

MELBA CITY COUNCIL

AGENDA

Amended 2-28-2020

Note change in date

Monday March 2, 2020 7:00 pm

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

Pledge of Allegiance: Councilmember Johnshoy

A PUBLIC HEARING

This is a continuance from the February 10, 2020 Public Hearing for the Council to review and accept the Findings of Fact, Conclusion of Law and Order of Decision on the following items:

ACTION ITEM City of Melba – Annexation Application 2019-03 – Annexation of 1.43 acres commonly known as 126 Charlotte Dr., Melba, Canyon County, Idaho 83641. Proposed Zoning of R-1 (Single Family Residential)

ACTION ITEM Jon Stosich – Annexation Application 2019-04 – Annexation of 14.5 acres of property described as Parcel 6 as shown on the Record of Survey 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

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 February 10, 2020 Public Hearing/Regular Meeting
- C. Approve the February 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, to include bills not yet received due to early meeting, 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. Review and first reading for Draft Ordinance No. 269 – Annexing 126 Charlotte Dr., Melba, Idaho for approval with possible Motion to use suspension of the three (3) readings rule. Roll Call Vote: Forsgren, Hinderliter, Johnshoy, Stapleton
- ACTION ITEM B. Review and first reading for Draft Ordinance No. 270 – Annexing 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
- ACTION ITEM C. Review and discussion of the proposal to increase Canyon County vehicle registration fees Memorandum of Understanding (MOU). Council action to authorize the Mayor's signature.
- ACTION ITEM D. City Engineer to present HECO Amendment No. 6 to the Drinking Water System Improvement Project for work needed to complete an additional schedule to complete water line improvement on Baseline from Carrie Rex to Randolph using the remaining USDA-RD Grant funds for Council approval with concurrence from USDA-RD.
- ACTION ITEM E. Review and first reading for Draft Ordinance #271 -Amending Melba City Code 8-2-7 (E) providing requirements for connection to city sewer 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
- B. City Attorney – Kirk Houston to present for discussion draft Grant of Easement for proposed Business sign. No action to be taken at this time
- C. City Engineer - Mike Davis
- D. Public Works - Darrell Romine
- E. Building Official – Chuck Pavelka-written report

6. Adjourn

Enclosures: Agenda, Draft Minutes of February 10, 2020 Public Hearing/Regular Meeting, Monthly Financial Reports, Findings of Fact, Conclusions of Law and Order of Decision – Annexation 2019-03 – 126 Charlotte Dr., Findings of Fact, Conclusions of Law and Order of Decision – Annexation 2019-04– 0 Randolph Ave., Draft Ordinance No. 269-Annex 126 Charlotte Dr., Melba, Idaho, Draft Ordinance No. 270-Annex 0-Randolph Ave., Melba, Idaho, Draft Ordinance No. 271 Amending Melba City Code Title 8-2-7 (E), MOU-Canyon County Proposed Vehicle Registration Fee Increase, HECO Amendment No. 6, Grant of Easement, Building Official written report, and 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 March 2, 2020

Councilmembers in Attendance: Forsgren, Hinderliter, Johnshoy, Stapleton

Also present were the following: City Attorney Kirk Houston, City Engineer Mike Davis, Public Works Darrell Romine, Jeff Barnes, City of Nampa and interested citizens.

PUBLIC HEARING

This is a continuance of the February 10, 2020 Public Hearing to allow Council to review for approval the Findings of Fact, Conclusion of Law and Order of Decision for Annexation Application 2019-03 submitted by City of Melba and Annexation Application 2019-04 submitted by Jon Stosich. No testimony will be taken on these issues.

City of Melba – Annexation Application 2019-03: After short discussion, Findings of Fact, Conclusion of Law and Order of Decision for the Annexation of 126 Charlotte Dr, Melba Idaho was approved by motion from Hinderliter; 2nd by Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Jon Stosich – Annexation Application 2019-04 – 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.

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

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 a placed on the Regular Agenda.

- A. Approve Agenda
- B. Approve draft minutes of February 10, 2020 Public Hearing/Regular Meeting
- C. Treasurer's Report

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 \$12,868.28 for payment of bills to include regular bills that have not been received due to the early meeting. Motion from Forsgren; 2nd by Hinderliter. Motion Carried.

2. Presentations:

There were no presentations

3. Citizen Participation:

There was no citizen participation.

A. Council reviewed Ordinance No. 269-Annexing 126 Charlotte Dr.. Motion by Hinderliter to suspend with the three (3) readings rule; 2nd by Stapleton. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Draft Ordinance No. 269 was read by title and approved using suspension of the three (3) readings rule by motion from Forsgren; 2nd by Hinderliter. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

B. Council reviewed Ordinance No. 270-Annexing 0 Randolph Ave. Motion by Forsgren to suspend with the three (3) readings rule; 2nd by Hinderliter. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Draft Ordinance No. 270 was read by title and approved using suspension of the three (3) readings rule by motion from Stapleton; 2nd by Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

C. Jeff Barnes from the City of Nampa presented information regarding a proposed increase to Canyon County vehicle registration fees; in order to place a vehicle registration fee increase initiative on the ballot for the November election a Memo of Understanding (MOU) needs to be accepted and signed by the four (4) Highway Districts and nine (9) cities within Canyon County. Mr. Barnes commented once the MOU is accepted and signed, the MOU will be presented Canyon County Commissioners for authorization and approval to place it on the November 2020 ballot. The group will then begin to educate the public on how the fee increase will help to improve the transportation infrastructure in our cities.

Mayor Dickard commented that after the initial meeting with Mr. Barnes he (Mayor Dickard) spoke with the Seniors at the Melba Senior Center and at the School Board meeting to get an idea of public response. The response was negative toward any fee increase. \$25 per registration is too much to ask of our citizens, especially those on fixed and lower incomes.

Mr. Barnes understands the city's concerns. Mr. Barnes commented the increase would allow the people that use the roads, to help pay for the roads. The fee increase is also an alternative to property tax increase, instead drivers pay for the roads.

After short discussion Mayor and Council are not comfortable with the MOU and increase; Mr. Barnes offered to come back to a future meeting after Mayor Dickard and Council members had an opportunity to think on the issue. Mayor Dickard agreed to have Mr. Barnes return to the April 13, 2020 Council meeting. Mr. Barnes thanked the Council for their time.

D. City Engineer Mike Davis presented Amendment No. 6 -HECO - for work needed to construct an additional schedule in the Drinking Water System project, to complete water line improvements on Baseline Road from Carrie Rex Ave. to Randolph Ave. using the remaining USDA-RD Grant funds from the Drinking Water System Improvement project.

Amendment No. 6-additional schedule using the remaining USDA-RD Grant funds was approved with concurrence from USDA-RD by motion from Hinderliter; 2nd by Forsgren. Motion Carried

E. Council reviewed draft Ordinance No. 271-Amending Melba City Code 8-2-7(e) -amending connection requirements for public sewer from a 100' of the nearest point of the building requirement to 300' feet from the nearest point of the property boundary requires connection to the public sewer. Hinderliter motioned to suspend with the three (3) readings rule 2nd from Forsgren. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johnshoy, Yes; Stapleton, Yes.

Ordinance No. 271 – Amending Melba City Code 8-2-7(e) 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.

F. Council discussed the \$3,400 cost for appraisal of 126 Charlotte Dr. Attorney Houston commented there does not have to be an official appraisal of the property to set a minimum sale price; Council has the authority to set a minimum value for the property. After short discussion a motion by Hinderliter to decline the appraisal was 2nd by Forsgren. Motion Carried.

City Clerk was directed to contact appraisal company declining the appraisal.

G. Attorney Houston presented a draft Grant of Easement for the Business Sign to be installed at Stokes and Southside on private property. White Peterson conducted a title search; the property is a life estate and Attorney Houston is not sure who has the authority for the agreement. Attorney Houston will continue to work on the issue, the other item in question is the term for the easement; Jameson's are requesting a ten (10) year lease at ten dollars (\$10) per year, City Engineer requested verbiage to allow incidental improvements, to maintain integrity of the sight. After short discussion no action was taken on this item; it was the consensus of the Council to table this issue to the April 13, 2020 Council meeting.

5. Reports

A. Beautification Committee – no meeting

B. City Attorney Kirk Houston – Attorney Houston reported the letter for termination of the lease for 111 Charlotte Dr. was completed and mailed. He did not have any other items at this time.

C. City Engineer Mike Davis reported the bid for Well #3 was submitted to Department of Commerce for review; will work with City Clerk for publication and bid opening schedule.

Mr. Davis reported and provided information per a request from Mayor Dickard for a walking path at the City Park.

Mayor Dickard commented a funding opportunity from AARP Community Challenge Grant is available, Mayor Dickard commented Michele Van Schoiack is working at the Senior Center, after talking with the Seniors, this was one of the activities they said would benefit them. The city has talked about a walking path around the soccer fields in the past, Mayor Dickard suggested contact with Michele to assist with the Grant Application.

Mr. Davis has completed the review for Melba Estates Subdivision Final Plat the approval letter was completed; the Final Plan now goes to P&Z for Findings; Council final approval by Resolution.

Review for Stosich Subdivision Preliminary Plan is not recommended for approval at this time. Review for Royalmaid Subdivisions Preliminary Plan is not recommended for approval at this time.

D. Public Works Supt., Darrell Romine did not have any items to report this month.

E. Building Official, Chuck Pavelka provided a written report to the Council.

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

03/10/20
14:08:06

CITY OF MELBA
Claim Approval List
For the Accounting Period: 3/20

Page: 1 of 1
Report ID: AP100V

For doc #s from 5866 to 5906, First Interstate Bank
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5866		14 ANALYTICAL LABORATORIES, INC.	34.00					
	70303	02/29/20 Monthly TC	16.00			25 43400	350	10103
	70303	02/29/20 Nitrate	18.00			25 43400	350	10103
		Total for Vendor:	34.00					
5906		31 CARDMEMBER SERVICES	548.51					
	03/03/20	Adobe subscript/late fee	53.99			1 41000	390	10103
	03/03/20	Ranger fuel	117.17			25 43400	390	10103
	03/03/20	DW Certifications	90.00			25 43400	150	10103
	03/03/20	WW Certifications	90.00			26 43500	150	10103
	03/03/20	Chevy maintenance	19.58			1 43100	390	10103
	03/03/20	Park Irrigation Pump	75.42			1 43800	400	10103
	03/03/20	IRWA Conf-Hotel	36.18			25 43400	150	10103
	03/03/20	IRWA Conf-Hotel	36.18			26 43500	150	10103
	03/03/20	Lawnmower fuel	29.99			1 43800	390	10103
		Total for Vendor:	548.51					
5870		140 CenturyLink	347.86					
	02/25/20	Well House #1-DSL	73.98			25 43400	690	10103
	02/25/20	Col. Park Lift Station	39.56			26 43500	690	10103
	02/25/20	Sewer Screen Building	39.56			26 43500	690	10103
	02/25/20	City Hall phone lines/Broadban	194.76			1 41000	690	10103
		Total for Vendor:	347.86					
5869		35 CHUCK PAVELKA	347.50					
	114	02/29/20 BP #464 - 203 Carrie Rex Ave.	347.50			1 41900	340	10103
		Total for Vendor:	347.50					
5868		193 Dennis Rogers	225.00					
	026	02/29/20 Contract B/Up Operator DWC	75.00			25 43400	300	10103
	026	02/29/20 Contract B/Up Operator WW	150.00			26 43500	300	10103
		Total for Vendor:	225.00					
5889		85 IDAHO PRESS-TRIBUNE	136.00					
	1201658	02/27/20 JMortensen - Prelim-PH	136.00			1 41000	650	10103
		Total for Vendor:	136.00					
5903	E	87 IDAHO STATE TAX COMMISSION	453.77					
	03/09/20	Admin Salary	187.77			1 41000	110	10103
	03/09/20	Hwy Salary	266.00			1 43100	110	10103
		Total for Vendor:	453.77					
5896		94 J&M SANITATION	4,975.43					
	02/29/20	Trash Collections-Feb. 2020	4,975.43			28 43600	320	10103
		Total for Vendor:	4,975.43					

03/10/20
14:08:06

CITY OF MELBA
Claim Approval List
For the Accounting Period: 3/20

Page: 2 of 3
Report ID: AP100V

For doc #s from 5866 to 5906, First Interstate Bank
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5904	E	128 PERSI	1,920.17					
		03/09/20 Admin Salary	439.40			1 41000	110	10103
		03/09/20 FICA/Retirement	1,090.96			1 41000	210	10103
		03/09/20 Hwy Salary	389.81			1 43100	110	10103
		Total for Vendor:	1,920.17					
5905		203 Simplot Partners	1,215.00					
		216045811 02/25/20 Weed Control- -r-o-w	405.00			1 43100	390	10103
		216045811 02/25/20 Weed Control - Park	405.00			1 43800	390	10103
		216045811 02/25/20 Weed Control - Sewer ponds/	405.00			26 43500	390	10103
		Total for Vendor:	1,215.00					
5902	E	215 United States Treasury	2,474.56					
		03/09/20 Admin Salary	726.71			1 41000	110	10103
		03/09/20 FICA/Retirement	789.78			1 41000	210	10103
		03/09/20 Park Salary	363.07			1 43800	110	10103
		03/09/20 Hwy Salary	595.00			1 43100	110	10103
		Total for Vendor:	2,474.56					
5901		175 VERIZON WIRELESS	107.02					
		9849282818 02/26/20 City Clerk cell phone	53.51			1 41000	690	10103
		9849282818 02/26/20 Public Works cell phone	53.51			25 43400	690	10103
		Total for Vendor:	107.02					
5899		334 WEX Bank	83.46					
		64112073 02/29/20 Pick up fuel	83.46			25 43400	390	10103
		Total for Vendor:	83.46					
		# of Claims	13	Total:				12,868.28
		Total Electronic Claims						4,848.50
		Total Non-Electronic Claims						8019.78

Fund Summary for Claims

Fund/Account	Amount
1 General	
10103 General Cash Account	\$6,569.25
25 Water	
10103 General Cash Account	\$563.30
26 Sewer	
10103 General Cash Account	\$760.30
28 Solid Waste	
10103 General Cash Account	\$4,975.43
Total:	\$12,868.28