

**MELBA CITY COUNCIL
AGENDA**

Monday November 13, 2017 7:00 pm

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

Pledge of Allegiance: Councilmember Dickard

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 October 9, 2017 Regular Meeting
- C.** Approve the October 2017 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].
- D.** 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 Luttrell and/or City Council members.*

- A.** Canyon County Commissioner Pam White and Canyon County Sheriff Deputy Captain Daren Ward to present update of Canyon County.

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.** Review for acceptance proposals from Sunwest Bank and Zion's Bank regarding Interim Financing for the Drinking Water System Improvement project.
- B.** Appointment of RTAC member for confirmation to COMPASS by November 16, 2017.

5. Reports:

- A.** Beautification Committee Report – Councilman Stapleton
- B.** City Attorney –William F Gigray
- C.** City Engineer – Mike Davis
- D.** Public Works – Darrell Romine to present information regarding new Public Works Shop building project

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

6. Executive Session:

Pursuant to Idaho Code 74-206 Council may convene into Executive Session identifying section 1(a) to consider hiring an individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular need. Roll Call Vote: Dickard, Forsgren, Hinderliter, Stapleton

7. Adjourn

Enclosures: Agenda, Draft Minutes of October 9, 2017 Regular meeting, Monthly Financial Reports, Sunwest Bank Interim Financing proposal, Zion's Bank Interim Financing proposal, Public Works Shop proposal 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 November 13, 2017

Councilmembers in Attendance: Dickard, Forsgren, Hinderliter, Stapleton

Also present were the following: Attorney Matthew Johnson, City Engineer Mike Davis, Public Works Darrell Romine, Melba Gun Club representatives Bill Wood and Ray Montgomery

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 September 11, 2017 Regular Meeting
- C. Treasurer's Report

Consent Agenda was approved inclusive of approval and authorization for the City Treasurer to disburse funds from the City's Treasury in the amount of \$15,512.14 for payment of bills as presented in the Treasurer's Report by motion from Dickard; 2nd by Forsgren. Motion Carried.

2. Presentations

Canyon County Sheriff's Deputy, Captain Daren Ward and Canyon County Commissioner Pam White presented information regarding activities and issues Canyon County are facing in the coming year. Captain Ward is the Commander at the Jail; he gave a short history and talked about the condition of the Jail presently. Commissioner White commented that the Commissioners are working with a consulting firm on a strategic plan for a new Jail. White commented the cost of a new facility is coming in at \$200 Million

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

4. Regular Business

A. Council reviewed Interim Financing proposals from Sunwest Bank and Zions Bank; Attorney Gigray provided a written comparison for Council's consideration. After short discussion Council had several questions and tabled a decision to the December 11, 2017 Council meeting requesting the Mayor and City Clerk meet with the bank representatives to obtain more information, by motion from Hinderliter; 2nd by Forsgren. Motion Carried.

B. Councilman Forsgren agreed to remain Melba's representative for the Regional Transportation Advisory Committee (RTAC). Mayor Luttrell appointed Councilman Forsgren, confirmed by Council with a motion from Dickard; 2nd by Stapleton. Motion Carried. City Clerk was directed to contact COMPASS with the confirmation by November 16, 2017 as requested.

At this time Council amended the agenda to include review for acceptance Canyon county Clerk's certification of election results for the following election: November 7, 2017 Election for Mayor and 2 Council seats by motion from Hinderliter; 2nd by Stapleton. Motion Carried. The election certification was not received by the City Clerk in time for posted agenda. It was the Council's desire to place the item on the November 13, 2017 agenda rather than wait for a future meeting.

C. Council accepted the Canyon County Clerk's certified election results and authorized the City Clerk to issue Certificates of Election for the following offices and candidates; Council, Chris Hinderliter, Council, Hal Forsgren, Mayor, Cory Dickard, by motion from Hinderliter; 2nd by Stapleton. Motion Carried

5. Reports

- A. Beautification Committee Report – Councilman Stapleton reported that the Beautification Committee will purchase a tree to be planted at the American Legion for the Christmas in Melba event. The tree is a Noble Fir from Victory Greens. Cost for the tree, delivery and planting is estimated at \$1,300. Funds from Melba Beautification Committee appropriation will be used.
- B. City Engineer Mike Davis presented information regarding the repairs for Lagoon #3 at the City’s Waste Water Facility. A letter to DEQ regarding the option the City has chosen to repair and retest the lagoon for compliance needs to be submitted prior to November 28, 2017. Mr. Davis has been researching costs for geophysical and visual inspection; visual inspection would be the most feasible. Mr. Davis advised Council to repair the liner at the existing pipe penetration along with the repair of the holes in the liner, this will provide addition protection from possible future leaks. Mr. Davis proposed to complete the repairs and inspection April to May of 2018, the seepage test in June 2018
- C. Attorney Johnson did not have any new items for Council at this time.
- D. Public Works Supt. Darrell Romine reported on a proposal for the new Public Works shop building. A proposal from Cleary Building for \$45,900 includes a 40’ x 24’ building with 4 bays, office area framed, and a restroom. Bringing electricity to the building will be additional. Mr. Romine commented he would like to locate the shop to a site in the fenced area at the Waste Water Facility property rather than at the Well #2 site. The Waste Water Facility area allows for the larger shop, water and sewer is available and the area is more secure. Mr. Romine has discussed the new location with Mike Davis, City Engineer. After short discussion, Council agreed to locate the shop at the Waste Water Facility. Councilman Dickard commented Romine may need to research cost to bring the electricity to the shop.

Council amended the agenda to remove the Executive Session item and have discussion in open meeting by motion from Hinderliter; 2nd by Dickard. Motion Carried

Council reviewed the Backup Operator Services Agreement. After short discussion and correction Council authorized Mayor Luttrell to initiate the Agreement with Dennis Rogers, by motion from Dickard; 2nd from Stapleton

6. Adjourn

With no other business, meeting adjourned at 8:30 pm by motion from Dickard; 2nd by Forsgren. Motion Carried

Attest:

City Clerk

Mayor