

REGULAR CITY OF NEW MEADOWS CITY COUNCIL  
MEETING MINUTES FOR AUGUST 14, 2017 AT 7:00 P.M.  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

**Agenda Item 1 – Roll Call:**

Present were City Council Members Julie Good, Rob Hines, Shannon Fairchild and Mayor Tony Koberstein.

Staff present were Mac Qualls, Angie Mettie, Doug Buys, Gregg Tankersley, and Dick Stubbs.

Public present were Jeannie Mitchell, Steve Gerke, Wes & Dixie Jeffs, Crystal Bass, Karen Moser, Brett Shepherd, Chance Hobbs, and Mary Knuckles.

**Agenda Item 2 – Welcome – Pledge of Allegiance:**

Mayor Koberstein opened the meeting at 7:00 P.M. and led the Pledge of Allegiance.

**Agenda Item 3 – Public Input (Decorum):**

A sign-up sheet was available for those who wished to speak on agenda topics. Steve Gerke, Brett Shepherd and Chance Hobbs wished to speak at this meeting.

**Agenda Item 4 – Public Requests:**

Community Member Steve Gerke addressed the Council regarding his two lots in the Ridgeview Subdivision. Gerke stated that he would like to relinquish one of his hookups because he has combined his lots and recorded them with the County and the City. Gerke referred to Ordinance 327-11. Fairchild pointed out that a fee is required, as well as a licensed, bonded and insured contractor, under inspection of the City. Hines felt that the Ordinance was referring to actual hookups that were being used, not unused connections. Good stated that she would like to review the Ordinance further. The Council tabled a decision on the relinquishment until the next meeting. Gerke also asked the Council to review Subdivision Ordinance 312-08 for the next meeting.

**Agenda Item 5 – Land Use Decision – Nora Street Apartments:**

Brett Shepherd wished to speak regarding the Nora Street Apartments. Fairchild noted that no testimony was to be given after the public hearing, which had already taken place.

Fairchild shared her opinion on the Nora Street Apartment application, stating that the buildings and uses are already in place and will not change. She did not see a negative impact on the community by allowing this application to be approved. Hines stated that he agreed with Fairchild. The only issue he was concerned with was the appearance and upkeep of the buildings with multiple owners. He felt they should have a unified appearance. He did not feel that future issues, such as sidewalks, should postpone the approval of the application. Good felt that approving the application would invalidate the Zoning Code, which is in place for a reason. She felt that the issue was not the City's problem to fix. Fairchild stated that if the application is not approved, the result will be multiple lawsuits. She suggested remedying the problem to prevent this. She stated that from this point forward, the Council would monitor and stay on top of issues similar to this. Good felt that the more lenient the Council is, the more requests the Council will receive.

- Council Member Hines moved to approve the Variance and Subdivision application for the Nora Street Apartments, with agreements and easements being recorded at the County; Council Member Fairchild seconded the motion. Roll Call Vote: Good – nay, Hines – aye, Fairchild – Aye. Motion carried.

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**Agenda Item 6 – Council Discussions:**

The Council discussed the Alcoholic Beverage License Ordinance. Fairchild stated that the Ordinance is outdated in that the hours of sale should be changed from 1am to 2am. Fairchild and Qualls questioned the sale of liquor during elections. This will be researched. This item will be added to next month's agenda.

The Council was updated on the land swap of the Adams County old transportation shed for the recycle center. Qualls is working on sample agreements with the County. Good would like a detailed description of the land to be swapped. The Council did not want to put any stipulations on the land they are swapping.

Chance Hobbs of West Central Mountains Housing Trust addressed the Council regarding a possible purchase of the property being acquired by the City. His goal would be to build a 4-plex on the lot, and a second 4-plex as funds become available. These would be rented to low-income families in the area. Good requested more information from Hobbs on the details of his project. The Council chose to hold a special meeting on Wednesday, August 23<sup>rd</sup> at 6:00 pm to further discuss this option.

**Agenda Item 7 – Land Application Project:**

City Engineer Gregg Tankersley updated the Council on the Land Application Project, stating that the project is going well. They are working with Challenger to construct a stick frame building in place of a pre-fabricated building. All underground pipework is in place. They have cleanup, grading, and mechanical components yet to complete.

Regarding the water reuse permit, Tankersley stated that DEQ provided a draft in June. Mountain Water Works provided comments. They are waiting to hear a reply. They will then finalize the permit.

Buys felt that supplemental irrigation may be necessary for the Land Application Project, due to willows growing into the pipes and clogging them. A cost estimate was given. Change Order #2 was available for the Mayor's signature. Once signatures are in place, it will be sent to USDA. Roughly 340 feet of pipe will be replaced and manholes will provide access to see where repairs should be made. Buys stated that it is unknown whether this will provide enough irrigation, but will know more in a year's time.

**Agenda Item 8 – Water Issues:**

Drinking Water Advisory: Buys informed the Council about the water main break and the drinking water advisory that took place August 11, 2017. Buys stated that this situation has not happened for a long time. Because the entire system was shut down, he was required to inform DEQ and follow their protocol. As the City was trying to repair the leak, it grew in size. Shutting off valves did not slow the flow. The tank began to run dry and had to be shut down in order to prevent the pumps from burning up. Buys explained that shutting down 2-4 valves should lessen the flow. After shutting off 10 valves, the flow did not decrease enough. Buys stated that the valves are not working properly and that this situation could happen again.

Buys stated that the boil advisory came from DEQ. It was an advisory only, which is why staff did not go door-to-door. DEQ recommended placing notices of the advisory around town. Buys felt certain that no contaminants were present in the water. He said that contaminants might enter the water system if users were misusing the system. He stated that testing was done immediately and that no contaminants were found. Hydrants were flushed throughout the City. He stated that everything was done by the book and that there were no procedural issues.

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Idaho Transportation Department: City Attorney Stubbs updated the Council on a meeting between ITD and the City of New Meadows. He said that ITD is now willing to include New Meadows' portion of the project in their bidding process, which will benefit the City financially. Tankersley noted that ITD said the City water system was in conflict, yet it was not drawn into their plans. He will prepare a task order that would outline the work needed for the project. He felt that the design engineering would be \$20,000 or less. Good stated that she spent 5-6 hours making phone calls regarding this project.

- Council President Good moved to approve the Mayor signing off on preliminary design engineering by Crestline for the ITD project at \$20,000 or less; Council Member Hines seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried.

Water Master Plan: Tankersley updated the Council on the Water Master Plan. He hoped to have the final plan out this week. He stated that there were no significant changes. The next step will be to involve the public. The plan will be put out for public comment, and a public meeting will be held. Tankersley stated that the ITD plans can be built into the Water Master Plan if desired. The Council chose to combine the budget hearing and the facility plan public hearing, which will be held August 31<sup>st</sup> at 6pm.

Procurement – Grant Administrator: CEDA was the sole applicant for grant administrator. The Council did not feel an interview was necessary.

- Council President Good moved to hire CEDA for grant administration; Council Member Fairchild seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried.

Procurement – Bond Counsel: Qualls stated that the Council will need to adopt a bond election ordinance by September 15, 2017. He stated that Moore, Smith, Buxton & Turcke could prepare the ordinance for \$500 or less.

- Council President Good moved to hire Moore, Smith, Buxton & Turcke to prepare the bond election ordinance; Council Member Fairchild seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried.

**Agenda Item 9 – Budget:**

Good suggested Qualls remove the economic development grant from the budget. She noted that the budget reflects an increase in sewer fees to cover costs. It will increase from \$47.10 to \$49.92. She stated there were a few changes on the expense side, and that Qualls is working on it.

- Council Member Hines moved to tentatively adopt fiscal year 17/18 budget; Council President Good seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried.

**Agenda Item 10 – Communications & Reports:**

City Attorney Stubbs stated that after talking with the Sheriff's department, animal control has become a large issue. They wished to know the City's plan for an animal control officer. After discussion, the Council decided that the new City employee would be available for animal issues during his regular hours, and that the Sheriff's department would be on call during the remainder of the day. They discussed informing the public and the Sheriff's Department of this arrangement.

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Housing Issues Roundtable Discussion: Good stated that most of the people she spoke with, regarding the housing issues and Roundtable Meeting, would like to meet after Labor Day. She will bring potential dates and questions to the next meeting for discussion.

Code Enforcement: The Council tabled discussion on a volunteer code enforcement officer. They will review a job description for this position prior to the next meeting.

Staff Reports: Buys stated that the motor in well #3 locked up, and he is not sure if it is under warranty. He said that a coliform presence was traced back to this well, which triggered a level 1 assessment. Soon after, the water main broke. All hydrants were flushed, which is a requirement.

Community Work: Stubbs shared with the Council his work with community members over disputes with neighbors involving many issues. He felt that progress is being made. He has been meeting with all sides involved.

**Agenda Item 11 – Consent Agenda:**

Council Member Fairchild presented an invoice from Marty for repair of a refrigeration leak. This being the third repair this year, the Council chose to add this item to the agenda for next month.

The Consent Agenda included minutes from February 13, 2017, April 10, 2017, May 8, 2017, May 23, 2017, June 12, 2017, July 10, 2017, July 17, 2017, and July 19, 2017. An error was found on the agenda, in that July 24<sup>th</sup> minutes should have been July 17<sup>th</sup> minutes. It also included invoices to date, plus the new invoice from Marty, financial reports and payroll summary for May, June & July, the resignation letter of Darbey Edwards to City Council, and the Records Destruction resolution TBD-2017.

- Council Member Fairchild moved to approve the consent agenda with changes to the minutes; Council Member Hines seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried.

**Agenda Item 12 – Agenda Items for the Next Meeting:**

- Steve Gerke – relinquishment request & related ordinances
- Alcoholic Beverage ordinance
- Land swap update
- Industrial Park Compressor issue
- Update of P&Z progress
- New employee introduction
- Roundtable discussion – dates and questions

**Agenda Item 13 – Adjourn**

Council Member Fairchild moved to adjourn; Council President Good seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried. Meeting adjourned at 9:33 P.M.

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/s/ Anthony J Koberstein  
Tony J Koberstein, Mayor

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