

MINUTES OF A SPECIAL CITY OF NEW MEADOWS
JOINT CITY COUNCIL AND PLANNING & ZONING COMMISSION
MEETING / TRAINING
HELD FEBRUARY 24, 2014 AT 7:00 P.M. IN THE
NEW MEADOWS CITY COUNCIL CHAMBERS,
401 VIRGINIA AVENUE, NEW MEADOWS

Agenda Item 1) Roll Call, Welcome & Pledge of Allegiance

Mayor Julie Spelman, Council Members; Angie Moore, Heather Wilde, Brad Steiner & Shannon Fairchild; Planning & Zoning Commissioners: Marsha Shriver, Jack Hellbusch, Brandy Padgett, Debbie Stuart & Martin Tushkowski; City Staff: City Clerk Jacob Qualls, Public Works Supervisor Doug Buys, Animal Control Officer CW White, City Engineer Gregg Tankersly; Public in attendance: Bruce Stuart, Gina Mencer, Stephanie Warner, Patrick Kennedy, Wes & Dixie Jeffs were also present.

Mayor Spelman led the Pledge of Allegiance.

Agenda Item 2) Idaho Counties Risk Management Program Educational Session – *Jim McNall with ICRMP will present information regarding Roles & Responsibilities of Elected Officials, Appointed Officials & City Staff. Mr. McNall will also answer questions from the public, officials and staff.*

Mayor Spelman introduced Jim McNall with the Idaho Counties Risk Management Program and Justin Ruen with the Association of Idaho Cities. Mr. McNall began his presentation stating that he has given the presentation several times in recent months to several different cities and political subdivisions.

Mr. McNall and Mr. Ruen explained the separation of powers written into Idaho Code; explained the mayor's and council member's roles and responsibilities. They also discussed the appointed official's positions within city government and how they are appointed and explained the importance of utilizing the city's attorney.

Mr. Ruen and Mr. McNall explained meeting basics, meeting rules, conduction of meetings, meeting notices, agendas, minutes, executive session and remedies for violations of the open meeting law. Emphasis was placed on keeping minutes to a minimum but still enough information so that in the future the reader of the minutes can understand why a particular decision was made.

The presentation included descriptions and definitions of varying types of public hearings; Legislative & Quasi-Judicial Hearings.

The presentation concluded with definitions and descriptions of ethics and conflicts of interest, criminal actions, nepotism, and punishments for violations.

Agenda Item 3) Adjourn

The meeting adjourned at 9:23 pm.

/s/ Julie Spelman
Julie Spelman, Mayor

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