

MELBA CITY COUNCIL

AGENDA

Monday December 10, 2018 7:00 pm

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

Pledge of Allegiance: Councilmember Stapleton

REGULAR MEETING

ACTION
ITEM

1. Consent Agenda

All matters listed within the Consent Agenda are considered routine Action Items 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. Approval of Agenda
- B. Approve draft minutes of November 12, 2018 Regular Meeting
- C. Approve the November 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].
- D. Ordinary and necessary bills to be paid as 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.
- E. Approval of the listed Alcohol Beverage Licenses for January 1, 2019 – December 31, 2019
 - Beer & Wine License No. 1 - Mi Tierra - off premises
 - Beer/Wine & Liquor License No. 2 – Cook's Two Hole Bar and Grill - on premises
 - Beer/Wine & Liquor License No. 3 – Buck's Saloon and Steakhouse - on premises
 - Beer & Wine License No. 4 – Owyhee BBQ – on premises
 - Beer & Wine License No. 5 – Melba Valley Market – off premises

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

ACTION
ITEM

A. City Engineer to present the following regarding the Drinking Water System Improvements project:

- Contractor's Pay Application for Payment No. 6 – Warrington Construction in the amount of \$230,806.71 review for approval with concurrence from USDA-RD.
- Contractor's Pay Application for Payment No. 9 – HECO in the amount of \$18,676.17 review for approval with concurrence from USDA-RD.
- Change Order No. 7 – Warrington Construction – Road Base – Gravel access from Loomis to Wellhouse site amount to be presented with review for approval with concurrence from USDA-RD.

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5. Reports:

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

**ACTION
ITEM** **6. Adjourn**

Enclosures: Agenda, Draft Minutes of November 12, 2018 Regular Meeting, Monthly Financial Reports, miscellaneous correspondence.

City Clerk's Approved Minutes of the City Council Meeting

These Draft Minutes have been approved by the City Council and are the official record relating to the conduct or administration of the City's business, as reflected therein.

City of Melba
Minutes

Monday December 10, 2018

Councilmembers in Attendance: ~~Hinderliter~~ Forsgren, Johnshoy, Stapleton

Note: ~~Forsgren absent~~ Hinderliter absent

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

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 Agenda
- B. Approve draft minutes of November 12, 2018 Regular Meeting/Public Hearing
- C. Treasurer's Report

The Consent Agenda was approved with corrections to the minutes. Inclusive of approval and authorization for the City Treasurer to disburse funds from the City's Treasury in the amount of \$15,686.26 for payment of bills. Motion from Stapleton; 2nd by Forsgren. Motion Carried.

2. Presentations – There was no one in attendance for presentations.

3. Citizen Participation – There was no citizen participation.

4. Regular Business

A. City Engineer, Mike Davis presented the following for review and acceptance:

- Contractor's Application for Payment No. 9 for HECO Engineering in the amount of \$18,676.17 was reviewed and approved with concurrence from USDA-RD by motion from Forsgren; 2nd by Johnshoy. Motion Carried
- Contractor's Application for Payment No. 6 for Warrington Construction in the amount of \$230,806.77 was reviewed and approved with concurrence from USDA-RD by motion from Stapleton; 2nd by Forsgren. Motion Carried.
- Change Order No. 7 – Warrington-Road Base-Gravel access from Loomis to Well House site. Change Order No. 7 was approved with concurrence from USDA-RD by motion from Stapleton; 2nd by Forsgren. Motion carried.

5. Reports

A. Beautification Committee Report – Councilman Stapleton reported, Mayor Dickard met with Mike and Mindy Jameson regarding installation of the proposed Business Sign on their property, which is adjacent to the original proposed property. City Engineer Mike Davis commented the area needs to be staked for reference, we need to determine the area size and a process for the easement agreement. The Committee will need to determine criteria for sign.

In other discussion, proposal for diamond dust for the softball/baseball fields at the City Park was received for \$7,920 per 120 ton. Mayor Dickard suggested we request contribution from Melba Little League and request assistance from Community Auction to help with the cost.

There was no update for playground cover for the remaining playground area outside the play equipment. There were no actions taken on the discussed projects at this time.

B. Attorney Matsumoto reported she has not heard from Jon Stosich regarding process for Quiet Title and closing for 201 2nd St. since the November Council meeting. Attorney Matsumoto reported she has taken a position with another firm; this will be her last meeting with Melba. Mayor and Council thanked her for her work with Melba and wished her well in her future endeavors. Attorney Matsumoto had no other items for discussion.

C. City Engineer Mike Davis reported after working with a civil engineer to help correct the legal description it will be necessary to complete a survey of the property. HECO works with Timberline Surveying, cost is estimated at \$2,500 for this type of survey. Council directed Mr. Davis to move forward with the survey.

Mr. Davis received and reviewed a revised Preliminary Plat for Melba Estates. The revised plat is in compliance with Melba City Code Title 10. Mr. Davis will draft a letter with a recommendation for approval of the revised Plat contingent on conditions of the letter be addressed prior to final submittal.

D. Public Works Supt. Darrell Romine presented a proposal from Energy Management Corporation for maintenance on the emergency standby generator at the Colonial Park sewer lift station in the amount of \$1,215. Darrell commented the generator has not had maintenance since installed 15 years ago. It is suggested the equipment be inspected and maintained annually. Council directed Darrell to move forward with the maintenance as proposed.

Supt. Romine also commented he would like to purchase a meter for bulk water sales, the meter can be connected to a specific fire hydrant. Cost of the meter \$2,103 from Core and Main and is project eligible with the DWS Improvement project. Public Works had no other items report.

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

Attest:

City Clerk


Jon Stapleton
City Clerk


Mayor