



# City Council Regular Meeting and Public Hearing Agenda

Monday, February 26, 2024 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/88562052654?pwd=1M7fLo8Ns8nux5cFftz7KKrWKUtW7E.1>

Call in: 253-215-8782

Meeting ID: 885 6205 2654

Password: 223296

## **ROLL CALL / PLEDGE OF ALLEGIANCE**

### **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**

1. Mayor's Report
2. VCORP Update- Shiloh

### **DISCUSSION ITEMS**

3. Foundation Description - Tiny Homes

### **PUBLIC HEARING**

4. Idaho Community Development Block Grant Status of Funded Activities

### **ACTION ITEMS**

5. Industrial Park Lease - All Seasons HVAC
6. Browns Mountain Recycling CUP Status Report # 2
7. IRWA Spring Conference - Ivan McDaniel
8. Addition/Removal of Bank Account Signers
9. Add Diane Hunter as Public Notary
10. Sewer Expense List
11. Employee Wage Change

### **CONSENT AGENDA**

12. February 12 & February 14 2024 Meeting Minutes
13. January 2024 Financials
14. Paid & Pending Claims

### **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.”***

# ORDINANCE 384-2022

**AN ORDINANCE OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, AMENDING THE NEW MEADOWS CITY CODE AS FOLLOWS: AMENDING TITLE 8, CHAPTER 1-3, *USER CLASSIFICATION, ADDING TINY HOMES / PARK MODELS / COTTAGES*; AMENDING TITLE 10, CHAPTER 2, *RULES AND DEFINITIONS, ADDING DEFINITIONS FOR PARK MODEL, TINY HOME, COTTAGE*; AMENDING TITLE 10, CHAPTER 7, *RESIDENTIAL DISTRICTS, ARTICLE 7B-5, ARTICLE 7C-5, AND CHAPTER 8, COMMERCIAL DISTRICTS, ARTICLE 8C-5, ADDING TINY HOMES / PARK MODELS / COTTAGES AS A CONDITIONAL USE*; TITLE 10, CHAPTER 11, *SUPPLEMENTARY ZONING REGULATIONS, ADDING TINY HOME / PARK MODEL / COTTAGE REGULATIONS*.**

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO:**

**Section 1:** That 8-1-3 *User Classifications*, is hereby AMENDED as follows, to wit:

All users of the City water system are hereby classified as follows:

1. Class A: Residential.
2. Class B: Industrial.
3. Class C: Mobile home parks, recreational vehicle parks, commercial, (Ord. 309-07, 8-13-2007) tiny homes / park models, cottages, and all others. (Ord. 384-22, 11-14-2022)

**Section 2:** That 10-2 *Rules and Definitions*, is hereby AMENDED as follows, to wit:

Adding definitions for Cottage, Park Model and Tiny Home as follows:

**COTTAGE:** A compact self-contained detached dwelling unit with at least one bedroom, kitchen, living area, laundry, and bathroom that is four hundred one (401) square feet up to seven hundred ninety-nine (799) square feet. Each cottage shall be on its own lot and individually owned. Cottage homes shall be permanent structures built on a permanent foundation and typed as manufactured, modular, or standard construction.

**PARK MODEL:** A prefabricated self-contained dwelling unit delivered on wheels, and built on a single chassis, has a gross square footage not exceeding four hundred (400) square feet in the set-up mode and is certified by its manufacturer as complying with the American National Standards Institute (ANSI).

**TINY HOME:** A dwelling that is four hundred (400) square feet (37 m<sup>2</sup>) or less in floor area excluding lofts.

**Section 3:** That 10-7-7B-5 *R-2 Conditional Uses*, is hereby AMENDED as follows, to wit:

# ORDINANCE 384-2022

The following uses may be considered by the Planning and Zoning Commission in accordance with chapter 3, article A of this title:

- Church.
- Daycare center.
- Hospitals.
- Mobile home parks.
- Nonprofit club or lodge of a service and fraternal character.
- Nonprofit community clubhouse.
- Public utility facilities.
- Retirement home, convalescent home, nursing home. (Ord. 313-08, 6-9-2008)
- Park Models / Tiny Homes/ Cottages. (Ord. 384-2022, (11-14-2022)).

**Section 4:** That 10-7-7C-5 R-3 Conditional Uses, is hereby AMENDED as follows, to wit:

The following uses may be considered by the Planning and Zoning Commission in accordance with chapter 3, article A of this title:

- Cemetery.
- Church.
- Daycare center.
- Hospitals.
- Mobile home parks.
- Nonprofit club or lodge of a service and fraternal character.
- Nonprofit community clubhouse.
- Public utility facilities.
- Retirement home, convalescent home, nursing home. (Ord. 313-08, 6-9-2008)
- Park Models / Tiny Homes / Cottages. (Ord. 384-2022, 11-14-2022)

**Section 5:** That 8-8C-5 Business Residential Conditional Uses, is hereby AMENDED as follows to wit:

The following uses may be considered by the Planning and Zoning Commission in accordance with chapter 3, article A of this title:

- Nonprofit clubs and lodges of a fraternal order.
- Places of worship and religious practice.
- Post Office.
- Retirement, convalescent or nursing home.
- Schools, commercial and public. (Ord. 313-08, 6-9-2008)
- Park Models / Tiny Homes / Cottages. (Ord. 384-2022, 11-14-2022)

**Section 6:** That 10-11, Supplementary Zoning Regulations, is hereby AMENDED as follows to wit:

10-11-9 Park Model / Tiny Home / Cottages Regulations

# ORDINANCE 384-2022

No park model / tiny home / cottage shall be placed on any property, except as permitted by New Meadows City Code.

- A. All tiny homes / park models / cottages shall be installed on a permanent foundation, and shall be connected to City water, sewer, and electric utilities.
- B. Tiny homes / park models / cottages shall follow setbacks and other requirements of the zone in which they reside. Lot coverage and number of units may be adjusted on any property based on the design review of the city council.
- C. Each tiny home / park model / cottage shall contain one off-street parking space per designated dwelling unit.
- D. Each tiny home / park model / cottage shall comply with all adopted standards for fire access required to protect each residence.
- E. Tiny homes / park models / cottages shall comply with all adopted City standards for the location and width of utility easements.
- F. Each tiny home / park model / cottage shall require approval of a Conditional Use Permit, and shall follow the design review process as outlined in 10-4-3.
- G. Tiny homes / park models / Cottages require building permits and must meet residential building code standards.

### Section 7: Effective Date

This ordinance shall be in full force and effect, after passage by the New Meadows City Council, signed by the Mayor, and publication of the ordinance according to law.

PASSED AND APPROVED by the Mayor and Council of the City of New Meadows on this \_\_th day of November, 2022.

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

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

# Ordinance 386-2022

AN ORDINANCE OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, AMENDING TITLE 10, CHAPTER 2, OF THE NEW MEADOWS CITY CODE AS FOLLOWS: IN SECTION 10-2-2, DEFINITIONS, ADDING A DEFINITION FOR PERMANENT FOUNDATION.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO:

**Section 1:** Title 10 Chapter 2, Section 2 , *Definitions*, is hereby amended as follows, to wit:

**PERMANENT FOUNDATION:**

**“A Permanent Foundation means a structure that is constructed of durable materials as defined by the International Building Code, 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.**

**Section 2:** This ordinance shall be in full force and effect after its passage, approval, and publication, according to law.

PASSED AND APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO THIS 12<sup>TH</sup> DAY OF DECEMBER 2022.

By: \_\_\_\_\_

Julie A. Good, Mayor

Attest: By \_\_\_\_\_

Kyla Gardner, City Clerk

### Notice of Public Hearing on the Status of Funded Activities

The city of New Meadows received an Idaho Community Development Block Grant in the amount of \$500,000 from the Idaho Department of Commerce. This funding is allocated to the State of Idaho from the U.S. Department of Housing and Urban Development. These funds are being used to install water system upgrades.

The hearing will include a review of project activities and accomplishments to date, a summary of all expenditures to date, a general description of remaining work and any changes made to the scope of work, budget, schedule, location or beneficiaries.

The hearing has been scheduled for February 26, 2024 at 6:30 pm at New Meadows City Hall, 401 Virginia Street New Meadows, ID Verbal and written comments will be accepted up to and at the hearing.

Information provided at the public hearing will be available, upon request, five days prior to the hearing. Special accommodation or alternative formats for non-English speaking persons and persons with disabilities will be available, upon request, with minimum of five (5) days' notice prior to the hearing. The hearing will be held in a facility that is accessible to persons with disabilities. For more information, contact City Clerk Kyla Gardner at (208) 347-2171.

*This Notice can be provided in a format accessible to persons with disabilities and/or persons with limited English proficiency upon request.*

*Se le puede proveer esta notificación en un formato accesible para las personas discapacidades y/o personas con conocimientos limitados del inglés a pedido.*

Julie Good, Mayor  
401 Virginia Street  
New Meadows, ID 83654

**NEW MEADOWS INDUSTRIAL PARK  
LEASE AGREEMENT**

THIS LEASE is made at New Meadows, Idaho, effective this 13th day of February, 2023 by and between the City of New Meadows, a Municipal Corporation, hereinafter referred to as the CITY, and All Seasons Refrigeration & HVAC, LLC, hereinafter referred to as the LESSEE. For the purpose of administering this contract the City's Representative Agent is the Site Administrator of the New Meadows Industrial Park, herein referred to as the NMIP.

WITNESSETH: Kyle Brader

That in consideration of the mutual promises, covenants, conditions, and terms to be kept and performed; it is agreed between the parties hereto as follows:

Section 1. Notwithstanding anything to the contrary herein, this agreement consists of this document and the following Attachments:

- Attachment A: TENANT QUALIFICATION CRITERIA
- Attachment B: DESCRIPTION OF LEASED SPACE
- Attachment C: DELINQUENT RENT POLICY
- Attachment D: HAZARDOUS MATERIAL POLICY

Section 2. The CITY hereby leases to the LESSEE 1,800 sq ft., as described in Attachment B and hereinafter referred to as the LEASEHOLD.

Section 3. The LESSEE shall pay to the CITY a monthly lease payment of \$ 875.00, plus the Adams County Landfill Fee, for 3 (#) years beginning February, 13th, 2023 at which time the CITY and LESSEE shall negotiate new lease terms based on the market conditions at the time. The monthly lease payment shall be in lieu of building and plumbing repairs for the first 12 months. The monthly lease amount shall be reviewed annually and may be decreased based on business development.

Section 4. If the LESSEE fails to pay any rental payment on or before the tenth day of the month for which it is due, the LESSEE shall pay to the CITY a late fee of (5%) of the monthly rental.

Section 5. The LESSEE has posted a security deposit of \$0 with the CITY. The security deposit shall be returned upon the termination of this lease or subsequent leases when LEASEHOLD is vacated, and it is determined by the CITY the LEASEHOLD is in satisfactory condition.

Section 6. The LESSEE has possession of the LEASEHOLD.

Section 7. The LESSEE shall be responsible for the cost of all utilities serving the LEASEHOLD, including but not limited to power, heat, sewer, water, and



telephone. Failure to pay any utilities shall be considered a material breach of this Lease.

Section 8. The LESSEE shall provide, at its own cost, routine maintenance items, including routine cleaning and janitorial services of the LEASEHOLD. LESSEE shall also be responsible for all repairs and maintenance of any refrigeration/freezer unit used at the location.

Section 9. The CITY shall perform all necessary repairs, replacements, and required maintenance with respect to all plumbing, wiring, roof, supporting structural members, locks and heating unless such repairs, maintenance, or replacements are necessitated because of the actions of the Tenant, its guests or invitees. NMIP shall have no other repair, replacement, or maintenance obligations, with all items which are not specifically enumerated being considered routine maintenance.

Section 10. The LESSEE may, with the prior written consent of the City Council, make such repairs as are the obligation of the CITY, in which case the NMIP Site Administrator shall reimburse the LESSEE for the cost of such repairs. Such reimbursement shall, however, be limited to the specific item and specific dollar amounts which the City Council has approved in advance.

Section 11. The LESSEE may not, without the prior written consent of the City Council, make any alterations to the LEASEHOLD. In the event that the City of New Meadows approves such alterations, they shall be made at the expense of LESSEE. Any such alterations shall not diminish the structure in which the LEASEHOLD is situated.

Section 12. At the termination of this lease, the LESSEE may remove any alterations which it has made pursuant to Section 11, provided such removal can be and is done without damaging the LEASEHOLD or the structure in which it is situated, and the LEASEHOLD is restored to its original condition. Any alterations left after termination shall become the property of the CITY without cost to the CITY.

Section 13. The term of this lease shall be three (3) years. At the end of the three (3) year period, LESSEE may apply for a lease extension at which time the CITY and LESSEE shall negotiate new lease terms based on the market conditions at the time. The lease and its terms are non-transferable.

Section 14. As a condition precedent to the CITY considering an extension of this lease:

- a) The LESSEE will give at least six (6) months written notice to the CITY of his intention to request an extension of said lease; and
- b) The LESSEE is current in his payments to the CITY and not in violation of any of the terms and conditions of this lease.

Section 15. Nondiscrimination. The LESSEE agrees not to discriminate against any client, employee or applicant for employment or for services because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or recruitment

advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. LESSEE must also comply with any applicable Affirmative Action Programs then in effect.

Section 16. The LESSEE shall carry at least the following minimum amounts of insurance with the CITY listed as additional insured. It shall be maintained in full force and effect during the life of this lease agreement and shall protect the CITY and its employees, their agents, or their representatives from damages to property arising in any form from the negligence or wrongful acts or omissions of LESSEE, LESSEE's agents, their employees, or their representatives in the performance of any obligation covered by this agreement:

- a) Public liability insurance for injuries, including those resulting in death, in an amount not less than Five Hundred thousand Dollars (\$500,000.00) "combined single limits."
- b) LESSEE is also required to include in said liability policy "fire legal liability" in the amount of Five Hundred Thousand Dollars (\$500,000.00).
- c) LESSEE is also responsible for insuring LESSEE's own business' personal property. The CITY shall not be required to carry insurance of any kind.

Section 17. Nothing in this Lease shall be deemed to be considered any kind of a business partnership, agency or employer/employee relationship or joint venture between the CITY and the LESSEE.

Section 18. The LESSEE shall furnish to the CITY a Certificate of Insurance demonstrating that the insurance described in Section 16 is in full force and effect prior to the commencement of this Lease Agreement. Furthermore, the CITY shall be named as an additionally named insured upon that policy and the insurance carrier shall be given specific instructions to notify the CITY of any cancellation or changes in policy amounts or provisions. Should the CITY receive notice of cancellation of said insurance, it shall notify the LESSEE to cease operations immediately and not to start again until the CITY receives new evidence that insurance described in Section 16 is in full force and effect.

Section 19. The LESSEE shall indemnify and save the CITY harmless from all claims or liabilities, including attorney fees and costs, of any type or nature by any person, firms, or corporation, including any agent or employees of the LESSEE, arising in any manner from the LESSEE's performance of operations and business covered by this agreement.

Section 20. That the LESSEE shall promptly execute and comply with all statutes, rules, orders, ordinances, requirements, and regulations of the CITY, County, State or Federal Government and any and all of its departments and bureaus applicable to said premises for the correction, prevention or abatement of nuisances or other grievances in, upon or connected with said premises, during the said term, and that periodic non-notice safety inspections may be conducted by the Fire Department, an insurance company, or other inspectors, except that all structural alterations or additions shall be made by the CITY at its expense. If the CITY determines that the LESSEE is violating statutes, rules, orders, ordinances,

requirements, and/or regulations of the CITY, County, State or Federal Government and any and all of their departments and bureaus, the CITY may terminate the lease immediately.

Section 21. The LESSEE shall not assign this agreement/lease or sublet or sublease the premises or any part thereof, without the express written consent, and upon terms acceptable to the CITY.

Section 22. That the LESSEE, in case of fire or other damage to the building, shall immediately give notice thereof to the CITY, who shall thereupon cause the damages to that portion of the building hereby leased to be repaired, but if the premises be so damaged that the CITY shall decide not to rebuild, or to condemn the same, the lease term may cease at the sole discretion of the CITY and the accrued rent shall be paid up to the time of said fire. In case, however, the destruction of the premises by fire shall be only partial and a portion thereof shall during the period of repairs be fit for occupancy by the LESSEE for the purpose for which said premises are leased, then the rent shall be equitably apportioned and paid for the part so fit for occupancy. If the CITY determines that the LESSEE damaged the building intentionally, the CITY may immediately terminate the lease.

Section 23. The LESSEE for itself, its successors and assigns and for all persons claiming or to claim under it or them, hereby expressly covenants and agrees that if at any time the LESSEE is adjudicated bankrupt or a Receiver of its property is appointed in insolvency proceedings, then in that event this lease forthwith shall terminate and be at an end at the sole discretion of the CITY, this covenant being one of the considerations whereby the CITY is induced to make this lease.

Section 24. That if the LESSEE shall default in the payment of rent or in the performance of any of the covenants contained in this lease, or in the event LESSEE fails to prevent, correct or abate within 14 days after receiving written notification of monetary default or within 30 days after receiving written notification of non-monetary default from the CITY to prevent, correct or abate nuisances or other grievances not governed under the provisions of Section 20 above, which cause, directly or indirectly, interference with, harm or damage the operations or products of another tenant or tenants of the CITY, or in the event that the LESSEE shall become insolvent or bankrupt or shall make an assignment for the benefit of creditors, the CITY may terminate this lease, and at the expiration of ten (10) days the term of this lease shall cease and expire as if it were the expiration of the original term. If, however, upon the expiration of the 30-day period allowed for correction of a non-monetary default, LESSEE has taken reasonable and prudent steps toward preventing, correcting, or abating the default but has not completed said action, the CITY may extend the 30-day period.

That in case this lease shall be terminated, canceled or forfeited under any of the terms and conditions herein contained or the demised premises be vacant for a period of ten (10) days, the CITY shall immediately have the right to re-enter and take possession of said premises and re-occupy the same without notice and without being liable for damages.

Section 25. The LESSEE agrees during the term of this lease to keep the floor of these premises in a clean and sanitary condition, to use all necessary and approved safeguards against fire risk, to maintain drip pans under its machinery and vehicles in for repair for the purpose of preventing oil, grease or ink or other wet material from sinking into the floor of the premises leased. The LESSEE shall not cause any major holes to be made in said floor or walls for the purpose of anchoring machinery, shelving, office partitions or for any other reason whatsoever, unless express written authorization is obtained from the CITY. Permission for minor alterations may be obtained from the Site Administrator.

Section 26. The CITY will approve all signs and signage and no others shall be utilized. No signs may be placed without the express written consent of the CITY, and all signs shall be placed at LESSEE'S expense.

Section 27. It is expressly understood and agreed by and between the parties to this agreement that the CITY shall not be liable for: Any damage or injury caused by water which may be sustained by the said LESSEE or other person; or any other damage or injury resulting from the carelessness, negligence or improper conduct on the part of any other lessee or agents or employees; or by reason of the breakage, leakage or obstruction of the water or soil pipes, electric conduits or wiring or other leakage or breakage in or about said building, unless resulting from the failure of the City to properly maintain such items.

Section 28. The LESSEE further agrees that it will not encumber or obstruct the sidewalk in front of or adjacent to said building or the parking area or allow the same to be obstructed and that no goods, material or machinery or other articles shall be stored on said sidewalk or in said hallways of the premises leased, or left there for a longer period than shall be absolutely necessary to transport them to or from the premises of the LESSEE.

Section 29. The CITY further agrees that it will be responsible for all exterior maintenance and repairs, including snow removal and outside lighting. The city may give lease payment credit for initial exterior repairs if agreed upon by both parties.

Section 30. The LESSEE agrees to provide at its own cost and expense a suitable trash receptacle and regularly scheduled pick-up service sufficient to handle LESSEE's own needs in order to prevent the unsightly accumulation of trash and other debris.

Section 31. Lease Payments may include certain services offered by the CITY to the LESSEE.

Section 32. All persons assigned to work with a tenant will treat in complete confidence all information and data designated by the company as confidential.

Section 33. The CITY shall have the right to inspect LESSEE's Leasehold during normal business hours for compliance with terms and conditions of this lease.

Section 34. The CITY shall have a right to show premises with 24 hour notice to, and approval of, tenant.

Section 35. The LESSEE agrees that early termination of this lease will be in writing at least 3 months in advance to the CITY with all rents being paid at time of termination. The LESSEE also agrees to leave the premise clean in order for the CITY to make property available to a new tenant. LESSEE may also early terminate by paying three months of rent at the approved rate and leaving the premise clean, turning in all keys and providing a 30 day effective date.

Section 36. All notices provided for herein shall be deemed served if personally delivered, or if mailed to the party entitled to receive the same at the following address:

<u>LESSOR:</u>	City of New Meadows P.O. Box 324 New Meadows ID. 83654 Mayor	<u>LESSEE:</u>	All Seasons Refrigeration & HVAC, LLC P.O. Box 554 New Meadows ID 83654 Owner
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IN WITNESS WHEREOF, the CITY has caused these premises to be signed and sealed, and the LESSEE has signed and sealed, this day.

Signed and Acknowledged:

Lessee  
 By: [Signature] Date: 2/13/2023  
 Owner

By: Nellie Black Date: 2/13/2023  
 Owner

City of New Meadows  
 By: [Signature] Date: 2/13/2023  
 Mayor

## ATTACHMENT A: Tenant Qualification Criteria

## NEW MEADOWS INDUSTRIAL PARK

**Tenant Qualification Criteria:**

Section 1. All requests for tenant space and lease arrangements will be reviewed and approved by the City Council.

Section 2. All Seasons must meet the following criteria:

- A. Must be a non-polluting business or industry compatible with existing tenants, the local lifestyle, and community standards.
- B. Must continue to provide jobs or a vital service to the community.
- C. Must keep the grounds clean of weeds and debris in front of, behind and around the building space.
- D. Employee vehicles shall not interfere with the other tenant's deliveries and entrance doors.

Section 3. Eligible business activities shall be light manufacturing, advanced technology, research and development, assembly, light industrial, services, and any other activity deemed appropriate by the City Council.

Section 4. The business and business activities must be compatible with zoning requirements. The appropriate space must be available for lease.

Section 5. LESSEE should expect to hold an annual review meeting with the City Council. Targeted job levels and any business plan changes shall be reviewed at that time.

Section 6. A tenant who requires additional renovation work or utility hook-ups other than what is provided in the basic building layout will be expected to bear the cost of such renovation unless other arrangements are made with the City Council.

Section 7. The "Delinquent Rent Policies and Procedures" have been adopted and will be part of the lease agreement.

Section 8. The LESSEE agrees to allow the NMIP Site Administrator to use general information about the LESSEE's business for public relations efforts to

promote the NMIP and will provide general information upon the request of the NMIP Site Administrator.

ATTACHMENT B: Description of Leased Property

**NEW MEADOWS INDUSTRIAL PARK**

**DESCRIPTION OF LEASED PROPERTY**

THIS LEASE made between the City of New Meadows, a Municipal Corporation, hereinafter referred to as the CITY, and All Seasons Refrigeration & HVAC , LLC, hereinafter referred to as the LESSEE, is for the following space described below:

The 1,800 square foot area building known previously as the meat shop has an office space, restroom, refrigeration and freezer unit. The physical address of this space is 104 Taylor Street.



## ATTACHMENT C: Delinquent Rent Policy

**NEW MEADOWS INDUSTRIAL PARK****DELINQUENT RENT POLICY AND PROCEDURES**

A New Meadows Industrial Park tenant's rent becomes delinquent when not received by, on or before the fifth day of each month.

If a delinquency occurs, the following procedures will be followed:

1. Site Administrator will notify the tenant in writing that rent is delinquent.
2. The tenant will, within two working days, bring the rent current, or
3. The tenant will meet with the Site Administrator to discuss the delinquency. The Site Administrator will notify the City Council of the delinquency.
4. If the tenant is unable to pay the rent, the tenant will consult with the Site Administrator to develop a written plan to cure the delinquency. This plan will be developed within ten working days following the notice of delinquency.
5. The plan to cure the delinquency will be presented to the City Council. The City Council may be polled by phone to gain plan approval.
6. On approval of the plan, it becomes an attachment to the lease until the delinquency is cured.
7. If the plan to cure the delinquency is not approved by the City Council as presented, then the City Council may make additions and/or deletions to the plan to gain Council approval. This revised plan will be resubmitted to the tenant for approval.
8. The tenant will have three working days to review any changes required by the Council.
9. Failure to come to a written agreement to cure the delinquency within 30 days may result in the termination of tenant's lease at the City Council's discretion.

## ATTACHMENT D: Hazardous Material Policy

**CITY OF NEW MEADOWS/NEW MEADOWS INDUSTRIAL PARK****HAZARDOUS MATERIAL POLICY**

This policy applies to all tenant businesses as well as to all persons associated in any way with the tenant business. This policy covers all tenant paid and unpaid employees, contractors, consultants, delivery/receiving personnel and others.

**CONTROL OF NONRADIOACTIVE HAZARDOUS MATERIALS****CONTENTS**

1. Purpose
2. Requirements
  - 2.1 Radioactive Material Policy
  - 2.2 Tenant Responsibilities
  - 2.3 Shipping and Receiving
  - 2.4 Storage
3. Definitions
  - 3.1 Nonradioactive Hazardous Materials
  - 3.2 Hazardous Properties and/or Conditions
  - 3.3 Nonradioactive Materials
4. Guidelines for Handling Hazardous Waste
  - 4.1 Waste Handling Practices
  - 4.2 Handling Practices for Recyclable Oil

**1. PURPOSE**

This section establishes the requirements and responsibilities for implementing a nonradioactive hazardous material control program for the New Meadows Industrial Park and for all tenant businesses. This program applies to the acquisition, use, shipping, receiving, storage and disposal of nonradioactive hazardous materials, and must comply with the Toxic Substances Control Act, the Resource Conservation and Recovery Act, the Superfund Amendments and Re-authorization Act, the Occupational Safety and Health Act, the Comprehensive Environmental Response, Compensation, and Liability Act, 49 CFR 172, and other references specified herein.

**2. REQUIREMENTS****2.1 Radioactive material policy:**

No radioactive material that exceeds amounts described in 10 CFR 20 shall be received, handled, and/or generated in and/or at the New Meadows Industrial Park.

**2.2 Tenant Responsibilities**

Tenant Managers Shall:

- a) Prior to the receipt, handling, and/or generating of non-radioactive hazardous waste/or material, the tenant must submit in writing to the Site Administrator the nature and conditions of such hazardous waste. The Site Administrator must give written approval that tenant activities in any way related to

hazardous material are authorized prior to the receipt, handling, and/or generating of non-radioactive hazardous waste and/or material.

- b) Implement a written, auditable Nonradioactive Hazardous Materials Program in compliance with 29 CFR 1900.1200. The program shall provide for the acquisition, shipping, receiving, storage, and disposal of nonradioactive hazardous materials in accordance with all local, state and federal requirements and business park policies.
- c) Maintain an inventory of hazardous materials present in work area, including identifying health and safety risks associated therewith, and enforce the necessary precautions to limit the hazard of such materials.
- d) Ensure that employees who work with nonradioactive hazardous materials are trained for such work, and that proper precautions are taken to avoid adverse exposure.
- e) Ensure that all hazardous materials have information available on each container in accordance with labeling requirements.
- f) Maintain a material safety data sheet file for nonradioactive hazardous materials that corresponds to the inventory.
- g) Provide hazard warnings regarding toxicity, flammability, and chemical reactivity either directly on the container or in a manner immediately retrievable by the user or emergency response personnel.
- h) Provide information on the date of receipt, job or project title, and responsible manager within the general area where the nonradioactive hazardous materials are located.
- i) Maintain an inventory of nonradioactive hazardous materials which will be available for inspection by the Site Administrator upon reasonable notice.
- j) Implement a hazardous materials incident contingency plan in compliance with 29 CFR 1910.120. Implementation shall include communication with local response agencies for assistance in emergency situations.
- k) Comply with all inventory and spill reporting requirements under 40 CFR 300, 355, and 370.

### **2.3 Shipping and Receiving**

- a) Inspect all received nonradioactive hazardous materials for condition and integrity of the packaging.
- a) Report any transportation or packaging violations to the Site Administrator.
- b) Affix appropriate labels and warnings to nonradioactive hazardous materials as they are received.

### **2.4 Storage**

NMIP tenants storing nonradioactive hazardous materials shall:

- a) Store nonradioactive hazardous materials per local, state, and federal requirement.
- b) Follow manufacturer's recommended "Shelf Life" where applicable for any material that ages to form chemically reactive products, e.g., peroxide-forming chemicals.
- c) Ensure that information concerning chemical types, nature of the hazard, and quantities present in each area is available for emergency response personnel.
- d) Maintain good chemical and laboratory housekeeping.
- e) Dispose of hazardous materials whose storage time exceeds the shelf life.
- f) Develop spill control plans where hazardous materials are stored.

### 3.0 DEFINITIONS

**3.1 Nonradioactive Hazardous Materials** - substances having a hazardous characteristic, substances identified as hazardous in a list, or in some instances substances containing an element identified as hazardous but not radioactive, in one or more of the following regulations:

- 29 CFR 1910 and 1926
- 40 CFR 240 through 280
- 40 CFR 300 through 310
- 40 CFR 355 through 372
- 40 CFR 702 through 799
- 49 CFR 172

**3.2 Some of the properties or conditions that cause materials to be listed as "hazardous" are as follows:**

- a) Toxic - A substance which at a specified dose causes harmful effects to living tissue, organs, or systems when ingested, inhaled, contacted, or absorbed through the skin.
- b) Flammable - A material that will ignite easily and burn rapidly.
- c) Chemically Reactive - A substance susceptible to release of energy due to detonation, explosion, decomposition, or chemical change.
- d) Pyrophoric - A material that undergoes spontaneous ignition below 54.4 degrees C (130 F).
- e) Pathogenic - A substance producing or capable of producing disease.
- f) Corrosive - A material that burns, irritates, or destructively attacks organic tissues.
- g) Explosive - A compound that can detonate or deflagrate as a result of shock or heat.
- h) Mutagenic - A substance that increases the frequency of permanent change in genetic material.
- i) Carcinogenic - A substance that produces abnormal cell growth.
- j) Teratogenic - A substance that may cause developmental malformations, e.g., biological monstrosities.
- k) Asphyxiant - A gas that can displace air and deprive organisms of oxygen.

**3.3 Nonradioactive materials:** Substances that do not exceed the amounts described in 10 CFR 20.

## 4. GUIDELINES FOR HANDLING HAZARDOUS WASTE

### 4.1 Waste Handling Practices:

- a) Label containers with red Hazardous Waste labels before adding any waste.
- b) Don't date the Hazardous Waste label - the date space on the label indicated the date the waste is removed from your lab for disposal.
- c) Remove a number label from the inventory booklet and affix it to the waste container.
- d) Keep a current record of the waste added to the container on the inventory with the same number as the container. Be accurate, specific, and complete. Instead of "heavy metals in acid" put "PB 20 ppm, AS 50 ppm in

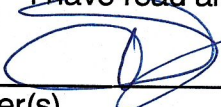
.05M HN03". Be sure and put the PH of the final content in the space provided.

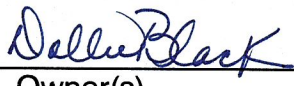
- e) When possible, refrain from mixing wastes. When it is not possible, only mix wastes that are compatible. Mixing wastes almost always increases the cost of disposal.
- f) Keep a lid on your waste. The only time a waste container should be open is while waste is being added.
- g) Keep outside of waste containers clean.
- h) A piece of tape will be placed over the lid of the waste container each time waste is inventoried. If more waste is added to the container after inventory has been performed, remove tape from across the lid and throw the tape away.
- i) DOT regulations prohibit the use of certain containers for waste.

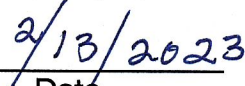
**4.2 Handling Practices for Recyclable Oil:**

- a) Put a number sticker on the oil container.
- b) Do NOT put a hazardous waste label on the container, use a Recyclable Oil Label.
- c) Enter complete information in the waste inventory booklet. Be as complete as possible (e.g. recyclable silicon based oil from vacuum rough pump).
- d) Used/unused oils that are acceptable for recycle are:
  - i. Used or off-specification (unused) motor oils with viscosities up to and including 90 weight oil.
  - ii. Used or unused mineral oils.
  - iii. Used or unused hydraulic oils.
  - iv. Used or unused water soluble cutting oils; these oils must be handled separately.
  - v. Silicone-based synthetic oils.
  - vi. Used and unused fuel oils (No. 1, No. 2. and No. 3), as well as used and unused diesel fuel (No. 1 and No. 2) - Note: the oil must be thin enough to pump without preheating.
- e) These oils must not contain: (Samples may be required by the recycle facility prior to acceptance)
  - i. Greater than 1000 ppm of total halogens
  - ii. Greater than or equal to 50 ppm polychlorinated biphenyl (PCB's).
  - iii. Greater than 10% by volume, of basic sediments and water.
  - iv. Added hazardous waste, including but not limited to, paint thinners, gasoline, solvents, corrosives, and acids.
  - v. Phosphorus.
  - vi. Phosphate ester or phosphate diester synthetic oil.
  - vii. Radioactive material.

I have read and acknowledged the above Hazardous Material Policy.

  
Owner(s)

  
Owner(s)

  
Date

# BROWN'S MOUNTAIN RECYCLING MONTHLY PROGRESS REPORT

For the month of February

This report must be submitted to New Meadows City Hall on the Wednesday prior to the 4<sup>th</sup> Monday of the month following the report month. A representative of Brown's Recycling must attend the City Council meeting on the 4<sup>th</sup> Monday of the month to answer questions regarding this report.

If no action has been taken in the month on a condition, please note why no action has been taken. Failure to submit a completed report in a timely manner will result in revocation of the CUP to be considered at the next City Council meeting.

CONDITION # 1 - 7 foot sight obscuring fence with two runs of barbed-wire constructed out of metal posts set 3 feet deep in concrete surrounding all four sides of the property.

DUE DATE: October 31, 2024

What work has been done on this part of the project this month?

Please provide pictures of progress.

No new progress. Weather still pending.  
Purchased metal from C+M. Pictures provided

\_\_\_\_\_

\_\_\_\_\_

Percentage Complete 25%

CONDITION # 2 – Full length of South End Rd frontage planted with lilac bushes and 6 foot ornamental grass with large boulders and ground cover to the edge of the ditch to create appealing landscaping.

DUE DATE: August 31, 2024

What work has been done on this part of the project this month?  
Please provide pictures of progress.

*Lilac Bushes planted last month seem to be doing well. Weather pending for continuation of landscape progress*

Percentage Complete 20%

CONDITION # 3 – All tires removed from the property.

DUE DATE: August 31, 2024

What work has been done on this part of the project this month?  
Please provide pictures of progress.

*Weather also pending, we are still in communication with company out of the valley to come and remove tires when it dries out. Our CUP may allow us to begin moving them to transfer site also, speeding up the process. Waiting for drier days.*

Percentage Complete 10%

CONDITION # 4 – The area within at least 300 feet from the east property line and 300 feet from the creek that runs along the southern property line vacated and free from any potential contamination of fluids.

DUE DATE: June 30, 2024

What work has been done on this part of the project this month?

Please provide pictures of progress.

This is already in compliance. Pictures from last month's report verify

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Percentage Complete 100%

CONDITION # 5 – Solid Waste compliance approved and documented by DEQ and a DEQ approved Containment plan implemented.

DUE DATE: October 31, 2024

What work has been done on this part of the project this month?

Please provide pictures of progress.

DEQ inspection Mid March  
- fax included

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Percentage Complete 50%



CONDITION # 6 – A Design review for the office building on the property approved by the City Council.

DUE DATE: June 30, 2024

What work has been done on this part of the project this month?  
Please provide pictures of progress.

The rest of wainscoat purchased. Snow removed around building to begin transport to new location for further remodeling

Percentage Complete

30%

CONDITION # 7 – Office building set up on the property and hooked up to City water and sewer services.

DUE DATE: September 30, 2024

What work has been done on this part of the project this month?  
Please provide pictures of progress.

Once remodeling of building are complete and weather pending

Percentage Complete

0%

This report was prepared by:

NAME Willy Brown

PHONE # (208) 849-1702

DATE RECEIVED AT CITY HALL 2/21/24

DATE PRESENTED TO CITY COUNCIL 2/26/24

COMMENTS FROM CITY COUNCIL:

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INITIALED BY:

Mayor \_\_\_\_\_ City Council Member \_\_\_\_\_

The Board of Directors has approved the following resolution:  
 That the Board of Directors hereby authorizes the President and  
 the Officers of the Corporation to execute and deliver such  
 instruments as may be necessary to carry out the purposes of this  
 resolution.

This resolution was adopted by the Board of Directors on this  
 day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 President

\_\_\_\_\_  
 Secretary

## Browns Mountain Site Visit

Beth Bahem <Beth.Bahem@deq.idaho.gov>

Tue 2/6/2024 3:16 PM

To: dreyerbrown22@hotmail.com <dreyerbrown22@hotmail.com>

Hi Donna,

My supervisor, Rebecca, wanted to me to reach out to you to try and set up a site visit to Browns Mountain. The purpose of the site visit is to check site status to determine what outstanding items are needed to complete to come into compliance with DEQ regulations. We have the initial site visit perspective, and we need another in-depth site visit to identify current conditions. We are not sure what the weather currently looks like up there but we are hoping to have the site visit completed before mid-march.

Do you have any days or times that work best for you?

Thank you,

**Beth Bahem | Brownfield Analyst**

Idaho Department of Environmental Quality

Boise Regional Office

1445 N. Orchard Street

Boise, Idaho 83706

Office Phone: 208.373.0563

[Beth.Bahem@deq.idaho.gov](mailto:Beth.Bahem@deq.idaho.gov)

Website: [www.deq.idaho.gov](http://www.deq.idaho.gov)

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**CITY OF NEW MEADOWS SPECIAL CITY COUNCIL MEETING MINUTES  
HELD WEDNESDAY, FEBRUARY 14, 2024, AT 6:00 P.M.  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

**Roll Call / Pledge of Allegiance**

Present at City Hall were Council Members Troy Black and Mayor Julie Good. Council Members Joshua Carr and Shiloh Ryker were present via zoom. City Council Member Parnett was excused.

Staff present at City Hall was Kyla Gardner.

Mayor Good opened the meeting at 6:08 P.M.

City Clerk Gardner did roll call.

**Public Input**

There was no public input.

**Action Items**

Approval to Hire Employee for Deputy Clerk Position

Mayor Good states that Diane Hunter had been interviewed and has experience that coincides with the Deputy Clerk job description.

Council Member Ryker made a motion to approve hiring Diane Hunter into the Deputy Clerk position with the opportunity to take her off of probationary status earlier than 6 months at the mayor’s discretion. Council Member Carr seconded the motion. Roll Call Vote: Black- yes, Ryker – yes, Carr – yes. Motion Carried.

**Adjournment**

Mayor Good adjourned the meeting at 6:11 P.M.

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

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

**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**

Item 12.

### **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

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.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 12.

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

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

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



**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

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.

CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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Item 12.

**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

DRAFT

For Date Posted = 02/22/24  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
6108		719 Meadows Valley Rural Fire		5,500.00								
		Purchase of Public Works Utility Truck										
		02/16/24 PW Utility Truck (WTR)		1,833.33			60		43320	324		10102
		02/16/24 PW Utility Truck (SWR)		1,833.33			65		43220	324		10102
		02/16/24 PW Utility Truck (SRT)		1,833.34			1		41500	324		10102
		<b>Total for Vendor:</b>		<b>5,500.00</b>								
		<b># of Claims</b>	<b>1</b>	<b>Total:</b>	<b>5,500.00</b>		<b># of Vendors</b>	<b>1</b>				

1 GENERAL

	Beginning	Debit	Credit	Net Change	Ending Balance
<b>REVENUE</b>					
31010 Taxes-Property	4.25	0.00	109,794.05	109,794.05	109,798.30
31020 Taxes-Penalty	14.61	0.00	104.13	104.13	118.74
31030 Taxes-Interest	57.38	0.00	758.36	758.36	815.74
31060 Taxes-Personal Property Replacement	731.32	0.00	4,152.95	4,152.95	4,884.27
32110 City Liquor	975.00	0.00	675.00	675.00	1,650.00
32210 Building Permits	0.00	0.00	716.80	716.80	716.80
32260 Dog Licenses	0.00	0.00	0.00	0.00	0.00
32400 Review & Solid Waste Fees	0.00	0.00	0.00	0.00	0.00
32700 P&Z Review / Permit Fees	0.00	0.00	0.00	0.00	0.00
32750 Airport Commission Reveiw Fees	0.00	0.00	0.00	0.00	0.00
33500 State Revenue Sharing	17,050.75	0.00	5,577.05	5,577.05	22,627.80
33510 State Liquor Fees	7,066.00	0.00	7,066.00	7,066.00	14,132.00
33520 State HWY Users Fee (Existing)	5,198.67	0.00	0.00	0.00	5,198.67
33521 State HWY Users Fee (New Money)	5,345.55	0.00	5,275.07	5,275.07	10,620.62
34010 Franchise Fees - Idaho Power	3,699.93	0.00	4,981.85	4,981.85	8,681.78
34011 Franchise Fees - Cable One	0.00	0.00	84.54	84.54	84.54
35004 Burn Permits	10.00	0.00	0.00	0.00	10.00
35006 RV Permits	0.00	0.00	0.00	0.00	0.00
36100 Criminal Fines	1,336.50	0.00	175.05	175.05	1,511.55
36101 Animal Control Fines	0.00	0.00	0.00	0.00	0.00
36102 Grass / Weed Fines & Billings	0.00	0.00	0.00	0.00	0.00
37110 Interest	5,785.25	0.00	1,060.77	1,060.77	6,846.02
37500 Grant - ADA (504)	0.00	0.00	0.00	0.00	0.00
37503 Donations/Park Events	500.00	0.00	0.00	0.00	500.00
37510 Grant - Airport Kiosk (Sponsors)	0.00	0.00	0.00	0.00	0.00
37511 Grant - Airport Pedestrian Pathway	0.00	0.00	0.00	0.00	0.00
37512 Grant - Airport Helipad	0.00	0.00	0.00	0.00	0.00
37525 Transit Project	30,000.00	0.00	0.00	0.00	30,000.00
37600 Donations	1,500.00	0.00	230.00	230.00	1,730.00
37601 Parks and Rec	200.00	0.00	0.00	0.00	200.00
37650 Youth Center (Grants and Donations)	0.00	0.00	0.00	0.00	0.00
37900 Miscellaneous	19,839.50	0.00	0.00	0.00	19,839.50
38001 Youth Sports Donations	0.00	0.00	0.00	0.00	0.00
38002 Youth Sports Sponsors	0.00	0.00	0.00	0.00	0.00
38003 Youth Sports Sign-Up Fees	0.00	0.00	0.00	0.00	0.00
38004 Skate & Bike Park	510.00	0.00	0.00	0.00	510.00
39034 Stibnite Grant	4,000.00	0.00	0.00	0.00	4,000.00
<b>Total REVENUE</b>	<b>103,824.71</b>	<b>0.00</b>	<b>140,651.62</b>	<b>140,651.62</b>	<b>244,476.33</b>
<b>EXPENDITURES</b>					
41100 City Hall Expenses	11,782.72	1,995.96	0.00	1,995.96	13,778.68
41150 Economic Development	11,600.00	0.00	0.00	0.00	11,600.00
41200 Wages	20,834.20	4,153.78	0.00	4,153.78	24,987.98
41300 Planning & Zoning	150.16	0.00	0.00	0.00	150.16
41400 Public Safety Enforcement	3,402.39	11,413.75	0.00	11,413.75	14,816.14
41500 Street Department	50,696.00	8,219.01	0.00	8,219.01	58,915.10
41600 Park Department	5,401.50	603.34	0.00	603.34	6,004.84
43150 Recreation Center	0.00	0.00	0.00	0.00	0.00

1 GENERAL

	Beginning	Debit	Credit	Net Change	Ending Balance
43151 Youth Center Fund	13,228.34	0.00	0.00	0.00	13,228.34
45200 Youth Sports	0.00	0.00	0.00	0.00	0.00
45600 Airport Projects	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	117,095.40	26,385.84	0.00	26,385.84	143,481.24
		Revenue less Expenditures Current Month			114,265.78
		Revenue less Expenditures Year to Date			100,995.09

8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
37499 MV Roundup Donations	60.71	0.00	8.62	8.62	69.33
Total REVENUE	60.71	0.00	8.62	8.62	69.33
EXPENDITURES					
45001 MV Roundup PAYOUTS	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	0.00	0.00	0.00	0.00	0.00
		Revenue less Expenditures Current Month			8.62
		Revenue less Expenditures Year to Date			69.33

60 WATER FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
<b>REVENUE</b>					
33121 DEQ Source Water Protection Plan	0.00	0.00	0.00	0.00	0.00
33315 DEQ Loan / Grant Water Project	1,095,231.00	0.00	0.00	0.00	1,095,231.00
34610 Water Collection Fees	( 68,408.08)	23.19	9,796.31	9,773.12	( 58,634.96)
34611 Water Admin Fees	2,477.50	0.00	1,326.25	1,326.25	3,803.75
34612 Water Capital Improvement Fees	787.50	0.00	418.95	418.95	1,206.45
34613 Water Debt Repay Fees	4,968.00	0.00	2,646.00	2,646.00	7,614.00
34614 Water Debt Reserve Fees	736.00	0.00	392.00	392.00	1,128.00
34615 Water Short Lived Asset Fees	1,472.00	0.00	784.00	784.00	2,256.00
34616 Water Depreciation Fees	184.00	0.00	98.00	98.00	282.00
34640 Water Delinquency Charge	500.00	0.00	480.00	480.00	980.00
34660 Water Hook Up Fees	0.00	0.00	0.00	0.00	0.00
37110 Interest	3,479.18	0.00	2,820.80	2,820.80	6,299.98
39016 ARPA Grant - Water Project	269,221.00	0.00	0.00	0.00	269,221.00
39018 RD Loan-09	9,250.00	0.00	0.00	0.00	9,250.00
39035 USDA Grant	829,804.95	0.00	225,229.02	225,229.02	1,055,033.97
<b>Total REVENUE</b>	<b>2,149,703.05</b>	<b>23.19</b>	<b>243,991.33</b>	<b>243,968.14</b>	<b>2,393,671.19</b>
<b>EXPENDITURES</b>					
43310 Water Personnel Services	16,523.27	5,913.32	0.00	5,913.32	22,436.59
43320 Water Operating Expenses	36,657.03	11,382.66	0.00	11,382.66	48,039.69
43330 Water Improvement	3,813.63	0.00	0.00	0.00	3,813.63
43331 Water Capital Projects	1,017,001.72	27,994.82	0.00	27,994.82	1,044,996.54
43332 Water Equipment Replacement	676.12	0.00	0.00	0.00	676.12
43400 Depreciation	0.00	0.00	0.00	0.00	0.00
<b>Total EXPENDITURES</b>	<b>1,074,671.77</b>	<b>45,290.80</b>	<b>0.00</b>	<b>45,290.80</b>	<b>1,119,962.57</b>
			Revenue less Expenditures Current Month		198,677.34
			Revenue less Expenditures Year to Date		1,273,708.62

63 INDUSTRIAL PARK FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
34501 A/R Lease Agreements	3,704.00	0.00	1,390.00	1,390.00	5,094.00
34502 A/R Lease Solid Waste	75.06	0.00	37.53	37.53	112.59
34504 A/R Reimburse MNTC Costs	0.00	0.00	0.00	0.00	0.00
34505 A/R Land Lease	660.00	0.00	220.00	220.00	880.00
37110 Interest	461.25	0.00	81.76	81.76	543.01
37900 Miscellaneous	1,900.00	0.00	0.00	0.00	1,900.00
39019 Industrail Park Capital Grant	0.00	0.00	0.00	0.00	0.00
Total REVENUE	6,800.31	0.00	1,729.29	1,729.29	8,529.60
EXPENDITURES					
43100 Industrial Park	24,711.84	361.32	0.00	361.32	25,073.16
Total EXPENDITURES	24,711.84	361.32	0.00	361.32	25,073.16
Revenue less Expenditures Current Month					1,367.97
Revenue less Expenditures Year to Date (					16,543.56)



65 SEWER FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
<b>REVENUE</b>					
33317 Land App Irrigation Well Grant	0.00	0.00	0.00	0.00	0.00
34710 Sewer Collection Fees	28,573.50	0.00	14,308.50	14,308.50	42,882.00
34711 Sewer Admin Fees	2,366.00	0.00	1,261.00	1,261.00	3,627.00
34712 Sewer Capital Improvement Fees	764.40	0.00	407.40	407.40	1,171.80
34713 Sewer Depreciation Fees	249.90	0.00	133.35	133.35	383.25
34714 Sewer Debt Reserve Fees	249.90	0.00	133.35	133.35	383.25
34715 Sewer Debt Repayment	7,875.00	0.00	4,207.50	4,207.50	12,082.50
34716 Sewer Short Lived Asset Fees	1,416.00	0.00	756.00	756.00	2,172.00
34740 Sewer Delinquency Fees	484.00	0.00	468.00	468.00	952.00
34760 Sewer Connection Fee	0.00	0.00	0.00	0.00	0.00
34796 Sewer Refunds/Discounts	0.00	0.00	0.00	0.00	0.00
37110 Interest	4,535.61	0.00	917.62	917.62	5,453.23
<b>Total REVENUE</b>	<b>46,514.31</b>	<b>0.00</b>	<b>22,592.72</b>	<b>22,592.72</b>	<b>69,107.03</b>
<b>EXPENDITURES</b>					
43210 Sewer Personnel Services	18,239.69	5,913.26	0.00	5,913.26	24,152.95
43220 Sewer Operating Expenses	40,202.12	7,923.24	0.00	7,923.24	48,125.36
43222 Sewer Equipment Replacement	0.00	0.00	0.00	0.00	0.00
43230 Sewer Improvement	0.00	0.00	0.00	0.00	0.00
43231 Sewer Capital Projects	0.00	0.00	0.00	0.00	0.00
43400 Depreciation	0.00	0.00	0.00	0.00	0.00
<b>Total EXPENDITURES</b>	<b>58,441.81</b>	<b>13,836.50</b>	<b>0.00</b>	<b>13,836.50</b>	<b>72,278.31</b>
			Revenue less Expenditures Current Month		8,756.22
			Revenue less Expenditures Year to Date	(	3,171.28)
			<b>Grand Total Revenue less Expenditures Current Month</b>		<b>323,075.93</b>
			<b>Grand Total Revenue less Expenditures Year to Date</b>		<b>1,355,058.20</b>

1 GENERAL

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
31000 TAXES					
31010 Taxes-Property	109,794.05	109,798.30	170,854.00	61,055.70	64 %
31020 Taxes-Penalty	104.13	118.74	2,500.00	2,381.26	5 %
31030 Taxes-Interest	758.36	815.74	1,000.00	184.26	82 %
31060 Taxes-Personal Property Replacement	4,152.95	4,884.27	7,372.00	2,487.73	66 %
<b>Account Group Total:</b>	<b>114,809.49</b>	<b>115,617.05</b>	<b>181,726.00</b>	<b>66,108.95</b>	<b>64 %</b>
32000 PERMITS AND LICENSES					
32110 City Liquor	675.00	1,650.00	2,000.00	350.00	83 %
32210 Building Permits	716.80	716.80	15,000.00	14,283.20	5 %
32260 Dog Licenses	0.00	0.00	300.00	300.00	0 %
32400 Review & Solid Waste Fees	0.00	0.00	2,500.00	2,500.00	0 %
32700 P&Z Review / Permit Fees	0.00	0.00	1,000.00	1,000.00	0 %
32750 Airport Commission Reveiw Fees	0.00	0.00	100.00	100.00	0 %
<b>Account Group Total:</b>	<b>1,391.80</b>	<b>2,366.80</b>	<b>20,900.00</b>	<b>18,533.20</b>	<b>11 %</b>
33000 STATE SOURCES					
33500 State Revenue Sharing	5,577.05	22,627.80	46,422.00	23,794.20	49 %
33510 State Liquor Fees	7,066.00	14,132.00	25,940.00	11,808.00	54 %
33520 State HWY Users Fee (Existing)	0.00	5,198.67	15,650.00	10,451.33	33 %
33521 State HWY Users Fee (New Money)	5,275.07	10,620.62	9,000.00	-1,620.62	118 %
<b>Account Group Total:</b>	<b>17,918.12</b>	<b>52,579.09</b>	<b>97,012.00</b>	<b>44,432.91</b>	<b>54 %</b>
34000 FRANCHISE FEES					
34010 Franchise Fees - Idaho Power	4,981.85	8,681.78	20,681.00	11,999.22	42 %
34011 Franchise Fees - Cable One	84.54	84.54	580.00	495.46	15 %
<b>Account Group Total:</b>	<b>5,066.39</b>	<b>8,766.32</b>	<b>21,261.00</b>	<b>12,494.68</b>	<b>41 %</b>
35000 Administrative Fees					
35004 Burn Permits	0.00	10.00	50.00	40.00	20 %
35006 RV Permits	0.00	0.00	100.00	100.00	0 %
<b>Account Group Total:</b>	<b>0.00</b>	<b>10.00</b>	<b>150.00</b>	<b>140.00</b>	<b>7 %</b>
36000 FINES AND FORFEITS					
36100 Criminal Fines	175.05	1,511.55	2,200.00	688.45	69 %
36101 Animal Control Fines	0.00	0.00	350.00	350.00	0 %
36102 Grass / Weed Fines & Billings	0.00	0.00	1,000.00	1,000.00	0 %
<b>Account Group Total:</b>	<b>175.05</b>	<b>1,511.55</b>	<b>3,550.00</b>	<b>2,038.45</b>	<b>43 %</b>
37000 OTHER REVENUE					
37110 Interest	1,060.77	6,846.02	4,500.00	-2,346.02	152 %
37500 Grant - ADA (504)	0.00	0.00	1,100.00	1,100.00	0 %
37503 Donations/Park Events	0.00	500.00	5,000.00	4,500.00	10 %
37510 Grant - Airport Kiosk (Sponsors)	0.00	0.00	3,000.00	3,000.00	0 %
37511 Grant - Airport Pedestrian Pathway	0.00	0.00	1,400.00	1,400.00	0 %
37512 Grant - Airport Helipad	0.00	0.00	8,000.00	8,000.00	0 %
37525 Transit Project	0.00	30,000.00	10,000.00	-20,000.00	300 %
37600 Donations	230.00	1,730.00	0.00	-1,730.00	** %
37601 Parks and Rec	0.00	200.00	6,000.00	5,800.00	3 %
37650 Youth Center (Grants and Donations)	0.00	0.00	450,000.00	450,000.00	0 %
37900 Miscellaneous	0.00	19,839.50	0.00	-19,839.50	** %

1 GENERAL

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
<b>Account Group Total:</b>	<b>1,290.77</b>	<b>59,115.52</b>	<b>489,000.00</b>	<b>429,884.48</b>	<b>12 %</b>
38000 Recreation					
38001 Youth Sports Donations	0.00	0.00	150.00	150.00	0 %
38002 Youth Sports Sponsors	0.00	0.00	3,000.00	3,000.00	0 %
38003 Youth Sports Sign-Up Fees	0.00	0.00	850.00	850.00	0 %
38004 Skate & Bike Park	0.00	510.00	10,000.00	9,490.00	5 %
<b>Account Group Total:</b>	<b>0.00</b>	<b>510.00</b>	<b>14,000.00</b>	<b>13,490.00</b>	<b>4 %</b>
39000 OTHER FINANCING SOURCES					
39034 Stibnite Grant	0.00	4,000.00	13,252.00	9,252.00	30 %
<b>Account Group Total:</b>	<b>0.00</b>	<b>4,000.00</b>	<b>13,252.00</b>	<b>9,252.00</b>	<b>30 %</b>
<b>Fund Total:</b>	<b>140,651.62</b>	<b>244,476.33</b>	<b>840,851.00</b>	<b>596,374.67</b>	<b>29 %</b>

8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
37000 OTHER REVENUE					
37499 MV Roundup Donations	8.62	69.33	5,000.00	4,930.67	1 %
<b>Account Group Total:</b>	<b>8.62</b>	<b>69.33</b>	<b>5,000.00</b>	<b>4,930.67</b>	<b>1 %</b>
<b>Fund Total:</b>	<b>8.62</b>	<b>69.33</b>	<b>5,000.00</b>	<b>4,930.67</b>	<b>1 %</b>

60 WATER FUND

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
33000 STATE SOURCES					
33121 DEQ Source Water Protection Plan Grant	0.00	0.00	20,000.00	20,000.00	0 %
33315 DEQ Loan / Grant Water Project	0.00	1,095,231.00	556,800.00	-538,431.00	197 %
<b>Account Group Total:</b>	<b>0.00</b>	<b>1,095,231.00</b>	<b>576,800.00</b>	<b>-518,431.00</b>	<b>190 %</b>
34000 FRANCHISE FEES					
34610 Water Collection Fees	9,773.12	-58,634.96	158,860.00	217,494.96	-37 %
34611 Water Admin Fees	1,326.25	3,803.75	14,352.00	10,548.25	27 %
34612 Water Capital Improvement Fees	418.95	1,206.45	4,636.00	3,429.55	26 %
34613 Water Debt Repay Fees	2,646.00	7,614.00	29,808.00	22,194.00	26 %
34614 Water Debt Reserve Fees	392.00	1,128.00	4,416.00	3,288.00	26 %
34615 Water Short Lived Asset Fees	784.00	2,256.00	8,832.00	6,576.00	26 %
34616 Water Depreciation Fees	98.00	282.00	1,104.00	822.00	26 %
34640 Water Delinquency Charge	480.00	980.00	2,000.00	1,020.00	49 %
34660 Water Hook Up Fees	0.00	0.00	6,000.00	6,000.00	0 %
<b>Account Group Total:</b>	<b>15,918.32</b>	<b>-41,364.76</b>	<b>230,008.00</b>	<b>271,372.76</b>	<b>-18 %</b>
37000 OTHER REVENUE					
37110 Interest	2,820.80	6,299.98	1,500.00	-4,799.98	420 %
<b>Account Group Total:</b>	<b>2,820.80</b>	<b>6,299.98</b>	<b>1,500.00</b>	<b>-4,799.98</b>	<b>420 %</b>
39000 OTHER FINANCING SOURCES					
39016 ARPA Grant - Water Project	0.00	269,221.00	246,861.00	-22,360.00	109 %
39018 RD Loan-09	0.00	9,250.00	672,000.00	662,750.00	1 %
39035 USDA Grant	225,229.02	1,055,033.97	673,000.00	-382,033.97	157 %
<b>Account Group Total:</b>	<b>225,229.02</b>	<b>1,333,504.97</b>	<b>1,591,861.00</b>	<b>258,356.03</b>	<b>84 %</b>
<b>Fund Total:</b>	<b>243,968.14</b>	<b>2,393,671.19</b>	<b>2,400,169.00</b>	<b>6,497.81</b>	<b>100 %</b>

63 INDUSTRIAL PARK FUND

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
34000 FRANCHISE FEES					
34501 A/R Lease Agreements	1,390.00	5,094.00	20,217.00	15,123.00	25 %
34502 A/R Lease Solid Waste	37.53	112.59	640.00	527.41	18 %
34504 A/R Reimburse MNTC Costs	0.00	0.00	200.00	200.00	0 %
34505 A/R Land Lease	220.00	880.00	2,640.00	1,760.00	33 %
<b>Account Group Total:</b>	<b>1,647.53</b>	<b>6,086.59</b>	<b>23,697.00</b>	<b>17,610.41</b>	<b>26 %</b>
37000 OTHER REVENUE					
37110 Interest	81.76	543.01	800.00	256.99	68 %
37900 Miscellaneous	0.00	1,900.00	0.00	-1,900.00	** %
<b>Account Group Total:</b>	<b>81.76</b>	<b>2,443.01</b>	<b>800.00</b>	<b>-1,643.01</b>	<b>305 %</b>
39000 OTHER FINANCING SOURCES					
39019 Industrail Park Capital Grant	0.00	0.00	10,000.00	10,000.00	0 %
<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0 %</b>
<b>Fund Total:</b>	<b>1,729.29</b>	<b>8,529.60</b>	<b>34,497.00</b>	<b>25,967.40</b>	<b>25 %</b>

65 SEWER FUND

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
33000 STATE SOURCES					
33317 Land App Irrigation Well Grant	0.00	0.00	250,000.00	250,000.00	0 %
<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>0 %</b>
34000 FRANCHISE FEES					
34710 Sewer Collection Fees	14,308.50	42,882.00	192,096.00	149,214.00	22 %
34711 Sewer Admin Fees	1,261.00	3,627.00	14,352.00	10,725.00	25 %
34712 Sewer Capital Improvement Fees	407.40	1,171.80	4,636.00	3,464.20	25 %
34713 Sewer Depreciation Fees	133.35	383.25	1,545.00	1,161.75	25 %
34714 Sewer Debt Reserve Fees	133.35	383.25	1,545.00	1,161.75	25 %
34715 Sewer Debt Repayment	4,207.50	12,082.50	49,680.00	37,597.50	24 %
34716 Sewer Short Lived Asset Fees	756.00	2,172.00	8,832.00	6,660.00	25 %
34740 Sewer Delinquency Fees	468.00	952.00	2,000.00	1,048.00	48 %
34760 Sewer Connection Fee	0.00	0.00	6,000.00	6,000.00	0 %
34796 Sewer Refunds/Discounts	0.00	0.00	1,000.00	1,000.00	0 %
<b>Account Group Total:</b>	<b>21,675.10</b>	<b>63,653.80</b>	<b>281,686.00</b>	<b>218,032.20</b>	<b>23 %</b>
37000 OTHER REVENUE					
37110 Interest	917.62	5,453.23	2,400.00	-3,053.23	227 %
<b>Account Group Total:</b>	<b>917.62</b>	<b>5,453.23</b>	<b>2,400.00</b>	<b>-3,053.23</b>	<b>227 %</b>
<b>Fund Total:</b>	<b>22,592.72</b>	<b>69,107.03</b>	<b>534,086.00</b>	<b>464,978.97</b>	<b>13 %</b>
<b>Grand Total:</b>	<b>408,950.39</b>	<b>2,715,853.48</b>	<b>3,814,603.00</b>	<b>1,098,749.52</b>	<b>71 %</b>

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
<b>1 GENERAL</b>						
10101 Cash - Umpqua Checking	-17,439.32	0.00	0.00	0.00	0.00	-17,439.32
10102 Cash - Idaho First	-381,384.55	139,590.85	0.00	0.00	22,706.64	-264,500.34
10105 Jumbo Money Market	-65,268.72	0.00	0.00	0.00	0.00	-65,268.72
10106 Cash - Public Secured Money	772,806.17	622.11	0.00	0.00	0.00	773,428.28
10110 Cash - Local Government	48,537.36	438.66	0.00	0.00	0.00	48,976.02
10111 Daily Safe Float	500.00	0.00	0.00	0.00	0.00	500.00
<b>Total Fund</b>	<b>357,750.94</b>	<b>140,651.62</b>			<b>22,706.64</b>	<b>475,695.92</b>
<b>8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM</b>						
10102 Cash - Idaho First	0.00	8.62	0.00	0.00	8.62	0.00
10103 Cash - MV Roundup	3,242.39	0.00	8.62	0.00	0.00	3,251.01
<b>Total Fund</b>	<b>3,242.39</b>	<b>8.62</b>	<b>8.62</b>		<b>8.62</b>	<b>3,251.01</b>
<b>9 Weiser River Trail Passthrough</b>						
10102 Cash - Idaho First	-1,000.00	0.00	0.00	0.00	0.00	-1,000.00
<b>60 WATER FUND</b>						
10101 Cash - Umpqua Checking	-65,566.97	0.00	0.00	0.00	0.00	-65,566.97
10102 Cash - Idaho First	799,363.85	240,466.29	0.00	0.00	33,631.97	1,006,198.17
10105 Jumbo Money Market	29,746.71	0.00	0.00	0.00	0.00	29,746.71
10106 Cash - Public Secured Money	3,526.20	1,654.32	0.00	0.00	0.00	5,180.52
10110 Cash - Local Government	186,465.91	1,166.48	0.00	0.00	0.00	187,632.39
<b>Total Fund</b>	<b>953,535.70</b>	<b>243,287.09</b>			<b>33,631.97</b>	<b>1,163,190.82</b>
<b>63 INDUSTRIAL PARK FUND</b>						
10101 Cash - Umpqua Checking	-26,554.76	0.00	0.00	0.00	621.99	-27,176.75
10102 Cash - Idaho First	-10,432.64	1,647.53	0.00	0.00	374.05	-9,159.16
10110 Cash - Local Government	103,666.15	81.76	0.00	0.00	0.00	103,747.91
<b>Total Fund</b>	<b>66,678.75</b>	<b>1,729.29</b>			<b>996.04</b>	<b>67,412.00</b>
<b>65 SEWER FUND</b>						
10101 Cash - Umpqua Checking	-83.33	0.00	0.00	0.00	0.00	-83.33
10102 Cash - Idaho First	161,071.57	20,052.53	832.18	0.00	9,459.36	172,496.92
10105 Jumbo Money Market	35,522.01	0.00	0.00	0.00	0.00	35,522.01
10106 Cash - Public Secured Money	5,555.32	538.16	0.00	0.00	0.00	6,093.48
10110 Cash - Local Government	110,427.58	379.46	0.00	0.00	0.00	110,807.04
<b>Total Fund</b>	<b>312,493.15</b>	<b>20,970.15</b>	<b>832.18</b>		<b>9,459.36</b>	<b>324,836.12</b>
<b>71 PAYROLL CLEARING FUND</b>						
10102 Cash - Idaho First	2,593.54	0.00	20,197.23	20,197.23	0.00	2,593.54
<b>73 CLAIMS CLEARING FUND</b>						
10102 Cash - Idaho First	296,469.90	0.00	45,764.60	318,423.34	0.00	23,811.16
<b>Totals</b>	<b>1,991,764.37</b>	<b>406,646.77</b>	<b>66,802.63</b>	<b>338,620.57</b>	<b>66,802.63</b>	<b>2,059,790.57</b>

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:  
 1) Canceled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.  
 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.



For Date Posted = 02/22/24  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6108		719 Meadows Valley Rural Fire		5,500.00								
		Purchase of Public Works Utility Truck										
		02/16/24 PW Utility Truck (WTR)		1,833.33			60		43320	324		10102
		02/16/24 PW Utility Truck (SWR)		1,833.33			65		43220	324		10102
		02/16/24 PW Utility Truck (SRT)		1,833.34			1		41500	324		10102
		<b>Total for Vendor:</b>		<b>5,500.00</b>								
		<b># of Claims</b>	<b>1</b>	<b>Total:</b>	<b>5,500.00</b>							
							<b># of Vendors</b>					
							<b>1</b>					

For Date Posted = 02/23/24  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6117		667 A.M.E. Electric, Inc Provide and install new eight ft. LED light in headworks 240206 02/15/24 WWTP headworks light	510.00			65		43220	324		10102
		<b>Total for Vendor:</b>	<b>510.00</b>								
6109	E	594 DUBOIS CHEMICAL, INC 30246845 02/20/24 STERILE DRUM 30246845 02/20/24 SHIPPING	1,041.68 832.10 209.58			65		43220	324		10102
		<b>Total for Vendor:</b>	<b>1,041.68</b>								
6116		721 Integrity Pump Solutions Inc. Y24M2-159 02/19/24 Pressure Relief Valve	375.00			65		43220	324		10102
		<b>Total for Vendor:</b>	<b>375.00</b>								
6110		89 Local Highway Technical T2 Work Zone Safety Webinar 11/2/23 - Jessica Wallace T211223WZS 02/15/24 T2 Center Road Class	20.00 20.00			1		41100	520		10102
		<b>Total for Vendor:</b>	<b>20.00</b>								
6114		720 Merrick & Company Pay request DW 1809 7603 12/31/23 Task 5 - Construction	1,290.00 1,290.00*			60	67	43331	319		10102
		<b>Total for Vendor:</b>	<b>1,290.00</b>								
6113	E	162 Norco Inc. 39812215 01/31/24 Cylinder Rental 39812215 01/31/24 Cylinder Rental 39812215 01/31/24 Cylinder Rental	12.71 4.23 4.24 4.24			1		41500	324		10102
		<b>Total for Vendor:</b>	<b>12.71</b>								
6111	E	500 SPARKLIGHT formerly Cable One Internet Services 02/12/24 Internet - General 02/12/24 Internet - Water 02/12/24 Internet - Sewer	97.35 32.45 32.45 32.45			1		41100	308		10102
		<b>Total for Vendor:</b>	<b>97.35</b>								

For Date Posted = 02/23/24  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6115	DW1809	TCG Pay app # 13	90,250.00						
		13 01/31/24 SCADA Upgrade	90,250.00			60 67 43331	882		10102
		<b>Total for Vendor:</b>	<b>90,250.00</b>						
6112	E	423 USDA	4,570.00						
		Sewer Bond Payment Automatically withdrawn							
		92/05 02/27/24 Sewer Bond Payment 92-05	4,570.00			65 43230	821		10102
		<b>Total for Vendor:</b>	<b>4,570.00</b>						
		<b># of Claims</b>	<b>9</b>						
		<b>Total Electronic Claims</b>	<b>98,166.74</b>						
		<b>Total Non-Electronic Claims</b>	<b>5,721.74</b>						
		<b>Total Non-Electronic Claims</b>	<b>92445.00</b>						
		<b># of Vendors</b>	<b>5</b>						