



# City Council Regular Meeting Agenda

Monday, September 13, 2021 at 6:30 PM  
City Council Chambers, 401 Virginia Street, New Meadows, ID 83654

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

## PARTICIPATE VIA ZOOM

Direct Link: <https://us06web.zoom.us/j/89275311823?pwd=ZDBRZHlrUXFrK2FBUnNKT25VVEZwUT09>

Call in: 669-900-6833

Meeting ID: 892 7531 1823

Password: 637677

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

### **PUBLIC INPUT**

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

### **PRESENTATION**

1. Skate Park Presentation

### **REPORTS**

2. Staff Reports
3. Mayor's Report
4. Engineer's Report - Tankersley
5. Heigho Project Update
6. Public Nuisance Citations
  - 400 S Commercial
  - 511 S Morgan
  - 413 S Commercial
  - 215 N Miller

### **DISCUSSION ITEMS**

7. Veteran's Memorial Senior Project - Gilliam
8. Displacement RV Use - Water / Sewer Hookups
9. Peterson Memorial Speed Limit Signs
10. Bulb Outs
11. Bike Rack in front of Post Office
12. Pedestrian Cross Walk Signs

### **ACTION ITEMS**

13. Well #5 Re-Bid Decision
14. Water Bill Dispute - Bill Bolopue
15. 2021-2022 Appropriations Ordinance
16. Employee Wage Increase
17. Developer's Discount Resolution

- [18.](#) Displacement RV Use - Rick Brown
- [19.](#) Code Amendment - Lot Definition
- 20. IRWA Training & Travel Sept 29-30 - Wallace
- [21.](#) Letter to Legislature - Re: Arpa Funding

**CONSENT AGENDA**

- [22.](#) Paid & Pending Claims
- [23.](#) August 23, 2021 Meeting Minutes
- [24.](#) August 2021 Payroll

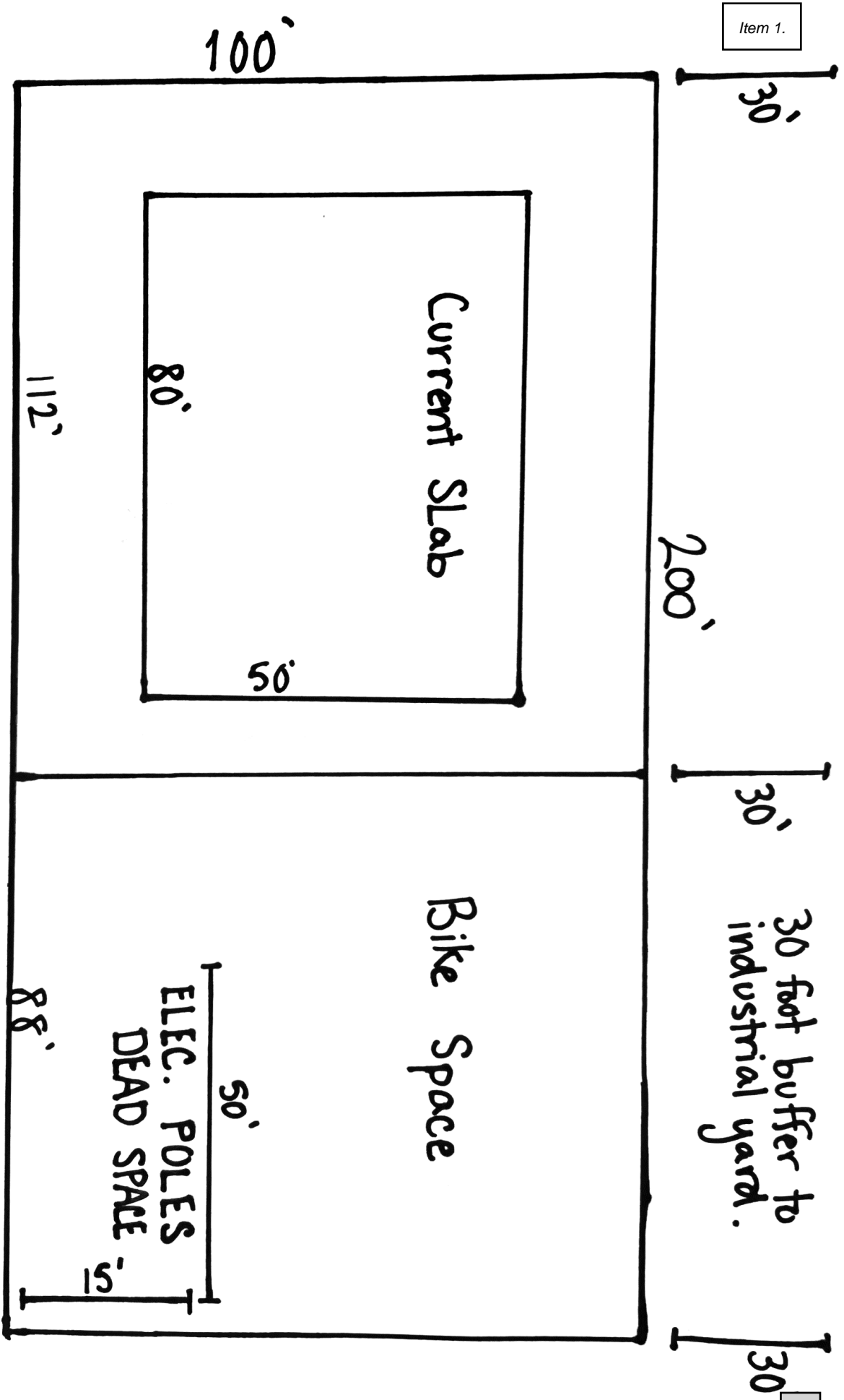
**FUTURE MEETING TOPICS**

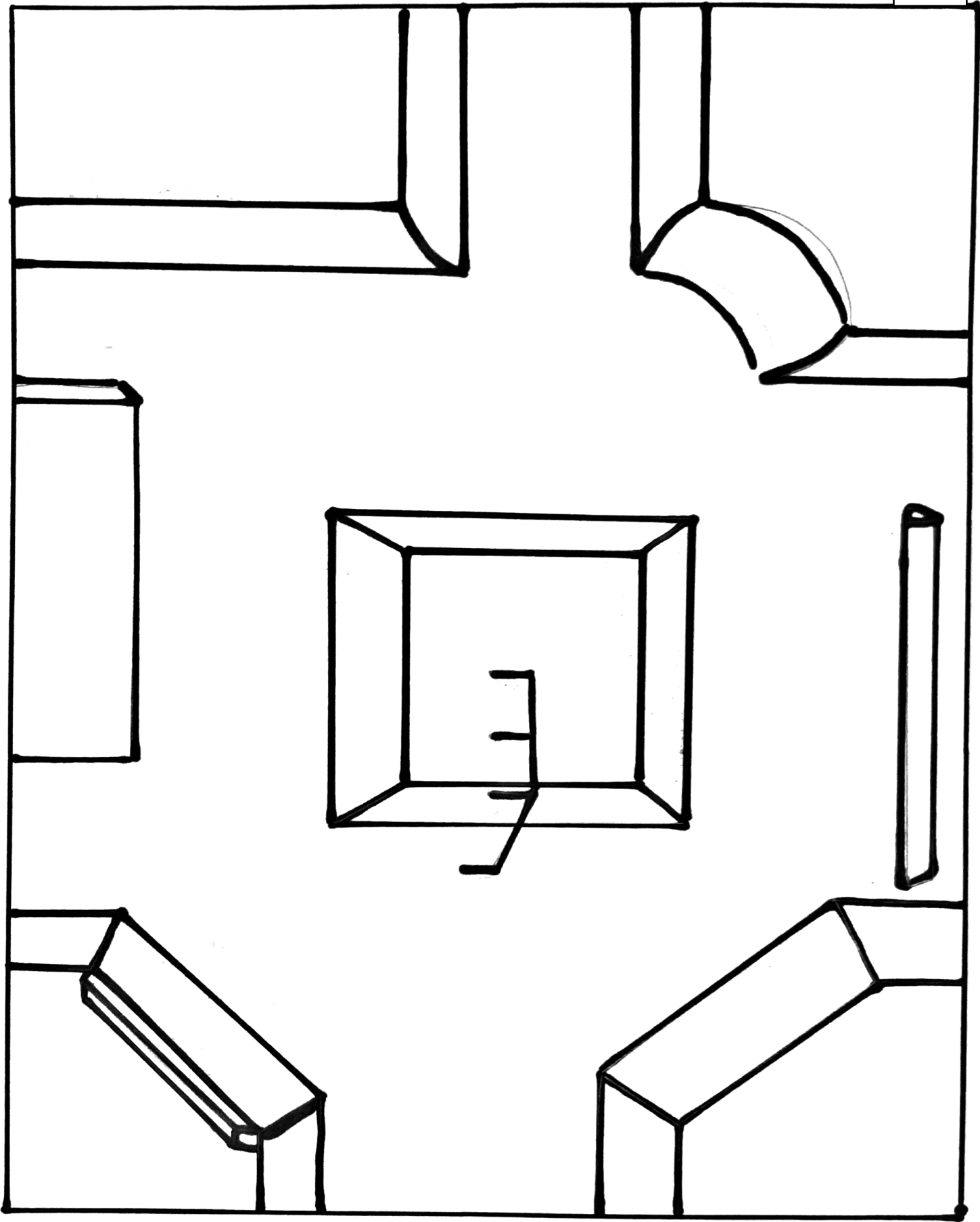
**ADJOURNMENT**

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.”***





To Whom It May Concern,

Item 1.

My name is Joey Salas and I am a New Meadows native. I was born in McCall in 1990, then at age three, my family and I moved down the mountain to Meadows Valley. Growing up in such a small town, we had to get creative with activities to keep us busy. Having been so active in snowboarding during the winter, as many kids are, it only made sense to pick up skateboarding in the summer. My friends and I used to spend our time riding around town, as well as attempting endless skate tricks off the curb by the clinic. My peers and I were estatic when the community finally put in the skatepark. From an outsider's perspective, the park we had may not looked like anything special, but to us it cultivated so many memories that I will cherish forever. It was a very sad day when they took the ramps out, and it became the desolate lot that it is now.

I have no doubt that a new skatepark will be a postive impact on New Meadows. It will provide a new generation with memories. It will give the kids more than just a curb to skate, more than just the local streets to ride their bikes on. I now take my 10 year old daughter to the McCall park and teach her to skateboard, I am sure there are countless parents that will do the same in New Meadows. With the population of our evergrowing area, we will have to facilitate activies for the influx of youth. Now is a better time than ever to move forward with this project. I, myself am willing to help, and I know plenty of others eager to lend a hand as well. The day I get to skate with my daughter, at the very same location that I learned how to, will be a happy day!

Sincerely,

Joey Salas





Angie Mettie  
Customer Service  
Monthly Report  
August 2021

Item 2.

**Customer Service:**

- There were several complaints regarding high water usage. Issues included fixed incomes and not realizing how much water is used in watering lawns.
- No official complaints were made, but three community members inquired about roosters and stated that there were roosters inside the city limits that crow often.
- Community members pointed out areas that needed tall grass and weeds cut.
- There were many inquiries about Meadows Valley Days.

**Residential Cleanup:**

- Nine cleanup letters were sent via certified mail to residents, with copies of the letters sent to property owners. Four properties have not been brought into compliance. Properties were checked one last time by the Mayor and were found to be out of compliance. Therefore, residents will be cited. See separate report.

**Meetings & Minutes:**

- I have attended all meetings and have prepared minutes for each.

**Invoices:**

- Kyla and I have entered all invoices for August.

**Billing:**

- Billing was completed for the month of August. Black Mountain is assisting in fixing glitches in the processes involved in reading meters and uploading the readings into the system. Currently, they are helping to streamline the reading of meters that are not being used.

**Other Projects:**

- The August 18<sup>th</sup> cleanup day went well, with Daniel & his son completing the majority of the work. By the end of the day, the dumpsters were full, and one property's items could not be collected due to having no place to put the items. There were no other volunteers for this cleanup.
- Kyla and I have been working on de-cluttering and cleaning City Hall. We have the vault room cleaned out and have organized all of the books / manuals / minutes in this room. Excess items were set up in council chambers for the public to bid on. They will be removed Monday, September 13<sup>th</sup> if not sold. A separate list of excess items is provided.

**Newsletters:**

- Weekly newsletters have gone out for the month of August. There have been 1-2 new subscribers per month. Community members would enjoy hearing from their council members and mayor if you would like to submit articles on topics of your choice.

**Community Yard Sale:**

- There has been great interest from yard salers in the community yard sale. We had five residents participate in the sale, plus any that set up a table at the park. A map and list of sales was created and was available the day of the sale and on Facebook.

**Parks & Rec / Citizen Advisory Update:**

In August, one member of our Parks & Rec committee met with city staff and community members regarding the park master plan. Their goal was to walk the park and offer suggestions and improvements. Two community members are interested in helping with the kiosk, if needed. It was suggested that a new layer of bark be added to the playground

Angie Mettie  
Customer Service  
Monthly Report  
August 2021

Item 2.

area if park funds are available. Shade areas were suggested for the playground, and more picnic tables might be used, if available. Also a seating area for the playground would be nice for parents.

**Extra-Curricular Activities:**

As you have probably heard, I am working on my master's degree in special education. For one of my required classes, I must spend 15 hours per week in a special education setting for two semesters of "field work." Kyla and Dana have been gracious enough to cover for me while I am at the school. Therefore, my 9-3 hours are a bit skewed, and I will be working before and after 9-3 to make sure my work at the city is complete. If you have any questions, feel free to call me!

## City Clerk Staff Report 9/13/2021

The City of New Meadows was recently awarded two grants from the Stibnite Foundation. We were awarded the amount of \$4,000 to go towards adding new electronic speed limit signs as you enter town. We also were awarded the amount of \$1,500 to go towards making improvements on the dog pound in town, so that we have a safe place to hold dogs until they can be returned to their owners or taken to McPaws.

Angie, Dana, and I will be traveling to Boise September 21<sup>st</sup>- 23<sup>rd</sup> for the ICCTFOA Conference for training and City Hall will be closed those 3 days.

### **Comments from the public:**

I recently got a suggestion from the public about holding the community yard sale on the same weekend every year, so that people will have time to plan and prepare for it.

### **Complaints from the public:**

Adams County Property located behind the Intersection is overgrown with weeds.

Traffic coming into town from all directions is traveling too fast through town and the slow down areas.

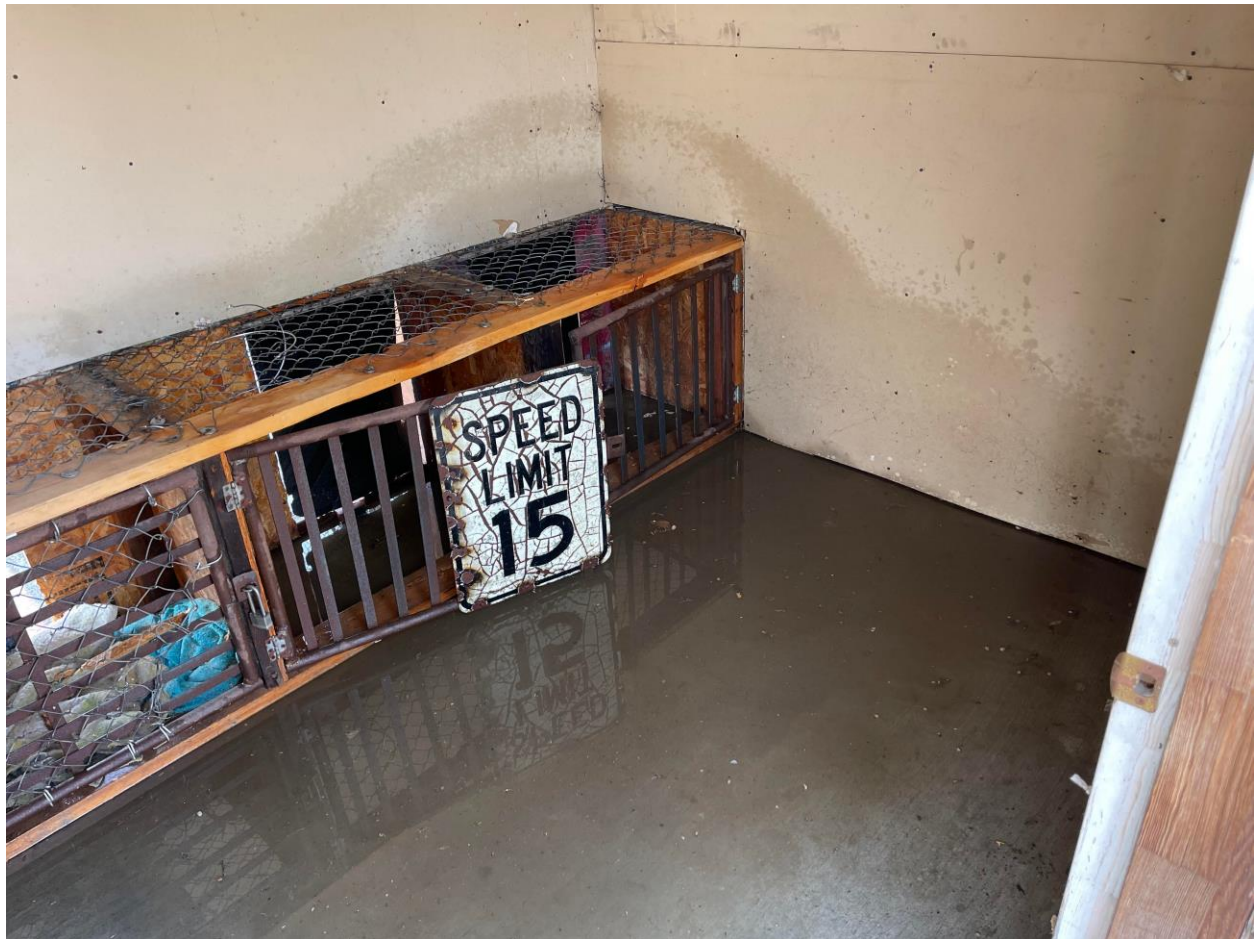
Dana Kautz, City Treasurer

Staff Report for City Council Meeting September 13<sup>th</sup>, 2021

Projects:

- Payroll and payroll liabilities
- Bank Reconciliation
- Monthly Financial Reports
- Black Mountain one on one phone trainings
- Budget prep and input
- Liability check correction

Since the last staff update, I have cleaned out, and marked all of the south side of town storm drains. Currently awaiting supplies for marking all north side drains. I completely cleaned out the dog pound and have been working with a couple of people to do upgrades to the pound. I conducted city clean up with the help of Angie and my son Tony. I drove both the backhoe and truck down every road in town. I have serviced several of our heavy equipment vehicles. I have changed the fluids and filters at the booster station and well 4 gen set. We worked long hours to get the Heigho project complete in as fast as possible. I have kept the park irrigated and mowed. I have kept the bathrooms clean and all of the trash cans emptied. I have replaced over 28 water meter registers and upgraded the antennas. We had a 98% first time meter read accuracy vs 75-80% in months past. I drive town daily and continue to monitor for any water leak issues. I have kept the well logs up to date and the well houses mowed and clean. We conducted meadows valley days in the park and still in the process of recovery. I made temporary repairs for the sidewalk near the park. We have prepared an additional 390' of sidewalk on Peterson memorial. We currently are awaiting another concrete pour. I have replaced 9 road signs this month. I have been working with a group of people that want to help fix our skate park and they have a briefing scheduled for you.



Daniel Potter  
Public works  
229-395-1398









**TOTAL ESTIMATED VALUE OF ALL ITEMS: \$319.00** **INVENTORY DATE: 9/13/2021**

	<b>NAME:</b>	City of New Meadows
	<b>ADDRESS:</b>	401 Virginia Street
	<b>PHONE:</b>	208.347.2171

<b>Insurance company:</b>	Enter Insurance company name here
<b>Insurance company phone:</b>	Enter Insurance company phone number here
<b>Insurance company policy number:</b>	Enter Insurance policy number here
<b>Insurance agent:</b>	Enter Insurance agent name here
<b>Insurance agent phone:</b>	Enter Insurance agent phone number here
<b>Insurance agent address:</b>	Enter Insurance agent address here

Item #	Item/description	Make/model	Serial number/ ID number	Estimated current value	Notes
1	Paper Shredder	Fellowes	58-89C	\$0.00	Broken - does not turn on
2	20 Colored Plastic Chairs			\$40.00	
3	8 Padded Orange Chairs			\$16.00	
4	5 Plastic Orange Chairs			\$10.00	
5	2 paper towel dispensers	Bobrick		\$0.00	no keys
6	2 Dell Computer Towers	Dell	Optiplex 790	\$5.00	no harddrives
7	HP Laserjet Printer	HP	P3005	\$5.00	working condition unknown
8	Brother Printer / CD/VHS Player	Brother		\$5.00	working condition unknown
9	2 Dell Keyboards	Dell	KB 212-B	\$5.00	working condition unknown
10	Dell LCD Monitor 2014	Dell 17"	CN-0HDNH9-72872-4AK-CVRB	\$5.00	working condition unknown
11	Acer Monitor 2009	Acer	X223w	\$5.00	working condition unknown
12	Acer LCD Monitor 2009	Acer	P191W	\$5.00	working condition unknown
13	HP Design Jet Printer	HP	HP DesignJet 430	\$100.00	opearates with Windows Vista - working condition unknown
14	Swintec Word Processor	Swintec	8014	\$40.00	working condition unknown
16	HP Printer	HP	HP OfficeJet 6500	\$5.00	working condition unknown
17	Mouse			\$1.00	
18	JVC Stereo	JVC	MXK10	\$1.00	non-workng - speakers may work
19	Misc glass jars / vases			\$1.00	
21	Misc Hoover vacuum asseccories	Hoover		\$1.00	
22	Brown Padded office chair			\$2.00	
23	manual floor sweeper			\$2.00	
24	2 Empty first aid boxes			\$1.00	
#REF!	Symbol Scanner	Symbol		\$1.00	
25	White Blinds			\$5.00	

Item #	Item/description	Make/model	Serial number/ ID number	Estimated current value	Notes
26	Netgear Router			\$1.00	
27	Backups APC - 2				
28	2 Compaq computer towers			\$5.00	no harddrives
#REF!	2 Dell Computer Towers			\$10.00	no harddrives
31	Dell Monitor			\$5.00	
30	Pioneer Speaker			\$1.00	Unknown Working condition
30	MFC- 5860cn Copy/Scanner			\$5.00	Unknown Working condition
33	Revo Monitor			\$5.00	
34	Keyboard			\$1.00	
34	Radio Shack 2 line wireless telephones			\$5.00	Unknown Working condition
35	HP Compaq Compter Tower			\$10.00	no harddrives
36	Neptuen Reader - Outdated			\$0.00	
38	2 Backup Batteries			\$5.00	
39	2 school desks			\$5.00	
<b>TOTALS</b>				<b>\$319.00</b>	

September 13, 2021

As we move into fall, one of the most beautiful seasons in the valley, I am impressed with the way our community has worked to clean up yards, clear out unwanted items and make our neighborhoods look amazing. Without the help of City staff to mail out notices, help with clean up days and get the word out, this would not be possible. I am so thankful for the City's teamwork.

The new email addresses have been set up for the City Council. This is the best way to create continuity when Council members change and provide better access to public records information without having to go through personal emails. If possible, please get your new email account set before the end of the October.

The City office staff has been working with our website developers to update the website and create more information available for those who visit the site. Upcoming events, informational videos and easy access to the current city council meeting information is being developed.

The Meadows Valley Day events were very successful and are another reminder of the great volunteerism that is present in Meadows Valley. Be sure to give thanks to all those who helped with the weekend's festivities.

I suggest a look around City Hall to see the wonderful changes that have taken place since clearing out the unneeded items. Angie and Kyla have done an amazing job organizing the offices and storeroom. Expect more organization and beauty as they turn the front reception area into an inviting space that represents the City's commitment to excellent customer service.

We still need volunteers to come out and help at the last city clean up on September 18<sup>th</sup>. Daniel will not be available that day. We need people to bring their pickups and trailers and pick up the unwanted items left on the roadside. Encourage everyone you know to come out and make a difference.

Often the complaints and negative input from community members can be seen by some as disruptive and unnecessary, but it is my belief that each person in our community deserves to be heard. If we choose to only listen to those who agree with what we are doing, we will never learn to grow beyond what we currently know. We can all learn from each other, even if we have differing viewpoints. Let's learn from the input we receive from those around us.

Thank you for making the hard decisions, looking out for the community members who put their trust in us to take care of the City's business and for working together to see our area thrive and be successful.

*"Act as if what you do makes a difference. IT DOES." William James*

## SEPTEMBER 2021 RESIDENTIAL CLEANUP REPORT

Letters were sent to both property owners and residents. Letters were sent via first class and certified mail to residents per ordinance. Copies were sent 1<sup>st</sup> class to property owners.

<u>PROPERTY:</u>	<u>SENT:</u>	<u>2<sup>nd</sup> REVIEW DATE:</u>	<u>LETTER RECEIVED:</u>
317 1/2 Peterson Memorial	7/16/21	9/08/21	7/22/21
<u>511 S Morgan</u>	7/16/21	9/08/21	7/20/21
300/304 S Miller	7/16/21	9/08/21	7/20/21
<u>400 S Commercial</u>	7/16/21	9/08/21	RETURNED
<u>215 N Miller</u>	7/16/21	9/08/21	8/4/21
507 S Commercial	7/16/21	9/08/21	RETURNED
221 Larae	7/16/21	9/08/21	7/20/21
<u>413 S Commercial</u>	7/16/21	9/08/21	RETURNED

The second review was completed by the Mayor; City Clerk Gardner took photos of properties out of compliance.

### Next Steps:

Underlined properties will be cited by the Sheriff's department and property owners will receive notice that citations were issued.

**Senior Project is Meadows Valley School District high school graduation requirement.**

**Project Team:** Administrator- Dee Fredrickson  
Senior Project Facilitator- Kaytlyn Gilliam  
Senior Class Advisor- Paige Walker  
Student's Mentor- varies from student to student  
Community Member- TBD

### **Five Components:**

1. Portfolio
2. Research paper
3. Project
4. Community service project
5. Project presentation

**Grading:** Each major component of this course will have a grading rubric with detailed expectations.

### **1. Portfolio Requirements:** Developed throughout the semester **(Due January 5th)**

- Mentor verification forms **\*\*Must be a non family member\*\* (Due September 8th)**
  - **Special approval needed for an MVSD Staff member as mentor.**
  - Must meet with a mentor for a minimum of 10 hours.
- Project proposal **(Due September 15th)**
- Research paper with abstract **(Due December 15th)**
  - Smaller component deadlines will be communicated out via Google Classroom and 1:1 meetings with Senior Project Advisor.
- Project logs and documentation **(Due January 5th)**
- Letters to the Judges **(Due January 5th)**

\*This will be graded and turned in to the judges **January 5th** for them to prepare for presentations on **January 12 & 13.**

### **2. Research Paper Requirements:** Completed in the 1<sup>st</sup> semester **(Due on December 15th)**

- Expository Essay (not a report)
- **7 pages** (not including title page or works cited pages)
- **12 sources** (1 must be an interview)
  - Annotated Bibliography **(Due November 17)**
- **MLA format (citation style AND Formatting)**

\*Benchmarks and deadlines throughout the semester-, outline, 2-6 page rough drafts, etc.

\***Each student will need to find a staff/community member (maybe your mentor) to help proofread the paper.**

### **3. Project Requirements: (Completed by January 5th)**

- Approved by a Project Team member.
- Students are responsible for any resources required (money, supplies, etc.)
- Must be substantial- should be a final product or something that has been created.
  - High interest and motivating
  - **Challenge the student and result in growth and learning. (Doing something you already know will not qualify).**
- **25+ hrs dedicated to the project.** (Students will document and complete hours logs)
  - 10 of which need to be completed with your mentor.

### **4. Service project:**

- Regular progress reports will be required.

## Senior Class Project Overview 2021 - 2022

Item 7.

- You will have a meeting with Ms. G every other week to discuss your progress
- Project logs and documentation **(Due January 5th)**
- **Each student is responsible for 20 hours outside of class to complete the project. (Students will document and complete hours logs)**

### **5. Presentation:** Presented publicly **(January 12 & 13)**

- 5-7 minute overview/highlight recorded video presentation **(Due January 5th)**
- 15-20 minute in person presentation required **(January 12 & 13)**
- Presentations are made before a panel of judges who evaluate the presentation as well as the project itself. Your project team will also be involved in your project grading.

### **Definitions**

**Portfolio:** All project requirements, this will be a physical portfolio in a 3-ring binder and a digital portfolio that will be on the Celebration of Learning Website.

**Mentor:** Must be an adult, 21 years or older. Must be a NON-FAMILY member, and only under extenuating circumstances be an MVSD Staff member. Should be knowledgeable in the field you have chosen. Will oversee at minimum 10 hours of work on your project. Will sign a verification form that spells out the expectations for both mentor and mentee. Will sign project hours logs. Will write an evaluation of your project and verify you have completed your hours. Is NOT responsible for helping you with your research paper or your presentation, but could be the person who proofreads your paper.

**Project:** Should “STRETCH” your abilities and CHALLENGE you to learn to do something new.

**Letter to the Judges:** This is a thank you letter to our panel of judges. It should briefly explain your project, your passion for the subject, and thank them for taking the time to review your project portfolio.

### **1:1 Meetings with Senior Project Facilitator**

- Each student will meet with Ms. Gilliam a minimum of once every other week.
  - Times are scheduled ahead of time, and meeting invitations will be sent out to students using Google Calendar.
  - Students will need to bring their Chromebook, updated Project and Community Service Logs, progress updates on the most recent project component (communicated to students via Google Classroom).
  - If you are absent on the day of your originally scheduled 1:1 meeting it is YOUR responsibility to contact Ms. Gilliam to reschedule.
- Open office hours for additional questions regarding senior projects are posted in Google Classroom and Ms. Gilliam's website.
  - Mondays 11:30 - 12:00
  - Every other Wednesday 10:40 - 12:00

### **Responsibility Policy**

#### **If you...**

- miss a major due date (for example: rough draft, project hours check, portfolio submission deadline, any other element with a deadline, etc.)
- are irresponsible in contacting and working with their mentor

#### **Then you will face some or all of these consequences...**

- Loss of privileges at school (open campus, early release on Fridays, etc.)
- Loss of end of year senior privileges (prom, senior trip, etc.)
- Loss of graduation ceremony

#### **What if you miss a deadline?**

- If you miss a deadline you will meet with the Project Team (defined above) to develop a recovery plan that you and your parent(s)/guardian will sign.
  - If you fail to comply with the agreed upon recovery plan, you will fail your Senior Project.
- If you have extenuating circumstances that caused you to miss this deadline, you have the right to appeal to the Project Team for an extension of that deadline.

#### **How does the appeal process work?**

You will have to appear in person before the Project Team: they will consider your story as well as...

- All of your classroom grades and behavior records.
- Your attendance in all classes.
- An update on your work with your mentor.
- Documentation verifying the extenuating circumstances you claim.
  - Doctors notes, family emergency/hardship, etc.

# MEADOWS VALLEY SCHOOL DISTRICT

500 N. Miller | New Meadows, ID 83654  
 Mike Howard – Superintendent  
 Dee Fredrickson -- Principal

Dear Mentor,

The Meadows Valley School District has a Senior Project as part of our requirements for graduation. One of the requirements is that each student must have a project mentor. The mentor's interest, time, and knowledge will help the student prepare the information needed to complete the project for the oral presentation and in some cases the research portion of this course. Thank you for agreeing to be a mentor to a Meadows Valley senior – your help is vital to the success of the Senior Project program.

As a mentor, you will be asked to verify the student's effort on the project. **We would like you to have a minimum of three meetings or conferences with the student where you will view the project in different stages of completion (10 hours minimum);** however, you may meet as often as you feel necessary to assist with the student's learning experience. The student should give you a timeline so that the project can be viewed during the beginning, middle, and end stages. It is the student's responsibility to contact you and set up appropriate meeting times. In one of these meetings, the student will be asked to interview you, and your participation in that will be greatly appreciated. Projects will be presented publicly after the New Year, and you are highly encouraged to attend.

During the project's development you will be asked to complete an interim form to gauge your student's progress, usually the first week in December. After the project is finished, you will be asked to complete the project verification form as it relates to the student's progress. Please be as honest as possible in evaluating the student's efforts. The final form should be returned to the high school in January 2022. Please accept our thanks in advance for your help.

If you have questions or need more information, do not hesitate to call me at the school (208)347-2411 OR my cell (405)385-1771

Respectfully,  
 Ms. Kaytlyn Gilliam  
 Senior Project Facilitator  
 kgilliam@mvsd11.org

Please sign here and ask your mentee to return this form to the senior project facilitator as soon as possible. Again, your assistance is invaluable, and we thank you for your mentorship.

Student Name: \_\_\_\_\_

Mentor Name: \_\_\_\_\_ Signature \_\_\_\_\_

Email \_\_\_\_\_ Daytime phone \_\_\_\_\_

## Chapter 5 Short Term Recreational Vehicle Use

### 4-5-1 Short Title

### 4-5-2 Purpose

### 4-5-3 Definitions

### 4-5-4 License Requirements

### 4-5-5 Permit Types

### 4-5-6 Permit Process

### 4-5-7 Fees

### 4-5-8 Enforcement

### 4-5-9 Penalties And Fines

### 4-5-10 Sunset

### 4-5-1 Short Title

This chapter shall be known and may be cited as the *NEW MEADOWS SHORT TERM RECREATIONAL VEHICLE USE ORDINANCE*. (Ord. 357-2019, 5-20-2019)

### 4-5-2 Purpose

The purpose of this chapter is for the health, safety, sanitation and orderly growth of the City of New Meadows as it relates to the use of recreational vehicles used for temporary housing outside of RV parks. The New Meadows City Council does not feel that living in an RV is the optimum living arrangement due to the weather conditions and severe cold in our area. (Ord. 357-2019, 5-20-2019)

### 4-5-3 Definitions

RECREATIONAL VEHICLES (RVs): A motor home, travel trailer, or truck camper with or without motive power designed for human habitation for recreational or emergency occupancy. (Ord. 357-2019, 5-20-2019)

### 4-5-4 License Requirements

All recreational vehicles located in the City limits must have a valid license and registration. (Ord. 357-2019, 5-20-2019)

### 4-5-5 Permit Types

1. Permit E Emergency RV Use: Emergency RV use (as per the current Zoning Code) is permitted when the occupants have been displaced from their residence due to an emergency such as fire, wind, flood, earthquake or other such disaster. The RV must be located on the property owner's property and inhabited by the property owner in order for emergency RV use to be permitted, or within written permission of the property owner. Renters of property that is uninhabitable due to an emergency shall not be allowed to live in an RV on the rented property. Initial permit for thirty (30) to ninety (90) days with one extension available for an additional 30 - 90 days if necessary. Proof of the emergency

shall be required such as pictures of areas affected, contracts with repair and maintenance contractors, etc. RVs are allowed to be parked in an easement, but not the street from May 1 to October 31. No parking will be allowed in the easement or street from November 1 to April 30.

2. Permit T Transitional RV Use: Transitional RV use is permitted when a new home is being constructed on property within New Meadows City limits and the owners of the land and new home are living in the RV on site temporarily. Initial permit for ninety (90) to one hundred eighty (180) days shall be issued with proof of building permit and building contract or manufactured home purchase. One extension of ninety (90) days is available if need for additional time is proven. RVs are allowed to be parked in an easement, but not the street from May 1 to October 31. No parking will be allowed in the easement or street from November 1 to April 30.
3. Permit D Displacement RV Use: Documented displacement RV use is permitted when occupants are unable to find adequate housing but have a regular monthly source of income, either from a job in the area or retirement. The RV to be permitted must be fully operational and must be tied into the City's water and sewer service permanently. The RV must comply with Zoning Codes for set-back and must be placed on a level pad of concrete or gravel and only be located in a Residential Zone. The design and plan must be approved by Planning and Zoning prior to permitting. Off-street parking must be included at the site for one vehicle. The permit must be renewed every one hundred eighty (180) days.
4. Permit V Vacation RV Use: Vacation RV use permits, whether rental or otherwise to travelers for up to fourteen (14) days, as per the current Zoning Ordinance will be allowed. RV area must be set up for vacation use as defined in the RV section of the Zoning Ordinance. This includes family members coming to visit for a few days. Vacation use may only be used for up to a consecutive 14-day period on any single property with no more than thirty (30) calendar days in a twelve-month period. The RV shall not be connected to the City sewer system nor may the RV be located in a street or easement. (Ord. 357-2019, 5-20-2019)

## HISTORY

*Amended by Ord. [371-2021](#) on 6/14/2021*

### 4-5-6 Permit Process

Land owners are required to complete an application process prior to a permit being issued. The permit shall include the location of the land where the RV is to be placed and where on the land it will be placed, the permit type desired, photos and exhibits as necessary, a copy of the registration of the RV, photo identification of the property owner, a copy of the deed for the property or other proof of ownership and a signed affidavit indicating the truth and correctness of the application along with all fees necessary or being charged.

Permits may be issued by the City Clerk's Office for emergency RV use, transitional RV use and vacation RV use.

The City Clerk may deny a permit based only on lack of required information.

Displacement RV use permits will be issued by the New Meadows City Council after being reviewed by the New Meadows Planning and Zoning Commission (or City Council if P&Z is not active) and compared to the current or adopted New Meadows Zoning Code. The New Meadows City Council decision is final.

When an application is approved, a permit shall be issued that bears the type of permit being issued, the date in which it is valid and its expiration date. The permit shall be displayed in the window of the RV that can be seen from the abutting street. (Ord. 357-2019, 5-20-2019)

#### 4-5-7 Fees

Fees will be set by New Meadows City Council by resolution from time to time. Transitional RV use and the emergency RV use permit shall not have a fee for the permit. All fees shall be paid into the City of New Meadows Treasury. (Ord. 357-2019, 5-20-2019)

#### 4-5-8 Enforcement

Recreational vehicles not bearing a valid non-expired permit, shall be removed from the property at the owner's expense. Any City Enforcement Officer duly authorized by the Mayor and City Council shall enforce this chapter, including sworn law enforcement officers and the Adams County Prosecutor. (Ord. 357-2019, 5-20-2019)

#### 4-5-9 Penalties And Fines

Violation of this chapter carries an initial penalty of a Written Notice of Violation to the land owner. The second violation carries a civil penalty of twenty five dollars (\$25.00) per day paid to the City Treasurer for any day after three (3) days up to fifteen (15) days, assessed to the land owner. If the violation continues to occur, another civil penalty will be assessed to the land owner in the amount of fifty dollars (\$50.00) per day paid to the City Treasurer for any day after sixteen (16) up to thirty (30) days. If a violation continues after the thirty (30) days, the land owner will be charged with a misdemeanor, punishable by up to six (6) months in jail and a one thousand dollar (\$1,000.00) fine for every day a violation occurs, including all legal costs incurred by the City. (Ord. 357-2019, 5-20-2019)

#### 4-5-10 Sunset

The displacement RV use clause above, shall sunset after twenty four (24) months from the approval of this chapter unless it is further extended by the New Meadows City Council by an amending ordinance. (Ord. 357-2019, 5-20-2019)

# City of New Meadows Short Term RV Use Permit Application

**Permit Type:**     Emergency     Transitional     Displacement     Vacation

## Applicant Information:

## Property Owner Information:

Applicant Name: \_\_\_\_\_

Same as applicant

Applicant Mailing Address: \_\_\_\_\_

Name: \_\_\_\_\_

Physical Address for RV: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Physical Address: \_\_\_\_\_

RV License #: \_\_\_\_\_

Phone Number: \_\_\_\_\_

RV License Expiration Date: \_\_\_\_\_

Property Zone: \_\_\_\_\_

**Complete the section below that pertains to the permit you are applying for.**

**E** Emergency Permit: due to:     Fire     Flood     Wind     Earthquake     Other: \_\_\_\_\_

RV Location:     My Property     The Property of: \_\_\_\_\_

Please Initial:

\_\_\_ I have provided proof of the emergency (photos, contracts for repair, maintenance, etc.)

\_\_\_ I have provided written permission to place RV on a property other than my own.

\_\_\_ I understand the permit is valid for 30-90 days with one extension, if necessary.

\_\_\_ My RV will be occupied only by myself and immediate family.

\_\_\_ My RV will not be parked on any street.

\_\_\_ My RV will not be parked in any easement from November 1st - April 30th.

**T** Transitional Permit: (residing in RV while building a home)

Please Initial:

\_\_\_ I have provided a copy of my building permit.

\_\_\_ I have provided a copy of my building contract or manufactured home purchase agreement.

\_\_\_ I understand the permit is valid for 180 days with one 90-day extension, if necessary.

\_\_\_ My RV will be occupied only by myself and immediate family.

\_\_\_ My RV will not be parked on any street.

\_\_\_ My RV will not be parked in any easement from November 1st - April 30th.

**V** Vacation Permit: (family / friends residing in RV on my property for up to 14 days per visit)

Please Initial:

- I have read, understand, and will comply with city code regarding RVs in the city limits.
- This permit shall allow for up to 30 days of vacation RV use on my property in a 1-year period.
- Visitors shall not remain for more than 14 consecutive days.
- My property is set up for RV vacation use as per the zoning code.
- The RV will not be parked on any street or easement.
- The RV will not be connected to the City sewer system.
- I will acquire an updated vacation permit each time an RV is occupied on my property.

**D** Displacement Permit: (unable to find adequate housing)

Please Initial:

- My RV design and plan was approved by Planning & Zoning.
- My RV will be placed in a residential zone.
- My RV is fully operational & will be tied to the City's water and sewer system.
- My RV will comply with setbacks on the property.
- My RV will be placed on a level pad of concrete or gravel.
- I understand this permit is to be renewed every 180 days.

Please provide a diagram showing where on the property the RV will be placed. Include current structures, cross roads, setbacks, and any other pertinent information:  separate sheet provided



# City of New Meadows Short Term RV Use Permit Application

An RV Short Term Use Permit may be issued subject to the regulations contained in the New Meadows City Code and is hereby agreed that the use of RVs on private property be in accordance with the specifications stated in the City code and this application.

Applicant Signature: \_\_\_\_\_ Property Owner Signature: \_\_\_\_\_

### \*Office Use Only\*

Date Received: \_\_\_\_\_ Staff Initials: \_\_\_\_\_ Application Complete:  Yes  No  
Application  Approved  Denied Permit # Issued: \_\_\_\_\_  
Fee Paid \_\_\_\_\_  No Fee Receipt #: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_

**Emergency** 30-90 days (one 30-90 day extension)

Date of initial Permit Issuance: \_\_\_\_\_ Date of Extension: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_

**Transitional** 90-180 days (one 90 day extension)

Date of initial Permit Issuance: \_\_\_\_\_ Date of Extension: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_

**Vacation** 30 days annually - \$100 annually or \$5 per visitor non-refundable

Date of initial Permit Issuance: \_\_\_\_\_ Dates of use: \_\_\_\_\_ Dates of use: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Dates of use: \_\_\_\_\_ Dates of use: \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

**Displacement** 180 days (180 day extension) Sunsets 2023

Date of Council Approval: \_\_\_\_\_ Date of Council Approval: \_\_\_\_\_ Date of Council Approval: \_\_\_\_\_  
Date of initial Permit Issuance: \_\_\_\_\_ Date of Extension: \_\_\_\_\_ Date of Extension: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_



## New Meadows Water Project Review

1. Award the well facility building as bid, evaluate the cost and project specific details of the final phase as planned and designed. Pursue additional project funding to meet funding shortfall.

**Benefits:** Additional supply and firefighting capacity in the range of 400-500 gpm, provide capacity for the system to add new customers, compliance with IDEQ supply requirements with wells 3, 4. Provide water supply redundancy.

**Limitations:** Minimized funding for booster and storage reservoir as designed.

**Recommendation:** Due to the importance of water supply for the community, award bid, seek additional funding that will be available as part of Infrastructure Funding Package. MWW has already requested additional funding on behalf of the City..

2. Reject the Bids and work with City Council to reevaluate all aspects of project moving forward. Phasing priority, funding and scheduling. Change direction of project as planned.

**Benefits:** Minimized immediate impact on rates to IDEQ loan associated with project expenditures to date. Moves future project construction to more favorable market and contractor conditions.

**Limitations:** USDA-RD grant funding will not be available in future, Well supply will not be available for City growth, water supply will not meet IDEQ capacity requirements, booster and storage will continue to age beyond useful life.

**Recommendation:** With the opportunity for growth, water supply should be completed at a minimum to allow for new homes and businesses.

3. Reject Bids, put project on hold and request extension of existing funding from IDEQ, USDA-RD

**Benefits:** Minimized immediate impact on rates to IDEQ loan associated with project expenditures to date. Lobby funding agencies for additional project funding. Moves future project construction to more favorable market and contractor conditions.

**Limitations:** No growth allowed in City due to water supply limitations. Additional funding may not be available

**Recommendation:** Due to timing of future funding it may take years to secure additional grant funding, move forward with projects as designed, build well facility and seek additional grant funding.

## New Meadows Water Project Review

4. Move project priorities to distribution system and booster/ reservoir projects.

**Benefits:** Utilization of project funding that is currently available, replacement of water mains as originally planned, increased fire flow into distribution system. New storage tank.

**Limitations:** Limitation of growth due to lack of water supply, higher contractor prices will result in extreme high bid cost for booster station, higher user rates.

**Recommendation:** MWW is not recommending this alternative due to need for additional well supply as highest priority.

July 23, 2021

City of New Meadows  
ATTN: Mayor Julie Good  
Sent via email

**Subject: Water System Improvements Project, Engineer's Recommendation to Award**

Dear Mayor Good:

On July 22, 2021, three responsive bids were received from qualified public works contractors to complete the City of New Meadows' Water System Improvements Project. Mountain Waterworks has reviewed the bids, and S&L Underground submitted the lowest responsive bid in the amount of \$599,200. The bid received is attached to this letter.

Mountain Waterworks reviewed S&L Underground's bid package for completeness and all bid requirements were met. While the bid amounts did exceed the amount originally budgeted for this phase of the project, the bidding environment was competitive, and the low bid was comparable to those received from Cascade Enterprises and Cougar Excavation for the same well-related work during the last round of bidding.

Mountain Waterworks recommends the City of New Meadows accept the bid from S&L Underground and move forward with the award process based on the following factors:

1. Competitive bidding environment (3 bidders) with comparable bid prices on the well-related work to the two bids received during the last round of bidding.
2. Low bidder S&L Underground was \$194,300 lower than the next highest bidder.
3. S&L Underground is a highly qualified heavy civil contractor that has extensive experience in constructing municipal water and wastewater projects in northern and central Idaho, on projects designed by Mountain Waterworks as well as other firms.
4. The City has drilled a 500-gpm well, and completion of this phase of the project is necessary to take advantage of the additional water supply, fire flow, and source redundancy it will provide.
5. Additional supply is necessary to accommodate future community growth that can be used to offset the impact to water rates of new facilities.
6. Rebidding the project carries the risks of receiving fewer bids and awarding to a less qualified contractor, awarding at a higher cost, or both, and there is no guarantee that costs will go down in the future.
7. Funding is available to move forward with this portion of the project, and the scope of future phases can be revised if necessary to accommodate budgetary constraints.

Please contact me with questions or comments you may have, and we look forward to discussing the next steps in this project further at the next City Council meeting.

Sincerely,

Mountain Waterworks



Ed Stowe, P.E., Project Manager

Attached: Bid Summary, S&L Underground Bid

## Summary of Bids Received

**Owner:** City of New Meadows

**Project:** Water System Improvements Project

**Project No:** 197.0010

**Bid Opening:** July 22, 2021, 3:00 PM

Pay Item No.	Description	Unit	Qty	Blue Sky		TML		S&L	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
2.01	Mobilization and Demobilization	LS	1	\$ 52,000.00	\$ 52,000.00	\$ 39,000.00	\$ 39,000.00	\$ 50,000.00	\$ 50,000.00
2.02	Construction Surveying	LS	1	\$ 25,000.00	\$ 25,000.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00
2.03	Fencing	LS	1	\$ 49,000.00	\$ 49,000.00	\$ 18,000.00	\$ 18,000.00	\$ 14,000.00	\$ 14,000.00
2.04	Project Sign	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
2.05	Submersible Well Pump and Installation	LS	1	\$ 139,000.00	\$ 139,000.00	\$ 130,000.00	\$ 130,000.00	\$ 115,000.00	\$ 115,000.00
2.06	Well House-Site Grading and Drainage	LS	1	\$ 117,000.00	\$ 117,000.00	\$ 36,000.00	\$ 36,000.00	\$ 32,000.00	\$ 32,000.00
2.07	Well House-Yard Piping	LS	1	\$ 57,000.00	\$ 57,000.00	\$ 64,000.00	\$ 64,000.00	\$ 35,000.00	\$ 35,000.00
2.08	Gravel Access Road	LS	1	\$ 97,000.00	\$ 97,000.00	\$ 84,000.00	\$ 84,000.00	\$ 20,000.00	\$ 20,000.00
2.09	Well House-Structural	LS	1	\$ 247,000.00	\$ 247,000.00	\$ 215,000.00	\$ 215,000.00	\$ 120,000.00	\$ 120,000.00
2.1	Well House-Mechanical	LS	1	\$ 81,000.00	\$ 81,000.00	\$ 51,000.00	\$ 51,000.00	\$ 58,000.00	\$ 58,000.00
2.11	Well House-Electrical	LS	1	\$ 154,000.00	\$ 154,000.00	\$ 72,000.00	\$ 72,000.00	\$ 75,000.00	\$ 75,000.00
2.12	Well House- Instrumentation and Control	LS	1	\$ 44,000.00	\$ 44,000.00	\$ 66,000.00	\$ 66,000.00	\$ 55,000.00	\$ 55,000.00
2.13	Well House-HVAC	LS	1	\$ 17,000.00	\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 14,000.00	\$ 14,000.00
					\$ -		\$ -		\$ -
					\$ -		\$ -		\$ -
<b>TOTAL FOR BID SCHEDULE</b>					<b>\$ 1,080,000.00</b>		<b>\$ 793,500.00</b>		<b>\$ 599,200.00</b>

## Bid Form

Project Identification: New Meadows Water System Improvements Project

Contract Identification and Number: 197.0010

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#### ARTICLE 1 - BID RECIPIENT

1.01 This Bid Is Submitted to The City of New Meadows (Owner):

City of New Meadows  
401 Virginia St.  
New Meadows, ID 83654

- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in the Bid and in accordance with the other terms and conditions of the Bidding Documents.

#### ARTICLE 2 - BIDDER’S ACKNOWLEDGMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Advertisement and Instructions to Bidders, including without limitations those dealing with the dispositions of Bid security. The Bid will remain subject to acceptance for {60} days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

#### ARTICLE 3 - BIDDER’S REPRESENTATIONS

- 3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

Addendum No.	Addendum Date
#1	7/14/21
#2	7/19/21

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work and including all American Iron and Steel requirements.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in SC-5.03, and (2) reports and drawings of Hazard Environmental Conditions, if any, at the Site that have been identified in SC-5.06 as containing reliable "technical data."
- E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.

- G. Bidder is aware of the general nature of the Work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.
- J. Bidder will submit written evidence of its authority to do business in the State or other jurisdiction where the Project is located not later than the date of its execution of the Agreement.

#### **ARTICLE 4 - BIDDER'S CERTIFICATION**

4.01 Bidder further represents that:

- A. This Bid is genuine and not made in the interest of or on the behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
  - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

## ARTICLE 5 - BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the price(s) indicated in the BID SCHEDULE below.

### BID SCHEDULE

SECTION 01025 REFERENCE	ITEM OF WORK	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	LINE ITEM TOTAL BID PRICE
2.01	MOBILIZATION AND DEMOLITION	LS	1	\$ 50,000.00	\$ 50,000.00
2.02	CONSTRUCTION SURVEYING	LS	1	\$ 10,000.00	\$ 10,000.00
2.03	FENCING	LS	1	\$ 14,000.00	\$ 14,000.00
2.04	PROJECT SIGN	LS	1	\$ 1,200.00	\$ 1,200.00
2.05	SUBMERSIBLE WELL PUMP AND INSTALLATION	LS	1	\$ 115,000.00	\$ 115,000.00
2.06	WELL HOUSE - SITE GRADING AND DRAINAGE	LS	1	\$ 32,000.00	\$ 32,000.00
2.07	WELL HOUSE - YARD PIPING	LS	1	\$ 35,000.00	\$ 35,000.00
2.08	GRAVEL ACCESS ROAD	LS	1	\$ 20,000.00	\$ 20,000.00
2.09	WELL HOUSE - STRUCTURAL	LS	1	\$ 120,000.00	\$ 120,000.00
2.1	WELL HOUSE - MECHANICAL	LS	1	\$ 58,000.00	\$ 58,000.00
2.11	WELL HOUSE - ELECTRICAL	LS	1	\$ 75,000.00	\$ 75,000.00
2.12	WELL HOUSE - INSTRUMENTATION AND CONTROL	LS	1	\$ 55,000.00	\$ 55,000.00
2.13	WELL HOUSE - HVAC	LS	1	\$ 14,000.00	\$ 14,000.00
TOTAL OF ALL BID LINE ITEMS					\$ 599,200.00

- A. All specified cash allowances are included in the lump sum price(s) set forth in the BID SCHEDULE, and have been computed in accordance with Paragraph 13.02 of the General Conditions.
- B. Unit Prices have been computed in accordance with paragraph 13.03.B of the General Conditions.

- C. Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the contract Documents.

#### ARTICLE 6 - TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damage.

#### ARTICLE 7 - ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of the Bid:
- A. Required Bid security in the form of a Bid Bond (EJCDC No. C-430) or Certified Check (circle type of security provided);
  - B. List of Proposed Subcontractors (IDEO-SRF Form 6-A, Form 1);
  - C. IDEO-SRF Form 6-A, Attachment A: Sworn Statement of Compliance with Disadvantaged Business Enterprise (DBE) Utilization Requirements;
  - D. IDEO-SRF Form AIS-1: Bidder's Certification of Compliance with the Current SRF Assistance American Iron and Steel (AIS) Provisions;
  - E. Signed and notarized non-collusion affidavit;
  - F. Evidence of authority to do business in the state or jurisdiction of the Project; or a written covenant to obtain such license within the time frame for acceptance of Bids;
  - G. Manufacturers' Certification letter of compliance with Section 746 of Title VII of the Consolidated Appropriations Act of 2017 (Division A - Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2017) and subsequent statutes mandating domestic preference for all equals or substitutes approved by Addenda for American Iron and Steel products as provided in these Contract Documents.

#### ARTICLE 8 - DEFINED TERMS

- 8.01 The terms used in this Bid with the initial capital letters have the meanings indicated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

#### ARTICLE 9 – CERTIFICATIONS & NAMING OF SUBCONTRACTORS

- 9.01 For convenience the “Compliance Statement & Certification of Non-Segregated Facilities” (Form RD 400-6), “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions” (Form AD-1048), and RD Instruction 1940-Q, Exhibit A-1, “Certification for Contracts, Grants, and Loans” are included as part of this bid form (Note: Lower tier, means lower tier to the

owner). By signing the bid form the bidder represents that (s)he is also signing the below documents, as they apply, depending on the bid amount.

If the bid amount exceeds \$10,000, then Compliance Statement (RD 400-6) applies (9.01.A of this part);

If the bid amount exceeds \$25,000, then Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions (AD-1048) also applies (9.01.B of this part);

If the bid amount exceeds \$100,000, then RD Instruction 1940-Q, Exhibit A-1, Certification for Contracts, Grants, and Loans also applies (9.01.C of this part).

#### A. Compliance Statement

USDA Form Approved, COMPLIANCE STATEMENT, Form RD 400-6

This statement relates to a proposed contract with {the City of New Meadows, ID}

who expects to finance the contract with assistance from the Rural Utilities Service (RUS) or their successor agencies, United States Department of Agriculture (whether by a loan, grant, loan insurance, guarantee, or other form of financial assistance). I am the undersigned bidder or prospective contractor, I represent that:

1. I  have,  have not, participated in a previous contract or subcontract subject to Executive Order No. 11246 (regarding equal employment opportunity), as amended by Executive Order No. 13672, 79 Fed. Reg. 42971 (July 21, 2014) or a preceding similar Executive Order.
2. If I have participated in such a contract or subcontract, I  have,  have not, filed all compliance reports that have been required to file in connection with the contract or subcontract. If the proposed contract is for \$50,000 or more and I have 50 or more employees, I also represent that:
3. I  have,  have not previously had contracts subject to the written affirmative action programs requirements of the Secretary of Labor.
4. If I have participated in such a contract or subcontract, I  have,  have not developed and placed on file at each establishment affirmative action programs as required by the rules and regulations of the Secretary of Labor.

I understand that if I have failed to file any compliance reports that have been required of me, I am not eligible and will not be eligible to have my bid considered or to enter into the proposed contract unless and until I make an

arrangement regarding such reports that is satisfactory to either the RHS, RBS or RUS, or to the office where the reports are required to be filed.

I also certify that I do not maintain or provide for my employees any segregated facilities at any of my establishments, and that I do not permit my employees to perform their services at any location, under my control, where segregated facilities are maintained. I certify further that I will not maintain or provide for my employees any segregated facilities at any of my establishments, and that I will not permit my employees to perform their services at any location, under my control, where segregated facilities are maintained. I agree that a breach of this certification is a violation of the Equal Opportunity clause in my contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and wash rooms, restaurants and other eating areas time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin, because of habit, local custom, or otherwise. I further agree that (except where I have obtained identical certifications for proposed subcontractors for specific time periods) I will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause; that I will retain such certifications in my files; and that I will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods).

#### NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENTS FOR CERTIFICATIONS OF NON-SEGREGATED FACILITIES

A certification of Nonsegregated Facilities, as required by the May 9, 1967, order (32F.R. 7439, May 19, 1967) on Elimination of Segregated Facilities, by the Secretary of Labor, must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

- B. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

U.S. DEPARTMENT OF AGRICULTURE

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY  
AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS  
USDA Form AD-1048**

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552(a), as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. §§ 180.300, 180.355, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction. According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal and civil fraud privacy, and other statutes may be applicable to the information provided.

Before signing the bid form, read instructions for Form AD-1048, available for download at: <https://www.rd.usda.gov/files/AD1048-F-01-92.PDF>

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**C. Certification for Contracts, Grants and Loans**

**CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS  
RD Instruction 1940-Q, Exhibit A-1**

The bidder certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including contracts, subcontracts, and sub grants under grants and loans) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

9.02 Naming of Subcontractors

The sub-contractors to whom sub-contracts will be awarded if the bidder is awarded a contract shall be submitted to the Agency and the Idaho Department of Environmental Quality in accordance on Form 1—Bidder's List, included in DEQ-SRF Form 6-A.

**ARTICLE 10 - BID SUBMITTAL**

10.01 This bid is submitted by:

If Bidder is:

**An Individual**

Name (typed or printed): \_\_\_\_\_

SEAL,  
if required  
by State

By: \_\_\_\_\_  
*(Individual's Signature)*

Doing Business As: \_\_\_\_\_

**A Partnership**

Partnership Name: \_\_\_\_\_ SEAL,  
if required  
by State

By: \_\_\_\_\_  
*(Signature of General Partner – Attach Evidence of Authority to Sign)*

Name (typed or printed) \_\_\_\_\_

**A Corporation**

Corporation Name: S&K Underground, Inc

State or Jurisdiction of Incorporation: ARIZONA

Type (General Business, Profession, Service, Limited Liability):  
General Business

By: \_\_\_\_\_  
*(Signature – Attach Evidence of Authority to Sign)*

Name (typed or printed): Shem Johnson

Title: president

Attest \_\_\_\_\_ SEAL,  
if required  
by State  
*(Signature of Corporate Secretary)*

Date of Qualification to do business in \_\_\_\_\_ (State or Other Jurisdiction)  
Where Project is Located) is 04 / 30 / 01

**A Joint Venture**

Name of Joint Venture: \_\_\_\_\_

First Joint Venture Name: \_\_\_\_\_ SEAL,  
If required  
by State

By: \_\_\_\_\_  
*(Signature of Joint Venture Partner – Attach Evidence of Authority to Sign)*

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Second Joint Venture Name: \_\_\_\_\_

By: \_\_\_\_\_  
*(Signature of Joint Venture Partner – Attach Evidence of Authority to Sign)*

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is party to the venture should be in the manner indicated above.)

Bidder's Business Address: 106304 Hwy 2 P.O. Box 1952  
Bonniers Ferry, ID 83805

Business Phone No. (208) 267-7990

Business FAX No. (208) 267-8097

Business Email Address admn@slunder.com

State of Idaho Public Works License No. 14825-Unlimited-1-2-3

DUNNS No. 01-749-5545

Employer's Tax ID No. 86-0915134

Phone and FAX Numbers, and Address for receipt of official communications, if different from Business contact information:  
\_\_\_\_\_  
\_\_\_\_\_

10.02 Bid Submitted on July 22, 20 21

CITY OF NEW MEADOWS WELL HOUSE PROJECT

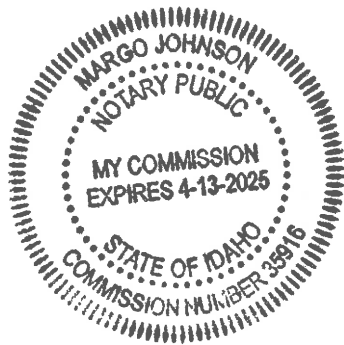
CONTRACTOR'S NON-COLLUSION AFFIDAVIT

STATE OF IDAHO )  
County of Baundary ) ss.

Shem Johnson, being first duly sworn, deposes and says that he/she is president of 596 Underground, Inc, the party making the foregoing bid; that such bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such bid is genuine and not collusive of sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, nor that anyone shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of said bidder or of any other bidder, nor to fix any overhead, profit, or cost element of such bid price, nor of that of any other bidder, nor to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in such bid are true; and, further, that said bidder has not, directly or indirectly, submitted his bid price or any breakdown thereof, nor the contents thereof, nor divulged information or data relative thereto, nor paid and will not pay fee in connection therewith to any corporation, partnership, company, association, organization, bid depository, nor to any member or agent thereof, nor to any individual except to such person or persons as have a partnership or other financial interest with said bidder in his general business.

Signed: Shem Johnson  
Title: president

Subscribed and sworn to before me this 29th day of July, 2021.



Margo Johnson  
Notary Public for Idaho  
Residing at: Baundary, Idaho  
My Commission Expires: 4/13/25

**FORM 1. BIDDER'S LIST**

To be Submitted Prior to Authorization to Award; Recipient forwards a copy to DEQ.

Prime Contractor Information:	Items of Work Bid On	Date Bid Submitted	MBE/AMBE Contractor
Business Name: <i>SKL Underground, Inc</i> Contact Name: <i>Sheva Johnson</i> Mailing Address: <i>P.O. Box 1957, Bowers Ferry, ID</i> Phone: <i>208-267-7990</i> Email: <i>adwin@sklunder.com</i>			<i>NO</i>
Subcontractor Information: Business Name: <i>M/S Electric</i> Contact Name: <i>Tami</i> Mailing Address: <i>1611 Coldwell ID</i> Phone: <i>208-457-8189</i> Email:	<i>Electrical</i>	<i>July 22</i>	<i>NO</i>
Subcontractor Information: Business Name: <i>SKL None</i> Contact Name: Mailing Address: Phone: Email:	<i>Plumbing N/A</i>		
Subcontractor Information: Business Name: <i>SKL Underground Inc</i> Contact Name: Mailing Address: Phone: Email:	<i>HOAC</i>		

COPY THIS PAGE IF ADDITIONAL SUBCONTRACTORS ARE NEEDED

To Be Submitted Prior to Authorization to Award; Recipient forwards a copy to DEQ

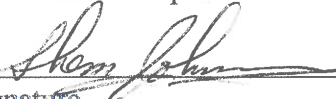
## ATTACHMENT A

### SWORN STATEMENT OF COMPLIANCE WITH DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION REQUIREMENTS

To be eligible for award of this contract, each successful bidder must execute, and submit, as part of their proposal, and together with their bid, the following certification relating to DBE participation. The certification below shall be deemed a part of the resulting contract.

The bidder has taken the following "Good Faith Efforts" in awarding subcontracts:

1. Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
2. Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
3. Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
4. Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
5. Use the services and assistance of the Idaho Transportation Department, Idaho Department of Environmental Quality's Fiscal Office, SBA and the Minority Business Development Agency of the Department of Commerce, as appropriate.
6. If the prime contractor awards subcontracts, require the prime contractor to take the above steps.

  
Signature

7/27/21  
Date

Name and title of Signer Shem Johnson - president

Email Address admin@slunder.com

To be submitted as part of the sealed bid; Recipient forwards a copy to DEQ

**FORM AIS-1  
Bidder's Certification of Compliance  
With the Current SRF Assistance American Iron and Steel (AIS) Provisions**

(To be submitted as part of the sealed bid)

**Bidder's Statement of Certification**

The Bidder acknowledges to and for the benefit of the ("Owner") for the ("Project") that the Bidder understands the project is being funded in part with SRF Assistance. "AIS" requirements specify that all iron and steel products used in the project shall be produced in the United States. Consistent with the terms of the Owner's bid solicitation and the provisions of SRF Assistance, the Bidder hereby represents and warrants to and for the benefit of the Owner that:

1. The Bidder has reviewed and understands the AIS requirements.
2. The Bidder certifies that the iron and steel goods used in the project will be produced in the United States in a manner that complies with the AIS requirements unless a waiver of the requirements is requested by the Owner and approved by the EPA.
3. The Bidder agrees to provide to the Owner reasonable, sufficient, and timely information, certification, or verification of the United States production of each component contained in Attachment 6 as a prior condition for approval of - and reimbursement for - materials received.
4. The undersigned hereby acknowledges that the iron and steel products utilized in this project will meet the current SRF Assistance AIS requirements, and that all required Manufacturer/Supplier Certification Statements or waivers from EPA will be obtained to document compliance with the AIS requirements.

Bidder Signature:  Date: July 22, 2021

Title president

Organization 59 W Underground, Inc

### BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

**BIDDER (Name and Address):**  
S & L Underground, Inc.  
P. O. Box 1952  
Bonners Ferry, ID 83805

**SURETY (Name, and Address of Principal Place of Business):**  
Atlantic Specialty Insurance Company  
605 Highway, 169 North, Suite 800  
Plymouth, MN 55441

**OWNER (Name and Address):**  
City of New Meadows  
401 Virginia St, New Meadows, ID 83654

**BID**

Bid Due Date: July 22, 2021

Description: City of New Meadows Water System Improvements Project, New Meadows, ID

**BOND**

Bond Number: Bid Bond

Date: July 22, 2021

Penal sum	Five Percent of Amount Bid	\$	5%
	(Words)		(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

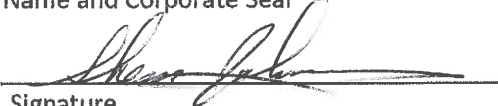
**BIDDER**  
S & L Underground, Inc. (Seal)

**SURETY**  
Atlantic Specialty Insurance Company (Seal)

Bidder's Name and Corporate Seal

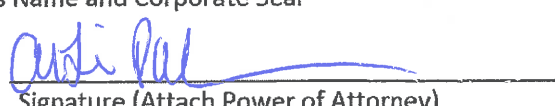
Surety's Name and Corporate Seal

By:



Signature

By:



Signature (Attach Power of Attorney)

Shem Johnson

Print Name

AiLi Palmer

Print Name

president

Title

Attorney-In-Fact

Title

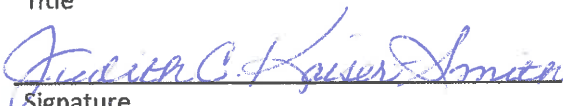
Attest:



Signature

Title Witness

Attest:



Signature

Title Witness

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2 All Bids are rejected by Owner, or
  - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



# Power of Attorney

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Marla J Davenport, Jedean Corpron, Melissa Wolf, Thomas Davis, Judith C. Kaiser-Smith, Jaclyn R. Kruse, James E. Majeskey II, Cynthia L Heiney, Dylan Keith Arre, James A. Clegg, Casey L. Lund, AiLi Palmer**, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

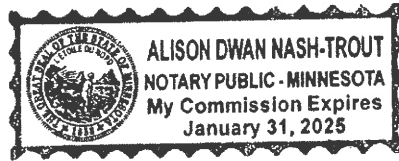
IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this twenty-seventh day of April, 2020.

STATE OF MINNESOTA  
HENNEPIN COUNTY



By *Paul J. Brehm*  
Paul J. Brehm, Senior Vice President

On this twenty-seventh day of April, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



*Alison Nash-Trout*  
Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 22 day of July, 2020.



*Kara Barrow*  
Kara Barrow, Secretary

This Power of Attorney expires  
January 31, 2025

FORM R208

**RESOLUTION:  
AUTHORIZE APPOINTMENT OF DIRECTOR OR  
OFFICER**

Upon motion duly made and seconded, the Board of Directors of S & L Underground, Incorporated unanimously adopted the following resolution:

RESOLVED, that Shem Johnson be appointed the President of S & L Underground, Incorporated and shall hold office until it be resolved to otherwise elect someone in his stead. Shem Johnson shall have the authority to perform the following duties while holding this office as stated in section 5 of Article IV of the Bylaws of S & L Underground, Inc. and other such duties in the management of the corporation as may be required by the Articles of Incorporation, the Bylaws or by resolution of the Board of Directors of the corporation.

The undersigned hereby certifies that she is the duly elected and qualified Secretary and the custodian of the books and records and seal of S & L Underground, Inc., a corporation duly formed pursuant to the laws of the State of Arizona and that the foregoing is a true record of a resolution duly adopted at a meeting of the Board of Directors, and that said meeting was held in accordance with state law and the Bylaws of the above-named Corporation on February 16<sup>th</sup>, 1999, and that said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, I have executed my name as Secretary and have hereunto affixed the corporate seal of the above-named Corporation this 16<sup>th</sup> day of February, 1999.

A True Record.

Attest.



Margo Johnson  
Secretary

**Customer Name:** BOLOPUE, WILLIAM  
**Account:**  
**Route - Meter:** 01 10 10 All AP-Years  
**Service Address:** 216 SOUTH MILLER AVENUE  
**Mtr Id - Type - Size:** 1568633714 Z 5/8 X 3/4

**Meter Serial #:** 86603718  
 (Readings in Actual Units)

AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
08-2021	6912	08/20/2021	6912	148634	CHANGE OUT METER
07-2021	952547	07/19/2021	7007	141722	HANDHELD
06-2021	945540	06/21/2021	53554	134715	HANDHELD
05-2021	891986	05/19/2021	9554	81161	HANDHELD
04-2021	882432	04/21/2021	6608	71607	HANDHELD
03-2021	875824	03/19/2021	6039	64999	HANDHELD
02-2021	869785	02/24/2021	14672	58960	HANDHELD
01-2021	855113	01/20/2021	5151	44288	HANDHELD
12-2020	849962	12/21/2020	6891	39137	HANDHELD
11-2020	843071	11/19/2020	6532	32246	HANDHELD
10-2020	836539	10/21/2020	10094	25714	HANDHELD
09-2020	826445	09/17/2020	10711	15620	HANDHELD
08-2020	815734	08/18/2020	4909	4909	ACTUAL READING
07-2020	810825	07/20/2020	0	0	MOVE IN READING

ORDINANCE NO. TBD-2021

AN ORDINANCE TO BE TERMED THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF NEW MEADOWS, IDAHO, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2021, AND ENDING ON SEPTEMBER 30, 2022, APPROPRIATING SUMS OF MONEY IN THE AGGREGATE AMOUNT OF **\$3,225,169** TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE CITY OF NEW MEADOWS FOR SAID FISCAL YEAR; SPECIFYING THE OBJECT AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT AND PURPOSE; AUTHORIZING THE CERTIFICATION TO THE COUNTY COMMISSIONERS OF ADAMS COUNTY, IDAHO, THE AMOUNT OF **\$158,769** IN PROPERTY TAXES TO BE LEVIED AND ASSESSED UPON THE TAXABLE PROPERTY IN THE CITY; PROVIDING FOR THE FILING OF A COPY OF THIS ORDINANCE WITH THE OFFICE OF THE IDAHO SECRETARY OF STATE AS PROVIDED BY LAW; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, AS FOLLOWS:

Section 1. The sum of **\$3,225,169** is hereby appropriated to defray all necessary expenses and liabilities of the City of New Meadows, Adams County, Idaho, for the fiscal year commencing October 1, 2021, and ending September 30, 2022.

Section 2. The objects and purposes for which such appropriation is made, and the amount appropriated for each object and purpose, are as follows:

AMOUNT APPROPRIATED FOR EXPENDITURES

**GENERAL FUND**

City Hall Expenses.....	\$	22,500
Wages, taxes & benefits .....	\$	67,467
Planning & Zoning .....	\$	300
Public Safety. (includes Animal Control) ...	\$	55,760
Street Dept. ....	\$	321,297
Park Department.....	\$	36,876
Youth Sports .....	\$	3,000
Airport Improvement Projects .....	\$	12,400
Transportation Plan Expense.....	\$	30000
<b>TOTAL GENERAL FUNDS</b>		<b>\$ 549,600</b>

**ENTERPRISE FUNDS**

Water Dept. ....	\$	2,231,533
Industrial Park .....	\$	33,136
Sewer Dept. ....	\$	366,400
Weiser River Trail Passthrough .....	\$	39,500
Meadows Valley Roundup .....	\$	5,000
<b>TOTAL ENTERPRISE FUNDS</b>		<b>\$ 2,675,569</b>

**TOTAL BUDGET FOR FISCAL YEAR 2020-2021** **\$ 3,225,169**

Section 3. The amount of **\$158,769** is hereby authorized to be certified by the City of New Meadows to the Board of Commissioners and Adams County, Idaho, in accordance with Section 50-1007, Idaho Code, to be levied and assessed as a property tax on the taxable property within the City of New Meadows for the fiscal year commencing October 1, 2021 and ending September 30, 2022.

Section 4. The City Clerk is hereby authorized and directed to cause a certified copy of this ordinance to be filed with the Office of the Secretary of State of the State of Idaho, as required by Section 50-1003, Idaho Code.

Section 5. This ordinance shall be published once in full in the official newspaper of the City and shall take effect and be in force from and after its passage, approval and publication.

Passed under suspension of the rules by roll call of the City Council of the City of New Meadows, Adams County, Idaho, this 23<sup>rd</sup> day of August 2021.

/s/  
Julie Good, Mayor

ATTEST: /s/  
Kyla Gardner, City Clerk

DRAFT

- I make a motion to introduce Ordinance TBD-2021, the 2021-2022 Annual Appropriations Ordinance, and suspend the rules requiring three separate readings on three separate days and read by title only once; (seconded) ROLL CALL VOTE.

City Clerk to read ordinance by title only.

- I move to approve Ordinance TBD-2021, the 2021-2022 Annual Appropriations Ordinance; (seconded) ROLL CALL VOTE.

In an effort to encourage construction within the City of New Meadows and connect to the water and sewer systems of the city, development discounts are hereby resolved:

**WATER:**

**Connection & Capitalization Fees**

The base connection & capitalization fees for all classes of water users, not expressly provided for otherwise, shall be \$3,000.00 plus materials and labor per equivalent residential unit (ERU). A discount of 10% shall be given, lowering the water connection & capitalization fee to \$2700.

**SEWER:**

**Connection & Capitalization Fees:**

The base connection & capitalization fees for all classes of sewer users, not expressly provided for otherwise, shall be \$6,000.00 plus materials and labor per equivalent residential unit (ERU). A discount of 10% shall be given, lowering the sewer connection & capitalization fee to \$5400.

**SUBDIVISIONS & PLANNED UNIT DEVELOPMENTS**

**Connection fees** for subdivisions, PUDs, etc. will be assessed on a case by case basis for hooking into the City's water system.

**SINGLE FAMILY HOME DISCOUNT**

**Tiered Discount Program**

- 1<sup>st</sup> Home 15% off Connection Fees
- 2<sup>nd</sup> Home 30% off Connection Fees
- 3<sup>rd</sup> Consecutive Home 45% off Connection Fees

**MULTI-FAMILY DWELLINGS**

**Discount Program for Multi-Family Dwellings being served by the same connection**

- 15% off Connection Fees for two family dwellings
- Additional 5% off Connection Fees for each dwelling in the same project
- (3-unit project would be a total of 20% off Connection Fees, 4-unit project would be a total of 25% off, etc. With any multi-family dwelling unit, the maximum discount shall be 50% off)

**DISCOUNT TERMS**

All discounts remain valid for 12 months from date of permit. Discount extensions and additional developer discounts will be at the City Council's discretion.

RESOLUTION NO. TBD-2021, providing for development discounts and reimbursements, PASSED AND APPROVED this 13<sup>th</sup> day of September 2021, shall be EFFECTIVE **October 1, 2021, through September 30, 2022.**

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

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

# City of New Meadows Short Term RV Use Permit Application

**Permit Type:**     Emergency     Transitional     Displacement     Vacation

### Applicant Information:

Applicant Name: Tricia Newman  
Applicant Mailing Address: P.O. BOX 72  
Physical Address for RV: 310 VIRGINIA AVE  
Applicant Phone Number: 208 405-5081  
RV License #: 1A R521M  
RV License Expiration Date: \_\_\_\_\_

### Property Owner Information:

Same as applicant  
Name: Richard L. Brown  
Mailing Address: P.O. Box 97  
Physical Address: 509 S. Miller  
Phone Number: 208 469-0923  
Property Zone: \_\_\_\_\_

**Complete the section below that pertains to the permit you are applying for.**

**E** Emergency Permit: due to:     Fire     Flood     Wind     Earthquake     Other: Remod  
Remodel  
310 Virginia

RV Location:     My Property     The Property of: \_\_\_\_\_

Please Initial:

\_\_\_ I have provided proof of the emergency (photos, contracts for repair, maintenance, etc.)

\_\_\_ I have provided written permission to place RV on a property other than my own.

\_\_\_ I understand the permit is valid for 30-90 days with one extension, if necessary.

\_\_\_ My RV will be occupied only by myself and immediate family.

\_\_\_ My RV will not be parked on any street.

\_\_\_ My RV will not be parked in any easement from November 1st - April 30th.

**T** Transitional Permit: (residing in RV while building a home)

Please Initial:

\_\_\_ I have provided a copy of my building permit.

\_\_\_ I have provided a copy of my building contract or manufactured home purchase agreement.

\_\_\_ I understand the permit is valid for 180 days with one 90-day extension, if necessary.

\_\_\_ My RV will be occupied only by myself and immediate family.

\_\_\_ My RV will not be parked on any street.

\_\_\_ My RV will not be parked in any easement from November 1st - April 30th.

**V** Vacation Permit: (family / friends residing in RV on my property for up to 14 days per visit)

Please Initial:

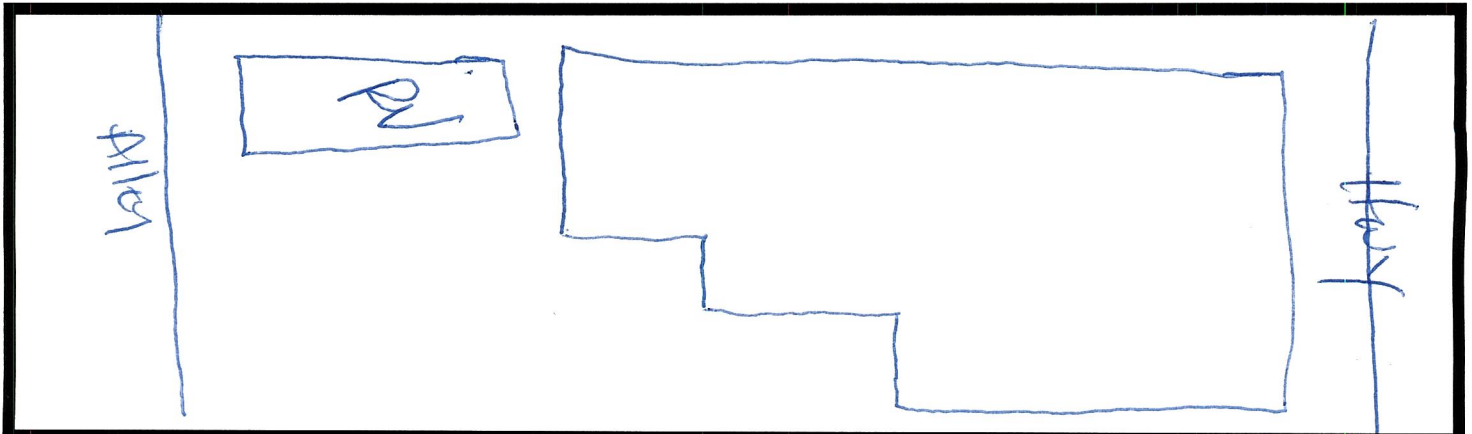
- I have read, understand, and will comply with city code regarding RVs in the city limits.
- This permit shall allow for up to 30 days of vacation RV use on my property in a 1-year period.
- Visitors shall not remain for more than 14 consecutive days.
- My property is set up for RV vacation use as per the zoning code.
- The RV will not be parked on any street or easement.
- The RV will not be connected to the City sewer system.
- I will acquire an updated vacation permit each time an RV is occupied on my property.

**D** Displacement Permit: (unable to find adequate housing)

Please Initial:

- My RV design and plan was approved by Planning & Zoning.
- My RV will be placed in a residential zone.
- I have a regular monthly source of income.
- I have provided a statement of employment from a local employer or proof of income.
- My RV is fully operational & will be tied to the City's water and sewer system. *Using holding tanks*
- My RV will comply with setbacks on the property.
- My RV will be placed on a level pad of concrete or gravel.
- I understand this permit is to be renewed every 180 days.
- I will verify my housing search and income with each renewal.

Please provide a diagram showing where on the property the RV will be placed. Include current structures, cross roads, setbacks, and any other pertinent information:  separate sheet provided



# City of New Meadows Short Term RV Use Permit Application

## AFFIDAVIT OF LEGAL INTEREST (If required)

STATE OF IDAHO, )  
 ) ss.  
County of Adams. )

I, Richard L Brown, residing at 509 S. Miller St,  
(name) (street address)  
New Meadows, Idaho 83654, being first duly  
(city) (state) (zip code)

sworn upon oath, depose and say:

1. That I am the record owner of the property described on the attached, or have provided a purchase contract, and I grant my permission to:

TRICIA NEWMAN, 310 VIRGINIA AVE N-M-1083654 to place an RV on  
(name) (address)

my property per the terms of this application and the Short Term RV Use Ordinance.

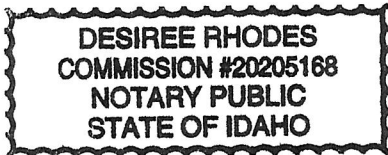
2. I agree to indemnify, defend and hold the City of New Meadows and its employees harmless from any claim or liability resulting from any dispute as to the statements contained herein or as to the ownership of the property which is the subject of the application.

DATED this 01 day of SEPTEMBER, 2021.

Kathy Brown  
(signature)

SUBSCRIBED AND SWORN to before me the day and year first above written.

Desiree Rhodes



Notary Public of Idaho

Residing at: Idaho First Bank

My commission expires: 01/04/2021

Receipt # \_\_\_\_\_

# City of New Meadows Short Term RV Use Permit Application

An RV Short Term Use Permit may be issued subject to the regulations contained in the New Meadows City Code and is hereby agreed that the use of RVs on private property be in accordance with the specifications stated in the City code and this application.

Applicant Signature: \_\_\_\_\_ Property Owner Signature: Kelsey Brown

### \*Office Use Only\*

Date Received: 9.1.2021 Staff Initials: AM Application Complete:  Yes  No  
Application  Approved  Denied Permit # Issued: \_\_\_\_\_  
Fee Paid N/A  No Fee Receipt #: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_

**Emergency** 30-90 days (one 30-90 day extension)

Date of initial Permit Issuance: \_\_\_\_\_ Date of Extension: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_

**Transitional** 90-180 days (one 90 day extension)

Date of initial Permit Issuance: \_\_\_\_\_ Date of Extension: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_

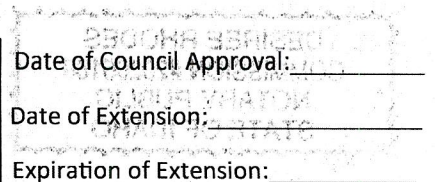
**Vacation** 30 days annually - \$100 annually or \$5 per visitor non-refundable

Date of initial Permit Issuance: \_\_\_\_\_ Dates of use: \_\_\_\_\_ Dates of use: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Dates of use: \_\_\_\_\_ Dates of use: \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

**Displacement** 180 days (180 day extension) Sunsets 2023

Date of Council Approval: \_\_\_\_\_ Date of Council Approval: \_\_\_\_\_ Date of Council Approval: \_\_\_\_\_  
Date of initial Permit Issuance: \_\_\_\_\_ Date of Extension: \_\_\_\_\_ Date of Extension: \_\_\_\_\_  
Expiration Date of Permit: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_ Expiration of Extension: \_\_\_\_\_



# Ordinance TBD - 2021

AN ORDINANCE OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, AMENDING TITLE 10 CHAPTER 2, OF THE NEW MEADOWS CITY CODE AS FOLLOWS: IN SECTION 10-2-2, DEFINITIONS, AMENDING THE DEFINITION OF "LOT" BY REMOVING WORDS "PLOT, PARCEL OR TRACT OF" AND REPLACING THE TERMS WITH "QUANTITY;" AND ADDING SUPPLEMENTARY DETAILS TO THE DEFINITION.

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

**Section 1:** Title 10 Chapter 5, Section 2, Definitions, is hereby amended as follows to wit:

LOT: A ~~plot, parcel, or tract of~~ **quantity of** land **shown as an individual unit on the most recent relevant approved plat of record or approved record of survey; and also a quantity of land described in a deed recorded prior to March 24, 1994, and apparently executed for the purpose, whether immediate or future, of building development,** with fixed boundaries of sufficient size to meet minimum zoning requirements for use, coverage, and area to provide such yards and other open spaces as are herein required. Such lot shall have frontage on an improved public street or an approved private street and may consist of a single lot of record or a combination of completed lots of record or portions of lots of record. **The word "lot" includes the words "parcel" and "tract" where such parcel or tract is the smallest quantity of land that includes the site of a proposed use or building with respect to which a permit is sought, which quantity of land is the subject of a deed of record. "Lot" does not include a strip or gore of land which was apparently conveyed for the purpose of adjusting the boundary between ownerships of record. "Parcel" and "tract" can also mean a larger quantity of land out of which a subdivision is being created, or a tract of land set aside for future development, as the context makes most suitable. "Approved" as used in this paragraph means formally approved under these or predecessor subdivision regulations.**

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

PASSED AND APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO THIS 13<sup>TH</sup> DAY OF SEPTEMBER 2021.

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

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

- I make a motion to introduce Ordinance TBD-2021, amending Title 10 Chapter 2, of the New Meadows Zoning Code, and suspend the rules requiring three separate readings on three separate days and read by title only once; (seconded) ROLL CALL VOTE.

City Clerk to read ordinance by title only.

- I move to approve Ordinance TBD-2021, amending Title 10, Chapter 2 of the New Meadows Zoning Code; (seconded) ROLL CALL VOTE.



*This institution is an equal opportunity provider/employer*  
 City of New Meadows \* P.O. Box 324 \* New Meadows, Idaho 83654  
 Phone (208) 347-2171 \* Fax (208) 347-2384

September 9th, 2021

RE: ARPA Funds

Dear Idaho Legislators,

The Idaho we see today is a result of the investments made decades ago. In the 1960s and 1970s, the federal government made significant investments in community infrastructure, providing funds that helped many cities install or upgrade their water and sewer systems. These projects are expensive and the federal funds helped ensure that the cost burdens to communities were reduced and sustainable.

After decades of very limited federal investment, the aging infrastructure in our community has become a major challenge and now the federal government has stepped up to provide more resources to help cities fund water, sewer, and broadband projects. Without the federal investment, our citizens will be looking at massive increases in their water and sewer bills every month. Dedicating these federal funds to the needs with the highest long-term return on investment will ensure that taxpayers get the most bang for their buck.

The City of New Meadows is facing overwhelming infrastructure needs. With the current funding we have secured, we cannot finish our current water project due to an increase of over 250% in cost of construction, labor and materials. The current loans we have in place for the project will result in a 50% increase in our utility rates – without completing the project and providing the needed infrastructure.

Our sewer infrastructure continues to need funding while the utility rates reflect a recent upgrade required just to stay in compliance with DEQ standards.

Because we are a small community, we have been edged out of the broadband funding the state has available, due to the empty promises of federally funded telecommunications companies who are not interested in providing the services and coverage needed for our residents to have adequate internet access.

Spending these one-time funds on operating expenses will force our city residents to pay for more expensive than usual, needed upgrades on their own, which does not make sense. Using these funds for infrastructure ensures that Idaho's communities and economy get the best return on investment.

The recent actions of the Legislature are not only putting our community at risk, but they are also jeopardizing the ability to invest in Idaho's future. That is not the fiscal stewardship that made Idaho great. Nor is the recommendation by some leaders in the Legislature to provide funding for ongoing expenses such as police and fire from these funds. City leaders, like myself, are on the front lines, handling Idaho's population boom and we know better how to use these funds to make prudent decisions and not only reinvest where necessary but make wise one-time investments in our future.

We ask that you consider the long-term effect of your actions on those who are engaged in a very real struggle to maintain aging infrastructure in a time of unprecedented increases in cost and population. At the same time, we are trying to operate with a diminished work force and lack of availability for materials needed in projects. You have the opportunity to help us invest in what is crucial and necessary for those you represent.

Mayor Julie Good

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
5019	84232	25 Analytical Labs, Inc.	187.96	****		60		43320	745		10102
	84233	21 Water Sampling / Testing	51.16			65		43220	745		10102
		21 Sewer Sampling / Testing	136.80*								
		<b>Total for Vendor:</b>	<b>187.96</b>								
5026	2021	26 Association of Idaho Cities	630.00								
		ICCTFOA Conference Attendees: Kyla, Dana & Angie				1		41100	520		10102
		2-8083 09/07/21 ICCTFOA Conference(G)	210.00			60		43320	520		10102
		2-8083 09/07/21 ICCTFOA Conference(WTR)	210.00			65		43220	520		10102
		<b>Total for Vendor:</b>	<b>630.00</b>								
5016		140 Buys, Douglas	400.00	****							
		Monthly Back-up Operator				60		43320	310		10102
		710 08/31/21 AUG 2021 H2O Back-up Operator	200.00*			65		43220	310		10102
		710 08/31/21 AUG 2021 SWR Back-up Operator	200.00*								
		<b>Total for Vendor:</b>	<b>400.00</b>								
5013		1 C & M Lumber Co, Inc	6,132.48	****							
		08/25/21 Shop- Water	8.69			60		43320	324		10102
		08/25/21 Shop - Sewer	8.69			65		43220	324		10102
		08/25/21 Shop - Streets	8.70*			1		41500	324		10102
		08/25/21 Sewer	64.99			65		43220	324		10102
		08/25/21 Park	210.62			1		41600	324		10102
		08/25/21 Streets	33.48*			1		41500	324		10102
		08/25/21 Peterson Pathway	654.60*			1	84	41500	324		10102
		08/25/21 Heigho Street Paving Project	5,142.71*			1	87	41500	310		10102
		<b>Total for Vendor:</b>	<b>6,132.48</b>								
5014		29 City of New Meadows	3,798.30	****							
		025-00 09/01/21 Chlorinator Room	14.46			65		43220	339		10102
		310-00 09/01/21 Park Irrigation	3,122.87*			1		41600	332		10102
		309-00 09/01/21 Park Restrooms	137.11			1		41600	331		10102
		014-00 09/01/21 Industrial Park	254.05*			63		43100	331		10102
		364-00 09/01/21 Auger Room	103.99			65		43220	338		10102
		126-00 09/01/21 City Hall	76.97*			1		41100	331		10102

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
		015-00 09/01/21 Skate Park	14.30*			1		41600	332		10102
		013-00 09/01/21 Industrial Park - 104 W Taylor	74.55*			63		43100	331		10102
		<b>Total for Vendor:</b>	<b>3,798.30</b>								
		*** Claim from another period ( 8/21) ****									
5023		206 Clearwater Concrete, Inc.	1,805.00								
		Peterson Pathway - Concrete approximately covers 1/8 of the sidewalk									
		19160 08/31/21 Concrete	1,805.00*			1	84	41500	324		10102
		<b>Total for Vendor:</b>	<b>1,805.00</b>								
		*** Claim from another period ( 8/21) ****									
5017	E	526 Coastline Equipment	7,983.15								
		Heigho Project									
		831668 08/26/21 Excavator Rental	3,990.00*			1	87	41500	310		10102
		831675 08/26/21 Compactor Rental	3,993.15*			1	87	41500	310		10102
		<b>Total for Vendor:</b>	<b>7,983.15</b>								
		*** Claim from another period ( 8/21) ****									
5015	E	405 CORE & MAIN LP	5,187.39								
		Water Meters									
		Sewer Parts									
		P320807 09/01/21 T10 Meter	1,894.20			60		43320	324		10102
		P320807 09/01/21 T10 Proccoder	2,431.50			60		43320	324		10102
		P478181 09/01/21 6 PVC 14'	153.44			65		43220	324		10102
		P478181 09/01/21 8 PVC 14'	278.32			65		43220	324		10102
		P478181 09/01/21 SWR repair CPLG	139.28			65		43220	324		10102
		P478181 09/01/21 SWR PVC	264.84			65		43220	324		10102
		P478181 09/01/21 SWR PVC CPLG	25.81			65		43220	324		10102
		<b>Total for Vendor:</b>	<b>5,187.39</b>								
		*** Claim from another period ( 8/21) ****									
5003	E	577 CTC Telecom, Inc.	205.38								
		09/01/21 Phone - General	68.46			1		41100	308		10102
		09/01/21 Phone - Water	68.46			60		43320	308		10102
		09/01/21 Phone - Sewer	68.46			65		43220	308		10102
		<b>Total for Vendor:</b>	<b>205.38</b>								
		*** Claim from another period ( 8/21) ****									
5018	E	367 Custom Works / Barron Loper	220.00								
		Rental of equipment for street sweeping - 5.5 hours									
		ACCT 09/01/21 Equip Rental Street Sweeper	220.00*			1		41500	324		10102
		<b>Total for Vendor:</b>	<b>220.00</b>								



\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
5004	E	37 Jerry's Auto Parts Solenoid dumpertruck part 183679 08/16/21 Dumpertruck part	41.33 41.33*	****		1	87	41500	324		10102
<b>Total for Vendor:</b>			<b>41.33</b>								
5006		647 K&N Trucking Heigho Project	120.00	****		1	87	41500	310		10102
<b>Total for Vendor:</b>			<b>120.00*</b>								
5009		648 Knife River Corporation - Chipseal Peterson Memorial Contract 30217303	12,576.00	****		1	87	41500	324		10102
<b>Total for Vendor:</b>			<b>12,576.00*</b>								
5028		642 Kundraick, Kirk Monthly Back-up Operator	300.00	****		60	65	43320	310		10102
<b>Total for Vendor:</b>			<b>300.00*</b>								
5022	E	150 Lake Shore Disposal 25469406 09/01/21 Garbage - General 25469406 09/01/21 Garbage - Water 25469406 09/01/21 Garbage - Sewer 25469406 09/01/21 Garbage - Industrial Park	126.00 31.50 31.50 31.50 31.50*	****		1	60	43320	324		10102
<b>Total for Vendor:</b>			<b>126.00</b>								
5005		187 Mike's Rock Pit & Snow Removal Heigho Project	14,700.00	****		1	87	41500	310		10102
<b>Total for Vendor:</b>			<b>14,700.00*</b>								
3989		08/19/21 Pit Run - S Side	4,140.00*			1	87	41500	310		10102
3989		08/19/21 Road Mix - S Side	3,240.00*			1	87	41500	310		10102
3989		08/19/21 Pit Run - N Side	4,080.00*			1	87	41500	310		10102
3989		08/19/21 Road Mix - N Side	3,240.00*			1	87	41500	310		10102
<b>Total for Vendor:</b>			<b>14,700.00</b>								

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
5011	E	530 Quadient Finance USA, INC	201.00								
		09/01/21 Postage -	50.25			1		41100	620		10102
		09/01/21 Postage - Water	75.37			60		43320	620		10102
		09/01/21 Postage - Sewer	75.38*			65		43220	620		10102
		<b>Total for Vendor:</b>	<b>201.00</b>								
5027	E	13 The Star-News	489.02								
		Budget Hearing and Candidate Filing Deadline				1		41100	309		10102
		56919 08/19/21 Budget Hearing (G)	110.00			60		43320	309		10102
		56919 08/19/21 Budget Hearing (Wtr)	110.00*			65		43220	309		10102
		56919 08/19/21 Budget Hearing (SWR)	110.00*			63		43100	309		10102
		56919 08/19/21 Budget Hearing (IND PARK)	49.02			1		41100	309		10102
		56936 08/26/21 Candidate filing									
		<b>Total for Vendor:</b>	<b>489.02</b>								
		*** Claim from another period ( 8/21) ****									
5002	E	253 United Oil	1,721.09								
		972777 08/15/21 Fuel - Water	35.26			60		43320	630		10102
		972777 08/15/21 Fuel - Backhoe: Heigho Project	1,468.78*			1	87	41500	310		10102
		973923 08/31/21 Fuel - Water	33.71			60		43320	630		10102
		973923 08/31/21 Fuel - Grad. - Heigho Project	47.78*			1	87	41500	310		10102
		973923 08/31/21 Fuel - Backh. - Heigho Project	135.56*			1	87	41500	310		10102
		<b>Total for Vendor:</b>	<b>1,721.09</b>								
5020	E	436 US Bank	473.05								
		3932623889 08/30/21 GOOGLE G SUITE (GEN)	31.50*			1		41100	327		10102
		3932623889 08/30/21 GOOGLE G SUITE (SWR)	31.50*			65		43220	327		10102
		3932623889 08/30/21 GOOGLE G SUITE (WTR)	31.50*			60		43320	327		10102
		3932623889 08/30/21 GOOGLE G SUITE (IND)	31.50*			63		43100	327		10102
		TSHEETS 08/24/21 TSHEETS (GEN)	15.00			1		41100	324		10102
		TSHEETS 08/24/21 TSHEETS (IND)	15.00*			63		43100	324		10102
		TSHEETS 08/24/21 TSHEETS (WTR)	15.00			60		43320	324		10102
		TSHEETS 08/24/21 TSHEETS (SWR)	15.00			65		43220	324		10102
		OFFICE 08/25/21 Family Dollar/ Office Supplies	11.75			1		41100	324		10102
		OFFICE 08/25/21 Amazon/ Office Supplies	88.72			1		41100	324		10102
		streets 08/25/21 Rocky Mtn Signs	75.00*			1		41500	324		10102
		supplies 08/25/21 Browns Market Batteries	11.30*			1		41500	324		10101

\* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	supplies 06/13/21 Browns Market Batteries	10.06*			1		41500	324		10102
	08/25/21 UPS Store	14.55			65		43220	324		10102
	08/25/21 Front Porch Pizza	75.67*			1		41500	324		10102
	<b>Total for Vendor:</b>	<b>473.05</b>								
	<b># of Claims</b>	<b>25</b>	<b>Total:</b>							
	<b>Total Electronic Claims</b>		<b>108,613.62</b>							
	<b>Total Non-Electronic Claims</b>		<b>19,717.31</b>							
			<b>88896.31</b>							

## **Roll Call / Pledge of Allegiance**

Present at City Hall were Council Members Kaytlyn Gilliam, Jeff Parnett, Shiloh Ryker, and Mayor Julie Good. Darla Weber was absent.

Staff present at City Hall were Jessie Wallace, Kyla Gardner, Angie Mettie, Dana Kautz, and City Attorney Dick Stubbs. City Engineer Gregg Tankersley was available via Zoom.

Public present at City Hall were Doug Buys, John Stone and Tim Farrell of Mountain Waterworks, Karen Davis, and Marc DeJong of the Shepherd's Home in McCall. Drew Dodson attended via Zoom.

Mayor Good opened the meeting at 6:39 P.M.

## **Public Input**

There was no public input.

## **Presentation**

### 2020 Stibnite Foundation Plaque Presentation

Mayor Good stated that the Stibnite Foundation has completed two grant cycles and has chosen to present plaques to the recipients of the funds for the 2020 grant cycle. A plaque was presented to Karen Davis, representing Meadows Valley Public Library. The library proposed a project to make their parking area and sidewalk ADA compliant, as well as pave the parking area. Marc DeJong, representing the Shepherd's Home in McCall, was presented a plaque for their project of remodeling the kitchen at the Shepherd's home. Shiloh Ryker, representing the City of New Meadows was presented a plaque for their project of upgrading city hall chambers with video equipment for hosting online meetings.

### Water Project Review – Mountain Waterworks

Tim Farrell of Mountain Waterworks gave a summary of the water project progress thus far. A bond was passed by the community for \$3.4 million dollars to upgrade the water system. The Council chose to phase the project so that the cost to customers would be increased slowly over time, with a possible increase of \$26.41. The bond was approved, and the Council's focus was on providing rates lower than the \$26.41. Thus far, the Virginia Street Project has been completed, which included replacing and moving water mains. Also completed was valve work and hydrant work, land was purchased, and a new well was drilled. Phase three is to build the well house and get the well online, and phase four is to replace the reservoir and upgrade the booster station.

Currently, a request for bids for the wellhouse has been placed twice, with the lowest bid being at least double the budgeted amount.

Farrell of Mountain Waterworks provided three alternatives to the Council and stated that his recommendation would be to award the lowest bid for the wellhouse and get the well online. He stated that the well should be the priority to create redundancy while the booster station

and reservoir are upgraded, as well as to meet fire flow. Buys stated that the new well is not required for redundancy, and that Well #3 and Well #4 are capable of handling the flow with adaptations. The Council discussed the options and other alternatives. Doug Buys suggested making the booster station and reservoir a priority due to the inflated costs. If the wellhouse were finished first, there may be no funds for the booster station and reservoir. He suggested that the well might be equipped to handle the extra flow while the booster station were being upgraded. City Engineer Tankersley suggested rebidding in January, when contractors are looking for work. He also suggested adding alternates to the bid package. Tim Farrell stated that he is working on additional grants that might be awarded for the project. He reminded the Council of the USDA loan/grant requirement that the loan money must be used first before the grant money is awarded. The Council will consider all options and a decision on accepting or rejecting the bid will be made at the next meeting.

## Reports

### Mayor's Report

The Council reviewed the Mayor's Report. Mayor Good stated that she would like the City Council to have a float or at least representation in the Meadows Valley Day Parade so that the community can see who represents them. Council Member Ryker suggested using the city dump truck in the parade.

## Public Hearing

A public hearing was held for the Fiscal Year 2021/2022 City of New Meadows Budget. Mayor Good opened the public hearing at 8:20 P.M. There was no input for the hearing. The public hearing was closed at 8:21 P.M.

## Discussion Items

### Zoning Code Discussion

City Attorney Stubbs shared his findings with the Council regarding definitions for lots and parcels. He noted that former attorney Jerry Mason stated that the County's code has no jurisdiction within city limits, and the city's code is not required to match the county code. Examples from several cities were provided. After review, the Council chose to use a version of McCall's definition. City Clerk Gardner will review the code to see if the new definition for "lot" will work in all sections where the word is used. The item will be added to the next agenda for approval.

### Folding Chairs Donation

Mayor Good stated that a donation of folding chairs was given to the city, if the Council chooses to accept it. The chairs would take up less space and would replace the plethora of chairs at City Hall. She also suggested making a list and removing all old equipment from City Hall. The Council agreed to this idea. A list will be created and available for review at the next meeting.

## Action Item

### Developer's Discount

Mayor Good presented percentages for the developer's discount, which included a 10% discount for hookups, and added a 15% discount for first homes, a 30% discount for second homes, and a 45% discount for third homes. The goal of the discount was to bring more housing to New Meadows. The Council agreed with the discounts, and a resolution will be created and approved at the next meeting.

### Executive Session 74-206 1 (B)

An Executive Session was held under Section 74-206 1 (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 moved to go into Executive Session under Section 74-206 1 (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. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Executive Session began at 8:40 P.M.

Executive Session ended at 8:43 P.M. and Council Members Parnett, Ryker, and Gilliam were present.

## Consent Agenda

The Consent Agenda included minutes from August 9, 2021, July 2021 Financials, and paid and pending claims.

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

## Future Meeting Topics

- Well #5 Bid decision
- Developer's discount resolution
- Report from Tankersley
- 2021 grant recipient presentations 2021 – Stibnite Foundation
- Training / Travel approval for Public Works
- Code Amendment: Lot definition
- Veteran's Memorial in the Park

**Adjournment**

Mayor Good adjourned the meeting at 8:46 P.M.

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

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

DRAFT

**Kyla Gardner**

**Pay Period**

**8/1/2021 to**

**8/15/2021**

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	8/1/2021								0.00	
Monday	8/2/2021	7.28							7.28	
Tuesday	8/3/2021	7.37							7.37	
Wednesday	8/4/2021	7.18							7.18	
Thursday	8/5/2021	8.70							8.70	
Friday	8/6/2021	5.08							5.08	
Saturday	8/7/2021								0.00	
<b>Total Week</b>		<b>35.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35.61</b>	
Sunday	8/8/2021								0.00	
Monday	8/9/2021	9.53							9.53	
Tuesday	8/10/2021	6.48							6.48	
Wednesday	8/11/2021								0.00	
Thursday	8/12/2021	6.92							6.92	
Friday	8/13/2021	4.04							4.04	
Saturday	8/14/2021								0.00	
<b>Total Week</b>		<b>26.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26.97</b>	
Sunday	8/15/2021								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>62.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62.58</b>	

**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:**

# Kyla Gardner

08/01/2021 to 08/15/2021

Regular	PTO	OT	DT	To <span style="border: 1px solid black; padding: 2px;">Item 24.</span>
<b>62.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62.58</b>

Time in	Time out	Duration	
<b>August 2, 2021</b>			<b>7.28</b>
8:18am	9:10am	0.87	MTG › MTG - Staff Meeting
9:11am	3:36pm	6.42	ADM › ADM - Customer Relations
<b>August 3, 2021</b>			<b>7.37</b>
8:29am	10:00am	1.52	MTG › MTG - Travel
10:00am	12:00pm	2.00	MTG › MTG - Other Government
12:00pm	1:44pm	1.73	MTG › MTG - Travel
1:44pm	3:51pm	2.12	ADM › ADM - Customer Relations
<b>August 4, 2021</b>			<b>7.18</b>
8:44am	3:00pm	6.27	ADM › ADM - Customer Relations
3:00pm	3:55pm	0.92	MTG › MTG - Council Meeting
<b>August 5, 2021</b>			<b>8.70</b>
8:39am	5:21pm	8.70	ADM › ADM - Customer Relations
<b>August 6, 2021</b>			<b>5.08</b>
8:49am	1:54pm	5.08	ADM › ADM - Customer Relations
<b>August 9, 2021</b>			<b>9.53</b>
8:17am	9:22am	1.08	MTG › MTG - Staff Meeting
9:22am	3:30pm	6.13	ADM › ADM - Customer Relations
6:02pm	8:21pm	2.32	MTG › MTG - Council Meeting
<b>August 10, 2021</b>			<b>6.48</b>
8:38am	3:07pm	6.48	ADM › ADM - Customer Relations
<b>August 12, 2021</b>			<b>6.92</b>
8:25am	3:20pm	6.92	ADM › ADM - Customer Relations
<b>August 13, 2021</b>			<b>4.03</b>
8:21am	12:23pm	4.03	ADM › ADM - Customer Relations

Jessie Gerke

Pay Period

7/16/2021 to

7/31/2021

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	7/16/2021	8.00							8.00	
Saturday	7/17/2021								0.00	
<b>Total Week</b>		<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	
Sunday	7/18/2021								0.00	
Monday	7/19/2021	8.08							8.08	
Tuesday	7/20/2021	6.00							6.00	
Wednesday	7/21/2021	8.00							8.00	
Thursday	7/22/2021	8.00							8.00	
Friday	7/23/2021	7.17							7.17	
Saturday	7/24/2021								0.00	
<b>Total Week</b>		<b>37.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>37.25</b>	
Sunday	7/25/2021								0.00	
Monday	7/26/2021	8.17							8.17	
Tuesday	7/27/2021	8.00							8.00	
Wednesday	7/28/2021	7.00							7.00	
Thursday	7/29/2021	7.50							7.50	
Friday	7/30/2021	5.50							5.50	
Saturday	7/31/2021								0.00	
<b>Total Week</b>		<b>36.17</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36.17</b>	
<b>Total Pay Period</b>		<b>81.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>81.42</b>	

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:

# Jessica Gerke

07/16/2021 to 07/31/2021

Regular	PTO	OT	DT	To	Item 24.
81.42	0.00	0.00	0.00	81.42	

Time in	Time out	Duration	
<b>July 16, 2021</b>			<b>8.00</b>
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Land Application Project
9:00am (MDT)	10:00am (MDT)	1.00	SWR > SWR - Sewer Logs
10:00am (MDT)	12:00pm (MDT)	2.00	PW > PW - Office Time
12:00pm (MDT)	2:00pm (MDT)	2.00	WTR > WTR - Service Call
<b>NOTES:</b> 5 maintenance			
2:00pm (MDT)	4:00pm (MDT)	2.00	SWR > SWR - Land Application Project
<b>July 19, 2021</b>			<b>8.08</b>
8:00am (MDT)	9:00am (MDT)	1.00	PW > PW - Office Time
9:00am (MDT)	9:40am (MDT)	0.67	SWR > SWR - Sewer Logs
9:40am (MDT)	11:00am (MDT)	1.33	SWR > SWR - Land Application Project
11:00am (MDT)	1:30pm (MDT)	2.50	WTR > WTR - Meter Reading
1:30pm (MDT)	3:30pm (MDT)	2.00	WTR > WTR - Service Call
3:30pm (MDT)	4:05pm (MDT)	0.58	PW > PW - City Shop > Shop
<b>July 20, 2021</b>			<b>6.00</b>
8:00am (MDT)	8:40am (MDT)	0.67	SWR > SWR - Sewer Logs
8:40am (MDT)	9:20am (MDT)	0.67	PW > PW - Office Time
9:20am (MDT)	10:30am (MDT)	1.17	WTR > WTR - Service Call
10:30am (MDT)	11:30am (MDT)	1.00	STRTS > STRTS - Peterson Pathway
11:30am (MDT)	1:30pm (MDT)	2.00	PW > PW - Office Time
<b>NOTES:</b> Hospital			
1:30pm (MDT)	2:00pm (MDT)	0.50	SWR > SWR - Sewer Testing
<b>July 21, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:40am (MDT)	0.67	PW > PW - Office Time
8:40am (MDT)	9:20am (MDT)	0.67	SWR > SWR - Sewer Logs
9:20am (MDT)	12:00pm (MDT)	2.67	WTR > WTR - Service Call
12:00pm (MDT)	1:30pm (MDT)	1.50	MTG > MTG - Staff Meeting
1:30pm (MDT)	4:00pm (MDT)	2.50	PW > PW - City Shop > Shop
<b>July 22, 2021</b>			<b>8.00</b>
8:00am (MDT)	8:30am (MDT)	0.50	PW > PW - Office Time
8:30am (MDT)	9:00am (MDT)	0.50	SWR > SWR - Sewer Logs
9:00am (MDT)	10:40am (MDT)	1.67	WTR > WTR - Service Call
10:40am (MDT)	12:00pm (MDT)	1.33	STRTS > Train - Streets
12:00pm (MDT)	2:00pm (MDT)	2.00	WTR > WTR - Service Call
2:00pm (MDT)	2:40pm (MDT)	0.67	PW > PW - Office Time

2:40pm (MDT)	4:00pm (MDT)	1.33	MTG > MTG - Staff Meeting
<b>NOTES:</b> Well bid			
<b>July 23, 2021</b>			<b>7.17</b>
8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs
9:40am (MDT)	12:00pm (MDT)	2.33	STRTS > STRTS - Peterson Pathway
12:00pm (MDT)	1:00pm (MDT)	1.00	MTG > MTG - Staff Meeting
1:00pm (MDT)	2:00pm (MDT)	1.00	PW > PW - City Shop > Shop
2:00pm (MDT)	3:00pm (MDT)	1.00	PW > PW - Office Time
3:00pm (MDT)	4:20pm (MDT)	1.33	SWR > SWR - Land Application Project

<b>July 26, 2021</b>			<b>8.17</b>
8:30am (MDT)	9:30am (MDT)	1.00	MTG > MTG - Staff Meeting
9:30am (MDT)	11:10am (MDT)	1.67	SWR > SWR - Sewer Testing
11:10am (MDT)	12:30pm (MDT)	1.33	WTR > WTR - Service Call
<b>NOTES:</b> Red door			
12:30pm (MDT)	1:30pm (MDT)	1.00	STRTS > STRTS - Pot Hole Repair
<b>NOTES:</b> Chip seal			
1:30pm (MDT)	3:00pm (MDT)	1.50	PARK > PARK - Mowing / Trimming
3:00pm (MDT)	4:00pm (MDT)	1.00	PARK > PARK - Irrigation
4:00pm (MDT)	4:40pm (MDT)	0.67	PW > PW - City Shop > Shop

<b>July 27, 2021</b>			<b>8.00</b>
8:30am (MDT)	9:30am (MDT)	1.00	PW > PW - Office Time
9:30am (MDT)	10:10am (MDT)	0.67	SWR > SWR - Sewer Logs
10:10am (MDT)	11:00am (MDT)	0.83	PW > PW - Office Time
11:00am (MDT)	1:30pm (MDT)	2.50	WTR > WTR - Service Call
1:30pm (MDT)	3:00pm (MDT)	1.50	STRTS > STRTS - Peterson Pathway
3:00pm (MDT)	4:00pm (MDT)	1.00	PARK > PARK - Irrigation
4:00pm (MDT)	4:30pm (MDT)	0.50	PW > PW - City Shop > Shop

<b>July 28, 2021</b>			<b>7.00</b>
9:00am (MDT)	9:40am (MDT)	0.67	STRTS > STRTS - Peterson Pathway
9:40am (MDT)	10:20am (MDT)	0.67	SWR > SWR - Sewer Logs
10:20am (MDT)	11:20am (MDT)	1.00	WTR > WTR - Booster Station & Well Logs
11:20am (MDT)	12:30pm (MDT)	1.17	EQP > EQP - Parts Run
12:30pm (MDT)	3:00pm (MDT)	2.50	PARK > PARK - Restroom
3:00pm (MDT)	4:00pm (MDT)	1.00	PARK > PARK - Irrigation

<b>July 29, 2021</b>			<b>7.50</b>
9:00am (MDT)	10:00am (MDT)	1.00	MTG > MTG - Staff Meeting
10:00am (MDT)	10:40am (MDT)	0.67	SWR > SWR - Sewer Logs
10:40am (MDT)	11:30am (MDT)	0.83	WTR > WTR - Booster Station & Well Logs
11:30am (MDT)	1:00pm (MDT)	1.50	SWR > SWR - Service Call

1:00pm (MDT)	2:30pm (MDT)	1.50	WTR > WTR - Service Call
2:30pm (MDT)	3:30pm (MDT)	1.00	PW > PW - Office Time
3:30pm (MDT)	4:30pm (MDT)	1.00	PARK > PARK - Irrigation

**July 30, 2021**

**5.50**

10:10am (MDT)	11:00am (MDT)	0.83	SWR > SWR - Sewer Logs
11:00am (MDT)	11:40am (MDT)	0.67	WTR > WTR - Booster Station & Well Logs
11:40am (MDT)	1:00pm (MDT)	1.33	PW > PW - Office Time
1:00pm (MDT)	2:00pm (MDT)	1.00	PARK > PARK - Irrigation
2:00pm (MDT)	3:40pm (MDT)	1.67	PW > PW - City Shop > Shop

**Dana Kautz**

**Pay Period**

**7/16/2021 to**

**7/31/2021**

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	7/16/2021								0.00	
Saturday	7/17/2021								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	7/18/2021								0.00	
Monday	7/19/2021								0.00	
Tuesday	7/20/2021	5.38							5.38	
Wednesday	7/21/2021	3.77							3.77	
Thursday	7/22/2021								0.00	
Friday	7/23/2021								0.00	
Saturday	7/24/2021								0.00	
<b>Total Week</b>		<b>9.15</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.15</b>	
Sunday	7/25/2021								0.00	
Monday	7/26/2021								0.00	
Tuesday	7/27/2021	5.85							5.85	
Wednesday	7/28/2021								0.00	
Thursday	7/29/2021	3.50							3.50	
Friday	7/30/2021	6.32							6.32	
Saturday	7/31/2021								0.00	
<b>Total Week</b>		<b>15.67</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15.67</b>	
<b>Total Pay Period</b>		<b>24.82</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24.82</b>	

**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:**

**Dana Kautz**

07/16/2021 to 07/31/2021

Regular	PTO	OT	DT	To
<b>24.82</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24.82</b>

Item 24.

Time in	Time out	Duration	
<b>July 20, 2021</b>			<b>5.38</b>
9:55am (MDT)	3:18pm (MDT)	5.38	ADM > ADM - Customer Relations
<b>July 21, 2021</b>			<b>3.77</b>
8:48am (MDT)	11:03am (MDT)	2.25	ADM > ADM - Customer Relations
12:30pm (MDT)	2:01pm (MDT)	1.52	ADM > ADM - Customer Relations
<b>July 27, 2021</b>			<b>5.85</b>
9:17am (MDT)	3:08pm (MDT)	5.85	ADM > ADM - Customer Relations
<b>July 29, 2021</b>			<b>3.50</b>
1:30pm (MDT)	4:30pm (MDT)	3.00	Shift Total
5:30pm (MDT)	6:00pm (MDT)	0.50	Shift Total
<b>July 30, 2021</b>			<b>6.32</b>
9:10am (MDT)	3:29pm (MDT)	6.32	ADM > ADM - Customer Relations

Angie Mettie

Pay Period

7/16/2021 to

7/31/2021

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	7/16/2021	3.63							3.63	
Saturday	7/17/2021	3.87							3.87	
<b>Total Week</b>		<b>7.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	
Sunday	7/18/2021								0.00	
Monday	7/19/2021	6.55							6.55	
Tuesday	7/20/2021	6.25							6.25	
Wednesday	7/21/2021	4.32							4.32	
Thursday	7/22/2021	7.55							7.55	
Friday	7/23/2021	4.12							4.12	
Saturday	7/24/2021								0.00	
<b>Total Week</b>		<b>28.79</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28.79</b>	
Sunday	7/25/2021								0.00	
Monday	7/26/2021	8.72							8.72	
Tuesday	7/27/2021	6.50							6.50	
Wednesday	7/28/2021	6.70							6.70	
Thursday	7/29/2021	7.02							7.02	
Friday	7/30/2021	4.00							4.00	
Saturday	7/31/2021								0.00	
<b>Total Week</b>		<b>32.94</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.94</b>	
<b>Total Pay Period</b>		<b>69.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>69.23</b>	

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:

# Angie Mettie

07/16/2021 to 07/31/2021

Regular	PTO	OT	DT	To
<b>69.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>69.23</b>

Item 24.

Time in	Time out	Duration	
<b>July 16, 2021</b>			<b>3.63</b>
8:51am	12:29pm	3.63	ADM > ADM - Customer Relations
<b>July 17, 2021</b>			<b>3.88</b>
9:00am	12:53pm	3.88	ADM > ADM - Customer Relations
<b>July 19, 2021</b>			<b>6.55</b>
8:59am	3:32pm	6.55	ADM > ADM - Customer Relations
<b>July 20, 2021</b>			<b>6.25</b>
9:00am	3:15pm	6.25	ADM > ADM - Customer Relations
<b>July 21, 2021</b>			<b>4.32</b>
9:00am	1:19pm	4.32	ADM > ADM - Customer Relations
<b>July 22, 2021</b>			<b>7.55</b>
8:49am	3:20pm	6.52	ADM > ADM - Customer Relations
4:58pm	6:00pm	1.03	MTG > MTG - Citizen Advisory Committee
<b>July 23, 2021</b>			<b>4.12</b>
9:01am	1:08pm	4.12	ADM > ADM - Customer Relations
<b>July 26, 2021</b>			<b>8.72</b>
8:30am	3:21pm	6.85	ADM > ADM - Customer Relations
6:27pm	8:19pm	1.87	MTG > MTG - Council Meeting
<b>July 27, 2021</b>			<b>6.50</b>
9:01am	9:01am	0.00	MTG > MTG - Council Meeting
9:01am	3:31pm	6.50	ADM > ADM - Customer Relations
<b>July 28, 2021</b>			<b>6.70</b>
9:00am	3:42pm	6.70	ADM > ADM - Customer Relations
<b>July 29, 2021</b>			<b>7.02</b>
8:38am	3:39pm	7.02	ADM > ADM - Customer Relations
<b>July 30, 2021</b>			<b>4.00</b>
8:24am	11:57am	3.55	ADM > ADM - Customer Relations
12:16pm	12:43pm	0.45	ADM > ADM - Customer Relations

**Daniel Potter**

**Pay Period**

**7/16/2021 to**

**7/31/2021**

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	7/16/2021	1.02							1.02	
Saturday	7/17/2021	8.81							8.81	
<b>Total Week</b>		<b>9.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.83</b>	
Sunday	7/18/2021								0.00	
Monday	7/19/2021	10.97							10.97	
Tuesday	7/20/2021								0.00	
Wednesday	7/21/2021	7.83							7.83	
Thursday	7/22/2021	10.05							10.05	
Friday	7/23/2021	6.00							6.00	
Saturday	7/24/2021								0.00	
<b>Total Week</b>		<b>34.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34.85</b>	
Sunday	7/25/2021								0.00	
Monday	7/26/2021	1.20							1.20	
Tuesday	7/27/2021								0.00	
Wednesday	7/28/2021								0.00	
Thursday	7/29/2021								0.00	
Friday	7/30/2021								0.00	
Saturday	7/31/2021								0.00	
<b>Total Week</b>		<b>1.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.20</b>	
<b>Total Pay Period</b>		<b>45.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45.88</b>	

**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:**

# Daniel Potter

07/16/2021 to 07/31/2021

Regular	PTO	OT	DT	To
<b>45.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45.88</b>

Item 24.

Time in	Time out	Duration	
<b>July 16, 2021</b>			
			<b>1.02</b>
10:15pm (MDT)	10:35pm (MDT)	0.33	PARK > PARK - Irrigation
10:35pm (MDT)	11:16pm (MDT)	0.68	PARK > PARK - Restroom
<b>July 17, 2021</b>			
			<b>8.82</b>
8:25am (MDT)	5:14pm (MDT)	8.82	STRTS > STRTS - Road Hazard
<b>July 19, 2021</b>			
			<b>10.97</b>
7:30am (MDT)	8:50am (MDT)	1.33	WTR > WTR - Booster Station & Well Logs
8:50am (MDT)	6:28pm (MDT)	9.63	WTR > WTR - Meter Reading
<b>July 21, 2021</b>			
			<b>7.83</b>
8:00am (MDT)	12:20pm (MDT)	4.33	WTR > WTR - Booster Station & Well Logs
12:20pm (MDT)	1:56pm (MDT)	1.60	WTR > WTR - Well #4 Maintenance
2:10pm (MDT)	3:14pm (MDT)	1.07	WTR > WTR - Well #4 Maintenance
9:12pm (MDT)	10:02pm (MDT)	0.83	PARK > PARK - Irrigation
<b>July 22, 2021</b>			
			<b>10.05</b>
8:30am (MDT)	1:32pm (MDT)	5.03	SWR > SWR - System Maintenance
1:32pm (MDT)	6:03pm (MDT)	4.52	WTR > WTR - Booster Pump Maintenance
6:32pm (MDT)	7:02pm (MDT)	0.50	PARK > PARK - Irrigation
<b>July 23, 2021</b>			
			<b>6.00</b>
9:35am (MDT)	11:27am (MDT)	1.87	WTR > WTR - Booster Station & Well Logs
11:27am (MDT)	3:35pm (MDT)	4.13	STRTS > STRTS - Peterson Pathway
<b>July 26, 2021</b>			
			<b>1.20</b>
6:40pm (MDT)	7:52pm (MDT)	1.20	MTG > MTG - Council Meeting

Daniel Potter

Pay Period

8/1/2021 to

8/15/2021

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	8/1/2021								0.00	
Monday	8/2/2021								0.00	
Tuesday	8/3/2021								0.00	
Wednesday	8/4/2021								0.00	
Thursday	8/5/2021	5.92							5.92	
Friday	8/6/2021	5.16							5.16	
Saturday	8/7/2021								0.00	
<b>Total Week</b>		<b>11.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.08</b>	
Sunday	8/8/2021	1.30							1.30	
Monday	8/9/2021	9.48							9.48	
Tuesday	8/10/2021	8.06							8.06	
Wednesday	8/11/2021	5.18							5.18	
Thursday	8/12/2021								0.00	
Friday	8/13/2021	8.08							8.08	
Saturday	8/14/2021								0.00	
<b>Total Week</b>		<b>32.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.10</b>	
Sunday	8/15/2021								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>43.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43.18</b>	

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:

# Daniel Potter

08/01/2021 to 08/15/2021

Regular	PTO	OT	DT	To	Item 24.
<b>43.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43.18</b>	

Time in	Time out	Duration	
<b>August 5, 2021</b>			<b>5.92</b>
7:30am (MDT)	9:38am (MDT)	2.13	WTR > WTR - Booster Station & Well Logs
9:38am (MDT)	11:44am (MDT)	2.10	WTR > WTR - Well #4 Maintenance
11:44am (MDT)	1:25pm (MDT)	1.68	PARK > PARK - Restroom
<b>August 6, 2021</b>			<b>5.17</b>
10:06am (MDT)	3:03pm (MDT)	4.95	PARK > PARK - Mowing / Trimming
3:03pm (MDT)	3:16pm (MDT)	0.22	WTR > WTR - Booster Station & Well Logs
<b>August 8, 2021</b>			<b>1.30</b>
7:10pm (MDT)	8:28pm (MDT)	1.30	PARK > PARK - Irrigation
<b>August 9, 2021</b>			<b>9.48</b>
6:57am (MDT)	9:25am (MDT)	2.47	WTR > WTR - Booster Station & Well Logs
9:25am (MDT)	4:10pm (MDT)	6.75	STRTS > STRTS - Heigho Project
4:10pm (MDT)	4:26pm (MDT)	0.27	WTR > WTR - Meter Reading
<b>August 10, 2021</b>			<b>8.05</b>
8:50am (MDT)	11:15am (MDT)	2.42	WTR > WTR - Booster Station & Well Logs
11:15am (MDT)	4:53pm (MDT)	5.63	PARK > PARK - Mowing / Trimming
<b>August 11, 2021</b>			<b>5.18</b>
8:50am (MDT)	11:26am (MDT)	2.60	WTR > WTR - Booster Station & Well Logs
11:26am (MDT)	2:01pm (MDT)	2.58	PW > PW - City Shop > Shop
<b>August 13, 2021</b>			<b>8.08</b>
8:30am (MDT)	10:05am (MDT)	1.58	WTR > WTR - Booster Station & Well Logs
10:05am (MDT)	2:45pm (MDT)	4.67	SWR > SWR - System Maintenance
2:45pm (MDT)	4:35pm (MDT)	1.83	PARK > PARK - Restroom

Kyla Gardner

Pay Period

7/16/2021 to

7/31/2021

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	7/16/2021	7.37							7.37	
Saturday	7/17/2021								0.00	
<b>Total Week</b>		<b>7.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.37</b>	
Sunday	7/18/2021								0.00	
Monday	7/19/2021	6.72							6.72	
Tuesday	7/20/2021	6.75							6.75	
Wednesday	7/21/2021	6.57							6.57	
Thursday	7/22/2021	8.28							8.28	
Friday	7/23/2021	4.58							4.58	
Saturday	7/24/2021								0.00	
<b>Total Week</b>		<b>32.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.90</b>	
Sunday	7/25/2021								0.00	
Monday	7/26/2021	9.01							9.01	
Tuesday	7/27/2021	6.80							6.80	
Wednesday	7/28/2021	6.50							6.50	
Thursday	7/29/2021	7.25							7.25	
Friday	7/30/2021	4.57							4.57	
Saturday	7/31/2021								0.00	
<b>Total Week</b>		<b>34.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34.13</b>	
<b>Total Pay Period</b>		<b>74.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>74.40</b>	

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:

# Kyla Gardner

07/16/2021 to 07/31/2021

Regular	PTO	OT	DT	To	Item 24.
<b>74.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>74.40</b>	

Time in	Time out	Duration	
<b>July 16, 2021</b>			<b>7.37</b>
6:29am	8:40am	2.18	ADM > Train - Travel for Training
8:48am	1:59pm	5.18	MTG > MTG - Other Government
<b>July 19, 2021</b>			<b>6.72</b>
8:27am	3:10pm	6.72	ADM > ADM - Customer Relations
<b>July 20, 2021</b>			<b>6.75</b>
8:26am	3:11pm	6.75	ADM > ADM - Customer Relations
<b>July 21, 2021</b>			<b>6.57</b>
8:32am	3:06pm	6.57	ADM > ADM - Customer Relations
<b>July 22, 2021</b>			<b>8.28</b>
8:28am	3:40pm	7.20	ADM > ADM - Customer Relations
4:55pm	6:00pm	1.08	MTG > MTG - Citizen Advisory Committee
<b>July 23, 2021</b>			<b>4.58</b>
8:18am	12:53pm	4.58	ADM > ADM - Customer Relations
<b>July 26, 2021</b>			<b>9.02</b>
8:30am	3:11pm	6.68	ADM > ADM - Customer Relations
6:01pm	8:21pm	2.33	MTG > MTG - Council Meeting
<b>July 27, 2021</b>			<b>6.80</b>
8:37am	3:25pm	6.80	ADM > ADM - Customer Relations
<b>July 28, 2021</b>			<b>6.50</b>
8:38am	3:08pm	6.50	ADM > ADM - Customer Relations
<b>July 29, 2021</b>			<b>7.25</b>
8:34am	3:49pm	7.25	ADM > ADM - Customer Relations
<b>July 30, 2021</b>			<b>4.57</b>
8:39am	1:13pm	4.57	ADM > ADM - Customer Relations

Angie Mettie

Pay Period

8/1/2021 to

8/15/2021

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	8/1/2021								0.00	
Monday	8/2/2021	7.88							7.88	
Tuesday	8/3/2021	2.97							2.97	
Wednesday	8/4/2021	8.08							8.08	
Thursday	8/5/2021	7.20							7.20	
Friday	8/6/2021	5.32							5.32	
Saturday	8/7/2021								0.00	
<b>Total Week</b>		<b>31.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31.45</b>	
Sunday	8/8/2021								0.00	
Monday	8/9/2021	9.43							9.43	
Tuesday	8/10/2021	7.32							7.32	
Wednesday	8/11/2021	7.13							7.13	
Thursday	8/12/2021	7.35							7.35	
Friday	8/13/2021	3.95							3.95	
Saturday	8/14/2021								0.00	
<b>Total Week</b>		<b>35.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35.18</b>	
Sunday	8/15/2021								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>66.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66.63</b>	

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:

# Angie Mettie

08/01/2021 to 08/15/2021

Regular	PTO	OT	DT	To	Item 24.
<b>66.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66.63</b>	

Time in	Time out	Duration	
<b>August 2, 2021</b>			<b>7.88</b>
8:02am	8:35am	0.55	ADM > ADM - Customer Relations
8:35am	3:04pm	6.48	MTG > MTG - Staff Meeting
3:04pm	3:04pm	0.00	MTG > MTG - Council Meeting
3:04pm	3:55pm	0.85	ADM > ADM - Customer Relations
<b>August 3, 2021</b>			<b>2.97</b>
12:37pm	3:35pm	2.97	ADM > ADM - Customer Relations
<b>August 4, 2021</b>			<b>8.08</b>
8:10am	3:00pm	6.83	ADM > ADM - Customer Relations
3:00pm	3:40pm	0.67	MTG > MTG - Council Meeting
3:41pm	4:16pm	0.58	ADM > ADM - Customer Relations
<b>August 5, 2021</b>			<b>7.20</b>
7:59am	3:11pm	7.20	ADM > ADM - Customer Relations
<b>August 6, 2021</b>			<b>5.32</b>
8:52am	2:11pm	5.32	ADM > ADM - Customer Relations
<b>August 9, 2021</b>			<b>9.43</b>
8:18am	8:35am	0.28	ADM > ADM - Customer Relations
8:35am	9:20am	0.75	MTG > MTG - Staff Meeting
9:21am	3:52pm	6.52	ADM > ADM - Customer Relations
6:26pm	8:19pm	1.88	MTG > MTG - Council Meeting
<b>August 10, 2021</b>			<b>7.32</b>
7:57am	3:16pm	7.32	ADM > ADM - Customer Relations
<b>August 11, 2021</b>			<b>7.13</b>
7:56am	3:04pm	7.13	ADM > ADM - Customer Relations
<b>August 12, 2021</b>			<b>7.35</b>
8:11am	3:32pm	7.35	ADM > ADM - Customer Relations
<b>August 13, 2021</b>			<b>3.95</b>
8:10am	12:07pm	3.95	ADM > ADM - Customer Relations

Dana Kautz

Pay Period

8/1/2021 to

8/15/2021

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	8/1/2021								0.00	
Monday	8/2/2021	7.05							7.05	
Tuesday	8/3/2021								0.00	
Wednesday	8/4/2021	5.82							5.82	
Thursday	8/5/2021	8.80							8.80	
Friday	8/6/2021								0.00	
Saturday	8/7/2021								0.00	
<b>Total Week</b>		<b>21.67</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21.67</b>	
Sunday	8/8/2021								0.00	
Monday	8/9/2021	6.15							6.15	
Tuesday	8/10/2021	3.60							3.60	
Wednesday	8/11/2021								0.00	
Thursday	8/12/2021								0.00	
Friday	8/13/2021								0.00	
Saturday	8/14/2021								0.00	
<b>Total Week</b>		<b>9.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.75</b>	
Sunday	8/15/2021								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>31.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31.42</b>	

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:

# Dana Kautz

08/01/2021 to 08/15/2021

Regular	PTO	OT	DT	To	Item 24.
31.42	0.00	0.00	0.00	31.42	

Time in	Time out	Duration	
<b>August 2, 2021</b>			<b>7.05</b>
8:25am (MDT)	9:10am (MDT)	0.75	MTG > MTG - Staff Meeting
9:10am (MDT)	3:28pm (MDT)	6.30	Shift Total
<b>August 4, 2021</b>			<b>5.82</b>
9:30am (MDT)	1:20pm (MDT)	3.83	ADM > ADM - Customer Relations
1:50pm (MDT)	3:49pm (MDT)	1.98	ADM > ADM - Customer Relations
<b>August 5, 2021</b>			<b>8.80</b>
8:45am (MDT)	12:55pm (MDT)	4.17	ADM > ADM - Customer Relations
1:35pm (MDT)	6:13pm (MDT)	4.63	ADM > ADM - Customer Relations
<b>August 9, 2021</b>			<b>6.15</b>
11:54am (MDT)	4:03pm (MDT)	4.15	ADM > ADM - Customer Relations
6:15pm (MDT)	8:15pm (MDT)	2.00	Shift Total
<b>August 10, 2021</b>			<b>3.60</b>
10:36am (MDT)	2:12pm (MDT)	3.60	ADM > ADM - Customer Relations

Jessie Gerke

Pay Period

8/1/2021 to

8/15/2021

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	8/1/2021								0.00	
Monday	8/2/2021	8.00							8.00	
Tuesday	8/3/2021	8.00							8.00	
Wednesday	8/4/2021	8.00							8.00	
Thursday	8/5/2021	8.00							8.00	
Friday	8/6/2021	8.00							8.00	
Saturday	8/7/2021			9.00					9.00	
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>49.00</b>	
Sunday	8/8/2021	5.00							5.00	
Monday	8/9/2021	8.00		2.00					10.00	
Tuesday	8/10/2021	8.00		2.00					10.00	
Wednesday	8/11/2021	7.00							7.00	
Thursday	8/12/2021	8.00		2.00					10.00	
Friday	8/13/2021	4.00		7.00					11.00	
Saturday	8/14/2021			6.00					6.00	
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>19.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>59.00</b>	
Sunday	8/15/2021								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>80.00</b>	<b>0.00</b>	<b>28.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>108.00</b>	

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:

# Jessica Gerke

08/01/2021 to 08/15/2021

Regular **80.00**    PTO **0.00**    OT **28.00**    DT **0.00**    To Item 24. **108.00**

Time in	Time out	Duration	
<b>August 2, 2021</b>			<b>8.00</b>
8:30am (MDT)	9:30am (MDT)	1.00	MTG > MTG - Staff Meeting
9:30am (MDT)	10:20am (MDT)	0.83	SWR > SWR - Sewer Logs
10:20am (MDT)	12:00pm (MDT)	1.67	PW > PW - Office Time
12:00pm (MDT)	3:00pm (MDT)	3.00	WTR > WTR - Service Call
3:00pm (MDT)	4:30pm (MDT)	1.50	WTR > WTR - Booster Pump Maintenance
<b>August 3, 2021</b>			<b>8.00</b>
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Sewer Logs
9:00am (MDT)	10:00am (MDT)	1.00	WTR > WTR - Booster Station & Well Logs
10:00am (MDT)	11:00am (MDT)	1.00	EQP > EQP - Parts Run
11:00am (MDT)	1:00pm (MDT)	2.00	WTR > WTR - Service Call
1:00pm (MDT)	4:00pm (MDT)	3.00	EQP > EQP - MACK Dump Maintenance
<b>August 4, 2021</b>			<b>8.00</b>
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Sewer Logs
9:00am (MDT)	10:00am (MDT)	1.00	WTR > WTR - Booster Station & Well Logs
10:00am (MDT)	12:00pm (MDT)	2.00	PW > PW - Office Time
12:00pm (MDT)	1:40pm (MDT)	1.67	SWR > SWR - Service Call
1:40pm (MDT)	4:00pm (MDT)	2.33	EQP > EQP - VOLVO Dump Maintenance
<b>August 5, 2021</b>			<b>8.00</b>
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Sewer Logs
9:00am (MDT)	10:00am (MDT)	1.00	WTR > WTR - Booster Station & Well Logs
10:00am (MDT)	12:00pm (MDT)	2.00	EQP > EQP - VOLVO Dump Maintenance
12:00pm (MDT)	2:00pm (MDT)	2.00	WTR > WTR - Service Call
2:00pm (MDT)	4:00pm (MDT)	2.00	EQP > EQP - Grader Maintenance
<b>August 6, 2021</b>			<b>8.00</b>
8:00am (MDT)	9:00am (MDT)	1.00	SWR > SWR - Sewer Logs
9:00am (MDT)	10:00am (MDT)	1.00	MTG > MTG - Staff Meeting
10:00am (MDT)	12:00pm (MDT)	2.00	EQP > EQP - Backhoe Maintenance
12:00pm (MDT)	2:00pm (MDT)	2.00	STRTS > STRTS - Heigho Project
2:00pm (MDT)	4:00pm (MDT)	2.00	PW > PW - City Shop > Shop
<b>August 7, 2021</b>			<b>9.00</b>
7:00am (MDT)	4:00pm (MDT)	9.00	STRTS > STRTS - Heigho Project
<b>August 8, 2021</b>			<b>5.00</b>
7:00am (MDT)	12:00pm (MDT)	5.00	STRTS > STRTS - Heigho Project

<b>August 9, 2021</b>				<b>1</b>
7:00am (MDT)	5:00pm (MDT)	10.00	STRTS > STRTS - Heigho Project	
<b>August 10, 2021</b>				<b>10.00</b>
7:00am (MDT)	5:00pm (MDT)	10.00	STRTS > STRTS - Heigho Project	
<b>August 11, 2021</b>				<b>7.00</b>
7:00am (MDT)	2:00pm (MDT)	7.00	STRTS > STRTS - Heigho Project	
<b>August 12, 2021</b>				<b>10.00</b>
7:00am (MDT)	5:00pm (MDT)	10.00	STRTS > STRTS - Heigho Project	
<b>August 13, 2021</b>				<b>11.00</b>
7:00am (MDT)	6:00pm (MDT)	11.00	STRTS > STRTS - Heigho Project	
<b>August 14, 2021</b>				<b>6.00</b>
7:00am (MDT)	1:00pm (MDT)	6.00	STRTS > STRTS - Heigho Project	