

MELBA CITY COUNCIL
AGENDA

Monday February 10, 2020 7:00 pm

Roll Call: Council Members: Forsgren, Hinderliter, Johnshoy, Stapleton
Pledge of Allegiance: Councilmember Forsgren

A PUBLIC HEARING

Jon Mortensen -Annexation 2019-01 - Continuance of the January 13, 2020 Public Hearing to allow City Council review and adoption of the Findings of Fact, Conclusion of Law & Order of Decision for Annexation 2019-01-- 0 Randolph Ave. No new testimony will be taken.

City of Melba – Annexation Application 2019-03 – Purpose of the Public Hearing is for Council to receive testimony on an application for annexation of 1.43 acres described as 02-1S-2W NE TX 14423 That portion of the SE ¼ of Sec. 2, Township 1 South Range 2 West of the Boise Meridian, Canyon County, Idaho lying North of the Rimrock. More commonly known as 126 Charlotte Dr., Melba, Canyon County, Idaho 83641. Proposed Zoning of R-1 (Single Family Residential)

Jon Stosich – Annexation Application 2019-04 – Purpose of the Public Hearing is for Council to receive testimony on an application for annexation of 14.5 acres of property described as Parcel 6 as shown on the Record of Survey and is located in the SW¼ of the NE¼ and the SE¼ of the NW¼ of Se. 36, Township 1 North, Range 2 West, Boise Meridian, Canyon County, Idaho more commonly described as the property approximately 675 feet East of Randolph Ave., Melba, Canyon County, Idaho 83641. Proposed Zoning: R-1 (Single-Family Residential).

REGULAR SESSION

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 January 13, 2020 Public Hearing/Regular Meeting
- C. Approve the January 2020 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.*

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

4. Business

- ACTION ITEM A. Cassie Zattiero from Bailey & Company to present Audit Report for Fiscal Year ending September 30, 2019. Council action to accept Audit F/Y 2018-2019 as presented.
- ACTION ITEM B. Review information/proposal for installation of a new Babe Ruth/American Legion full-size baseball field on the north east end of the existing Soccer field.
- ACTION ITEM C. Continue discussion from the January 13, 2020 Council meeting regarding the Rental Agreement for 111 Charlotte Dr., Melba.
- ACTION ITEM D. Review and first reading for Draft Ordinance No. 268-Annex 0 Randolph Ave., Melba, Idaho for approval with possible Motion to use suspension of the three (3) readings rule. Roll Call Vote: Forsgren, Hinderliter, Johnshoy, Stapleton

5. Reports

- A. Melba Beautification Committee - Councilman Stapleton
- B. City Attorney – Kirk Houston
- C. City Engineer - Mike Davis
- D. Public Works - Darrell Romine
- E. Building Official – Chuck Pavelka-written report

6. Adjourn

Enclosures: Agenda, Draft Minutes of January 13, 2020 Public Hearing/Regular Meeting, Monthly Financial Reports Babe Ruth/American Legion Baseball Field proposal, Findings of Fact, Conclusions of Law and Order of Decision – Annexation 2019-01 – 0 Randolph, Draft Ordinance NO. 268-Annex 0-Randolph Ave, Melba, Idaho Building Official written report, and miscellaneous correspondence

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City of Melba
Minutes

Monday February 10, 2020

Councilmembers in Attendance: Forsgren, Hinderliter, Johnshoy, Stapleton

Councilmembers Absent:

Also present were the following: City Attorney Kirk Houston, City Engineer Mike Davis, Cassie Zattiero from Bailey & Company, Mike Waite of Babe Ruth/American Legion Baseball, Jon Mortensen, Jon Stosich and interested citizens.

PUBLIC HEARING

Mayor Dickard read the Opening Statement.

This is a continuance of the January 13, 2020 Public Hearing to allow Council to review for approval the Findings of Fact, Conclusion of Law and Order of Decision for Annexation Application 2019-01 submitted by Jon Mortensen. No testimony will be taken on this issue.

Councilman Hinderliter motioned to close this portion of the Public Hearing; 2nd by Johnshoy.

Jon Mortensen -Annexation 2019-01: After short discussion, Findings of Fact, Conclusion of Law and Order of Decision for the Annexation of 0 Randolph Ave., Melba Idaho was approved by motion from Hinderliter; 2nd by Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Public Hearing continued for the following items:

City of Melba – Annexation Application 2019-03 – Purpose of the Public Hearing is for Council to receive testimony on an application for annexation of 1.43 commonly known as 126 Charlotte Dr., Melba, Canyon County, Idaho 83641. Proposed Zoning of R-1 (Single Family Residential)

There was no one in attendance to offer testimony in favor of or opposition to this application. This portion of the Public Hearing was closed by motion from Stapleton; 2nd by Forsgren. After short discussion Council approved the annexation directing Staff to draft Findings of Fact, Conclusion of Law and Order of Decision by motion from Hinderliter; 2nd by Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Jon Stosich – Annexation Application 2019-04 – Purpose of the Public Hearing is for Council to receive testimony on an application for annexation of 14.5 acres of property described as Parcel 6 as shown on the Record of Survey and is commonly described as the property approximately 675 feet East of Randolph Ave., Melba, Canyon County, Idaho 83641. Proposed Zoning: R-1 (Single-Family Residential).

Testimony in favor

Applicant, Jon Stosich, 6579 Blue Ox Lane, Melba Idaho is in support of the application, the request is within the guidelines of the Melba Comprehensive Plan and the property is adjacent to the Melba City limits. Approval of the annexation will allow the City jurisdiction and more control for the growth in the area.

There were no other persons in attendance for offer testimony in favor of or opposition to this application. This portion of the Public Hearing was closed by motion from Johnshoy; 2nd by Hinderliter. After short discussion Council approved the annexation directing Staff to draft Findings of Fact, Conclusion of Law and Order of Decision by motion from Forsgren; 2nd by Hinderliter. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Council moved into regular session at this time.

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 January 13, 2020 Public Hearing/Regular Meeting
- C. Treasurer's Report

Consent Agenda was approved as presented with inclusive of approval of and authorization for the City Treasurer to disburse funds from the City's Treasury in the amount of \$17,982.42 for payment of bills to include regular bills that have not been received. Motion from Stapleton; 2nd by Johnshoy. Motion Carried.

2. Presentations:

There were no presentations

3. Citizen Participation:

There was no citizen participation.

4. Regular Business:

A. Cassie Zattiero, Bailey and Company presented the audit for fiscal year 2018-2019. Ms. Zattiero reported a clean Audit for the City. Council thanked Ms. Zattiero for the report. With no questions from the Council the Audit for Fiscal Year 2018-2019 was accepted as presented by motion from Hinderliter; 2nd by Forsgren. Motion Carried.

B. Mike Waite presented a proposal for installation of a new Babe Ruth/American Legion full-size baseball field on the north east side of the soccer field for Council review. Council is in support of the improvements, there were several options and ideas for placement of the field suggested by Council members. Council requested Mike Waite present the suggested options to the other Board members and present a new plan at a future City Council meeting.

C. Discussion continued from the January 13, 2020 meeting regarding the Lease Agreement for 111 Charlotte Dr. Due to the extensive repairs needed for the house Council decided to terminate the lease with the renters and directed City Attorney to draft a letter of termination effective March 31, 2020, waiving the rent for March by motion from Hinderliter; 2nd by Forsgren. Motion Carried

D. Draft Ordinance No. 268 – Annexing 0 Randolph Ave., Melba, Idaho was reviewed for approval. Motion by Forsgren to use suspension of the three (3) readings rule; 2nd by Hinderliter. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Draft Ordinance No. 268 was read by title and approved using suspension of the three (3) readings rule by motion from Forsgren; 2nd by Stapleton. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

5. Reports

A. Beautification Committee – Mayor Dickard reported there was no quorum for business, those in attendance discussed the way-finding signs and where the kiosks will be installed at Centennial Park. Melba Clean-Up and Arbor Day were discussed.

B. City Attorney Kirk Houston – Attorney Houston offered information and process for the sale of City property. Attorney Houston offered information requested regarding a “definition” of a business for signage for the Business sign proposed at Stokes and Southside Blvd. and if the City has the authority to limit who is included on the sign. Attorney Houston suggested the Council could create a policy for a process, with a waiting list for businesses wanting to advertise on the sign.

C. City Engineer Mike Davis reported the bid for Well #3 is ready and will submit it to Commerce for review. Mr. Davis reported there is \$60,000 left in the USDA-RD grant available to use in Phase 2 of the Drinking Water System Improvement project; the funds will be used for additional distribution improvements. The water line on Baseline from Randolph Ave, to Carrie Rex Ave is proposed.

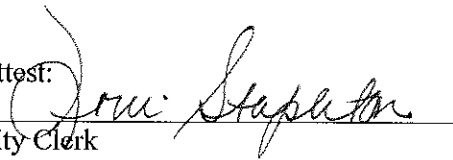
Mr. Davis has completed the review for Melba Estates Subdivision Final Plat; the approval letter will be complete and mailed this week. Review for preliminary plans submitted by Stosich and Royalmaid Subdivisions have been conducted, comment letters will be complete and mailed this week.

D. Public Works Supt., Darrell Romine was not in attendance, he was attending training in Twin Falls.

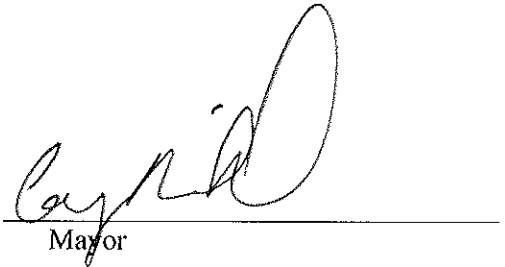
6. Adjourn - With no other business, meeting adjourned at 9:10 pm by motion from Hinderliter; 2nd by Johnshoy Motion Carried.

Attest:

City Clerk



City Clerk



Mayor

09/30/20
08:30:25

CITY OF MELBA
Claim Details by Posted Date
For Claims from 02/10/20 to 02/10/20

Page: 1 of 3
Report ID: AP100

First Interstate Bank

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5817	6762S	14 ANALYTICAL LABORATORIES, INC.	16.00					
1	69567	01/31/20 Monthly TC	16.00			25 43400	350	10103
5819	6766S	193 Dennis Rogers	225.00					
1	025	01/31/20 Contract B/Up Operator DWC	75.00			25 43400	300	10103
2	025	01/31/20 Contract B/Up Operator WW	150.00			26 43500	300	10103
5820	6765S	140 CenturyLink	348.56					
1		01/25/20 Well House #1-DSL	73.98			25 43400	690	10103
2		01/25/20 Col. Park Lift Station	39.56			26 43500	690	10103
3		01/25/20 Sewer Screen Building	39.56			26 43500	690	10103
4		01/25/20 City Hall phone lines/Broadban	195.46			1 41000	690	10103
5837	6772S	334 WEX Bank	102.57					
1	63605531	01/31/20 Pick up fuel	102.57			25 43400	390	10103
5838	6773S	181 WHITE PETERSON ATTORNEYS AT LAW	521.85					
1	137954	01/31/20 Jan 2020 Retainer	375.00			1 41000	650	10103
4	137954	01/31/20 Jan 2020 Retainer	125.00			25 43400	650	10103
5	137954	01/31/20 non-retainer/mileage	21.85			1 41000	650	10103
5839	6769S	94 J&M SANITATION	5,444.70					
1		01/31/20 Trash Collections-Jan 2020	5,444.70			28 43600	320	10103
5841	6761S	999999 ALERT MAGAZINE, LLC IDAHO	155.00					
1	4891	02/05/20 Annual Support Advertisement	155.00			1 41000	390	10103
5842	6763S	999999 ASKATU CONSTRUCTION	1,088.00					
1		02/10/20 Install Manhole access gates	1,088.00			26 43500	390	10103
5843	6764S	18 BAILEY & COMPANY, CHARTERED	9,500.00					
1	98991	02/06/20 Audit FY 2018-19	3,250.00			1 41000	650	10103
2	98991	02/06/20 Audit FY 2018-19	1,750.00			25 43400	650	10103
3	98991	02/06/20 Audit FY 2018-19	2,000.00			26 43500	390	10103
4	98991	02/06/20 Audit for DWS project	2,500.00			30 43400	721	10103
5844	6767S	999999 FIRE EXTINGUISHER CO, INC.	75.00					
1	57996	02/07/20 Pwks-Fire Exting. maintenance	25.00			25 43400	390	10103
2	57996	02/07/20 Pwks-Fire Exting. maintenance	25.00			26 43500	390	10103
3	57995	02/07/20 City Hall-Fire Exting maintena	25.00			1 41000	710	10103

09/30/20
08:30:25

CITY OF MELBA
Claim Details by Posted Date
For Claims from 02/10/20 to 02/10/20

Page: 2 of 3
Report ID: AP100

First Interstate Bank

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Line #	Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj		Account
5845	6768S	85 IDAHO PRESS-TRIBUNE	65.72						
1	022032538	02/07/20 Pub Hearing-Annex 2019-01	65.72			1 41000	650		10103
5846	6770S	158 STERLING CODIFIERS	333.00						
1	800620	01/28/20 Codiify-Ords 264 , 265	333.00			1 41000	650		10103
5854	6771S	175 VERIZON WIRELESS	107.02						
1	9847210205	01/26/20 City Clerk cell phone	53.51			1 41000	690		10103
2	9847210205	01/26/20 Public Works cell phone	53.51			25 43400	690		10103
		# of Claims 13	Total: 17,982.42						

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

09/30/20
08:30:25

CITY OF MELBA
Fund Summary for Claims by CL Posted Date
For Claims from 02/10/20 to 02/10/20

Page: 3 of 3
Report ID: AP110

Fund/Account	Amount
1 General	
10103 General Cash Account	\$4,474.54
25 Water	
10103 General Cash Account	\$2,221.06
26 Sewer	
10103 General Cash Account	\$3,342.12
28 Solid Waste	
10103 General Cash Account	\$5,444.70
30 Drinking Water Improvements	
10103 General Cash Account	\$2,500.00
Total:	\$17,982.42