

**REVISED 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 4<sup>th</sup> St., Melba, Idaho 83641*

**Monday      July 14, 2021      7:00 pm**

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

**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 June 21, 2021 Public Hearing/Regular Meeting
- C. Approve the June 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.*

- A. Reid and Brenda Johnson - Present information regarding plans for a rural subdivision on 20 acres on Southside Blvd. north of School property. The subdivision would be processed through Canyon County.

**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. Reid and Brenda Johnson—Present information regarding plans for a rural subdivision on 20 acres on Southside Blvd. north of School property. The subdivision would be processed through Canyon County. *Moved to Presentations Section*

*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

B. Draft subdivision ordinance for discussion. No action to be taken at this time.

ACTION  
ITEM

C. Review for discussion and/or approval on Tentative Budget FY 2021-2022.

**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. Adjourn**

**Enclosures:** Agenda, Draft Minutes of June 21, 2021 Public Hearing/Regular Meeting, Monthly/Quarterly Financial Reports, 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 July 14, 2021

*Note: Change in location: To meet the requirements of social distancing Council met at the Friends Tower Theater, 321 Carrie Rex Ave., Melba, Idaho.*

**Attendance:** Forsgren, Hinderliter, Stapleton, Johnshoy

**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 June 21, 2021 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 \$13,339.74 for payment of bills to include bills that have not been received. Motion from Hinderliter; 2<sup>nd</sup> by Forsgren. Motion Carried.

**2. Presentations:**

Reid and Brenda Johnson presented information regarding property north of Melba Jr/Sr High School they own and are wanting to sell for development. The property is adjacent to Melba city limits, within Melba Area of City Impact. They are requesting City Council support development through Canyon County process for a rural subdivision. No applications have been submitted to Canyon County at this time. Mayor Dickard thanked the Johnsons for the information. Council did not comment at this time.

**3. Citizen Participation:**

There was no citizen participation.

**4. Business**

A. Item A was moved to Presentation.

B. Attorney Bybee presented the draft Subdivision Ordinance for Council review. After short discussion Council forwarded the draft to P&Z for Public Hearing.

C. City Clerk presented the Tentative Budget FY 2021-2022 for Council review Mayor Dickard, Councilman Hinderliter, Public Works Supt. and City Clerk reviewed the Tentative Budget prior to the meeting. Public Works Supt., Romine presented information regarding painting the Water Tower and the need for a generator at Well #2. It was also discussed to contract out Planning and Zoning, Canyon County offers this service, Mayor Dickard will contact Kate Dahl. After short discussion, the Tentative Budget FY 2021-2022 was approved by motion from Hinderliter; 2<sup>nd</sup> by Stapleton. Motion Carried.

**5. Reports**

A. Beautification Committee – Melba Beautification Committee did not meet.

B. City Attorney Bybee reported on the following items:

- Work focused on getting the draft subdivision ordinance finalized for the meeting.
- Discussions with Mayor Dickard regarding the Robles land division through Canyon County process.
- Followed up with Clete Miller regarding the subdivision process
- Attorney Bybee had no other items for Council

C. City Engineer Mike Davis reported on the following:

- Well #3-Replacement of Well #1 project – A meeting is scheduled with a Well Driller
- Seepage test for pond 8 passed.
- Joe with HECO is working on finalizing the business sign, needs contact information for the cement contractor so he can coordinate installation of the sign. Need to apply for a building permit through Canyon County.
- Mike had no further items for Council.

D. Public Works Supt., Darrell Romine reported the baffle in pond 1 at the waste water treatment facility needs repair/replacement will contact National Coatings & Liners and Command Co regarding replacement or repair

E. No report was available from the Building Official.

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

Attest:

City Clerk



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Mayor

07/14/21  
15:20:06

CITY OF MELBA  
Claim Approval List  
For the Accounting Period: 7/21

Page: 2 of 3  
Report ID: AP100V

For doc #s from 6729 to 6760, 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
6757		85 IDAHO PRESS-TRIBUNE	39.08					
	062123304	06/30/21 IPT ad ORD 275	39.08*			1 41000	650	10103
		Total for Vendor:	39.08					
6758		343 Integrity Inspection Solutions,	375.00					
	Y21M7-0954	07/06/21 Hydro Clean Irr. Baseline	375.00			25 43400	400	10103
		Total for Vendor:	375.00					
6759		999999 IRWA SUPPORT SERVICES, LLC	100.00					
	Q-SS1085	04/12/21 Prep of Annual Cons Confid R	50.00			25 43400	390	10103
	Q-SS1085	04/12/21 "	50.00			26 43500	390	10103
		Total for Vendor:	100.00					
6740		94 J&M SANITATION	5,235.75					
	06/30/21	Trash Collections-June 2021	5,235.75			28 43600	320	10103
		Total for Vendor:	5,235.75					
6755		999999 MATTHEW BENDER & CO, INC.	49.43					
	26072998	06/25/21 ID CODE RT 50-53 2021 SUP	49.43*			1 41000	650	10103
		Total for Vendor:	49.43					
6760		999999 RAIN FOR RENT NAMPA	54.00					
	1628298	07/07/21 Sprinkler repairs	54.00			1 43800	400	10103
		Total for Vendor:	54.00					
6746		175 VERIZON WIRELESS	134.49					
	9882866425	06/26/21 City Clerk cell phone	81.97			1 41000	690	10103
	9882866425	06/26/21 Public Works cell phone	52.52			25 43400	690	10103
		Total for Vendor:	134.49					
6744		334 WEX Bank	171.27					
	72582035	06/30/21 Pick up fuel	171.27			25 43400	390	10103
		Total for Vendor:	171.27					
6752		181 WHITE PETERSON ATTORNEYS AT LAW	2,772.56					
	146120	06/30/21 June 2021 Retainer	450.00*			1 41000	650	10103
	146120	06/30/21 June 2021 Retainer	150.00			25 43400	650	10103
	146120	06/30/21 non-retainer/mileage	42.56*			1 41000	650	10103
	146122	06/30/21 Non Retainer-Subdivision Ord	1,680.00*			1 41000	650	10103
	146123	06/30/21 Non-Retainer - Moratorium	450.00*			1 41000	650	10103
		Total for Vendor:	2,772.56					
		# of Claims	18	Total:				13,339.74

07/14/21  
15:20:07

CITY OF MELBA  
Fund Summary for Claims  
For the Accounting Period: 7/21

Page: 3 of 3  
Report ID: AP110

Fund/Account	Amount
1 General	
10103 General Cash Account	\$4,624.96
25 Water	
10103 General Cash Account	\$2,228.90
26 Sewer	
10103 General Cash Account	\$1,250.13
28 Solid Waste	
10103 General Cash Account	\$5,235.75
Total:	\$13,339.74

Claim Approval Signature

Approved 7/14/21  
Date  
Signature [Handwritten Signature]  
Mayor

Invoices not yet received.

- HECO
- Lingo
- US Bank Equipment Finance-Copier/printer lease
- Valley Office-Copy/scan contract
- Cardmember Services

Approved by  
motion from Hinderliter  
2nd by Stapleton  
Motion Carries