



City Council Regular Meeting Agenda

Monday, January 25, 2021 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://zoom.us/j/99688454851?pwd=RTlxd2F5b2FuWWZ6Nmp5ZXlMbWlxZz09>

Call in: 1-669-900-6833

Meeting ID: 996 8845 4851

Password: 430018

ROLL CALL / PLEDGE OF ALLEGIANCE

PUBLIC INPUT

(The Public is invited to speak 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)

REPORTS

- [1.](#) Mayor's Report
- [2.](#) Review of Joint Citizen Advisory and Parks & Recreation Meeting - January 19, 2021
- [3.](#) Well #5 Progress Report (Written Report from MWW)
- [4.](#) Citizen for Community Enhancement Letter of Thanks

PRESENTATION

5. Local Broadband Effort - Chris Curtain
6. Local COVID-19 Update - Dr. Irvine, St Lukes-McCall
7. Local Volunteer Spotlight
8. Local Business Spotlight

TRAINING

- [9.](#) Legal Advice Presentation - Perkins & Mitchell

DISCUSSION ITEMS

10. Animal Control Position
- [11.](#) Ordinance Review - Parking
12. Installation of Parking Signs Downtown

ACTION ITEMS

13. Installation of Parking Signs Downtown
- [14.](#) City Council Best Management Practices / Decorum Resolution
- [15.](#) Mr. Kern is requesting an extension of time for a discount due to COVID

CONSENT AGENDA

- [16.](#) Mobile Medical Vehicle Grant Support Letter
- [17.](#) December 2020 Financials
- [18.](#) January 11, 2021 City Council Meeting Minutes
- [19.](#) Invoices to Date

FUTURE MEETING TOPICS

- 20. Audit Presentation FY19/20
- 21. Brown's RV Dump Station Agreement
- 22. CY 2021 Snow Storage Agreements
- 23. Resolution Adoption - Personnel Policy Update
- 24. T-TAC Meeting Update

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.”

CITY OF NEW MEADOWS MAYOR'S REPORT

Item 1.

January 25, 2021

"Learn from yesterday, live for today, hope for tomorrow." Albert Einstein

We are starting out the New Year with great plans and excellent opportunities. I love the way the City's team is working together!

I hope you are getting familiar with the City's new website. I love the ability to add agenda requests and find the agenda and packet so easily. Please take the time to discover this new tool.

Jessie did an excellent job – with the help of Devin Buys – clearing the city streets after almost a foot of snow and then several hours of rain a few weeks ago. I received multiple calls from local individuals who recognized a job well done with the snow removal. I passed those messages on to Jessie with my own encouragement and praise.

We will be expanding the advertising for the full-time Public Works General Laborer position. We have had several individuals ask for more information, but we have not yet received a resume or application.

A big Thank You goes out to Darbey for taking the lead and chairing the joint meetings of the Citizen Advisory and Parks & Rec Committees as they work on the Park Master Plan. I'm looking forward to what they will come up with.

Angie has created an ever-growing list of publications the City has created including door hangers and brochures. We will continue to work on educating our citizens regarding our community and all the city has to offer. She has developed a door hanger which will be used to warn any residents who are parked in the city right-of-way. The notice will serve as a first contact with a citation to be issued by the Sheriff's department if the vehicle is not moved. A vehicle in the right of way was backed into by the City's equipment while snowplowing which resulted in damage to the vehicle and a subsequent insurance claim. I'm hoping the extra notifications will help clear the right of way so City staff won't be hindered.

Jessie, Mac and I met with the City's back up operator, Warren Drake, last week. He will be checking in every month to get more familiar with the City's system in case there is an emergency situation where we need his assistance. He is preparing a contract for the Council's review which will be presented in February.

In the past two weeks, I have been involved in conversations regarding a regional broadband assessment, local mental health needs, housing possibilities and training opportunities for City Council and staff.

Thank you for your commitment to represent our community as we work together.

Roll Call / Pledge of Allegiance

Present at City Hall was Parks & Recreation member Jim Slettum. Present via Zoom were Parks & Recreation Member Darbey Edwards and Citizen Advisory Committee Member Sandy Schiffman.

Staff present at City Hall were Mac Qualls and Angie Mettie.

Darbey Edwards opened the meeting at 6:37 P.M. and led the Pledge of Allegiance.

Discussion Items

The Committee reviewed the Park Master Plan with inserted items from their last meeting, including the committee purpose statement, the document purpose statement, park history, and playground inventory. Committee Member Schiffman inquired about any requirements by the donor of the park in regard to its use. Mettie will research any stipulations that were given along with the donation of the park.

The Committee then discussed Recreational Activities and Community Events.

Current city summer recreational programs include baseball. Soccer is very popular, and a city soccer program might be started. Committee Member Schiffman will talk with an experienced coach about startup costs and needs for setting up a soccer program.

Current school recreational programs include traditional sports of football, volleyball, basketball, and track. These are sometimes cancelled due to lack of players. It was noted that some Meadows Valley students attend McCall schools to participate in their athletic programs. The Committee would like to have a stronger relationship with the school in order to share recreational interests and work together on student programs. Committee Member Slettum will talk with faculty at the school and will see if anyone may be interested in joining the committee or sharing information with the committee that would help further recreation in New Meadows. This person will be invited to the next meeting.

United States Forest Service Recreational areas were discussed. Committee Member Edwards stated that trail walks could be arranged for students. Logistics would include a liability waiver, transportation, and a leader for the walks.

The Weiser River Trail provides much recreation for walkers and cyclists. Committee Member Edwards stated that the Weiser River Trail group meets quarterly, and is working with ITD, the City, and other entities on bringing the trail into New Meadows. Because of the many entities involved, the process has been slow. Bringing the trail into the city would also bring opportunities such as overnight camping, shuttle services, mid-trail meal services, and possibly showers. A donation could be requested if amenities were available for Trans-American Trail riders.

The Meadow Creek Resort offers golf in the summer and a cross-country trail in the winter. It was unclear whether skiers could ski on the golf course in the winter. Committee Member Schiffman stated that near Stanley, ranchers opened their farmlands to snowmobilers and cross country skiers. This might be a possibility in Meadows Valley.

Winter recreational sports include skiing at Brundage Mountain and the Little Ski Hill, both of which are in Adams County. Brundage Mountain owners are working on housing for their employees. The Little Ski

JOINT CITIZEN ADVISORY AND PARKS & RECREATION MEETING MINUTES
HELD TUESDAY, JANUARY 19, 2021 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

Item 2.

Hill currently has an afterschool ski programs for students of New Meadows. Committee Member Edwards stated that a relationship could be built between these entities and the City by asking how the City could support their programs. Committee Member Schiffman will talk with Rory Mehen regarding how he works with the ski hills in giving discounts to pass holders. Committee Member Slettum will talk with a person at the Little Ski Hill to see what the City could do to support them.

The Dog Sled Races are another winter recreational activity that has become popular in recent years. This race helps to qualify racers for the Iditarod. A portion of the race runs through Meadows Valley and could help to bring visitors in.

These ideas will be added to the Park Master Plan for review at the next meeting.

Adjournment

The meeting adjourned at 7:42 P.M.

Respectfully Submitted,

Angie Mettie, Secretary

DRAFT

Monthly Progress Report –December 2020

City of New Meadows - Water System Improvement Projects

Project Name: *Water Improvement Projects*

Progress Date: *Through January 18, 2020*

Project No.: *197.0010*

Contract: *\$631,500*

Prepared By: *Tim Farrell, P.E., Ed Stowe, P.E.*

Purpose: *Discuss project progress and expenses to date*

This project report reviews the Water System Improvement Project monthly progress and outlines action items required to meet overall project objectives. Budgetary and financial analysis on financial project standing will be presented to City Council on a routine basis. The progress report will be sent to the City Clerk monthly and presented to City Council as requested by the City.

Project Phasing:

The water project construction will be completed in-line with the following phases, which were updated per the February 24th Council Meeting:

Phase 1: Well Site Land Acquisition and Water Rights (completed 2019): During this phase, the city acquired a parcel of land located at the eastern end of Katherine Street south of the intersection of US 95/SH 55 for construction of a new well and well house.

Phase 2: Distribution Priority Valves and Hydrants (completed 2019): During this phase, all water system isolation valves, most of which were buried, were located and equipped with new valve boxes near the road surface. Valves were exercised to ensure they operated properly, and new valves were added to provide greater control of the system. Sixteen aging fire hydrants were replaced with new fire hydrants, and a section of old, unused distribution main was disconnected from the system. A GIS map of the water and sewer system, including water valve, hydrant, service connection, and manhole locations was developed with the assistance of Idaho Rural Water.

Phase 3: Well No. 5 Drilling (anticipated completion January 2021): This portion of the project consists of drilling a new 600-foot deep well (Well No. 5) to serve as a new source of supply for the city. The project was bid out in July 2020. Two bids were received; the low bidder was Dig Well Idaho at \$219,198.44. The contract has been awarded to Dig Well, which is in the process of constructing the well.

Phase 4: Priority Water Main Replacements and Well No. 5 Well House and Facilities: This phase includes construction of a new well house and related piping and equipment for Well No. 5 and connection of the well to the distribution system. It also includes replacement of four

Mountain WATERWORKS

sections of aging distribution piping and related work, including new isolation valves, one new fire hydrant, blowoff connections, and reconnection of customer services.

Phase 5: Booster Station and Water Storage Reservoir Replacement: This phase includes replacement and upsizing of the existing booster station and reservoir located in City Park with a new 1,500-gpm booster station and 350,000-gallon reservoir.

The following sections summarize work completed through the end of the previous month in each portion of the project.

Phase 3 – Well Construction and Water Right Transfers

1. Drilling the well was completed in December 2020. The casing, well screens, and gravel pack were placed, and the temporary 16-inch casing was removed in December 2020 – January 2021.
2. Geophysical logging was completed in December 2020, although it was not possible to drop the sensor into the lower portion of the bore due to sloughing of sedimentary material at one of the lower interbed zones.
3. Work on pouring the sanitary well seal and removing the upper 20-inch temporary casing will begin on January 18, 2021.
4. After the seal is poured, the temporary casing is removed, and the cement has been allowed to set up, the well will be test pumped and water quality samples will be collected and sent to Analytical Labs in Boise for analysis. This work is scheduled for the week of January 18th.
5. The next steps for the driller will be to cap the well and clean up and demobilize their equipment from the well site.
6. Upon completion of well testing, Mountain Waterworks will develop and submit a Well Completion Report to DEQ summarizing the construction of the well, test pumping results, and water quality testing. This document is a DEQ prerequisite to allow the well to be used as a public water system source of supply.

Phase 4 – Priority Water Main Replacements and Well No. 5 Well House and Facilities

1. Mountain Waterworks received review comments from DEQ regarding the plans and specifications on the well house. We have addressed these comments internally and anticipate resubmitting to DEQ by the end of January.

Phase 5 – Booster Station and Water Storage Reservoir Replacement

- Control Engineers is working on completing these plans and specifications incorporating review comments provided by Mountain Waterworks.

Proposed Work for next month (in order of priority):

- Complete Well 5 construction and conduct pump testing and water quality sampling.
- Submit Well Completion Report to DEQ.

Mountain

WATERWORKS


- Submit revised plans/specs to DEQ in response to DEQ review comments.
- Control Engineers to finalize booster station/reservoir drawings for construction and agency review. Drawings, specifications, and bidding documents for the booster station and reservoir can be submitted for agency review after the electrical and control drawings are finalized.

Action Items:

- None at this time.

City of New Meadows
Water System Improvements Project
Engineering Budget Summary as of 1/18/2021

Category	Task	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Percentage	
Basic Services	Task 01: Study and Report	\$41,500	\$41,500	\$42,951	\$42,951	\$127,203	\$0	\$0	100%	
	Task 02: Preliminary Design	\$125,000	\$125,000	\$127,203	\$107,307	\$1,144	\$1	\$1	100%	
	Task 03: Final Design	\$100,000	\$100,000	\$101,899	\$101,899	\$13,202	-\$5,408	\$13,202	105%	
	Task 04: Bidding and Negotiation	\$30,000	\$30,000	\$26,346	\$53,101	\$12,173	\$40,928	\$18,060	50%	
	Task 05: Construction	\$55,000	\$55,000	\$53,101	\$25,000	\$6,940	\$18,060	\$18,060	23%	
	Task 06: Post Construction	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	28%	
	Basic Services Subtotal	\$376,500	\$376,500	\$376,500	\$309,718	\$309,718	\$86,782	\$86,782	82.3%	
	RPR	Task 07: RPR Services	\$125,000	\$125,000	\$125,000	\$78,640	\$46,360	\$46,360	63%	
	Addtl. Services	Task 08: ITD Inspection & Coordination								
		Task 09: Additional Services (BMW Budget Only)								
a) O&M Manual and Record Drawings		\$15,000	\$15,000	\$15,000	\$1,870	\$13,130	\$0	\$13,130	12%	
b) Surveying		\$35,000	\$35,000	\$24,152	\$24,152	\$4,167	\$5,833	\$5,833	100%	
c) Geotechnical		\$10,000	\$10,000	\$10,000	\$35,848	\$40,898	-\$5,050	-\$5,050	42%	
d) SCADA Programming		\$25,000	\$25,000	\$10,000	\$10,000	\$10,000	\$7,311	\$7,311	114%	
e) Water Quality Sampling		\$10,000	\$10,000	\$10,000	\$10,000	\$2,689	\$7,311	\$7,311	0%	
f) Geophysical Well Logging & Camera Survey		\$10,000	\$10,000	\$10,000	\$25,000	\$25,000	-\$680	-\$680	27%	
g) Contract and Funding Administration	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	103%		
Additional Services Subtotal	\$130,000	\$130,000	\$130,000	\$130,000	\$88,406	\$30,594	\$30,594	77%		
Out of Scope	Assistance with Land Acquisition for Well Site				\$4,200	\$4,200				

		Total Project Tracking				
	Owner City of New Meadows					
	Engineer Mountain Waterworks		Through: 1/18/2021			
	LOCATION: New Meadows, Idaho		BY: EJS			
	Item No.	Project Description	Funding From Budget Total	Funding Total	Amount Allocated to Date	Amount Remaining
PHASE 1	Phase 1 - Distribution					
	1	US-95 Main Replacement Project	\$ 250,000	\$ 281,100	\$ 281,100	\$ -
	2	Valve and Hydrant Replacements	\$ 370,000	\$ 227,500	\$ 227,500	\$ -
	3	GIS Mapping (valves, hydrants, services)	\$ -	\$ 6,240	\$ -	\$ 6,240
	4	Short Distribution Main Replacement Sections	\$ -	\$ 125,000	\$ -	\$ 125,000
PHASE 2	Phase 2 - Other					
	3	Land Acquisition	\$ 90,000	\$ 25,000	\$ 25,000	\$ -
	4	Drill and Construct New Well	\$ 225,000	\$ 260,000	\$ 92,689	\$ 167,311
PHASE 3	Phase 3 - Reservoirs					
	5	Construct Well Production Facilities and Install Well Pump	\$ 175,000	\$ 365,000	\$ -	\$ 365,000
	6	Construct New Booster Station	\$ 500,000	\$ 670,000	\$ -	\$ 670,000
	7	Construct New Reservoir	\$ 750,000	\$ 430,000	\$ -	\$ 430,000
	8	SCADA System Upgrades	\$ 150,000	\$ 60,000	\$ -	\$ 60,000
SUMMARY	GENERAL CONSTRUCTION SUBTOTAL		\$ 2,510,000	\$ 2,460,000	\$ 626,289	\$ 1,823,711
	9	Administrative, Omissions and Contingency	\$ 251,000	\$ 307,000	\$ -	\$ 307,000
	GENERAL CONSTRUCTION TOTAL WITH CONTINGENCY		\$ 2,761,000	\$ 2,767,000	\$ 626,289	\$ 2,130,711
	10	Engineering Basic Services	\$ 376,500	\$ 376,500	\$ 309,718	\$ 66,782
	11	Engineering Additional Services	\$ 125,500	\$ 130,000	\$ 99,456	\$ 30,544
	12	Construction Inspection/Resident Project Representative	\$ 125,500	\$ 125,000	\$ 78,640	\$ 46,360
	ENGINEERING & INSPECTION SUBTOTAL		\$ 627,500	\$ 631,500	\$ 487,813	\$ 143,687
	TOTAL ESTIMATED PROJECT COST		\$ 3,388,500	\$ 3,388,500	\$ 1,114,102	\$ 2,274,398
	Percentage Complete, out of total funding package			32.9%		
	Construction Percent Contingency			12.2%		

January 18, 2021

RECEIVED
1-20-2021
mce



City of New Meadows

Dear Mayor,

In the fall of 2020, several volunteers came together for an idea to re-do and re-design the three entry signs that say Welcome to New Meadows. The wooden signs were showing much wear and needed to be replaced. Additional volunteers came together to create a fundraiser and design the new signs.

We are pleased to announce that on December 28th, 2020 the deposit for the three new signs was made and a contract signed. Delivery will be in late spring when the ground around the signs is available for safe installation after the spring thaw.

We are also extremely excited to announce that over the holidays several more donations for this sign project were made directly to Citizens for Community Enhancement. These additional donations bring the total raised for the sign project to \$ 11,104.00. The completed project with all expenses, comes to 11,070.00.

We appreciate the City of New Meadows offer to set aside funds to be paid for any remaining costs needed to complete the sign project. It is with a grateful heart to our community that the City of New Meadows generous offer will not be required.

We thank you for your support of this Community Project – and we can not wait for the new entry signs to be installed this spring.

Sincerely,

Linnea Hall, Coordinator from Citizens for Community Enhancement



Citizens for Community Enhancement An Idaho Unincorporated Nonprofit Association
P.O. Box 107 New Meadows, Idaho 83654
nmcitizens4ce@gmail.com

When to Seek Legal Advice

“The first thing we do, let’s kill all the lawyers.” Henry VI, Part 2, Act IV, Scene 2

What's a lawyer?

- A professional licensed to advise and represent others in legal matters
- A lawyer serves as a representative of people and entities
- The lawyer can speak on behalf of a client

What's a city attorney?

- Idaho Code Section 50-208A:
 - DUTIES OF CITY ATTORNEY
 - (1) The city attorney shall be the legal advisor of the municipal corporation, may represent the city in all suits or proceedings in which the city is interested, and shall perform such other duties as may be prescribed by ordinances and resolutions duly passed. Nothing herein, however, shall preclude any city from employing alternative additional counsel when deemed advisable.
 - (2) The city attorney, his deputies, or contract counsel shall prosecute those violations of county or city ordinances, state traffic infractions, and state misdemeanors committed within the municipal limits. In so doing, the city attorney...shall exercise the same powers as the county prosecutor....

Role of City Attorney vs. Council

- The City Attorney provides legal advice.
- The City Council makes the policy decisions.

When Should You Seek Advice of City Attorney

- You are contacted by a lawyer concerning a matter involving the city.
 - You are asked to provide a deposition.
 - You are asked to provide a declaration or affidavit.
 - You are asked to make a written statement on behalf of the city in a legal matter.
 - You receive a subpoena concerning a matter involving the city.
- You receive a credible threat of a lawsuit against the city.
- You have a question concerning legal interpretation of a statute or ordinance

Chapter 12 Off-Street Parking And Loading

10-12-1 Purpose

10-12-2 General Parking Requirements

10-12-3 Location Of Parking Spaces

10-12-4 Parking Area Improvements

10-12-5 Parking Lot Design Standards

10-12-6 Number Of Parking Spaces Required

10-12-7 Common Parking Facilities For Mixed Uses

10-12-8 General Loading Requirements

10-12-9 Number And Size Of Loading Berths

10-12-1 Purpose

The purpose of this chapter is to set forth the minimum requirements for off-street vehicular parking and loading for various buildings and land uses irrespective of the district in which they are located. (Ord. 313-08, 6-9-2008)

10-12-2 General Parking Requirements

- A. Off-street parking and loading facilities shall be shown on a site plan for a building permit or Administrator review at a scale not less than one inch equals one hundred feet (1" = 100'). This is not required for single-family or duplex construction on a lot with an attached garage for each unit.
- B. Commercial parking areas shall be used for automobile parking only, with no sales, storage, repair work or servicing of any kind conducted thereon. Trucks are allowed where the lot is constructed with adequate space to accommodate trucks of the appropriate class (or weight) as identified by Idaho Code 49 or its amendments.
- C. Whenever a land use is changed or altered (enlarged, increase in number of employees, seating capacity, etc.) in such a manner that will increase the parking space requirement specified by this title, a site plan showing the design for the additional parking spaces shall be submitted to the Administrator for approval.
- D. With the exception of residential districts, no inoperable or unlicensed vehicles shall be parked within public or private off-street parking areas. Inoperable or unlicensed vehicles located in residential districts shall be located within an enclosed building or an enclosed back yard, with a limit of two (2) vehicles that are not roadworthy. (See also section 4-2-2.)
- E. Groups of three (3) or more parking spaces, except those in conjunction with single-family or two-family dwellings on a single lot, shall be served by a service drive so that no backward movement or other maneuvering of a vehicle within a street, other than an alley, will be required. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

10-12-3 Location Of Parking Spaces

- A. An off-street parking lot for uses other than residential uses shall be located on the same lot as the principal use the parking lot serves. When a commercial/business enterprise is using an off-site parking area to satisfy its parking needs, a signed written agreement between the enterprise and the owner of the off-site parking area is required.
- B. Off-street parking for residences shall be located on a driveway in the side, rear or front. There shall be no parking in setback areas. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

10-12-4 Parking Area Improvements

All public or private parking areas which contain three (3) or more parking spaces shall be improved according to the following:

- A. Surface: All parking areas, except those in conjunction with single-family or two-family dwellings, shall have surfacing of asphalt concrete, or portland cement concrete. Other durable and dust-free surfacing materials may be approved by the Council for infrequently used parking areas, such as an auditorium, gymnasium, church or other similar use.
- B. Enclosures: All parking areas, including service drives, except those required in conjunction with single-family or two-family dwellings, which abut a residential district shall be enclosed along and immediately adjacent to any interior property which abuts any residential district with a sight obscuring fence, wall or hedge not less than three feet (3') nor more than six feet (6') in height. If the fence, hedge or wall is not located on the property line, said area between the fence, hedge or wall and the property line shall be landscaped and maintained with lawn or low-growing evergreen ground cover or rock mulch.
- C. Lighting: Any lights provided to illuminate any public or private parking area or vehicle sales area shall be so arranged as to reflect the light away from any abutting or adjacent residential district.
- D. Residential Location: Parking areas for residential uses, except those required in conjunction with a single-family or two-family dwelling, shall not be located in a required front yard.
- E. Service Drives: Service drives shall be designed and constructed to facilitate the flow of traffic, provide maximum safety in traffic access and egress and maximum safety of pedestrian and vehicular traffic on the site, but in no case shall two-way and one-way driveways be less than twenty feet (20') and twelve feet (12'), respectively. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

10-12-5 Parking Lot Design Standards

All parking spaces and parking lots shall be designed and constructed to the following minimum standards:

- A. Parking Space Dimensions: A standard parking space is nine feet (9') in width by twenty feet (20') in length, and a compact parking space is eight feet (8') in width by sixteen feet (16') in length. No more than twenty five percent (25%) of spaces in a parking area may be designed as compact parking spaces. Parking area aisle widths shall be as follows:

PARKING AISLE WIDTHS

	Parking Angle In Degrees			
	30	45	60	90
One-way traffic	12 feet	12 feet	24 feet	24 feet
Two-way traffic	24 feet	24 feet	24 feet	24 feet

- B. Stalls:
 1. Stalls must be clearly marked, and the markings must be maintained in good condition.
 2. No stalls shall be such that cars must back over the property line to enter or leave a stall.

- C. Driveway Entrances And Exits:

1. A driveway that serves no more than one dwelling unit: Ten feet (10') in width. Item 11.
2. A driveway that serves two (2) or more dwelling units: Eighteen feet (18') in width. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

10-12-6 Number Of Parking Spaces Required

The minimum number of off-street parking spaces required shall be no less than as set forth in the following table:

Use	Parking Spaces Required
Residential types:	
Bed and breakfast	2 for the operator; 1 for each guestroom; 1 for each employee
Hotels, motels, motor hotels, etc.	1 for each guestroom, plus 1 for each 2 employees
Mobile/manufactured home park	2 for each dwelling unit
Multiple-family dwelling	2 for each dwelling unit, with 1 visitor space per 3 dwelling units
Vacation rentals	1 for each guest dwelling unit, plus 2 per owner/operator
Single-family or two-family dwelling	2 for each dwelling unit on a single lot
Institutional types:	
Churches, clubs, lodges	1 for every 4 persons at the rated maximum occupancy of the building
Daycare centers	1 per 350 square feet of gross floor area
Hospitals	2 for each bed
Libraries, museums, art galleries	1 for each 250 square feet of gross floor area
Nursing homes, homes for the aged, group care homes, etc.	1 for each 3 beds
Schools:	
Elementary or junior high	1.5 for each teaching station, plus 4 for every classroom, or 1 for every 42 square feet of seating area where there are no fixed seats in an auditorium or assembly area
High schools	1.5 for each teaching station, plus 8 for every classroom or 1 for every 28 square feet of seating area where there are no fixed seats in an auditorium or assembly area
Welfare or correctional institutions	1 for each 5 beds
Commercial types:	
Barbershops, beauty salons and spas	1 for each 200 square feet of gross floor area
Bowling alleys	2 for each bowling lane

Establishments for the sale and consumption on the premises of food and beverages	1 for each 60 square feet of gross floor area	Item 11.
Establishments or enterprises of a recreational or an entertainment nature:		
Spectator type, e.g., auditoriums, assembly halls, theaters, stadiums, places of public assembly	1 for each 2 persons at the rated maximum occupancy of the building	
Participating type, e.g., skating rinks, dance halls	1 for each 2 persons at the rated maximum occupancy of the building	
Medical/dental clinics	2 parking spaces for each treatment room	
Office buildings, business and professional offices	1 for each 400 square feet of gross floor area	
Pharmacies	1 for each 150 square feet of gross floor area	
Retail establishments and automobile service garages, except as otherwise specified herein	1 for each 300 square feet of gross floor area	
Retail stores handling bulky merchandise, household furniture, or appliance repair shops	1 for each 600 square feet of gross floor area	
Industrial types:		
Except as specifically mentioned herein	1 for each 500 square feet of gross floor area	
Laboratories and research facilities	1 for each 300 square feet of gross floor area	
Machinery or equipment sales	1 for each 400 square feet of gross floor area	
Wholesale and storage corporations	1 for each 700 square feet of gross floor area	
The parking space requirements for buildings and uses not set forth herein shall be determined by the City Council, and such determination shall be based upon the requirements for the most comparable building or use specified herein.		
When multiple uses are proposed, the parking spaces requirement is set to the spaces required for the highest proposed use.		

(Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

10-12-7 Common Parking Facilities For Mixed Uses

- A. Number Of Spaces: In the case of mixed uses, the total requirements for off-street parking spaces shall be the sum of the requirements for the various uses. Off-street parking facilities for one use shall not be considered to provide parking facilities for any other use except as provided in subsection B of this section.
- B. Joint Uses Of Parking Facilities: The City Council may, upon application, authorize the joint use of parking facilities required by said uses and any other parking facility, provided that:
1. The applicant shows that there is no substantial conflict in the principal operating use of the building or use for which the joint use of parking facilities is proposed.
 2. The parties concerned in the joint use of off street parking facilities shall evidence agreement for such joint use by a legal instrument approved by the City Attorney as to form and content. Such instrument, when approved as conforming to the provisions of this

title, shall be recorded in the Office of the County Recorder and copies thereof filed with the City Clerk-Treasurer. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

Item 11.

10-12-8 General Loading Requirements

The following provisions shall apply to off-street loading facilities:

- A. The provision and maintenance of off-street loading space is a continuing obligation of the property owner. No building permit shall be issued until plans are presented that show property that is and will remain available for exclusive use of property for which the building permit is issued and shall be conditioned upon the unqualified continuance and availability of the amount of loading space required by this title. Should the owner or occupant of any building change the use to which the building is put, thereby increasing off-street loading requirements, it shall be unlawful and a violation of this title to begin or maintain such altered use until such time as the increased off-street loading requirements are met.
- B. Owners of two (2) or more buildings may agree to utilize jointly the same loading spaces when the hours of operation do not overlap; provided, that satisfactory legal evidence is presented in the form of deeds, leases or contracts to establish the joint use.
- C. A plan drawn to scale, indicating how the off-street loading requirements are to be fulfilled, shall accompany an application for loading areas.
- D. Design requirements for loading areas are as follows:
 1. Areas used for standing and maneuvering of vehicles shall have durable surfaces, maintained adequately for all-weather use and so drained as to avoid flow of water across sidewalks. Drainage shall be kept on site and designed to percolate into the ground from the containment area.
 2. Loading areas adjacent to residential districts or adjacent to residential uses shall be designed to minimize disturbance of residents.
 3. Access aisles shall be of sufficient width for all vehicular turning and maneuvering.
 4. Service drives shall have a minimum vision clearance area formed by the intersection of the driveway centerline, the street right-of-way line and a straight line joining said lines through points twenty feet (20') from their intersection. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

10-12-9 Number And Size Of Loading Berths

Buildings to be built or substantially altered that receive and distribute materials and merchandise by trucks shall provide and maintain off-street loading areas. (Ord. 313-08, 6-9-2008; amd. Ord. 367-2020, 4-27-2020)

Chapter 2 Parking Regulations

6-2-1 Definitions

6-2-2 Restricted Parking

6-2-3 Penalties

6-2-1 Definitions

When used in this chapter, the following words and terms shall have the meanings ascribed to them in this section:

STREET: A public right-of-way which provides vehicular and pedestrian access to adjacent properties, acceptance of grant of which has been officially approved by the Council. The term "street" includes the terms of highway, thoroughfare, road, avenue, boulevard, lane, place and other such terms.

TEMPORARY PARKING: Parking not in excess of two (2) hours.

TRAILER: Any vehicle designed to be towed or transported by another vehicle. The term "trailer" does not include mobile homes that exceed ten feet by fifty feet (10' x 50').

VEHICLE: Any apparatus designed or built to transport people, animals or inanimate objects, and generally, every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, excepting devices used exclusively upon stationary rails or tracks. (Ord. 319-09, 11-9-2009; amd. Ord. 367-2020, 4-27-2020)

6-2-2 Restricted Parking

A. Restrictions:

1. It shall be unlawful to park any vehicle, motorized or nonmotorized, on Virginia Street, which constitutes that portion of U.S. Highway 95 from Southend Road to the intersection of Highway 95 and Highway 55, between the hours of two o'clock (2:00) A.M. and six o'clock (6:00) A.M.
2. It shall be unlawful to park any vehicle or trailer, motorized or nonmotorized, on any other streets in the business/commercial districts, except for temporary parking associated with accessing products and services provided in the business/commercial districts and loading and unloading products for businesses in the business/commercial districts, between the hours of two o'clock (2:00) A.M. and six o'clock (6:00) A.M.
3. It shall be unlawful to park any vehicle or trailer, motorized or nonmotorized, on all streets in the residential districts, between the hours of two o'clock (2:00) A.M. and six o'clock (6:00) A.M., except for temporary parking associated with loading or unloading.
4. It shall be unlawful to park any vehicle or trailer, motorized or nonmotorized, on any improved alley in the City, except for temporary parking associated with loading and unloading.
5. In all instances, there shall be no vehicle or trailer parked in a street that may impede or interfere with the free flow of traffic in either driving lane. A vehicle or trailer in violation of this section shall be subject to immediate citation and removal.

B. Citation; Removal And Impound Costs: Any vehicle or trailer violating any of the restrictions set out in subsection A of this section shall be subject to citation, removal and impound. All costs for towing, recovery, impound and storage shall be paid by the registered owner. All said costs shall

be paid in full prior to the release of any towed or impounded vehicle or trailer. (Ord. 319-09-2009; amd. Ord. 367-2020, 4-27-2020)

Item 11.

6-2-3 Penalties

For any offense, the registered owner of the vehicle or trailer shall be fined a sum of fifty dollars (\$50.00), plus any and all costs assessed by the courts, which sum shall be assessed as a penalty. All costs for towing, recovery, impound and storage shall be paid by the registered owner of any vehicle or trailer found to be in violation of this chapter. Each day shall be a new and separate violation subject to all penalties and actions allowed in this chapter. (Ord. 319-09, 11-9-2009)

City of New Meadows
Elected Officials Best Practices Policy – Resolution TBD-2021

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO TO IDENTIFY, OUTLINE AND ENCOURAGE SOME BASIC BEST PRACTICES.

WHEREAS the City of New Meadows desires to memorialize these points:

- Demonstrate honesty and integrity in every action and statement.
- Inspire public confidence in the City’s goals and plans.
- Work for the common good, not personal agendas.
- Respect the proper roles of elected officials and city staff.
- Disagree agreeably and professionally, using appropriate language, tone, and nonverbal gestures.
- Share information and avoid surprises.
- Conduct City business in a respectful, professional manner.
- Remain aware of the city’s financial position and policies.
- Work together as a team, modeling teamwork and civility for the community.
- Prepare in advance of City Council Meetings and be familiar with the issues on the agenda.
- Participate fully in City Council Meetings and other public forums with respect, consideration, and courtesy to others.
- Work for win-win scenarios – strive for consensus and seek common ground.
- Remain loyal to the City’s vision and mission in all interactions with the public and press.

THIS RESOLUTION IS HEREBY MEMORIALIZED UPON ITS PASSAGE BY THE NEW MEADOWS CITY COUNCIL AND SIGNED BY THE MAYOR.

DATED this _____ of _____ 2021

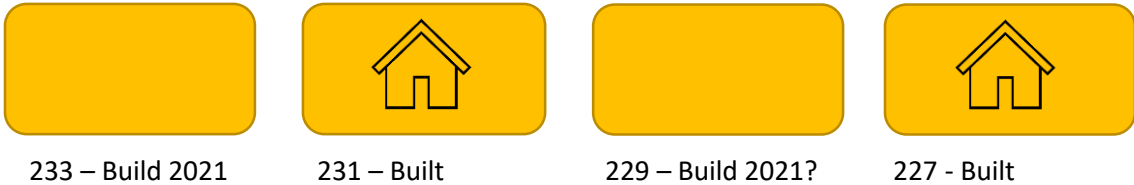
City of New Meadows, Adams County, Idaho

 Julie Good, Mayor

ATTEST: _____
 Jacob Qualls, City Clerk / Treasurer

Mr. Jim Kern is requesting a discount extension for his next home he is building. He purchased a connection for one of his properties he is building on this spring.

The subject properties are displayed in the graph below and are NOT TO SCALE!



Mr. Kern is building 233 this spring for a customer and the home will be sold. 231 is a home that he placed a few years ago, around 2017. 229 he purchased a discounted connection in 2018 but is looking for the correct floor plan to build there as the city has an easement which makes the lot a challenge. 227 and 231 are rentals for Mr. Kern.

His justification for requesting the extension is because of COVID-19 and not being able to find adequate employees.

229 Larae he paid a total of \$1305 for water connection (discounted plus the annual amounts he had been charged), he also paid \$2551.50 for sewer connection which included the discount and annual amounts he had been charged. He is asking for an extension of time to build on this lot and then he would also build on the 233 Larae lot. This would give him a 45% discount plus the amounts he has already paid for.

Mr. Kern seems to be the only contractor that is utilizing this discount program. It is my opinion that the City Council approve his request. The city received more long-term revenue when properties are constructed and connected to the system.

-mac

OFFICIAL LETTERHEAD

January 25, 2021

Director Tom Kealey
Idaho Department of Commerce
P.O. Box 83720
Boise, ID 83720-0093

Dear Director Kealey:

The City of New Meadows encourages your support for the Adams County grant application to provide Adams County Health Center, Inc. (ACHC) a mobile medical vehicle. Residents in our community will benefit from the direct services provided by a mobile clinic, which will mitigate the challenges to travel to Council for medical and behavioral health services. In particular, the Covid-19 virus has created an imminent need to reach all our residents, many of whom are financially struggling.

Our community is very supportive of ACHC and efforts to improve the quality and accessibility of health services,

We appreciate your concern and attention to the CDBG-CV CARES I grant request.

Sincerely,

Julie Good
Mayor

CITY OF NEW MEADOWS, IDAHO
Cash Report
For the Accounting Period: 12/20

Item 17.

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1 GENERAL						
10102 Cash - Idaho First	-60,435.63	5,809.90	0.00	0.00	31,059.34	-85,685.07
10105 Jumbo Money Market	101,845.50	3.03	0.00	0.00	0.00	101,848.53
10110 Cash - Local Government	37,726.52	23.46	0.00	0.00	0.00	37,749.98
10111 Daily Safe Float	500.00	0.00	0.00	0.00	0.00	500.00
Total Fund	79,636.39	5,836.39			31,059.34	54,413.44
8 MV ROUNDUP UTILITY ASSITANCE PROGRAM						
10102 Cash - Idaho First	0.00	23.12	211.61	0.00	23.12	211.61
10103 Cash - MV Roundup	1,640.48	0.00	23.12	0.00	211.61	1,451.99
Total Fund	1,640.48	23.12	234.73		234.73	1,663.60
9 Wesier River Trail Passthrough						
10102 Cash - Idaho First	5,000.00	0.00	0.00	0.00	21,050.00	-16,050.00
60 WATER FUND						
10102 Cash - Idaho First	99,251.79	15,170.94	0.00	0.00	113,933.86	488.87
10105 Jumbo Money Market	28,787.24	11.74	0.00	0.00	0.00	28,798.98
10110 Cash - Local Government	180,067.47	90.77	0.00	0.00	0.00	180,158.24
Total Fund	308,106.50	15,273.45			113,933.86	209,446.09
63 INDUSTRIAL PARK FUND						
10101 Cash - Umpqua Checking	-5,385.77	0.00	0.00	0.00	0.00	-5,385.77
10102 Cash - Idaho First	7,707.93	821.70	0.00	0.00	3,049.82	5,479.81
10110 Cash - Local Government	102,022.19	30.74	0.00	0.00	0.00	102,052.93
Total Fund	104,344.35	852.44			3,049.82	102,146.97
65 SEWER FUND						
10102 Cash - Idaho First	25,684.76	18,234.57	1,043.08	0.00	21,080.76	23,881.65
10105 Jumbo Money Market	34,692.94	6.24	0.00	0.00	0.00	34,699.18
10110 Cash - Local Government	103,264.28	48.21	0.00	0.00	0.00	103,312.49
Total Fund	163,641.98	18,289.02	1,043.08		21,080.76	161,893.32
71 PAYROLL CLEARING FUND						
10102 Cash - Idaho First	9,239.75	0.00	19,729.70	18,406.79	0.00	10,562.66
73 CLAIMS CLEARING FUND						
10102 Cash - Idaho First	13,717.69	0.00	169,401.00	51,342.47	0.00	131,776.22
Totals	685,327.14	40,274.42	190,408.51	69,749.26	190,408.51	655,852.30

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.

1 GENERAL

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
31010 Taxes-Property	4,322.90	0.00	0.00	0.00	4,322.90
31020 Taxes-Penalty	86.32	0.00	0.00	0.00	86.32
31030 Taxes-Interest	349.42	0.00	0.00	0.00	349.42
31060 Taxes-Personal Property Replacement	0.00	0.00	3,686.20	3,686.20	3,686.20
32110 City Liquor	0.00	0.00	1,575.00	1,575.00	1,575.00
32260 Dog Licenses	0.00	0.00	50.00	50.00	50.00
33100 CARES ACT Funding/Reimbursements	912.09	0.00	0.00	0.00	912.09
33500 State Revenue Sharing	10,901.01	0.00	0.00	0.00	10,901.01
33510 State Liquor Fees	6,198.00	0.00	0.00	0.00	6,198.00
33520 State HWY Users Fee (Existing)	5,103.18	0.00	0.00	0.00	5,103.18
33521 State HWY Users Fee (New Money)	1,726.89	0.00	0.00	0.00	1,726.89
34010 Franchise Fees - Idaho Power	3,273.10	0.00	0.00	0.00	3,273.10
34011 Franchise Fees - Cable One	184.53	0.00	0.00	0.00	184.53
35002 Notary Fees	5.00	0.00	0.00	0.00	5.00
35004 Burn Permits	10.00	0.00	0.00	0.00	10.00
35006 RV Permits	200.00	0.00	0.00	0.00	200.00
36100 Criminal Fines	309.15	0.00	365.40	365.40	674.55
36104 Animal Control Fines & Fees A/R	0.00	0.00	50.00	50.00	50.00
37110 Interest	72.96	0.00	28.79	28.79	101.75
37140 Dividends/Refunds	0.00	0.00	131.00	131.00	131.00
Total REVENUE	33,654.55	0.00	5,886.39	5,886.39	39,540.94
EXPENDITURES					
41100 Administration	14,176.71	4,660.61	0.00	4,660.61	18,837.32
41200 Wages	12,996.48	3,297.08	0.00	3,297.08	16,293.56
41400 Police Department	3,340.37	71.69	0.00	71.69	3,412.06
41500 Street Department	12,207.02	22,873.53	0.00	22,873.53	35,080.55
41600 Park Department	1,170.01	527.25	0.00	527.25	1,697.26
Total EXPENDITURES	43,890.59	31,430.16	0.00	31,430.16	75,320.75
			Revenue less Expenditures Current Month (25,543.77)
			Revenue less Expenditures Year to Date (35,779.81)

8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
37499 MV Roundup Donations	58.02	0.00	23.12	23.12	81.14
Total REVENUE	58.02	0.00	23.12	23.12	81.14
		Revenue less Expenditures Current Month		23.12	
		Revenue less Expenditures Year to Date			81.14

9 Weiser River Trail Passthrough

	Beginning	Debit	Credit	Net Change	Ending Balance
EXPENDITURES					
41700 Community Improvement	7,225.00	13,825.00	0.00	13,825.00	21,050.00
Total EXPENDITURES	7,225.00	13,825.00	0.00	13,825.00	21,050.00
		Revenue less Expenditures Current Month (13,825.00)
		Revenue less Expenditures Year to Date (21,050.00)

60 WATER FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
33315 DEQ Loan / Grant Water Project	7,610.00	0.00	0.00	0.00	7,610.00
34610 Water Collection Fees	22,269.08	0.00	9,871.59	9,871.59	32,140.67
34611 Water Admin Fees	2,166.00	0.00	1,173.25	1,173.25	3,339.25
34612 Water Capital Improvement Fees	722.00	0.00	379.05	379.05	1,101.05
34613 Water Debt Repay Fees	4,779.00	0.00	2,389.50	2,389.50	7,168.50
34614 Water Debt Reserve Fees	566.40	0.00	354.00	354.00	920.40
34615 Water Short Lived Asset Fees	1,345.20	0.00	708.00	708.00	2,053.20
34616 Water Depreciation Fees	127.44	0.00	88.50	88.50	215.94
34640 Water Delinquency Charge	496.00	12.00	284.00	272.00	768.00
37110 Interest	205.08	0.00	102.51	102.51	307.59
Total REVENUE	40,286.20	12.00	15,350.40	15,338.40	55,624.60
EXPENDITURES					
43310 Water Personnel Services	11,261.96	5,859.88	0.00	5,859.88	17,121.84
43320 Water Operating Expenses	9,758.97	5,764.59	0.00	5,764.59	15,523.56
43331 Water Capital Projects	99,621.50	2,461.50	0.00	2,461.50	102,083.00
Total EXPENDITURES	120,642.43	14,085.97	0.00	14,085.97	134,728.40
			Revenue less Expenditures Current Month		1,252.43
			Revenue less Expenditures Year to Date (79,103.80)

63 INDUSTRIAL PARK FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
34501 A/R Lease Agreements	3,105.69	0.00	995.97	995.97	4,101.66
34502 A/R Lease Solid Waste	54.25	0.00	21.70	21.70	75.95
37110 Interest	68.62	0.00	30.74	30.74	99.36
Total REVENUE	3,228.56	0.00	1,048.41	1,048.41	4,276.97
EXPENDITURES					
43100 Industrial Park	11,575.72	2,528.80	0.00	2,528.80	14,104.52
Total EXPENDITURES	11,575.72	2,528.80	0.00	2,528.80	14,104.52
		Revenue less Expenditures Current Month (1,480.39)
		Revenue less Expenditures Year to Date (9,827.55)

65 SEWER FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
34710 Sewer Collection Fees	25,718.00	0.00	13,020.00	13,020.00	38,738.00
34711 Sewer Admin Fees	2,100.00	0.00	1,137.50	1,137.50	3,237.50
34712 Sewer Capital Improvement Fees	700.00	0.00	367.50	367.50	1,067.50
34713 Sewer Depreciation Fees	205.80	0.00	120.06	120.06	325.86
34714 Sewer Debt Reserve Fees	185.22	0.01	120.05	120.04	305.26
34715 Sewer Debt Repayment	7,560.00	0.00	3,780.00	3,780.00	11,340.00
34716 Sewer Short Lived Asset Fees	1,292.00	0.00	680.00	680.00	1,972.00
34740 Sewer Delinquency Fees	472.00	12.00	276.00	264.00	736.00
37110 Interest	104.01	0.00	54.45	54.45	158.46
Total REVENUE	38,337.03	12.01	19,555.56	19,543.55	57,880.58
EXPENDITURES					
43210 Sewer Personnel Services	11,173.91	5,481.86	0.00	5,481.86	16,655.77
43220 Sewer Operating Expenses	19,406.55	4,822.82	0.00	4,822.82	24,229.37
43231 Sewer Capital Projects	0.00	360.00	0.00	360.00	360.00
Total EXPENDITURES	30,580.46	10,664.68	0.00	10,664.68	41,245.14
		Revenue less Expenditures Current Month			8,878.87
		Revenue less Expenditures Year to Date			16,635.44
		Grand Total Revenue less Expenditures Current Month (30,694.74)
		Grand Total Revenue less Expenditures Year to Date (129,044.58)

Roll Call / Pledge of Allegiance

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

Mac Qualls, Doug Buys, and Angie Mettie were present at City Hall. Dick Stubbs and Jessie Wallace were present via Zoom.

Alex Shephard was present at City Hall and Linnea Hall and Dee Frederickson were present via Zoom.

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

Presentation

Mayor Good presented Doug Buys with a plaque and thanked him for his years of service.

Public Input

There was no public input.

Reports

Mayor's Report

Mayor Good summarized her report, stating that the first Meadows Valley Monday e-mail went out today to share information with the public about meetings and events during the week. She encouraged people to share appreciation of the hard work of others. If members of the public or Council wish to add agenda items, a link is available on the website to add the item. She also stated that Linnea Hall will receive an invitation to attend the Stibnite Advisory Council Meetings.

Staff Report

The Council reviewed staff reports and had no questions.

Other Entity Reports

Doug Buys gave a report on his first week at the fire station. He stated that a lot of training will take place. He would like to get the youth program started and may utilize the city's newsletter for community involvement. He will be teaching a class on the city's water system, including education on the hydrants. He has reached out to other fire and EMS facilities in the area and has received a lot of positive feedback.

Discussion Items

City Council Best Practices Policy

Council Member Ryker shared suggestions for the best practices policy, which included removing the suggestion to create distraction-free space during online meetings, and also removing the suggestion to praise in public and criticize in private. She felt that being able to criticize is

important and should be done in public for transparency purposes. There were no other comments. City Clerk Qualls will draft a resolution based on the comments.

Local Pandemic Stage Review

No changes were made to the local pandemic stage.

Adams County All Hazard Mitigation Planning Meeting Assignment

A representative from New Meadows was needed for this project. Council Member Weber said she would consider representing the Council for this meeting.

Animal Control Position

Mayor Good suggested hiring a part-time animal control officer outside of the public works assistant position. The Council discussed parameters for the position, which included availability in town, spur of the moment notice, someone who enjoys animals, and someone to take ownership and make the position their own. Mayor Good will work with Mac and Jessie to come up with parameters for the position.

Action Items

Alex Shephard Backhoe Hours

City Attorney Stubbs will contact Carol Whitney at the school regarding insurance for the project.

- Council Member Weber moved to approve 8 hours of backhoe work for Alex Shephard with the understanding that necessary insurance will be in place prior to any work being completed; Council Member Ryker seconded the motion. Roll Call Vote: Parnett – yes, Ryker – yes, Weber – yes. Motion carried.

Consultant Agreement to Pay out PTO & Vacation Accruals to Doug Buys

Mayor Good summarized the payout agreement for Buys. She noted that he will be paid monthly and will not accrue vacation or paid time off, and that there would be no benefits. He will receive \$25 per hour for consulting.

- Council Member Ryker moved to approve the pay out of PTO & vacation accruals in addition to the consultant agreement for Doug Buys; Council Member Weber seconded the motion. Roll Call Vote: Weber – yes, Ryker – yes, Parnett – yes. Motion carried.

Position & Wage Changes for Jessica Gerke / Wallace

Mayor Good stated that Jessie’s new position would be titled Public Works Director. She is not expected to act as supervisor to the public works assistant or to temporary employees who assist with snow plowing. Her wages would be \$20 per hour retroactive to January 1, 2021.

- Council Member Ryker moved to approve the new position and wage change for Jessica Gerke; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Weber – yes, Ryker – yes. Motion carried.

As Needed Employee Wages

Devon Buys and Shaydan Wallace are available to help Jessie with snow removal as needed. Pay would be \$18 per hour.

- Council Member Weber moved to approve as-needed employee wages for additional help with snow removal; Council Member Ryker seconded the motion; Roll Call Vote: Weber – yes, Ryker – yes, Parnett – yes. Motion carried.

Animal Control Position

No action was taken.

Consent Agenda

The consent agenda included invoices to date, Front Porch Pizza beer & wine license, claims to date, December 29, 2020 minutes, and December 2020 payroll and timecards. Mayor Good read the claims.

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

Future Meeting Topics

Future meeting topics included a presentation by Chris Curtin on broadband, Brown’s RV dump station agreement, legal presentation by Dick Stubbs, audit presentation, COVID-19 presentation by Dr. Irvine, Business Spotlight of Vintage, Etc., Volunteer Spotlight of Linnea Hall, parking ordinance review, TTAC meeting update, snow removal agreements, and coordinating with Fire / EMS.

Adjournment

- Council Member Parnett moved to adjourn; Council Member Weber seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Meeting adjourned at 7:24 P.M.

Julie A. Good, Mayor

ATTEST: _____
Jacob M. Qualls, City Clerk / Treasurer

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
4778	E	416 De Lage LANDEN FINANCIAL		124.93								
		Photocopier Lease										
		71075594 01/25/21 Photocopier Lease		41.65*			1	67	41100	324		10102
		71075594 01/25/21 Photocopier Lease		41.64*			60	67	43320	324		10102
		71075594 01/25/21 Photocopier Lease		41.64*			65	67	43220	324		10102
		Total for Vendor:		124.93								
4772		634 Great West Engineering, Inc		4,350.00								
		January 2021 Invoice - WRT										
		23288 01/13/21 Task 4 - Preliminary Trail Pla		4,350.00*			9	67	41700	319		10102
		Total for Vendor:		4,350.00								
		*** Claim from another period (12/20) ****										
4774		571 Mountain Waterworks, Inc		7,140.05								
		5303 12/31/20 Task 3 - Final Design		945.00*			60	67	43331	319		10102
		5303 12/31/20 Task 5 - Construction		1,603.75*			60	67	43331	319		10102
		5303 12/31/20 Task 7 - RPR Services		1,902.10*			60	67	43331	319		10102
		5303 12/31/20 Task 8 - Additional Services		2,689.20*			60	67	43331	319		10102
		Total for Vendor:		7,140.05								
		*** Claim from another period (12/20) ****										
4775	E	514 PERKINS MITCHELL		598.00								
		1614-27235 01/20/21 City Matters		598.00*			1	67	41100	312		10102
		Total for Vendor:		598.00								
4771	E	530 Quadient Finance USA, INC		199.00								
		01/20/21 Postage -		49.75*			1	67	41100	620		10102
		01/20/21 Postage - Water		74.62*			60	67	43320	620		10102
		01/20/21 Postage - Sewer		74.63*			65	67	43220	620		10102
		Total for Vendor:		199.00								
4773	E	567 Safeguard Business Systems		216.04								
		034379223 01/06/21 Laser Checks (WTR)		72.01*			60	67	43320	324		10102
		034379223 01/06/21 Laser Checks (SWR)		72.01*			65	67	43220	324		10102
		034379223 01/06/21 Laser Checks (GEN)		72.02*			1	67	41100	324		10102
		Total for Vendor:		216.04								

* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
4776	E	253 United Oil		387.24								
	01/15/21	Fuel - Backhoe- Streets		26.36*			1		41500	630		10102
	01/15/21	Fuel - Backhoe- Water		26.36*			60		43320	630		10102
	01/15/21	Fuel - Backhoe- Sewer		26.36*			65		43220	630		10102
	01/15/21	Fuel - Grader - Streets Snow		144.70*			1	10	41500	630		10102
	01/15/21	Fuel - Grader - Water		8.04*			60		43320	630		10102
	01/15/21	Fuel - Grader - Sewer		8.04*			65		43220	630		10102
	01/15/21	Fuel - Animal Control		10.18*			1		41400	630		10102
	01/15/21	Fuel - Water		10.19*			60		43320	630		10102
	01/15/21	Fuel - Sewer		10.19*			65		43220	630		10102
	01/15/21	Fuel - Backhoe-strtts-snow		116.82*			1	10	41500	630		10102
Total for Vendor:				387.24								
# of Claims				7								
Total Electronic Claims				1,525.21								
Total Non-Electronic Claims				11490.05								
Total				13,015.26								

Fund/Account	Amount
1 GENERAL	
10102 Cash - Idaho First	\$1,059.48
9 Weiser River Trail Passthrough	
10102 Cash - Idaho First	\$4,350.00
60 WATER FUND	
10102 Cash - Idaho First	\$7,372.91
65 SEWER FUND	
10102 Cash - Idaho First	\$232.87
Total:	\$13,015.26

City Staff Member Preparer: Mac Qualls

Mayor Review: _____ Date: _____

Council Member Reviewed By: _____ Date: _____

Council Approval of Invoices Date: _____