

**NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY, APRIL 24, 2023 AT 6:30 P.M.  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

**Roll Call / Pledge of Allegiance**

Present at City Hall were Council Members Jeff Parnett, Kaytlyn Goodwin, and Mayor Julie Good. Shiloh Ryker was present via Zoom. Josh Carr was excused.

Staff present at City Hall were Kyla Gardner and Angie Mettie. Dick Stubbs was present via Zoom.

Public present at City Hall were Kayrene Brown and Kristi Scott. Present via Zoom were Patricia Haas, Drew Dodson, Cory Fischer, and Angie Crow.

Mayor Good opened the meeting at 6:30pm and led the Pledge of Allegiance.

Kyla Gardner read the Mission Statement.

**Public Input**

There was no public input.

**Reports**

Mayor's Report

Mayor Good gave an oral report, stating that those working on the water project are meeting weekly. A timeline will help coordinate the traffic, depot activities, and road closures.

A Hello Spring event will be held on May 16<sup>th</sup> at the park, and then will move to the Community Center. The event will be to unveil a new bench created by a high school senior, a bull sculpture that was donated, and a commemorative stone for J.I. Morgan.

The Transit program ribbon cutting ceremony will take place on June 5<sup>th</sup>.

A project database will be created to keep track of projects and progress of each. Also, checklists will be created for different reoccurring projects and events.

A field trip will be planned to the new storage shed, recycle center, and skate park.

**Discussion Items**

Family Dollar

Patricia Haas was present via Zoom to discuss the Family Dollar store. She sent pictures of the clean store for the packet. Mayor Good provided photos four days later showing the isles were again full of boxes, with items lying on the floor in several isles. Haas stated that she was very disappointed, and that Family Dollar does not want their stores to be in disarray. She was also disappointed that the district manager did not attend the meeting. She stated that she would talk with the regional manager and district director. Haas stated that she would act as a contact for any future issues with store maintenance or other issues.

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In regard to the alcoholic beverage license that was denied, Haas said that a bar has been placed through the doors and other alcohol covered with sheets to prevent sale. Council Member Parnett suggested removing the merchandise until a license was secured. Haas stated that the store could do this if the Council desired. Council Member Ryker inquired about a plan for maintenance. Haas stated that she was not aware that this was an issue, but would make sure it was taken care of. Haas was thanked for her time and willingness to talk with the Council.

Design Review Ordinance Update

A discrepancy was noted in the zoning code. Residential -Three code states that all units other than single-family homes shall have a design review. Chapter 4, *Design Review*, states that three or more units shall require a design review.

The Council discussed changing the Design Review code to match R-3, requiring a design review for all structures other than a single-family home. The ordinance amendment will be added to the next agenda.

Financial Policy Resolution

The Council reviewed the City's current financial policy. A sample investment policy was provided by Clearwater Financial, and the Council chose to have a separate investment policy, removing the investment portion from the financial policy. Changes included allowing three city credit cards instead of five, and raising the single purchase limit from \$500 to \$1000. Items already in the budget above this amount would not need to be pre-approved. Credit cards should be placed in the City's name, and not in the name of employees. A roll-over process for unused funds should be added, and a section regarding the appropriation of late fees was removed, as it currently is not followed. The financial policy will be added to the next agenda for approval.

Investment Policy Resolution

A sample investment policy was reviewed by the Council and Mayor. All references to city clerk/treasurer should be changed to state "*and/or*". Under *Policy Details*, city code was removed, and state code will be referenced. Sections from the Financial Policy regarding the LGIP will be added to the investment policy. The investment policy will be added to the next agenda for approval.

**Action Items**

Design Review – Cory Fischer

Cory Fischer shared his plans for a duplex at 300 S Miller. It will be intended as a long-term rental and will not be low-income, but affordable. It will have alley access, with access to the garage on Cedric. A fence will be placed east to west in the backyard. It will have a low pitch roof so that snow storage will not be necessary.

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- Council Member Parnett moved to approve the Design Review for Cory Fischer; Council Member Goodwin seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Industrial Park Lease Reviews

The Council reviewed Industrial Park leases. No tenants returned requested information regarding W-3 totals, which are used to determine discount points. S&S Enterprises and Salmon River Mobile Vet both have expired leases. They will be contacted regarding extensions.

Torch Towing Fans

A bid was received from C&N Electrical for \$875 for fans in the Industrial Park. Devon Buys of Torch Towing notified the city that the fans were not working. The fans are old and have not been replaced anytime recently.

- Council Member Parnett moved to approve the purchase and installation of fans at Torch Towing; Council Member Goodwin seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Industrial Park Points Discount Resolution

The Council reviewed the Industrial Park Selection Criteria Resolution. Changes included removing the word “maximum” from the number of points given, removing wage requirements, and adding apprenticeship and health insurance benefit criteria. The resolution will be available for approval at the next meeting.

Railroad Right Of Way

Mayor Good described the location of a piece of land on the west side of Peterson Memorial, that has a railroad right of way that belongs to the city. A developer is interested in the property, but cannot develop with that right of way there. The right of way is of no use to the city. The Council discussed options to offer the developer in exchange for the small section of land. The Council felt that the donation of time and work on the recycle center or skate park project might be traded for the piece of land. Mayor Good will work with the developer and city attorney to come up with a number of hours of onsite work that would be appropriate, along with an agreement.

Dust Abatement

A dust abatement bid was received for \$24,998.27.

- Council Member Parnett moved to approve the dust abatement contract; Council Member Goodwin seconded the motion. Roll Call Vote: Parnett – yes, Ryker – yes, Goodwin – yes. Motion carried.

Road Closures Barricades

Barricades and signs are needed to properly close off roads during street work and water/sewer repair. Currently, the city has a short sawhorse, which people simply drive around. The Council reviewed the quote for the barricades.

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- Council Member Goodwin moved to approve the purchase of barricades and reflective traffic signs for \$1400; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

**Consent Agenda**

The Consent Agenda included February/March 2023 Financials, April 10, 2023 meeting minutes, and paid and pending claims. Kyla Gardner polled the Council and all stated that they had read the minutes.

- Council Member Parnett moved to approve the Consent Agenda; Council Member Goodwin seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

**Future Meeting Topics**

Future meeting topics included a presentation by IGNITE Idaho, Design Review Ordinance amendment, Financial & Investment policies, Industrial Park Points Resolution, MOUs for railroad right of way, Salmon River Mobile Vet, and the Transit Program, and a designation of H.O.P.E. Week May 8-12<sup>th</sup>.

**Adjournment**

Mayor Good adjourned the meeting at 8:03pm.

\_\_\_\_\_  
Julie A. Good, Mayor

ATTEST: \_\_\_\_\_  
Kyla Gardner, City Clerk