



City Council Regular Meeting Agenda

Tuesday, November 12, 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/81927838230?pwd=AfMgTpOzaPDTNU1EbSxyBu61JEU5ve.1>

Call in: 253-205-0468

Meeting ID: 819 2783 8230

Password: 620151

ROLL CALL / PLEDGE OF ALLEGIANCE

1. Reading of the Mission Statement

PUBLIC INPUT

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

REPORTS

2. Mayor's Report
- [3.](#) Staff Reports
4. Award Presentation

DISCUSSION ITEMS

5. Childcare/ Youth Center
6. LHTAC Funding

ACTION ITEMS

7. Appointment of Traci Foster as City Council Member
8. Browns Mountain Recycling Fines/Citation
9. Scrap Roofing Bid
10. City Hall Schedule
11. Executive Session 74-206(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

CONSENT AGENDA

- [12.](#) Paid & Pending Claims
- [13.](#) October 2024 Payroll
- [14.](#) October 28, 2024 Meeting Minutes

FUTURE MEETING TOPICS

ADJOURNMENT

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

City of New Meadows Mission Statement:

“To provide citizens with a safe and clean community as we develop a vibrant, diverse economy together. Through coordinated and collaborative planning, we will utilize proactive means to provide effective, safe and fiscally responsible municipal programs and services while building and maintaining infrastructure of adequate capacity to accommodate present and future needs. With the overall health of each resident in mind, we will maintain an open and honest government as we plan for the future while preserving, protecting and enhancing our legacy.”

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

DEPARTMENT

MONTH

Hunter Brown

Public Works

October

TASKS COMPLETED

Equipment and Shop:

- Autocar declared safe by Olson HD Mechanical – Parts orders
- Routine Cleaning and Organization Management
- Keep up Yellow Iron: P.M. Sheets, general and annual servicing – Coastline Inspection: Minor issues with Grader – Quote on the way
- Maintain Ford: service calls & Emergencies.
- Maintain Chevy: Animal Control, park maintenance, Go-for
- Maintain Misc. Equipment: Power & hand tools
- Maintain inventory of consumables: Grease, fluids, cleaners & Filters. – Now ordering in bulk to save \$\$\$

Streets:

- Welcoming Streets committee, Preparing Carbon copies of all known info for next meeting
- Understand responsibility for Streets Repair & Maintenance. Become aware of budgeting.
- Maintain Material Purchase Records & Understand consumability of varied materials
- Become familiar with physical maps within City Hall – IRWA recommends copies at WWTP

Sewer:

- Understand responsibility for Water Resource Recovery Facility operation & Shadow Kirk
- Maintain WRRF seasonal functions & records – Winter preparation: Drain chambers, contact and Land app. Store Supplement pump, ect.
- Attend Relevant Wastewater Classes. (Online) (IRWA) – Plan to take Collection 1 & 2 tests early next year.
- Complete workshops sent by Kerry Huss IRWA – Extended With assistance from instructor Tom Romesburg

Park:

- Supervise Jessie and take over when necessary
- Unlock and clean restrooms
- Inventory, stock/replace paper and odor control
- Seasonal tasks: Move and reinstate irrigation laterals 1x-3x day

Water:

- Maintain Vigilance for emergencies
- Understand responsibility for Source Water Facility operation & Shadow Kirk x2
- Attain further involvement by increasing communication
- Attend Relevant Drinking Water Classes. (Online) (IRWA)
- Maintain Water Records (Source Well / Water Meter Data)

NRWA Apprenticeship Hours:

- Tools, Equipment, and Workplace safety – 337
- Vehicles and specialized equipment – 615
- System Operations and Maintenance – 908
- Quality Control – 274.75
- Logistics, Reports, and Supervision – 329.75
- One The Job training hours – 2524.5 of TBD
- Related Technical Instruction Hours: – 144 of 229

*IRWA has requested a re-check of hour since February 2024. Fall semester beginning September 11 and classes are scheduled Wednesdays and Fridays from 1:00 - 4:30. Beginning course: Collections II

Apprenticeship Coordinator: Gary Sievers gsievers@idahoruralwater.com
 Course Instructor: Tom Romesburg tromesberg@idahoruralwater.com

PROJECTS IN PROGRESS

Equipment and Shop:

- **Grader's Control Hydraulics Fail inspection!** – Awaiting mayors' approval before sending for repairs - All-inclusive quote available
- Routine Cleaning and Organization Management
- Keep up Yellow Iron: P.M. Sheets, general and annual servicing –
- Maintain Ford: service calls & Emergencies.
- Maintain Chevy: Animal Control, park maintenance, Go-for
- Maintain Misc. Equipment: Power & hand tools
- Maintain inventory of consumables: Grease, fluids, cleaners & Filters. – Now ordering in bulk to save \$\$\$
- Begin Annual oil and filter change on all equipment

Streets:

- Welcoming Streets committee, Preparing Carbon copies of all known info for next meeting
- Understand responsibility for Streets Repair & Maintenance. Become aware of budgeting.
- Maintain Material Purchase Records & Understand consumability of varied materials
- Become familiar with physical maps within City Hall – IRWA recommends copies at WWTP

Sewer:

- Understand responsibility for Water Resource Recovery Facility operation & Shadow Licensed Operator (Kirk)
- Maintain WRRF seasonal functions & records
- Attend Relevant Wastewater Classes. (Online) (IRWA) – Plan to take Collection 1 & 2 tests early next year.
- Complete workshops sent by Kerry Huss IRWA – Extended With assistance from instructor Tom Romesburg

Park:

- Supervise Jessie and take over when necessary
- Unlock and clean restrooms
- Inventory, stock/replace paper and odor control
- Seasonal tasks: Move and reinstate irrigation laterals 1x-3x day

Water:

- Ensure communication with Infrastructure specialist, Mr. John Stone, regarding all related projects
- Maintain Vigilance for emergencies
- Understand responsibility for Source Water Facility operation & Shadow Licensed Operator (Kirk) x2
- Attain further involvement by increasing communication
- Attend Relevant Drinking Water Classes. (Online) (IRWA)
- Maintain Water Records (Source Well / Water Meter Data)

NRWA Apprenticeship Hours:

- Tools, Equipment, and Workplace safety – 397
- Vehicles and specialized equipment – 695
- System Operations and Maintenance – 1012
- Quality Control – 290.75
- Logistics, Reports, and Supervision – 353.75
- One The Job training hours – 2748.5 of TBD
- Related Technical Instruction Hours: – 144 of 229

Fall semester began September 11 and classes are scheduled Wednesdays and Fridays from 1:00 - 4:30. Current course: Collections II

Apprenticeship Coordinator: Gary Sievers gsievers@idahoruralwater.com
 Course Instructor: Tom Romesburg tromesberg@idahoruralwater.com

CHALLENGES / ISSUES

- Green – Definite Manageability
- Yellow – Difficult Manageability
- White – Indeterminate Manageability
- Red – Unsafe Manageability

Streets

Status: Yellow

Slight complications due to weather, abundance of other time sensitive projects, and extra time consumed by operator-in-training

COMMUNITY INPUT & COMMENTS

Community:

Response:

The Public Works Team will maintain vigilance while entering winter months.

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Jessie Wallace

DEPARTMENT

Public Works

MONTH

October

TASKS COMPLETED

Water

- Meter reading
- Replace meter registers as needed
- Routine water logs
- Organized and prepped to install daycare water line
- Identified a leak at the crossroad apartments on the customer side
- Identified meters and readings by hand for city hall

Sewer

- Ensuring screen room is running efficiently
- Sewer logs
- Replaced faulty sewer service on South Commercial
- Lift station, land app wet well, and contact chamber are pumped out and ready for winter
- Installed sewer balloons to keep water out of the contact chambers
- Assisted the lab with monitoring well samples

Park

- Routine cleaning and garbage removal

Streets

- Coastline identified an oil leak on the grader. This is an extensive repair. The cab will have to be removed. The machine will have to be transported to be fixed. Hunter has quotes and details.
- Working with Hunter to get roads completed before winter
- Prepped for concrete at post office
- Completed online classes for LHTAC road scholar
- Assisted with pouring of concrete and clean up for the post office project

PROJECTS IN PROGRESS

Start winter preparation list

- Haul in gravel stockpile
- Attach wings to dump truck and grader
- Put tire chains on all equipment
- Change oil and filters on all equipment

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Kyla Gardner

DEPARTMENT

Admin, City Clerk

MONTH

October 2024

TASKS COMPLETED

- Claims
- Payroll
- Billing
- Email Billing
- Ach Payments
- Process Payments
- Working on Meeting Minutes
- Attended the Economic Summit

- Update social media/mobile text alerts
- Meadows Valley Monday Newsletter
- Agenda creation for City Council, Parks & Rec and Road/Street Meetings
- Bulk Water Billing/Invoices

PROJECTS IN PROGRESS

- Working on closing out last FY and Opening the new FY
- Working on close-out of water project.
- Working on close out of source water protection plan grant
- Working on the Title IV plan for ITD for future federal funding grants
- Childcare Advisory Committee meeting and planning for future meetings
- Working on Childcare Center planning, documents, and contract for the Childcare Center Grant.
- Correspondence with Grae Harper –Keeping him updated on all City Projects and Status.
- Working on Water Rate Study
- Working on Emergency Response Plan & Resilience plan for the Drinking Water System
- Working with developers and answering daily planning and zoning questions

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Dana Kautz

DEPARTMENT

Treasurer

MONTH

November

TASKS COMPLETED

- Filing payroll
- Claims review
- Started year end bank reconciliations
- Quarterly financial reports
- Quarterly payroll reports
- Quarterly transparency reports

PROJECTS IN PROGRESS

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Diane Ellen Hunter

DEPARTMENT

City Hall

MONTH

October 2024

TASKS COMPLETED

- Billing for the month of October and thereafter billing corrections as necessary ;
- Completing weekly financial spreadsheets as required and making weekly deposits as needed;
- Doing Journal Vouchers as necessary for Meadows Valley Round Up and updating MV Round up spreadsheet as necessary
- Resolving new meter issues/billing issues for new complex at 504-508 Virginia Avenue
- Resolving rate code issue with Black Mountain Software

PROJECTS IN PROGRESS

- Organization of front office space as has been ongoing
- Closing out claims for the FY 23-24
- Copying, handing out and accepting Applications for Energy Assistance Program via WICAP for processing for residents

CHALLENGES / ISSUES

- Catching up with filing and scanning claims as needed

COMMUNITY INPUT & COMMENTS

I have submitted my resignation due to my family returning to NYS. My last day will be 11-18-2024. It has been my extreme pleasure to serve the people of the City of New Meadows and get to know many of you. Best wishes to you all!

For dates posted from 10/30/24 to 11/12/24
* ... Over spent expenditure

| Claim/ Check | Invoice #/Name/ Vendor #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund | Org | Acct | Object | Proj | Cash Account |
|--------------|--|-------------------------|---------|------|------|-----|-------|--------|------|-----------------|
| 6429 | 580 4 Corner Communications | 480.00 | **** | | | | | | | |
| | IT Services and Amcrest for November 2024 | | | | | | | | | |
| | 3905 11/01/24 IT Professional Support | 153.33 | | | 1 | | 41100 | 327 | | 10102 |
| | 3905 11/01/24 IT Professional Support (W) | 153.33 | | | 60 | | 43320 | 327 | | 10102 |
| | 3905 11/01/24 IT Professional Support (SWR) | 153.34 | | | 65 | | 43220 | 327 | | 10102 |
| | 3906 11/01/24 AMCREST | 20.00 | | | 60 | | 43320 | 327 | | 10102 |
| | Total for Vendor: | 480.00 | | | | | | | | |
| 6440 | 292 Adams County Building Dept. | 5,836.20 | **** | | | | | | | |
| | FY 23/24 - Quarter 3 | | | | | | | | | |
| | Q3 23/24 11/12/24 23/24 Q3 PERMIT FEES | 4,977.80 | | | 1 | | 41100 | 321 | | 10102 |
| | Q3 23/24 11/12/24 23/24 Q3 SOLID WASTE FEES | 858.40 | | | 1 | | 41100 | 321 | | 10102 |
| | Total for Vendor: | 5,836.20 | | | | | | | | |
| 6432 | 563 Adams County Prosecuting | 1,500.00 | **** | | | | | | | |
| | November 2024 | | | | | | | | | |
| | 1073 11/04/24 Municipal Prosecutions- Nov | 1,500.00 | | | 1 | | 41400 | 312 | | 10102 |
| | Total for Vendor: | 1,500.00 | | | | | | | | |
| 6447 | 25 Analytical Labs, Inc. | 5,845.44 | **** | | | | | | | |
| | 2404458 06/30/24 Water Sampling / Testing | 3,152.00 | | | 60 | | 43320 | 745 | | 10102 |
| | 2407975 10/31/24 Water Sampling / Testing | 54.00 | | | 60 | | 43320 | 745 | | 10102 |
| | 2405325 07/31/24 Water Sampling / Testing | 54.00 | | | 60 | | 43320 | 745 | | 10102 |
| | 2404459 06/30/24 Sewer Sampling / Testing | 713.24 | | | 65 | | 43220 | 745 | | 10102 |
| | 2407976 10/31/24 Sewer Sampling / Testing | 1,175.78 | | | 65 | | 43220 | 745 | | 10102 |
| | 2405326 07/31/24 Sewer Sampling / Testing | 696.42 | | | 65 | | 43220 | 745 | | 10102 |
| | Total for Vendor: | 5,845.44 | | | | | | | | |
| 6433 | 1 C & M Lumber Co, Inc | 942.42 | **** | | | | | | | |
| | 10/25/24 Sewer | 276.39 | | | 65 | | 43220 | 324 | | 10102 |
| | 10/25/24 Shop - Water | 127.00 | | | 60 | | 43320 | 324 | | 10102 |
| | 10/25/24 Shop - Sewer | 126.99 | | | 65 | | 43220 | 324 | | 10102 |
| | 10/25/24 Shop - Streets | 127.00 | | | 1 | | 41500 | 324 | | 10102 |
| | 10/25/24 Park | 20.98 | | | 1 | | 41600 | 324 | | 10102 |
| | 10/25/24 Equipment | 264.06 | | | 1 | | 41500 | 350 | | 10101 |
| | Total for Vendor: | 942.42 | | | | | | | | |

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|--------|-------|--|-------------------------|---------|------|------|-----|-------|--------|------|-----------------|
| 6446 | E | 253 Christensen Inc. dba United Oil | 358.52 | | | 60 | | 43320 | 630 | | 10102 |
| | | CL70856 10/31/24 Fuel -Streets | 48.67 | | | 65 | | 43220 | 630 | | 10102 |
| | | CL70856 10/31/24 Fuel - Sewer | 48.67 | | | 60 | | 43320 | 630 | | 10102 |
| | | CL70856 10/31/24 Fuel - Water | 48.67 | | | 1 | | 41500 | 630 | | 10102 |
| | | CL70856 10/31/24 Fuel - Grader - Streets | 70.83 | | | 60 | | 43320 | 630 | | 10102 |
| | | CL70856 10/31/24 Fuel - Grader - Water | 70.84 | | | 65 | | 43220 | 630 | | 10102 |
| | | CL70856 10/31/24 Fuel - Grader - Sewer | 70.84 | | | | | | | | |
| | | Total for Vendor: | 358.52 | | | | | | | | |
| | | *** Claim from another period (10/24) **** | | | | | | | | | |
| 6428 | | 29 City of New Meadows | 870.88 | | | 65 | | 43220 | 339 | | 10102 |
| | | 025-00 10/31/24 Chlorinator Room | 14.47 | | | 1 | | 41600 | 332 | | 10102 |
| | | 310-00 10/31/24 Park Irrigation | 14.30 | | | 1 | | 41600 | 331 | | 10102 |
| | | 309-00 10/31/24 Park Restrooms | 111.06 | | | 63 | | 43100 | 331 | | 10102 |
| | | 014-00 10/31/24 Industrial Park | 232.98 | | | 65 | | 43220 | 338 | | 10102 |
| | | 364-00 10/31/24 Auger Room | 308.73 | | | 1 | | 41100 | 331 | | 10102 |
| | | 126-00 10/31/24 City Hall | 77.70 | | | 1 | | 41600 | 332 | | 10102 |
| | | 015-00 10/31/24 Skate Park | 14.30 | | | 1 | | 41600 | 332 | | 10102 |
| | | 012-00 10/31/24 Recycle Center | 21.29 | | | 1 | | 41600 | 332 | | 10102 |
| | | 060-00 10/31/24 Ambulance Shed | 76.05 | | | 1 | | 41100 | 331 | | 10102 |
| | | Total for Vendor: | 870.88 | | | | | | | | |
| | | *** Claim from another period (10/24) **** | | | | | | | | | |
| 6443 | | 405 CORE & MAIN LP | 2,798.47 | | | 60 | | 43320 | 324 | | 10102 |
| | | V767298 10/25/24 Water Parts (DC) | 2,798.47 | | | | | | | | |
| | | Total for Vendor: | 2,798.47 | | | | | | | | |
| | | *** Claim from another period (10/24) **** | | | | | | | | | |
| 6439 | | 739 Dalrymple Construction Services, | 72,748.63 | | | 1 | | 43151 | 324 | | 10102 |
| | | Construction of the Childcare Center | | | | | | | | | |
| | | PAI 10/15/24 Childcare Center Const. | 72,748.63 | | | | | | | | |
| | | Total for Vendor: | 72,748.63 | | | | | | | | |
| 6441 | | 495 Drake Diversified LLC | 400.00 | | | 60 | | 43320 | 310 | | 10102 |
| | | Monthly Back-up Operator October 2024 | | | | 65 | | 43220 | 310 | | 10102 |
| | | 2197 11/05/24 OCT 2024 H2O Back-up Operator | 200.00 | | | | | | | | |
| | | 2197 11/05/24 OCT 2024 SWR Back-up Operator | 200.00 | | | | | | | | |
| | | Total for Vendor: | 400.00 | | | | | | | | |

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|--------|-------|--|---|--------------|---------|------|------|-----|-------|--------|------|---------|
| | | | | Line \$ | | | | | | | | Account |
| 6437 | | 717 Grissom, Hoffman & Mohr, PLLC Design Development / Construction Document of the Childcare Center 23-027-011 10/31/24 Childcare Center Design. 23-027-010 09/27/24 Childcare Center Design | 34,350.75 4,286.75 30,064.00 | | | | 1 | | 43151 | 324 | | 10102 |
| | | Total for Vendor: | 34,350.75 | | | | 1 | | 43151 | 324 | | 10102 |
| 6426 | | 641 High Mountain Cleaning & OFFICE CLEANING / CITY HALL 10/11/2024, 10/27/2024 11272 10/21/24 OFFICE CLEANING / CITY HALL | 108.50 | | | | 1 | | 41100 | 324 | | 10102 |
| | | Total for Vendor: | 108.50 | | | | | | | | | |
| 6438 | E | 4 Idaho Power 0032879986 11/07/24 Street Lights (Electricity) 0032879987 11/07/24 City Shop (Electricity) Wa 0032879987 11/07/24 City Shop (Electricity) Se 0032879987 11/07/24 City Shop (Electricity) Str 0032879959 11/07/24 Parks (Electricity) 0032879967 11/07/24 Sewer Lift Station (Electr 0032879945 11/07/24 Well #3 (Electric) 0032879933 11/07/24 Well #4 (Electric) 0032879940 11/07/24 Booster Station (Electric) 0032879919 11/07/24 Sewer Plant (Electricity) 0030309892 11/07/24 City Hall (Electricity) Ge 0030309892 11/07/24 City Hall (Electricity) H2O 0030238986 11/07/24 City Hall (Electricity) SWR 0032880160 11/07/24 Sewer Land Ap 0033198570 11/07/24 Childcare Center 0033232987 11/07/24 Well #5 (Electric) | 3,138.95 674.13 97.01 97.01 97.01 89.13 26.43 345.19 205.31 366.55 437.80 65.31 65.32 65.31 148.72 27.03 331.69 | | | | 1 | | 41500 | 330 | | 10102 |
| | | Total for Vendor: | 3,138.95 | | | | 60 | | 43320 | 330 | | 10102 |
| | | Total for Vendor: | 196.00 | | | | 65 | | 43220 | 330 | | 10102 |
| | | Total for Vendor: | 108.50 | | | | 1 | | 41500 | 330 | | 10102 |
| | | Total for Vendor: | 196.00 | | | | 65 | | 43220 | 330 | | 10102 |
| | | Total for Vendor: | 196.00 | | | | 63 | | 43100 | 330 | | 10101 |
| | | Total for Vendor: | 196.00 | | | | 60 | | 43320 | 348 | | 10102 |
| 6427 | | 279 J.I. Morgan, Inc. Road Mix for S. Commercial 0000879 10/31/24 Road Mix- Streets | 196.00 | | | | 1 | | 41500 | 324 | | 10102 |
| | | Total for Vendor: | 196.00 | | | | | | | | | |

*** Claim from another period (10/24) ****
*** Claim from another period (10/24) ****
*** Claim from another period (10/24) ****

For dates posted from 10/30/24 to 11/12/24
* ... Over spent expenditure

| Claim/ | Check | Invoice #/Name/ Vendor #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|--------|-------|---|-------------------------|---------|------|---------------|--------|------|-----------------|
| 6445 | E | 150 Lake Shore Disposal | 285.32 | **** | | | | | |
| | | 26948599 11/01/24 Garbage - General | 71.33 | | | 1 41100 | 324 | | 10102 |
| | | 26948599 11/01/24 Garbage - Water | 71.33 | | | 60 43320 | 324 | | 10102 |
| | | 26948599 11/01/24 Garbage - Sewer | 71.33 | | | 65 43220 | 324 | | 10102 |
| | | 26948599 11/01/24 Garbage - Industrial Park | 71.33 | | | 63 43100 | 324 | | 10102 |
| | | Total for Vendor: | 285.32 | | | | | | |
| | | *** Claim from another period (10/24) **** | 600.00 | | | | | | |
| 6434 | | 689 Mountain Septic | | | | | | | |
| | | Pumped two lift station vaults. | | | | | | | |
| | | 1232 10/29/24 Pumped Lift Stations | 600.00 | | 22 | 65 43220 | 324 | | 10102 |
| | | Total for Vendor: | 600.00 | | | | | | |
| | | *** Claim from another period (10/24) **** | 145.00 | | | | | | |
| 6444 | | 740 Olson Equipment Repair | | | | | | | |
| | | Diagnosed brake sensor on City Dump Truck | | | | | | | |
| | | 10/31/24 City Dump Truck sensor | 145.00 | | | 1 41500 | 350 | | 10102 |
| | | Total for Vendor: | 145.00 | | | | | | |
| | | *** Claim from another period (10/24) **** | 150.00 | | | | | | |
| 6435 | | 738 Payette Delivery Services LLC | | | | | | | |
| | | 15 50 gallon empty drums returned to Dubois Chemical in Nampa, ID | | | | | | | |
| | | 1201 10/26/24 Empty drum returned | 150.00 | | | 65 43220 | 324 | | 10102 |
| | | Total for Vendor: | 150.00 | | | | | | |
| | | *** Claim from another period (10/24) **** | 2,000.00 | | | | | | |
| 6431 | | 642 Raven Waterworks, LLC | | | | | | | |
| | | Monthly Operator Water / Sewer | | | | | | | |
| | | 241103 11/01/24 August H2O Operator | 1,000.00 | | | 60 43320 | 352 | | 10102 |
| | | 241103 11/01/24 August SWR Operator | 1,000.00 | | | 65 43220 | 352 | | 10102 |
| | | Total for Vendor: | 2,000.00 | | | | | | |
| | | *** Claim from another period (10/24) **** | 33.00 | | | | | | |
| 6430 | | 659 SMS Inc. | | | | | | | |
| | | 651 10/31/24 Shipping (SWR) | 33.00 | | | 65 43220 | 620 | | 10102 |
| | | Total for Vendor: | 33.00 | | | | | | |
| 6442 | E | 500 SPARKLIGHT formerly Cable One | 111.60 | | | | | | |
| | | Internet Services | | | | | | | |
| | | 11/11/24 Internet - General | 37.20 | | | 1 41100 | 308 | | 10102 |
| | | 11/11/24 Internet - Water | 37.20 | | | 60 43320 | 308 | | 10102 |

For dates posted from 10/30/24 to 11/12/24
* ... Over spent expenditure

| Claim/ | Check | Invoice #/Name/ Vendor #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund | Org | Acct | Object | Proj | Cash |
|--------|-------|--|-------------------------|---------|------|------|-----|-------|--------|------|-------|
| | | 11/11/24 Internet - Sewer | 37.20 | | | 65 | | 43220 | 308 | | 10102 |
| | | Total for Vendor: | 111.60 | | | | | | | | |
| | | *** Claim from another period (10/24) **** | | | | | | | | | |
| 6436 | E | 436 US Bank | 1,865.23 | | | | | | | | |
| | | GOOGLE 10/25/24 Email (Gen) | 70.20 | | | 1 | | 41100 | 709 | | 10102 |
| | | GOOGLE 10/25/24 Email (IND) | 70.20 | | | 63 | | 43100 | 709 | | 10102 |
| | | GOOGLE 10/25/24 Email (WTR) | 70.20 | | | 60 | | 43320 | 709 | | 10102 |
| | | GOOGLE 10/25/24 Email (SWR) | 70.20 | | | 65 | | 43220 | 709 | | 10102 |
| | | phones 10/25/24 8x8 phones (GEN) | 35.04 | | | 1 | | 41100 | 308 | | 10102 |
| | | phones 10/25/24 8x8 phones (WTR) | 35.04 | | | 60 | | 43320 | 308 | | 10102 |
| | | phones 10/25/24 8x8 phones (SWR) | 35.04 | | | 65 | | 43220 | 308 | | 10102 |
| | | supplies 10/25/24 ADOBE | 19.99 | | | 1 | | 41100 | 324 | | 10102 |
| | | domain 10/25/24 landl Domain | 3.00 | | | 1 | | 41100 | 709 | | 10102 |
| | | postage 10/25/24 FP Mailing | 207.00 | | | 1 | | 41100 | 620 | | 10102 |
| | | post 10/25/24 Postage | 122.85 | | | 1 | | 41100 | 620 | | 10102 |
| | | SWR1 10/25/24 Carbonite SWR backup | 95.99 | | | 65 | | 43220 | 324 | | 10102 |
| | | TRN 10/25/24 Economic Summit | 100.00 | | | 1 | | 41100 | 520 | | 10102 |
| | | sup 10/25/24 Amazon Office Sup | 94.66 | | | 1 | | 41100 | 610 | | 10102 |
| | | SWR2 10/25/24 Robertson | 79.82 | | | 65 | | 43220 | 324 | | 10102 |
| | | TA 10/25/24 TXT Alert (GEN) | 189.00 | | | 1 | | 41100 | 709 | | 10102 |
| | | TA 10/25/24 TXT Alert (WTR) | 189.00 | | | 60 | | 43320 | 709 | | 10102 |
| | | TA 10/25/24 TXT Alert (SWR) | 189.00 | | | 65 | | 43220 | 709 | | 10102 |
| | | TA 10/25/24 TXT Alert (IND) | 189.00 | | | 63 | | 43100 | 709 | | 10101 |

Total for Vendor: 1,865.23
of Claims 22
Total Electronic Claims 5,759.62
Total Non-Electronic Claims 129005.29

of Vendors 17

Total: 134,764.91

For Date Posted = 11/12/24
* ... Over spent expenditure

| Claim/ | Check | Invoice #/Inv Date/ | Vendor #/Name/ | Description | Document \$/ Line \$ | Disc \$ | PO # | Fund | Org | Acct | Object | Proj | Cash Account |
|--------|----------------------|---------------------|---------------------------------|--------------------------|-------------------------|---------|------|------|-----|-------|--------|------|-----------------|
| 6440 | | | 292 Adams County Building Dept. | | 5,836.20 | | | | | | | | |
| | FY 23/24 - Quarter 3 | | | | | | | | | | | | |
| | Q3 23/24 | 11/12/24 | 23/24 | Q3 PERMIT FEES | 4,977.80* | | | 1 | | 41100 | 321 | | 10102 |
| | Q3 23/24 | 11/12/24 | 23/24 | Q3 SOLID WASTE FEES | 858.40* | | | 1 | | 41100 | 321 | | 10102 |
| | | | | Total for Vendor: | 5,836.20 | | | | | | | | |
| | | | | # of Claims | 1 | | | | | | | | |
| | | | | # of Vendors | 1 | | | | | | | | |
| | | | | Total: | 5,836.20 | | | | | | | | |

Jessica Wallace

Pay Period

10/16/2024 to

10/31/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | | | | | | | | | 0.00 | |
| Wednesday | 10/16/2024 | 8.18 | | | | | | | 8.18 | |
| Thursday | 10/17/2024 | 8.42 | | | | | | | 8.42 | |
| Friday | 10/18/2024 | 2.58 | | | | | | | 2.58 | |
| Saturday | 10/19/2024 | | | | | | | | 0.00 | |
| Total Week | | 19.18 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 19.18 | |
| Sunday | 10/20/2024 | | | | | | | | 0.00 | |
| Monday | 10/21/2024 | 8.00 | | | | | | | 8.00 | |
| Tuesday | 10/22/2024 | 8.70 | | | | | | | 8.70 | |
| Wednesday | 10/23/2024 | 8.43 | | | | | | | 8.43 | |
| Thursday | 10/24/2024 | 7.80 | | | | | | | 7.80 | |
| Friday | 10/25/2024 | 7.07 | | 0.08 | | | | | 7.15 | |
| Saturday | 10/26/2024 | | | | | | | | 0.00 | |
| Total Week | | 40.00 | 0.00 | 0.08 | 0.00 | 0.00 | 0.00 | 0.00 | 40.08 | |
| Sunday | 10/27/2024 | | | | | | | | 0.00 | |
| Monday | 10/28/2024 | 7.88 | | | | | | | 7.88 | |
| Tuesday | 10/29/2024 | 8.43 | | | | | | | 8.43 | |
| Wednesday | 10/30/2024 | 5.62 | | | | | | | 5.62 | |
| Thursday | 10/31/2024 | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 21.93 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 21.93 | |
| Total Pay Period | | 81.11 | 0.00 | 0.08 | 0.00 | 0.00 | 0.00 | 0.00 | 81.19 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Wed Oct 16 - Thu Oct 31, 2024

Jessie Wallace

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|---------------------------|--------------|-----------|--------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Wed Oct 16 | Public Works | | 8:29 am - 4:40 pm | 0.00 | 8.18 | 8.18 | 8.18 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 17 | Public Works | | 8:28 am - 4:53 pm | 0.00 | 8.42 | 8.42 | 8.42 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 18 | Public Works | | 8:25 am - 11:00 am | 0.00 | 2.58 | 2.58 | 2.58 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 21 | Public Works | | 8:33 am - 4:33 pm | 0.00 | 8.00 | 8.00 | 8.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 22 | Public Works | | 8:24 am - 5:06 pm | 0.00 | 8.70 | 8.70 | 8.70 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 23 | Public Works | | 8:25 am - 4:51 pm | 0.00 | 8.43 | 8.43 | 8.43 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 24 | Public Works | | 8:30 am - 4:18 pm | 0.00 | 7.80 | 7.80 | 7.80 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 25 | Public Works | | 8:40 am - 3:49 pm | 0.00 | 7.15 | 7.15 | 7.07 | 0.00 | 0.08 | \$0.00 | \$0.00 |
| Mon Oct 28 | Public Works | | 8:33 am - 4:26 pm | 0.00 | 7.88 | 7.88 | 7.88 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 29 | Public Works | | 8:30 am - 4:56 pm | 0.00 | 8.43 | 8.43 | 8.43 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | Public Works | | 9:00 am - 12:07 pm | 0.00 | 3.12 | 3.12 | 3.12 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | Public Works | | 12:59 pm - 1:30 pm | 0.00 | 0.52 | 0.52 | 0.52 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | Public Works | | 2:17 pm - 4:16 pm | 0.00 | 1.98 | 1.98 | 1.98 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Jessie Wallace | | | | 0.00 | 81.19 | 81.19 | 81.11 | 0.00 | 0.08 | \$0.00 | \$0.00 |

Diane Hunter

Pay Period

10/16/2024 to

10/31/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | | | | | | | | | 0.00 | |
| Wednesday | 10/16/2024 | 7.22 | | | | | | | 7.22 | |
| Thursday | 10/17/2024 | 6.92 | | | | | | | 6.92 | |
| Friday | 10/18/2024 | | | | | | | | 0.00 | |
| Saturday | 10/19/2024 | | | | | | | | 0.00 | |
| Total Week | | 14.14 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14.14 | |
| Sunday | 10/20/2024 | | | | | | | | 0.00 | |
| Monday | 10/21/2024 | 7.05 | | | | | | | 7.05 | |
| Tuesday | 10/22/2024 | 4.98 | | | | | | | 4.98 | |
| Wednesday | 10/23/2024 | 6.98 | | | | | | | 6.98 | |
| Thursday | 10/24/2024 | 7.10 | | | | | | | 7.10 | |
| Friday | 10/25/2024 | | | | | | | | 0.00 | |
| Saturday | 10/26/2024 | | | | | | | | 0.00 | |
| Total Week | | 26.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 26.11 | |
| Sunday | 10/27/2024 | | | | | | | | 0.00 | |
| Monday | 10/28/2024 | 8.72 | | | | | | | 8.72 | |
| Tuesday | 10/29/2024 | 6.97 | | | | | | | 6.97 | |
| Wednesday | 10/30/2024 | 7.03 | | | | | | | 7.03 | |
| Thursday | 10/31/2024 | 7.12 | | | | | | | 7.12 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 29.84 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 29.84 | |
| Total Pay Period | | 70.09 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 70.09 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Wed Oct 16 - Thu Oct 31, 2024

Diane Ellen Hunter

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-------------------------------|--------------|-----------|--------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Wed Oct 16 | Deputy Clerk | | 7:58 am - 3:11 pm | 0.00 | 7.22 | 7.22 | 7.22 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 17 | Deputy Clerk | | 8:00 am - 2:55 pm | 0.00 | 6.92 | 6.92 | 6.92 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 21 | Deputy Clerk | | 8:02 am - 12:35 pm | 0.00 | 4.55 | 4.55 | 4.55 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 21 | Deputy Clerk | | 12:39 pm - 3:09 pm | 0.00 | 2.50 | 2.50 | 2.50 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 22 | Deputy Clerk | | 8:01 am - 1:00 pm | 0.00 | 4.98 | 4.98 | 4.98 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 23 | Deputy Clerk | | 8:01 am - 3:00 pm | 0.00 | 6.98 | 6.98 | 6.98 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 24 | Deputy Clerk | | 8:04 am - 3:10 pm | 0.00 | 7.10 | 7.10 | 7.10 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 28 | Deputy Clerk | | 8:02 am - 3:00 pm | 0.00 | 6.97 | 6.97 | 6.97 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 28 | Deputy Clerk | | 6:00 pm - 7:45 pm | 0.00 | 1.75 | 1.75 | 1.75 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 29 | Deputy Clerk | | 8:00 am - 12:40 pm | 0.00 | 4.67 | 4.67 | 4.67 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 29 | Deputy Clerk | | 12:47 pm - 3:05 pm | 0.00 | 2.30 | 2.30 | 2.30 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | Deputy Clerk | | 8:01 am - 3:03 pm | 0.00 | 7.03 | 7.03 | 7.03 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 31 | Deputy Clerk | | 8:08 am - 3:15 pm | 0.00 | 7.12 | 7.12 | 7.12 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Diane Ellen Hunter | | | | 0.00 | 70.09 | 70.09 | 70.09 | 0.00 | 0.00 | \$0.00 | \$0.00 |

Kyla Gardner

Pay Period

10/16/2024 to

10/31/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | | | | | | | | | 0.00 | |
| Wednesday | 10/16/2024 | 7.95 | | | | | | | 7.95 | |
| Thursday | 10/17/2024 | 7.67 | | | | | | | 7.67 | |
| Friday | 10/18/2024 | 1.08 | | | | | | | 1.08 | |
| Saturday | 10/19/2024 | | | | | | | | 0.00 | |
| Total Week | | 16.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 16.70 | |
| Sunday | 10/20/2024 | | | | | | | | 0.00 | |
| Monday | 10/21/2024 | 7.72 | | | | | | | 7.72 | |
| Tuesday | 10/22/2024 | 7.78 | | | | | | | 7.78 | |
| Wednesday | 10/23/2024 | 7.67 | | | | | | | 7.67 | |
| Thursday | 10/24/2024 | 7.92 | | | | | | | 7.92 | |
| Friday | 10/25/2024 | | | | | | | | 0.00 | |
| Saturday | 10/26/2024 | | | | | | | | 0.00 | |
| Total Week | | 31.09 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 31.09 | |
| Sunday | 10/27/2024 | | | | | | | | 0.00 | |
| Monday | 10/28/2024 | 9.18 | | | | | | | 9.18 | |
| Tuesday | 10/29/2024 | 7.93 | | | | | | | 7.93 | |
| Wednesday | 10/30/2024 | 7.87 | | | | | | | 7.87 | |
| Thursday | 10/31/2024 | 7.87 | | | | | | | 7.87 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 32.85 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 32.85 | |
| Total Pay Period | | 80.64 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 80.64 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Wed Oct 16 - Thu Oct 31, 2024

Kyla Gardner

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-------------------------|------|-----------|-------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Wed Oct 16 | | | 7:44 am - 3:41 pm | 0.00 | 7.95 | 7.95 | 7.95 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 17 | | | 7:46 am - 3:26 pm | 0.00 | 7.67 | 7.67 | 7.67 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 18 | | | 8:28 am - 9:33 am | 0.00 | 1.08 | 1.08 | 1.08 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 21 | | | 7:44 am - 3:27 pm | 0.00 | 7.72 | 7.72 | 7.72 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 22 | | | 7:41 am - 3:28 pm | 0.00 | 7.78 | 7.78 | 7.78 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 23 | | | 7:44 am - 3:24 pm | 0.00 | 7.67 | 7.67 | 7.67 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 24 | | | 7:41 am - 3:36 pm | 0.00 | 7.92 | 7.92 | 7.92 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 28 | | | 7:40 am - 1:57 pm | 0.00 | 6.28 | 6.28 | 6.28 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 28 | | | 2:57 pm - 3:32 pm | 0.00 | 0.58 | 0.58 | 0.58 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 28 | | | 5:42 pm - 8:01 pm | 0.00 | 2.32 | 2.32 | 2.32 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 29 | | | 7:40 am - 3:36 pm | 0.00 | 7.93 | 7.93 | 7.93 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | | | 7:41 am - 3:33 pm | 0.00 | 7.87 | 7.87 | 7.87 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 31 | | | 7:43 am - 3:35 pm | 0.00 | 7.87 | 7.87 | 7.87 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Kyla Gardner | | | | 0.00 | 80.64 | 80.64 | 80.64 | 0.00 | 0.00 | \$0.00 | \$0.00 |

Dana Kautz

Pay Period

10/16/2024 to

10/31/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | | | | | | | | | 0.00 | |
| Wednesday | 10/16/2024 | 2.63 | | | | | | | 2.63 | |
| Thursday | 10/17/2024 | 2.38 | | | | | | | 2.38 | |
| Friday | 10/18/2024 | | | | | | | | 0.00 | |
| Saturday | 10/19/2024 | | | | | | | | 0.00 | |
| Total Week | | 5.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5.01 | |
| Sunday | 10/20/2024 | | | | | | | | 0.00 | |
| Monday | 10/21/2024 | 2.17 | | | | | | | 2.17 | |
| Tuesday | 10/22/2024 | | | | | | | | 0.00 | |
| Wednesday | 10/23/2024 | 2.33 | | | | | | | 2.33 | |
| Thursday | 10/24/2024 | 2.17 | | | | | | | 2.17 | |
| Friday | 10/25/2024 | | | | | | | | 0.00 | |
| Saturday | 10/26/2024 | | | | | | | | 0.00 | |
| Total Week | | 6.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6.67 | |
| Sunday | 10/27/2024 | | | | | | | | 0.00 | |
| Monday | 10/28/2024 | 1.90 | | | | | | | 1.90 | |
| Tuesday | 10/29/2024 | | | | | | | | 0.00 | |
| Wednesday | 10/30/2024 | 2.85 | | | | | | | 2.85 | |
| Thursday | 10/31/2024 | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 4.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.75 | |
| Total Pay Period | | 16.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 16.43 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Wed Oct 16 - Thu Oct 31, 2024

Dana Kautz

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-----------------------|----------------|------------------|--------------------|------------------------|-----------------------------|-------------------------|----------------------|----------------------|-----------------|------------------------|------------------|
| Wed Oct 16 | City Treasurer | | 12:52 pm - 3:30 pm | 0.00 | 2.63 | 2.63 | 2.63 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 17 | City Treasurer | | 1:07 pm - 3:30 pm | 0.00 | 2.38 | 2.38 | 2.38 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 21 | City Treasurer | | 1:20 pm - 3:30 pm | 0.00 | 2.17 | 2.17 | 2.17 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 23 | City Treasurer | | 1:10 pm - 3:30 pm | 0.00 | 2.33 | 2.33 | 2.33 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 24 | City Treasurer | | 1:20 pm - 3:30 pm | 0.00 | 2.17 | 2.17 | 2.17 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 28 | City Treasurer | | 1:43 pm - 3:37 pm | 0.00 | 1.90 | 1.90 | 1.90 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | City Treasurer | | 12:46 pm - 3:37 pm | 0.00 | 2.85 | 2.85 | 2.85 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Dana Kautz | | | | 0.00 | 16.43 | 16.43 | 16.43 | 0.00 | 0.00 | \$0.00 | \$0.00 |

Hunter Brown

Pay Period

10/16/2024 to

10/31/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | | | | | | | | | 0.00 | |
| Wednesday | 10/16/2024 | 7.32 | | | | | | | 7.32 | |
| Thursday | 10/17/2024 | 8.00 | | | | | | | 8.00 | |
| Friday | 10/18/2024 | 6.00 | | | | | | | 6.00 | |
| Saturday | 10/19/2024 | | | | | | | | 0.00 | |
| Total Week | | 21.32 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 21.32 | |
| Sunday | 10/20/2024 | | | | | | | | 0.00 | |
| Monday | 10/21/2024 | 9.00 | | | | | | | 9.00 | |
| Tuesday | 10/22/2024 | 8.85 | | | | | | | 8.85 | |
| Wednesday | 10/23/2024 | 8.00 | | | | | | | 8.00 | |
| Thursday | 10/24/2024 | 9.50 | | | | | | | 9.50 | |
| Friday | 10/25/2024 | 4.65 | | 1.35 | | | | | 6.00 | |
| Saturday | 10/26/2024 | | | | | | | | 0.00 | |
| Total Week | | 40.00 | 0.00 | 1.35 | 0.00 | 0.00 | 0.00 | 0.00 | 41.35 | |
| Sunday | 10/27/2024 | | | | | | | | 0.00 | |
| Monday | 10/28/2024 | 8.17 | | | | | | | 8.17 | |
| Tuesday | 10/29/2024 | 8.43 | | | | | | | 8.43 | |
| Wednesday | 10/30/2024 | 8.33 | | | | | | | 8.33 | |
| Thursday | 10/31/2024 | 8.17 | | | | | | | 8.17 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 33.10 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 33.10 | |
| Total Pay Period | | 94.42 | 0.00 | 1.35 | 0.00 | 0.00 | 0.00 | 0.00 | 95.77 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Wed Oct 16 - Thu Oct 31, 2024

Hunter Brown

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|--------------------------------|--------------|-----------|-------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Wed Oct 16 | Public Works | | 8:41 am - 4:00 pm | 0.00 | 7.32 | 7.32 | 7.32 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 17 | Public Works | | 8:00 am - 4:00 pm | 0.00 | 8.00 | 8.00 | 8.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 18 | Public Works | | 8:00 am - 2:00 pm | 0.00 | 6.00 | 6.00 | 6.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 21 | Public Works | | 8:00 am - 5:00 pm | 0.00 | 9.00 | 9.00 | 9.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 22 | Public Works | | 7:09 am - 4:00 pm | 0.00 | 8.85 | 8.85 | 8.85 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 23 | Public Works | | 8:00 am - 4:00 pm | 0.00 | 8.00 | 8.00 | 8.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 24 | Public Works | | 8:00 am - 5:30 pm | 0.00 | 9.50 | 9.50 | 9.50 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 25 | Public Works | | 8:00 am - 2:00 pm | 0.00 | 6.00 | 6.00 | 4.65 | 0.00 | 1.35 | \$0.00 | \$0.00 |
| Mon Oct 28 | Public Works | | 7:50 am - 4:00 pm | 0.00 | 8.17 | 8.17 | 8.17 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 29 | Public Works | | 8:14 am - 4:40 pm | 0.00 | 8.43 | 8.43 | 8.43 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 30 | Public Works | | 8:10 am - 4:30 pm | 0.00 | 8.33 | 8.33 | 8.33 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 31 | Public Works | | 7:50 am - 4:00 pm | 0.00 | 8.17 | 8.17 | 8.17 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Hunter Brown | | | | 0.00 | 95.77 | 95.77 | 94.42 | 0.00 | 1.35 | \$0.00 | \$0.00 |

Jessica Wallace

Pay Period

10/1/2024 to

10/15/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | 10/1/2024 | 6.53 | | | | | | | 6.53 | |
| Wednesday | 10/2/2024 | 8.10 | | | | | | | 8.10 | |
| Thursday | 10/3/2024 | 8.33 | | | | | | | 8.33 | |
| Friday | 10/4/2024 | 8.66 | | 0.17 | | | | | 8.83 | |
| Saturday | 10/5/2024 | | | | | | | | 0.00 | |
| Total Week | | 31.62 | 0.00 | 0.17 | 0.00 | 0.00 | 0.00 | 0.00 | 31.79 | |
| Sunday | 10/6/2024 | | | | | | | | 0.00 | |
| Monday | 10/7/2024 | 7.25 | | | | | | | 7.25 | |
| Tuesday | 10/8/2024 | 7.77 | | | | | | | 7.77 | |
| Wednesday | 10/9/2024 | 6.98 | | | | | | | 6.98 | |
| Thursday | 10/10/2024 | 8.30 | | | | | | | 8.30 | |
| Friday | 10/11/2024 | 7.90 | | | | | | | 7.90 | |
| Saturday | 10/12/2024 | | | | | | | | 0.00 | |
| Total Week | | 38.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 38.20 | |
| Sunday | 10/13/2024 | | | | | | | | 0.00 | |
| Monday | 10/14/2024 | | | | | 8.00 | | | 8.00 | |
| Tuesday | 10/15/2024 | 7.85 | | | | | | | 7.85 | |
| Wednesday | | | | | | | | | 0.00 | |
| Thursday | | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 7.85 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 | 0.00 | 15.85 | |
| Total Pay Period | | 77.67 | 0.00 | 0.17 | 0.00 | 8.00 | 0.00 | 0.00 | 85.84 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Tue Oct 1 - Tue Oct 15, 2024

Jessie Wallace

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|---------------------------|--------------|-----------|-------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Tue Oct 1 | Public Works | | 9:58 am - 4:30 pm | 0.00 | 6.53 | 6.53 | 6.53 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 2 | Public Works | | 8:24 am - 4:30 pm | 0.00 | 8.10 | 8.10 | 8.10 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 3 | Public Works | | 8:22 am - 4:42 pm | 0.00 | 8.33 | 8.33 | 8.33 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 4 | Public Works | | 8:16 am - 5:06 pm | 0.00 | 8.83 | 8.83 | 8.66 | 0.00 | 0.17 | \$0.00 | \$0.00 |
| Mon Oct 7 | Public Works | | 8:29 am - 1:23 pm | 0.00 | 4.90 | 4.90 | 4.90 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 7 | Public Works | | 2:07 pm - 4:28 pm | 0.00 | 2.35 | 2.35 | 2.35 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 8 | Public Works | | 8:26 am - 4:12 pm | 0.00 | 7.77 | 7.77 | 7.77 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 9 | Public Works | | 9:21 am - 4:20 pm | 0.00 | 6.98 | 6.98 | 6.98 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 10 | Public Works | | 8:26 am - 4:44 pm | 0.00 | 8.30 | 8.30 | 8.30 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 11 | Public Works | | 8:29 am - 4:23 pm | 0.00 | 7.90 | 7.90 | 7.90 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 15 | Public Works | | 8:39 am - 4:30 pm | 0.00 | 7.85 | 7.85 | 7.85 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Jessie Wallace | | | | 0.00 | 77.84 | 77.84 | 77.67 | 0.00 | 0.17 | \$0.00 | \$0.00 |

Dana Kautz

Pay Period

10/1/2024 to

10/15/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|-------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|-------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | 10/1/2024 | | | | | | | | 0.00 | |
| Wednesday | 10/2/2024 | | | | | | | | 0.00 | |
| Thursday | 10/3/2024 | | | | | | | | 0.00 | |
| Friday | 10/4/2024 | | | | | | | | 0.00 | |
| Saturday | 10/5/2024 | | | | | | | | 0.00 | |
| Total Week | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Sunday | 10/6/2024 | | | | | | | | 0.00 | |
| Monday | 10/7/2024 | 2.58 | | | | | | | 2.58 | |
| Tuesday | 10/8/2024 | 2.45 | | | | | | | 2.45 | |
| Wednesday | 10/9/2024 | 3.23 | | | | | | | 3.23 | |
| Thursday | 10/10/2024 | | | | | | | | 0.00 | |
| Friday | 10/11/2024 | | | | | | | | 0.00 | |
| Saturday | 10/12/2024 | | | | | | | | 0.00 | |
| Total Week | | 8.26 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8.26 | |
| Sunday | 10/13/2024 | | | | | | | | 0.00 | |
| Monday | 10/14/2024 | | | | | | | | 0.00 | |
| Tuesday | 10/15/2024 | | | | | | | | 0.00 | |
| Wednesday | | | | | | | | | 0.00 | |
| Thursday | | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Pay Period | | 8.26 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8.26 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Tue Oct 1 - Tue Oct 15, 2024

Dana Kautz

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-----------------------|----------------|------------------|--------------------|------------------------|-----------------------------|-------------------------|----------------------|----------------------|-----------------|------------------------|------------------|
| Mon Oct 7 | City Treasurer | | 12:57 pm - 3:32 pm | 0.00 | 2.58 | 2.58 | 2.58 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 8 | City Treasurer | | 1:10 pm - 3:37 pm | 0.00 | 2.45 | 2.45 | 2.45 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 9 | City Treasurer | | 12:16 pm - 3:30 pm | 0.00 | 3.23 | 3.23 | 3.23 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Dana Kautz | | | | 0.00 | 8.26 | 8.26 | 8.26 | 0.00 | 0.00 | \$0.00 | \$0.00 |

Diane Hunter

Pay Period

10/1/2024 to

10/15/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | 10/1/2024 | 7.02 | | | | | | | 7.02 | |
| Wednesday | 10/2/2024 | 7.03 | | | | | | | 7.03 | |
| Thursday | 10/3/2024 | 7.50 | | | | | | | 7.50 | |
| Friday | 10/4/2024 | | | | | | | | 0.00 | |
| Saturday | 10/5/2024 | | | | | | | | 0.00 | |
| Total Week | | 21.55 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 21.55 | |
| Sunday | 10/6/2024 | | | | | | | | 0.00 | |
| Monday | 10/7/2024 | 7.20 | | | | | | | 7.20 | |
| Tuesday | 10/8/2024 | 7.07 | | | | | | | 7.07 | |
| Wednesday | 10/9/2024 | 7.33 | | | | | | | 7.33 | |
| Thursday | 10/10/2024 | 7.35 | | | | | | | 7.35 | |
| Friday | 10/11/2024 | | | | | | | | 0.00 | |
| Saturday | 10/12/2024 | | | | | | | | 0.00 | |
| Total Week | | 28.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 28.95 | |
| Sunday | 10/13/2024 | | | | | | | | 0.00 | |
| Monday | 10/14/2024 | | | | | 8.00 | | | 8.00 | |
| Tuesday | 10/15/2024 | 9.30 | | | | | | | 9.30 | |
| Wednesday | | | | | | | | | 0.00 | |
| Thursday | | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 9.30 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 | 0.00 | 17.30 | |
| Total Pay Period | | 59.80 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 | 0.00 | 67.80 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Tue Oct 1 - Tue Oct 15, 2024

Diane Ellen Hunter

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-------------------------------|--------------|-----------|-------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Tue Oct 1 | Deputy Clerk | | 8:02 am - 3:03 pm | 0.00 | 7.02 | 7.02 | 7.02 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 2 | Deputy Clerk | | 8:01 am - 3:03 pm | 0.00 | 7.03 | 7.03 | 7.03 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 3 | Deputy Clerk | | 8:00 am - 3:30 pm | 0.00 | 7.50 | 7.50 | 7.50 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 7 | Deputy Clerk | | 8:03 am - 3:15 pm | 0.00 | 7.20 | 7.20 | 7.20 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 8 | Deputy Clerk | | 8:00 am - 3:04 pm | 0.00 | 7.07 | 7.07 | 7.07 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 9 | Deputy Clerk | | 7:58 am - 3:18 pm | 0.00 | 7.33 | 7.33 | 7.33 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 10 | Deputy Clerk | | 8:03 am - 3:24 pm | 0.00 | 7.35 | 7.35 | 7.35 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 15 | Deputy Clerk | | 8:06 am - 3:02 pm | 0.00 | 6.93 | 6.93 | 6.93 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 15 | Deputy Clerk | | 5:50 pm - 8:12 pm | 0.00 | 2.37 | 2.37 | 2.37 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Diane Ellen Hunter | | | | 0.00 | 59.80 | 59.80 | 59.80 | 0.00 | 0.00 | \$0.00 | \$0.00 |

Kyla Gardner

Pay Period

10/1/2024 to

10/15/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | 10/1/2024 | 7.88 | | | | | | | 7.88 | |
| Wednesday | 10/2/2024 | 7.68 | | | | | | | 7.68 | |
| Thursday | 10/3/2024 | 7.62 | | | | | | | 7.62 | |
| Friday | 10/4/2024 | 2.62 | | | | | | | 2.62 | |
| Saturday | 10/5/2024 | | | | | | | | 0.00 | |
| Total Week | | 25.80 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.80 | |
| Sunday | 10/6/2024 | | | | | | | | 0.00 | |
| Monday | 10/7/2024 | 7.77 | | | | | | | 7.77 | |
| Tuesday | 10/8/2024 | 7.75 | | | | | | | 7.75 | |
| Wednesday | 10/9/2024 | 7.73 | | | | | | | 7.73 | |
| Thursday | 10/10/2024 | 7.70 | | | | | | | 7.70 | |
| Friday | 10/11/2024 | | | | | | | | 0.00 | |
| Saturday | 10/12/2024 | | | | | | | | 0.00 | |
| Total Week | | 30.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30.95 | |
| Sunday | 10/13/2024 | | | | | | | | 0.00 | |
| Monday | 10/14/2024 | | | | | 8.00 | | | 8.00 | |
| Tuesday | 10/15/2024 | 10.72 | | | | | | | 10.72 | |
| Wednesday | | | | | | | | | 0.00 | |
| Thursday | | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 10.72 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 | 0.00 | 18.72 | |
| Total Pay Period | | 67.47 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 | 0.00 | 75.47 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Tue Oct 1 - Tue Oct 15, 2024

Kyla Gardner

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-------------------------|------|-----------|--------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Tue Oct 1 | | | 7:43 am - 3:36 pm | 0.00 | 7.88 | 7.88 | 7.88 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 2 | | | 7:39 am - 3:20 pm | 0.00 | 7.68 | 7.68 | 7.68 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 3 | | | 7:44 am - 3:21 pm | 0.00 | 7.62 | 7.62 | 7.62 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 4 | | | 8:53 am - 11:30 am | 0.00 | 2.62 | 2.62 | 2.62 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 7 | | | 7:41 am - 3:27 pm | 0.00 | 7.77 | 7.77 | 7.77 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 8 | | | 7:42 am - 3:27 pm | 0.00 | 7.75 | 7.75 | 7.75 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 9 | | | 7:47 am - 3:31 pm | 0.00 | 7.73 | 7.73 | 7.73 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 10 | | | 7:52 am - 3:34 pm | 0.00 | 7.70 | 7.70 | 7.70 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 15 | | | 7:42 am - 3:27 pm | 0.00 | 7.75 | 7.75 | 7.75 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 15 | | | 5:53 pm - 8:51 pm | 0.00 | 2.97 | 2.97 | 2.97 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Kyla Gardner | | | | 0.00 | 67.47 | 67.47 | 67.47 | 0.00 | 0.00 | \$0.00 | \$0.00 |

Hunter Brown

Pay Period

10/1/2024 to

10/15/2024

| Day | Date | Regular | Paid OT | Comp Time | | | Holiday | PTO | VAC | Total |
|-------------------------|------------|--------------|-------------|-----------------------------|-----------------------|--|-------------|-------------|--------------|-------|
| | | | | Comp Time Earned (Straight) | Earned Comp Time Used | Comp Conversion Earned (Not in totals) | | | | |
| Sunday | | | | | | | | | 0.00 | |
| Monday | | | | | | | | | 0.00 | |
| Tuesday | 10/1/2024 | 9.00 | | | | | | | 9.00 | |
| Wednesday | 10/2/2024 | 9.00 | | | | | | | 9.00 | |
| Thursday | 10/3/2024 | 6.78 | | | | | | | 6.78 | |
| Friday | 10/4/2024 | 6.10 | | 0.90 | | | | | 7.00 | |
| Saturday | 10/5/2024 | | | | | | | | 0.00 | |
| Total Week | | 30.88 | 0.00 | 0.90 | 0.00 | 0.00 | 0.00 | 0.00 | 31.78 | |
| Sunday | 10/6/2024 | | | | | | | | 0.00 | |
| Monday | 10/7/2024 | 8.08 | | | | | | | 8.08 | |
| Tuesday | 10/8/2024 | 8.00 | | | | | | | 8.00 | |
| Wednesday | 10/9/2024 | 7.08 | | | | | | | 7.08 | |
| Thursday | 10/10/2024 | 8.00 | | | | | | | 8.00 | |
| Friday | 10/11/2024 | | | | | | | | 0.00 | |
| Saturday | 10/12/2024 | | | | | | | | 0.00 | |
| Total Week | | 31.16 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 31.16 | |
| Sunday | 10/13/2024 | | | | | | | | 0.00 | |
| Monday | 10/14/2024 | 0.72 | | | | 8.00 | | | 8.72 | |
| Tuesday | 10/15/2024 | 8.00 | | | | | | | 8.00 | |
| Wednesday | | | | | | | | | 0.00 | |
| Thursday | | | | | | | | | 0.00 | |
| Friday | | | | | | | | | 0.00 | |
| Saturday | | | | | | | | | 0.00 | |
| Total Week | | 8.72 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 | 0.00 | 16.72 | |
| Total Pay Period | | 70.76 | 0.00 | 0.90 | 0.00 | 8.00 | 0.00 | 0.00 | 79.66 | |

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

City of New Meadows Tue Oct 1 - Tue Oct 15, 2024

Hunter Brown

| Date | Role | Wage rate | Time card | Scheduled hours | Actual vs. scheduled | Total paid hours | Regular hours | Unpaid breaks | OT hours | Estimated wages | Cash tips |
|-------------------------|--------------|-----------|-------------------|-----------------|----------------------|------------------|---------------|---------------|----------|-----------------|-----------|
| Tue Oct 1 | Public Works | | 8:00 am - 5:00 pm | 0.00 | 9.00 | 9.00 | 9.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 2 | Public Works | | 8:00 am - 5:00 pm | 0.00 | 9.00 | 9.00 | 9.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 3 | Public Works | | 9:13 am - 4:00 pm | 0.00 | 6.78 | 6.78 | 6.78 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Fri Oct 4 | Public Works | | 8:00 am - 3:00 pm | 0.00 | 7.00 | 7.00 | 6.10 | 0.00 | 0.90 | \$0.00 | \$0.00 |
| Mon Oct 7 | Public Works | | 7:55 am - 4:00 pm | 0.00 | 8.08 | 8.08 | 8.08 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 8 | Public Works | | 8:00 am - 4:00 pm | 0.00 | 8.00 | 8.00 | 8.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Wed Oct 9 | Public Works | | 7:55 am - 3:00 pm | 0.00 | 7.08 | 7.08 | 7.08 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Thu Oct 10 | Public Works | | 8:00 am - 4:00 pm | 0.00 | 8.00 | 8.00 | 8.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Mon Oct 14 | Public Works | | 8:00 am - 8:43 am | 0.00 | 0.72 | 0.72 | 0.72 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Tue Oct 15 | Public Works | | 8:00 am - 4:00 pm | 0.00 | 8.00 | 8.00 | 8.00 | 0.00 | 0.00 | \$0.00 | \$0.00 |
| Totals for Hunter Brown | | | | 0.00 | 71.66 | 71.66 | 70.76 | 0.00 | 0.90 | \$0.00 | \$0.00 |

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, OCTOBER 28TH, 2024 AT 6:30 PM
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 14.

Roll Call/Pledge of Allegiance

Present at City Hall were Mayor Julie Good, Council Members Josh Carr, Jeff Parnett, and Shiloh Ryker. Council member Troy Black was present via zoom.

City Attorney Richard Stubbs and City Engineer Grae Harper were present via Zoom.

Staff present were Kyla Gardner, Diane Hunter and Hunter Brown.

Public present were Doug Buys, LeAndra Smith, Tracy Peterson, Jessica Lillehaug, Philip Good, Cameron Ariel, and Rachel Reynaga. Linnea Hall was present via zoom.

Mayor Good opened the meeting at 6:33 P.M.

Public Input

There was no public input.

Reports

Mayor's Report

Mayor Good stated that the first road and streets committee meeting went well. They will be meeting the third Tuesday of each month at 6:30pm. The PAWG meeting was successful. Mayor Good states that there is a federal grant for \$3 million dollars. Mayor Good stated on October 24th we had 19 members from DEQ present that did a walk through to see the completion of the water project and to see the sewer plant. They completed a full tour of our facilities with Kirk and our backup operator Warren Drake. The election is November 5th at the Depot from 8 am to 8pm. Mayor Good stated that she met with Meadowcreek POA and they are wanting the gold line to stop out there and will contribute by adding funding to their budget. The fees and fines to Browns Mountain Recycling are to start on November 6th if they do not have it cleaned up by then. Mayor Good stated she viewed the new crossroad town homes. They did a good job thinking about the market here. They are set up for possible roommate living situations.

Road/Street Committee Meeting Minutes

City Council Members reviewed the Road/ Street Committee Meeting Minutes with no questions.

Discussion Items

Developers Discount Review

Mayor Good stated the current developers discount expired in September of 2023. It was put in place as a discount on the cost of water and sewer connections to incentivize building and development in our area.

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Council Member Carr stated that we are having a lot of growth in our community and developers need to start giving back to the community.

Council Member Ryker stated this discount was put into place in 2022 to incentivize people coming here and building here. Now that is happening, we need to prioritize developers paying their portion to the community.

Council Member Parnett stated that he agrees with Council Member Carr that we do not need to offer a discount.

Council Member Black stated that he agrees that there does not need to be a discount.

Childcare/ Youth Center

Mayor Good stated they had started pouring concrete today. Mayor Good stated she would be in Boise on Wednesday and would be meeting with the architects to review materials for fixtures. Mayor Good stated we received a grant for the amount of \$7500 from the Idaho Community Foundation. There is potential to get some money from the West Central Mountains Early Childhood Learning Collaborative for supplies next year.

Action Items

Resignation Acceptance – Black

Mayor Good stated that we received a letter from Council Member Black on October 14, 2024. Mayor Good read the resignation letter aloud.

- Council Member Ryker moved to approve the resignation of Troy Black as City Council Member effective October 31, 2024; Council Member Parnett seconded the motion. Roll Call Vote: Parnett-yes, Carr – yes, Ryker- yes. Motion Carried.

Comprehensive Financial Plan

Mayor Good introduced Cameron Ariel with Clearwater Financial. Cameron was present to present the final comprehensive financial plan. Cameron stated he recommends that there is an annual citizens committee meeting to continue to get input from the public on projects moving forward. Cameron stated that we keep the public informed on our successes and celebrate the things that are going correctly.

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- Council Member Parnett moved to approve adopting the City of New Meadows Comprehensive Financial Plan; Council Member Ryker seconded the motion. Roll Call Vote: Parnett-yes, Carr – yes, Ryker- yes, Black – yes. Motion Carried.

LHTAC T2 Courses for Jessica Wallace 29, 30 Oct, 20, Nov & 18 Dec

Kyla Gardner stated that Jessie has been working to complete all required courses in order to receive a road scholar certificate from LHTAC. Jessie has completed courses online and now only needs to attend the in-person class on November 20th in Boise.

- Council Member Parnett moved to approve Jessica Wallace attending the T2 Course on November 20th in Boise with an overnight stay if needed; Council Member Carr seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Holiday City Hall and City Council Schedule

- Council Member Carr moved to approve to close City Hall at noon on November 27, closed City Hall on December 26 and to close City Hall at noon on December 31st; Council Member Ryker seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Fire Department Inspection Fees Letter

Mayor Good stated that a few months ago the Fire Department approved inspection fees. Mayor Good stated that the City is in the process of reviewing our rates fees and wants to make sure we are inclusive when taking a look at them. Mayor Good stated in order to understand their fees and inspection system.

Doug Buys was present for the Fire Department and stated that these inspection fees are not a new requirement, they are just starting bill for them because it takes time.

Mayor Good asked Doug what sort of timeline could the City expect if someone was needing to schedule one of these inspections.

Doug Buys stated that they are currently running a new schedule where there are people on call during the weekends. A week in advance notice is enough time.

Mayor Good asked if there are any certificates of completion issued.

Doug Buys stated they will receive a signed off inspection sheet to show completion.

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Mayor Good asked if the inspection fees annual fees that will have to be paid.

Doug Buys stated that establishments like daycares, restaurants, and new construction will need an annual inspection with fee.

Mayor Good asked who is authorized to sign off on these inspections.

Doug Buys stated as he was appointed the Fire Chief, he can sign off on them. Doug stated that LeAndra Smith is here, and she is training to be the Fire Marshal. They are sending her to the National Fire Academy in Maryland this spring to get the training.

Mayor Good asked if the inspection fees are subject to change or increase in the future.

Doug Buys stated that the Fire Department adopted the same fees as all of the surrounding communities and does not foresee them changing. Doug stated that all inspections are based off of the International Fire Code.

Ordinance TBD-2024 Rights of Way Amendment

Mayor Good stated that we have companies reaching out to the city wanting a right of way permit during the middle of winter. Mayor Good stated that is very difficult to be working in the right of way in the middle of winter with snow on the ground unless it is an emergency. There is snow removal issues and there can be difficulties when the ground is frozen. Mayor Good discussed and reviewed the ordinance with the City Attorney and they came up with a simple amendment to the ordinance to add that the permit may be delayed due to weather related issues.

- Council Member Carr moved to introduce Ordinance TBD-2024 right of way amendment, and suspend the rules requiring three separate readings on three separate days and read by title only once; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

City Clerk Kyla Gardner Read by title only

- Council Member Carr moved to approve Ordinance TBD-2024 Right of Way amendment; Council Member Ryker seconded the motion. Roll Call Vote: Parnett-yes, Carr – yes, Ryker- yes, Black – yes. Motion Carried.

Donor Recognition for Childcare/Preschool/Youth Center

Mayor Good stated that we have been trying to get discounts for the childcare/youth center. She would like to propose a donor board on the building that shows that amount donated. Mayor Good stated she would like tiered plates by the amounts donated on a donor board that could be changed

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out and added to over time. Mayor Good stated that it is good to recognize all of the people who are a part of this project.

- Council Member Ryker moved to approve a donor recognition display for the childcare/youth center. Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Change of Employee Status

Mayor Good Stated that she would like to move Jessica Wallace off of probationary status and move her to Full-Time regular employee with benefits. Mayor Good stated that she has been doing a great job and has really stepped up.

- Council Member Ryker moved to approve changing Jessica Wallace to full-time regular employee status and removing her from the probationary period; Council Member Carr seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Consent Agenda

The Consent Agenda included October 15, 2024 Meeting Minutes, and the paid and pending claims from September and October.

- 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.

Future Meeting Topics

- Rates & Fees
- Design Review Ordinance
- Design Review for the Skatepark
- Water/ Sewer Operator Update
- Field Trip to Industrial Park Building
- Roof Steel Bid

Adjournment

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Mayor Good adjourned the meeting at 7:44 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

DRAFT