

**MELBA CITY COUNCIL
AGENDA**

Monday February 13, 2017 8:00 pm
Please note the time change

Roll Call: Council Members: Dickard, Hinderliter, Stapleton
Note: Mayor Luttrell and Councilman Forsgren will be absent
Pledge of Allegiance: Councilmember Dickard

PUBLIC HEARING

This is a continuance of the Public Hearing from January 9, 2017 for Council review and approval/approval with conditions/or denial of Findings of Fact, Conclusion and Order regarding the Vacation of Stokes Ave and Broadway Street for Melba School District 136.
No new testimony will be heard.

Due to an error in the Notice of Publication for the Solid Waste Fee Increase the public hearing was canceled for February 13, 2017 as advertised. Council to set a new hearing for March 13, 2017.

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 9, 2017 Public Hearing and 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.*

- A. Canyon County Sheriff's Deputy – Activity report for Melba area

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. Bailey & Company Chtd to present Audit for Fiscal Year ending September 30, 2016. Council action needed to accept Audit F/Y 2015-16.
- B. Adopt Fair Housing Resolution as required by Idaho Community Development Block Grant application addendum.
- C. Discussion regarding use of 20 acres of City property on Can-Ada Rd.

5. Reports:

- A. Beautification Committee Report- No meeting scheduled; meetings will resume March 13, 2017
- B. City Attorney –William F Gigray
- C. City Engineer – Mike Davis
- D. Public Works – Dennis Rogers

6. Adjourn

Enclosures: Agenda, Public Hearing information, Draft Minutes of January 9, 2017 Public Hearing and Regular meeting, Monthly financial reports, draft Fair Housing Resolution and miscellaneous correspondence.

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.

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 13, 2017

Councilmembers in Attendance: Dickard, Hinderliter, Stapleton

Absent: Mayor Luttrell and Councilman Forsgren

Also present were the following: City Attorney Bill Gigray, City Engineer Mike Davis, City Auditor Cassie Zattiero, Public Works Supt. Dennis Rogers, Melba Little League Representatives Jared Draper and Rob Martinez

PUBLIC HEARING

Councilman Hinderliter opened the Public Hearing.

This was a continuance of the January 9, 2017 Public Hearing regarding the vacation of certain portions of Stokes Ave and Broadway St. for Council review and approval of the Findings of Fact and Conclusion of Law and Order (FFCO) granting declaration of intention to abandon and vacate the subject public right-of-ways. Hinderliter asked for any comments or discussion. There was no one in attendance for comment; Council did not have any other discussion.

Attorney Gigray presented and reviewed the FFCOs for Council consideration. There were no comments or questions from the Council. The Findings of Fact and Conclusions of Law and Order were approved by motion from Dickard; 2nd by Hinderliter. Motion Carried.

Due to an error in the Notice of Publication for the Solid Waste Fee Increase the public hearing was canceled for February 13, 2017. Councilman Hinderliter allowed for comment if there was anyone in attendance regarding the fee increase. There was no public in attendance to offer comment. Council set a new hearing on the Solid Waste Fee Increase for March 13, 2017. Motion by Hinderliter; 2nd by Dickard. Motion carried

Council closed the Public Hearing. Motion by Hinderliter; 2nd by Dickard

Council moved into regular session.

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 9, 2017 Public Hearing and Regular Meeting
- C. Approve outstanding bills for payment

Consent Agenda was approved with amendment to the Business section to include a request from Melba Little League; Audit will be presented as Item B by motion from Dickard; 2nd by Hinderliter. Motion Carried

- 2. **Presentations:** There were no presentations.
- 3. **Citizen Participation:** There was no Citizen participation.

4. Business

- A. Jared Draper, Soccer Director for Melba Little League (MML) appeared before Council to present a proposal to build semi-permanent soccer goals for the soccer fields at the City Park, the proposal would include four (4) (7'x21') goals for use on the larger fields for the 8 through 12 year old age group and four (4) 4'x6' goals for use on the smaller field for the 5 through 7 year old age group. MML will supply materials volunteers will build the goals. It was proposed the large goals would be left in place for public use after the soccer season. The smaller would be removed at the end of the season and stored.

Public Works Supt., Dennis Rogers requested goals not be left on the fields it will create a nuisance for maintenance of the grass; mowing and watering.

Mr. Draper commented detachable wheels will be available to move the goals on and off the field for special events, such as 4th of July activities.

Attorney Gigray advised that Mr. Rogers and MML work together for placement of the goals and maintenance of the soccer fields during the soccer season.

After much discussion Council agreed to allow MML to build and install the goals with a request that MML representatives attend the June 12, 2017 Council meeting for further discussion on any issues with the goals, if the issues were resolved or other options to allow the goals to remain on the field.

- B.** Cassie Zattiero from Bailey and Company, Chtd presented the City Audit for fiscal year ending September 30, 2016. The Auditor reported there were no discrepancies found during the course of the Audit, the Auditor reported a clean Audit. At his time Councilman Stapleton motioned to accept the Audit for the year ending September 30, 2016 as presented; 2nd by Dickard. Motion Carried.
- C.** A Fair Housing Resolution was presented for adoption as per the requirements for Idaho Community Block Grant application addendum. The Fair Housing Resolution was adopted by motion from Dickard; 2nd Stapleton. Motion Carried.
- D.** Councilman Hinderliter commented Mayor Luttrell has been approached by Officers from the Melba Gun Club regarding use of the City owned property adjacent to the Gun Club. They would like to expand the shooting range, utilizing the City property. Attorney Gigray advised that there is a legal procedure for selling government property, first declaring the property surplus for disposal, then a public auction process. The City could lease the property. Mr. Gigray advised the Council to allow Public Works to assess the intentions of the Gun Club's use, assess the public need of the property and report a plausible recommendation prior to allowing the Gun Club use. Council directed Mr. Rogers to contact Officers at the Melba Gun Club for a report at the March 13, 2017 Council meeting.

5. Reports

- A.** Beautification Committee Report – No report, there was no Beautification meeting this month.
- B.** Attorney Gigray reported he met with Mike Davis to review the Drinking Water System Improvement plans; he now has a better understanding of the water easement and public right-of-way issues. The issues are being resolved.

Mr. Gigray presented an update on legislative issues for the Council's information, comment or questions. Mr. Gigray reviewed the 2017 legislative bill report with interest in HB 130 effecting City Treasurers reporting of City financials; HD 103 effecting property taxes/forgone amount; Senate Bill 1067 effecting Building Codes. There were no questions or comments from the Council.

- C.** City Engineer Mike Davis reported on a meeting with Dennis Rogers and Electrical Engineer for the Drinking Water Improvement Project at the Loomis site regarding the booster station and SCADA program.

Mr. Davis reported that due to the height of the new proposed reservoir a Variance application will need to be submitted to Planning and Zoning. The proposed tank will exceed the current height restriction of twenty-five feet (25').

Mr. Davis reported the City has been invited to submit an addendum to the CDBG (Community Development Block Grant) application submitted November 2016 for Phase 2 of the Drinking Water System Improvement Project. Mr. Davis will work with City Clerk to complete the Addendum Checklist which is due to department of commerce March 3, 2017.

Mr. Davis does not have new information regarding the drop off/pick up issues at the New Melba Elementary at this time; he did receive pictures from Dennis Rogers but has not reviewed them for comment. Mr. Davis will review the pictures for the March 13, 2017 Council meeting.

- D. Public Works** Dennis Rogers reported due to the weather, the water tank inspection was delayed and will be re-scheduled for this month.

The aerator in the sewer lagoon failed, parts ordered, will repair as soon as parts arrive.

Mr. Rogers reported four (4) customer meters froze, two (2) broke; repairs were completed and/or meters replaced and services restored. The water line at the library building in the City Park broke, flooding the basement, destroying several boxes of books and other items. E-mail contact with the library has not been acknowledged. City Clerk will send a letter requesting removal of destroyed items and clean up any damage.

At this time Councilman Dickard requested discussion of a replacement for Dennis Rogers is placed on the agenda for the March 13, 2017 Council meeting. Mr. Rogers has announced his retirement as of October 1, 2017.

- 6. Adjourn** - With no other business, meeting adjourned at 10:00 pm by motion from Stapleton; 2nd by Dickard.
Motion Carried

Mayor

Attest:

City Clerk