

**TENTATIVE 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., Melba, Idaho 83641

Monday May 10, 2021 7:00 pm

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

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 April 12, 2021 Regular Meeting
- C. Approve the April 2021 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.

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.*

- Kelly Badesheim, Executive Director Valley Regional Transit to present the Annual Report to Local Jurisdictions.

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. Special Event Permit for approval/issue for Melba Old Tyme 4th of July tabled from April 12, 2021 Council meeting to allow time to receive Certificate of Insurance.
- B. Review for acceptance of COMPASS membership dues For Fiscal Year 2021-2022 in the amount of \$260.00.

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** C. City Clerk to provide names for consideration for Melba Planning & Zoning Commission member with possible appointment by Mayor Dickard with concurrence of the Council.
- ACTION
ITEM** D. Public Works Supt. to present proposal in the amount of \$2,500 from Daystar for repairs to the City Hall water service line. Request authorization to accept proposal.

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 – no report this month

- ACTION
ITEM** **6. Adjourn**

Enclosures: Agenda, Draft Minutes of April 12, 2021 Regular Meeting, Monthly Financial Reports, COMPASS information, and any miscellaneous correspondence.

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

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 May 10, 2021

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

Attendance: Hinderliter, Stapleton, Johnshoy

Councilmembers Absent: Forsgren

Also in Attendance: City Engineer Mike Davis, City Attorney Marc Bybee, Public Works Supt. 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 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 May 10, 2021 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 \$12,439.68 for payment of bills to include Cardmember Services, Chuck Pavelka, HECO, Idaho Power, Lingo, USBank Equipment, Valley Office Supply and White Peterson that have not been received. Motion from Hinderliter; 2nd by Stapleton. Motion Carried.

2. Presentations:

Kelly Badesheim, Executive Director for Valley Regional Transit presented the Annual VRT Service Report. Ms. Badesheim reported on the change from fixed-route to on demand service started in Nampa Caldwell area as well as a plan to start Rides to Wellness, clients will be able to call and schedule a ride. In response to COVID-19 VRT utilized CARES funding to offer free fares, sanitation and masks, maintain their operations. Other services provided are the Metro Transportation Service, Senior Center Transportation and Share the Ride Idaho. Ms. Badesheim talked about the Regional Vanpool Study building towards a solution to serve Ada, Canyon, and neighboring counties in southwest Idaho; she talked about the 2022 Initiatives focusing on Canyon County, building partnerships and innovations. Ms. Badesheim talked about the local cost allocation model VRT is using to calculate FY 2021-2022 membership dues. Ms. Badesheim stood for questions. After short discussion, Council thanked Ms. Badesheim for her presentation. Ms. Badesheim left at this time.

3. Citizen Participation:

Mayor Dickard recognized Larry Nelson. Mr. Nelson lives on Hove Road across from the City's evaporative ponds, he would like the City to consider working on getting rid of the weed problem on the pond property, the weeds blow into his farm and irrigation ditch and have caused pump problems on many occasions. Public Works Supt. Darrell Romine commented he knows the weeds are a big issue, have had them sprayed, and has used the tractor to cut the weeds, has tried to keep them under control. The property needs to be disced, to clean it up, the City does not have the equipment and will need to hire someone. Council agreed to allow Mr. Romine to do whatever is necessary to clean up the weeds. Council commented, they are confident Mr. Romine works hard to contain the weed issue on the property and will continue to do so. Council thanked Mr. Nelson for his comments.

4. Business

A. It was the consensus of the Council to continue the 4th of July Special Event Permit to the June meeting; the applicant has not provided a Certificate of Insurance as required. City Clerk was directed to make contact with the Committee to get the stated certificate before a permit can be issued.

B. Council accepted the proposed COMPASS membership dues for Fiscal Year 2021-2022 in the amount of \$260 by motion from Stapleton; 2nd by Johnshoy. Motion Carried.

C. Mayor Dickard requested the Planning and Zoning Commission appointment continue to the June meeting to allow time to call and talk with the potential appointees.

D. Public Works Supt., Darrell Romine presented a proposal in the amount of \$2,500 from Day Star Excavation for repairs to the City Hall water service line requesting authorization to accept proposal. Council authorized Mr. Romine to move forward with the project by motion from Hinderliter; 2nd by Stapleton.

5. Reports

A. Beautification Committee – Mayor Dickard reported the Committee discussed the success of Melba Clean Up Day and what to do for 2022 to recruit more organizations and other participants. The group discussed new playground equipment. Citizens have asked about toddler play equipment. Laura Forsgren agreed to manage the project for her Senior Project. Laura will work with the Kindergarten and First graders to come up with a theme for a Tri-Rocker for toddlers to 5 years old. Laura will plan the project, schedule installation of the equipment, and a “grand opening (ride)” when complete. Mayor Dickard agreed to contact the bark company to get replacement bark for the play equipment area. The group received a \$100 donation from the Melba Rebekka Lodge No. 105 to be used for Park or other beautification projects.

B. City Attorney Bybee reported the subdivision ordinance work is ongoing; he submitted a copy back to City Engineer, Mike Davis for another review once Mike has made any comments, changes, or additions a copy will be sent to the Clerk; if Council would like, Attorney Bybee would be available to conduct a workshop. Attorney Bybee provided information on new legislation House Bill 389 limiting property tax collection for new construction. Attorney Bybee did not have any further items to discuss.

C. City Engineer Mike Davis reported on the following:

- Well #3-Replacement of Well #1 project – No response from drillers; City may need to re-bid the project.
- Mike has scheduled the Seepage test for pond 8 end of May to first week in June.
- Mike reported a pre-construction meeting was held for Melba Estates; they started construction May 1.
- Will work on a draft for the business sign for
- For discussion on the Subdivision Ordinance, he asked Council to keep in mind the need for future infrastructure
- City Hall project – will have information at the June meeting.

No further items for Council.

D. Public Works Supt., Darrell Romine reported a Seasonal employee has been hired and started today. Darrell commented staying busy and is overseeing the construction in Melba Estates

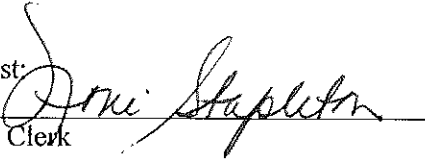
E. Building Official written report provided.

At this time Mayor Dickard requested a meeting with Rick Hogaboam and Kent Loveless from Nampa regarding code enforcement be scheduled for the July 12, 2021 City Council meeting. Attorney Bybee will send contact information to City Clerk.

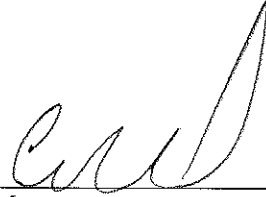
Due to scheduling conflicts, a quorum is not available for scheduled June 14, 2021 Council meeting. The meeting has been re-scheduled to the following Monday, June 21, 2021

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

Attest:
City Clerk



Mayor



05/10/21
15:11:03

CITY OF MELBA
Claim Approval List
For the Accounting Period: 5/21

Page: 1 of 4
Report ID: AP100V

For doc #s from 6602 to 6628, 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
6622		346 Amanda Freeland	60.00					
	249	05/10/21 Contract Labor	60.00			1 41000	710	10103
		Total for Vendor:	60.00					
6618		14 ANALYTICAL LABORATORIES, INC.	55.00					
	80844	04/30/21 Monthly TC	17.00			25 43400	350	10103
	80844	04/30/21 Nitrate Well #1 & Well #2	38.00			25 43400	350	10103
		Total for Vendor:	55.00					
6619		340 Big Creek Inspection	60.00					
	1020	05/02/21 MP-2021-01-508 Loomis	60.00*			1 41900	340	10103
		Total for Vendor:	60.00					
6624		21 BLACK MOUNTAIN SOFTWARE, INC.	5,197.00					
	26779	05/01/21 Cloud Hosting	675.00			1 41000	710	10103
	26779	05/01/21 Accting Support	1,678.00			1 41000	710	10103
	26779	05/01/21 Cloud Hosting - UB-Water	675.00			25 43400	390	10103
	26779	05/01/21 UB Support-Water	558.00			25 43400	390	10103
	26779	05/01/21 Cloud Hosting - UB-Sewer	675.00			26 43500	390	10103
	26779	05/01/21 UB Support-Sewer	558.00			26 43500	390	10103
	26779	05/01/21 UB-AMR Interface-Neptune	378.00			25 43400	390	10103
		Total for Vendor:	5,197.00					
6620		140 CenturyLink	330.00					
	05/25/21	Well House #1-DSL	83.98			25 43400	690	10103
	05/25/21	Col. Park Lift Station	43.51			26 43500	690	10103
	05/25/21	Sewer Screen Building	43.51			26 43500	690	10103
	05/25/21	City Hall phone lines/Broadban	159.00			1 41000	690	10103
		Total for Vendor:	330.00					
6626		46 DAYSTAR EXCAVATION, INC.	1,182.64					
		To repair broken line at 205 Randolph Ave.-Property owner to reimburse						
	2678	05/13/21 Irrig line rprs-205 Randolph	1,182.64			25 43400	400	10103
		Total for Vendor:	1,182.64					
6602		193 Dennis Rogers	225.00					
	040	04/30/21 Contract B/Up Operator DWC	75.00			25 43400	300	10103
	040	04/30/21 Contract B/Up Operator WW	150.00			26 43500	300	10103
		Total for Vendor:	225.00					
6627		85 IDAHO PRESS-TRIBUNE	146.59					
	042123304	04/28/21 P&Z PH-Subdivisions	146.59			1 41000	650	10103
		Total for Vendor:	146.59					
6621		94 J&M SANITATION	5,008.99					
	04/30/21	Trash Collections-April 2021	5,008.99			28 43600	320	10103
		Total for Vendor:	5,008.99					

05/10/21
15:11:03

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Page: 2 of 4
Report ID: AP100V

For doc #s from 6602 to 6628, 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
6628		172 USABLUBOOK	39.97					
	585029	04/26/21 Chlorine Test samples	22.60			25 43400	390	10103
	585029	04/26/21 Marking Paint	17.37			25 43400	390	10103
		Total for Vendor:	39.97					
6623		175 VERIZON WIRELESS	134.49					
	9878569715	04/26/21 City Clerk cell phone	52.52			1 41000	690	10103
	987856971	04/26/21 Public Works cell phone	52.52			25 43400	690	10103
	987856971	04/26/21 City Hall - Office line	29.45			1 41000	690	10103
		Total for Vendor:	134.49					
		# of Claims	11	Total:				12,439.68

Fund Summary for Claims

Fund/Account	Amount
1 General	
10103 General Cash Account	\$2,860.56
25 Water	
10103 General Cash Account	\$3,100.11
26 Sewer	
10103 General Cash Account	\$1,470.02
28 Solid Waste	
10103 General Cash Account	\$5,008.99
Total:	\$12,439.68

Claim Approval Signature

Approved 5/10/21
Date

Signature [Handwritten Signature]
Mayor

Bills not received for payment

- HECO
- Idaho Power
- Lingo
- U.S. Bank Equipment Finance-copier/printer lease
- Valley Office System - Contracted copies
- White Peterson

Approved
Motion - Henderlites
Jed. Stapleton