

REGULAR CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, MAY 6, 2019 AT 6:30 P.M.
IN CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS, IDAHO

Agenda Item 1 – Welcome, Roll Call, Pledge of Allegiance.

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

Staff present were Angie Mettie and Doug Buys.

Public present was Crystal Bass.

Mayor Edwards opened the meeting at 6:32 pm and Council Member Parnett led the Pledge of Allegiance.

Agenda Item 2 – Information

Update on 2019 Flooding

Council President Good stated that Qualls has a meeting with FEMA. If \$3500 in damages can be found, the City could be reimbursed for expenditures due to the flood. Buys stated that this may be possible, considering the gravel, culvert, and lift station pump that will be replaced.

Official Guests

There were no official guests.

Written Staff Reports

The Council reviewed written staff reports. Buys gave an oral staff report and stated that the water table is dropping and that monitoring is taking place weekly until they are able to discharge. A tractor must be rented, the ground disked and replanted at the land app site. The streets are healing well and there are few sinkholes and settled areas. The majority of the roads have been graded and dust abatement will be scheduled for the first week in June with the Council's permission.

Mailbag & Announcements:

Buys gave an update on the Virginia Street project. ITD will not water nor use side roads during the project. He will be working with John from Mountain Water Works on exposing the valves and making sure they are working properly. He also stated that three ITD meetings will be coming up: June 6th from 10-11am for first responders, 1-2:30 for business owners, and 4-6pm for the public. The start date may be June 11th or 12th. Tankersley will be asked to come to the meeting on May 20th to give an update or submit a written report.

Mayor Edwards encouraged Council Members to not allow social media interactions to influence Council decisions, and to base those decisions on what is known. Council President Good encouraged the Council to work together and stand up for the community, staff and Council as a whole, even when you don't agree with an issue.

Agenda Item 3 – Audience Communication

There was no audience communication.

Agenda Item 4 – Public Requests

There were no public requests.

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Agenda Item 5 – Working Discussions

Quorum Policy

The Council discussed the draft quorum policy presented and chose to make the following changes.

- Remote participation was changed from telephone to video conferencing.
- Under 1d, state that your sole obligation at that time is to be at the meeting.
- Under 1.e, state that members other than the public that are present at the remote location must be disclosed and shall not participate in the meeting.
- Under 1.f, change the time to *9am* on the Friday before a meeting, and change *telephone* to *video*.
- Under 2.a, add *time sensitive items* and items that *do not require lengthy discussions*.
- Under 3, change *required* to *encouraged*. Remove the phrase “*even if they participated by telephone*.”

The Council would like to hold a training on this policy before it is enacted. They also would like each Council Member to sign that the policy was read and understood. The policy with above changes will be reviewed for approval at the next meeting.

Animal Control Policy

The Council discussed the animal control policy and shared issues that are problematic in New Meadows. Mayor Edwards introduced the idea of fostering an animal. This program would help reduce staff time and hassle of taking dogs to McPaws, as well as owners traveling to pick up their dogs. Issues included the number of dogs a person could have at one time, responsibility for and care of the animals. It was suggested that the city could have designated approved foster families available. This might be a community program, rather than part of the city code.

Changes discussed to the animal control policy were:

- Creating Section 5-3-9: *LEASH LAW*, moving *Horses* to 5-3-10.
- Removing 5-3-4 A and adding it to 5-3-9.
- Under 5-3-8, adding a clause “except in designated pet areas.”

The Council also discussed the issue of dogs in the park, even with the “no dogs” signs posted. The southeast corner of the park was suggested as a possible dog area. The above changes will be added, and then reviewed for approval at the next meeting.

Budget Workshop

The Council discussed the available budget projects and would like the projects categorized into two groups: grant-funded projects and city-funded projects. The Council chose June 24th as a budget workshop meeting.

Sewer Revenue / Expenditure YTD Review

Council President Good stated that more is being spent on electricity than was anticipated for the land app. So far, \$140,000 has been received in sewer funds and the grant payment is coming up. She felt that the amounts were sustainable at present. She would like to revisit this in July.

Agenda Item 6 – Action Items

Water Capital Planning Project Grant Closeout

The Council reviewed the USDA-RD closeout documents for the Mayor to sign, the Pay request / reimbursement (SF-270), and the grant agreement.

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Water Capital Construction Project Start Up.

The Council reviewed the startup documents for the Mayor to sign, which included ID Guide 4c, Commitment to Maintain Licensing Requirements, ID Guide 12a, Accessibility Certification, RC442-20, Right of Way Easement, RD442-21, Right of Way Certificate, and RC442-22, Opinion of Counsel Relative to Rights of Way.

- Council President Good moved to approve the Mayor to sign the Water Capital Planning Project Grant Closeout documents and the Water Capital Construction Project Startup documents; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

Contractor Yard Definition Code Amendment Approval

The Council reviewed the definition for Contractor Yard and gave the following changes:

- In Section 1, change the word *Contractor's* to *Industrial*. Remove the phrase "*by a contractor,*" remove the phrase "*the business of*" and remove the phrase "*used for any of the above listed activities.*" Changes will be inserted and will be added to the agenda for approval at the next meeting.

Industrial Park Late Fee & Tenant Criteria Selection Policy

The Council would like to revisit the lease reviews nearer to the time when they come due. Requirements for the Industrial Park were to grow a business by hiring more employees, raising wages, or reaching a benchmark. If these are not met, rent may be increased. The rent review period for Willey's Custom Meats was in March, and because that date has passed, the Council chose to review this account at their next lease review date.

Consent Agenda

The Consent Agenda included Minutes from April 22, 2019, April financials and claims to date. Financials and claims were not available.

- Council President good moved to approve the April 22, 2019 meeting minutes; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

Consideration of Committee Appointments:

There were no appointments to consider.

Agenda Item 7 – Future Meeting Topics

May 20th Meeting- Council President Good stated that the Nez Perce Tribe has undergone a leadership change. Therefore a new person may need to be contacted about attending the next meeting, or a press release may be requested instead. Other items for the next meeting will include approval of the quorum policy, animal control ordinance amendment, contractor yard definition, an update from Gregg Tankersley on the ITD project, flood update, and public hearing items.

June 24th Meeting - budget workshop

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Future meeting topics: Right of Way Permitting, Sewer Revenues & Expenditures (July), Park Master Plan, Urban Ranching, City-Wide Broadband, FY 19/20 Water / Sewer Rate Setting, Contract approval for water projects.

Agenda Item 8 – Adjourn

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

Meeting adjourned at 9:07 P.M.

Darbey Edwards, Mayor

ATTEST: _____
Jacob M. Qualls, City Clerk / Treasurer