

**MINUTES  
PAYETTE CITY COUNCIL  
REGULAR MEETING  
February 16, 2010**

**7:00 Regular Meeting**

A regular meeting of the Payette City Council was called to order at 7:00 PM by Mayor Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

**ROLL CALL**

Members Present: Mayor Williams, Mark Heleker, Katherine Dodson, Ivan Mussell, Georgia Hanigan, Les Cochran, Lee Nelson

Members Absent: None

Staff Present: Russ Warden, Fire Chief; Mary Cordova, City Coordinator/Clerk; Tiffany Howell, Utility Clerk; Mark Clark, Police Chief; Jamie Couch, Street Supervisor; Randy Schwartz, Wastewater Supervisor; Brandi Stromberg, Independent Enterprise; Dave Platt, Police Captain

**PLEDGE**

Jennifer Kelley led the Pledge of Allegiance.

**CITIZENS COMMENTS**

Kelly & Patty Theurer-

Brought cupcakes to be passed out at drill night to all the firefighters. They had a chimney fire and they were so thankful for everything that the fire department did to assist them.

**APPROVAL OF MINUTES**

Heleker moved and Hanigan seconded a motion to approve the minutes of 2/1/2010 with a few amendments noted.

After a unanimous voice vote by the Council, the motion CARRIED.

**APPROVAL OF BILLS & PAYROLL**

A motion was made by Hangian and seconded by Cochran to approve the City Bills & Payroll in the amount of \$267,085.60

At the roll call:

Ayes: Heleker, Mussell, Hanigan, Dodson, Cochran, Nelson

Nays:

The motion CARRIED.

## **SPECIAL ORDERS**

None.

## **COMMUNICATIONS**

- A. Letter dated 2/4/10 from Mike Field, Interim Executive Director, Idaho Rural Partnership  
- Community Review

Mayor Williams appointed Council Heleker and Council Hanigan to be the point persons during the community review process.

## **PLANNING & ZONING**

None.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### **A. Golden Rule Senior Center**

Yvonne Earl – 733 River St; Payette, ID

Mrs. Earl stated that they are now called the Golden Rule Activity Center Home of the Seniors. She also stated that she would like to thank all of the city employees who came and helped with the painting of the center and new windows. Mrs. Earl stated that the facility is used not only for the seniors, but for rentals and all they ask is that you clean up your mess. They have a pool league that plays every month or so and the charge is \$15 a year. They have their Monday afternoon dinner and dance. We do not charge for any of the food we ask that you “donate” \$5. We serve many meals on wheels Monday thru Friday, and on Friday they receive two frozen ones to get them thru until Monday. Mrs. Earl stated that they also have a thrift store that they open to the public at all times. If anyone has any donations to the thrift store they would be more than happy to accept them. Mayor Williams asked Mrs. Earl if they see the same number of people daily or if the numbers fluctuate. Mrs. Earl stated that she has noticed that it really depends on what the food is that day. She stated that you can tell if it is something that everyone like because they will have a high number of people eating that day.

### **B. Chad Boren – De-annexation of 2089 No. 6<sup>th</sup> Street-**

Mr. Boren stated that he doesn't think they were fairly annexed. When we were annexed we were given an extra year, because of availability of services. Where we are located we do not have city lighting, sewer, or water and I don't see when we will be getting this and we are going to be taxed for it. According to city code 12.75 you had two pieces of property that you let have 5 years to be annexed or when services become available within 150 feet. Councilor Nelson asked Clerk Cordova where there water lines are. Clerk Cordova stated that there is water to the cemetery. Mayor Williams asked when they will be annexed. Clerk Cordova stated January 1, 2011. Mayor Williams asked if there is anything we can do before the State recognizes that. Clerk Cordova stated no, we have to wait for the State to recognize this as annexed property before we can de-annex it. Mayor Williams stated that what we recommend is that he gets on the December Planning and Zoning Commission. Mr. Boren asked what he is applying for when he comes back. Attorney Osborn stated that he needs to apply for de-

annexation and if that's not acceptable to ask for the 5 years to be annexed. Mayor Williams asked Clerk Cordova to send Mr. Boren a letter of what was discussed tonight.

**C. K & D Country Motors – Request for Extension of Time to Install Required Improvements-**

Clerk Cordova stated that there is a letter in your packet on what they are wanting. Councilor Nelson stated that we were pretty generous when we first started dealing with this and I think that we need our administration to move forward and stick to our original plan. Mayor Williams stated that they plan on starting on March 15<sup>th</sup> and I think we are a little ahead of schedule but should give them to at least the 15<sup>th</sup>. Councilor Hanigan stated that they are obviously having some health problems and they plan on doing that so I don't have any problems with giving them until the 15th. Mayor Williams asked if Clerk Cordova could send them a letter explain what we talked about tonight.

**D. Request for Approval of Destruction of Police Department Records –**

Mayor Williams asked Chief Clark if they ever have a case where they needed something that was destroyed. Chief Clark stated no, they spend two weeks going through the reports pulling out all the important cases.

Heleker moved and Dodson seconded a motion to approve the destruction of incident reports, case reports, citations, dissemination reports, officers log, and payroll from 1992 – 1999 by burning.

After a unanimous voice vote by the Council, the motion CARRIED.

**E. Approval of Fire Station Design/Construction Services Contract with Gowland, Johansen, and Zimmerman –**

Mayor Williams stated that at our last work session we discussed the contract and we asked staff to check and see if the fees were negotiable. Clerk Cordova stated that the fee is not negotiable and they are already giving us a 1% deal to begin with. Councilor Mussell stated that in the contract it states that if the services are not completed in 12 months the services would be added on as additional services. Does this mean from today or the date of construction. Clerk Cordova stated that she is not sure. Clerk Cordova stated that she thinks we should go forward and amend the contract.

Heleker moved and Hanigan seconded a motion to approve the fire station design / construction service contract with Gowland, Johansen and Zimmerman subject to modification to 4.2.3 to 18 months from signing or 12 months from the date of award.

At the roll call:  
Ayes: Heleker, Mussell, Hanigan, Dodson, Cochran, Nelson  
Nays:

The motion CARRIED.

**F. Approval of Change Order #2 – WWTP Clarifier Construction Project –**

Mr. Argo stated that the cost is for those additional fittings plus the labor costs. Councilor Mussell asked if we usually pay for the contractor's bond costs. Mr. Argo stated yes this is standard practice.

Mussell moved and Cochran seconded a motion to approve Change order # 2 for the WWTP Clarifier construction project in the amount of \$900.87

At the roll call:

Ayes: Heleker, Mussell, Hanigan, Dodson, Cochran, Nelson

Nays:

The motion CARRIED.

**G. Approval of Payment #4 – WWTP Clarifier Construction Project –**

Hanigan moved and Nelson seconded a motion to approve the payment #4 for the WWTP clarifier construction project in the amount of \$112,832.00

At the roll call:

Ayes: Heleker, Mussell, Hanigan, Dodson, Cochran, Nelson

Nays:

The motion CARRIED.

**H. Request for Donation – Payette High School Sign Advertisement –**

Cochran moved and Nelson seconded a motion to approve the sign advertisement for the Payette High School in the amount of \$40.

At the roll call:

Ayes: Mussell, Hanigan, Dodson, Cochran, Nelson

Abstain: Heleker

The motion CARRIED.

**DEPARTMENTAL REPORTS**

**A. Parks & Recreation Committee Report**

Randy Fales – Parks Supervisor read the following minutes:

**MINUTES  
PARKS & RECREATION COMMITTEE  
January 26, 2010**

**ROLL CALL:**

Members Present: Carolyn Mattice, George Mattice, Kelly Franek, Randy Fales, Lee Nelson, Tony Mell, Ivan Mussell, Mary Cordova, Bobbie Black and Les Sweeney

## **NEW BUSINESS:**

1. **Elect chairman & Vice-chairman:** Tony Mell made a motion to elect Ivan Mussell as chairman; the motion was seconded by Lee Nelson and passed by unanimous voice approval.

Ivan Mussell made a motion to elect George Mattice as vice-chairman for the committee; the motion was seconded by Tony Mell and passed by unanimous voice approval.

2. **Elect committee spokesperson:** Ivan Mussell made a motion to elect Kelly Franek and Randy Fales as spokesmen to City Council meetings. The motion was seconded by George Mattice and passed by unanimous voice approval.
3. **Committee Handbook Review:** The committee handbooks were handed out to the committee. Mary Cordova went over the open meeting laws telling the committee that agendas and minutes needed to be posted and provided if requested. She told the committee that discussing the issues between members and lobbying the City Council is not allowed. The advisory committee gives recommendations to the City Council during their meetings.
4. **New park between 7<sup>th</sup> & 8<sup>th</sup> on 9<sup>th</sup>:** The committee was informed about the development of the park on North 9<sup>th</sup> Street. The City was given playground equipment from Garden City for this park. Discussion followed that the new equipment could not be installed until the required cushion area has been placed underneath the equipment. The estimated cost for the cushion bark is \$6,177 for 1600 sq. ft. There is some money in the budget under different line items, but not for the cushion. The committee asked about the parks manpower and it was stated that there are 2 full-time employees and 4 part-time summer employees. The City has 7 parks with approximately 46 acres to maintain. A name for the park should be considered in the future.
5. **Maintenance of Payette Greenway:** The Committee was informed that \$15,000 was budgeted to create and develop the trail. A portion of the trail is still blocked off due to it being a hazard. When groups who call the City and want to work on the trail, we jump at the chance. The committee needs to come up with what is important to do on the greenway. Last year a slurry coat was put on and weed spraying was done. The tops had to be rebuilt on several of the picnic tables. The committee discussed the erosion by the sewer plant and what could be done. It was stated that the Corp of Engineers required a permit process to be done and it could take several years to complete and a large amount of money. Les Sweeney told the committee that there is a problem with dog poop on the trail and something needs to be done about that. Carol Mattice made a motion to recommend to City Council to adopt an ordinance for a penalty for not picking up after your dog on the greenway. The motion was seconded by Randy Fales and passed by unanimous voice approval.
6. **Pool Update:** Kelly Franek informed the committee that the pool has increased revenue over the last few years. She is working on organizing a summer swim team. She has added more lessons and aerobic classes. Both she and Randy Fales are certified through the State as pool operators. The new concession shack has been a big hit and she has an office again. Kelly would like to have more lounge chairs and shading for the area around the concession shack.

## 7. **Agenda items for next meeting:**

1. The next meeting for the committee will be February 22, 2010 at 4:00 p.m.

2. Discussion on greenbelt – snow during the winter

Meeting adjourned at 1:00 p.m.

Bobbie Black  
Recording Secretary

B. Admin & Finance Committee Report

Craig Jensen – Representative for the Committee read the following minutes:

**MINUTES  
Administration and Finance  
Committee Meeting  
January 26, 2010**

A meeting of the Administration and Finance Committee was called to order at 1:00 PM by City Clerk Cordova in the City Council Chambers of Payette City Hall, 700 Center Avenue.

**ROLL CALL**

Members Present: Councilor Hanigan, Councilor Mussell, Councilor Dodson, Mike Phillips, Craig Jensen, Kevin Coats

Members Absent: None

Staff Present: Mary Cordova, City Clerk/Coordinator; Jennifer Kelley, Deputy Treasurer/HR

Mayor Jeff Williams was in attendance.

**APPROVAL OF MINUTES**

None Heard.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**A. Elect Committee Chairman**

Mussell moved and Coats seconded a motion to elect Georgia Hanigan as the committee chairman.

After a unanimous voice vote by the Committee, the motion CARRIED.

**B. Elect Committee Vice Chairman-**

Hanigan moved and Mussell seconded a motion to elect Kevin Coats as the committee vice chairman.

After a unanimous voice vote by the Committee, the motion CARRIED.

**C. Elect Committee Spokesperson-**

Jensen moved and Mussell seconded a motion to elect Kevin Coats as the committee spokesman to the City Council.

After a unanimous voice vote by the Committee, the motion CARRIED.

**D. Committee Handbook-**

Clerk Cordova went over the committee handbook and explained the ruling on posting the agendas and requesting items to be on the agendas. The Committee is subject to the open meeting law and Clerk Cordova also explained to the committee that talking and discussing the issues between members and speaking with members of the City Council is not allowed. She stressed that the committee is strictly here to provide recommendation input to the City Council.

**E. Intergovernmental Health Insurance Authority –**

Jennifer explained that Gary Marks, Ketchum City Administrator, met with Mary Cordova and herself a couple of months ago to inquire if the City would be interested in forming a cooperative group with other public entities to better leverage health insurance rates and programs and eventually move to a self-funded health insurance. The group has not been formed and is in the infancy stage of development. The City of Payette was approached because of our size, budget and health insurance plan. Clerk Cordova said she will see Mr. Marks at an upcoming meeting and will visit with him to determine where he is in the development phase and if any other public entities have signed on.

**F. Credit / Debit / On-Line Bill Pay –**

Jennifer told the Committee that BDS (our utility statement printing provider) offers e-statements, on-line bill pay and assistance with credit/debit processing. Customers have been asking paying on-line and/or paying with a debit or credit card. The City has been reluctant to offer it because of the fees associated with accepting cards, but available to government entities is a free program which passes a 4% transaction onto the user. Ms. Kelley explained there are set-up fees involved of about \$1800 and monthly fees of roughly \$80. Clerk Cordova said the City Council could review in a work session if the committee recommended it and then an ordinance would be drafted for final approval.

Mussell moved and Coats seconded to send a positive recommendation to the City Council to offer customers on-line bill pay and credit and debit payments.

After a unanimous voice vote by the Committee, the motion CARRIED.

**G. FY '10 Budget –**

Clerk Cordova handed out the budget document to the Committee and stressed that importance of reading through it to fully understand how, where and why the City's money comes from and how it is spent. It is a public education tool as well and she hopes to expand the document in the coming years.

**GENERAL DISCUSSION**

The committee unanimously decided to have bi-monthly meetings and scheduled their next meeting for March 22, 2010, at 4:00 PM.

- C. Payette Police Department Monthly Statistics – January 2010
- D. Payette Fire Department Monthly Statistics

**MAYORS COMMENTS**

- We will try and keep the work sessions to a minimum from 5:15 PM to 7 PM
- February 27<sup>th</sup> will be the first “Coffee with the Mayor” from 11 AM to 1 PM in the Council Chambers.
- March 6<sup>th</sup> is the PAYCCY dinner and auction starting at 5:30 PM
- The Fire Department drill night is the 1<sup>st</sup> & 3<sup>rd</sup> Tuesday night and I encourage everyone to go and see what they do.

**CITIZENS COMMENTS**

None Heard.

**ADJOURNMENT**

A motion was made by Heleker and seconded by Dodson to adjourn the meeting at 8:00 PM.

The motion CARRIED.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Jeff Williams, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cordova, City Clerk