

REGULAR CITY COUNCIL MEETING MINUTES
HELD MONDAY, AUGUST 26, 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 attorney Dick Stubbs.

Public present were Julia Harrison, Rory Mehen, Crystal Bass, and Andrew Mentzer.

Mayor Edwards called the meeting to order at 6:30 P.M. and led the Pledge of Allegiance.

Agenda Item 2 – Training

City Clerk / Treasurer Qualls shared the job descriptions of council members and the mayor for the upcoming elections in November. He also discussed the Open Meeting Law which governs how members can interact regarding city business. Mayor Edwards stated that it is important to remember that it is the job of the council and mayor to act in the best interest of the city, relying on ordinances and state code.

Agenda Item 3 – Discussions (no action)

Official Guests: Andrew Mentzer from the West Central Mountains Economic Development Council shared the accomplishments from the past year. Some of these included a workshop for city-wide broadband, providing apprenticeship opportunities, providing training for creating business plans, employee housing, and bike pathways throughout the region. Mentzer will provide a housing survey link to share, and will also look into recycling opportunities. The Economic Summit will be held in McCall on October 7th.

Review of Minutes: The Council reviewed minutes from the Citizen Advisory Committee.

Project Update: Public Works Director Buys gave an update on the Virginia Street Project, stating that the newly installed pipes have failed all water tests. Experts have been contacted, and the next step is to bring in a “sock” that will disinfect the pipes. This will be completed after Labor Day. Knife River is now pumping water from the ditch so that wells don’t risk cavitating. Buys will stress to Knife River that the approaches need to be completed before Labor Day weekend, and that all construction equipment be removed as well.

Staff Reports: City Attorney Stubbs signed the certificate for valves and fire hydrants.

Agenda Item 4 – Audience Communication

There was no audience communication.

Agenda Item 5 – Public Requests (no final action)

Storm Drainage: Rory Mehen, owner of Hartland Inn, addressed the Council regarding the storm drain in front of his property. He feels it is filled with sediment and will not drain, which causes the front of the hotel to flood. He provided two drainage options and had employees of ITD and Knife River look at the area. He felt that now would be the time to fix the drains because Knife River and their equipment is already in New Meadows. Completing the project now would save thousands of dollars. The Council questioned who is responsible for this section of roadway. Mehen asked permission to have Knife River drill and try to find the problem. He would like to get an estimate and stated that if the cost is not extensive, he would pay for the process. He asked for permission to do this. Mehen will fill out a right-

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of-way permit for this project, and it will be researched who is responsible for this section of roadway. Good stated that they would consider waiving the right-of-way permit fee at the next meeting.

US Highway 95 North & Beautification: Jeff Lund was not available to speak on this topic.

Short Term RV Use Code: Julia Harrison, property owner in New Meadows, addressed the Council regarding the ability to stay in RVs on her empty lots. She stated that her husband is a logger and stays in an RV on the lot between trips. She had the impression that they would no longer be able to use the lots in this manner. The Council shared how the new code would work, and with a "Vacation" permit, her husband could sleep in an RV on the lot for 30 days each year, with only 14 of those being consecutive days. Harrison stated that they have used 11 days so far this year. It was determined that it is unlikely that they would go over the 30-day limit, but if they did, they would be able to get a new permit for the second lot. Harrison was satisfied with this arrangement.

Agenda Item 6 – Public Hearing

A public hearing was held regarding the FY 2019/2020 Municipal Rates, Fees & Fines.

Mayor Edwards opened the public hearing at 7:46 P.M.

City Clerk Qualls stated that no written comments were received. He explained that the fee schedule included new RV use fees, right-of-way permit fees, and inspection fees. The t-ball fee was raised to \$25 to match the other youth sports fees. The dog license fee was reduced to \$10 with the senior discount increasing to \$5. The license fee for unaltered dogs was raised to \$30, and the impound fee was raised to \$25 because staff must take dogs to McPaws. Land Use fees and bulk water fees also were raised.

There were no public comments.

Mayor Edwards closed the public hearing at 7:50 P.M.

Agenda Item 7 – Discussions (no action)

Revoking Design Review, Conditional Use and Variance Permits: Brown's Business Park Block 84, Lots 10-18: Council President Good recalled that Brown had addressed the Council and asked for something additional from the information that was provided in the Council packet. She would like minutes from that meeting to determine what the Council granted Brown regarding his business park. Mayor Edwards stated that he would talk to Brown about any possible proceedings regarding his lots. The Council would like to discuss pursuing a public hearing if agreements are found to be in violation.

Urban Ranching: The Council reviewed the Urban Ranching draft ordinance and discussed the required fencing for poultry. Changes included adding a 6' site-obscuring fence around the enclosure and a cover over the run portion. Under #7, add that the enclosure will meet the applicable requirements of this section and the zoning code. The City shall have permission to inspect the premises where poultry are housed. The Council discussed a grandfather clause and chose to educate urban ranching farmers regarding the new ordinance and require all urban ranchers to fall into compliance by November 1, 2020. This item will be added to the next agenda for approval.

REGULAR CITY COUNCIL MEETING MINUTES
HELD MONDAY, AUGUST 26, 2019 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

Ordinance Enforcement (Clean-up / Weeds / Junk): City Clerk Qualls stated that he has spent time photographing and checking properties that were previously noticed for grass or weeds. Several properties are showing progress. Other properties receive multiple notices. Council Member Parnett suggested tiered violations so that 2nd, 3rd, or 4th offenses would receive fines or other penalties. Council President Good suggested a schedule, possibly contracting the duty out, so that pictures would be taken, letters, sent, follow-up completed, and if not abated, then a fine may be issued. Ideas for education on the weed ordinance included creating a welcome packet for new residents, reviewing it in the ordinance, and placing the topic on the water bills.

The Council also discussed the junk ordinance. City Clerk Qualls will take photos of potential junk and Mayor Edwards will follow up. Necessary letters will then be sent.

Fences: Placement / Definitions: The Council reviewed the zoning code regarding fencing on properties. Council President Good stated that according to the code, the width of the lot determines the front yard. A 6' fence in the front yard makes it difficult for fire or emergency vehicles to access homes. They chose to review fire code at the next meeting to determine how the front yard is defined, what fencing is allowed, and what the code says about access.

Short Term RV Use Code:

The Council discussed how the City and those designated to enforce the RV Use Code would be able to tell how many days an RV has been in use. Council President Good suggested placing a 30-day chart on the back of the window sticker for RV residents to fill out for each day they use the permit. This would be on the honor system. Good suggested a process for officers to follow, possibly giving them a list of who has permits, and then recording when they see the RVs in use. If a problem, they could compare their notes with the back of the permit that is placed in the RV window. The Council also discussed how to educate the public on the RV ordinance, possibly with door hangers or creating brochures, especially for visitors.

Agenda Item 8 – Action Items

A. Adopting FY 2019-2020 Municipal Rates, Fees & Fines:

City Clerk Qualls noted a typo on the rates sheet. The mobile home inspection fee should be \$125.

- Council Member Parnett moved to adopt the new rate schedule and fees; Council Member Weber seconded the motion. Roll Call Vote: Weber – Yes, Parnett – Yes, Good – Yes. Motion carried.

B. Adopting Residential Development Discount Resolution:

- Council Member Weber moved to adopt the Residential Development Discount Resolution; Council Member Parnett seconded the motion. Roll Call Vote: Weber – Yes, Parnett – Yes, Good -Yes. Motion carried.

C. Water Loan:

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

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HELD MONDAY, AUGUST 26, 2019 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

- Council Member Weber moved to approve the Mayor to sign the USDA Water System Grant Agreement; Council Member Parnett seconded the motion. Roll Call Vote: Weber – Yes, Parnett – Yes, Good – Yes. Motion carried.

D. Consideration of Committee Appointments:

There were no appointments to consider.

E. Consent Agenda:

The Consent Agenda included minutes from August 12, 2019, claims for July and August 2019, and payroll.

- Council President Good moved to approve the consent agenda items; Council Member Weber seconded the motion. Roll Call Vote: Weber – Yes, Parnett – Yes, Good – Yes. Motion carried.

Agenda Item 9 – Future Meeting Topics

Meeting topics for the September 9th meeting include reviewing fire code and fencing, storm drainage and ROW permit fee update, urban ranching, Brown’s Park n Sell, and a commercial discount scoring card for water / sewer hookups.

Items for later meetings included a design review for the new well structure and the weed ordinance later in the winter.

Agenda Item 10 – Adjourn

- Council Member Weber 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 9:34 P.M.

Darbey Edwards, Mayor

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

