

AGENDA
REGULAR MEETING OF MELBA CITY COUNCIL
Melba City Hall 401 Carrie Rex Ave
Melba, Idaho 83641

Please Note: To meet the requirements of social distancing Melba City Council will meet at the American Legion Hall, 304 4th St.

Monday December 14, 2020 7:00 pm

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

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 November 9, 2020 Regular Meeting
- C. Approve the November 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 for Council approval as recommended by the Treasurer.
- E. Approval of the listed Alcohol Beverage Licenses for January 1, 2021 – December 31, 2021
 - Beer & Wine License No. 1 - Mi Tierra - off premises
 - Beer/Wine & Liquor License No. 2 – Cook's Two Hole Bar and Grill - on premises
 - Beer/Wine & Liquor License No. 3 – Buck's Saloon and Steakhouse - on premises
 - Beer & Wine License No. 4 – Owyhee BBQ – on premises
 - Beer & Wine License No. 5 – Melba Valley Market – off premises
 - Beer License No. 6 – Tacos El Centro – on premises-Beer only

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.*

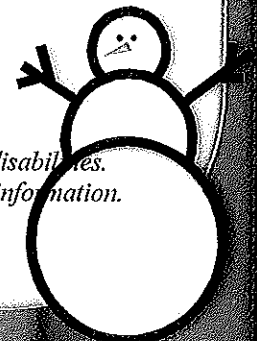
3. Citizen Participation:

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

- A. Erik Lastufka discuss water and sewer connection for War Eagle Ct property at end of Fourth Street. Possible action by City Council.
- B. Review City Code regarding fences and nuisance issues. Possible action by Council.

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

ACTION
ITEM

ACTION
ITEM

5. Reports

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

ACTION ITEM 6. Council may convene into Executive Session under Idaho Code § 74-206 1(c) to acquire an interest in real property not owned by a public agency.

7. Start discussion for update, repair and/or replacement of City Hall building.

ACTION ITEM 8. Adjourn

Enclosures: Agenda, Draft Minutes of November 9, 2020 Regular Meeting, Monthly Financial Reports, Ordinance No. 271- Municipal Water/Sewer connection required, City Code 4-1-2 Nuisances, City Code 9-2-2 Building Code-Fences, Building Official's written monthly report 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 December 14, 2020

Note: Change in location: To meet the requirements of social distancing Council met at the American Legion Hall, 304 4th St., Melba, Idaho

Attendance: Forsgren, Hinderliter, Stapleton

Absent: Johnshoy,

Also in Attendance: City Attorney Marc Bybee, Public Works Supt. Darrell Romine, and Erik Lastufka

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 December 14, 2020 Regular Meeting

C. Treasurer's Report

D. Approval of the listed Alcohol Beverage Licenses for January 1, 2021 – December 31, 2021

- Beer & Wine License No. 1 - Mi Tierra - off premises
- Beer/Wine & Liquor License No. 2 – Cook's Two Hole Bar and Grill - on premises
- Beer/Wine & Liquor License No. 3 – Buck's Saloon and Steakhouse - on premises
- Beer & Wine License No. 4 – Owyhee BBQ – on premises
- Beer & Wine License No. 5 – Melba Valley Market – off premises
- Beer License No. 6 – Tacos El Centro – on premises-Beer only

Mayor Dickard requested Beer/Wine License No. 5 be moved off of the Consent Agenda for review and discussion. Councilman Hinderliter motioned to move Beer/Wine License No. 5 to the regular agenda under Business as item C; 2nd by Stapleton. Motion Carried.

City Clerk noted the applicant for Beer/Wine License No. 4 for Owyhee BBQ did not wish to renew the license this year.

Beer/Wine/Liquor by the Drink Licenses No. 1,2,3 and 6 and the remaining items on the Consent Agenda were 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 \$22,895.81 for payment of bills to include Lingo, US Bank Equipment, and other regular bills that have not been received. Motion from Hinderliter; 2nd by Forsgren. Motion Carried.

2. Presentations:

There were no presentations

3. Citizen Participation:

There was no citizen participation.

4. Business

A. Erik Lastufka was recognized by Mayor Dickard. Mr. Lastufka has purchased a parcel located on War Eagle Ct., the property contains approximately 5 acres and is in Melba city limits. Mr. Lastufka met with Public Works Supt. Darrell Romine regarding municipal sewer connection options. Mr. Lastufka would like to install a private septic system.

Mayor Dickard explained to Mr. Lastufka, the City Council recently updated Melba City Code to require properties within three hundred (300) feet of a main line be required to connect to municipal utilities. The purpose for this change is nitrate levels within this area and because private septic systems contribute to this issue, the City is trying to limit the use of these types of systems. Mayor Dickard commented the City could possibly waive the connection fee to help defray his cost. With that said, Mayor Dickard commented he would like to confer with City Engineer, Mike Davis who was ill and not in attendance. Mayor Dickard will be in contact with Mr. Lastufka. Mr. Lastufka left at this time.

B. Council reviewed City Code regarding nuisances, park regulations and fencing. After discussion regarding a fence installed across the front of a property, it was determined the fence was not in violation. In other issues, there is a person parking an RV in the Park; this has been disturbing to other users on more than one occasion. Discussion ensued regarding amending City Code - Park Regulations to restrict RVs from the Park, after extensive discussion, Attorney Bybee advised Council the issue is not to amend the Code, but instead to consider options for enforcement of City Code. Attorney Bybee will research options and get back with Mayor Dickard prior to the January City Council meeting.

C. Mayor Dickard inquired if the city could hold Beer/Wine License No. 5 for Melba Valley Market owner complies with the Building Official's request for plans. Attorney Bybee commented the two matters do not have a connection, there would probably need to be a violation of liquor regulations. With no further discussion Beer/Wine License No. 5 for Melba Valley Market was approved for issue by motion from Stapleton; 2nd by Forsgren. Motion Carried.

5. Reports

A. Beautification Committee – Beautification did not meet, there was no report

B. City Attorney Bybee reported the Building Official has received, reviewed and accepted the plans on the Melba Valley Market issue. Attorney Bybee did not have any other items; he will follow up regarding code enforcement options at the January meeting

C. City Engineer Mike Davis was not in attendance; no report.

D. Public Works Supt., Darrell Romine reported the wind has been causing the liners in evaporative ponds 7 and 8 to uplift and bellow. The City received approval of an isolation plan to keep the ponds dry until needed, DEQ has approved emergency action to fill the ponds with water to keep the liners down. Seepage tests may be required for ponds 7 & 8 now that they are filling with water to comply with DEQ regulations.

Darrell reported the aerator went down; he called in Dennis Rogers, Back-Up Operator to help repair the aerator; it is back in service.

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

6. Council convened into Executive Session under Idaho Code § 74-206 1(c) to acquire an interest in real property not owned by a public agency by motion from Forsgren; 2nd by Hinderliter. Roll Call Vote: Forsgren, Yes; Hinderliter, Yes; Johshoy, absent; Stapleton, Yes.

Council came out of Executive Session by motion from Hinderliter, stating there we no decisions made within the session; 2nd by Forsgren.

7. Council discussed the possible repair, replacement of City Hall. The building's foundation is failing, more room is needed for meetings and storage is becoming an issue within the existing building. After short discussion of options from repairing existing building and adding on to it, to moving to a new location and

building a new facility, Mayor Dickard said he would make contact with Bureau of Reclamation/Bureau of Land Management regarding possibly adding on to the Senior/Community Center. No action was taken at this time.

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



Mayor

Attest:



City Clerk

12/14/20
14:48:43

CITY OF MELBA
Claim Approval List
For the Accounting Period: 12/20

Page: 1 of 3
Report ID: AP100V

For doc #s from 6363 to 6386, 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
6374		14 ANALYTICAL LABORATORIES, INC.	34.00					
	77292	11/30/20 total coliform	16.00			25 43400	350	10103
	77292	11/30/20 nitrate	18.00			25 43400	350	10103
		Total for Vendor:	34.00					
6375		20 BENCONNECTED COMPUTER SERVICES,	79.97					
	21831	11/30/20 UPS for Utilities computer	79.97			1 41000	710	10103
		Total for Vendor:	79.97					
6376		22 BOISE-KUNA IRRIGATION	3,882.07					
	932 B	11/02/20 WWT Evap Pond	1,962.18			26 43500	390	10103
	930 A	11/02/20 City Park	966.51			1 43800	400	10103
	1800	11/02/20 Townsite	953.38			25 43400	400	10103
		Total for Vendor:	3,882.07					
6377		31 CARDMEMBER SERVICES	290.02					
	12/03/20	Adobe Zoom subscription	29.98			1 41000	710	10103
	12/03/20	flowers M Wylie funeral	97.81			1 41000	390	10103
	12/03/20	Park/Shop supplies	62.47			1 43100	390	10103
	12/03/20	Ranger fuel	38.86			25 43400	390	10103
	12/03/20	lawnmower/rake leaves	24.99			1 43800	390	10103
	12/03/20	shop supplies	35.91			1 43100	390	10103
		Total for Vendor:	290.02					
6379		140 CenturyLink	361.15					
	11/25/20	Well House #1-DSL	73.98			25 43400	690	10103
	11/25/20	Col Park Lift Station	42.67			26 43500	690	10103
	11/25/20	Sewer Screen Building	42.67			26 43500	690	10103
	11/25/20	City Hall phone lines/Broadban	201.83			1 41000	690	10103
		Total for Vendor:	361.15					
6380		35 CHUCK PAVELKA	2,576.55					
	11/30/20	301 Randolph BP 468	115.00			1 41900	340	10103
	11/30/20	408 4th BP 469	2,461.55			1 41900	340	10103
		Total for Vendor:	2,576.55					
6381		193 Dennis Rogers	225.00					
	035	11/01/20 Monthly retainment	75.00			25 43400	300	10103
	035	11/01/20 Monthly retainment sewer	150.00			26 43500	300	10103
		Total for Vendor:	225.00					
6382		999999 ENERGY MANAGEMENT CORPORATION	852.96					
	118802	11/30/20 lift station block heater	852.96			26 43500	390	10103
		Total for Vendor:	852.96					

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6372		82 IDAHO POWER	2,601.63					
	11/25/20	2204093385-Street Lights	311.71			1 43100	410	10103
	12/08/20	2201490311-City Hall	253.46			1 41000	690	10103
	12/09/20	2203120536-Park Irrigation Pum	64.79			1 43800	690	10103
	12/09/20	2220539718-105 4th St.	5.53			1 41000	690	10103
	12/09/20	2202173221-Well #1	468.12			25 43400	690	10103
	12/09/20	2204528757-Well #2	359.90			25 43400	690	10103
	12/09/20	2200294896-7420 Hove Rd	16.84			26 43500	690	10103
	12/09/20	2203342536-Sewer Aerator	856.63			26 43500	690	10103
	12/09/20	2201932288-Lift Station	104.12			26 43500	690	10103
	12/09/20	2223894011-Pwks Shop	160.53			1 43100	690	10103
		Total for Vendor:	2,601.63					
6383		85 IDAHO PRESS-TRIBUNE	300.28					
	112023304 11/30/20	2019-20 expense report	300.28			1 41000	650	10103
		Total for Vendor:	300.28					
6370	E	87 IDAHO STATE TAX COMMISSION	478.77					
	12/14/20	Admin Salary	212.77			1 41000	110	10103
	12/14/20	Hwy Salary	266.00			1 43100	110	10103
		Total for Vendor:	478.77					
6363		94 J&M SANITATION	5,165.62					
	11/30/20	Trash Collections-Dec. 2019	5,165.62			28 43600	320	10103
		Total for Vendor:	5,165.62					
6371	E	128 PERSI	1,986.62					
	12/14/20	Admin Salary	471.27			1 41000	110	10103
	12/14/20	FICA/Retirement	1,116.87			1 41000	210	10103
	12/14/20	Hwy Salary	398.48			1 43100	110	10103
		Total for Vendor:	1,986.62					
6386		999999 POSTMASTER	120.00					
	12/01/20	post office box service fee	40.00			1 41000	390	10103
	12/01/20		40.00			25 43400	390	10103
	12/01/20		40.00			26 43500	390	10103
		Total for Vendor:	120.00					
6384		246 Snake River Pest LLC	20.00					
	12/02/20	pest control	20.00			1 41000	710	10103
		Total for Vendor:	20.00					

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6369	E	215 United States Treasury	2,498.32					
		12/14/20 Admin Salary	729.34			1 41000	110	10103
		12/14/20 FICA/Retirement	801.66			1 41000	210	10103
		12/14/20 Park Salary	372.32			1 43800	110	10103
		12/14/20 Hwy Salary	595.00			1 43100	110	10103
		Total for Vendor:	2,498.32					
6385		172 USABLUEBOOK	221.97					
		426890 11/23/20 degreaser for lift stations	221.97			26 43500	390	10103
		Total for Vendor:	221.97					
6368		175 VERIZON WIRELESS	359.03					
		9867940477 11/26/20 City Clerk cell phone	52.45			1 41000	690	10103
		9867940477 11/26/20 Public Works cell phone	52.45			25 43400	690	10103
		9867940477 11/26/20 Office equip.	207.99			1 41000	710	10103
		9867940477 11/26/20 desk phones	46.14			1 41000	690	10103
		Total for Vendor:	359.03					
6367		181 WHITE PETERSON ATTORNEYS AT LAW	841.85					
		142575 11/30/20 Jan 2020 Retainer	670.00			1 41000	650	10103
		142575 11/30/20 Jan 2020 Retainer	150.00			25 43400	650	10103
		142575 11/30/20 non-retainer/mileage	21.85			1 41000	650	10103
		Total for Vendor:	841.85					
			# of Claims	19	Total:	22,895.81		
					Total Electronic Claims	4,963.71		
					Total Non-Electronic Claims	17932.10		

Fund/Account	Amount
1 General	
10103 General Cash Account	\$11,194.46
25 Water	
10103 General Cash Account	\$2,245.69
26 Sewer	
10103 General Cash Account	\$4,290.04
28 Solid Waste	
10103 General Cash Account	\$5,165.62
Total:	\$22,895.81

Claim Approval Signature Page

Approved _____
Date

Signature _____
Mayor