

REGULAR NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD AUGUST 12, 2019 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 Darla Weber, Jeff Parnett, Julie Good and Mayor Darbey Edwards.

Staff present were Mac Qualls, Angie Mettie, Doug Buys, and city engineer Gregg Tankersley.

Public present were Sandy Schiffman, Shiloh Ryker, Tyler Upton, Viki Purdy and Jeff Lund.

Mayor Edwards opened the meeting at 6:35 P.M. and led the Pledge of Allegiance.

**Agenda Item 2 – Information – No action**

Official Guests: Viki Purdy, County Commissioner, shared with the Council information on the Area Agency on Aging and stated that there is possible money for the New Meadows Community Center for classes for Alzheimer's, for home care, or for exercise classes.

Purdy also answered questions on cleaning up properties in Adams County, and gave an overview of the wetland mitigation bank project. She gave an introduction to the new building inspector, Randy Nichols, who is currently learning from Horton, and is hoping to have all required licenses soon.

Recycling of cardboard and plastic was discussed. It seems there will be no more recycling of plastics. Ideas for cardboard recycling included using it to generate topsoil, or having households recycle in their own backyards.

Review of Committee Minutes: There were no minutes to review.

Staff Reports: Buys gave an oral staff report, stating that the city received a temporary permit to irrigate 5 acres (Land App.), and the permit will expire in September / October. DEQ would like a letter for their file documenting what was done. A pump may need to be rented to pump the water from the river.

Well #4 was down, but diagnosed and fixed by Challenger. Other projects included re-oiling several residential roads due to the extra traffic, and scheduling the land app for weed control. One major complaint was that of tree limbs covering signs in residential areas. Buys stated that it is the responsibility of the property owner to trim trees.

**Agenda Item 3 – Audience Communication**

There was no audience communication.

**Agenda Item 4 – Public Requests**

There were no public requests.

**Agenda Item 5 – Action Items**

A. Resignation Acceptance

- Council President Good moved to accept the resignation of Carol Bond from the New Meadows City Council; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

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B. Appointment

Mayor Edwards recommended the appointment of Shiloh Ryker to the City Council. Edwards stated that she would be a good fit because she closes a generational gap that exists. She is motivated and continues to contribute to her community. Shiloh Ryker read a letter of introduction to the Council. She stated that she has resided in New Meadows for four years and will be teaching high school at Crestline Academy.

- Council Member Parnett moved to confirm the appointment of Shiloh Ryker to the City Council. The motion died for lack of a second.

C. Land Application Project

City Engineer Tankersley submitted a change order for inflow / infiltration work for Granite Excavation, and an additional budget for managing Granite Excavation's I/I work. The unused original budget amount of \$84,919.81 will be used to build I/I improvements.

- Council President Good moved to approve the change order for inflow / infiltration work for Granite excavation; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

D. ITD Project

Tankersley stated that the ITD project is going well. The current issue is getting the water samples to pass with no contaminants. Paving should start early next week, but is being held up by the water samples. Options include camera-ing the lines to find the problem or the extreme step of laying new pipe. Tankersley stated that the methods of construction have created additional outages, but that water customers have been tolerant of the outages.

E. Isolation Valve & Hydrant Project

- Council President Good moved to authorize the Mayor to sign the Notice of Award & Contracts as required by USDA; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

City Attorney Stubbs will review the documents.

F. Idaho Department of Labor

Jim Thackery of Idaho Department of Labor requested consideration for allowing the Department to utilize City Hall once per week or bi-weekly to meet with clients. Qualls stated that the reason for this is that Idaho is closing all local offices so that staff will travel from town to town. They have their own wi-fi and equipment. Council President Good stated that they should not use New Meadows staff to make appointments, answer questions, and look up information. Council Member Parnett felt it would benefit the community because it would bring more people to City Hall, and also would be a way to find a job without traveling to McCall. Mayor Edwards felt that most job seekers go directly to businesses and not through a job service. The Council would like to see the Memorandum of Understanding before making a decision.

G. Building Inspector Agreement

The Council discussed the building inspector agreement of 70/30, with all solid waste fees going to the County. Council President Good did not feel that the County was aware of the amount of work New Meadows put into building permits. They would like to invite the new building inspector to a meeting in November.

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- Council President Good moved to enter into contract with Adams County to provide building inspections of 70/30, with 100% of solid waste fees going to the County, while the City will keep the fees above this amount; Council Member Parnett seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

H. Development Discount / Reimbursement Resolution

Changes to the resolution included adding a commercial business reimbursement.

The Council discussed creating a scorecard for new businesses desiring to establish in New Meadows. The scorecard would determine the amount of discount given for a water / sewer connection. Once the business was established and had met qualifications for the discount, the reimbursement could be issued in the form of a water / sewer bill credit. The Council would like to advertise on the water bill that the City is actively marketing for new businesses, and that community input is desired for what type of businesses they would like to see. Another idea was to incentivize providing employee housing along with business creation.

I. Citizen Advisory Committee Report & Assignment

A letter was received from Sandy Schiffman, Chair of the Citizen Advisory Committee regarding the Committee's work on the local option tax. The Committee is in agreement that the city most likely does not qualify for the tax at this time.

The Council brainstormed ideas for the next assignment for the Citizen Advisory Committee. Council Member Parnett suggested working on downtown beautification – decorating businesses, planting trees, adding new planters, etc. Mayor Edwards would like at least one other 2+ day event that would draw people to the area. Council Member Weber suggested encouraging people to continue upkeep on their homes and take pride in their community. Council President Good suggested completing the park master plan and also looking at parking solutions. The Citizen Advisory Committee will be given the option as to which of these to research for their next assignment.

J. Overnight Training & Travel Authorization

City staff would like to attend the ICCTFOA Conference from September 17<sup>th</sup> to September 20<sup>th</sup> in Nampa.

- Council President Good moved to authorize staff to attend the ICCTFOA Conference September 17<sup>th</sup> through the 20<sup>th</sup>; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

K. Consideration of Committee Appointments

Mayor Edwards stated that he would like to recommend Jennifer Lehrer to the Parks & Recreation Committee. He had a lengthy conversation with her and she is very motivated and doing many things already. She may be an asset in the creation of an event.

- Council Member Parnett moved to appoint Jennifer Lehrer to the Parks & Recreation Committee; Council President Good seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

I. Consent Agenda

The Consent Agenda included minutes from July 22, 2019, claims, financials, and payroll. The payroll and financials were not available.

REGULAR NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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The Council discussed the Willey's Meat invoice for a new compressor. Good stated that the contract does not state that they will replace failing equipment. She also stated that the Willey's were given the option to purchase the aged equipment, but they chose not to. Qualls will review past minutes and a solution will be discussed at the next meeting.

- Council President Good moved to approve the consent agenda minus financials and payroll; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

**Agenda Item 6 - Public Hearings**

A. FY 2019 / 2020 Foregone Resolution:

A Public Hearing was held on the city levying the forgone amount of \$4,483.

Mayor Edwards opened the Public Hearing at 9:39 P.M.

Qualls said it is a good idea not to leave any money on the table. Mayor Edwards stated that the signature line needed adjusted. There was no other public comment.

The Public Hearing was closed at 9:41 P.M.

B. FY 2019 / 2020 Budget Ordinance Adoption:

A Public Hearing was held on the tentatively approved budget for Fiscal Year 2019 / 2020. The total budget amount was \$4,108,147, which was broken down into the general fund (\$408,789) and the enterprise funds of water (\$3,442,579), industrial park (\$39,928), and sewer (\$216,842).

Mayor Edwards opened the Public Hearing at 9:41 P.M.

City Clerk Qualls summarized the budget funds and amounts. There were no public comments.

The Public Hearing was closed at 9:42 P.M.

**Agenda Item 7 – Budget Action Items**

A. FY 2019 /2020 Foregone Resolution Adoption

- Council President Good moved to adopt the FY 2019/2020 Foregone Resolution amount of \$4,483; Council Member Parnett second the motion. Roll Call Vote: Weber – yes, Parnett – yes, Good – yes. Motion Carried.

B. FY 2019 / 2020 Budget Ordinance Adoption

- Council President Good moved to introduce the FY 2019 / 2020 Budget Ordinance and suspend the rules requiring three separate readings on three separate days and read by title only once today; 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.

REGULAR NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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- Council President Good moved to approve the FY 2019/2020 Budget Ordinance; Council Member Weber seconded the motion. Roll Call Vote – Weber – yes, Parnett – yes, Good – yes. Motion Carried.

**Agenda Item 8 – Discussions**

i. Urban Ranching

The Council discussed the purpose of #5 and #6, requiring a written plan for nuisance control and animal welfare. These were removed, as their purpose and use were not determined in the ordinance. The Council also discussed grandfather rights for those that already have ranch animals. Mayor Edwards stated that it would be tricky determining how grandfather rights would work.

ii. Recycle Center Update

Mayor Edwards will research the idea of composting / recycling cardboard to determine what is involved and the area needed to do so.

iii. City Beautification Recognition

Council President Good would like to allow people to send thank-you notes to homeowners who have a well-kept lawn, a newly painted house, or other improvements that have been noticed on a property. Council Member Parnett suggested a Yard of the Month, encouraging people to take pride in their homes.

iv. Ordinance Enforcement (Clean-up / Weeds)

Letters are in the process of being sent for tall grass and weeds. Schiffman stated that she is receiving community feedback that the property clean-up must occur before winter. She stated that the Community Foundation is also supportive of the clean-up effort, and that people outside of New Meadows are also interested in seeing a clean town. The Council discussed several properties that are in violation.

v. Fencing Placement

The Council reviewed the zoning code regarding fencing. The idea of the fencing ordinance requiring no more than a 3' fence in the front yard was to keep front yards open and viewable from the street, for the safety of emergency vehicles and others visiting the property. However, the ordinance definitions are flawed. At some residences, the home address is not always on the street with the front door, which does not always determine the front yard. This item will be added to the next agenda.

vi. Short Term RV Use Enforcement Procedure

This item was not discussed.

**Agenda Item 9 – Future Meeting Topics**

The August 26<sup>th</sup> meeting will include an RV Discussion with Julia Harrison, a public hearing on rates and fees, review of fencing definitions, creation of scorecard for development discounts, review of the Department of Labor MOU, finalization of Urban Ranching Ordinance, recycling update, and the residential discount resolution.

**Agenda Item 10 – 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.

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Meeting adjourned at 10:26 P.M.

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Darbey Edwards, Mayor

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