

## **Roll Call / Pledge of Allegiance**

Present at City Hall were Council Members Jeff Parnett, Kaytlyn Gilliam, and Mayor Julie Good. Present via Zoom was Council Member Shiloh Ryker.

Staff present at City Hall were Kyla Gardner, Daniel Potter, and Angie Mettie. Present via Zoom was Jessie Wallace and Dana Kautz.

Public present at City Hall was Kayrene Brown. Public present via Zoom were Tim Farrell, Kristina Gillespie, and Ed Stowe of Mountain Waterworks.

Mayor Good opened the meeting at 6:30 P.M. and Council Member Parnett led the Pledge of Allegiance.

Mayor Good read the mission statement.

## **Public Input**

There was no public input.

## **Reports**

### Staff Reports

It was requested that the dog licensing rates for March be extended through April, if necessary, to accommodate a pet vaccination clinic. Tentative dates include the last weekend in March or early April.

Coaches are needed this year for baseball and T-ball teams.

City Clerk Gardner is applying for a grant from Blue Cross to bring the community together.

Public Works assistant Potter has been called many times due to frozen pipes, and has checked many meters to assure they are not frozen. Potter stated that most meters have insulation surrounding them, so normally do not freeze.

### Mayor's Report

Mayor Good stated that Doug Buys is no longer the primary water/sewer operator as of January 31, 2022. Kirk Kundrick is filling in. She also stated that the next T-Tac meeting will be held March 9<sup>th</sup> at 6:00 P.M.

## **Discussion Items**

### Personnel Policy Review

The Council reviewed suggested changes to the personnel policy. These included changes to the introduction period for new employees and current employees in new positions, disallowing employees to have secondary employment with any entity that has a contract with

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the city, and updating employee classification categories for full-time, part-time, and temporary employees.

#### Comprehensive Plan

The Council reviewed the Comprehensive Plan with changes. The next step is to solicit public response on the changes to the plan. The plan will be sent out to business owners and suggestions will be sought via the newsletter, social media, and the city's website. Comments will be reviewed by the Council on April 11, 2022.

#### Park Restrooms

The student who was going to paint the part restrooms as a senior project will no longer be completing this project. The item will be added to a future agenda.

#### Delinquent Accounts

The Council reviewed delinquent accounts, which included Will-Serves, unused hook-ups, and vacant properties with large balances. Regarding Will-Serves, the Council chose to give property owners until April 1<sup>st</sup> to either create a payment plan or pay their Will-Serve. If balance is not paid or a payment arrangement created by April 1<sup>st</sup>, property owners will forfeit their Will-Serve. A resolution will be created stating this new policy. Title companies should be made aware of Will-Serve costs on certain lots in New Meadows.

Regarding unused meters, City Attorney Stubbs will research whether or not water to homes can be disconnected for not paying for unused meters.

Regarding regular shut-offs, the Council opted not to have staff give reminder calls before shut-offs occur.

### **Action Items**

#### Rezone Reasoning Statement

The Council reviewed the Reasoning Statement for their decision on January 24, 2022 to rezone the East Park lots from Central Business and Business Residential to Residential-Three.

- Council Member Parnett moved to approve the Reasoning Statement; Council Member Gilliam seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

#### Ordinance TBD-2022 Rezone Amendment

The Council reviewed the draft ordinance amending the zoning map to reflect the changes to the East Park Subdivision's zones of Central Business and Business Residential to Residential-Three.

- Council Member Gilliam moved to introduce Ordinance TBD-2022, amending the zoning map, changing the East Park Subdivision's zones from Central Business and Business Residential to Residential-Three, and suspend the rules requiring three separate readings
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on three separate days and read by title only once; Council Member Parnett seconded the motion. Roll Call Vote: Gilliam – Yes, Ryker – yes, Parnett – yes. Motion carried.

City Clerk Gardner read the ordinance by title only.

- Council Member Gilliam moved to approve Ordinance TBD-2022, amending the zoning map, changing the East Park Subdivision's zones from Central Business and Business Residential to Residential-Three; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Gilliam – yes, Ryker – yes. Motion carried.

#### IRWA Spring Conference

Daniel Potter would like to attend training at the IRWA spring conference March 8-11, 2022.

- Council Member Ryker moved to approve training at the IRWA spring conference for Daniel Potter; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

#### January 24, 2022 Minutes

City Clerk Gardner polled the Council and each member stated that they had read the minutes.

- Council Member Parnett moved to approve the January 24, 2022 City Council Minutes; Council Member Gilliam seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

#### Primary Water/Sewer Operator

Mayor Good stated that Kirk Kundrick will step in as primary operator for the New Meadows water/sewer system for the next 90 days until Public Works Director Wallace can obtain her licenses. He does not yet have a contract with the city. His work would be in an advisory capacity, and he would help to bring the city into compliance in certain areas.

- Council Member Parnett moved to approve Kirk Kundrick as the primary water/sewer operator; Council Member Gilliam seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

#### Water Project

Tim Farrell of Mountain Waterworks gave an overview for the Council of the project thus far. He believes that New Meadows is at the top of the list for additional grant funds. He asked that the Council approve an amendment to the Owner-Engineer Agreement between Mountain Waterworks and the City in the amount of \$139,900. Of this amount, \$99,900 would be dedicated to design and project management services, and \$40,000 would be dedicated to on-site facility construction observation for remaining well facility, booster station, and reservoir projects.

- Council Member Gilliam moved to approve the additional \$139,900 to Mountain Waterworks for engineering; Council Member Parnett seconded the motion. Roll Call Vote: Gilliam – yes, Ryker – yes, Parnett – yes. Motion carried.

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Illegal Dumping

As illegal dumping is still occurring, the Council discussed next steps. These included talking with Brown's Market to see if they might point a camera toward the RV Dump. BSU is creating an overlay of the water lines, private wells, and other information to look for focal points. City Attorney Stubbs stated that per city ordinance, the City has the right to conduct inspections of parts of the sewer system that may be creating a problem. Notice is not required.

**Consent Agenda**

The Consent Agenda included paid and pending claims and January 2022 Payroll.

- Council Member Parnett moved to approve the Consent Agenda; Council Member Gilliam 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 reviewing the Torch Towing lease along with creating parameters for the parking of wrecked vehicles. An update will be given on the park restrooms, a representative from Adams County Health Center may attend, a representative from Meadows Valley EMS would like to speak regarding funding, and possible backup operators for water/sewer will be considered.

**Adjournment**

Mayor Good adjourned the meeting at 8:11 P.M.

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Julie A. Good, Mayor

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