

MELBA CITY COUNCIL  
AGENDA

Monday      October 14, 2019      7:00 pm

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

Pledge of Allegiance: Councilmember Hinderliter

**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 September 9, 2019 Regular Meeting
- C. Approve draft minutes of October 2, 2019 Special Meeting-Asphalt Repairs
- D. Approve the September 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].
- E. 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. For review/acceptance and to set a Public Hearing date before Melba City Council. Findings of Fact and Recommendation submitted by Melba Planning & Zoning - Rezone 2019-01 Melba Valley Market, 112 4<sup>th</sup> St., Melba, Idaho.

ACTION  
ITEM

B. Cottage Library termination of Lease Agreement, possible discussion/action for use of building.

ACTION  
ITEM

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

- Contractor's Pay Application for Payment No. 17 -- HECO in the amount of \$716.00 for review and approval with concurrence from USDA-RD.
- Amendment No. 4 -- HECO-Amendment to Owner-Engineer Agreement for additional services regarding asphalt issues/repairs 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*

**ACTION  
ITEM**

- D.** Public Works Supt. Darrell Romine to present the following for possible action:
- Proposal for sprinkler system at soccer fields in City Park
  - Report on meeting/proposal with Devin Dice regarding clean-up for property located at 126 Charlotte Dr.

**ACTION  
ITEM**

- E.** City Clerk to present information regarding annexation of City owned property located at 126 Charlotte Dr., Melba, Idaho.

**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 attached)

**ACTION  
ITEM**

**6. Adjourn**

**Enclosures:** Agenda, Draft Minutes of September 9, 2019 Regular Meeting, October 2, 2019 Special Meeting, Monthly Financial Reports, Findings of Fact and Recommendation, Contractor's Pay Application No.17, Amendment No. 4-Amendment to Owner-Engineer Agreement with Summary of Asphalt repairs, Building Official's report, and 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 October 14, 2019

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

**Councilmembers Absent:** Hal Forsgren

**Also present were the following:** City Attorney Kirk Houston, 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 and placed on the Regular Agenda.*

- A. Approve Agenda
- B. Approve draft minutes of September 8, 2019 Regular Meeting
- C. Approve draft minutes of October 2, 2019 Special 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 \$ 13,186.08 for payment of bills to include regular bills that have not been received. Motion from Stapleton; 2<sup>nd</sup> by Hinderliter. Motion Carried.

**2. Presentations:**

There were no presentations

**3. Citizen Participation:**

There was no one in attendance for citizen participation

**4. Regular Business:**

A. Council reviewed the Planning and Zoning Commission's Findings of Fact and Recommendations regarding a Rezone request for Melba Valley Market. After short discussion Council accepted the Findings and set a Public Hearing for November 11, 2019 at 7:00 pm at City Hall by motion from Hinderliter; 2<sup>nd</sup> by Stapleton. Motion Carried.

B. Council terminated the lease agreement for Melba Cottage Library due no interest to continue use of the facility. Council directed City Clerk to draft a letter to the current Board members requesting the building be cleared of any books and personal property within 60 days. Council will have an inspection of the building to establish rehabilitation and/or use of the building for discussion at a future meeting.

C. City Engineer presented the following pay applications regarding the Drinking Water Project for review and acceptance

- Contractor's Pay Application No. 17 for HECO Engineers was approved for payment in the amount of \$716.00 with concurrence of USDA-RD by motion from Hinderliter; 2<sup>nd</sup> by Johnshoy. Motion Carried.
- Amendment No. 4-HECO-Amendment to Owner-Engineer Agreement for additional services regarding the asphalt issues/repairs was approved with concurrence of USDA-RD by motion from Stapleton; 2<sup>nd</sup> by Hinderliter. Motion Carried.

**D.** Public Works Supt. Darrell Romine presented a proposal for installation of a sprinkler system at the soccer fields in the City Park. After short discussion the proposal was tabled to a future meeting.

Public Works Supt. Romine also presented information regarding a meeting with Devin Dice for clean up at the 126 Charlotte Dr. Supt. Romine deferred the proposal presentation to Devin Dice.

Mr. Dice presented a \$34,700 proposal, commenting there are several buildings with non-salvageable contents that will need to be disposed of, removal and disposal of dead trees, tires, vehicles, and trash. Mr. Dice is licensed, insured and bonded for public works projects and has experience with large projects. Mr. Dice is ready to start, he will require a fence (orange mesh construction fencing) on the perimeter of the property once the equipment is on-site. The project should take approximately two (2) weeks more or less.

The City does have possession of the property, the Notice for removal of personal property has expired.

After short discussion Council accepted the proposal of \$34,700 for clean-up and directed the City Clerk to submit Annexation Application to the Melba Planning and Zoning Commission at the November 14, 2019 P&Z meeting by motion from Hinderliter; 2<sup>nd</sup> by Stapleton. Motion Carried.

## **5. Reports**

**A.** Beautification Committee – No report, meeting canceled. Mike Davis, City Engineer commented he is working on the legal description for the easement and a rendering of the business sign for Mr. Jameson to review as requested.

**B.** City Attorney Kirk Houston – Reported a letter was drafted and sent to the property owner at 130 Charlotte Dr., regarding his written request for permission to drill an irrigation well on the property. City Attorney Houston forwarded a copy of the letter to City Clerk.

Regarding the issue from last month's Public Works report regarding a customer cutting the padlocks off his meter when it was turned off for non-payment for services. For future reference that is considered an act of malicious injury to property; and is punishable under Idaho Criminal Code 18-7001. City Attorney Houston did not have any further items for Council at this time.

**C.** City Engineer Mike Davis reported he has responded to comments received from Department of Environmental Quality (DEQ) regarding plans for the Well #1 Replacement project. Application for the Transportation Alternative Program is available for funding. A pre-application is due to the LHTAC regional representative November 8 with a final application due February 2, 2020. City Engineer Davis will assist the City Clerk in updating and enhancing the existing application for submittal. It was the consensus of the Council to move forward with submittal of another application. City Engineer Davis did not have any new or further items for Council at this time.

**D.** Public Works Supt., Darrell Romine reported the aerator that was re-built last year is broken, the shaft broke and the propeller is at the bottom of the lagoon, he is unable to retrieve it. Darrell has contacted Fluence, the cost for the new shaft and propeller is \$6,500. Since the aerator is out of service, Darrell is requesting authorization to move forward with ordering the new parts. After short discussion, Hinderliter motioned to authorized Public Works Supt. Romine to order parts necessary to replace the aerator; 2<sup>nd</sup> by Stapleton. City Clerk was directed to contact ICRMP to see if the aerator is covered. Public Works Supt. Romine did not have any other items.

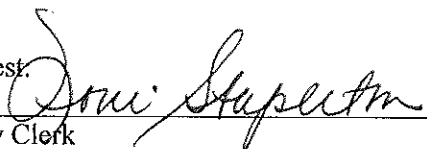
**6. Miscellaneous**

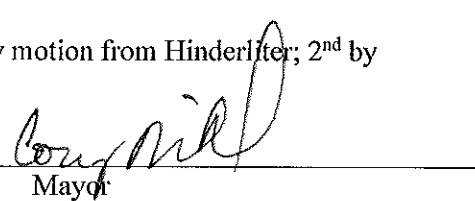
Attorney Kirk Houston reminded the Councilmembers about the flyer in the Council packet for the Public Records and Public Meeting sessions to be presented in Nampa and facilitated by Idaho Attorney General Lawrence Wasden, Kirk will be attending for White Peterson

**8. Adjourn** - With no other business, meeting adjourned at 8:30 pm by motion from Hinderliter; 2<sup>nd</sup> by Stapleton. Motion Carried

Attest.

City Clerk

  
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Mayor