

CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD TUESDAY, OCTOBER 15, 2019 AT 6:30 P.M.  
IN CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

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

Present were Council Members Darla Weber, Jeff Parnett, Julie Good, and Mayor Darbey Edwards.

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

Public Present were John Stone, Tim Farrell and Ed Stowe of Mountain Water Works, Dan Hawkins of Core and Main, Bill Brown, and Ricky Brown.

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

**Agenda Item 2 – Information – No Action**

Official Guests: There were no official guests.

Review of Minutes of other Committees: The Citizen Advisory meeting was cancelled due to lack of quorum. Council President Good would like a letter sent to the committee detailing their next assignment of a park master plan.

Project Updates: Regarding the Virginia Street project, Buys stated that they have camera-ed the south laterals and have found nothing. They will then camera the main line, and if nothing is found, they will run the sock through the pipes, disinfecting them, and then pull samples. The deadline for the Virginia Street project was set for October 31<sup>st</sup>, due to snow plowing. Added costs for additional work will be available at the next meeting for discussion of invoicing city expenses.

Regarding the valve and fire hydrant project, John Stone stated that there have been no issues with the valve project, and that the fire hydrant by the Methodist church has been replaced. Very few valves have been replaced.

Regarding the well drilling phase of the water capital project, Farrell of Mountain Water Works stated that one bid came in \$100,000 over the engineer's estimate. He suggested rejecting the bid and re-bidding the project after the construction season has slowed.

Regarding the Neptune meter reader system, Dan Hawkins of Core and Main presented to the Council and explained why the new reader was needed, the different options, and how it worked. The Council discussed adding the cost to the water project. Farrell believes it can be added, with the cost savings from the valve project. The cost for the new software and belt clip is \$11,180.80, which would include training, a yearly subscription cost, and the receiver.

Ed Stowe of Mountain Water Works discussed the GIS mapping system for the valves. A change order was submitted in the amount of \$6240.00. The GIS system is a great tool for managing assets, and other items such as sidewalks or treatment plants can be added to the platform. The cost would be \$500 per year, and workshops would be available.

Staff Reports: Doug Buys stated that the land app is winterized and no discharge will take place for 2-3 months. Work is beginning on storm drains, and equipment maintenance will begin next week.

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Elected Official Reports:

Council President Good reported that the kiosk panel project is moving forward, with many interested players. She would like the kiosk included in the park master plan and will meet with an interested party this weekend. She will give an update at the next meeting.

**Agenda Item 3 – Audience Communication**

There was no audience communication.

**Agenda Item 4 – Public Requests**

There were no public requests.

**Agenda Item 5 – Discussions (no final action)**

Community Representatives:

Council Member Weber summarized the idea of having community representatives in each neighborhood, who would watch for violations to ordinances and take complaints from citizens. The representatives would need to be in compliance and educated on the ordinances, and then report issues.

City Attorney Stubbs stated that he would caution against quasi-judicial law enforcement. The Sheriff's department and City Council is in charge of enforcing ordinances. Having citizens designated to enforce could cause constitutional issues for the city. He stated that a "neighborhood watch" could be put into place in order to bring the entire community on board. Weber suggested handing out informational brochures personally instead of mailing them. Weber felt that education of the community and visitors is important, and the brochures would help accomplish this. Another idea was to educate the Sheriff's office on the ordinances. The Council will move forward with the printing of the brochures, and costs will be provided at the next meeting.

400 North Norris Property:

The Council commended Bill Brown for the removal of the singlewide trailer from the property. Council President Good informed Brown that the conditional use permit and variance were expired, as the requirements were not met. The current use of the property as a Park and Sell is a permitted use for the property. Brown stated that due to health issues, plans were put on hold. Brown thanked the Council for their compassion and patience with the non-compliance issues he faced.

Fence & Front Yard Definitions:

The definition of front yard was revised. It will be: The yard extending across the face of the building where the main entrance is located, adjacent to the street. The rear yard definition could include verbiage from the lot line definition. Side yards would be all other yards not including the front and rear. Overall, the front, rear, and side yard definitions will be revised, and zoning codes from other cities will be reviewed to compare similar definitions.

International Fire, Building, Residential, & Energy Conservation Code Information:

Council President Good found that an annual membership is available for the code, which would cost less than buying books with the code. She would like City Clerk Qualls to provide an information sheet on costs and options for the code. Mayor Edwards asked that this topic be presented as training at an upcoming meeting.

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Granite Mountain Excavation Sewer Land App Project:

Regarding the Granite Excavation project, Tankersley stated that Granite was to order manhole frames and dustpans and failed to pay the company, thus the frames were never manufactured. The company has now been paid and is in the process of making them. They can make one per day, with a total of 43 needed. Granite Excavation currently has 10 frames, with 10 more arriving by October 25<sup>th</sup>. The first 20 will be installed by a contractor. The project should be completed by Thanksgiving.

Christmas Open House:

The Christmas Open House is scheduled for Friday, December 6<sup>th</sup> from 4-7pm. Council Member Weber would like to start publicizing the event and will work on a menu. Council President Good will work on a poster and would like to find out if it can be added to the reader board at the park.

Printing Brochures:

Mettie will research costs for printing brochures. Council President Good felt that 300 brochures would be a good start, with 100 being printed for hotels. The final brochures and costs will be reviewed and approved at the next meeting.

**Agenda Item 6 – Action Items**

A. Water Project (Mountain Water Works):

- Council President Good moved to reject the Empire Well Drilling Bid; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.
- Council President Good moved to approve the change order for the water project bid for GIS Services in the amount of \$6240.00; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.
- Council Member Weber moved to approve the purchase of the Neptune 360 Meter Reading Software and add it to the current water project budget; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

B. Commercial Connection Discount Resolution

The Council chose 3% per point for the discount.

- Council Member Parnett moved to approve the Commercial Connection Discount Resolution; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

C. Overnight Training and Travel for Gerke:

- Council President Good moved to approve overnight training and travel for Gerke for November 5<sup>th</sup> and 6<sup>th</sup>; 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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D. Executive Session 74-206 (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 President Good moved to go into Executive Session at 8:45 P.M. under Section 74-206 (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 Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Executive Session ended at 9:15 P.M. Roll was called, and the entire Council and Mayor were present.

E. Consideration of Committee Appointments:

Mayor Edwards asked the Council to approve an appointment of Jim Slettum to the Parks and Recreation Committee. Council President Good asked that appointees attend a Council meeting to meet the council and introduce themselves. Slettum will be invited to the next City Council meeting.

- Council President Good moved to approve the appointment of Jim Slettum to the Parks and Recreation Committee; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

F. Consent Agenda:

The Consent Agenda included minutes from September 13 and September 23, 2019, claims, financials, and payroll. Council President Good would like to change the September 23<sup>rd</sup> minutes to state that the letter to the judge was from the community as well as from the Council.

- Council President Good moved to approve the Consent Agenda minus the financials, with change to the September 23<sup>rd</sup> minutes; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

**Agenda Item 7 – Future Meeting Topics**

- Discuss costs from Gregg Tankersley, Tim Farrell, and Doug Buys for additional work on the water project
- Public hearing on the code amendment, if previously placed in the paper
- The design review of the wellhouse was pushed to a later date
- Updates: kiosk project, Christmas open house, brochure printing cost, fire code information

**Agenda Item 8 – Adjourn**

- Council President Good 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 9:25 P.M.

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Darbey Edwards, Mayor

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