

MELBA CITY COUNCIL
AGENDA

Monday November 12, 2018 7:00 pm

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

Pledge of Allegiance: Councilmember Johnshoy

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 October 8, 2018 Public Hearing and Regular Meeting
- C. Approve the October 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.

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. Draft Resolution No. 115-Authorizing an Agreement with an Independent Contractor for Web-Site Management and Hosting for review and/or adoption.

ACTION
ITEM

B. Draft Ordinance No. 263-Supplement to Bond Ordinance No. 255 for review and adoption using suspension of the three (3) readings rule. Roll Call Vote: Forsgren, Hinderliter, Johnshoy, Stapleton.

ACTION
ITEM

C. Approval of Beer and Wine On-Premises License Application for Tacos El Centro.

ACTION
ITEM

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

- Contractor's Pay Application for Payment No. 5 – Warrington Construction in the amount of \$236,126.30 for review and approval with concurrence from USDA-RD.
- Contractor's Pay Application for Payment No. 8 – HECO in the amount of \$15,992.91 for review and approval with concurrence from USDA-RD.
- Change Order No. 6 – Warrington – 30-day Contract Time extension without contract price adjustment for review and approval with concurrence from USDA-RD.

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- Discussion and/or action to discuss a possible Change Order No. 7 for HECO and Warrington for changes in location of the SCADA system from Wellhouse No. 2 to the new Public Works Shop; cost to be determined. Requesting authorization for the change subject to USDA-RD approval, provided costs fit within the project funding.

E. Regional Transportation Advisory Committee (RTAC) appointment; confirmation due to COMPASS by November 16, 2018. Current appointee is Hal Forsgren.

F. Jon Stosich – status of closing sale on property located at 201 2nd St., Melba, Idaho.

5. Reports:

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

6. Adjourn

Enclosures: Agenda, Draft Minutes of October 8, 2018 Public Hearing/Regular Meeting, Monthly Financial Reports, Draft Ordinance No. 263, Draft Resolution No. 115, Contractor's Pay Application for Payment No. 8 for HECO Engineering, Contractor's Pay Application for Payment No. 5 for Warrington, DEQ correspondence, COMPASS 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 November 12, 2018

Councilmembers in Attendance: Hinderliter, Johnshoy, Stapleton

Note: Forsgren 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 October 8, 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 \$10,369.36 for payment of bills. Motion from Stapleton; 2nd by Hinderliter. Motion Carried.

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

3. Citizen Participation -- There was no citizen participation.

4. Regular Business

A. Draft Resolution No. 115- Authorizing an Agreement with an Independent Contractor for Web-Site Management and Hosting was adopted by motion from Hinderliter 2nd by Stapleton.

B. Draft Ordinance No. 263 -- Supplement to Bond 2018 Ordinance No. 255 was adopted using suspension of the three (3) readings rule by motion from Stapleton; 2nd by Johnshoy. Roll Call Vote: Forsgren, absent; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

C. Tacos El Centro on-premises Beer and Wine License No. 6 was approved for issue by motion from Stapleton; 2nd by Hinderliter. Motion Carried.

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

- Contractor's Application for Payment No. 8 for HECO Engineering in the amount of \$15,922.51 was reviewed and approved with concurrence from USDA-RD by motion from Hinderliter; 2nd by Stapleton. Motion Carried
- Contractor's Application for Payment No. 5 for Warrington Construction in the amount of \$236,126.30 was reviewed and approved with concurrence from USDA-RD by motion from Hinderliter; 2nd by Stapleton. Motion Carried.
- Change Order No. 6 -- 30-day Contract Time Extension without contract price adjustment was approved with concurrence from USDA-RD by motion from Stapleton; 2nd by Johnshoy. Motion carried. The reason for this time extension is due to shipment and installation of the tank, Warrington did not have control over the time line.
- For discussion and possible action Mr. Davis presented information for proposed Engineer Amendment No. 2 for HECO Engineering and Change Order No. 7 for Warrington regarding changes in location of the

SCADA System from Wellhouse No. 2 to the Public Works shop/office. Costs to be determined; Southern Idaho Electric is unable to provide a cost until a design is completed by DC Engineering. Mr. Davis is requesting authorization to move forward with the Amendment and Change Order with consent from USDA-RD that costs are within the project's funding. Council authorized signature for Engineer Amendment No. 2 and Change Order No. 7 upon USDA-RD concurrence of the costs by motion from Stapleton; 2nd by Hinderliter. Motion Carried

At this time Mayor requested a change in agenda order to allow Jon Stosich to report on the status of closing the sale of 201 2nd St.

E. Mr. Stosich reported he is working with TitleOne to close on the sale of 201 2nd St., the title company is requiring a Quiet Title process before closing on the property; Mr. Stosich has volunteered to pay for the process, but is proposing, if a clear title is not available he would like to back out the of the sale, retain his down payment. City Attorney Matsumoto commented they (White Peterson) are aware of the Quiet Title issue for the property and would like to discuss the issue with Mr. Stosich. Mr. Stosich agreed to contact the attorney's office to discuss the process. Attorney Matsumoto will report and discuss the issue with Matt Johnson.

F. Council discussed City representation for COMPASS - Regional Transportation Advisory Committee (RTAC). Due to schedule conflicts with Council members being available for mid-day meetings, City Engineer suggested a representative from HECO Engineering if COMPASS will allow City representation by someone other than an elected official. Council directed the City Clerk to contact COMPASS to inquire if the representation for Melba. Council appointed Phil Bandy, HECO Engineers for Melba Representative, if an elected official is required, Councilman Forsgren will remain the City's listed representative by motion from Stapleton; 2nd by Hinderliter. Motion Carried

5. Reports

A. Beautification Committee Report – Councilman Stapleton reported, Committee members present at tonight's meeting discussed location for the proposed Business sign sponsored by HECO to be located on Southside and Stokes. Councilman Stapleton visited the site but did not locate the survey pins. After short discussion, it was the consensus of the Committee members present to; a) locate the sign on the across Stokes on Southside if an easement can be obtained; b) contact neighboring property owner for easement and c) request an easement from Melba School District. In other discussion the Committee discussed installation of playground cover for the remaining playground area outside the play equipment area and replacing the "diamond dust" in the softball fields. The Committee will research costs for each of the covers. There were no actions taken on the discussed projects at this time.

B. Attorney Matsumoto reported she is working on the correction for the 126 Charlotte Dr property legal description to proceed with the Quiet Title Search and eviction process. Attorney Matsumoto had no other items for discussion.

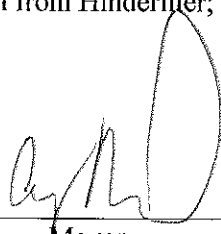
C. City Engineer Mike Davis reported after working with the legal description for 126 Charlotte Dr he has not been able to close a portion of the plat as written in the legal description from the Warranty Deed. He will work with a civil engineer to help correct the legal description. It may be necessary to complete a survey of the property.

The seepage test for Pond 3 was accepted by DEQ, as per the letter attached to the City Council packet. The City has met the 10-year Seepage Test requirement for Pond 3..

A revised Preliminary Plat was received and reviewed for Melba Estates. There are items from the initial submittal Engineer Comment letter dated December 3, 2017 not addressed. Mr. Davis has requested the additional information from the project Engineer before the Preliminary Plat can be moved forward.

D. Public Works Supt. Darrell Romine reported things are going well, scheduled to winterize the Library this week. Public Works had no other items report.

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



Mayor

Attest:

City Clerk