

REGULAR CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD AUGUST 13, 2018 AT 6:30 P.M.  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

**Agenda Item 1 – Welcome – Roll Call – Pledge of Allegiance:**

Present were Council Members Julie Good, Jeff Parnett, Darla Weber, Carol Bond (arriving at 6:33 P.M.) and Mayor Darbey Edwards.

Staff present was Mac Qualls.

Public present were Bill Libby, Steven Newman, Jake Howard, Sandy McLeod, Mark Peterson, Brad Dreyer and Marsha Shriver.

Mayor Edwards opened the meeting at 6:31 P.M. and led the Pledge of Allegiance.

- Council President Good moved to amend the agenda to move the Urban Ranching discussion under item D, Fiscal Year 2018/2019 Rates & Fees; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

**Agenda Item 2 – Training Brief:**

Council President Good led training on the role that different biases play in decision making for council and committee members. She explained the different types of biases and when to recuse oneself from decision making. She reviewed four questions that will be asked of the council and committees to help identify bias before decision making.

**Agenda Item 3 – Audience Communication:**

There was no audience communication.

**Agenda Item 4 – Action Items:**

A. Land Use

**400 South Commercial Avenue Variance Request:**

The Council discussed the recommendation from the Planning & Zoning Commission to approve a variance application from Sandra McLeod for certain setbacks at 400 South Commercial Avenue. The Planning & Zoning Commission approved the variance with the condition that the driveway be placed on the South side of the property outside of setbacks to the property line.

The Council approved of the variance decision, but questioned whether or not the zoning code required the condition that the driveway be placed in the exact location stated. The Council did not feel the zoning code specifically stated these requirements for the driveway. They chose to strike the condition of the driveway placement and allow the setbacks to be changed as requested in the variance application.

- Council President Good moved to approve the variance application for 400 South Commercial, allowing the setbacks on the east and west side of the property to be changed from 15 feet to 12 feet from both property lines with no condition regarding the driveway; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

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**410 Katherine Street Non-Conformity Decision:**

Jake Howard addressed the Council to determine if his property had been altered to the extent as allowed in the zoning code, Section 17-2, subsections E & F, and whether a variance application was required. Howard had removed a house from the foundation and plans to build a new home on the same foundation. The Council discussed the definition of structure and whether or not a foundation was considered a structure. The code did not specifically address Howard's unique situation. Council Members Bond and Parnett felt that a variance was not needed because Howard was not changing the footprint. Good felt that the foundation should not be interpreted as the structure, and would need a variance. The Council felt that the ordinance should be cleaned up for clearer interpretation. Good stated that the question of whether a project would need a variance or not should lie with the Planning & Zoning Committee instead of the City Council. Weber noted that the attorney had also suggested that Howard apply for a variance.

- Council Member Bond moved to allow Mr. Howard to apply for a building permit through the City without a variance; Council Member Parnett seconded the motion. Roll Call Vote: Good – no, Bond – yes, Parnett, yes, Weber – no, Mayor Edwards – no. Motion failed.

**Grandfather Rights (RV Parks)**

The Council reviewed letters that will be sent to property owners at 417 South Commercial Avenue, 504/516 South Miller Avenue, and 200 Katherine Street, permitting RV living due to the historical use of RVs on the property. The Council chose to remove "bunkhouse" from the 417 South Commercial letter and state "RV." Qualls will revise the letter.

- Council President Good moved to approve the three properties that meet the requirements to receive grandfather rights regarding allowing RV living; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

B. Urban Ranching Discussion

The urban ranching discussion was moved to agenda item D.

C. Fiscal Year 2018/2019 Budget Hearing

The Council held a budget hearing for fiscal year 2018/2019. Mayor Edwards opened the public hearing at 7:28 P.M. There were no written comments or public comments. The public hearing was closed at 7:29 P.M.

- Council President Good moved to approve the fiscal year 2018/2019 budget; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes, Bond – yes. Motion carried.

D. Fiscal Year 2018/2019 Rates & Fees

City Clerk / Treasurer Qualls shared the changes in rates from the current fiscal year to the following fiscal year. The cost of the sewer land application was unknown, as it is in its first year of operation. Good thought that an estimated \$11,000 would be a better approximation than the stated \$30,000. Reducing this amount would help to alleviate the high increase in sewer rates. She stated that raising rates on will-serves may encourage property owners to build. If all will-serves were paid, this would total the \$11,000 needed, and also would keep rates down for water users. The Council chose to have sewer admin and depreciation fees match the water admin and depreciation fees. Qualls will rework the rates and fees with Council suggestions and the Council will review them at the next meeting.

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The Council discussed urban ranching in New Meadows. Marsha Shriver addressed the Council regarding the topic. She stated that she believes gardens and chickens should be permitted in the city limits, but that cows, pigs, and horses should not. She also stated that neighboring properties that have turkeys, geese, ducks and chickens are an eye sore. She stated that a fence would be helpful, but that people come here to have a quiet, peaceful and calm place to live.

Council Member Parnett shared articles on urban ranching and would like to see an ordinance regulating the activity. One article addressed Salmonella in backyard chickens, especially in children. He also researched ordinances in other cities. Some ordinances limited the number or type of animals, some required a permit, and others regulated the amount of space needed. He also felt that the noise of the animals should be addressed. Good stated that health, safety and sanitation are the main concerns from the city's perspective. Shriver noted that garden regulations were mentioned in a newspaper article. The Council said that gardens were not part of the concern at this time.

E. West Central Mountains Economic Development Council

Council President Good created a document to express what is being done to appoint a Council Member to attend meetings with WCMEDC. Good would like input from the Council, which would be shared with the Economic Development Council. She would also like to use their expertise and encourage more involvement of New Meadows in their activities.

- Council Member Parnett moved to appoint Julie Good as representative of New Meadows to the West Central Mountains Economic Development Council; Council Member Weber seconded the motion. Voice Vote indicate no opposition to the motion with all members signifying yes. Motion carried.

F. Overnight Training / Travel Approval

City Clerk Qualls stated that Buys will attend the IRWA Fall Conference September 11-13<sup>th</sup>, and that Mettie and Qualls will attend the ICCTFOA Conference September 18-21<sup>st</sup>.

- Council President Good moved to approve overnight travel and training for Buys, Qualls and Mettie; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

G. Consideration of Committee Appointments

There were no appointments to consider.

H. Consent Agenda

The Consent Agenda included payment of claims, financials, and minutes from July 9<sup>th</sup> and July 16<sup>th</sup>. Qualls stated that the Idaho Power bill for the land application site had not yet arrived. He also stated that a claim from Crestline Engineers had been received. Mayor Edwards stated that he would like to revise the July 16<sup>th</sup> minutes under Agenda Item 4, letter C, to read "time sensitive items" instead of "enough agenda items."

- Council President Good moved to approve the consent agenda with change to July 16 minutes; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

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**Agenda Item 5 - Information (No Action):**

Proceedings Review

Qualls stated that the Citizen Advisory Committee meeting was cancelled due to a lack of quorum, but that the draft clean-up ordinance is almost ready to send to the Council. Edwards stated that the Parks & Recreation Committee is planning the bike-a-thon with Brad Steiner in September.

Official Guests

There were no official guests.

Written Staff Reports

The Council reviewed staff reports and asked for clarification on the park flooding, when two links of pipe were removed from the sprinkler system. Additional information was given on the water main break on North Heigho and on the number of utility applications for the month of July, which was 10-15.

**Agenda Item 6 – Future Meeting Topics:**

Qualls stated that the sewer land app closeout may occur at the next City Council meeting. CEDA may also attend. Good would like an update on the Hallcroft Nuisance notice that was to be completed on August 15<sup>th</sup>. She also would like to revisit RV use permits for up to 30 days. Mayor Edwards suggested the Citizen Advisory Group look at the local option tax, and Good would like to begin work on a park master plan.

**Agenda Item 7 – Adjourn**

- Council Member Parnett moved to adjourn; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Meeting adjourned at 8:48 P.M.

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Darbey Edwards, Mayor

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

