



City Council Regular Meeting Agenda

Monday, November 28, 2022 at 6:30 PM
City Council Chambers, 401 Virginia Street, New Meadows, ID 83654

PUBLIC NOTICE: THIS MEETING IS RECORDED AND PLACED IN AN ONLINE FORMAT. PERSONS MAY BE ABLE TO EITHER VIEW OR LISTEN TO VIDEO / AUDIO OF THIS MEETING UNTIL WHICH TIME THE RECORDING IS DESTROYED UNDER THE CITY'S RECORD RETENTION POLICY.

PARTICIPATE VIA ZOOM

Direct Link: <https://us06web.zoom.us/j/84071450835?pwd=cTZJMGIbSGN3blMyWTdkTUVCVZ5Zz09>

Call in: 669-444-9171

Meeting ID: 840 7145 0835

Password: 764264

ROLL CALL / PLEDGE OF ALLEGIANCE

1. Reading of the Mission Statement

PUBLIC INPUT

(The Public is invited to speak to any item NOT already on the agenda. Items regarding Personnel or Elected Officials should be discussed with the Mayor. The Mayor or Presiding Officer may limit the amount of time). The public **may** be called upon to speak on any item on the agenda.

REPORTS

2. Mayor's Report

DISCUSSION ITEMS

3. Rates & Fees Review
4. Permanent Foundation Definition

ACTION ITEMS

5. Family Dollar Design Review Decision
6. Skate Park MOU

CONSENT AGENDA

7. Paid & Pending Claims
8. November 14, 2022 Meeting Minutes

FUTURE MEETING TOPICS

ADJOURNMENT

Any person needing special accommodation to participate in the above noticed meeting should contact the City Clerk's Office at, 347-2171, at least 24 hours in advance of the meeting date.

City of New Meadows Mission Statement:

"To provide citizens with a safe and clean community as we develop a vibrant, diverse economy together. Through coordinated and collaborative planning, we will utilize proactive means to provide effective, safe and fiscally responsible municipal programs and services while building and maintaining infrastructure of adequate capacity to accommodate present and future needs. With the overall health of

each resident in mind, we will maintain an open and honest government as we plan for the future while preserving, protecting and enhancing our legacy.”

Don't forget our "Light up the Town" event on December 4th. At 4:30, the library will host an ornament-making party and at 6 pm we will have a parade down main street to the park as the local business lights come on. There will be a photo op station and we are hoping for snow to build some snowmen. Refreshments will be available at the depot and we will have fire pits in the park to keep warm while listening to Christmas music.

We will be holding a workday at the park on Tuesday, November 29th at 2 pm to put the finishing touches on the lights and decorations in the park.

Several City staff and Council members had a tour through the refurbished school building that Brundage has made into a very nice housing facility. They have done a great job and I believe this upgrade will have excellent impacts on the surrounding community.

I have been in contact with Ziplify to determine why the access for the AirBridge tower has not been completed. They said it was an Idaho Power issue, but I am still tracking down the true reason for the delay.

We are headed into the busy holiday season and I am hoping to cover all the necessary items in the December 12th City Council meeting so we don't have to hold a meeting on December 26th, the day after Christmas. I would also like to close City Hall on December 26th to give staff members an extra day with family since Christmas lands on a Sunday.

I am working on the lease for the Industrial park building, but need to get the plumbing repaired before the lease is approved. I will review the lease with the approved renters prior to presenting to City Council for approval.

I will be giving a short presentation on the work the Stibnite Advisory Council and Stibnite Foundation have been accomplishing at the next City Council meeting.

"Any definition of a successful life must include service to others." George H. W. Bush

CITY OF NEW MEADOWS
CONSOLIDATED FEE & PENALTY RESOLUTION 278-2022

Item 3.

Utility Rates & Fees		
Utility Miscellaneous Charges		
Utilities – Misc.	Residential Refundable Utility Deposit (Non-owner occupy)	\$150.00
Utilities – Misc.	Special Assessment Filing Fee* ¹	\$100.00
Utilities – Misc.	Water Residential Customer Connection / EDU	\$3,000.00
Utilities – Misc.	Sewer Residential Customer Connection / EDU	\$6,000.00
Utilities – Misc.	Water Delinquency Fee	\$4.00
Utilities – Misc.	Sewer Delinquency Fee	\$4.00
Utilities – Misc.	Water Service Call	\$15.00
Utilities – Misc.	Water Service Call – After Hours	\$50.00
Utilities – Misc.	Sewer Service Call	\$15.00
Utilities – Misc.	Auto Pay Surcharge	.50
Utilities – Misc.	Sewer Service Call – After Hours	\$50.00
Water Bulk Charges		
Utilities – BULK	Water – Bulk Up to 2,499 gallons	\$50.00
Utilities – BULK	Water – Bulk Over 2,500 gallons	\$100.00
Utilities – BULK	Bulk H2O / Gallon (Fire Suppression outside of city limits or for fire camps)	\$0.02
Water Charges		
Utilities – Water	Monthly Water Fees / EDU	
	Water per gallon	\$0.01
	Water Admin Fee	\$3.25
	Water Capitalization	\$1.05
	Water Depreciation	\$0.25
	Water Dept Repayment	\$6.75
	Water Debt Reserve	\$1.00
	Water Short-Lived Assets	\$2.00
Utilities – Water Annual	Water Annual WILL SERVE / EDU	
	Water Annual Admin Fee	\$35.75
	Water Annual Depreciation	\$3.00
	Water Annual Debt Reserve	\$12.00
	Water Annual Debt Repayment	\$81.00
	Water Annual Short-Lived Asset	\$24.00
	Water Annual Capitalization	\$12.60
	Water Annual Will Serve Discount (if paid within 45 days of billing)	\$33.00
Utilities – Sewer	Monthly Sewer Fees / EDU	
	Sewer Flat Fee	\$43.50
	Sewer Admin Fee	\$3.25
	Sewer Capitalization	\$1.05
	Sewer Depreciation	\$0.35
	Sewer Debt Repayment	\$11.25

CITY OF NEW MEADOWS
CONSOLIDATED FEE & PENALTY RESOLUTION 278-2022

Item 3.

	Sewer Debt Reserve	\$0.35
	Sewer Short Lived Assets	\$2.00
Utilities – Sewer Annual	Sewer Annual Will Serve / EDU	
	Sewer Annual Admin Fee	\$36.00
	Sewer Annual Depreciation Fee	\$4.20
	Sewer Annual Debt Repayment	\$135.00
	Sewer Annual Debt Reserves	\$4.20
	Sewer Annual Short-Lived Asset	\$24.00
	Sewer Annual Capitalization Fee	\$12.60
	Sewer Annual Will Serve Discount (if paid within 45 days of billing)	\$33.00
Land Use / Planning & Zoning Fees		
Land Use - Airport	Airport Zoning Application	\$125.00
Land Use – CUP	Residential CUP Application	\$125.00
Land Use – CUP / NR	Non-Residential CUP Application	\$300.00
Land Use – Variance	Variance Application	\$125.00
Land Use – Zone Change	Zone Change	\$1,000.00
Land Use – Annexation	Annexation Application	\$1,000.00
Land Use – Subdivision/PUD	Pre-Application Meeting / Review	\$100.00
Land Use – Preliminary Plat	Preliminary Plat – Less than 10 Lots	\$750.00 + \$10/Lot
Land Use – Preliminary Plat	Preliminary Plat – 10 Lots or more	\$1,500.00 + \$10/Lot
Land Use – Preliminary Plat	Preliminary Plat Extension	\$300.00
Land Use – Final Plat	Final Plat	\$750.00 + \$10/Lot
Land Use – Billable Costs	Legal Publication	Cost + 10%
Land Use – Billable Costs	Public Notice Mailings	\$1.50 / Envelope
Land Use – Billable Costs	Engineering Review	Cost + 10%
Land Use – Billable Costs	Legal Review	Cost + 10%
Recreation Vehicle Use Fee		
RV Vacation Use	30 Day Permit (Annually)	\$100.00
	Single night permit	\$5.00
RV Displacement Use	180 Day Permit (Per180 Days)	(previously \$300) \$0.00
RV Penalties & Fines – Outlined in Code		
1 st Offense	Written Warning + Education	WRITTEN WARNING
2 nd Offense	Civil Penalty up to 15 Days	\$25.00 / Day
Continued Offense	Civil Penalty from 16 Days to 30 Days	\$50.00 / Day
31 Day Offense	Misdemeanor 31 Days and every day after that	\$1,000.00 / Day
Administrative Fees		
Notary Fee		\$5.00 / Notarial Act
Dishonored Check Fee		\$35.00 / Item
Public Records	1-100 Pages	FREE
Public Records	100 + Pages	10¢ / Page
Public Records	Certified	\$1.50 / Page

CITY OF NEW MEADOWS
CONSOLIDATED FEE & PENALTY RESOLUTION 278-2022

Item 3.

Public Records	Electronic Copy CD	\$5.00 / CD
Public Records Search	1 st TWO Hours	FREE
Public Records Search	OVER 2 Hours	\$18.00 / Hour
Public Records Redactions	Attorney Redactions	\$140.00 / Hour
Right-Of-Way Permitting		
Application	Written Application	\$100.00
Bond	ROW Bond	\$50,000 / Project
Initial Inspection Fee	Public Works Director Inspection – Initial	\$50.00 / Hour
Additional Inspection Fee	Additional PWD Inspections	\$100.00 / Hour
Outside Special Inspection Fee	Engineering, Soil Compaction	Cost + 10%
Burn Permits		
Burn Permit Fee	Burn Permit Application Fee	\$10.00
Burn Permit Fee – Discount	Burn Permit Application Fee Discount	\$2.00
Youth Sports		
Youth Sports Sponsor	Per Team	\$200.00
Youth Sports Participation	T-Ball	\$25.00 / Participant
Youth Sports Participation	Baseball or Softball	\$25.00 / Participant
Youth Sports Participation	Wee Soccer	\$25.00 / Participant
Beer, Wine and Liquor Licensing Annual Fees		
Catering Permit	Within the City	\$20.00 / Day
Beer License Off-Premise	Not to be consumed on premise	\$50.00 / Year
Beer License On-Premise	To be consumed on premise	\$100.00 / Year
Retail Wine Off-Premise	Not to be consumed on premise	\$100.00 / Year
Wine by the Drink On-Premise	To be consumed on premise	\$100.00 / Year
Liquor by the Drink On-Premise	To be consumed on premise	\$225.00 / Year
Animal Control Fees & Penalty		
Animal Control - License	Annual Dog License – Altered	\$10.00
Animal Control - License	Annual Dog License – Non-Altered	\$30.00
Animal Control - License	Late Annual Dog License – Altered	\$20.00
Animal Control - License	Late Annual Dog License – Non-Altered	\$60.00
Animal Control - License	Senior Discount on Annual-Altered	\$5.00
Animal Control – License	Replacement Tag	\$2.00
Animal Control – Penalty	Unlicensed 1 st Offense	\$25.00
Animal Control – Penalty	Unlicensed 2nd Offense	\$50.00
Animal Control – Penalty	Unlicensed 3rd Offense	\$100.00
Animal Control – Penalty	Nuisance – At Large 1st Offense	\$150.00
Animal Control – Penalty	Nuisance – At Large 2nd Offense	\$200.00
Animal Control – Penalty	Nuisance – At Large 3rd Offense	\$250.00
Animal Control – Penalty	Nuisance – Barking 1st Offense	\$25.00
Animal Control – Penalty	Nuisance – Barking 2nd Offense	\$50.00
Animal Control – Penalty	Nuisance – Barking 3rd Offense	\$100.00
Animal Control – Penalty	Initial Impound Fee	\$25.00

CITY OF NEW MEADOWS
 CONSOLIDATED FEE & PENALTY RESOLUTION 278-2022

Item 3.

Animal Control – Penalty	Daily Impound Fee	\$25.00 / Day
Intentionally Left Blank		
Building Permit Fees		
Building Permit Fee	\$1.00 to \$500.00	\$23.50
Building Permit Fee	Over \$500.00 to \$2,000.00	\$23.50 for the first \$500.00 Plus \$3.05 for each \$100 or fraction thereof including \$2,000.00
Building Permit Fee	Over \$2,000.00 to \$25,000.00	\$69.25 for the first \$2,000.00 PLUS \$14.00 for each \$1,000.00 or fraction thereof including \$25,000.00
Building Permit Fee	Over \$25,000.00 to \$50,000.00	\$391.75 for the first \$25,000.00 PLUS \$10.10 for each additional \$1,000.00 or fraction thereof including \$50,000.00
Building Permit Fee	Over \$50,000.00 to \$100,000.00	\$643.75 for the first \$50,000.00 PLUS \$7.00 for each \$1,000.00 or fraction thereof including \$100,000.00
Building Permit Fee	Over \$100,000.00 to \$500,000.00	\$993.75 for the first \$100,000.00 PLUS \$5.60 for each \$1,000.00 or fraction thereof including \$500,000.00
Building Permit Fee	Over \$500,000.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 PLUS \$4.75 for each \$1,000.00 or fraction thereof including \$1,000,000.00
Building Permit Fee	Over \$1,000,000.00 to \$5,000,000.00	\$5,608.75 for the first \$1,000,000.00 PLUS \$3.65 for each \$1,000.00 or fraction thereof including \$5,000,000.00
Building Permit Fee	Over \$5,000,000.00 to \$10,000,000.00	\$20,208.75 for the first \$5,000,000.00 PLUS \$2.75 for each \$1,000.00 or fraction thereof including \$10,000,000.00
Building Permit Fee	Over \$10,000,000.00	\$33,958.75 for the first \$10,000,000.00 PLUS \$2.00 for each \$1,000.00 or fraction thereof
Other Inspections & Fees		
Plan Check Fee		65% of Building Permit Fee
Mobile Home Permit Fee (Foundation Inspection)		\$125.00

CITY OF NEW MEADOWS
 CONSOLIDATED FEE & PENALTY RESOLUTION 278-2022

Item 3.

Mobile Home Solid Waste Fee	5¢ / Square Foot
Solid Waste Fee All Stick Built Structures	15¢ / Square Foot
Re-Inspection Fee	\$85.00 / Additional Inspection
Outside consultant for specialty plan checking, inspections or both	Actual cost-plus 10%
Intentionally Left Blank	
City Owned / Leased Equipment & Vehicle Hourly Operational Costs	
	Regular Emergency
Streets / Water / Sewer	Backhoe w/Operator \$100 \$200
	Dump Truck w/Operator \$100 \$200
	Road Grader w/Operator \$100 \$200
	Water Truck w/Operator \$100 \$200
	Jetter w/Operator \$100 \$200
	Pumps w/Operator \$100 \$200
	Generator w/Operator \$100 \$200
	Service Truck w/Operator \$100 \$200
	Welder w/Operator \$100 \$200
Parks	Lawnmower w/Operator \$100 \$200
	Trimmer w/Operator \$100 \$200

RESOLUTION NO. TBD-2021, SETTING FEES, PASSED AND APPROVED this 11th day of April 2022, shall be EFFECTIVE and reflected in the billing received on or after May 1, 2022.

City of New Meadows

 Julie Good, Mayor

ATTEST: _____
 Kyla Gardner, City Clerk



A permanent foundation is one that is “constructed of durable materials (concrete, mortared masonry, treated wood) and be site built.

"PERMANENT FOUNDATION" MEANS A STRUCTURE THAT IS DESIGNED OR INTENDED TO:

- (a) SUPPORT A BUILDING FROM UNDERNEATH ;
- (b) KEEP A BUILDING FIRMLY AFFIXED TO THE GROUND;
- (c) PREVENT THE BUILDING FROM MOVING; AND
- (d) NOT BE REMOVED FROM THE GROUND OR BUILDING

C. Definition of Permanent Foundation.

Permanent foundations must be constructed of durable materials; i.e. concrete, mortared masonry, or treated wood - and be site-built. It shall have attachment points to anchor and stabilize the home to transfer all loads, herein defined, to the under-lying soil or rock. The permanent foundations shall be structurally developed in accordance with this document or be structurally designed

by a licensed professional engineer for the following:

1. Vertical stability:

a. Rated anchorage capacity to prevent uplift and overturning due to wind or seismic forces, whichever controls. Screw-in soil anchors are not considered a permanent anchorage.

b. Footing size to prevent over-loading the soil-bearing capacity and avoids soil settlement. Footing shall be reinforced concrete to be considered permanent.

c. Base of footing below maximum frost-penetration depth.

d. Encloses a basement or crawl space with a continuous wall (whether bearing or non-bearing) that separates the basement or crawl space from the backfill, and keeps out vermin and water.

2. Lateral stability. Rated anchorage capacity to prevent sliding due to wind or seismic forces, whichever controls, in the transverse and longitudinal directions.

For dates posted from 11/16/22 to 11/23/22
* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
5522		96 Challenger Companies		4,086.02								
		Slide gate repair for valve that releases to the river										
		114441 07/15/22 Slide Gate Repair		3,750.00*			65		43220	324		10102
		114440 07/15/22 Parts		336.02*			65		43220	324		10102
		Total for Vendor:		4,086.02								
		# of Claims	1	Total:	4,086.02							
							# of Vendors					1

For dates posted from 11/15/22 to 11/23/22
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
5514	1350	265 Adams County Treasurer 11/15/22 Solid Waste Fee - Industrial P	640.00 640.00*			63		43100	320		10102
		Total for Vendor:	640.00								
5520	E	26 Association of Idaho Cities 2023 AIC Membership Dues	400.00								
		11315 07/06/22 AIC Membership Dues (G)	133.34			1		41100	324		10102
		11315 07/06/22 AIC Membership Dues (WTR)	133.33			60		43320	324		10102
		11315 07/06/22 AIC Membership Dues (SWR)	133.33			65		43220	324		10102
		Total for Vendor:	400.00								
5525		557 Campbell's Backflow Testing LLC Total Kit/ Replaced Relief Valve	300.35								
		1644 11/19/22 Replaced Relief Valve	300.35			65		43220	324		10102
		Total for Vendor:	300.35								
5522		96 Challenger Companies gate repair for valve that releases to the river	4,086.02								
		11441 07/15/22 Slide Gate Repair	3,750.00			65		43220	324		10102
		11440 07/15/22 Parts	336.02			65		43220	324		10102
		Total for Vendor:	4,086.02								
5523	E	253 Christensen Inc. dba United Oil 1006883 11/15/22 Fuel - Water	714.68								
		1006883 11/15/22 Fuel - Backhoe - Streets	57.18			60		43320	630		10102
		1006883 11/15/22 Fuel - Backhoe - Water	69.21*			1	10	41500	630		10102
		1006883 11/15/22 Fuel - Backhoe - Sewer	69.21			60		43320	630		10102
		1006883 11/15/22 Fuel - Grader - Streets	69.21			65		43220	630		10102
		1006883 11/15/22 Fuel - Grader - Water	404.88*			1	10	41500	630		10102
		1006883 11/15/22 Fuel - Grader - Sewer	22.49			60		43320	630		10102
		1006883 11/15/22 Fuel - Grader - Sewer	22.50			65		43220	630		10102
		Total for Vendor:	714.68								
5527	E	29 City of New Meadows Well #5 Building Permits 148 & 149	3,451.65								
		11/14/22 Well #5 Permit Fees	3,387.50*			60	67	43331	310		10102
		11/14/22 Q3 FY20/21 SOLID WASTE FEES	64.15*			60	67	43331	310		10102
		Total for Vendor:	3,451.65								

For dates posted from 11/15/22 to 11/23/22
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
5519		631 CivicPlus, LLC	7,035.00								
	244287	12/01/22 Self Publication Software (GEN)	558.75			1		41100	709		10102
	244287	12/01/22 Self Publication Software (WTR)	558.75			60		43320	709		10102
	244287	12/01/22 Self Publication Software (SWR)	558.75			65		43220	709		10102
	244287	12/01/22 Self Publication Software (IP)	558.75			63		43100	709		10101
	242971	12/01/22 Meetings (GEN)	600.00			1		41100	709		10102
	242971	12/01/22 Meetings (WTR)	600.00			60		43320	709		10102
	242971	12/01/22 Meetings (SWR)	600.00			65		43220	709		10102
	242971	12/01/22 Meetings (IP)	600.00			63		43100	709		10101
	242405	12/01/22 Website (GEN)	600.00			1		41100	709		10102
	242405	12/01/22 Website (WTR)	600.00			60		43320	709		10102
	242405	12/01/22 Website (SWR)	600.00			65		43220	709		10102
	242405	12/01/22 Website (IP)	600.00			63		43100	709		10101
		Total for Vendor:	7,035.00								
5516		641 High Mountain Cleaning & OFFICE CLEANING / CITY HALL 10/26/22	35.00								
	10123	11/06/22 OFFICE CLEANING / CITY HALL	35.00			1		41100	324		10102
		Total for Vendor:	35.00								
5521		75 I.C.C.T.F.O.A., Idaho City	135.00								
	11512	07/20/22 Annual Dues (Kyla)	45.00			1		41100	324		10102
	11512	07/20/22 Annual Dues (Angie)	45.00			1		41100	324		10102
	11512	07/20/22 Annual Dues (Dana)	45.00			1		41100	324		10102
		Total for Vendor:	135.00								
		*** Claim from another period (10/22) ****									
5515		279 J.I. Morgan, Inc.	499.92								
41.66	RAP 3\4"										
	0000182	10/31/22 Road Mix - Water	166.64			60		43320	324		10102
	0000482	10/31/22 Road Mix - Sewer	166.64			65		43220	324		10102
	0000182	10/31/22 Road Mix - Streets	166.64			1		41500	324		10102
		Total for Vendor:	499.92								

For dates posted from 11/15/22 to 11/23/22
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
5526	E	37 Jerry's Auto Parts Grader Chains, Battery Charger, Oil	347.29			1		41500	350		10102
		251818 11/17/22 Shared (Streets)	104.31			60		43320	350		10102
		251818 11/17/22 Shared (Water)	104.31			65		43220	350		10102
		251818 11/17/22 Shared (Sewer)	34.36			1		41500	350		10102
		Total for Vendor:	347.29								
5517	E	500 SPARKLIGHT formerly Cable One Internet Services	95.35			1		41100	308		10102
		11/14/22 Internet - General	31.78			60		43320	308		10102
		11/14/22 Internet - Water	31.79			65		43220	308		10102
		Total for Vendor:	95.35								
5518		568 Wienhoff Drug Testing Annual Consortiumium Fee	75.00			1		41100	324		10102
		108973 11/15/22 2022 Drug Consortiumium (ADM)	15.00			1		41500	324		10102
		108973 11/15/22 2022 Drug Consortiumium (STRT)	15.00			60		43320	324		10102
		108973 11/15/22 2022 Drug Consortiumium (W)	15.00			65		43220	324		10102
		108973 11/15/22 2022 Drug Consortiumium (S)	15.00			1		41400	324		10102
		Total for Vendor:	75.00								
5524	E	548 YMC INC	209.00			63		43100	324		10102
106		Taylor - Devon reported heater not working. 178579 11/17/22 Sequencer for Blower Fan	209.00								
		Total for Vendor:	209.00								
		# of Claims 14								# of Vendors 8	
		Total Electronic Claims	18,024.26								
		Total Non-Electronic Claims	5,217.97								
		Total Non-Electronic Claims	12806.29								

**CITY OF NEW MEADOWS CITY COUNCIL MEETING / PUBLIC HEARING MINUTES
HELD MONDAY, NOVEMBER 14, 2022 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 8.

Roll Call / Pledge of Allegiance

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

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

Public present at City Hall were Kristi Scott, Troy & Dolly Black, Jack Hellbusch, Elaine Merritt, Sandy Schiffman, and Kayrene Brown. Present via Zoom were Drew Dodson and "Ashley."

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

City Clerk Gardner read the City's mission statement.

Public Input

There was no public input.

Reports

Staff Reports

The Council reviewed staff reports. Mayor Good reported that Jessie and Shaydan have completed the first snow removal of the season. Hunter and Ivan are training, and were able to practice in the downtown area.

Mayor's Report

Mayor Good noted that the Skate Park project has raised over \$100,000 in the last month. She also shared about upcoming Christmas activities, and possible uses for the park during the winter season, including snowman building. She earned \$650 for the City by completing the Mayor's Walking Challenge, which will be used toward getting people out into the community. December 4th will be the date of the Community Christmas event.

Communications

The Council reviewed a letter from Perpetua, stating that the comment period is open for their revised plans, which are available at City Hall for review.

Discussion Items

Parking in the Right of Way Procedures

Mayor Good pointed out three concerns with parking. These included obstruction of view when semis park in the downtown corridor, snow removal issues, and blind corners when cars are parked in the right of way at intersections. Flyers will be created to direct truckers where to park, other than the downtown area. City Attorney Stubbs stated that the city can issue citations for

**CITY OF NEW MEADOWS CITY COUNCIL MEETING / PUBLIC HEARING MINUTES
HELD MONDAY, NOVEMBER 14, 2022 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

parking violations. Flyers are available for residential parking violations, and public works will be handing them out as needed. The item will be revisited in January.

Public Hearing

Family Dollar Design Review

Mayor Good opened the public hearing at 6:49 P.M. Applicant, Rhy Lund, was not present, but submitted an updated plan and diagram from Idaho Power showing the placement of underground power lines across the south end of the property.

Mayor Good, referring to updated plans, stated that she had asked that the dumpsters not be placed on the Heigho side of the lot. Dumpsters were shown on the plan with enclosure. Mayor Good also stated that the 20' minimum driveway area is shown on the plan, if emergency services were needed.

Public Comment:

Jack Hellbusch, 306 Katherine Street

Mr. Hellbusch was concerned with the placement of the dumpsters. The plans did not show how far out the dumpster enclosure would be extended, and felt that if the dumpsters were located directly across from his shop, he would not be able to get his trailer in and out. He would like to know the exact location of the dumpsters. He also felt that the enclosure would take care of the trash issue.

Sandy Schiffman, 416 N Heigho

Ms. Schiffman, owning property adjacent to Family Dollar, asked for a timeline on the placement of the underground power lines. The diagram showed a new pole, which would require digging on her property. She would like to know the timeline of the project.

There was no other public testimony. The Public Hearing was closed at 6:57 P.M.

Zoning Code Amendment – Tiny Homes/Cottages/Park Models

Mayor Good opened the Public Hearing at 6:57 P.M.

Mayor Good stated that this zoning amendment will define tiny homes/cottages/ park models, which may be permitted via Conditional Use Permit in certain zones.

Elaine Merritt – 316 S Heigho

Ms. Merritt stated that if the homes look like the one that is currently sitting on South Heigho, then she would not like them in her neighborhood, as they were very ugly. She also heard that the tiny homes would be for overnighters.

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Jack Hellbusch – 306 Katherine

Mr. Hellbusch inquired about the requirement that cottages be on their own lot and individually owned. He also asked about the definition of permanent foundation.

Jake Howard – 416 Katherine

Mr. Howard provided written comment which was read by Kyla Gardner. He stated that he was in support of the amendment, as it allows property owners to provide affordable housing options.

There was no additional public comment. Mayor Good closed the public hearing at 7:01 P.M.

Action Items

Family Dollar Design Review Decision

The Council discussed the current state of Family Dollar as well as the updated plans. Council Member Ryker noted that the enclosed dumpsters would mitigate issues with garbage. Mayor Good referred to city code under design review guidelines, which states that it should not create noise or other nuisances. She felt that the grass, weeds, and garbage were never addressed. Design Review guideline #15 states that a continued plan for maintenance be in place. She stated that the property is unsanitary, and that dog feces is everywhere. Council Member Parnett requested tabling the decision until a representative could be present to address the Council concerns and answer questions from community members. The applicant will be contacted.

Ordinance TBD-2022

The Council reviewed Ordinance TBD-2022, amending the zoning code to allow smaller homes from 400-800 square feet in certain zones with a conditional use permit. The Council chose to create a definition for permanent foundation, which will be added to Title 10, Chapter 2, *Definitions*. They also chose to add the design review process to 6(f) of Ordinance TBD-2022.

- Council Member Goodwin moved to introduce Ordinance TBD-2022, amending New Meadows Zoning Code to allow smaller home sizes in certain districts, and suspend the rules requiring three separate readings on three separate days and read by title only once; Council Member Parnett seconded the motion; Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

City Clerk Gardner read the Ordinance by title only.

- Council Member Goodwin moved to approve Ordinance TBD-2022, adding 6(f), Design Review; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Goodwin – yes, Ryker – yes. Motion carried.

104 W Taylor Street Application - Bartlett

The Council reviewed the application from the Bartlett's for 104 W Taylor Street.

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104 W Taylor Street Application – Black

The council reviewed the application from the Black's for 104 W Taylor Street. Troy and Dolly Black were present, along with representative Christi Scott. Scott stated that the Black's would like to have a Refrigeration and HVAC business in the building. They were aware of the maintenance of the building and would be able to repair and restore the building. They would like to keep the small walk-in freezer to help customers in storing food if their freezers go down, and would like to use the large walk-in cooler for storage. They would like to create an office area in the front. They would be willing to trade work on the building for rent. The Black's stated that they love the community, volunteer with the fire department and are excited about living and working in the community.

After review of both applications, the Council chose to lease the building to Troy & Dolly Black.

- Council Member Goodwin moved to approve the application from Troy and Dolly Black with All Seasons Refrigeration and HVAC and draw up a lease agreement; Council Member Carr seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Dogs at Large Fine

Mayor Good stated that dogs running at large is a big problem. As there is no animal control officer, the only way to stop the problem is to have a fine that hurts enough that owners will keep the dogs on their own property. She suggested a \$150 fine for the first offense, \$200 fine for the 2nd offense, and \$250 fine for the 3rd offense. All Council Members agreed with the increase. City Attorney Stubbs noted that citations for animal control fines can be given out by the animal control officer or law enforcement officer. Mayor Good would like to review the ordinance at the next meeting to possibly allow the mayor to issue citations.

Building Services Agreement

- Council Member Goodwin moved to approve the Building Services Agreement for fiscal year 22/23; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Copier Lease

The Council reviewed a new quote for a copier for City Hall. The current lease agreement expires in January 2023.

- Council Member Parnett moved to approve the new copier lease; Council Member Goodwin seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Holiday Lights Budget

Mayor Good stated that the city will not be using the Dorsey Warr tree this year for the Christmas lighting. It will be requested that businesses be involved with downtown lighting, with festivities

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taking place at the park this year. There is currently \$15,150 in the parks and recreation fund, and Mayor Good stated that it could be used for lights in the park. She asked the Council to approve spending of up to \$15,000 on Christmas lights for the park. She also completed the Mayor's Walking Challenge and the city will receive \$650. She would like to use this as well to get people out and moving in the winter. Ideas for the park included a photo op statue of snowmen, an arched entryway, 3-4 lighted trees, and lights on the fence around the booster station. The park could have paths to walk down, and snowmen could be built in the interior of the park.

- Council Member Parnett moved to spend up to \$15,000 for holiday lights for the park; Council Member Carr seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Park Restroom Hours

The park restrooms have been open 8am-8pm. Now that it is getting dark earlier, Mayor Good suggested they be open 8am-6pm. She noted that there has been no vandalism with these limited hours in place. The Council agreed with the suggested hours.

Consent Agenda

The Consent Agenda included October 24, 2022 meeting minutes, paid and pending claims, and October Payroll.

Kyla Gardner polled the Council and all members stated that they had read the minutes.

- Council Member Carr moved to approve the Consent Agenda; Council Member Gardner 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 the lease for 104 W Taylor, Family Dollar decision, definition for permanent foundation, skate park MOU, and review of the animal control ordinance.

Adjournment

Mayor Good adjourned the meeting at 8:02 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk