

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

**Monday      April 11, 2022      7:00 pm**

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

**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 March 14, 2022 Regular Meeting
- C. Approve the March 2022 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.

- A. Tee Hurd with the Treasure Valley Antique Power Association to present information for improvements in the City Park for Melba’s “Olde Tyme” 4<sup>th</sup> of the July Tractor Pull Event.

**3. Business**

**ACTION ITEM**      A. Pursuant to Idaho Code 63-802A-Set a Budget Hearing FY 2022-2023 Budget. Cities must notify the County Clerk prior to April 30, 2022. (last day to hold a Budget Hearing is September 8, 2022)

**ACTION ITEM**      B. *Request to use City Park for Easter Egg Hunt Saturday, April 16, 2022.*

**4. Public Hearings** – No public hearing is scheduled.

**5. Reports**

- A. Melba Beautification Committee – Mayor Dickard
- B. City Attorney – Marc Bybee
- C. City Engineer – Mike Davis
- D. Public Works - Darrell Romine
- E. Building Official – Chuck Pavelka – via email. No inspections in March, drove through March 12 and 27, no new activity requiring building permits.

**ACTION ITEM**      **6. Adjourn**

Enclosures: Agenda, Draft minutes of March 14, 2022-Regular meeting, Monthly/Quarterly Financials, Valley Regional Transit (VRT)-The VRT Transporter

*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 April 11, 2022

*Please Note: Melba City Council resumed meetings in the Council Chambers in Melba City Hall, 401 Carrie Rex Ave., Melba, Idaho*

**Council members in Attendance:** Forsgren, Hinderliter, Johnshoy, Stapleton,  
**Also in Attendance:** City Attorney Marc Bybee, Works Supt. Darrell Romine, Tee Hurd, Treasure Valley Antique Power Association 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 a placed on the Regular Agenda.*

- A. Approve Agenda
- B. Approve draft minutes of March 14, 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 \$10,663.43 for payment of bills to include bills listed that have not been received. Motion from Hinderliter; 2<sup>nd</sup> by Forsgren. Motion Carried.

**2. Presentations:**

Tee Hurd with Treasure Valley Antique Power Association presented information regarding improvements needed in the park for the 4<sup>th</sup> of July Tractor Pull Event. Due to insurance issues the track will need to be widened, trees removed, and a parking area for the tractors and return route discussed. City attorney Marc Bybee advised Council to request a scope of work to include who will do the work and cost estimates for the improvements prior to action on the request. Mayor Dickard requested Mr. Hurd provide Council with the scope of work and cost estimates as advised and to meet with Public Works Supt. Darrell Romine to discuss the improvements and come up with a plan prior to the May Council meeting, or a Special Meeting can be scheduled if needed.

**3. Business**

A. Pursuant to Idaho Code 63-802A cities must notify the County Clerk of the FY Budget Hearing date prior to April 30, 2022. Council set the FY 2022-2023 Budget Hearing for Monday August 8, 2022, motioned by Hinderliter; 2<sup>nd</sup> by Johnshoy. Motion Carried

B. A request to use the city Park for the Easter Egg Hunt this year, Saturday, April 16, 2022 was approved by motion from Hinderliter; 2<sup>nd</sup> by Forsgren. Motion Carried

**4. Public Hearing**

There were no public hearings scheduled for this meeting.

**5. Reports**

**A. Beautification Committee**

- Mayor Dickard reported the new playground equipment has been installed, Laura Forsgren completed the project for her Senior Project.
- The committee is waiting for completion of the Business Sign
- The Blue Cross of Idaho "Community Project Grant" the city applied for was not awarded.

- The Committee discussed plans regarding Melba Clean-Up Day, Saturday, April 23, 2022.

**B.** City Attorney Bybee reported on the following items:

- Worked on the Lease Agreement and correlating documents for the city rental.

**C.** City Engineer Mike Davis was not in attendance, provided a written report (attached)

**D.** Public Works Supt., Darrell Romine reported on the following items:

- Provided information on the revised Lead and Copper Rules to be implemented by Environmental Protection Agency (EPA).

**E.** Building Official – Chuck Pavelka – report via email (attached)

**7. Adjourn** - With no further business, meeting adjourned at 8:05 pm by motion from Forsgren; 2<sup>nd</sup> by Hinderliter  
Motion Carried.

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
City Clerk

04/11/22  
15:01:47

CITY OF MELBA  
Claim Approval List  
For the Accounting Period: 4/22

Page: 1 of 2  
Report ID: AP100V

For doc #s from 7180 to 7197, 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
7180		14 ANALYTICAL LABORATORIES, INC.	17.00					
	89388	03/31/22 Monthly TC	17.00			25 43400	350	10103
		Total for Vendor:	17.00					
7191		20 BENCONNECTED COMPUTER SERVICES,	12.00					
	24571	04/01/22 Monthly Cloud Sub.-Clerk	4.00			1 41000	710	10103
	24571	04/01/22 Monthly Cloud Sub-UB	4.00			25 43400	390	10103
	24571	04/01/22 Monthly Cloud Sub.-Pwks	4.00			26 43500	390	10103
		Total for Vendor:	12.00					
7181		340 Big Creek Inspection	72.75					
	1027	03/03/22 MP #2022-03-207 4th St.	72.75			1 41900	340	10103
		Total for Vendor:	72.75					
7182		140 CenturyLink	342.56					
		03/25/22 276B-Well House #1-DSL	98.98			1 41000	690	10103
		03/25/22 682B-Col.Park Lift Station	42.16			26 43500	690	10103
		03/25/22 170B-Sewer Screen Bldg	42.16			26 43500	690	10103
		03/25/22 275B-City Hall Broadband/Fax	159.26			1 41000	690	10103
		Total for Vendor:	342.56					
7183		193 Dennis Rogers	397.50					
		03/31/22 Contract B/Up Operator-DW	75.00			25 43400	300	10103
		03/31/22 Contract B/Up Operatpr-WW	150.00			26 43500	300	10103
		03/31/22 Contract hours-Burned @ Sewer	172.50			26 43500	300	10103
		Total for Vendor:	397.50					
7192		354 Ed Staub & Sons Petroleum	255.15					
	7166876	04/10/22 Propane	85.05			25 43400	390	10103
	7166876	04/10/22 Propane	85.05			26 43500	390	10103
	7166876	04/10/22 Propane	85.05			1 43800	390	10103
		Total for Vendor:	255.15					
7193		999999 INLA	75.00					
	02570	04/06/22 Membership dues 2022	75.00			1 41000	390	10103
		Total for Vendor:	75.00					
7184		94 J&M SANITATION	5,529.83					
		03/31/22 Trash Collections - March 2022	5,529.83			28 43600	320	10103
		Total for Vendor:	5,529.83					
7194		203 Simplot Turf & Horticulture	1,990.00					
	216058257	03/25/22 Weed Control	497.50			1 43800	390	10103
	216058257	03/25/22 Weed Control	497.50			1 43100	390	10103
	216058257	03/25/22 Weed Control	497.50			25 43400	390	10103
	216058257	03/25/22 Weed Control	497.50			26 43500	390	10103
		Total for Vendor:	1,990.00					

For doc #s from 7180 to 7197, 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
7195		999999 THE STAY ALERT MAGAZINE	155.00					
	0000062	03/29/22 Support Adv	155.00			1 41000	390	10103
		Total for Vendor:	155.00					
7196		172 USABLUEBOOK	69.95					
	911605	03/15/22 Grease/Food Grade Oil	69.95			26 43500	390	10103
		Total for Vendor:	69.95					
7197		303 Valley Office Systems	275.00					
	AR1044551	03/15/22 Annual Network Support	275.00			1 41000	710	10103
		Total for Vendor:	275.00					
7185		175 VERIZON WIRELESS	133.69					
	9902834912	03/26/22 City Clerk cell phone	52.37			1 41000	690	10103
	9902834912	03/26/22 City Hall Landline	28.95			1 41000	690	10103
	9902834912	03/26/22 Public Works cell phone	52.37			25 43400	690	10103
		Total for Vendor:	133.69					
7186		181 WHITE PETERSON ATTORNEYS AT LAW	1,338.00					
	150371	03/31/22 Mar 2022 Retainer	449.00			1 41000	650	10103
	150371	03/31/22 Mar2022 Retainer	150.00			25 43400	650	10103
	150372	03/31/22 Non-Retainer-P&Z	739.00			1 41000	650	10103
		Total for Vendor:	1,338.00					
		# of Claims	14					
		Total:						10,663.43

Fund Summary for Claims

Fund/Account	Amount
1 General	
10103 General Cash Account	\$3,189.36
25 Water	
10103 General Cash Account	\$880.92
26 Sewer	
10103 General Cash Account	\$1,063.32
28 Solid Waste	
10103 General Cash Account	\$5,529.83
Total:	\$10,663.43

Claim Approval Signature Page

Approved 4/11/22  
Date  
Signature [Handwritten Signature]  
Mayor

*Approved by motion from Hinderliter 2nd by Jorsgren*

Bills not yet received

- Cardservices
- HECO
- Idaho Power
- Lingo
- Us Bank Equipment Finance
- Valley Office - copies invoice