

City of New Meadows City Council Meeting Minutes  
Held Monday, February 8, 2021 at 6:30 P.M.  
City Council Chambers, 401 Virginia Street, New Meadows

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

Present at City Hall was Mayor Julie Good. Present via zoom were Council Members Shiloh Ryker, Darbey Edwards, and Darla Weber. Jeff Parnett was absent.

Staff present at City Hall were Mac Qualls and Angie Mettie. Present via Zoom were Jessie Wallace and City Attorney Dick Stubbs.

Public present via Zoom was Jordan Zwygart, CPA, and Jon & Amy Keehner.

Mayor Good opened the meeting at 6:32 P.M. and led the Pledge of Allegiance.

## **Reports**

### Mayor's Report

Mayor Good asked for ways to expand the job search for the public works position. Ideas from the Council included LinkedIn and word of mouth. Mayor Good is working on Broadband for New Meadows and will give an update at the next meeting. She also is working on a training session on safety and would like to invite the public and possibly other employees from Meadows Valley.

### Staff Reports

Jessie Wallace, public works director, reported that Devon Buys is doing a great job plowing snow. An impact gun would be helpful on the job, and she will get a quote for the Council. She has been filling potholes and has used the grader to smooth the ice ruts. Illegal dumping is still occurring. Mayor Good stated that the illegal dumping is serious, and that she will be seeking assistance to stop this activity.

Council Member Edwards inquired about the snow plowing budget. City Clerk Qualls stated that it would be available in March.

### DRAFT Park Master Plan Review

The Mayor and Council reviewed the work on the Park Master Plan by the Citizen Advisory and Parks and Recreation committees. Mayor Good suggested the mission statement be revised. Instead of bullet points, include a sentence that reflects what the Parks & Recreation Committee is about and what they envision for the future. The bullet points could be included in the sentence but should specifically refer to Parks and Recreation. Council Member Ryker suggested the bullet points be complete sentences. She would like to narrow the mission statement to show who the Parks & Recreation Committee is and what they would like to do. The revised mission statement will be sent back to the City Council for review.

### T-TAC Meeting Update

Mayor Good is working on finding a meeting date that works for all members. She will have an update at the next meeting.

## **Presentation**

### FY 2019/2020 Audit Presentation

Jordan Zwygart of Zwygart John & Associates gave a presentation on the audit completed for the City of New Meadows for fiscal year 2019/2020. He stated that after the review, the Council could rely on the financial records completed by City Clerk/Treasurer Qualls, and that the records were in compliance with the provisions of certain laws and regulations. The audit showed no deficiencies in internal controls.

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## **Public Input**

There was no public input.

## **Discussion Items**

### Virginia Street Parking Signage

The Council discussed two issues regarding Virginia Street parking. They agreed that parking from 2am-6am should be year-round, and not only during snow removal season. They agreed that a two-hour parking limit on a trial basis might also allow more access by visitors to the businesses on Virginia Street. Scenarios included employees parking for long hours on Virginia, or a car being parked on Virginia while the owner carpools to other areas. A time limit would allow for visitors to shop, eat, and explore, but not use Virginia street for extended parking.

The Council discussed parking in front of private drives. The consensus was to encourage property owners to place signs stating that the driveway is private.

### Parking Ordinance Review

The Council will review the parking ordinance for discussion at the February 22<sup>nd</sup> meeting.

## **Action Items**

### FY 2019-2020 Audit Acceptance

- Council Member Ryker moved to accept the FY 2019/2020 audit; Council Member Weber seconded the motion. Roll Call Vote: Edwards – yes, Ryker – yes, Weber – yes. Motion Carried.

### Virginia Street Parking Signage

- Council Member Weber moved to approve Virginia Street parking signage stating no parking from 2am-6pm, and signage stating a maximum of 2 hour parking; Council Member Ryker seconded the motion. Roll All Vote: Ryker – yes, Weber – yes, Edwards – yes. Motion Carried.

### Broadband Resolution

The Council reviewed the Broadband Resolution.

- Council Member Edwards moved to approve the Broadband Resolution with scrivener error corrections; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Edwards – yes, Ryker – yes. Motion carried.

### Salmon River Mobile Vet LLC Industrial Park Lease

The Council spoke with Jon and Amy Keehner regarding their interest in a lease at the Industrial Park. Amy and Jon answered questions of the Council. The Council discussed an appropriate rate for the lease and would like to have the building appraised. Council Member Ryker will research appraisers.

- Council Member Edwards moved to approve a lease for Salmon River Mobile Vet LLC at \$375 per month, with a review due in one year; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Edwards – yes, Ryker – yes. Motion carried.

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## **Consent Agenda**

The Consent Agenda included January 2021 payroll and timecards, January 25, 2021 City Council minutes, and an Alcoholic Beverage application for 2021 from Delish Catering.

Mayor Good would like to add the words “public present were...” to the January 25, 2021 minutes.

- Council Member Ryker moved to approve the consent agenda items; Council Member Weber seconded the motion. Roll Call Vote: Ryker – yes, Edwards – yes, Weber – yes. Motion Carried.

## **Future Meeting Topics**

- Animal Control Job Description – Feb. 22
- Well # 5 Wellhouse Design Review – Feb. 22
- EMS Partnership – Feb. 22
- T-TAC – Feb. 22
- Personnel Policy Resolution Adoption – Feb. 22
- Illegal Dumping – Feb. 22
- Impact Wrench Approval – Feb. 22
- Parking Ordinance Review – Feb. 22
- Broadband – Feb. 22
- Review snow plowing hours (budget) – March
- Snow Storage Agreements
- Brown’s RV Dump Agreement
- Backup Water & Sewer Operator – March

## **Adjournment**

- Council Member Edwards moved to adjourn; Council Member Ryker seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Meeting adjourned at 8:22 P.M.

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Julie A. Good, Mayor

ATTEST: \_\_\_\_\_

Jacob M. Qualls, City Clerk / Treasurer