

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY, FEBRUARY 12, 2024, 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 Josh Carr, Troy Black, Jeff Parnett, and Mayor Julie Good. City Council Member Ryker who was excused.

Staff present at City Hall were Kyla Gardner, Hunter Brown and Ivan McDaniel. Dick Stubbs and Dana Kautz were present via Zoom.

Public present at City Hall were Ryan Zollman, Kayrene Brown, Cole Keehner, Dollie Black, Doug Buys, Devin Buys, Willie Brown, Diane Hunter, Darbey Edwards, Tim Jeffs, Shadyn Wallace, and Ken Roller. Sandy Schiffman was present via zoom.

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

Mayor Julie Good read the mission statement.

City Clerk Gardner did roll call.

**Public Input**

There was no public input.

**Reports**

Mayor's Report

Mayor Good stated that security cameras have been installed at well # 5 and are in the process of being installed in well # 4, # 3 and the booster station.

Mayor Good introduced Cole Keehner to the City Council and stated that Cole will be working with the city on creating a training program for a future planning and zoning commission.

Mayor Good stated that the school reader board had been removed from the City Park and there has been no recent update from the school.

Mayor Good stated that the Deputy Clerk position was open and that interviews for the position are being conducted. A special meeting will be set when position has been filled.

Staff Reports

The Council reviewed staff reports and had no questions.

Adams County Sheriff's Office

Sheriff Ryan Zollman stated there were 55 calls that were received during the fall in the city. The Sheriff's department is installing a new communication system that is integrated with Washington County that will go live on July 9, 2024. The Sheriff's department is also getting new

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radios, that project will be complete in April of 2024. Sheriff Zollman stated the department is currently short on deputies, but interviews have been taking place.

## **Discussion Items**

### Rates & Fees Review – Sewer Rates

Mayor Good stated that we currently take the cost to operate sewer needs and divide that number by the amount of current sewer users which is 371. This method determines the rates and fees cost to the customer. Mayor Good stated that Kirk Kunderick will provide a list of upcoming projects and maintenance needs for the sewer department. This will be reviewed on the next agenda.

### City Hall Maintenance/ Repairs

Council Member Parnett stated that we should apply for grants that will improve the energy efficiency of City Hall. Mayor Good stated that city staff would provide a list of building needs that will be provided at the next meeting.

### Tiny Homes Zoning

Mayor Good stated that the current Tiny Home Ordinance allows for Tiny Homes, Cottages and Park Models in Residential Zones R-2 and R-3. There is currently a resident living in Residential Zone R-1 that is interested in placing a Park Model on their lot. Council Member Carr stated that he would not prefer to have the tiny home ordinance included in the R-1 Zoning code.

### Above Ground Storage Tanks

Mayor Good stated that Ricky Brown is looking into adding a diesel pump at Browns Mountain Market. It would be an aboveground storage tank. He currently would have to rezone his lot to comply with our current ordinance. City Council members were asked to review the zoning ordinance in case the item comes up for review and decision.

## **Action Items**

### Public Works Utility Truck Purchase

Hunter Brown provided City Council details about the utility truck that is currently owned by the Meadows Valley Rural Fire Department and is being offered to be purchased by the City of New Meadows. Hunter stated it is in great shape and in ready to use condition.

Council Member Carr made a motion to purchase the Public Works Utility Truck from the Meadows Valley Rural Fire department for \$5,500; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Black- yes, Motion carried.

### Park Restroom Toilet Replacement

Ivan McDaniel stated that the one of the toilets in the male restroom at the city park is no longer flushing. The gears inside of the flushing mechanism are broken. Ivan stated a manual push button system would cost \$30. A new automatic flushing system would cost \$350. A new toilet would cost \$600.

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Council Member Black stated that he would prefer a manual push button replacement.

Council Member Parnett stated that he would prefer the automatic flushing system so that users would not have to touch any buttons.

Council member Carr made a motion to purchase an automatic flushing system for \$350. Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Black – yes. Motion carried.

ICRMP JPA

ICRMP Joint Powers Agreement was reviewed by city attorney Dick Stubbs with no concerns.

Council Member Parnett made a motion to approve the ICRMP JPA, Council member Carr seconded the motion. Roll Call Vote: Parnett – yes, Carr- yes, Black - yes. Motion carried.

Remove Industrial Park Dumpster

Mayor Good stated that there have been several complaints from industrial park tenants that the dumpster is being used by members of the community which is preventing the tenants from using the dumpster to dispose of trash. Mayor Good stated that the city has tried providing locks for the dumpster and they have disappeared.

Dollie Black stated that being a commercial business there is a need for them to have a dumpster and she is concerned that if the dumpster is removed that trash will be left there anyways.

Doug Buys stated that he was present to represent Torch Towing. He stated that the Torch Towing lease states that the dumpster is included in the payment for the lease, and they are concerned about changes being made that are not noted in their current lease.

Council Member Black stated that the dumpster could be moved from the back side of the industrial park to the front of the industrial park so that it can have more visibility.

Council Members Black, Parnett and Carr all stated they were in agreement to move the dumpster to the front of the industrial park between All Season and S&S and revisit the issue if it persists.

Browns Mountain Recycling CUP Status Report

Willy Brown was present to represent Brown's Mountain Recycling CUP update.

Mayor Good read status report progress aloud. Mayor Good stated that documentation from DEQ is required for the status of the solid waste containment for the next meeting. Mayor Good

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stated that clear pictures of the progress of each project need to be added to the next progress report, which is due at the next City Council meeting.

Browns Tiny Homes CUP- 309 S. Heigho

Mayor Good stated that the city received a letter from Bill & Donna Brown dated January 18, 2023 that stated they would like to cancel their conditional use permit for 309 S. Heigho due to being unable to meet the 90 day deadline and thus being out of compliance with the CUP requirements.

Council Member Carr makes a motion to approve the cancellation of the Brown's Tiny Home CUP at 309 S Heigho. Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr- yes, Black – yes. Motion Carried.

Crestline Task Order for Sewer Line Extension

Mayor Good stated that Crestline Engineers has presented a Task Order for the design of a sewer line extension that is located where the new vet clinic sits.

Council Member Carr made a motion to approve the Crestline task order for the sewer line extension. Council Member Parnett seconded the motion. Roll Call Vote: Parnett- yes, Carr – yes, Black – yes. Motion Carried.

Softball Field

Mayor Good stated that the Parks and Recreation Committee are getting ready for youth sports. Aaron Ingle from Meadows Valley School was present at the Parks and Recreation meeting and asked if the City would donate time and equipment to remove 3 inches of top soil from 14,000 square feet of the baseball field located on school property. Mayor Good explained this material would be replaced with material that was removed from the schools parking area. This item was tabled to a future agenda. The City Council would like to find community involvement to get this project completed.

Resolution TBD-2024 Proclamation for H.O.P.E Week

Mayor Good stated the Youth Advocacy Coalition is presenting HOPE week – a week designated to promote mental health in our community. The proclamation designated March 16, 2024 as a day of HOPE.

Council Member Parnett made a motion to approve Resolution TBD- 2024 Proclamation for H.O.P.E week. Council Member Carr seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Designate Carryover Fund Account

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Mayor Good explained that we need to create carry over accounts to move funds forward so that funds are retained year to year. There will be a carry over account for each fund. The balances to be carried over are included as an addendum to the minutes.

Council Member Carr made a motion to create carry over fund accounts as presented. Council Member Parnett seconded the motion. Roll Call Vote: Parnett- yes, Carr – yes, Black – yes. Motion Carried.

Executive Session 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

- Council Member Carr moved to go into Executive Session under 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Executive Session began at 7:58 P.M. and ended at 8:11 P.M.

Roll was called and all Council Members and Mayor were present.

Change in Employee Status / Wage Change

Council Member Carr made a motion to change the Employee classification of Jessica Wallace to Temporary Basis. Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Council Member Parnett makes a motion to approve a \$2500 bonus to Kyla Gardner. Council Member Carr seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Council Member

**Consent Agenda**

The Consent Agenda included November and December 2023 Financials, January 2024 Payroll Paid and Pending Claims, and January 8, 2024 Old and New Meeting Minutes. City Clerk Gardner polled the Council and all stated that they had read the minutes.

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

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**Future Meeting Topics**

Future meeting topics included Browns Mountain Recycling 2<sup>nd</sup> CUP status report, foundation specs for the tiny homes ordinance, Shiloh Ryker presenting VCORP update, and Public Hearing for Community Development Block Grant funds used during water project.

**Adjournment**

Mayor Good adjourned the meeting at 8:22 P.M.

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

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