

**MELBA CITY COUNCIL
AGENDA**

Monday July 15, 2019 7:00 pm

Note change of meeting date

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

Pledge of Allegiance: Councilmember Forsgren

**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 June 17, 2019 Regular Meeting
- C. Approve the June 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. Review Lease Agreement for 111 Charlotte Dr. tabled from the June 17, 2019 City Council Meeting.

**ACTION
ITEM**

B. Public Works Supt. Darrell Romine recommendation for City Facilities Use Application submitted by SpeedyQuick Net Works, Inc. requesting use of the Water Tower at Well #1 for wireless internet equipment installation tabled from the June 17, 2019 City Council meeting.

**ACTION
ITEM**

C. Draft Ordinance 264 – Amending Title 10 Chapter 6 to Provide Regulations for Recreation Vehicles and Their Placement and Storage with Melba City limits, as submitted by Melba Planning and Zoning. For review and/or adoption using suspension of the three (3) readings rule. Roll call vote: Forsgren, Hinderliter, Johnshoy, Stapleton

**ACTION
ITEM**

D. Tentative Budget for Fiscal Year 2019-20 for adoption or adoption with changes.

5. Reports:

- A. Melba Beautification Committee - Councilman Stapleton
- B. City Attorney – Kirk Houston
- C. City Engineer - Mike Davis

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

D. Public Works - Darrell Romine

6. Executive Session

Council may convene into Executive Session under Idaho Code 74-206(1)(f) to communicate with legal counsel to discuss ramifications of and legal options for pending litigation. By motion and Roll Call Vote: Forsgren, Hinderliter, Johnshoy, Stapleton

**ACTION
ITEM**

8. Adjourn

Enclosures: Agenda, Draft Minutes of June 17, 2019 Regular Meeting, Monthly Financial Reports, Quarter Financial Report, P&Z draft Minutes of July 11, 2019, draft Ordinance 264-Amending Title10-6 RV Regulations, Rental Agreement, and any miscellaneous correspondence.

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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 July 15, 2019

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

Also present were the following: City Attorney Kirk Houston, City Engineer Mike Davis, Public Works Supt. 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 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 June 17, 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 \$15,683.22 for payment of bills to include regular bills that have not been received. Motion from Stapleton; 2nd by Hinderliter. Motion Carried.

2. Presentations:

There was no one in attendance for a presentation.

3. Citizen Participation:

There was no one in attendance for citizen participation

4. Regular Business:

A. Review of the Rental Agreement for 111 Charlotte Dr was tabled from the June 17, 2019 City Council meeting to allow Mayor Dickard and Public Works Darrell Romine an opportunity to conduct a home inspection prior to renewal. Mayor Dickard reported he and Public Works Supt. Darrell Romine conducted a home inspection June 24, 2019. Mayor Dickard and Public Works Romine agreed the home is in good condition, the family is keeping it clean, windows need repair and/or replacement, the City will replace and repair as necessary. Public Works, Romine provided the family with replacement batteries for the smoke alarms that appeared to be non-working. It was the consensus of the Council to raise the rent to \$825, if the tenants agree, \$825 is due starting with September 10, 2019 rental period. If the tenants do not agree, they will have to vacate premises by August 25, 2019. The Rental Agreement will be a six-month (6 month) lease term, by motion from Hinderliter; 2nd by Stapleton. Motion Carried. City Clerk was directed to send a letter to the tenants as per information above.

B. Public Works Supt. Darrell Romine is waiting for additional information from SpeedQuick representative John Silva regarding the Public Facilities Use Application. The application was tabled to the August 12, 2019 City Council meeting, by motion from Forsgren; 2nd by Hinderliter. Motion Carried

C. Draft Ordinance 264-Amending Title 10 Chapter 6 to Provide Regulations for Recreation Vehicles and Their Placement and Storage within Melba city limits was adopted using suspension of the three (3) readings rule, by motion from Forsgren; 2nd by Hinderliter. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, absent; Stapleton, Yes

D. The Tentative Budget for Fiscal Year 2019-2020 was presented for adoption. After short discussion the Tentative Budget for Fiscal Year 2019-2020 was adopted by motion from Hinderliter; 2nd by Forsgren

5. Reports

A. Beautification Committee – Councilman Stapleton reported The Committee has been awarded \$4,000 through a COMPASS grant for the “Way Finding” signs for Centennial Park. The grant will run through September 2020. Repair of the vinyl fence at Centennial Park facing the alley behind the QRU building was discussed, the City does have some of the pieces needed for the repair, will need to purchase the rest. Will ask Darrell and Tyrell to complete the repairs. Will follow up with Engineer Mike Davis regarding the business sign project.

B. City Attorney Kirk Houston – Follow up for the property at 378 Randolph, regarding the installation of a septic due to the 100 ft provision in City Code. There is a process called a “late comer fee”. The City requires the effected property owner to build the line, when future connections pay the fee to connect a portion of the fee is forwarded as reimbursement to the property owner that built the line. Follow up for Melba Valley Market; the owner has submitted application for rezone and has made contact with the Building Official. Attorney Houston inquired as to the suggested signage for the occupied apartments at Melba Valley Market. At the June meeting he suggested notice of non-compliant use of the property be posted on the apartments to inform anyone occupying the premises is aware the residential use is not in compliance with the City’s commercial zoning classification. Attorney Houston commented the rest of his report will be under Executive Session.

C. City Engineer Mike Davis commented he will be submitting the Operation and Maintenance (O&M) Manual for the Water System project to Department of Environmental Quality (DEQ) on completion of his review. Warrington Construction (water project) is working out a schedule for the pavement repair. Mike has completed the preliminary plat review for Stosich Subdivision and does not recommend approval of the plat at this time. Mike has drafted a letter to request DEQ remove the restriction for extending water main line, the project is at substantial completion. Reminder for the Rural Prioritization Meeting scheduled for Thursday, August 8, 2019 at 3 pm in Greenleaf. This is the annual meeting for Local Rural Highway Investment Program (LRHIP) projects are discussed and ranked. Melba is not applying this year, but should have representation so we stay in the project cycle. Councilman Hinderliter and/or Mayor Dickard will attend, depending on schedules.

D. Public Works Supt., Darrell Romine reported he will be doing follow-up meetings with customers who have sprinklers and/or commercial properties on backflow devices. The sewer manhole in the stubbed end of Atwell Dr., is under pavement and will need to be excavated to inspect for connection of the three properties bordering the south boundary of Colonial Park Subdivision, cost could be above \$2,000, Supt. Romine is requesting authority to move forward with excavation. Council authorized Supt. Romine to move forward, by motion from Hinderliter; 2nd by Forsgren. No other items to report.

6. Executive Session

Council Convened into Executive Session citing Idaho Code 74-206(1)(f) to communicate with legal counsel to discuss ramifications of and legal options for pending litigation. By motion from Hinderliter; 2nd by Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, absent; Stapleton, Yes.

Out of Executive Session Council motioned back into Regular Session and declared there were no actions taken in Executive Session by motion from Hinderliter; 2nd by Stapleton. Motion Carried

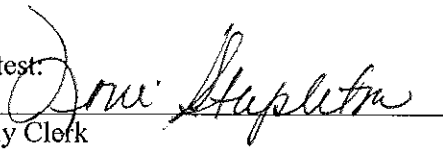
7. Miscellaneous

In miscellaneous discussion Mayor Dickard reported there has been no Library activity this year. Mayor Dickard would like to discuss options for the building if the Library Board decides to dissolve and discontinue use of the building at the August 12, 2019 City Council meeting.

8. Adjourn - With no other business, meeting adjourned at 8:45 pm by motion from Hinderliter; 2nd by Stapleton. Motion Carried

Attest:

City Clerk



Jon Stapleton
City Clerk



Mayor