

**MELBA CITY COUNCIL
AGENDA**

Monday August 14, 2017 7:00 pm

**Please note the location has changed for this month's meeting to
Tower Theater Friends Center 321 Carrie Rex (across 4th St from City Hall)**

Roll Call: Council Members: Dickard, Forsgren, Hinderliter, Stapleton

Pledge of Allegiance: Councilmember Forsgren

PUBLIC HEARING

Budget Hearing for Fiscal Year 2017-2018: Pursuant to provisions of Idaho Code Section 50-1002 Melba City Council will receive comments regarding the proposed budget for the fiscal period October 1, 2017 - September 30, 2018. Interested persons may appear and show cause if any they have why proposed budget should not be adopted.

Intent to Increase Outside City Limits Water Rates: Pursuant to Idaho Code 63-1311A The City of Melba will receive public comment regarding the Council's intent to enact the proposed increase to the monthly user fees for water users outside Melba City limits which will exceed 5% of the amount of the last fee collected.

REGULAR MEETING

1. Consent Agenda

All matters listed within the Consent Agenda are considered to be routine by the Council and will be enacted by one motion. There will be no separate discussion on the items unless the Mayor, a Councilmember or citizen so requests in which case the item will be removed from the Consent Agenda and placed on the Regular Agenda.

- A. Approve/Amend Agenda
- B. Approve draft minutes of July 3, 2017 Regular Meeting
- C. Approve outstanding bills for payment.

2. Presentations:

Items under this category do not require any action from the Council at this time and are for information purposes only. Please Note: *Presentations are subject to a three (3) minute time limit unless extension of time is deemed necessary by Mayor Luttrell and/or City Council members.*

3. Citizen Participation:

Items under this category do not require any action from the Council at this time and are for information purposes only. Please Note: *Citizens are subject to a three (3) minute time limit unless extension of time is deemed necessary by Mayor Luttrell and/or City Council members.*

4. Business

- A. Follow up regarding Gun Club lease
- B. Appropriation Ordinance #254-Fiscal Year beginning October 1, 2017 ending September 30, 2018 for review and adoption using suspension of the three (3) readings rule. Roll Call Vote Dickard, Forsgren, Hinderliter, Stapleton
- C. Resolution No. 106 – Establishing an Increase in Water Fees for Service Outside Melba City Limits for review and/or adoption.
- D. Drinking Water System Improvements project Interim Financing authorizing City to work with Sunwest Bank – Middleton.
- E. Request from Milton and Debbie Cochrane regarding a temporary RV sewer connection for 5th wheel while new home is under construction at 512 Carrie Rex Ave.

If requested this agenda can be made available in appropriate alternative formats to persons with disabilities. Persons seeking an alternative format should contact Melba City Hall at 208-495-2722 for further information. City of Melba is an Equal Opportunity Employer

5. Reports:

- A. Beautification Committee Report – Councilman Stapleton
- B. City Attorney –William F Gigray
- C. City Engineer – Mike Davis
- D. Public Works – Dennis Rogers

6. Adjourn

Enclosures: Agenda, Draft Minutes of July 3, 2017 Regular meeting, Monthly Financial Reports, 3rd Quarter Financial Report, draft Appropriation Ordinance No. 254, draft, Resolution No. 106, Sunwest Letter of Intent, Milton & Debbie Cochrane correspondence, miscellaneous correspondence.

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City Clerk's Draft Minutes of the City Council Meeting

Caution: These Draft Minutes have not been approved by the City Council and are not therefore an official record relating to the conduct or administration of the City's business and will not be retained. At such time as Minutes of the meeting reflected herein are approved by the City Council said Minutes will become the official record of the conduct or administration of its business, as reflected therein and retained by the City Clerk's office

**City of Melba
Minutes**

Monday August 14, 2017

Councilmembers in Attendance: Dickard, Forsgren, Hinderliter, Stapleton

Also present were the following: Attorney Bill Nichols, City Engineer Mike Davis, Public Works Dennis Rogers

Mayor Luttrell opened the public hearing at 7:00 pm

PUBLIC HEARING

Budget Hearing for Fiscal Year 2017-2018: Purpose of the public hearing is for Melba City Council to receive public comment regarding the proposed budget for the fiscal period October 1, 2017 - September 30, 2018.

There was no one in attendance to offer comments in regards to the proposed budget.
There was no written correspondence received
Council did not have any further comments or discussion

Intent to Increase Outside City Limits Water Rates: Purpose of the public hearing is for Melba City Council to receive public comment regarding the Council's intent to enact an increase to the monthly user fees for water users outside Melba City limits. If approved rates will increase to the following

Outside City Limits Residential Base rate of \$44.85 for the first 200 cubic feet plus
\$1.00 per 100 cubic feet used

Commercial Property Base rate increases will be as follows:
1" meter or smaller base rate is \$44.85 plus \$1.00 per 100 cubic feet used
1.5" meter base rate is \$66.35 plus \$1.00 per 100 cubic feet used
2" meter base rate is \$95.06 plus \$1.00 per 100 cubic feet used

The purpose of the increase is to meet the extra expense incurred to provide service to the users outside Melba city limits. The following proposed increase will begin with the November 1, 2017 Utility Billing.

There was no one in attendance to offer comments in regards to the proposed increase.
There was no written correspondence received.
Council did not have any further comments or discussion.

Mayor Luttrell entertained a motion to close the public hearing. Hinderliter motioned to close the public hearing; 2nd by Forsgren. Motion Carried

Council moved into regular session

1. Consent Agenda

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- A. Approve/Amend Agenda
- B. Approve draft minutes of July 3, 2017 Regular Meeting
- C. Approve outstanding bills for payment

Consent Agenda was approved as presented Motioned by, Stapleton; 2nd by Dickard. Motion Carried.

2. **Presentations:** There were no presentations.
3. **Citizen Participation:** There was no citizen participation
4. **Business**

A. After lengthy discussion on the Melba Gun Club proposal to lease City property; City Council directed Attorney Gigray to move forward with a draft lease to include a 10 year lease **period to be reviewed prior to renewal**. A **\$300/annual payment**, with a 1 year termination provision if either party requests to terminate the lease. The lease will also include a provision that Melba Gun Club follow the best management practices for lead removal.

B. Draft Ordinance No. 254-Appropriation Ordinance for Fiscal Year October 1, 2017 through September 30, 2018 was adopted with suspension of the three (3) readings rule by motion from Hinderliter; 2nd by Stapleton. Roll Call Vote: Dickard, Yes; Forsgren, Yes; Hinderliter, Yes; Stapleton, Yes.

C. Draft Resolution No. 106 –Establishing an Increase in Water Fees for Service Outside Melba City Limits was adopted by motion from Hinderliter; 2nd by Dickard. Roll Call Vote: Dickard, Yes; Forsgren, Yes; Hinderliter, Yes; Stapleton, Yes.

D. Proposal from Sun West Bank to provide Interim Financing for the Drinking Water System Improvement project was reviewed and accepted for signature, by motion from Dickard; 2nd by Hinderliter.
Motion Carried

E. Written request from Milton and Debbie Cochrane for a temporary RV sewer hook-up at 512 Carrie Rex while new home is under construction was denied. Melba City Code does not provide a provision for the request; City Clerk was directed to review land use provisions for possible amendment to City Code to allow temporary RV sewer connection during construction within a Residential Zone by motion from Hinderliter; 2nd by Forsgren. Motion Carried

5. **Reports**

- A. Beautification Committee Report – Councilman Stapleton reported the Committee is waiting to hear from Laura Moore Cunningham Foundation regarding the wayfinding sign grant application; the Foundation award notification is end of August. The Committee will move forward with a revised plan for the playground; hoping to start clearing the existing playground in the Fall. A plan to apply for funding for a walking path was put on hold until the playground is complete and a walking path plan is complete. The Committee will meet at the Park for the September 11, 2017 meeting. Gravel for the Centennial Park parking area will be delivered and spread in the next 2-3 weeks. Councilman Stapleton measured an area for the proposed business sign to be place on Southside Blvd., there is 26' from the fog line to the existing fence; will contact Nampa Highway District for placement requirements.
- B. Attorney Nichols reported for Gigray; Legal opinion for right-of-way certification regarding the Drinking ater System Improvement project has been submitted to USDA-RD. There were no other items to report at this time. Attorney Nichols will report back to Attorney Gigray.

- C. City Engineer Mike Davis reported the Drinking Water System Improvement Plans have been approved by Department of Environmental Quality (DEQ) and United States Department of Agriculture-Rural Development (USDSA-RD). Mike advised Council to postpone advertising for bids on the project postpone until winter months, December or January to get the most interest and best response from contractors.

Mr. Davis reported the annual Rural Prioritization is scheduled for Thursday, September 7, 2017 at 3:30 pm in Greenleaf. The City does not have any applications out, and are placed third on the list for projects at this time. Mr. Davis did not plan on attending the meeting. After short discussion Councilman Hinderliter volunteered to attend the meeting and requested City Engineer to also attend if available. Mr. Davis agreed to attend with Councilman Hinderliter.

Seepage tests for Waste Water Ponds 3 & 4 are complete; Pond 3 failed, a report was submitted to DEQ; the City should receive a letter of non-compliance from DEQ. Pond 4 did not have any issues; test was completed; equipment removed.

- D. Public Works Dennis Rogers reported the new flow meter has failed and has been sent back to the company for replacement. Mr. Rogers has started exercising valves throughout City.

6. Adjourn

With no other business, meeting adjourned at 8:50 pm by motion from Hinderliter; 2nd by Motion Carried

Mayor

Attest:

City Clerk