

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

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

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

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

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

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

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

## **Public Input**

There was no public input.

## **Reports**

### Mayor's Report

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

### Road/Street Committee Meeting Minutes

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

## **Discussion Items**

### Developers Discount Review

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

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

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

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

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

Childcare/ Youth Center

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

**Action Items**

Resignation Acceptance – Black

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

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

Comprehensive Financial Plan

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

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

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

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

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

Holiday City Hall and City Council Schedule

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

Fire Department Inspection Fees Letter

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

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

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

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

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

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

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

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

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

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

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

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

Ordinance TBD-2024 Rights of Way Amendment

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

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

City Clerk Kyla Gardner Read by title only

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

Donor Recognition for Childcare/Preschool/Youth Center

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

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

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

Change of Employee Status

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

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

**Consent Agenda**

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

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

**Future Meeting Topics**

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

**Adjournment**

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

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

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

DRAFT