



City Council Regular Meeting Agenda

Monday, November 25, 2024 at 6:30 PM
City Council Chambers, 401 Virginia Street, New Meadows, ID 83654

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

PARTICIPATE VIA ZOOM

Direct Link: <https://us06web.zoom.us/j/86035578591?pwd=0SE7VIXNlx5m8bsaoBaf9R3K7sPugy.1>

Call in: 669-444-9171

Meeting ID: 860 3557 8591

Password: 499499

ROLL CALL / PLEDGE OF ALLEGIANCE

1. Reading of the Mission Statement

PUBLIC INPUT

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

REPORTS

2. Mayor's Report
3. Kirk Kundrick - Operator Update
4. Road/Streets Committee Meeting Minutes

DISCUSSION ITEMS

5. Childcare/ Youth Center
6. Post Office Boxes

ACTION ITEMS

7. Master Services Agreement with Clearwater Financial
8. Childcare/ Youth Center Name
9. Snow Removal Ordinance
10. Lot Line Split - 205 Larae Street
11. Executive Session 74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student
12. Change in Employee Wage Rate

CONSENT AGENDA

13. November 12, 2024 Meeting Minutes
14. Paid & Pending Claims

FUTURE MEETING TOPICS

ADJOURNMENT

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

City of New Meadows Mission Statement:

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

CITY OF NEW MEADOWS TEMPORARY ROADS AND STREETS
COMMITTEE MEETING MINUTES HELD TUESDAY, NOVEMBER 19,
2024 AT 6:30 PM CITY COUNCIL CHAMBERS, 401 VIRGINIA
STREET, NEW MEADOWS IDAHO

Present at City Hall were the members of the Roads and Streets Committee: Doug Buys, Johnny Brown, and Ken Crogh. Also present was New Meadows City Council Member Josh Carr and Mayor Julie Good. City Staff present was Hunter Brown. Public present was Philip Good. Grae Harper of Keller Associates was present by phone.

Mayor Good began the meeting by reporting back on volunteers working on City projects. ICRMP, the City's insurance carrier, does cover volunteer labor, but it was noted that any volunteer activities need to be overseen by the City's Public Works Department so those activities do not interfere with City projects. Any insurance claims submitted due to volunteer actions would result in an increase in premium for the City. Ken Crogh asked about helping with small projects, such as moving supplies back to the City's shop area or other tasks that would assist Public Works staff in their duties. It was noted again that coordination with the City is necessary for any volunteer activities. Johnny Brown suggested that local volunteers could create a coalition to put in low bids on projects and use their own equipment so the liability is not on the city.

Grae Harper, City Engineer, discussed possible funding through LHTAC for up to 3 million dollars for two designated streets – Heigho and Commercial. The grant must be submitted in January so the committee is tasked with deciding what they feel would be best regarding this possible funding and submitting their recommendations to city council.

There was much discussion on the need for stormwater drainage to be considered, whether the project should include curb and gutter, what infrastructure would need to be considered before the project could be finished and the required match. Grae was asked to find out from LHTAC if the 7.34% match could be materials provided by the city, labor and services or if it had to be cash. Snow storage and culverts were also discussed. Grae had already contacted LHTAC to ask about including the McClain section that connects to the school parking lot as part of the project since

access to the school is such an important part of transportation. It was noted that, if funded, the project would be funded in the fall of 2025 with one full year allowed for engineering, and another year to two years for actual construction. Grae will send the information he receives from LHTAC to Kyla who will distribute to the committee for review before the next meeting. At the meeting in December, the committee will decide what recommendations to send to the City Council regarding the project.

Doug Buys asked if the City Council would require engineering for any work that is done on the City roads. After much discussion, it was noted that any roads that are reconstructed will be prepared for potential paving in the future so engineering is a necessary part of the process. Doug said he needs the cost of the engineering before he can come up with how much it will cost to do sections of roadway. Grae will work with the Transportation engineers at Keller and present a cost per 100 ft for engineering. Making sure that any work that is done is ready for future projects was recognized as a priority.

Doug Buys noted that the City's Comprehensive plan listed streets as the designated fund for any Local Option Tax funds and asked if that is still the plan. Mayor Good explained that the City is still pursuing the possibility of qualifying with the State as a city that can have a Local Option Tax and any conversations the City Council has had in the past had referenced streets as the designated fund if an LOT is passed. She did note there has not been a vote to approve that designation and that vote wouldn't happen until the city can move forward with an LOT application.

Doug Buys said he has spoken to the White family who was previously not in favor of excavating the rock source by the land app, as noted in previous City Council meetings. Doug said there was reluctance but the family agreed to allow the City to begin excavating that source which would supply rock that could be used on City road projects, potentially saving the City millions of dollars. They agreed with conditions to mine the rock that included reclamation of the area with a 5 yr or so time frame.

Doug Buys said he also talked to Andy Mork, the head of the Mining Division of the Department of Lands and was told that if the area being excavated was under 2 acres, a reclamation plan is not required. It was noted that a reclamation plan would be the best way to proceed and Mayor

Good agreed that the City would want to make sure that a reclamation plan is done. There was discussion about the possibility of bringing in a crusher or purchasing crushed rock. Grae offered to contact Gary Kelly at Payette to see if their small rock crusher might be available. There was discussion about coordinating with the PAWG group members for access to extra equipment in exchange for some of the material proposed to be mined from the city's source.

There was discussion on which section of road to start with. Miller was noted as being the road most needing work. Doug Buys asked that City Council approve rebuilding and paving Miller Street from the Highway on both sides back to the alley, as was previously done on Heigho. Mayor Good noted that the City had planned to use LHTAC construction funds for Miller, just as they had done for Heigho, but since the project was not shovel ready and other projects in the transportation group were, the City did not score high enough to apply for that grant this year. The Mayor noted that the north section of S. Norris is constantly being cold patched and she plans to visit with the County about possible solutions since it connects to a County road on the South end.

Meeting was adjourned at 8:10 pm. Next meeting is December 17, 2024 at 6:30 pm.



MASTER SERVICES AGREEMENT

This professional services and municipal advisory agreement, referred to as the "Agreement" dated _____, is made by and between the City of New Meadows, referred to as the "Client" located at 401 Virginia St New Meadows, ID 83654 AND Clearwater Financial, LLC located at PO Box 505 Eagle, ID 83616, referred to as the "Consultant."

1. **Professional Services.** Upon request, the Client may employ the Consultant to perform the following services:

- a) Public Engagement Services:
 - i. Public education services including surveys; marketing, messaging, branding, media engagement and press releases, social media and website marketing; intergovernmental relations including joint powers agreements and public private partnerships (PPP); stakeholder engagement.
- b) Planning and Development Services:
 - i. Strategic, comprehensive, infrastructure and other long-range planning services; master facility planning; comprehensive financial planning; planning & zoning administration and best practices.
- c) Public Budgeting and Accounting Services:
 - i. Budget creation assistance; audit prep and review; financial analysis; financial policies and best practices; demographic and financial projections; what-if scenarios; and project pro forma.
- d) Economic Development Services:
 - i. Public private partnerships; redevelopment; development services of public assets; property assemblage; site selection; design team creation; highest-and-best-use, market and economic impact analysis; development impact fees; urban renewal TIF analysis, feasibility studies, and finance.
- e) Banking and Treasury Services:
 - i. Banking services RFQ/RFP; latent fund analysis; process/systems improvements and innovations; banking and treasury policies; bond funds reinvestment.

2. **Municipal Advisory and Financial Services.** The Client hereby engages the Consultant as its exclusive registered "municipal advisor" with both the Securities Exchange Commission "SEC" and the Municipal Securities Rulemaking Board "MSRB" to perform the following services in accordance with the rules and regulations adopted by the SEC and MSRB and with the terms and conditions set forth in this Agreement for the purpose of obtaining financing (bonds, notes, loans, leases) for necessary projects. **Municipal Advisory and Financial Services** include:

- a) Assistance with the creation and coordination of the finance team including bond council, underwriter(s), trustees, paying agents, bond registrars, escrow agents, escrow verification agents, rating agencies, bond insurers, arbitrage rebate consultants and any other parties engaged in providing services pertaining to the proposed financing. All other parties will be paid by the Client.
- b) Advice and assistance in selecting the method of financing; bidding of various services and financing packages; bond rating preparation and coordination; assistance with state-wide finance programs; funding options analysis and other related services as necessary.
- c) Advice related to bond structuring and issuance process such as: rate, term, covenants, finance options, credit analysis, and other services. This also includes, if necessary, debt incurring capacity, tax impact analyses and other related calculations.
- d) Producing information about the Client such as: population, assessed values, largest employers, largest rate payers, property/revenue diversification and other information needed for financing purposes.
- e) Provide financial advice regarding municipal credit and debt management, fund balances, debt ratios, and funding options policies and procedures.
- f) Create project proformas with corresponding tax increment financing (TIF) analysis, and budgets.

The Consultant will consult with the Client and its representatives as needed to fulfill the terms of this Agreement. All services to be provided by the Consultant will be performed with promptness and diligence and at a level of proficiency to be expected by a consultant with the background and experience that the Consultant has represented it possesses. The Client will coordinate and communicate with the Consultant on its financings and provide accurate information as needed to fulfill the terms of this Agreement.

3. **Terms of Agreement.** This Agreement will begin when it is fully executed by both the Client and the Consultant. This Agreement will end one year from the execution date of this Agreement. This Agreement shall have 5 automatic one-year extensions. Either party may cancel and terminate this Agreement on any anniversary date of this Agreement, for any reason, upon 30 days' prior written notice to the other party of such termination.

4. **Costs.** The cost for 1. **Professional Services** is covered by an annual retainage and addendums to this agreement.

a) The Client will pay the Consultant an initial and thereafter an annual retainage fee of \$6,000 upon execution of this Agreement. The annual retainage fee is for work performed in that year and does not carry over into future years. The annual retainage fee is non-refundable. The annual retainage fee will be paid upon the anniversary of the execution of this Agreement.

b) If a specific project is expected to exceed 30 hours, the Client and Consultant will agree on a specific scope of work that will be authorized by the Client and Consultant via addendum to this Agreement. This will be defined by a specific not-to-exceed price to complete the project that is mutually agreed upon by the Client and Consultant. The costs agreed to in the addendum are in addition to and separate from the retainer. The retainer cannot be applied to costs included in an addendum.

The cost for each separate 2. **Municipal Advisory and Financial Service** is as follows:

Bonds/Notes/Loans/Leases/Financings:

<u>Bond Size:</u>	<u>Fee Calculation:</u>
\$0 to \$5MM	\$25,000
\$5MM to \$10MM	\$25,000 + \$2.75 per 1,000 of bonds from \$5MM to \$10MM
\$10MM and above	\$38,750 + \$1.50 per 1,000 of bonds from \$10MM and above. \$.50 per bond for any bonds over \$50MM

If additional expenses such as in-state and out-of-state travel, meals, communications, disclosures, print, software, data sources, and other out-of-pocket expenses are required; these costs will be paid by the Client to the Consultant.

The Consultant will submit an invoice for payment to the Client monthly for services rendered for 1. **Professional Services**. The Client will pay the Consultant the amount due as indicated within thirty (30) days. For 2. **Municipal Advisory and Financial Services**, these costs will be billed at the closing of a 2. **Municipal Advisory and Financial Service**.

5. **Employment of Others.** The Client and Consultant may from time-to-time arrange for the services of others. All costs to the Consultant for those services will be paid by the Client, but in no event shall the Consultant consult with or employ others for these services without the prior written authorization of the Client. Upon approval by the Client, the Consultant may arrange for the services of others in connection with the delivery of terms of this Agreement. Any such costs will be paid by and are the sole responsibility of the Client.

6. **Other Services.** If other services not mentioned in this Agreement are needed and agreed upon by both the Client and the Consultant, pricing for other services shall be set forth by addendum to this Agreement. Any other additional charges must be mutually agreed to by the Client and the Consultant.

7. **Independent Contractor.** Both the Client and the Consultant agree that the Consultant will act as an independent contractor in the performance of its duties under this contract. Accordingly, the Consultant shall be responsible for payment of all taxes including Federal, State and local taxes arising out of the Consultant's activities in accordance with this contract, including but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.

8. **Confidential Information.** The Consultant agrees that any information received by the Consultant during any furtherance of the Consultant’s obligations in accordance with this contract, which concerns the personal, financial or other affairs of the Client will be treated by the Consultant in full confidence and will not be revealed to any other persons, firms or organizations without the Client’s written consent. Pursuant to Idaho Code § 74-101, et seq., information or documents received from the Consultant may be open to public inspection and copying unless exempt from disclosure. The Consultant shall clearly designate each portion as “exempt” on each page of such documents and shall indicate the basis for such exemption. Client will not accept the marking of an entire document as exempt. In addition, Client will not accept a legend or statement on one page that all, or substantially all, of the document is exempt from disclosure. The Consultant shall indemnify and defend Client against all liability, claims, damages, losses, expenses, actions, attorneys’ fees, and suits whatsoever for honoring such a designation or for the Consultant’s failure to designate individual documents as exempt. The Consultant’s failure to designate as exempt any document or portion of a document that is released by Client shall constitute a complete waiver of any and all claims for damages caused by any such release. Any reproduction of any Confidential Information of the Consultant shall remain the property of Consultant and shall contain any and all confidential or proprietary notices or legends which appear on the original. The Client shall not disclose or reveal any Confidential Information to any person other than its representatives who are actively and directly participating in the activities related to the intent of this Agreement or who otherwise need to know the Confidential Information for the purpose of the intent of this Agreement. In addition, prior to any such disclosure, such representatives shall be made aware of the confidential nature of the confidential information and shall be bound by the non-disclosure terms of this Agreement. In any event, the Client shall be responsible for any breach of these terms by any of its representatives. The confidential nature of the provided services and information does not terminate with this Agreement. If sunshine laws require the disclosure of Confidential Information, it is understood by the Consultant that this information will be shared as the law dictates and is necessary.

9. **Results Not Guaranteed.** The Consultant primary service is to provide added value information and analysis related to the services described above. Much of the information and analysis is based upon historical performance information. While this information may be useful in understanding past performance, past performance is no guarantee of future results. Furthermore, other information and events outside of the services provided by the Consultant may have a significant impact on any results. The Consultant does not guarantee any results and is not responsible for any results, damages, or losses arising from any use of the information it provides.

10. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Idaho. The Parties consent to the exclusive jurisdiction and venue in the courts of Ada County, Idaho.

11. **General.** This Agreement constitutes the entire Agreement of the Parties on the subject hereof and supersedes all prior understandings and instruments on such subject. This Agreement may not be modified other than by amendment in writing executed by the Client and the Consultant.

12. **Sovereign Immunity.** Nothing contained in this Contract shall be considered a waiver of Client’s sovereign immunity which immunity is expressly reserved.

13. **Representation on Authority of Parties/Signatories.** Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party’s obligations hereunder have been duly authorized and that the Agreement is a valid and legal Agreement binding on such party and enforceable in accordance with its terms.

14. **Signatures.** Both the Client and the Consultant agree to the above Agreement.

Signed by: _____
Name: _____
Title: _____

/s/: _____
Date: _____

Signed by: Clearwater Financial, LLC
Name: Cameron Arial
Title: President

/s/: _____
Date: _____

Chapter 2 Snow Removal Management

7-2-1 Definitions

7-2-2 Snow Plowing Parameters

7-2-3 Plowing Priorities

7-2-4 Parking Restrictions

7-2-5 Citizen Responsibilities

7-2-6 Penalties

7-2-1 Definitions

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

STREET: The entire public right-of-way which provides vehicular and pedestrian access to adjacent properties. The term includes, and is interchangeable with, roads, highways, avenues, boulevards, streets, lanes, courts and other like terms. "Highway" means the entire width between the boundary lines of every way publicly maintained when any part is open to the use of the public for vehicular travel, with jurisdiction extending to the adjacent property line, including sidewalks, shoulders, berms and rights-of-way not intended for motorized traffic.

TRAILER:

- A. Any vehicle designed to be towed or transported by another vehicle.
- B. Any apparatus towed or transported by another vehicle.

VEHICLE: Any apparatus designed or built to transport people, animals or inanimate objects, and generally, every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, excepting devices used exclusively upon stationary rails or tracks. (Ord. 320-10, 1-11-2010; amd. Ord. 366-2020, 1-27-2020)

7-2-2 Snow Plowing Parameters

- A. Accumulation: When snow accumulates to a depth of four inches (4") or more in the downtown commercial corridor and a depth of six inches (6") or more on the side streets, the need for snow plowing and/or removal is established.
- B. Plowing Hours: Regular snow plowing and/or removal hours will be from two o'clock (2:00) A.M. to eight o'clock (8:00) A.M. once snow depth accumulations have met the parameters in subsection A of this section. If extraordinary circumstances occur, snow plowing and/or removal may begin at a different time at the discretion of the Public Works Director. (Ord. 320-10, 1-11-2010)

7-2-3 Plowing Priorities

- A. Virginia Street (Highway 95) will be plowed first, the streets leading to the school facilities will be plowed second, the rest of the streets will be plowed third and the alleyways are plowed last.
- B. The City has no sanding equipment so intersections are not sanded unless the ITD sanding crew graciously sands the intersections on Highway 95.
- C. As snow depth requires, the fire hydrants will be cleared of snow when streets and alleys are completed. (Ord. 320-10, 1-11-2010; amd. Ord. 366-2020, 1-27-2020)

7-2-4 Parking Restrictions

- A. It shall be unlawful to park any vehicle or trailer, motorized or nonmotorized, on the street rights-of-way per title 6, chapter 2 of this Code.

- B. Any object, vehicle or trailer parked or placed in such a manner as to impede the efficient management of snow shall be subject to immediate citation, removal and impound. All said costs shall be paid in full prior to the release of any towed or impounded object, vehicle or trailer. (Ord. 320-10, 1-11-2010)

Item 9.

7-2-5 Citizen Responsibilities

- A. The clearing of snow from sidewalks is the responsibility of the owner/tenant of the property bordering the sidewalk.
- B. Snow plowing and/or removal may leave a snow berm along the edge of the street and across private driveway accesses. Removal of the snow berm to facilitate access to the private driveway is the responsibility of the property owner/tenant. Pushing or blowing snow or placing snow from private property into the public right-of-way, or onto private property without consent, is unlawful. (Ord. 320-10, 1-11-2010; amd. Ord. 366-2020, 1-27-2020)

7-2-6 Penalties

- A. For any offense involving a vehicle or trailer, the registered owner of the vehicle or trailer shall be fined a sum of one hundred fifty dollars (\$150.00), plus any and all costs assessed by the courts, which sum shall be assessed as a penalty. All costs for towing, recovery, impound and storage shall be paid by the registered owner of any vehicle or trailer found to be in violation of this chapter. All said costs shall be paid in full prior to the release of any towed or impounded vehicle or trailer.
- B. For any offense involving pushing, blowing, or placing snow back into the public right-of-way or onto private property without consent, the offender shall be fined a sum of one hundred fifty dollars (\$150.00), plus any and all costs assessed by the courts, which sum shall be assessed as a penalty.
- C. Each day shall be a new and separate violation subject to all penalties and actions allowed in this section. (Ord. 320-10, 1-11-2010; amd. 2018 Code; Ord. 366-2020, 1-27-2020)



City of New Meadows LAND CHANGE REQUEST

1. APPLICANT INFORMATION

Name: Delaney Van Arsdall and Andrew Osborn Phone: (541)990-8964
 Address: 205 Larae Street
 City: New Meadows State: ID Zip: 83654
 Email: delaneyvanarsdall@gmail.com

2. REQUEST DETAILS

Split Combine Lot Line Adjustment Other: Rescind previous "COMBINE" request

Parcel Number(s): 18 and 19

Is there a water right associated with this property? YES NO

Is there a lien holder on this property? YES NO *(may require approval from lienholder)*

Will the above changes cause any portion of this property to be in non-compliance with the zoning code?

Yes No If yes, explain:

Describe the proposed changes, including resulting parcel size(s). Both lots remain split. We no longer wish to combine the lots. The resulting parcel sizes will be two 1/4 acre lots INSTEAD of one 1/2 acre lot.

Describe any impact this change will have on neighboring properties.

By my signature below, I acknowledge that I have requested the action to be considered by the New Meadows Planning & Zoning Committee. I understand that all requests will be reviewed and evaluated for compliance with the zoning and building regulations of the City of New Meadows.

Owner Signature: *DV* Date: 11/18/2024

Owner Signature: *DO* Date: 11/18/2024

3. **PLANNING & ZONING APPROVAL** Approved Denied

Signature: _____ Date: _____

4. **NEW MEADOWS CITY COUNCIL APPROVAL** Approved Denied

Signature: _____ Date: _____

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CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 13.

Roll Call/Pledge of Allegiance

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

City Attorney Richard Stubbs was present at City Hall. City Engineer Grae Harper was present via Zoom.

Staff present were Kyla Gardner and Diane Hunter.

Public present were Philip Good, Jessica Lillehaug, Donna Brown, Willy Brown, Traci Foster, Rachel Reynaga, Sandy Schiffman and Linnea Hall were present via zoom.

Mayor Good opened the meeting at 6:30 P.M.

Public Input

There was no public input.

Reports

Mayor's Report

Mayor Good stated that planning has started for the Christmas Tree lighting on Sunday December 8th. The Adams County Historical Society will have an exhibit of the mural art submissions in the lobby. There will be activities outside of the Depot. Instead of doing a parade we are looking at doing a hayride for the kids from the Library to the Depot. Mayor Good stated the wastewater facility planning grant was submitted. The childcare center is moving forward. Mayor Good stated that she met with the project managers to talk about the fixtures in the facility. Mayor Good stated that we have been getting a lot of feedback after we went to the Economic Summit and we have received phone calls asking how people can help. At the summit there were representatives from Bogus Basin, Tamarack, Brundage, and a local rafting outfitter, Ken Rider from Brundage expressed how positive it was to work with the City of New Meadows and all of the great projects we have going on.

Staff Reports

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

Award Presentation

Mayor Good stated that we have recently completed two major projects in the City. She stated that these projects could not have been completed without our City Clerk. Mayor Good stated she would like to present Kyla Gardner with a certificate of appreciation for her outstanding work on Water System Upgrade and the Comprehensive Financial Plan.

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Item 13.

Action Items

Appointment of Traci Foster as City Council Member

Mayor Good stated she would like to ask the City Council to appoint Traci Foster as a City Council Member to fill the open council member seat.

- Council Member Parnett moved to approve appointing Traci Foster as the new City Council member; Council Member Ryker seconded the motion. Roll Call Vote: Parnett - yes, Carr – yes, Ryker – yes. Motion Carried.

City Clerk Kyla Gardner administered the Oath of Office and Council Member Foster took her place with the City Council around the table.

Discussion Items

Childcare/ Youth Center

Mayor Good stated that they did lower the building back down, there is a lot of fill that they need to bring in. The first meeting in December the project manager will be sharing a virtual walkthrough of the facility.

Action Items

Browns Mountain Recycling Fines/Citation

Mayor Good stated that Donna Brown informed City Hall that they have not received a letter from United Metal. Mayor Good stated that Donna Brown is here to give a status update on the property.

Donna Brown stated that United Metal would like a \$20,000 startup fee. Donna stated that they were not prepared for that amount. Donna stated she is working on getting a loan to cover those costs to clean up the property completely. Upon United Metal receiving payment from them they will be able to provide a clean-up timeline.

Mayor Good stated that according to our City Ordinance they are in violation. Mayor Good asked the council how she would like them to move forward.

Council Member Carr stated that he is okay with holding off on fines for now.

Council Member Ryker asked if we could have a timeline to hold everyone accountable.

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Item 13.

Mayor Good stated that there is a City Council Meeting on December 9th, 2024. Mayor Good asked the City Council if they wanted to hold off on fining the Browns until after the December 9 City Council Meeting.

- Council Member Ryker moved to approve not fining Browns Mountain Recycling at least until the update on December 9th, 2024; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Scrap Roofing Bid

Mayor Good stated that the scrap roofing has not been removed from the building yet. She stated that she would like to get approval from City Council to put it out to bid as soon as it is removed from the recycling center. There will be a complete inventory of materials before it goes out to bid.

- Council Member Carr moved to approve the putting the scrap metal roofing out to bid when it is available; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

City Hall Schedule

Mayor Good stated that Diane Hunter has given her resignation and will be moving back to New York. Mayor Good stated that she would like City Council to approve flexible City Hall open hours since Kyla will be working by herself until the Deputy Clerk position can be filled. Mayor Good stated if hours need to be adjusted the public will be noticed with as much notice as possible.

- Council Member Ryker moved to approve giving the City Clerk authority to alter the City Hall schedule to accommodate her work responsibilities; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Executive Session 74-206(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal counsel options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated

- Council Member Ryker moved to go into Executive Session under 74-206(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal counsel options for pending litigation, or controversies not yet being litigated but

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Item 13.

imminently likely to be litigated. Council Member Foster seconded the motion. Roll Call Vote: Parnett - yes, Carr – yes, Ryker – yes, Foster - yes. Motion Carried.

Executive Session began at 6:51 P.M. Executive Session ended at 7:09 P.M. Roll was called and all City Council Members and Mayor were present.

Discussion Items

LHTAC Funding

Mayor Good stated that Kyla will share what LHTAC funding we will apply for this year.

Kyla Gardner stated that LHTAC receives money from the State of Idaho annually. LHTAC grants are for Cities, Counties, and Highway Districts. The City of New Meadows is a part of a regional group that is made up of members from Payette, Adams, Washington and Gem Counties. As a group we meet quarterly to discuss the upcoming grant cycle and what project each area will be applying for during the current grant cycle. During the last meeting the City of New Meadows was ranked #1 for the upcoming signs grant.

Mayor Good stated that LHTAC ranks all of the grant applications based on a points system. We will get points for being ranked #1 from our regional group. We will also receive more point for the T-2 courses that Jessie Wallace has been taking. Mayor Good states that over the last two years work has been done to complete a sign inventory for this grant. Mayor Good stated that we also be applying for a federal grant.

Grae Harper stated there is a Federal Grant that is offered every couple of years because it is a large amount of funds that are available to smaller communities. This year they are offering a grant total of 3 million dollars. Due to inflation, there has been a huge spike in the cost of construction. A grant of this size would help a city like New Meadows achieve a goal like paving streets and fixing its storm water issues. This year New Meadows was ranked #1 in the regional group. Grae stated that there are two streets in New Meadows that qualify for this grant, Heigho and Commercial. There is a 7.34% match for this program as well.

Mayor Good stated this grant will be presented to the road and streets committee and a recommendation from that committee will be on a future agenda.

Consent Agenda

The Consent Agenda included October 2024 Payroll, and the paid and pending claims from September and October and October 28th, 2024 Meeting Minutes.

- Council Member Carr moved to approve the paid and pending claims and the October 2024 payroll; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD TUESDAY, NOVEMBER 12TH, 2024 AT 6:30 PM
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Council Member Ryker moved to approve the October 28, 2024 Meeting Minutes; Council Member Parnett seconded the motion. Council Member Foster recused herself from the vote. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Future Meeting Topics

- Walk Through from Architect
- Kirk Kundrick – Update
- VCORP Update- Shiloh Ryker
- Field Trip to the Industrial Park vacant building
- Executive Session – Employee matter
- Business Input
- Water/Sewer Rates

Adjournment

Mayor Good adjourned the meeting at 7:32 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

For dates posted from 11/14/24 to 11/25/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6448		484 Clearwater Economic Development		2,500.00			60	67	43331	310		10102
		Project Close Out										
		24-0615MH2 06/21/24 Project Close Out		2,500.00*								
		Total for Vendor:		2,500.00								
6456		690 Clearwater Financial, LLC		757.95			1		41150	324		10102
		Comprehensive Financial Plan and travel to present plan to City Council		157.95			1		41150	324		10102
		3195 10/31/24 Travel Costs		600.00								
		3107 03/31/24 Comp Fac Plan										
		Total for Vendor:		757.95								
		# of Claims	2									
		# of Vendors	2									
		Total:		3,257.95								

For dates posted from 11/14/24 to 11/25/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
				Line \$								Account
6455	E	253 Christensen Inc. dba United Oil		387.04								
	CL71981	11/15/24 Fuel -Streets		74.07			60		43320	630		10102
	CL71981	11/15/24 Fuel - Sewer		74.07			65		43220	630		10102
	CL71981	11/15/24 Fuel - Water		74.06			60		43320	630		10102
	CL71981	11/15/24 Fuel - Grader - Streets		54.94			1		41500	630		10102
	CL71981	11/15/24 Fuel - Grader - Water		54.95			60		43320	630		10102
	CL71981	11/15/24 Fuel - Grader - Sewer		54.95			65		43220	630		10102
		Total for Vendor:		387.04								
		*** Claim from another period (9/24) ****										
6448		484 Clearwater Economic Development		2,500.00								
	Project Close Out											
	24-0615MH2	06/21/24 Project Close Out		2,500.00			60	67	43331	310		10102
		Total for Vendor:		2,500.00								
		*** Claim from another period (9/24) ****										
6456		690 Clearwater Financial , LLC		757.95								
	Comprehensive Financial Plan and travel to present plan to City Council											
	3195	10/31/24 Travel Costs		157.95			1		41150	324		10102
	3107	03/31/24 Comp Fac Plan		600.00			1		41150	324		10102
		Total for Vendor:		757.95								
6459	E	526 Coastline Equipment		4,910.60								
	Mobilization of Grader to replace leaky control valve											
	1190130	11/22/24 Grader Maint (STRTS)		2,455.30			1		41500	324		10102
	1190130	11/22/24 Grader Maint (W)		1,227.65			60		43320	324		10102
	1190130	11/22/24 Grader Maint (SWR)		1,227.65			65		43220	350		10102
		Total for Vendor:		4,910.60								
6458		584 Integrity Inspection Solutions,		6,516.00								
	Katherine Street Schwalm Robotic Cutter, Hydro Cleaning, Cleaner and TV Van											
	25215473	11/19/24 Cutter and Hydro Cleaner		6,516.00			65		43220	325		10102
		Total for Vendor:		6,516.00								
6457		279 J.I. Morgan, Inc.		746.64								
	Road Mix WRT, SWR, STRTS											
	0000903	11/15/24 Road Mix- Streets		248.88			1		41500	324		10102
	0000903	11/15/24 Road Mix - WTR		248.88			60		43320	324		10102

For dates posted from 11/14/24 to 11/25/24
* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
	0000903	11/15/24 Road Mix - SWR	248.88			65		43220	324		10102
		Total for Vendor:	746.64								
6450		728 Keller Associates, Inc. Review of Childcare Center/Youth Center Design October 1- November 2, 2024	127.50								
	0243463	11/15/24 Childcare Center Design Revie	127.50			1		43151	324		10101
6451		728 Keller Associates, Inc. City Engineering to include Wasterwater facility plan grant, city council meetings,	1,190.00								
	0243461	11/15/24 City Engineering (WTR)	595.00			60		43320	319		10101
	0243461	11/15/24 City Engineering (SWR)	595.00			65		43220	319		10102
6452		728 Keller Associates, Inc. Review of Meadows Subdivision Design Plans	900.00								
	0243462	11/15/24 Meadows Subdivision Design Re	900.00*			1		41300	324		10101
		Total for Vendor:	2,217.50								
6460		632 Mountain Mud Concrete, LLC 100% of S. Heigho resurfacing fix in front of post office	5,300.00								
	000034	11/15/24 S. Heigho Concrete fix	5,300.00*			1	87	41500	310		10102
		Total for Vendor:	5,300.00								
		*** Claim from another period (10/24) ****									
6453		E 162 Norco Inc. 42023675 10/31/24 Cylinder Rental	13.02								
	42023675	10/31/24 Cylinder Rental	4.34			1		41500	324		10102
	42023675	10/31/24 Cylinder Rental	4.34			60		43320	324		10102
	42023675	10/31/24 Cylinder Rental	4.34			65		43220	324		10102
		Total for Vendor:	13.02								
6449		E 146 The Record Reporter Ordinance Amendment for 403-2024 Right of Way Amendment	105.60								
	4883	11/07/24 Ordinance Amendment (GEN)	105.60			1		41100	309		10102
		Total for Vendor:	105.60								

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* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash
				Line \$						Account
6454	E	423	USDA	29,713.00						
		Water System Upgrade Payment Automatically withdrawn								
		01 11/18/24	Water Payemnt	29,713.00			60	43330	820	10102
Total for Vendor:				29,713.00						
# of Claims				13						
Total Electronic Claims				53,167.35						
Total Non-Electronic Claims				35,129.26						
Total Non-Electronic Claims				18038.09						
# of Vendors				6						