

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, MAY 8, 2023 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Roll Call / Pledge of Allegiance

Present at City Hall were Council Members Jeff Parnett, Josh Carr, Kaytlyn Goodwin, and Mayor Julie Good. Council Member Shiloh Ryker was present via Zoom.

Staff present at City Hall were Kyla Gardner and Angie Mettie. Attorney Dick Stubbs and Treasurer Dana Kautz was present via Zoom.

Public present at City Hall were Tryssta & Tyler Jones, Troy & Dolly Black, Chris & Tracy Peterson, and Kayrene Brown. Drew Dodson was present via Zoom.

Mayor Good opened the meeting at 6:30 P.M. and Council Member Goodwin led the Pledge of Allegiance.

Kyla Gardner read the mission statement.

Public Input

There was no public input.

Reports

Water Project

Mayor Good stated that she met with Tim and Christine and asked that a report be presented monthly so that the Council could track the project. They will also give a funding summary, and keep the Council updated on the project's impact on rates.

Mayor's Report

Mayor Good stated that the skate park is marked out and that an update will be given in June. Also to be discussed in the future is the bike park that will be built at the school.

Other topics included creating pop-up playgrounds at the park from time to time over the summer at times when the playground may be closed.

Bronwen Baker would like to start a Freedge program in New Meadows. She will set up a survey to see if this program would be utilized in Meadows Valley before continuing. Mayor Good is also working on a summer lunch program for kids.

Staff Reports

The Council reviewed staff reports. Mayor Good noted that a gust of wind blew the back wall off the building where the equipment is stored.

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Discussion Items

512 S Heigho

Tyler & Tryssta Jones attend to discuss with the Council options for their piece of property at 512 South Heigho. Tryssta stated that they own two separate lots and would like to place a home on each lot, which measures 30x155'. Mayor Good stated that due to the long, narrow shape of the lots, setback requirements cannot be met when placing a single family home on each lot. A lot line adjustment could be made to divide the lots north to south, which would change the length and width of the lots, allowing a single family home to be placed on the lots. Council Member Parnett suggested combining the lots to make a buildable space. The topic of townhomes was discussed. Mayor Good stated that they could apply for a zone change, as R-1 allows only single family dwellings. Kyla Gardner read from the code that a townhouse is technically a 2-family dwelling. Mayor Good stated that they could put a plan together and bring it to the Council. A townhouse would need a design review and zone change. Tyler stated that they would like to put single family homes on the lots, and that a lot line adjustment would make the most sense.

Budget Review – Industrial Park

The Council reviewed the Industrial Park suggested budget, revenues, and expenditures. Mayor Good summarized the items in the budget. Final numbers will be presented at a future meeting.

Burn Permit Amendment

The Council reviewed the open burning ordinance, as it has a 7-day limit for a burn permit. A majority of community members asked about a summer-long permit, so they can burn branches and yard waste as it accumulates. Mayor Good stated that she talked with Fire Chief Buys and he thought it was a good idea to extend it.

Council Member Goodwin stated that the purpose of the permit is for safety. If it is issued for the entire summer, it defeats the purpose of the permit. She suggested 14-15 days, so that they could burn over two weekends. Council Member Ryker stated that the process should be streamlined so that renewing the permit might be a simple phone call. Mayor Good brought up the point that many want to burn on the weekends, and city hall is closed, so they are unable to get a permit. She suggested an online form.

The Council chose to change the time of the permit to 15 days and change the verbiage to state that permits may be “renewed” instead of needing “subsequent” permits. All Council Members felt that the \$10 fee was necessary for staff time. They also chose to remove the renewal fee.

Customer Inquiry – Water / Sewer Late Fees

A customer asked that the Council review late fees for vacant properties that do not have structures on them. She felt that it was unfair to charge a late fee for sewer when she didn't pay a sewer flat fee.

The Council discussed the fees and felt that they were fair, as they were applied evenly across the board. Changing fees for some properties and not others would cause confusion in the billing

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process. They suggested that payments be sent in earlier to avoid late fees, or could be paid in advance, such as Will-Serves are, to prevent late fees.

Action Items

Skate Park Name

Mayor Good stated that she talked with JoBeth Mehen about placing Rory & Sarah's name on the skate park in some way, and she agreed with the idea. The skate park is currently called the Warren Brown Skate Park, and the history of the park has not been found. Tracy Peterson stated that the ground was donated by the family of Warren Brown. The Item was tabled until more information could be found on the origins of the park and name. Mayor Good stated that the community may be interested in helping to come up with a name.

Transportation Shed Removal

Mayor Good stated that the transportation shed must be removed. The project will be opened up for bid, and the city must follow the process for city surplus.

- Council Member Goodwin moved to begin the bid process for removal of the transportation shed; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Resolution TBD-2023: Proclamation of H.O.P.E. Week

Mayor Good proclaimed May 8-13th as H.O.P.E. Week, which stands for Healthy Outcomes from Positive Experiences. Mayor Good stated that the goal is to help youth recognize safe spaces and trusted adults. A week full of fun events has been planned for the students after school.

- Council Member Goodwin moved to proclaim May 8-13th as H.O.P.E. Week; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Resolution TBD-2023: EMS

Mayor Good stated that state code requires this resolution maintaining that the City of New Meadows will be serviced by the EMS district. The City must have this resolution on file to be in compliance. It will also help when going out for grants. After the resolution is approved, it will be taken to the EMS district, who should create a similar resolution.

- Council Member Goodwin moved to approve the EMS Resolution TBD-2023; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Resolution TBD-2023: Investment Policy

The Investment Policy was reviewed at the last meeting and changes have been inserted.

- Council Member Parnett moved to approve the Investment Policy Resolution TBD-2023; Council Member Goodwin seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

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Resolution TBD-2023: Financial Policy

The Financial Policy was reviewed at the last meeting and changes have been inserted.

- Council Member Carr moved to approve the Financial Policy Resolution TBD-2023; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Resolution TBD-2023: Industrial Park Selection Criteria

The Council reviewed the discount points for the Industrial Park Selection, and updates added to the resolution.

- Council Member Parnett moved to approve the Industrial Park Selection Criteria Resolution TBD-2023; Council Member Goodwin seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Ordinance TBD-2023: Design Review Amendment

The Council reviewed the city code at the last meeting regarding design review. The design review chapter stated that only homes with 3+ dwelling units required a design review, whereas residential code stated that all homes over a single family home required design review. The Council chose to require a design review for all homes over a single family home.

- Council Member Goodwin moved to introduce Ordinance TBD-2023, amending the Design Review Code, and suspend the rules requiring three separate readings on three separate days and read by title only once; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Goodwin – yes, Ryker – yes. Motion carried.

City Clerk Gardner read the ordinance by title only.

- Council Member Goodwin moved to approve the Design Review Ordinance Amendment TBD-2023; Council Member Parnett seconded the motion. Roll Call Vote: Parnett – yes, Carr – yes, Goodwin – yes, Ryker – yes. Motion carried.

Consent Agenda

The Consent Agenda included minutes from April 24, 2023, paid and pending claims, and April 2023 payroll. Council Member Ryker noticed a scrivener's error in the spelling of Patricia Haas's name, which will be corrected.

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

Future Meeting Topics

Future meeting topics included guests IGNITE Idaho and Chris Boyd. Other topics included choosing a skate park name, burn permit amendment, audit presentation, bike park, field trip before the next meeting, Clearwater Financial update, MOU for transit program and Salmon River

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Mobile Vet, business licenses, chain stores, and an update regarding the school portable. All were encouraged to attend the Hello Spring event on May 16th as well as the Hale Trial on May 18th.

Adjournment

Mayor Good adjourned the meeting at 7:54 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

DRAFT