

**MELBA CITY COUNCIL
AGENDA**

Monday February 12, 2018 7:00 pm

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

Pledge of Allegiance: Councilmember Hinderliter

PUBLIC HEARING

Purpose of the Public Hearing is to receive public comment regarding Melba Planning and Zoning recommendation to City Council regarding the Rezone application submitted by Troy Huntsman requesting a rezone from R-3 Mobile-Home Residential to C-1 Service Commercial to allow expansion of the existing car sales lot and future construction of a new retail office facility. The property is located adjacent to 108 4th St., Melba, Idaho.

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 January 8, 2018 Regular Meeting
- C. Approve draft minutes of the Special Meeting held January 29, 2018
- D. Approve the January 2018 Treasurer's report. Inclusive of Treasurer Certification of the investment of certified funds on deposit as authorized by Idaho Code § 67-1210, which are not needed for the payment of City operational expenditures during the certified period as permitted by [Idaho Code § 57-1210].
- E. Ordinary and necessary bills to be paid presented by the Treasurer.
Reviewed, by the Mayor and City Council, of the bills together with the assignment of a budget line item appropriation, for each expenditure, for Council approval as recommended by the Treasurer.

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 Dickard 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 Dickard and/or City Council members.*

4. Business

- A. City Engineer Mike Davis, HECO Engineers to present Bid package to Council for consideration of Bid Award for Drinking Water System Improvements project. Council action: Award of Bid with concurrence from USDA-RD. Roll Call Vote: Forsgren, Hinderliter, Johnshoy, Stapleton

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

B. City Clerk to present invoices for payment from SkinnerFawcett regarding the issuance of the Bond Series 2018-Drinking Water System Improvement project and Supplemental Tax Note. Requesting reimbursement for eligible invoices paid for administrative and legal services. Council action: Authorize payment of SkinnerFawcett Invoice and reimbursement request for eligible invoices paid for administrative and legal services with concurrence of USDA-RD.

5. Reports:

- A.** Beautification Committee Report - Councilman Stapleton
- B.** City Attorney – Attorney Lourdes Matsumoto
- C.** City Engineer – Mike Davis
- D.** Public Works – Darrell Romine

6. Adjourn

Enclosures: Agenda, Draft Minutes of January 11, 2018 Regular meeting, Draft Minutes of January 29, 2018 Special Meeting, Monthly Financial Reports, Staff Report-Rezone 2017-01 and any miscellaneous correspondence.

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 February 12, 2018

Councilmembers in Attendance: Forsgren, Hinderliter, Johnshoy, Stapleton

Also present were the following: City Attorney Lourdes Matsumoto, City Engineer Mike Davis, Public Works Darrell Romine, David Lincoln, and other interested citizens.

PUBLIC HEARING

Purpose of the Public Hearing is to receive public comment for the Melba Planning and Zoning recommendation to City Council regarding the Rezone application submitted by Troy Huntsman requesting a rezone from R-3 Mobile-Home Residential to C-1 Service Commercial to allow expansion of the existing car sales lot and future construction of a new retail office facility. The property is located adjacent to 108 4th St., Melba, Idaho.

Mayor Dickard opened the Public Hearing. Mayor Dickard presented the Opening Statement. There was no public in attendance to offer comments in favor of or opposition to the Rezone.

City Clerk presented the Staff report. The Findings of Fact, Conclusions of Law and Recommendation for approval from Melba Planning and Zoning were presented. There were no new written comments in favor of or opposition to the Rezone submitted.

The Public Hearing was closed at this time by motion from Hinderliter; 2nd by Forsgren. Motion Carried.

After short deliberation, Council accepted the recommendation from Melba Planning and Zoning to approve the Rezone, continued the Public Hearing to the March 12, 2018 City Council meeting at which time Council will review for signature, Findings of Fact and Conclusions of Law and Order as well as review a Draft Ordinance for adoption by motion from Hinderliter; 2nd by Stapleton. Motion Carried

Council moved into regular session.

1. Consent Agenda

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- A. Approve/Amend Agenda
- B. Approve draft minutes of January 8, 2018 Regular Meeting
- C. Approve draft minutes of January 29, 2018 Special Meeting.
- D. Treasurer's Report

The Consent Agenda was approved as presented inclusive of approval and authorization for the City Treasurer to disburse funds from the City's Treasury in the amount of \$16,946.76 for payment of bills as presented in the Treasurer's Report by motion from Forsgren; 2nd by Stapleton. Motion Carried.

2. Presentations – Mayor Dickard recognized David Lincoln. Mr. Lincoln has filed for election of Legislative seat 11B in the May Elections. Mr. Lincoln commented he has a long history in the Treasure Valley, he has held positions in various organizations such as Highway District Commissioner, COMPASS and Valley Regional Transit and is retiring from his Administrator position with Wilder Housing Authority. Mr. Lincoln is familiar with Melba. His brother and sister-in-law are teachers here in the Melba School District. Mr. Lincoln would address issues related to planning for growth locally, with an emphasis on keeping agriculture strong in rural Canyon County. Mr. Lincoln

thanked the Mayor and Council for their time; Mayor Dickard and Council members thanked Mr. Lincoln. He left at this time.

3. Citizen Participation - There was no one in attendance for citizen participation

4. Regular Business

A. City Engineer Mike Davis presented the Bid Review and Recommendation for Award regarding the Drinking Water System Improvement project for Council review and action. Mr. Davis reported there were three (3) bids submitted; all bids were reviewed for completeness. Warrington Construction was the lowest total bid at \$1,810,211.

City Council awarded the Drinking Water System Improvement project to Warrington Construction by motion from Hinderliter; 2nd by Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

B. City Clerk presented administrative, legal services, and Bond Counsel invoices for payment regarding the Drinking Water System Improvement with concurrence from USDA-RD. Councilmember Stapleton motioned to approve payment of the invoices presented with concurrence from USDA-RD; 2nd by Hinderliter. Motion Carried.

5. Reports

A. Beautification Committee Report - Melba Beautification Committee did not meet. No report available.

B. City Engineer Mike Davis reported on the following items

- Melba Estates has not submitted a response to the comment letter dated December 14, 2018 regarding the Melba Estates Subdivision; no revised preliminary plat has been submitted for review.
- Department of Environmental Quality (DEQ) has not responded to the requested changes to the Compliance Agreement Schedule (CAS) regarding the failed Seepage Test at Wastewater Lagoon 3 was submitted December 28, 2017.
- Once USDA-RD has concurred with the Council's bid award to Warrington Construction for the Drinking Water System Improvement project; Warrington will submit Bond and insurance information for City Attorney review; those steps complete, the project could start in the first weeks of March.
- We have not heard anything regarding the TAP application submitted to LHTAC for the Carrie Rex sidewalk project.

C. Attorney Matsumoto commented on the ongoing items:

- The Attorneys have drafted a letter to Sunwest bank regarding fees requested for providing a proposal to the City for Interim Financing. Requested additional information to move forward.
- Will follow up with TitleOne on status of the Tax-Deed property at 126 Charlotte Dr. Requested contact information.
- Working on an Irrigation Policy regarding the Public Works Superintendents authority to transfer water from lower waste water property. Requested additional information.

D. Public Works Supt. Darrell Romine reported the motor for Well #2 will be pulled tomorrow for repairs, will likely be down about a week.

Mr. Romine reported the new exterior doors, hose bibs replaced, smoke and carbon monoxide alarms have been installed at the City rental, (111 Charlotte Dr.), fencing estimates have been forwarded to Mayor Dickard. Public Works Supt. Romine and Mayor Dickard will make arrangements for a re- inspection of the premises.

Further discussion of the Library roof repairs; Dallas Riley has offered to repair areas of the roof that are exposed.

Mr. Romine reported the Idaho Power submitted the \$4,460 invoice for power installation; this needs to be paid prior to work, Cleary Builders have provided an April 1, 2018 construction start date for the shop.

An advertisement for seasonal labor will be placed in Idaho Press Tribune in March.

With no other business, meeting adjourned at 7:50 pm by motion from Johnshoy; 2nd by Forsgren. Motion Carried

Mayor

Attest:

City Clerk