



City Council Regular Meeting Agenda

Monday, September 09, 2024 at 6:00 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/89896542336?pwd=tsaq5AHWYELIE9joSaPaOuz6NNgKnF.1>

Call in: 253-205-0468

Meeting ID: 898 9654 2336

Password: 911181

ROLL CALL / PLEDGE OF ALLEGIANCE

1. Field Trip 6:00pm - Meet at City Hall with on site field trip to the proposed Meadows Subdivision

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.](#) Parks & Rec July Meeting Minutes

DISCUSSION ITEMS

5. Childcare/ Youth Center - Naming
- [6.](#) Industrial Park Application Review - Seed Woodworking
7. Park Use Ordinance

ACTION ITEMS

- [8.](#) Basketball MOU
- [9.](#) Dalrymple Construction Contract
- [10.](#) Approval of moving funds from Money Market to CD
11. Clearwater Financial Contract
12. Executive Session 74-206(c) To acquire an interest in real property not owned by a public agency

CONSENT AGENDA

- [13.](#) August 2024 Payroll
- [14.](#) Paid and Pending Claims
- [15.](#) August 12 & 26 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

Dana Kautz

DEPARTMENT

Treasurer

MONTH

September

TASKS COMPLETED

- Filing Payroll
- Claims Review
- July Bank Reconciliations
- July Financial Reports
- Transparency Report

PROJECTS IN PROGRESS

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Kyla Gardner

DEPARTMENT

Admin, City Clerk

MONTH

August 2024

TASKS COMPLETED

- Claims
- Payroll
- Billing
- Email Billing
- Ach Payments
- Process Payments
- Working on Meeting Minutes

- Finished Parade Permit for MV Days

- Update social media/mobile text alerts
- Meadows Valley Monday Newsletter
- Agenda creation for CC and Parks & Recs meetings
- Bulk Water Billing/Invoices
- Grass & Weeds Billing
- Creating and sending out all notices for upcoming Public Hearings

PROJECTS IN PROGRESS

- Working on Park Use Ordinance and Forms
- Working on Developers Agreement for the proposed Meadows Subdivision
- Working on adding new FY budget into Black Mountain

- 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.
- Rezone and Address Ordinances

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Hunter Brown

DEPARTMENT

Public Works

MONTH

August

TASKS COMPLETED

<p>Equipment and Shop:</p> <ul style="list-style-type: none"> ! Lock-Out/Tag-Out Autocar until declared safe by professional ! - Routine Cleaning and Organization Management - Keep up Yellow Iron: P.M. Sheets and general 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. - Maintain Z-Trak mower: clean barrel, sharpen blades, fill tires and deflation defense etc.. <p>Streets:</p> <ul style="list-style-type: none"> - Understand responsibility for Streets Repair & Maintenance. Mentor: Johnny Brown Jr. - Maintain Material Purchase Records & Understand consumability of varied materials - Become familiar with physical maps within City Hall <p>Sewer:</p> <ul style="list-style-type: none"> - Understand responsibility for Water Resource Recovery Facility operation & Shadow Kirk - Maintain WRRF seasonal functions & records - Attend Relevant Wastewater Classes. (Online) (IRWA) - Complete workshops sent by Kerry Hus IRWA <p>Park:</p> <ul style="list-style-type: none"> - Unlock and clean restrooms - Inventory, stock/replace paper and odor control - Move and reinstaate irrigation laterals 1x-3x day 	<p>Water:</p> <ul style="list-style-type: none"> - Maintain Vigilance for emergencies - Understand responsibility for Source Water Facility operation & Shadow Kirk x2 - Attaint further involvement by increasing communication - Attend Relevant Drinking Water Classes. (Online) (IRWA) - Maintain Water Records (Source Well / Water Meter Data) <p>NRWA Apprenticeship Hours:</p> <ul style="list-style-type: none"> -Tools, Equipment, and Workplace safety – 116 -Vehicles and specialized equipment – 31 -System Operations and Maintenance – 241 -Quality Control – 18.95 -Logistics, Reports, and Supervision – 53.75 -One The Job training hours – 461.5 of TBD -Related Technical Instruction Hours: – 132 of 229
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PROJECTS IN PROGRESS

<p>Equipment and Shop:</p> <ul style="list-style-type: none"> ! Lock-Out/Tag-Out Autocar until declared safe by professional ! - Routine Cleaning and Organization Management - Keep up Yellow Iron: P.M. Sheets and general servicing (Explore FREE CAT Maintenance App) - Maintain Ford: service calls, meter and Batt. stations, & Emergencies. (Service on-board Generator) - Maintain Chevy: Animal Control, park maintenance, Land App. tasks Go-for - Maintain Z-Trak mower: clean barrel, sharpen blades, fill tires and deflation defense etc.. - Maintain Misc. Equipment: Power & hand tools - Maintain inventory of consumables: Grease, fluids, cleaners & Filters. <p>Streets:</p> <ul style="list-style-type: none"> - Understand responsibility for Streets Repair & Maintenance. Mentor: Johnny Brown Jr. - Maintain Material Purchase Records & Understand consumability of varied materials - Become familiar with physical maps within City Hall <p>Sewer:</p> <ul style="list-style-type: none"> - Understand responsibility for Water Resource Recovery Facility operation & Shadow Kirk - Maintain WRRF seasonal functions & records - Attend Relevant Wastewater Classes. (Online) (IRWA) - Complete workshops sent by Kerry Hus IRWA <p>Park:</p> <ul style="list-style-type: none"> - Unlock and clean restrooms - Inventory, stock/replace paper, soaps, and odor control monthly (research new supplier company) - Move and reinstaate irrigation laterals 1x-3x day (Repair and protect 4" outlet) 	<p>Water:</p> <ul style="list-style-type: none"> - Maintain Vigilance for emergencies - Understand responsibility for Source Water Facility operation & Shadow Kirk x2 - Attaint further involvement by increasing communication - Attend Relevant Drinking Water Classes. (Online) (IRWA) - Maintain Water Records (Source Well / Water Meter Data) <p>NRWA Apprenticeship Hours:</p> <ul style="list-style-type: none"> -Tools, Equipment, and Workplace safety – 116 -Vehicles and specialized equipment – 31 -System Operations and Maintenance – 268 -Quality Control – 19.75 -Logistics, Reports, and Supervision – 53.75 -One The Job training hours – 461.5 of TBD -Related Technical Instruction Hours: – 132 of 229 <p>Fall semester begins Sep 11. Classes are scheduled Wednesdays and Fridays from 1:00 - 4:30. Apprenticeship Coordinator: Gary Sievers gsievers@idahoruralwater.com Course Instructor: Tom Romesberg tromesberg@idahoruralwater.com</p>
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CHALLENGES / ISSUES

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

<p>Streets Status: White Issue: Repair times for streets are increasing rapidly. Water Resource Reclamation</p> <p>Facility Status: Green Update: Wastewater operator gaining hands-on experience. The operator is now including, informing, and entrusting parts of WRRF and Land Application predictive operations to the apprentice.</p> <p>Park Status: Yellow Update: Processes are simple, and issues have been acknowledged. However, transportation and operation of equipment are time-consuming. Repairs and replacements are under consideration. (Need Permanent Protection for 4' Outlet!)</p>

COMMUNITY INPUT & COMMENTS

<p>Community: "The City appears to be Short-Staffed"</p> <p>Response: The Public Works Team will strive maintain unwavering effort and dedication. While a temporary laborer shortage may impact the number of tasks completed, it will never compromise the quality of our work.</p>
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EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

DIANE ELLEN HUNTER

DEPARTMENT

CITY HALL

MONTH

August 2024

TASKS COMPLETED

- Monthly meter work and billing;
- Closing batches weekly as needed;
- Resolving meter issues as they arise;
- Assisting Parks & Rec with forms/posters as needed
- Notary obtained and notarizing documents when needed

PROJECTS IN PROGRESS

- Working on minutes; catching up;
- Scanning claims as able through days so there is not backlog;
- Filing back filing to clear office

CHALLENGES / ISSUES

- Move in / move outs continue to be a challenge but working on them one by one;
- Catching up with minutes difficult because of regular interruptions; will try to use Fridays to do this;

COMMUNITY INPUT & COMMENTS

Community members that come in City Hall are usually very happy with the assistance they receive!

CITY OF NEW MEADOWS PARKS & RECREATION MEETING MINUTES
HELD MONDAY, JULY 1, 2024 AT 6:00 P.M.
IN CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

ROLL CALL / PLEDGE OF ALLEGIANCE

Committee Members Diane Markham, Joe and Olivia Sullivan, Angie Crow, and Angie Mettie were present at City Hall.

Mayor Julie Good was present.

The meeting was opened at 6:00 P.M.

DISCUSSION ITEMS

Fall Basketball Sign-Ups

A draft MOU was available. The Parks Committee had several more questions for the school, including start date, length of season, fundraisers for the program, and whether the teams have team shirts and take team photos. Committee Member Mettie will talk with the school's athletic director. The MOU will be completed and approved at the next meeting.

Mural

Flyers for the mural were available for review. The Committee discussed with Mayor Good the possibility of opening up the contest to a wider age range. The sample entry form will be sent to the city for printing. The flyer will be updated with changes. It will then be advertised and included in the Parks & Rec booth at the Farmers Market.

Financial Report

Mayor Good provided the financial report for Parks & Rec. She explained the different funds and what goes in each fund. It was decided that the "youth sports" fund should be renamed "youth activities" so that it can be used for events such as the farmers market or meadows valley days instead of just for sports.

Farmers Market

Parks & Rec will have a booth at the July 20th farmers market. They chose to educate the public on the mural contest, hang shower curtains along the fence to introduce mural painting, and paint rocks. Information on the history of New Meadows will also be sought so that it can be included in mural contest entries. Flyers for upcoming events will be available at the booth.

Softball Tournament

The tournament was discussed. It will be held September 28th. Committee Member Joe Sullivan suggested a beer garden. He will follow up with this option. Committee Member Crow will obtain a food truck. Committee Member Mettie will send draft flyers to the committee for review. The flyers will go in the newsletter and will be available at the farmers market.

CITY OF NEW MEADOWS PARKS & RECREATION MEETING MINUTES
HELD MONDAY, JULY 1, 2024 AT 6:00 P.M.
IN CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

Meadows Valley Days

The Committee chose to have a booth on Sunday only. Snow cones will be a possibility. This may change to hot drinks depending on the weather.

Future Meeting Topics

Future meeting topics included upcoming basketball registration forms, mural, financial report, upcoming farmers market activities, softball tournament, and Meadows Valley Days details.

ACTION ITEMS

Banner Quote

Upon completion of the logo, the Committee authorized Committee Member Crow to order a banner for Parks & Rec.

- Committee Member Markham moved to approve the purchase of banners with grommets for Parks & Rec up to the amount of \$100; Committee Member Crow seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Logo Approval

- Committee Member Crow moved to approve the Parks & Rec logo per the concept discussed during the meeting; Council Member Markham seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

June 3, 2024 Meeting Minutes

- Committee Member Markham moved to approve the June 3, 2024 meeting minutes; Committee Member Olivia Sullivan seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

ADJOURNMENT

The meeting was adjourned at 6:56 P.M.

Diane Hunter, Deputy Clerk

ATTEST: _____
Diane Markham, Vice Chair

New Meadows Business/Industrial Park Application Form

Submitted by:

Sam Thompson - Seed Woodworking

Name

APPLICATION

1. Date Submitted: **5/28/24**
2. Name of Business: **Seed Woodworking**
 Business Contact Person: **Sam Thompson**
 Street Address: **3365 Woodland Rd**
 City, State, Zip: **New Meadows, ID 83654**
 Mailing Address: **Same As Above**
 Telephone Number: **Cell - 208-315-2654**
 Email: **Seedwoodworking@gmail.com**
 Federal ID Number: **99-2028287**

How much space do you require? **The same shop space SQFT that Brad McGarry is currently in**

On what date would you like to move in? **As soon as Brad McGarry moves out or another unit become available**

The typical lease period for tenants is three (3) years. Will the above space meet your needs for that time? **Yes**

If not, when do you anticipate your needs to change and how? _____

Will the space for your business require special or unique enhancements? (electricity, plumbing, ventilation, etc.) Please Specify.

I am currently seeking the shop space that Brad McGarry is currently renting. His current shop configuration is exactly what I would need. I would want/need a dust free office area to conduct client meetings as well as an industrial dust collection setup to ensure a cleaner and healthy working environment. I am not sure what the current electrical service is but I'm sure it would be fine for the purpose I would need it for.

3. Business is New Existing

If existing, current location: **3365 Woodland Rd, New Meadows, ID 83654**

Type of business (brief Description): **I, Sam Thompson the sole owner of Seed Woodworking work on a variety of projects. Currently I am finishing a custom home build in McCall but am hoping to get back to the root of what this business was started for, custom woodworking. I learned the art and skill of fabricating cabinets during my employment at Westcraft woodworks in Old Meadows before Don McClains retirement. To my knowledge he was the only cabinet maker in Adams county and since closing his doors, this has left an opportunity to fill the void.**

So in my brief description I hope to expand my current operation out of my own garage into an industrial shop, offering custom residential/commercial cabinetry and residential custom woodworking.

Date Established: **2019**

Legal Organization: Sole prop. Partnership Corporation
Converted from LLC 2019-03/2024 to S corp in 03/2024

The Present Number of Employees: Full-Time Part-Time

Number of Employees in 2-3 Years: Full-Time Part-Time

Number of Employees in 4-5 Years: Full-Time Part-Time

I do not have any current employees but do have another contractor I have brought into the fold to assist me consistently over the past year. He would be joining me to pursue this expansion.

Can You Provide? **Yes** - Balance Sheet **Yes** - Income Statements

Do you carry Workers Compensation Insurance? Yes No

If yes, please list carrier: _____

Does your company carry liability insurance? Yes No

If yes, please list carrier and amount of coverage: **DP Insurance agency - Farm Bureau Insurance - \$1,000,000 coverage**

Where is your market? **Tamarack resort, Donnelly, McCall and New Meadows**

Who are your potential customers? **New construction, remodels**

Who or what will be your competition? **High mtn Custom Cabinetry, Timberline cabinetry, Foothills cabinetry, Heartwood carpentry INC - As for custom woodworking, I am not aware of anyone in the area offering this besides residential home builders offering in house woodworking.**

Have you completed a business plan? Yes No
I have been in business for 5 going on 6 years now and have not had any lapse thus far in demand for my offerings.

Have you conducted a market study? Yes No
I have not conducted a market study, however like I said above, being in business for the past 5+ years I have seen the demand for skilled carpenters go up and the availability go down. I believe this is the perfect time to expand due to the influx of people moving to the area and the expansion of Brundage, new lots being sold in Meadow Creek as well as all the new housing developments in McCall.

Have you evaluated your business process for its potential to generate hazardous or toxic waste? Yes No - **Sawdust is the most toxic waste I will produce**

Does or will your business generate hazardous or toxic waste? Yes No

If yes, please list your EPA Identification Number: _____

Provide an inventory of chemical and/or material types considered hazardous, etc. (Include name and quantity used or stored for each.)

Will you be receiving or shipping freight on a regular basis? Yes No

If yes, what will be your freight requirements? **Primarily 4x8 sheet goods from local lumber stores or trucked in from the Treasure Valley**

Does your new business have sufficient start-up revenue (enough to guarantee operation for one (1) year?) Yes No

If no, what are your financial plans for starting the business?

Please provide three business references.

Name:	Address:	Phone:
Jeff Magee	215 Ferguson Way, McCall, ID 83638	208-630-3096
Joe Martin	2996 Kimberland Dr. New Meadows, ID 83654	208-634-9455
Brad McGarry	106 West Taylor New Meadows, ID 83654	208-630-3159

4. Other information important to your application:

I greatly appreciate this potential opportunity to rent this shop space. I should have hopped on the open shop to the North of Brads current location when it was available a few years ago, but it happened to be right during the pandemic and I passed it up. Since I moved here in 2016 I have always hoped to help the local economy grow by offering local residents goods and services from the immediate surrounding. I know the expansion of my business would be a great fit and I would be happy to participate in an in person interview to further expand on this application if it would be helpful.

New Meadows Industrial Park may, at the discretion of the city council, conduct a credit check using any of the following methods: UCC searches, credit reports, D&B reports, trade credit checks, BBB reports. The information will be kept strictly confidential.

I authorize the release of credit information.

Signature: *Sam Thompson* Date: **5/28/24**

Please print name: **Sam Thompson**

If the company is a corporation, City of New Meadows will need a copy of the company’s incorporation papers to verify who is authorized to sign official documents. If local personnel are allowed to sign documents, please specify in a signed and notarized document who is allowed to sign and at what limits.

This Memorandum of Understanding (MOU) is entered into on the ___ day of _____, 2024 (herein referred to as the “Effective Date”) by and between:

Meadows Valley School District (herein referred to as Party A) and

City of New Meadows Parks & Recreation Committee (herein referred to as Party B).

PURPOSE

The purpose of this MOU is to establish a good-faith foundation between the Parties for future collaborative efforts that are mutually beneficial. The Parties agree to work together in a cooperative and coordinated manner to achieve each Party’s individual goals and the collective goals of the partnership.

This MOU is designed to detail the specifics of the working relationship between the Parties to the mutual benefit of the parties and the community they serve. This MOU does not obligate the Parties to provide funds or payment. This MOU does not bind Parties to any legal obligations.

DURATION OF MOU

This MOU becomes effective on the date it is signed by both parties. It remains in force unless explicitly terminated in writing by either party.

ROLES & RESPONSIBILITIES

To achieve Parties’ mutual desires, each party agrees to the following roles and responsibilities:

Party A Roles and Responsibilities shall include:

- Providing a youth basketball program for Meadows Valley Students;
- Providing gymnasium for practices and games;
- Providing insurance for the program;
- Providing scheduling and communication with players and coaches

Party B Roles and Responsibilities shall include:

- Providing registration forms and information to parents and players;
- Providing advertisement and marketing for the program

Parties agree to uphold their roles and responsibilities in a committed, good-faith manner.

RESOURCES

To further the collaborative relationship between the Parties, the Parties agree to provide the following resources.

Party A shall provide equipment for the activity.

Party B shall provide registration forms.

Parties agree to provide the resources above at the minimum. The Parties may agree to provide additional resources in future agreements by amendments to this MOU or by another MOU. Each party

agrees to bear their own financial burden of resources committed in this MOU unless otherwise specified.

COMMUNICATION BETWEEN PARTIES

The stated purpose and roles and responsibilities of the MOU will likely drive the level of communication necessary for a successful understanding between parties. Once lines of communication are established, it will be critical for each party to be diligent in their efforts to communicate with the other party.

AMENDMENTS

The terms of this MOU may be amended upon written approval by both original parties and their designated representatives.

TERM & TERMINATION

This agreement becomes effective on the date it is signed by both parties. It remains in force unless explicitly terminated by either party.

Both parties may terminate this MOU by means of signing a termination addendum upon 30 days' written notice to the other party.

The undersigned Parties acknowledge and agree to this MOU:

Dated this ____ day of _____, 2024.

City of New Meadows Representative

Meadows Valley School Representative

CONSTRUCTION AGREEMENT

This Construction Contract (hereinafter referred to as the "**Agreement**") is executed as of _____, by and between the City of New Meadows, with a mailing address of PO Box 324, New Meadows, ID 83654 (hereinafter referred to as the "**Customer**"), and Dalrymple Construction Services, with a mailing address of PO Box 540, New Meadows, ID 83654 (hereinafter referred to as the "**Contractor**"), collectively referred to as the "**Parties**", both of whom agree to be bound by the terms and conditions outlined in this Agreement.

1. Construction Services

The Customer seeks to engage the Contractor's services to undertake the following construction work (hereinafter referred to as the "**Services**"): _Retrofitting and renovation of a 4,200 square foot building, including addition of concrete and flooring, re-sheathing and cladding of roof and walls, installation of interior. _____

The Services are intended to be carried out at the following address: 400 Peterson Memorial Avenue New Meadows, ID 83654

The Contractor shall be responsible for providing all necessary labor, materials, and supplies required to perform the Services in accordance with the specifications and details attached to this Agreement. Upon the completion of the Services, the Contractor shall ensure the removal of all materials, supplies, and debris.

2. Scope of Work

To furnish and perform the work as described in the updated attached documents for the construction of the childcare facility to be located at 400 Peterson Memorial Avenue, New Meadows, ID 83654.

2. Changes in the Services

The Customer may request reasonable changes to the Services outlined in Section 1. Any modifications or additions to the Services must be documented in writing and mutually agreed upon and signed by both the Contractor and the Customer. The Customer acknowledges that

such changes may result in additional charges and could extend the Construction Schedule, as outlined in Section 3.

3. Construction Schedule

A Project Schedule for the Services will be incorporated in this Contract with defined tasks and standard durations. Both parties acknowledge that the timing of funding and in-kind services may impact the original schedule and both parties have responsibilities and obligations to keep the Services moving forward. Contractor will update the schedule in writing at monthly intervals and will inform Customer in writing of any anticipated delays. The Parties acknowledge that the anticipated full completion date of the Services in June 2025.

4. Compensation

The Customer and the Contractor mutually agree to the following Payment and Payment Terms:

Maximum Total contract will be \$1,150,000. Contractor understands that the majority of Customer's funding for the Services occurs through a grant received pursuant to the Workforce Development Council Childcare Grant Agreement entered into between Customer and the Idaho Workforce Development Council, and all Services and payments must be in compliance with said Workforce Development Council Childcare Grant Agreement. Contractor further understands that both Customer and Contractor will seek to find donations and discounts to offset as much of this cost as possible.

In order to receive payments, Contractor will provide monthly written requests for payment providing a breakdown of all costs, including materials and labor, related to the Services.

5. Representations

5.1. Contractor Representations:

The Contractor represents that they hold a valid and active general contractor license with License # 020364. The Contractor shall perform the Services in strict compliance with all applicable laws, regulations, codes, restrictive covenants, and requirements of homeowners' associations.

5.2. Customer Representations:

The Customer represents that they are the legal owner of the Property or possess the necessary authority to authorize construction activities on the Property. The requested Services conform to all relevant laws, regulations, codes, restrictive covenants, and homeowners' association requirements. Additionally, the Customer affirms their financial capability to remunerate the Contractor for the Services.

6. Obligations

6.1. Contractor Obligations:

a. Cooperation. Contractor will cooperate with Customer, Customer's representatives, design professionals and other contractors in the progress of the Services. Contractor will take all reasonably necessary precautions to protect the Work of Customer and other contractors from damage that may be caused by Contractor's Work.

b. Payment of Employees, Subcontractors and Suppliers. Contractor agrees to pay its employees, subcontractors and suppliers in a timely manner for all labor, services and materials supplied in connection with the Services. Contractor will indemnify and hold Customer harmless from any claims made by Contractor's employees, subcontractors and suppliers, providing Contractor has been paid for the Services that are the subject of the Claim.

c. Progress Reports. Upon request by Customer, Contractor will supply written reports on the progress of the Services and status of materials or equipment for use on the Services.

d. Shop Drawings, Project Data, Samples. Contractor will promptly submit Shop Drawings, Product Data, Samples or other documents and materials required by the Contract Documents within sufficient time so as not to delay the work and to obtain Customer's approval for such items.

e. Safety. Contractor will take appropriate and industry-standard safety precautions applicable to the Services and will also comply with all safety programs or requirements set forth by Customer. Contractor will comply with all safety laws, regulations and/or ordinances applicable to the Services that are set forth by any governmental agency with jurisdiction over the Services. Contractor will always maintain a safe workplace and will immediately report any injuries or safety problems to Customer, and immediately mitigate and cure any safety problems, in cooperation with Customer. If Contractor uses a hazardous substance of a type which an employer is required by law to notify employees that the substance is in use, Contractor will not use such substances without obtaining prior written permission from Customer and notifying Customer of the use of the substance in sufficient time and with sufficient detail to allow Customer to respond with instructions or take necessary measures to ensure public safety.

f. Notices, Laws, Permits, Fees. Contractor will comply with all applicable federal, state and local laws, rules, regulations, ordinances, or any other rules set forth by any governing

authority with jurisdiction over the Services, including but not limited to all laws related to taxes, social security acts, unemployment compensation acts, and worker's compensation acts. Contractor will also be responsible for giving all notices required by federal, state and local laws, rules, regulations, or ordinances and will secure and pay for all permits and licenses necessary for the completion of the Services.

g. Cleaning up. Contractor will maintain a clean work site and will keep the premises free from accumulated waste.

h. Warranty. Contractor warrants that the materials supplied, and the equipment furnished will be of good quality and new unless otherwise specified or permitted by the Contract. Contractor warrants that the Work will be free from defects not inherent in the quality of the Work and will conform to the Contract documents. This warranty is in addition to any other warranty provided by law or the Contract documents. For a period of one year after Substantial Completion of the Services, Contractor agrees to correct any Work that is not in conformance with the Contract documents.

i. Superintendent, Assignment of Contract and Subcontracting. Contractor will ensure there is a competent job superintendent, identified to the Customer, on site for the duration of the Services. Communications to the superintendent are binding on the Contractor. Important communications shall be confirmed in writing. Other communications shall be so confirmed on written request in each case. Neither party will assign the Contract without the written consent of the other. Contractor will not be relieved of any of the responsibilities of this Contract by assigning or subcontracting the Work or any portion thereof.

j. Accounting Records. Contractor will keep records, including accounting records, relating to the Services in a form acceptable to Customer and will allow Customer access to all records upon reasonable notice to Contractor to review and audit such records.

k. Independent Contractor. The Parties agree that Contractor is an independent contractor, with no employment relationship with Customer.

l. Payroll Taxes. Neither federal, state or local income taxes, nor payroll taxes of any kind shall be withheld and paid by Customer on behalf of Contractor or Contractor's employees or subcontractors. Contractor shall not be treated as an employee of Customer with respect to the services performed pursuant to this agreement for federal or state tax purposes. Contractor understands that Contractor is responsible to pay, according to law, contractor's taxes, and to withhold, according to law, taxes to be paid by employees or subcontractors. Contractor further understands that Contractor may be held liable for self-employment (social security) tax to be paid by Contractor according to law. Contractor shall indemnify, defend, and hold harmless Customer against any claims or liabilities asserted against Customer or its representatives, related to any tax payments or failure to pay taxes by Contractor.

m. Licenses and Law. Contractor represents that Contractor possesses the skills and experience necessary and all licenses required to perform the services. Contractor shall comply with all applicable laws in the performance of the Services.

n. Non-Discrimination. Contractor shall not refuse to hire any person, including any subcontractor, because of such person's race, creed, sex, color, national origin, ancestry, religion, physical or mental disability, marital or familial status, sexual orientation, or gender identity/expression, unless based on a bona fide occupational qualification.

6.2. Customer Obligations:

The Customer shall provide the Contractor, its employees, agents, and subcontractors with reasonable access to the Property for the purpose of completing the Services. The Customer agrees to maintain the Property free from any known or potential hazards and shall ensure that all pets are kept out of the work area during the construction process.

7. Insurance

a. Contractor will obtain, pay for and maintain the coverage and amounts of coverage not less than those below by a carrier with a Best AA rating or its equivalent and licensed to do business in the State of Idaho and will provide Customer with certificates issued by insurance companies satisfactory to Customer to evidence such coverages. Customer should be a named insured on the liability and completed operations policies.

b. Contractor will procure and maintain the following types of insurance at limits no less than stated below:

1. Contractor shall maintain in full force and effect, worker's compensation coverage for Contractor and any agents, employees and staff that Contractor employs, and shall require from all subcontractors, proof of worker's compensation coverage to be provided to both Contractor and Customer. Contractor shall provide proof of such coverage to Customer, or proof that such worker's compensation insurance is not required under the circumstances. Contractor shall indemnify, defend, and hold harmless Customer and its representatives against any claims or liabilities asserted

against Customer or its representatives, related to any worker's compensation coverage by Contractor, Contractor's employees, and Contractor's subcontractors.

2. Products and Completed Operations Coverage for the protection against bodily injury and property damage claims arising from this hazard at a limit of no less than \$1 Million/\$2 Million.

3. Commercial Liability Insurance with a combined single limit for bodily injury and property damage no less than \$1 Million each occurrence covering all insurable obligations or operations of Customer or its representatives.

4. Business Automobile Liability with a combined single limit for bodily injury and property damage no less than \$1 Million each occurrence to include coverage for all owned, non-owned and hired vehicles.

8. Subcontractors

The Contractor reserves the right to engage subcontractors as necessary to perform specific tasks related to the Services. However, the Contractor shall remain entirely accountable for ensuring the proper completion of this Agreement and shall fully compensate any subcontractors engaged in the process. Contractor will ensure that all subcontractors have adequate liability insurance with minimum limits of Five Million Dollars (\$5,000,000.00) and that Contractor and Customer are additional insureds on each subcontractor's liability insurance policy.

10. Events beyond Contractor's Control

The Customer acknowledges that if the Contractor is unable to complete the Services by the specified Completion Date due to reasons beyond the Contractor's control (e.g., availability of necessary supplies, materials, etc.) or unforeseeable events (e.g., labor issues, natural disasters, vandalism, etc.), such occurrences shall not constitute a breach of this Agreement.

In such cases, the Contractor's timeline for completing the Services will be extended reasonably, and a new schedule will be agreed upon by the Parties. Correspondingly, the timeline for payment by the Customer shall be extended accordingly.

11. Liability Waiver

The Customer shall not be held liable for any injuries sustained by the Contractor, its employees, agents, or other related parties while performing the Services, to the fullest extent permitted by applicable law.

12. Termination

a. For Cause. Either party may terminate this Contract if the other party fails or neglects to carry out the Services in accordance with the Contract documents or otherwise materially breaches the Contract. The terminating party shall provide the other party with seven (7) calendar days' notice of the breach and provide the other party an opportunity to cure any breach. Should the other party fail to cure the breach, the terminating party shall have the right to terminate the Contract. Contractor shall be entitled to payment for the percentage of work completed, and Customer shall be entitled to reimbursement for the percentage of work paid for, if not completed.

b. With Notice. The Customer and Contractor may terminate this Agreement in whole or in part at any time by giving thirty (30) days written notice thereof, except that Contractor shall not terminate this Agreement without completing the agreed-to work, without the acceptance of such termination by Customer. The Customer, upon termination, shall promptly pay Contractor for all services rendered to the effective date of suspension of services, plus mutually agreeable suspension charges, which may include the cost of assembling documents, personnel and equipment, rescheduling or reassignment, and commitments made to others on the Customer's behalf, subject to grant fund availability.

13. Dispute Resolution Customer or Customer's agent agrees to notify Contractor of any claims against the Contractor within one year of discovery of any allegations, errors or

omissions. Should a dispute arise, Customer and Contractor agree to negotiate disputes between them in good faith for a period of thirty (30) calendar days from the date the dispute is raised in writing by either the Customer or Contractor. If the parties fail to resolve the dispute through negotiation, then the dispute shall be decided through non-binding mediation or other mutually agreed alternative dispute resolution technique. A representative of each party with authority to settle the Claim will be present at the mediation. Fees and expenses for mediation will be split equally between the parties. Customer and Contractor agree non-binding mediation or other mutually acceptable dispute resolution technique shall precede and be a condition precedent to litigation. Notwithstanding the foregoing, either party may apply to a court for equitable relief or to attach assets prior to or concurrent with engaging in alternative dispute resolution.

13. Legal Fees

In the event of a dispute resulting in legal action, the prevailing party shall be entitled to recover reasonable legal fees, including attorneys' fees and collection costs.

14. Governing Law and Jurisdiction

The Parties agree that this Agreement shall be governed by and construed in accordance with the laws of Idaho. Any disputes arising from this Agreement shall be subject to the exclusive jurisdiction of the courts in Adams County.

15. Entire Agreement

The Parties acknowledge that this Agreement constitutes the entire understanding between them concerning the subject matter herein. Any modifications, amendments, or supplements to this Agreement shall be valid only if they are made in writing and signed by both Parties.

The Parties hereby affix their signatures to signify their acceptance of the terms and conditions as stated above:

Contractor

Name: _____

Signature: _____

Date: _____

Customer

Name: _____

Signature: _____

Date: _____

Please note that it is important to review and understand all the provisions and obligations set forth in this Agreement before signing. If there are any questions or concerns regarding the terms, it is advisable to seek legal advice or clarification. By signing above, the Parties acknowledge that they have read and comprehended the Agreement and agree to be bound by its terms and conditions.

5.05% APY*

LIMITED OFFER CD SPECIAL

*6 month term, \$250,000.01 and over. See below for additional interest rates and terms.

Earn an "A" in Savings



INTEREST RATE VALID AUGUST 12 TO SEPTEMBER 13, 2024

	MATURITY					
	6 Month		11 Month		18 Month	
	Interest Rate	APY	Interest Rate	APY	Interest Rate	APY
CD Balance						
10,000 to 250,000	4.91%	5.00%	4.47%	4.55%	4.23%	4.30%
250,000.01 and over	4.96%	5.05%	4.52%	4.60%	4.28%	4.35%



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*Annual Percentage Yield (APY) effective as of 8/12/2024 to 9/13/2024. Fees could reduce earnings. Penalty for early withdrawal. Interest rate offer subject to change without notice. Contact an Idaho First Bank employee for additional information about applicable fees and terms.



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Deposit Rate Sheet

Effective – August 1, 2024

Checking and Savings Deposits

Product Name	Minimum Opening Deposit	Interest Rate	Annual Percentage Yield (APY)*	
Peak / IOLTA	\$100			
\$.01 – 2,499.99		0.01%	0.01%	(A)
\$2,500.00 – 9,999.99		0.15%	0.15%	(A)
\$10,000.00 – 49,999.99		0.20%	0.20%	(A)
\$50,000.00 – 99,999.99		0.25%	0.25%	(A)
\$100,000.00 & Above		0.30%	0.30%	(A)
HSA / Idaho MSA	\$100			
\$.01 – 999.99		0.10%	0.10%	(A)
\$1,000.00 – 2,499.99		1.00%	1.00%	(A)
\$2,500.00 – 4,999.99		1.50%	1.51%	(A)
\$5,000.00 – 9,999.99		2.00%	2.02%	(A)
\$10,000.00 & Above		2.50%	2.53%	(A)
Savings First	\$25	1.00%	1.00%	(A)
Business Savings	\$100	1.00%	1.00%	(A)
Money Market (Personal/Business/Public)	\$5,000 (P) / \$1,000 (Bus/Pub)			
\$.01 – 4,999.99		0.75%	0.75%	(A)
\$5,000.00 – 24,999.99		3.65%	3.71%	(A)
\$25,000.00 – 49,999.99		3.70%	3.76%	(A)
\$50,000.00 – 99,999.99		3.75%	3.82%	(A)
\$100,000.00 & Above		3.80%	3.87%	(A)
Jumbo Money Market (Personal/Business/Public)	\$25,000 (P) / \$5,000 (Bus/Pub)			
\$0.01 – 49,999.99		2.50%	2.53%	(A)
\$50,000.00 – 249,999.99		3.80%	3.87%	(A)
\$250,000.00 – 999,999.99		4.00%	4.07%	(A)
\$1,000,000.00 & Above		4.10%	4.18%	(A)
Business/Public IBT**		0.15%	0.15%	(A)
Secured Public Money Market	\$25,000			
\$.01 – 249,999.99		2.75%	2.78%	(A)
\$250,000.00 & Above		4.25%	4.33%	(A)
1031 Exchange Money Market	\$1,000	4.00%	4.07%	(A)
Enhanced Account Analysis Earnings Rate	\$500	0.15%	0.15%	(A)

* APY listed above is an estimate. Actual APY will be based on specific account terms and disclosed at account opening

** Business IBT and Public IBT product is no longer available. Existing accounts under this product are grandfathered

(A) The Interest Rate and Annual Percentage Yield (APY) may change after account opening

Fees may reduce earnings



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Deposit Rate Sheet

Effective – August 1, 2024

Time Certificates of Deposits

Product Name	Minimum Opening Deposit	Interest Rate	Annual Percentage Yield (APY)*	
90 – 180 Days	\$500.00 – 4,999.99	\$500	1.25%	1.26% (B)
90 – 180 Days	\$5,000.00 – 49,999.99	\$5,000	2.25%	2.27% (B)
90 – 180 Days	\$50,000.00 – 99,999.99	\$50,000	2.90%	2.93% (B)
90 – 180 Days	\$100,000.00 & Above	\$100,000	3.25%	3.29% (B)
6 – 11 Months	\$500.00 – 4,999.99	\$500	3.95%	4.01% (B)
6 – 11 Months	\$5,000.00 – 49,999.99	\$5,000	4.00%	4.06% (B)
6 – 11 Months	\$50,000.00 – 99,999.99	\$50,000	4.05%	4.11% (B)
6 – 11 Months	\$100,000.00 & Above	\$100,000	4.10%	4.16% (B)
12 – 23 Months	\$500.00 – 4,999.99	\$500	3.85%	3.91% (B)
12 – 23 Months	\$5,000.00 – 49,999.99	\$5,000	3.90%	3.96% (B)
12 – 23 Months	\$50,000.00 – 99,999.99	\$50,000	3.95%	4.01% (B)
12 – 23 Months	\$100,000.00 & Above	\$100,000	4.00%	4.06% (B)
24 – 35 Months	\$500.00 – 4,999.99	\$500	3.50%	3.55% (B)
24 – 35 Months	\$5,000.00 – 49,999.99	\$5,000	3.55%	3.60% (B)
24 – 35 Months	\$50,000.00 – 99,999.99	\$50,000	3.60%	3.65% (B)
24 – 35 Months	\$100,000.00 & Above	\$100,000	3.65%	3.70% (B)
36 – 59 Months	\$500.00 – 4,999.99	\$500	3.40%	3.44% (B)
36 – 59 Months	\$5,000.00 – 49,999.99	\$5,000	3.45%	3.49% (B)
36 – 59 Months	\$50,000.00 – 99,999.99	\$50,000	3.50%	3.55% (B)
36 – 59 Months	\$100,000.00 & Above	\$100,000	3.55%	3.60% (B)
60 Months +	\$500.00 – 4,999.99	\$500	3.30%	3.34% (B)
60 Months +	\$5,000.00 – 49,999.99	\$5,000	3.35%	3.39% (B)
60 Months +	\$50,000.00 – 99,999.99	\$50,000	3.40%	3.44% (B)
60 Months +	\$100,000.00 & Above	\$100,000	3.45%	3.49% (B)

* APY listed above is an estimate. Actual APY will be based on specific account terms and disclosed at account opening

(B) A penalty will be imposed for early withdrawal (3 mo interest for CDs less than 2 years; 6 mo interest for CDs of 2 years or longer)

Fees may reduce earnings



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Deposit Rate Sheet

Effective – August 1, 2024

IRA Time Certificates of Deposits

Product Name	Minimum Opening Deposit	Interest Rate	Annual Percentage Yield (APY)*
Variable Rate			
12 Months Variable IRA	\$500	4.00%	4.06% (A)(B)
Fixed Rate			
12 – 23 Months	\$500.00 – 4,999.99	\$500	3.85% 3.91% (B)
12 – 23 Months	\$5,000.00 – 49,999.99	\$5,000	3.90% 3.96% (B)
12 – 23 Months	\$50,000.00 – 99,999.99	\$50,000	3.95% 4.01% (B)
12 – 23 Months	\$100,000.00 & Above	\$100,000	4.00% 4.06% (B)
24 – 35 Months	\$500.00 – 4,999.99	\$500	3.50% 3.55% (B)
24 – 35 Months	\$5,000.00 – 49,999.99	\$5,000	3.55% 3.60% (B)
24 – 35 Months	\$50,000.00 – 99,999.99	\$50,000	3.60% 3.65% (B)
24 – 35 Months	\$100,000.00 & Above	\$100,000	3.65% 3.70% (B)
36 Months +	\$500.00 – 4,999.99	\$500	3.40% 3.44% (B)
36 Months +	\$5,000.00 – 49,999.99	\$5,000	3.45% 3.49% (B)
36 Months +	\$50,000.00 – 99,999.99	\$50,000	3.50% 3.55% (B)
36 Months +	\$100,000.00 & Above	\$100,000	3.55% 3.60% (B)

* APY listed above is an estimate. Actual APY will be based on specific account terms and disclosed at account opening

(A) The Interest Rate and Annual Percentage Yield (APY) may change after account opening

(B) A penalty will be imposed for early withdrawal (3 mo interest for CDs less than 2 years; 6 mo interest for CDs of 2 years or longer)

Fees may reduce earnings

Dana Kautz

Pay Period

8/16/2024 to

8/31/2024

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									0.00	
Thursday									0.00	
Friday	8/16/2024								0.00	
Saturday	8/17/2024								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sunday	8/18/2024								0.00	
Monday	8/19/2024								0.00	
Tuesday	8/20/2024								0.00	
Wednesday	8/21/2024								0.00	
Thursday	8/22/2024	0.30							0.30	
Friday	8/23/2024								0.00	
Saturday	8/24/2024								0.00	
Total Week		0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.30	
Sunday	8/25/2024								0.00	
Monday	8/26/2024	2.83							2.83	
Tuesday	8/27/2024	4.42							4.42	
Wednesday	8/28/2024	2.17							2.17	
Thursday	8/29/2024								0.00	
Friday	8/30/2024								0.00	
Saturday	8/31/2024								0.00	
Total Week		9.42	0.00	0.00	0.00	0.00	0.00	0.00	9.42	
Total Pay Period		9.72	0.00	0.00	0.00	0.00	0.00	0.00	9.72	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Role	Wage rate	Actual vs. s	Total paid f	Regular hours
Dana Kautz	August 22 2024	6:04pm	August 22 2024	6:22pm	City Treasurer		0.3	0.3	0.3
Dana Kautz	August 26 2024	1:02pm	August 26 2024	3:52pm	City Treasurer		2.83	2.83	2.83
Dana Kautz	August 27 2024	8:06am	August 27 2024	12:31pm	City Treasurer		4.42	4.42	4.42
Dana Kautz	August 28 2024	12:50pm	August 28 2024	3:00pm	City Treasurer		2.17	2.17	2.17
Totals for Dana Kautz							9.72	9.72	9.72

Kyla Gardner

Pay Period

8/16/2024 to

8/31/2024

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									0.00	
Thursday									0.00	
Friday	8/16/2024	2.35							2.35	
Saturday	8/17/2024								0.00	
Total Week		2.35	0.00	0.00	0.00	0.00	0.00	0.00	2.35	
Sunday	8/18/2024								0.00	
Monday	8/19/2024	7.35							7.35	
Tuesday	8/20/2024	7.43							7.43	
Wednesday	8/21/2024	7.47							7.47	
Thursday	8/22/2024	7.72							7.72	
Friday	8/23/2024								0.00	
Saturday	8/24/2024								0.00	
Total Week		29.97	0.00	0.00	0.00	0.00	0.00	0.00	29.97	
Sunday	8/25/2024								0.00	
Monday	8/26/2024	10.42							10.42	
Tuesday	8/27/2024	7.80							7.80	
Wednesday	8/28/2024	7.72							7.72	
Thursday	8/29/2024	7.82							7.82	
Friday	8/30/2024	3.93							3.93	
Saturday	8/31/2024								0.00	
Total Week		37.69	0.00	0.00	0.00	0.00	0.00	0.00	37.69	
Total Pay Period		70.01	0.00	0.00	0.00	0.00	0.00	0.00	70.01	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Actual vs. s	Total paid	Regular hours
Kyla Gardner	August 16 2024	7:28am	August 16 2024	9:49am	2.35	2.35	2.35
Kyla Gardner	August 19 2024	7:44am	August 19 2024	3:05pm	7.35	7.35	7.35
Kyla Gardner	August 20 2024	7:44am	August 20 2024	3:10pm	7.43	7.43	7.43
Kyla Gardner	August 21 2024	7:44am	August 21 2024	3:12pm	7.47	7.47	7.47
Kyla Gardner	August 22 2024	7:20am	August 22 2024	3:03pm	7.72	7.72	7.72
Kyla Gardner	August 26 2024	7:45am	August 26 2024	3:36pm	7.85	7.85	7.85
Kyla Gardner	August 26 2024	5:53pm	August 26 2024	8:27pm	2.57	2.57	2.57
Kyla Gardner	August 27 2024	7:41am	August 27 2024	3:29pm	7.8	7.8	7.8
Kyla Gardner	August 28 2024	7:41am	August 28 2024	3:24pm	7.72	7.72	7.72
Kyla Gardner	August 29 2024	7:40am	August 29 2024	3:29pm	7.82	7.82	7.82
Kyla Gardner	August 30 2024	7:48am	August 30 2024	11:44am	3.93	3.93	3.93
Totals for Kyla Gardner					70.01	70.01	70.01
-	-	-	-	-	-	-	-

Diane Hunter

Pay Period

8/16/2024 to

8/31/2024

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									0.00	
Thursday									0.00	
Friday	8/16/2024							7.00	7.00	
Saturday	8/17/2024								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	7.00	7.00	
Sunday	8/18/2024								0.00	
Monday	8/19/2024	6.42							6.42	
Tuesday	8/20/2024	7.15							7.15	
Wednesday	8/21/2024	7.15							7.15	
Thursday	8/22/2024	6.11							6.11	
Friday	8/23/2024	0.40						7.00	7.40	
Saturday	8/24/2024								0.00	
Total Week		27.23	0.00	0.00	0.00	0.00	0.00	7.00	34.23	
Sunday	8/25/2024								0.00	
Monday	8/26/2024	9.32							9.32	
Tuesday	8/27/2024	7.38							7.38	
Wednesday	8/28/2024	7.02							7.02	
Thursday	8/29/2024	8.03							8.03	
Friday	8/30/2024							6.00	6.00	
Saturday	8/31/2024								0.00	
Total Week		31.75	0.00	0.00	0.00	0.00	0.00	6.00	37.75	
Total Pay Period		58.98	0.00	0.00	0.00	0.00	0.00	20.00	78.98	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Break start	Break end	Break length	Break type	Payroll ID	Actual vs. s	Total paid	Regular hours	Unpaid breaks
Diane Ellen Hunter	August 19 2024	7:59am	August 19 2024	2:24pm						6.42	6.42	6.42	0
Diane Ellen Hunter	August 20 2024	7:51am	August 20 2024	3:00pm						7.15	7.15	7.15	0
Diane Ellen Hunter	August 21 2024	7:57am	August 21 2024	3:06pm						7.15	7.15	7.15	0
Diane Ellen Hunter	August 22 2024	7:50am	August 22 2024	3:10pm	12:59pm	2:12pm	73 min	30 min - Unpaid		6.11	6.11	6.11	1.22
Diane Ellen Hunter	August 23 2024	12:03pm	August 23 2024	12:27pm						0.4	0.4	0.4	0
Diane Ellen Hunter	August 26 2024	7:39am	August 26 2024	3:18pm						7.65	7.65	7.65	0
Diane Ellen Hunter	August 26 2024	6:30pm	August 26 2024	8:10pm						1.67	1.67	1.67	0
Diane Ellen Hunter	August 27 2024	7:58am	August 27 2024	3:21pm						7.38	7.38	7.38	0
Diane Ellen Hunter	August 28 2024	7:59am	August 28 2024	3:00pm						7.02	7.02	7.02	0
Diane Ellen Hunter	August 29 2024	7:58am	August 29 2024	4:00pm						8.03	8.03	8.03	0
Totals for Diane Ellen Hunter										58.98	58.98	58.98	1.22

Hunter Brown

Pay Period

8/16/2024 to

8/31/2024

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									0.00	
Thursday									0.00	
Friday	8/16/2024	5.44		3.58					9.02	
Saturday	8/17/2024								0.00	
Total Week		5.44	0.00	3.58	0.00	0.00	0.00	0.00	9.02	
Sunday	8/18/2024								0.00	
Monday	8/19/2024	10.48							10.48	
Tuesday	8/20/2024	9.63							9.63	
Wednesday	8/21/2024	9.50							9.50	
Thursday	8/22/2024	10.00							10.00	
Friday	8/23/2024	0.39		8.61					9.00	
Saturday	8/24/2024								0.00	
Total Week		40.00	0.00	8.61	0.00	0.00	0.00	0.00	48.61	
Sunday	8/25/2024								0.00	
Monday	8/26/2024	9.97							9.97	
Tuesday	8/27/2024	9.37							9.37	
Wednesday	8/28/2024	9.40							9.40	
Thursday	8/29/2024	11.00							11.00	
Friday	8/30/2024	0.26		9.72					9.98	
Saturday	8/31/2024								0.00	
Total Week		40.00	0.00	9.72	0.00	0.00	0.00	0.00	49.72	
Total Pay Period		85.44	0.00	21.91	0.00	0.00	0.00	0.00	107.35	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Actual vs. s	Total paid h	Regular hot	Unpaid bre	OT hours
Hunter Brown	August 16 2024	7:29am	August 16 2024	4:30pm	9.02	9.02	5.44	0	3.58
Hunter Brown	August 19 2024	7:01am	August 19 2024	5:30pm	10.48	10.48	10.48	0	0
Hunter Brown	August 20 2024	7:22am	August 20 2024	5:00pm	9.63	9.63	9.63	0	0
Hunter Brown	August 21 2024	7:00am	August 21 2024	4:30pm	9.5	9.5	9.5	0	0
Hunter Brown	August 22 2024	7:00am	August 22 2024	5:00pm	10	10	10	0	0
Hunter Brown	August 23 2024	7:00am	August 23 2024	4:00pm	9	9	0.39	0	8.61
Hunter Brown	August 26 2024	7:02am	August 26 2024	5:00pm	9.97	9.97	9.97	0	0
Hunter Brown	August 27 2024	6:38am	August 27 2024	4:00pm	9.37	9.37	9.37	0	0
Hunter Brown	August 28 2024	8:59am	August 28 2024	6:23pm	9.4	9.4	9.4	0	0
Hunter Brown	August 29 2024	6:30am	August 29 2024	5:30pm	11	11	11	0	0
Hunter Brown	August 30 2024	6:01am	August 30 2024	4:00pm	9.98	9.98	0.26	0	9.72
Totals for Hunter Brown					107.35	107.35	85.44	0	21.91

Dana Kautz

Pay Period

8/1/2024 to

8/15/2024

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									0.00	
Wednesday									0.00	
Thursday	8/1/2024								0.00	
Friday	8/2/2024								0.00	
Saturday	8/3/2024								0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sunday	8/4/2024								0.00	
Monday	8/5/2024								0.00	
Tuesday	8/6/2024								0.00	
Wednesday	8/7/2024	1.17							1.17	
Thursday	8/8/2024								0.00	
Friday	8/9/2024								0.00	
Saturday	8/10/2024								0.00	
Total Week		1.17	0.00	0.00	0.00	0.00	0.00	0.00	1.17	
Sunday	8/11/2024								0.00	
Monday	8/12/2024								0.00	
Tuesday	8/13/2024	5.13							5.13	
Wednesday	8/14/2024								0.00	
Thursday	8/15/2024								0.00	
Friday									0.00	
Saturday									0.00	
Total Week		5.13	0.00	0.00	0.00	0.00	0.00	0.00	5.13	
Total Pay Period		6.30	0.00	0.00	0.00	0.00	0.00	0.00	6.30	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Actual vs. scheduled	Total paid hours	Regular hours
Dana Kautz	August 7 2024	12:50pm	August 7 2024	2:00pm		1.17	1.17
Dana Kautz	August 13 2024	10:15am	August 13 2024	3:23pm		5.13	5.13
Totals for Dana Kautz						6.3	6.3

Diane Hunter

Pay Period

8/1/2024 to

8/15/2024

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									0.00	
Wednesday									0.00	
Thursday	8/1/2024	7.60							7.60	
Friday	8/2/2024						3.07		3.07	
Saturday	8/3/2024								0.00	
Total Week		7.60	0.00	0.00	0.00	0.00	3.07	0.00	10.67	
Sunday	8/4/2024								0.00	
Monday	8/5/2024	7.35							7.35	
Tuesday	8/6/2024	7.25							7.25	
Wednesday	8/7/2024	6.96							6.96	
Thursday	8/8/2024	7.52							7.52	
Friday	8/9/2024	1.03							1.03	
Saturday	8/10/2024								0.00	
Total Week		30.11	0.00	0.00	0.00	0.00	0.00	0.00	30.11	
Sunday	8/11/2024								0.00	
Monday	8/12/2024						8.00		8.00	
Tuesday	8/13/2024	7.02							7.02	
Wednesday	8/14/2024	7.12							7.12	
Thursday	8/15/2024	7.08							7.08	
Friday									0.00	
Saturday									0.00	
Total Week		21.22	0.00	0.00	0.00	0.00	8.00	0.00	29.22	
Total Pay Period		58.93	0.00	0.00	0.00	0.00	11.07	0.00	70.00	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Break start	Break end	Break length	Break type	Payroll ID	Actual vs. s	Total paid f	Regular ho	Unpaid breaks
Diane Ellen Hunter	August 1 2024	7:56am	August 1 2024	3:32pm						7.6	7.6	7.6	0
Diane Ellen Hunter	August 5 2024	7:54am	August 5 2024	3:15pm						7.35	7.35	7.35	0
Diane Ellen Hunter	August 6 2024	8:00am	August 6 2024	3:15pm						7.25	7.25	7.25	0
Diane Ellen Hunter	August 7 2024	7:50am	August 7 2024	3:04pm	12:48pm	1:04pm	16 min	30 min - Unpaid		6.96	6.96	6.96	0.27
Diane Ellen Hunter	August 8 2024	7:59am	August 8 2024	3:30pm						7.52	7.52	7.52	0
Diane Ellen Hunter	August 9 2024	1:34pm	August 9 2024	2:36pm						1.03	1.03	1.03	0
Diane Ellen Hunter	August 13 2024	7:59am	August 13 2024	3:00pm						7.02	7.02	7.02	0
Diane Ellen Hunter	August 14 2024	7:56am	August 14 2024	3:17pm	1:01pm	1:15pm	14 min	30 min - Unpaid		7.12	7.12	7.12	0.23
Diane Ellen Hunter	August 15 2024	7:58am	August 15 2024	3:03pm						7.08	7.08	7.08	0
Totals for Diane Ellen Hunter										58.93	58.93	58.93	0.5

Kyla Gardner

Pay Period

8/1/2024 to

8/15/2024

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									0.00	
Wednesday									0.00	
Thursday	8/1/2024	7.47							7.47	
Friday	8/2/2024								0.00	
Saturday	8/3/2024								0.00	
Total Week		7.47	0.00	0.00	0.00	0.00	0.00	0.00	7.47	
Sunday	8/4/2024								0.00	
Monday	8/5/2024	7.43							7.43	
Tuesday	8/6/2024	7.32							7.32	
Wednesday	8/7/2024	7.43							7.43	
Thursday	8/8/2024	7.80							7.80	
Friday	8/9/2024	2.25							2.25	
Saturday	8/10/2024								0.00	
Total Week		32.23	0.00	0.00	0.00	0.00	0.00	0.00	32.23	
Sunday	8/11/2024								0.00	
Monday	8/12/2024	1.98					6.00		7.98	
Tuesday	8/13/2024						8.00		8.00	
Wednesday	8/14/2024	7.68							7.68	
Thursday	8/15/2024	8.03							8.03	
Friday									0.00	
Saturday									0.00	
Total Week		17.69	0.00	0.00	0.00	0.00	14.00	0.00	31.69	
Total Pay Period		57.39	0.00	0.00	0.00	0.00	14.00	0.00	71.39	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Actual vs. s	Total paid	Regular hours	Unpaid breaks
Kyla Gardner	August 1 2024	7:46am	August 1 2024	3:14pm	7.47	7.47	7.47	
Kyla Gardner	August 5 2024	7:48am	August 5 2024	3:14pm	7.43	7.43	7.43	
Kyla Gardner	August 6 2024	7:45am	August 6 2024	3:04pm	7.32	7.32	7.32	
Kyla Gardner	August 7 2024	7:41am	August 7 2024	3:07pm	7.43	7.43	7.43	
Kyla Gardner	August 8 2024	7:40am	August 8 2024	3:28pm	7.8	7.8	7.8	
Kyla Gardner	August 9 2024	9:21am	August 9 2024	11:36am	2.25	2.25	2.25	
Kyla Gardner	August 12 2024	12:49pm	August 12 2024	2:48pm	1.98	1.98	1.98	
Kyla Gardner	August 14 2024	7:21am	August 14 2024	3:02pm	7.68	7.68	7.68	
Kyla Gardner	August 15 2024	7:33am	August 15 2024	3:35pm	8.03	8.03	8.03	
Totals for Kyla Gardner					57.39	57.39	57.39	

Hunter Brown

Pay Period

8/1/2024 to

8/15/2024

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									0.00	
Wednesday									0.00	
Thursday	8/1/2024	7.93							7.93	
Friday	8/2/2024	6.64		1.38					8.02	
Saturday	8/3/2024								0.00	
Total Week		14.57	0.00	1.38	0.00	0.00	0.00	0.00	15.95	
Sunday	8/4/2024								0.00	
Monday	8/5/2024	8.50							8.50	
Tuesday	8/6/2024	9.22							9.22	
Wednesday	8/7/2024	8.03							8.03	
Thursday	8/8/2024	8.97							8.97	
Friday	8/9/2024	5.28		3.67					8.95	
Saturday	8/10/2024								0.00	
Total Week		40.00	0.00	3.67	0.00	0.00	0.00	0.00	43.67	
Sunday	8/11/2024								0.00	
Monday	8/12/2024	8.35							8.35	
Tuesday	8/13/2024	8.02							8.02	
Wednesday	8/14/2024	8.02							8.02	
Thursday	8/15/2024	10.17							10.17	
Friday									0.00	
Saturday									0.00	
Total Week		34.56	0.00	0.00	0.00	0.00	0.00	0.00	34.56	
Total Pay Period		89.13	0.00	5.05	0.00	0.00	0.00	0.00	94.18	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Actual vs. sche	Total paid hours	Regular hours	Unpaid bre	OT hours
Hunter Brown	August 1 2024	8:04am	August 1 2024	4:00pm	7.93	7.93	7.93	0	0
Hunter Brown	August 2 2024	7:59am	August 2 2024	4:00pm	8.02	8.02	6.64	0	1.38
Hunter Brown	August 5 2024	7:30am	August 5 2024	4:00pm	8.5	8.5	8.5	0	0
Hunter Brown	August 6 2024	7:59am	August 6 2024	5:12pm	9.22	9.22	9.22	0	0
Hunter Brown	August 7 2024	7:39am	August 7 2024	3:41pm	8.03	8.03	8.03	0	0
Hunter Brown	August 8 2024	7:00am	August 8 2024	3:58pm	8.97	8.97	8.97	0	0
Hunter Brown	August 9 2024	7:03am	August 9 2024	4:00pm	8.95	8.95	5.28	0	3.67
Hunter Brown	August 12 2024	7:59am	August 12 2024	4:20pm	8.35	8.35	8.35	0	0
Hunter Brown	August 13 2024	7:59am	August 13 2024	4:00pm	8.02	8.02	8.02	0	0
Hunter Brown	August 14 2024	7:59am	August 14 2024	4:00pm	8.02	8.02	8.02	0	0
Hunter Brown	August 15 2024	7:59am	August 15 2024	6:09pm	10.17	10.17	10.17	0	0
Totals for Hunter Brown					94.18	94.18	89.13	0	5.05
-	-	-	-	-	-	-	-	-	-

For dates posted from 08/28/24 to 09/09/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6337		580 4 Corner Communications	480.00								
		IT Services and Amcrest for September 2024									
	3867	09/01/24 IT Professional Support	153.33*			1		41100	327		10102
	3867	09/01/24 IT Professional Support (W)	153.33*			60		43320	327		10102
	3867	09/01/24 IT Professional Support (SWR)	153.34			65		43220	327		10102
	3868	09/01/24 AMCREST	20.00*			60		43320	327		10102
		Total for Vendor:	480.00								
6340		563 Adams County Prosecuting	1,500.00								
		September 2024									
	1071	09/03/24 Municipal Prosecutions- SEPT	1,500.00			1		41400	312		10102
		Total for Vendor:	1,500.00								
6347		25 Analytical Labs, Inc.	855.66								
	2406268	08/31/24 Water Sampling / Testing	54.00*			60		43320	745		10102
	2406269	08/31/24 Sewer Sampling / Testing	801.66			65		43220	745		10102
		Total for Vendor:	855.66								
6351		1 C & M Lumber Co, Inc	3,306.21								
	08/25/24	Sewer	172.45*			65		43220	324		10102
	08/25/24	Shop - Water	299.10			60		43320	324		10102
	08/25/24	Shop - Sewer	299.10*			65		43220	324		10102
	08/25/24	Shop - Streets	299.10*			1		41500	324		10102
	08/25/24	Park	1,809.82*			1		41600	324		10102
	08/25/24	Equipment	426.64*			1		41500	350		10101
		Total for Vendor:	3,306.21								
6344		557 Campbell's Backflow Testing LLC	405.00								
		BackFlow Testing of WWTP and S&S									
	1973	08/28/24 Backflow Testing	405.00			65		43222	324		10102
		Total for Vendor:	405.00								
6350		E 253 Christensen Inc. dba United Oil	315.63								
		CL65595 08/31/24 Fuel -Streets	315.63			1		41500	630		10102
		Total for Vendor:	315.63								

For dates posted from 08/28/24 to 09/09/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6343		29 City of New Meadows	4,477.36			65		43220	339		10102
	025-00	08/29/24 Chlorinator Room	14.77			1		41600	332		10102
	310-00	08/29/24 Park Irrigation	3,734.25*			1		41600	331		10102
	309-00	08/29/24 Park Restrooms	254.38*			63		43100	331		10102
	014-00	08/29/24 Industrial Park	232.24			65		43220	338		10102
	364-00	08/29/24 Auger Room	58.77			1		41100	331		10102
	126-00	08/29/24 City Hall	78.30*			1		41600	332		10102
	015-00	08/29/24 Skate Park	14.30*			1		41600	332		10102
	012-00	08/29/24 Recycle Center	14.30*			1		41100	331		10102
	060-00	08/29/24 Ambulance Shed	76.05*			1		41100	331		10102
		Total for Vendor:	4,477.36								
6352		405 CORE & MAIN LP	2,155.96			60		43320	324		10102
	V466810	08/30/24 Valve Riser Box s. Heigho	699.52			60		43320	324		10102
	V543581	08/30/24 Water Meter Parts	382.84			65		43220	324		10102
	U723475	08/16/24 Transducer WW parts	1,073.60*								
		Total for Vendor:	2,155.96								
6339	E	367 Custom Works / Barron Loper	391.00			1	42	41400	310		10102
		Grass/Weed Abatement August 2024				1	42	41400	310		10102
	1	08/26/24 Weed / Grass Abate WCMHT	150.00*			1	42	41400	310		10102
	1	08/26/24 Weed / Grass 306 S. Heigho	150.00*			1	42	41400	310		10102
	1	08/26/24 Weed/Grass McLain/ Cuning	39.00*			1	42	41400	310		10102
	1	08/26/24 Weed/ Grass McLain MV S.	52.00*			1	42	41400	310		10102
		Total for Vendor:	391.00								
		*** Claim from another period (8/24) ****									
		400.00									
6336		495 Drake Diversified LLC	400.00			60		43320	310		10102
		Monthly Back-up Operator August 2024				65		43220	310		10102
	2114	09/01/24 AUG 2024 H20 Back-up Operator	200.00								
	2114	09/01/24 AUG 2024 SWR Back-up Operator	200.00								
		Total for Vendor:	400.00								
6345		533 GMCO Corporation	25,003.28			1		41500	711		10102
		Mag Chloride Dust Guard				63	7	43100	711		10102
	24-4185	07/31/24 Road Mag Chloride (STRTS)	24,500.00								
	24-4185	07/31/24 Road Mag Chloride (Ind Park)	503.28*								
		Total for Vendor:	25,003.28								

For dates posted from 08/28/24 to 09/09/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6346		641 High Mountain Cleaning & OFFICE CLEANING / CITY HALL 08/4/2024, 8/18/2024 11177 09/02/24 OFFICE CLEANING / CITY HALL	103.75 103.75			1		41100	324		10102
Total for Vendor:			103.75								
6334	E	150 Lake Shore Disposal 26857020 09/01/24 Garbage - General 26857020 09/01/24 Garbage - Water 26857020 09/01/24 Garbage - Sewer 26857020 09/01/24 Garbage - Industrial Park	285.32 71.33 71.33 71.33* 71.33*			1		41100 43320 43220 43100	324 324 324 324		10102 10102 10102 10102
Total for Vendor:			285.32								
6348		732 Mountain Utility Services Draft Water Rate model for water rate study 140.0010.01 140-0010-1 07/30/24 Water Rate Study 140-0010-1 07/30/24 Water Rate Study 140-0010-1 07/30/24 Water Rate Study 140-0010-1 07/30/24 Water Rate Study 140-0010-1 07/30/24 Water Rate Study	15,000.00 449.25 800.00 2,762.50 5,271.25 5,717.00			60		43320 43220 43320 43220 43330	310 310 319 319 824		10102 10102 10102 10102 10102
Total for Vendor:			15,000.00								
6349		731 Q and H Lawncare LLC Mowing and Weedeating City Park 8/16 & 8/23 00192 08/16/24 Mowing & Weedeating Park 00200 08/23/24 Mowing & Weedeating Park	350.00 175.00* 175.00*			1	42	41400 41400	310 310		10102 10102
Total for Vendor:			350.00								
6341		642 Raven Waterworks, LLC Monthly Operator / Sewer Assistance / transport of testing samples to Analytical labs	2,096.85			60		43320	352		10102
240903		09/01/24 August H2O Operator	1,096.85			65		43220	352		10102
240903		09/01/24 August SWR Operator	1,000.00								
Total for Vendor:			2,096.85								

For dates posted from 08/28/24 to 09/09/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6338		659 SMS Inc.	88.00								
	322	08/07/24 Shipping (SWR)	32.00			65		43220	620		10102
	322	08/14/24 Shipping (SWR)	28.00			65		43220	620		10102
	322	08/27/24 Shipping (SWR)	28.00			65		43220	620		10102
		Total for Vendor:	88.00								
6342	E	146 The Record Reporter Published Budget and Ordinance Amendment	207.53								
		4593 08/22/24 Budget and Ordinance (GEN)	207.53*			1		41100	309		10102
		Total for Vendor:	207.53								
6353	E	436 US Bank	885.15								
		GOOGLE 08/25/24 Email (Gen)	70.20*			1		41100	709		10102
		GOOGLE 08/25/24 Email (IND)	70.20*			63		43100	709		10102
		GOOGLE 08/25/24 Email (WTR)	70.20*			60		43320	709		10102
		GOOGLE 08/25/24 Email (SWR)	70.20*			65		43220	709		10102
		phones 08/25/24 8x8 phones (GEN)	34.98			1		41100	308		10102
		phones 08/25/24 8x8 phones (WTR)	34.99*			60		43320	308		10102
		phones 08/25/24 8x8 phones (SWR)	34.99*			65		43220	308		10102
		supplies 08/25/24 ADOBE	19.99			1		41100	324		10102
		domain 08/25/24 land1 Domain	3.00*			1		41100	709		10102
		postage 08/25/24 FP Mailing	207.00*			1		41100	620		10102
		YS PIC 08/25/24 Shutterfly YS pic	260.45*			1		45200	324		10102
		POST 08/25/24 USPS postage	8.95			1		41100	324		10102
		Total for Vendor:	885.15								
		# of Claims	19								
		Total:	58,306.70								
		Total Electronic Claims	2,084.63								
		Total Non-Electronic Claims	56222.07								
		# of Vendors	14								

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, AUGUST 26TH, 2024 AT 6:30 PM
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 15.

Roll Call/Pledge of Allegiance

Present at City Hall were Mayor Julie Good, Council Members Josh Carr, Troy Black, and Jeff Parnett. Council Member Ryker was excused.

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

Staff present at City Hall were Kyla Gardner and Diane Hunter.

Public present were Kayrene Brown, Jessica Lillehaug, Philip Good, Chris and Tracy Peterson, Doug and Nikki Buys, Nikki Crogh, Fred McFadden, Devin Buys, Willy and Donna Brown and Lindsey Harris. Present via zoom was Cammi Shipley.

Mayor Good opened the meeting at 6:30 P.M. Council Member Carr Led the Pledge of Allegiance.

Public Input

Doug Buys requested an updated status of the Dust Abatement and streets as well as a potential problem between the Fire Department and the City that was discussed with him by two city council members who are also on the New Meadows Fire Department. The mayor stated that she and the city have no issues with the Fire Dept. and/or Chief Buys and expressed her appreciation for Doug's input and the Fire Department's work in the community. Chief Buys stated he has no issue with Public Works asking him for advice and the Mayor explained that she had discouraged repeated requests for Doug's time and consultation out of respect for the fact that he was no longer a paid employee of the City. The Mayor expressed her desire that the two entities communicate more efficiently, especially after the recent implementation of inspection fees by the Fire Department which need to be part of local development conversations. Mayor Good also stated that Hunter Brown has been working by himself for the month of August and has not had a chance yet to put in place the recommendations from GMCO.

Reports

Mayor's Report

Mayor Good reported that we are getting the park ready for Meadows Valley Days and it is also the Community wide yard-sale happening over Labor Day Weekend. There is a plan to have a groundbreaking event at the Childcare center after Labor Day. The Heartland Recyclers sign will be saved from the building and be reused. The City Hall Mural project is still on track, the submissions for this project will be displayed at the Depot for everyone to see. Mayor Good stated that she spoke with Lift Idaho which is a group that assist communities with the Local Option Tax. Mayor Good stated that cities have to prove that they are a destination city in order to qualify for having the Local Option Tax. Mayor Good stated that she suggested holding a public meeting for the community to provide information about the Local Option Tax.

West Central Mountain Economic Development Council

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, AUGUST 26TH, 2024 AT 6:30 PM
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 15.

Executive Director Lindsey Harris was present to report that the WCMEDC is a regional nonprofit group that supports Valley County and a portion of Northern Adams County. The group focuses on housing, broadband, infrastructure, community development, and early childhood education. They are currently working on a regional housing needs assessment. The housing assessment should be completed this fall and will be available to the public. The board is working on the Middle mile broadband project hoping to bring faster internet to our area. The next Economic Summit will be held November 4th, 2024, the location is still to be determined.

Discussion Items

Childcare/ Youth Center

Mayor Good stated that Dalrymple Construction is bringing in a Conex container so that Meadows Valley School will have a location to store items for the preschool and it will be placed on the North side of the skatepark property. They are also preparing the supports to lift the building. They will begin lifting the building on September 3rd. The City received the approved building permit last week. A notice has been sent out to all Industrial Park tenants to let them know about the increased traffic due to construction.

Park Use

Mayor Good stated that she has received several comments from the community about having some sort of sign showing when the park is being reserved. Council Member Parnett suggested that the park be split into quadrants and so there is more than one area that will be available for reservation. Council Member Carr suggested that we continue not to charge local groups but they should be able to use power and water if they need it. Council Member Black stated that we should charge out of town groups for park use to include water and power use and also vendors who want to use the park. Mayor Good stated that we will move forward with park reservations, cleaning deposits for not local users. Kyla will work on the ordinance and it will be available for discussion at a future meeting.

Action Items

Removal of Park Fence

Mayor Good requested to move this item to the top since they were talking about Park use. She stated that she was approached by Meadows Valley Days committee members about the fence that in the South East corner of the park. The committee is requesting that the fence be removed because it is not being used and it is in the way for Meadows Valley Days. Doug Buys stated that the time and labor to remove the fence can be donated by community members.

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- Council Member Parnett moved to approve the removal of the park fence on the South East corner of the park; Council Member Black seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

BMR CUP Monthly Status Report

Mayor Good had Kyla Gardner print an overview of the property that shows the area for Condition Number 4 of the Conditional Use Permit. Mayor Good stated that the City Council visited the site at the last City Council meeting. Willy and Donna Brown were present at that visit. Willy Brown stated that they removed all of the tires from the site and moved them to his parent's property. Willy stated that they are currently looking for a large trailer to remove all of the tires they are not keeping from the property. There are still tires on vehicles on the property. Council Member Carr stated that upon his site visit it looked like a land fill and not a recycling center. Mayor Good stated that the Council is currently giving the Browns the opportunity to satisfy the conditions of their Conditional Use Permit and the contract is in place to ensure they satisfy the requirements of the original permit. Council Member Carr stated that they are in violation of not fulfilling the requirements of the conditions that were due June 30th. Mayor Good stated that the condition of vacating the 300 feet from the creek is so that they can show there is currently nothing that is contaminating the area. That area that is required to be vacated is full of piles and there is no way to see what is contaminating the area. Donna Brown stated that the wording of the Conditional Use Permit is up to interpretation. Council Member Parnett stated that he did not think that the conditions of condition number 4 were met.

Browns Mountain Recycling CUP Determination

- Council Member Parnett moved to schedule a Public Hearing to determine if there is cause to revoke the Conditional Use Permit for Browns Mountain Recycling per City Ordinance Code 3-1-6; Council Member Black seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Black - yes. Motion carried.

Workforce Development Council Childcare Grant Agreement

Mayor Good stated that the Workforce Development Council created the contract that has been reviewed by the City Attorney. The contract states that we will spend the \$600,000 awarded for the construction of the childcare building.

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- Council Member Parnett moved to approve the Workforce Development Council Childcare Grant Agreement; Council Member Carr seconded the motion. Roll Call Vote: Carr – yes, Parnett – yes, Black – yes. Motion carried.

Dalrymple Construction Contract

Mayor Good stated that the contract will be tabled until it can be reviewed by the City Attorney and City Engineer.

Executive Session 74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

- Council Member Carr moved to go into Executive Session under 74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student; Council Member Parnett seconded the motion. Roll Call Vote: Parnett - yes, Carr – yes, Black- Yes. Motion Carried.

Executive Session began at 7:45 P.M. Executive Session ended at 8:00 P.M. Roll was called and all City Council Members and Mayor were present.

Employee Contract Approval

- Council Member Carr moved to approve the employment contract between the City of New Meadows and employee Jessica Wallace. Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Black – yes. Motion Carried.

Consent Agenda

The Consent Agenda included July 2024 Financials and the paid and pending claims.

- 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

- Public Hearing September 23, 2024
- Park Use Ordinance

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- Local Option Tax
- Fred McFadden Alley

Adjournment

Mayor Good adjourned the meeting at 8:15 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

DRAFT

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, AUGUST 12TH, 2024 AT 6:00 PM
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 15.

Roll Call/Pledge of Allegiance

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

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

Public present was Rachel Reynaga, Jessica Lillehaug, and Philip Good. Present via zoom was Drew Dodson, Cammi Shipley, Betsy Ogden, and Traci Jamison.

Mayor Good opened the meeting at 6:01 P.M.

Mayor Good, City Council Members and the public went to take a tour on site at Browns Mountain Recycling.

Public Input

There was no public input.

Reports

Mayor's Report

Mayor Good reported that there was a site visit at the Childcare Center location and that the group should be lifting the building next week. We are still waiting on the building permit until it is approved by Adams County. Mayor Good stated that the burn ban is still in effect until she and the Fire Chief Doug Buys determine that it is safe to lift it. The Mayor stated that the first Skatepark Community Meeting went really well with a turnout of 30 people. There will be a Public Hearing and Design Review for the Final design of the Skatepark. Mayor Good reported that the Stibnite Project is still in the permitting phase, but they are expecting approved permits by the third quarter of 2024.

Staff Reports

Staff Reports were reviewed by the City Council. There were no questions from the Council.

It was noted that two staff members were not present at this meeting due to family emergency and the other with an illness.

Discussion Items

Childcare/ Youth Center

Mayor Good stated the Childcare Advisory Committee will be having weekly meetings going forward with Dalrymple Construction and the Architects. The City is still waiting on project numbers from the construction team in order to complete that Workforce Development Contract.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
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Item 15.

Public Hearings

Fiscal Year 24/25 City of New Meadows Budget Hearing

Opening of the Hearing

Mayor Good opened the hearing at 6:35pm

Public Comment

There was no public comment

Close of Hearing

Mayor Good closed the hearing at 6:36pm

Action Items

TBD-2024 Annual Appropriations Ordinance

Mayor Good summarized the budget for fiscal year 24/25.

- Council Member Ryker moved to introduce Ordinance TBD-2024, providing for appropriations for fiscal year 2024/2025, and suspend the rules requiring three separate reading on three separate days and read by title only once; Council Member Carr seconded the motion. Voice Vote indicated no opposition to the motion all members signifying yes. Motion carried.

Mayor Good read by title only

- Council Member Ryker moved to approve Ordinance TBD-2024, providing for appropriations for fiscal year 2024/2025; Council Member Carr seconded the motion. Roll Call Vote: Parnett – yes, Carr- yes, Black- yes, Ryker – yes. Motion carried.

Ordinance TBD-2024 Alley Definition Amendment

Mayor Good stated that the portion “not intended for general use” was removed from alley definition and the thirty (30) feet requirements have been changed to twenty (20) feet.

- Council Member Ryker moved to introduce Ordinance TBD-2024 Alley Definition Amendment, and suspend the rules requiring three separate reading on three separate days and read by title only once; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion all members signifying yes. Motion carried.

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Item 15.

Mayor Good read by title only

- Council Member Ryker moved to approve Ordinance TBD-2024 Alley Definition Amendment; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr- yes, Black- yes, Ryker – yes. Motion carried.

Approval of Ignite Idaho MOU

Mayor Good stated that this MOU is to allow for Ignite Idaho to use the back office at City Hall for private counseling sessions. Mayor Good read aloud the MOU.

Council Member Shiloh Ryker recused herself from voting due to being an Ignite Idaho staff member.

- Council Member Parnett moved to approve the Ignite Idaho MOU; Council Member Carr seconded the motion. Roll Call Vote: Carr – yes, Parnett – yes, Black – yes. Motion carried.

Approval of Active Excavation MOU

Mayor Good stated that behind the Industrial Park there is a building with a large shop. Mayor Good spoke with Joe Martin the owner of Active Excavation about first right of refusal for that building that sits on City property. Mayor Good states she is actively working securing a grant for the City to purchase that building. The MOU states that the building can only be purchased with the City receiving a grant.

- Council Member Parnett moved to approve the Active Excavation MOU; Council Member Ryker seconded the motion. Roll Call Vote: Carr – yes, Parnett – yes, Black – yes, Ryker-yes. Motion carried.

Workforce Development Council Childcare Grant Agreement

Mayor Good stated that the agreement will be tabled until the project numbers from Dalrymple Construction are provided.

Executive Session 74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

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- Council Member Carr moved to go into Executive Session under 74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student; Council Member Ryker seconded the motion. Roll Call Vote: Parnett - yes, Carr – yes, Ryker – yes, Black- Yes. Motion Carried.

Executive Session began at 6:58 P.M. Executive Session ended at 7:27 P.M. Roll was called and all City Council Members and Mayor were present.

Employee Status/Rate Change

- Council Member Ryker makes a motion to approve a rate increase for Hunter Brown in the amount of \$5.09 per hour and an increase for Kyla Gardner the amount of \$1.60 per hour to Start on October 1, 2024. 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 July 2024 Payroll, and the paid and pending claims.

- Council Member Ryker moved to approve the Consent Agenda; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Future Meeting Topics

- Developers Agreement for Meadows Subdivision/ Field Trip
- Browns Mountain Recycling CUP Status Report
- Local Option Tax
- Planning and Zoning Fee Reviews
- Park Use

Adjournment

Mayor Good adjourned the meeting at 7:33 P.M.

Julie A. Good, Mayor

ATTEST:_____
Kyla Gardner, City Clerk