

REGULAR CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD JULY 22, 2019 AT 4:00 P.M. (SPECIAL TIME)  
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. Carol Bond was absent.

Staff present were Mac Qualls and Angie Mettie.

Mayor Edwards opened the meeting at 4:05 P.M. and Council Member Parnett led the Pledge of Allegiance.

**Agenda Item 2 – Budget Workshop**

City Clerk / Treasurer Qualls presented a summary of the tentative budget. A change was made to the idle fees. Instead of a lump sum idle fee, the fee was broken down by line to show exactly what it is paying for. Miscellaneous street items were more clearly identified as depreciation and street equipment. Several grant-funded projects were discussed, such as speed signs and electric charging stations. Some projects had to be cut, such as excavating rock from the airport hillside and ditch work along Katherine and Wiley. The Budget Workshop was put on hold at 5:36 P.M. to allow for the Meet-N-Greet.

**Agenda Item 3 – RV Meet-N-Greet**

The Council held a meet-n-greet to share information with residents regarding the new RV Short Term Use Ordinance. Kathy Barnett and Joyce Gardner attended and shared how the ordinance affected particular part-time residents. The Council encouraged the property owners to attend a council meeting to learn more about the ordinance and discuss an option that would work for them.

**Agenda Item 4 – Break**

The Budget Workshop resumed at 6:17pm. City Clerk Qualls inserted the final changes and presented the tentative budget to the Council. A break was called at 6:25 P.M.

**Agenda Item 5 – Reconvene – Roll Call at 6:30 P.M.**

Mayor Edwards reconvened the meeting at 6:35 P.M. Roll was called, and all above Council Members were present.

Additional staff arriving at 6:30 P.M. was Doug Buys and City Attorney Dick Stubbs.

Public arriving at 6:30 P.M. was Sandy Schiffman.

**Agenda Item 6 – Information (No Action)**

There were no official guests to give reports.

The Council reviewed minutes from the Citizen's Advisory Committee. Advisory Committee Member Schiffman stated that the Committee has decided that New Meadows does not qualify for the Local Option Tax, and requested a new assignment. Schiffman will write a letter to the Council.

Public Works Supervisor Buys gave an update on the land app project and stated that there is an issue with the water rights for irrigation for the land app. City Attorney Stubbs will help research the water rights. The Council suggested Buys contact DEQ and inform them of the limited water supply for the crop and inquire about options.

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**Agenda Item 7 – Audience Communication**

There was no audience communication.

**Agenda Item 8 – Public Requests**

There were no public requests.

**Agenda Item 9 – Discussions**

Rate Setting Discussion

The Council discussed water and sewer rates for fiscal year 19/20. An increase was necessary to begin paying back debt, which by law, must come from users on the system. Charges were more clearly defined instead of being lumped into “idle fees.” “Idle connection” was explained as a connection that was in place, but not being used, such as an empty lot, or a house that is vacant. Council President Good stated that the penny per gallon did not cover the cost to bring the water to the customer, even if more water were used per household.

Recycle Center Update

Mayor Edwards gave an update on his meeting with the Adams County Commissioners regarding the recycle center. He stated that they are losing money by recycling plastics and cardboard. Ideas discussed included having a user fee to recycle, moving the recycle center to the transfer site, where it could be monitored, or using the cardboard to create topsoil. Mayor Edwards also stated that the act of recycling used plastic into new plastic items doesn’t occur very often, and many recyclables are held in storage or moved to a different location, but never actually recycled. Qualls stated that in Idaho, cities and counties are required to handle solid waste.

**Agenda Item 10 – Action Items**

A. Leave of Absence Ordinance Adoption

City Attorney Stubbs reviewed the Leave of Absence ordinance and found no issues. The word “bringing,” near the bottom of the document should be spelled correctly.

- Council President Good moved to introduce the Leave of Absence Ordinance; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

City Clerk Qualls read the ordinance by title only.

- Council President Good moved to suspend the rules requiring three separate readings on three separate days and adopt the ordinance after the first reading by title only; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

B. Right of Way Ordinance

The Council discussed the spelling of “therefor” as possibly “therefore.” The spelling of “Evaluation” should be corrected in both the title and ordinance.

- Council President Good moved to introduce the City of New Meadows Right of Way Ordinance; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion carried.

City Clerk Qualls read the ordinance by title only.

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

C. Volunteer Recreation Coordinator Appointment

No appointment was made.

D. Youth Sports Baseball Camp

No information was available.

E. Meadows Valley Little League

No information was available.

F. Building Inspector Agreement

The Council discussed the building inspector agreement, of which the County requested a 25/75 split for building permit fees. The Council discussed other options such as hiring a part time building inspector, or sharing a building inspector with other small cities. The County has hired a new building inspector. The Council would like to meet the new building inspector and would also like more communication from the County Commissioners. The Council will send questions to Qualls, who will relay the questions to Mayor Edwards for the next County Commissioners meeting.

G. Tentatively Adopting Fiscal Year 19/20 Budget

- Council President Good moved to tentatively adopt the fiscal year 2019/2020 budget with the general fund being \$408,798, the water fund being \$3,442,579, the Industrial Park being \$39,928, and the sewer fund being \$216,842, for a total budget of \$4,108,147; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

H. Adopting Resolution for Development Discount / Reimbursement for F/Y 19/20

This item was tabled until the next meeting.

I. Authorization for Mayor to sign Isolation Valve and Fire Hydrant Replacement Project Award Letter

City Attorney Stubbs reviewed the bid process with Mountain Water Works and believes the bidding process is legal. He talked with USDA, who stated they would accept the bid amount of \$256,346.

- Council President Good moved to authorize the Mayor to sign award letters to USDA and DEQ for the Isolation Valve and Fire Hydrant Project; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

J. Approval for Industrial Park Lease – ABT

Buy's stated that the shop previously rented by Nelson's is empty except for his six machines. Buy's will take pictures of the condition of the shop prior to moving in. He stated that there are bolts in the floor, but that otherwise the shop is in good condition. The Council chose a six year lease, with an evaluation after three years. The monthly rent would be \$400 plus the solid waste fee, with a \$25 late fee charged after the 11<sup>th</sup> day of the month, and 3% each day thereafter. The security deposit was waived due to prior tenant history.

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- Council President Good moved to authorize the Mayor to enter into a lease agreement with ABT Towing for Industrial Park shop space; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

K. Reimbursement for Insurance Claim for Cell Phone Damage

City Clerk Qualls stated that Gerke's personal phone was damaged while being used on the job. The deductible was \$200. Currently, employees are not reimbursed for their personal cell phone use while on the job. The Council chose to give both Gerke and Qualls a \$100 stipend for the current fiscal year, and then offer a \$20 per month reimbursement fee in the next fiscal year for personal cell phone use while at work.

- Council Member Good moved to give Gerke and Qualls a \$100 cell phone stipend for the remainder of fiscal year 18/19; Council Member Weber seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

L. Consent Agenda Items

Mayor Edwards stated that he is considering recommending a possible appointment to the Council. Council President Good stated that it would be beneficial to the Council if the appointee would submit a letter of introduction and interest in joining the Council.

The Council reviewed City Council minutes from July 8, 2019. Under "rate setting discussion," the word "fairest" should be replaced with the word "equitable."

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

**Agenda Item 11 – Future Meeting Topics**

- Public Hearings on budget, Foregone Resolution, and new rates and fees
- Implementation of ordinance enforcement – cleanup & weed ordinances
- City beautification recognition
- Urban Ranching
- Development Discount Resolution
- Building Inspection Contract

**Agenda Item 12 – 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 8:50 P.M.

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Darbey Edwards, Mayor

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