of updates/improvements to the Stormwater Master Plan and an evaluation of the existing water/sewer system to determine potential conflicts with a proposed stormwater conveyance system. In order to move a significant project forward we are going to need a facility/master plan. As stated in the past, the current plan needs to be updated. It is recommended that a proposal for this work be developed if the Council is in agreement. Without this document, we will not be able to get significant funding from any of the available sources and it will be difficult to evaluate proposed improvements.

Meadows Valley School District Well

- There is no new information on this topic.

Action Items

1. None at this time.

Other

- No other information and/or projects to discuss at this time.