

MELBA CITY COUNCIL

AGENDA

Monday February 11, 2019 7:00 pm

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

Pledge of Allegiance: Councilmember Hinderliter

REGULAR MEETING

1. Consent Agenda

ACTION  
ITEM

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 January 14, 2019 Regular Meeting
- C. Approve the January 2019 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.

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. Melba Planning and Zoning Commission to present Findings of Fact, Conclusions and Recommendation of approval for a Preliminary Plat application submitted by Keen Development, LLC/Jason Phillips for Melba Estates Subdivision for review and requesting City Council set a Public Hearing date.

ACTION  
ITEM

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

- Contractor's Pay Application for Payment No. 11 – HECO in the amount of \$14,886.22, for review and approval with concurrence from USDA-RD.
- Contractor's Pay Application for Payment No. 7- Warrington Construction amount presented, for review and approval with concurrence from USDA-RD.
- Contractor's Pay Application for Payment No. 8 – Warrington Construction - FINAL
- Change Order No. 8– Warrington Construction – this Change Order is for quantity adjustments, so the actual installation equals the contracted amounts, to be presented for review and approval with concurrence from USDA-RD.

*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*

C. Mayor Dickard to start a discussion for clarification of Annexation procedures. Regarding the proposed new legislation restricting cities from initiating annexation of parcels of 5 acres or more.

**5. Reports:**

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

**ACTION  
ITEM**    **6. Adjourn**

**Enclosures:** Agenda, Draft Minutes of January 14, 2019 Regular Meeting, Monthly Financial Reports, Planning and Zoning Findings of Fact, Conclusions and Recommendation – Melba Estates, Contractor’s Pay Application No. 11-HECO Engineering, and miscellaneous correspondence.

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 February 11, 2019

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

**Also present were the following:** City Attorney Bill Nichols, City Engineer Mike Davis, Public Works Supt. Darrell Romine, and 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 Mayor, a Councilmember or citizen so requests in which case the item will be removed from the Consent Agenda a placed on the Regular Agenda.*

- A. Approve Agenda
- B. Approve draft minutes of January 14, 2019 Regular meeting.
- C. Treasurer's Report

The Consent Agenda was approved as presented inclusive of approval of and authorization for the City Treasurer to disburse funds from the City's Treasury in the amount of \$24, 594.82 for payment of bills. Motion from Stapleton; 2<sup>nd</sup> by Forsgren. Motion Carried.

**2. Presentations:**

There were no presentations.

**3. Citizen Participation:**

There was no citizen participation

**4. Regular Business:**

A. Council accepted Planning & Zoning Commission Facts of Finding and Recommendations regarding Melba Estates Preliminary Plan submitted by Keen Development, LLC-Jason Phillips and set a Public Hearing for Monday, March 11, 2019 at 7:00 pm. By motion from Johnshoy; 2<sup>nd</sup> by Stapleton. Motion Carried.

B. City Engineer presented the following for review and acceptance

- Contractor's Pay Application No. 11 for HECO Engineers was approved for payment in the amount of \$14, 886.22 with concurrence of USDA-RD by motion from Stapleton; 2<sup>nd</sup> by Forsgren. Motion Carried.
- Contractor's Pay Application No.7 for Warrington Construction was approved for payment in the amount of \$91,189.75 with concurrence from USDA-RD by motion from Forsgren; 2<sup>nd</sup> by Hinderliter. Motion carried.
- Contractor's Pay Application No. 8-FINAL was approved for payment in the amount of \$95,083.62 with concurrence from USDA-RD by motion from Stapleton; 2<sup>nd</sup> by Hinderliter. Motion Carried.
- Change Order No. 8 for Warrington Construction for quantity adjustments, so the actual installation equals the contracted amounts for a decrease of \$7,498.38 was approved with concurrence form USDA-RD by motion from Hinderliter; 2<sup>nd</sup> by Forsgren. Motion carried.

C. City Attorney Bill Nichols presented information regarding the Annexation process, and the City's ability to annex certain properties for orderly growth.

**5. Reports**

A. Beautification Committee – No meeting this month; Committee with meet in March.

B. City Attorney did not have any new items for Council at this time; reported paper work regarding 126 Charlotte Dr. litigation is moving forward with new information.

C. City Engineer did not have any other items for Council at this time.

D. Public Works Supt., Darrell Romine did not have any items for the Council at this time.

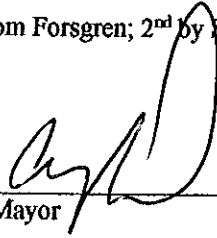
6. Adjourn - With no other business, meeting adjourned at 7:35 pm by motion from Forsgren; 2<sup>nd</sup> by Stapleton. Motion Carried

Attest:

City Clerk

  
Dawn Stapleton

Mayor

  
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