

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, DECEMBER 9TH, 2024 AT 6:00 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, Traci Foster, Jeff Parnett and Shiloh Ryker.

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

Staff present at City Hall were Kyla Gardner.

Public present were Jessica Lillehaug, Philip Good, Kimberly and Joe Dalrymple, Amy Manning. Present via zoom was Linnea Hall and Sandy Schiffman, Ian Hoffman and Allison Muntz.

Mayor Good opened the meeting at 6:09 P.M.

Mayor Good, City Council Members and the public took a tour of the Industrial Park Rental that was recently vacated. Upon return from the tour, the meeting continued at City Hall.

Public Input

There was no public input.

Reports

Mayor's Report

Mayor Good presented her Mayor's report to the Council.

Staff Reports

Staff reports were presented to City Council with no questions.

VCORP Update – Shiloh Ryker

Shiloh Ryker presented the VCORP update.

Discussion Items

New Meadows Youth Center – Design Walk Through

Allison Muntz from GHM Architects gave an update on the progress of the construction of the New Meadows Youth Center. A virtual rendering of the outside and inside of the building was presented with information about the floor plan and the different features of the Center. Mayor Good reported that every Monday there is a meeting of the contractor, project management team at GHM Architects and the City.

Mayor Good reported that the Ann & Frank Cahouet Foundation has notified the City of a \$75,000 grant that is earmarked for setting up the non-profit organization for the childcare operations, training for potential childcare workers and furnishings in the Youth Center. Another \$15,000 has been received from the St. Luke's from their Community Health Program.

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Mayor Good gave an update on the non-profit organization that is being created to run childcare operations. The board of the organization is Hilary Greenwood, who works at Brundage Daycare, Shannon Fairchild, a local business owner, Julie VanSant, a previous childcare worker and Olivia Shoultz from Roots Forest school. The paperwork is being completed to get the non-profit status with the IRS.

Several logo ideas for the Youth Center were presented by Council Member Traci Foster. She was given several ideas from the City Council and will work on finalizing a logo that can be approved at a later date.

Volunteer Policy

Mayor Good stated that due to the need to define volunteers for those wanting to be involved in City operations and events. Several volunteer policies were presented. City Council members were in favor of creating volunteer tiers since different types of volunteers will be used.

Council member Ryker recommended a volunteer application. Mayor Good asked the City Council to make notes and reply back to the City Clerk with their ideas on what should be on the policies.

Presentation

III-A Annual Report – Amy Manning

Amy Manning the Executive Director presented the 2024 annual report for the III-A.

Action Items

Browns Mountain Recycling

Mayor Good stated that we received a contract from United Metals Recycling from Browns Mountain Recycling and the City Council members reviewed the document. The document did not include a date when the work would be done as requested. Any citation for fines on the ordinance violations had been paused until December 9, 2024, when the contract was supposed to be in place saying when the cleanup would be finished. The City Council discussed the many grace periods given for the cleanup at this property and the need to enforce the City's ordinances. City Council wanted to know when the contractor will start and when it will be finished and what "weather dependent" means. After much discussion regarding the fines, placing a lien on the property if fines are not paid, and the best path forward to get the property cleaned up. Mayor Good stated her suggestion is that we start the process of issuing a citation as per the City's ordinance. They have already had plenty of notice that they are not in compliance. The City Attorney agreed to sending a letter will be sent prior to the citation letting Brown's Mountain Recycling know that the contract did not include the information requested in previous meetings and does not show that the work is going to be completed right away and that a citation is forthcoming. The letter will also note that fines could be relieved if the work was accomplished in a timely manner. Council Member Parnett asked that a fine of \$1000 a day be recommended.

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- Council Member Foster moved to approve citing Brown’s Mountain Recycling for the Residential Clean up and Zoning code violation; Council Member Ryker seconded the motion. Roll Call Vote: Foster- yes, Ryker – yes, Parnett - Yes Motion carried.

Industrial Park Rental

The Industrial Park rental will be on the agenda for the first meeting in January.

December 23, 2024 Meeting Cancellation

Mayor Good stated she would like to cancel the December 23 City Council Meeting.

- Council Member Parnett, made a motion to cancel the December 23, 2024 meeting. Council Member Foster seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

LHTAC Federal Aid Grant FY 25

The City Council discussed the possibility of the LHTAC Federal Aid Grant funds of up to \$3 million which require a 7.34% match. Grae Harper had answers to the questions that had come up around the grant. The grant match has to be a financial match and cannot be a labor or material match. This eliminates the possibility of sourcing gravel as part of the match. Also, McClain cannot be part of the project since is not a federally designated street. Only Heigho or Commercial/Peterson can be considered for this funding. After discussion, the City Council agreed that \$1,8 million is the most that should be applied for because of the amount of the match. The grant would be used for the paving, sidewalks, and drainage on N Heigho and possibly chip sealing/maintenance of Peterson Memorial. The timeline of the grant was discussed. Grae Harper suggested applying for the grant with the understanding that we can decide next fall whether we are ready to accept the grant. That gives 10 months to see what grant programs are available for the 7.34 % match. Mayor Good suggested a special meeting on January 6, 2025 to approve the resolution so the grant can be submitted by the January 8, 2025 deadline.

- Council Member Ryker moved to apply for the LHTAC Federal Aid Grant up to the amount of \$1.8 million with a 7.34% match; Council Member Foster seconded the motion. Roll Call Vote: Parnett – yes, Foster – yes, Ryker - yes. Motion carried.

Ziplly Right of Way Permit

Mayor Good stated that she would like to require a larger bond, \$500,000 bond for the project due to potential impacts the project could have on the city’s infrastructure. Mayor Good stated we need to hold them accountable especially since their recent activities at MeadowCreek and the negative impact they have experienced.

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Council Member Ryker moved to require a \$500,000 bond for the Ziply project; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Holiday Bonus for City Staff

Mayor Good stated that she would like to recommend the following holiday bonus for City Employees - \$100 Dana, \$200 Jessie, \$300 to Hunter, and \$500 for Kyla.

- Council Member Ryker moved to approve the Holiday Bonuses for City Staff listed above; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Consent Agenda

The Consent Agenda included paid and pending claims, November 2024 Payroll and the November 25, 2024 Meeting Minutes.

- Council Member Foster moved to approve the Consent Agenda minus the November 25, 2024 meeting minutes; Council Member Parnett seconded the motion. Voice vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

Future Meeting Topics

- Alcoholic Beverage License
- Stibnite Update
- Special Meeting Monday January 6th
- Volunteer Policy
- Raising Right of Way permit fees.
- Industrial Park

Adjournment

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

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

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