

CITY COUNCIL MEETING MINUTES
HELD MONDAY, SEPTEMBER 9, 2019 AT 6:30 P.M.
IN 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.

Staff present was Angie Mettie.

Public present were Devon Barker, Jericho Hendley, Bryson Benton, Rorie Eller, Jordyn White, Teresa Rogerson, Sandy Schiffman, Epti DeSouky, Rory Mehen, CW White, and Ed Stowe & John Stone of Mountain Water Works.

Mayor Edwards opened the meeting at 6:31 P.M. and led the Pledge of Allegiance.

Agenda Item 2 – Information (No Action)

Official Guests: There were no official guests.

Review of Minutes: There were no minutes from other committees to review.

Mountain Water Works Update: Ed Stowe and John Stone gave an update on the water project. Stowe reviewed the monthly report with the Council and answered questions. Council President Good stated that the project will be completed in phases, as shown in the report, and will not be completed all at once. The next step will be to bid for well construction. Sample wells will be drilled in the spring, but may go out to bid this fall. All permitting is completed and has been signed off on by DEQ.

John Stone stated that the valve project is going well, and is 60% complete. So far, only two valves have been replaced, and maps are being created. Stone stated that it is important to exercise the valves regularly. Stowe suggested software from Idaho Rural Water that would allow a user to look up locations of valves online, which would also give information about the valve, such as size, install date, etc.

Crestline Engineering Update: An update from Crestline Engineering was not available.

Staff Reports: The Council reviewed staff reports. Mayor Edwards would like to consider moving Gerke to full time. The Council would like to review the personnel policy to find the number of days of the probationary period before a full-time position can be offered.

Council President Good would like to schedule employee evaluations and would like an executive session during the next meeting to review them. Council President Good also requested a staff report from Qualls and Buys for the next meeting.

Agenda Item 3 – Audience Communication

Mrs. Barker and her 8th grade class gave a presentation on their work this year with the playground project. She stated that the project was started three years ago, with a Pay It Forward project. They then worked on the Anne Franke Memorial stone to be placed at the park, and last year, built a tiny home, entitling their project *Build the Ripple*. The proceeds from the tiny home were donated to help fund the playground. This year, the eighth graders are working to help install the new playground at the park, which was purchased earlier this summer. The students took a field trip to the park and met with

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Buys to measure the parameter of the project and get answers to some of their questions. They have also worked with Parks & Rec to find the best ground cover option that is ADA compliant. The students drew to-scale maps showing the possible placement of the playground equipment. They chose the dates of September 24-28th for the installation process, and would like to hold a ribbon cutting ceremony on October 4th.

Council President Good would like more information, including a plan, budget with details, timeline and possible phases of the project. She also would like to make sure the dates are feasible, and that this project fits with the overall master plan of the park.

Agenda Item 4 – Public Requests (no final action)

Storm Drain Issue: Rory Mehen completed the Right Of Way permit application. He stated that ITD was to clean out the drain, but have yet to arrive. Knife River is now out of the area, so the project will be too expensive for him to pay for personally. Qualls is looking into the right-of-way issue to find who is responsible for that stretch of roadway. The Council agreed that Buys is the one who would sign off on the permit, not the Council.

Highway Beautification / Planter Boxes: Community members were not available to speak on these topics.

Agenda Item 5: Action Items

Create the Ripple Students: Approval of Funds for Consultant:

Mrs. Barker explained that the playground has a 44-page instruction manual that is very complicated. A contractor or consultant is needed to make sure the playground is properly constructed. She was able to get a grant to help pay for a consultant, but would like approval for some of the remaining Parks funds to be used as well.

The Council stated that a quote for the cost of the consultant is needed in order to approve the funds for it. The students and Parks & Rec will work on getting bids for the consultant as well as bids for ground cover. They hope to have the bids in by Wednesday, and a possible special meeting may be called to discuss approving the expenditure of funds for the consultant.

Overnight Training & Travel Authorization – Public Works to IRWA Fall Conference:

- Council President Good moved to approve overnight training and travel; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Consideration of Committee Appointments:

Mayor Edwards suggested appointing Rory Mehen to the Citizen Advisory Committee.

- Council President Good moved to appoint Rory Mehen to the Citizen Advisory Committee; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Consent Agenda Items:

The Consent Agenda included minutes from August 26, 2019, claims, financials, and pay roll. Claims, financials, and payroll were not available.

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- Council President Good moved to approve the minutes for August 26, 2019; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Discussions (No Final Action)

Review of Variance, Conditional Use, Design Review Permits at Block 84, Lots 10-18:

Per city Code, the Council noted that this property is not in compliance. A letter will be drafted, approved by the Mayor, and sent certified mail to the property owner, who will have ten days to comply before starting legal proceedings.

Urban Ranching:

The Council reviewed the draft Urban Ranching Ordinance and discussed the enclosure and run. Changes included removing “*grandfather urban ranch*” from the definitions, and removing the second and third sentences under “Grandfather Clause.” Number 4, under Poultry Specifications & Requirements will read: Fencing Requirements: The poultry enclosure and run shall be covered, and surrounded by a six-foot sight-obscuring fence. In number 7, change the word “*section*” to “*ordinance*.”

Score Card for Commercial Connections:

The Council discussed a discount for new business owners who would like to connect to water and sewer. Council President Good provided a list of ideas such as providing employee housing, having a business that is not already in the city, or locating in the downtown corridor. Businesses could receive a certain percentage off the connection cost depending on the number of points they would qualify for. After the business was established, the discount may be applied by discounting their water bill. The item will be added to the next agenda for more discussion.

Community Ordinance Education:

Council President Good provided ideas to help educate the community on city ordinances. She suggested door hangers with the most important and least adhered to ordinances. Brochures could be created and given to businesses, hotels, and placed in areas where visitors would read them. She suggested dividing the city into quadrants and having a trained representative help keep neighborhoods in compliance with ordinances. A process would be created with a timeline to help streamline the actions taken to accomplish this. This item will be added to the next agenda for more discussion.

Fences:

The Council discussed the requirement that fences in the front yard be 3 feet in height or less. Mayor Edwards will talk with residents that may have fencing issues. The Council suggested borrowing a copy of current fire code or sharing with another city, due to the cost of purchasing the current code. It was questioned whether the code was actually needed in order to update the zoning code regarding fences. This item will be placed on the next agenda for further discussion.

City Public Utility Zoning Code Amendment – Title 10

No information was available on this topic. It was tabled until the next meeting.

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Agenda Item 7 – Future Meeting Topics:

Topics for the upcoming meeting will include an executive session for employee reviews, a playground update, a design review for the new wellhouse (Oct 28), final urban ranching ordinance review, water/sewer connection discount score card, community representatives and qualifications, fences, and fire code information, the public utilities zoning code amendment, Brown’s Business Park update, Christmas open house, and weed/junk review.

Agenda Item 8 – Adjourn

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

Meeting adjourned at 9:35 P.M.

Darbey Edwards, Mayor

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

MEETING SIGN-IN SHEET	
Meeting: City Council	Meeting Date: September 9, 2019
Facilitator:	Place/Room: City Council Chambers
Name	Contact Information (optional)
Devon Barker	208-413-0319
Jericho Wendler	
Bryson Benton	
Rorie Eller	
Jordyn White	
Ed Stowe	208-771-2726 m.w.w
John Stowe	208-761-3731 m.w.w
TERESA ROBERSON	510-227-7804
SANDY SCHIFFMAN	#6 "D"
Epti Desouky	