

**MELBA CITY COUNCIL
AGENDA**

Monday June 12, 2017 7:00 pm

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

Note: Mayor Luttrell will be absent

Pledge of Allegiance: Councilmember Stapleton

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 May 8, 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. Tabled from May 8, 2017 Council meeting; continue discussion regarding Melba Gun Club request to lease City property adjacent to the Gun Club.
- B. Re-schedule July 10, 2017 Council meeting, Councilmen Dickard and Hinderliter will both be out of town.
- C. 2017-2018 Budget discussion regarding Council salaries. Idaho Code 50-203 Cities choosing to change Mayor and Council salaries must pass and publish an ordinance prior to Thursday, August 24, 2017.

5. Reports:

- A. Beautification Committee Report- Councilman Stapleton
- B. City Attorney –William F Gigray
- C. City Engineer – Mike Davis to present HECO Payment Application #2 for approval subject to USDA-RD concurrence. Regarding the Drinking Water System Improvements project.
- D. Public Works – Dennis Rogers

6. Adjourn

Enclosures: Agenda, Draft Minutes of May 8, 2017 Regular meeting, Monthly Financial Reports, 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 June 12, 2017

Councilman Stapleton opened the meeting at 7:00 pm with Roll Call

Councilmembers in Attendance: Dickard, Forsgren, Stapleton

Note: Mayor Luttrell absent and Hinderliter will be late

Also present were the following: City Attorney Bill Gigray, City Engineer Mike Davis, Public works Supt. Dennis Rogers, Jared Littlelike Melba Little League representative.

Due to the absence of the Mayor and President of the Council Dickard motioned; 2nd by Forsgren to have Councilman Stapleton preside the 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 April 8, 2017 Public Hearing and Regular Meeting
- C. Approve outstanding bills for payment

Consent Agenda was approved as amended to include in City Attorney Gigray's Report; Resolution No. 105 – Authorizing Mayor's Signature for the "Deed of Temporary Construction Easement and Acceptance" with Esaul and Eva Cuevas regarding the Drinking Water System Improvement Project. Citing information for the Resolution was delayed, as time is of the essence approval is necessary at this meeting of the Council. Motioned by, Dickard; 2nd by Forsgren. Motion Carried.

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

- A. Discussion ensued regarding the Melba Gun Club request to lease City property adjacent to the Gun Club. Councilman Dickard reported that he and Mayor Luttrell met with Gun Club members. Gun Club members commented the intended use is to expand the shooting range to allow them to move the trap houses and parking further off the road due to flooding issues. Environmental issues regarding the clay pigeons and lead shot being left on the site was discussed. The pigeons are bio degradable, so there should be no environmental issue. Gun Club members remove the lead out of the field, for minimal impact to the site. Mayor Luttrell agreed to seek a long term lease with the Gun Club and will request City Attorney to draft a lease agreement.

At this time City Attorney Gigray advised Council; to request a proposal from the Gun Club to include the intended use, how long and conditions of the agreement for Public Works review; a Staff Report with findings presented to the City Council for approval. Attorney Gigray commented a long term lease would present issues; the City would first need to declare the property surplus and of no use to the City in the future. A 5-10 year agreement; consider renewal of the agreement at the end of the decided term would be more appropriate. Councilman Dickard agreed to contact Gun Club members with Attorney's comments.

- B. Due to lack of quorum availability the July 10, 2017 Council meeting was re-scheduled to July 3, 2017 at 6:00 pm by motion from Forsgren and Dickard. Motion Carried.
- C. It was the consensus of the Council present to table Budget discussion regarding Council salaries to the June 19, 2017 scheduled workshop; Councilman Dickard requested updated AFLAC information.

5. Reports

- A. Beautification Committee Report – No meeting to report.
- B. Attorney Gigray reported since Kody Aldrich has opted out of the property purchase regarding the Private Water and Sewer Agreement, Attorney Gigray advises to either hold the agreement until a new purchaser submits application or current property owners Brent & Carol Lee and Clark & Vicki Draper submit application.

At this time Attorney Gigray presented Resolution No. 105 for consideration. The Resolution authorizes Mayor Luttrell to enter into the “Deed of Temporary Construction Easement and Acceptance” with Esaul and Eva Cuevas for the purpose of constructing a new water service line and meter for Cuevas’ (owners) of property described as Lots 3, 4 and 5 of Block 2 of the original Plat of the City of Melba. The purpose of the project is to correct the current location of the meter and service line. The project is part of the Drinking Water System Improvements project.

With no questions or comments from Council, Resolution No. 105 was approved for signature by motion from Dickard; 2nd by Stapleton. Roll Call Vote: Dickard, Yes; Forsgren, Hinderliter, absent; Yes; Stapleton, Yes

Attorney Gigray provided information regarding Senate Bill 1074a-Amends Public Works Contractors and Purchasing by Political Subdivision Law. The law exempts construction projects with a total cost of construction is less than \$50,000 from the current requirements of Public Works Contractors Law. It also amends and adds a new section to the Purchasing requirements.

Attorney Gigray reported he has submitted and is waiting for the City Engineer’s review and comments regarding the Attorney’s Opinion for the Drinking Water System Improvement Project. Gigray Reminded Council to consider Nampa Highway District No. 1 work agreement to outline and specify roadway work.

Attorney Gigray did not have any other items to report.

- C. City Engineer Mike Davis reported the Drinking Water System Improvement Project plans have been submitted to United States Department of Agriculture-Rural Development (USDA-RD) and Department of Environmental Quality (DEQ) for review. He has received comments from USDA-RD and is working on a response letter. USDA-RD has submitted plans to Idaho Rural Water Association (IRWA) for review, Dennis Rogers will be working with Kevin McLeod. Mike has not received comment from DEQ.

The temporary easement document will be incorporated into the legal opinion for right-of-way for the Drinking Water System Improvement Project.

City Engineer Davis presented HECO Payment Application #2 in the amount of \$84,786.66 representing eligible engineering services regarding the Drinking Water System Improvement Project for approval subject to USDA-RD approval for payment.

HECO Payment Application #2 in the amount of \$84,786.66 was approved for payment contingent on approval from USDA-RD by motion from Stapleton; 2nd by Forsgren. Motion Carried.

- D.** Public Works Dennis Rogers reported a new flow meter at Well #2 has been installed; will need to have new ground and new receptacle installed, the current line has interference so the meter is not working properly. Dennis has an electrician scheduled. No other items to report.

At this time Councilman Stapleton recognized Jared Littledike from Melba Little League. Mr. Littledike was in attendance to report on the use of the soccer goals that were built and installed at the City Park. Spring soccer season went well and was well attended. Mr. Littledike is requesting that the goals be left on the field for the summer for public use; he has witnessed families out using them. Council asked Public Works if there were any issues with the request. Mr. Rogers commented, they have to trim around the goals with the weed eater, but there are no big issues with leaving them. Mr. Littledike commented that they have a Fall soccer session and would like to leave them over the winter. Council suggested they come back the end of September to discuss allowing the goals to stay on the field.

Discussion ensued regarding trash being left in the park. Mr. Littledike assured the Council and Public Works that he talks with his coaches on a regular basis about cleaning up after games. He suggested the City place the trash receptacles in bins so the wind and dogs cannot knock them over. After further discussion, Councilman Hinderliter suggested the city look into placing signs at the soccer fields and park reminding people to clean up the area when using the park. Council thanked Mr. Littledike for his report, he left at this time.

- 6. Adjourn** - With no other business, meeting adjourned at 8:15 pm by motion from Forsgren; 2nd by Dickard. Motion Carried

Mayor

Attest:

City Clerk