

NEW MEADOWS REGULAR CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, JULY 8, 2019, AT 4:00 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA, 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. Carol Bond was absent.

Staff present were Mac Qualls and Angie Mettie.

Mayor Edwards opened the meeting at 4:04 P.M. and led the Pledge of Allegiance.

Agenda Item 2 – Budget Workshop – 4 P.M.

The Council reviewed a list of 25 possible projects for fiscal year 2019-2020. These included much needed equipment, such as replacing older computer towers in the office and providing screens so that the public can view documents during city meetings. Other ideas included asking for a donation of a new animal control vehicle and investing in WCMEDC. The Council was eager to receive assistance from WCMEDC on projects such as city-wide broadband, a possible Planning & Zoning Administrator, apprenticeships, expansion of the Industrial Park, and more. Most projects will not be given dollar amounts until the actual budget for the new year is reviewed and amounts for the projects become available.

Agenda Item 3 – Break

The budget workshop closed at 5:35 P.M.

Agenda Item 4 – Reconvene – Roll Call – 6:30 P.M.

The Council reconvened at 6:30 P.M. Roll was called, and all listed above were present.

Staff arriving at 6:30 P.M. included Doug Buys and Jessica Gerke.

Public arriving at 6:30 was Crystal Bass, Tim Farrell of Mountain Water Works, and John Stone.

Agenda Item 5 – Information (No Action)

Official Guests:

Tim Farrell of Mountain Water Works shared a monthly progress report and key project information. He is working with DEQ on variances for the new well site. He also transferred the water rights for the city and they are now correct. Farrell was asked about siding for Well #3. He stated that if contingency money is available at the end of the project, this may be a possibility. John Stone has been working with Buys on exercising the valves and determining which need to be replaced. Stone stated that the valves will have a longer life expectancy if exercised yearly.

Staff Reports:

Buys stated that a DEQ inspection would be held on July 11th. The water project is going well, and Crestline is helping with scheduled water outages. A backflow preventer was purchased so that any contamination from the water trucks cannot enter the system when their trucks are filled. A water main break occurred on North Heigho, unrelated to the project. Regarding the sewer land app, the water will be gone in 1-2 weeks and irrigation water will be needed. Next year a good crop should be produced. Illegal dumping has occurred once more, and contained insulation, sheetrock and plywood. Complaints from the Virginia Street Project are being handled as well as possible. There have been complaints of large trucks and logging trucks using residential streets. There are no ordinances against this, but the Sheriff's office will be asked to patrol for traffic safety.

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Mailbag & Announcements:

The Lewiston Morning Tribune wrote an article regarding the New Meadows Cleanup Ordinance, which was shared with the Council.

Review of Minutes:

There were no minutes to review.

Project Updates:

Tim Farrell gave an update on the water project, above.

Agenda Item 7 – Public Requests

There were no public requests.

Agenda Item 8 – Public Hearing

A Public Hearing was held for changes to the Supplementary Zoning Code.

- Council President Good moved to open the Public Hearing at 7:13 P.M. to accept verbal and written comments to the proposed changes to the New Meadows Supplemental Zoning Code; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

City Clerk Qualls stated that written testimony was received from Rob Collins of Sterling Codifiers. Collins observed that the amended supplemental zoning code conflicts with the RV ordinance.

There was no oral testimony.

- Council President Good moved to close the public hearing at 7:14 P.M.; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Agenda Item 9 – Discussions

Right of Way Permitting Ordinance

The Council reviewed the Right of Way Permitting ordinance and discussed changes, listed in Appendix A.

Rate Setting Discussion

Council Member Parnett shared with the Council that he would like to develop a cost-efficient way for residents to water their lawns so that neighborhoods would be green instead of brown. Council President Good explained that the idea has been discussed with previous Councils and the penny per gallon was the most equitable way to distribute costs for all residents. Parnett will continue researching possibilities.

The Council also reviewed suggested rates from Qualls. The rates must include grant and loan requirements. The fees will be revisited when more information on expenses and budget projects become available.

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Leave of Absence Ordinance

The Council discussed a draft Leave of Absence Ordinance, which would allow the Council to plan ahead for quorum requirements at meetings by receiving notice when members are not able to attend. The Council made the following changes to the draft ordinance.

- Notice must be given 3 business days prior to the meeting when a leave of absence is requested.

The Council also stated that emergency situations such as being called in to work, illness, or family emergencies would be considered reasonable cause, and that a leave of absence was not required for these situations.

The Council would like for the City Attorney to review this ordinance, and would like to approve it at the next meeting.

Development Discount / Reimbursement Resolution

This topic was not discussed by the Council.

Agenda Item 10 – Action Items

Playground Equipment Purchase

The Parks & Recreation Committee shared their recommendation for playground equipment with the Council. The information included top choices from the 8th grade class, different styles of swing sets, and an ADA swing. Two separate quotes were available, and expire in 30 days.

The Council reviewed the choices and after discussion approved Quote 712861 for \$22,451. The Council would like to see a final plan from the Parks & Rec Committee that would include all expenses and materials for the entire project, as funds will not be exhausted after the above playground purchase. This could also include plaques to add to the playground with donors' names on them.

Midas Gold also donated funds to the project. Council President Good stated that they asked that their donation go toward the playground project specifically, and not toward other Parks projects.

- Council Member Parnett moved to approve enough funds to cover the Jumpin' Jack playset, the single post swing set, and adaptive swing; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Volunteer Recreation Coordinator / Parks & Rec Committee Appointment

Information was shared with the Council regarding Jennifer Lehrer and her work with Youth Sports this summer. She had volunteered to join the Parks & Rec Committee and also act as coordinator for youth sports and recreation in New Meadows.

Council President Good suggested that she be a part of the Parks & Rec Committee before becoming the recreation director to make sure it would be a good fit. She also suggested Mayor Edwards meet with her before appointing her to the Parks & Rec Committee. Mayor Edwards will meet with her regarding her interest in the Parks & Rec Committee. Council Member Parnett stated that he would recommend her, as he works with her children at school.

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Youth Sports Baseball Camp – Jennifer Lehrer

Lehrer's husband was the assistant baseball coach this season and is setting up a baseball camp this summer to keep kids playing and interested in the sport. Lehrer had requested that this program be run through the city, as with baseball and t-ball.

Council President Good stated that no information on this program has been brought to the Council, and that the Council is ultimately responsible for and must answer to the public regarding city programs. Therefore, she felt that because the program is to start tomorrow, it should be run separately, and not through the city at this time. Mayor Edwards stated that he would like to encourage her to continue what she is working on, and Good would like to know how the city might be able to help in what she is doing. After her meeting with Darbey, the Council could approve her for the Parks & Rec Committee at a later meeting.

Meadows Valley Little League – Jennifer Lehrer

The Lehrer's are interested in starting a Little League team in the New Meadows / Riggins / Council area. This program is usually run separate from Youth Sports, but could also be a city program. Lehrer is researching how the program would work and if there is enough interest. The Council would like more information and to meet Lehrer before approving such a program.

RV Code Exception – Julia Harrison

Harrison submitted a letter asking for an exception to the Short Term RV Use Ordinance, as she felt that they were permitted to use their lots for RVs when the lots were purchased, and would like to continue doing so.

Mayor Edwards stated that they may obtain a vacation permit and use their lots for up to 14 consecutive days, and 30 days per year. Council Member Parnett stated that if exceptions are allowed, there is no reason to have the ordinance.

- Council Member Parnett moved to deny Harrison's request; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Council President Good asked that a letter be sent to Harrison explaining the decision and that city ordinances have never allowed for living in RVs.

Supplementary Zoning Regulations Code Adoption

- Council President Good moved to introduce the Supplementary Zoning changes and suspend the rules requiring three separate readings on three separate days; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

City Clerk Qualls read the Supplementary Zoning Code Changes by title only.

- Council President Good moved to approve the Supplementary Zoning Code changes; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

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Leave of Absence Ordinance Adoption

The Council would like the attorney to review the draft ordinance, add the change noted above, and approve at a later meeting.

General Administrative Action Items:

Quorum Policy

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

Consideration of Committee Appointments

There were no appointments for consideration.

June 10, 2019 City Council Minutes

Council President Good noted a change of “Tankersley” to “Mountain Water Works” in agenda Item 2.

- Council President Good moved to approve the June 10, 2019 minutes with change from Tankersley to Mountain Water Works; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Agenda Item 11 – Future Meeting Topics

The Council chose to have a short meeting on Monday, July 15th at 5:00 P.M. to authorize the Mayor to sign the award for the distribution project.

The July 22nd meeting will include a budget workshop at 4 P.M., a Meet and Greet for the RV Short Term Use Ordinance at 5 P.M., and the regular City Council meeting at 6:30 P.M.

Items for the July 22nd meeting will include an update on recycling, the leave of absence ordinance, development discount, setting a tentative budget and rates, Industrial Park Lease agreement for ABT, and Building Inspection Services agreement.

Items for the August 12th meeting will include a budget hearing, and a ROW Permitting Fee public hearing.

Later topics will include a park master plan, urban ranching, and city-wide broadband.

Agenda Item 12 – 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 was adjourned at 10:03 P.M.

Darbey Edwards, Mayor

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

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APPENDIX A – Changes to the Right of Way Permitting Ordinance

Section 2: Definitions – change spelling to “travelled.” Remove definition of “major project.”

Section 3.A – Combine A and B to state that the permit will be issued in 3 business days and may include financial guarantees.

Section 4 – Add that “*permits are not required for mowing, weed-eating, or general lawn maintenance on the public right of way, as per Section x.x of the Zoning Code.*”

Section 5 – Strike letter A. Add “*Trenches shall be secured during non-working hours for public safety.*”

Section 6.A – Strike the term “*workmanlike.*”

Section 8.H – change to “*and / or*” current bond.

Section 9 – Change “*City Clerk*” to “*Publics Work Director*” as the issuer of the permit.

Section 10 – Add “*and / or*” to the first sentence referring to the Public Works Director and the Planning & Zoning Committee.

Section 11.A – Change “*set forth in Section 11*” to “*set forth in Section 12.*”

Section 11.D – State that Residential fees may be waived if Section 9 standards are met.

Section 12 – Change the bond amount to “*cover the estimated cost of the project.*”

Section 13.A.1 – Remove phrase “*as requested by the city.*”

Section 14.C – State that it shall be unlawful to store snow or ice off of private property and in the travel lanes.