



**AGENDA
PAYETTE CITY COUNCIL
MARCH 3, 2014
PUBLIC HEARING & REGULAR MEETING**

HONORABLE MAYOR JEFFREY T. WILLIAMS PRESIDING

LEE NELSON MARK HELEKER
CRAIG JENSEN JEFF SANDS
NANCY DALE RAY WICKERSHAM

6:00 PM – Public Hearing

- A. Request for Permit to Conduct Seismographic Operations on City Owned Property
- B. Sale of Surplus Property: The City Council has declared the property at 1012 1st Avenue South, Payette, to be surplus property, sold at auction by sealed bid at a future date and placed a minimum bid price of \$50,000. The proceeds are to be used per the City's agreement with the U.S. Department of Housing and Urban Development.

7:00 PM – Regular Meeting

- I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE
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- IV. APPROVAL OF MINUTES
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 - G. Payette Civic League – Liz Long
- XII. DEPARTMENTAL REPORT
- XIII. MAYOR'S COMMENTS

XIV. CITIZEN'S COMMENTS

(Limited to 5 minutes per person, at the discretion of the Mayor)

- V. EXECUTIVE SESSION ~ Pursuant to I.C. 67-2345(1)(f), the City Council will recess into Executive Session to discuss with legal counsel for the public agency pending litigation or where there is general public awareness of probable litigation. And I.C. 67-2345(1)(b), To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee staff member, or individual agent.

V. ADJOURNMENT

Any person needing special accommodations to participate in the above noticed meeting should contact the City at least 5 days before the meeting at 700 Center Avenue or at 642-6024.



NOTICE OF PUBLIC HEARING

The Payette City Council will be conducting a Public Hearing during their regular scheduled meeting to receive input concerning the following requests:

- A. Request for Permit to Conduct Seismographic Operations on City Owned Property
- B. Sale of Surplus Property: The City Council has declared the property at 1012 1st Avenue South, Payette, to be surplus property, sold at auction by sealed bid at a future date and placed a minimum bid price of \$50,000. The proceeds are to be used per the City's agreement with the U.S. Department of Housing and Urban Development.

The Public Hearing on the above requests will be held **March 3, 2014 at 6:00 PM**, or shortly thereafter, in the Payette City Council Chambers, 700 Center Avenue, Payette, Idaho. Interested citizens may appear with regard to the foregoing item and will be given the opportunity to be heard in support of, or in opposition to the proposal. The Public is invited and encouraged to attend.

Any person needing special accommodations to participate in the above noticed meeting should contact the City at least 5 days before the meeting at 700 Center Avenue or at 642-6024.

MINUTES
PAYETTE CITY COUNCIL
Work Session & Regular Meeting
February 18, 2014

6:30 PM – Work Session

ROLL CALL

Members Present: Mayor Jeff Williams, Mark Heleker, Nancy Dale, Craig Jensen, Jeff Sands and Ray Wickersham

Members Absent: Lee Nelson

Staff Present: Jennifer Kelley, HR; Mark Clark, Police Chief

A. Council Orientation –The Mayor and Jennifer briefed the Council regarding laws pertaining to open meetings, public records and purchasing.

The work session concluded at 6:50 PM.

7:00 PM – Regular Meeting

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

ROLL CALL

Members Present: Mayor Jeff Williams, Mark Heleker, Nancy Dale, Craig Jensen, Jeff Sands and Ray Wickersham

Members Absent: Lee Nelson

Staff Present: Jennifer Kelley, HR; Mark Clark, Police Chief

PLEDGE

Councilor Heleker led the pledge of allegiance.

CITIZEN'S COMMENTS

Kathy Patrick addressed the Council with a request to advertise her St. Patrick's Day fundraiser on the reader board previously owned by the Chamber of Commerce. She also mentioned the holiday events are still listed on the board.

APPROVAL OF MINUTES

The following corrections were requested of the February 3, 2014, minutes:

1. Page 1: Item A – In the third to the last sentence change "Wickersham" to "Jensen." Also in the next to the last sentence of the same item, change the word "recluse" to "recuse."
2. Page 2: Item A of Old Business; strike the sentence "Happy with where they will vibrate, absolutely have concerns."
3. Page 4: Item D – Include the word "minimum" before "\$50,000" in the motion.

A motion was made by Heleker and seconded by Sands to approve the meeting minutes of February 3, 2014, as amended.

The motion carried by a unanimous voice vote.

APPROVAL OF BILLS & PAYROLL

A motion was made by Heleker and seconded by Wickersham to approve bills and payroll in the amount of \$277,856.69.

At the roll call:

Ayes: Heleker, Dale, Jensen, Sands,
Wickersham

The motion CARRIED.

COMMUNICATIONS

A. Echelon Group – Contribution check to Meals on Wheels

NEW BUSINESS

A. Payette County Disaster Coordinator - Andy Creech: Mr. Creech addressed the Council and explained his emergency management role and what the County and other entities will be working on in the future.

B. Dan Grieg – American Legion Request for Boys & Girls State: Mr. Grieg addressed the Council and explained the program. Currently there are seven girls and three boys that would like to attend. Chase Howie attended state last year and he spoke to the Council about his experience. Mr. Grieg said the cost to attend is \$350 per girl and \$400 per boy. He asked the Council to consider donating funds for the program. He also mentioned the Payette Veteran's Memorial on Highway #52 and explained they're still accepting donations and selling bricks to help fund the project. He mentioned March 6, 2014, is the deadline for state applications and the Council said they would let him know.

C. Resolution #2014-05 – Authorizing Signatures for Bank Services:

A motion was made by Jensen and seconded by Sands to approve Resolution #2014-05.

The motion carried by unanimous voice vote.

D. Catherine Ross – Charge on Water Meter: This item was moved to the next agenda at Ms. Ross' request.

E. Special Events Permit – Azteca Soccer Field: Michael Martin addressed the Council with a request to use the soccer field again this year. He asked if we could

erect a "No Alcohol" sign, but it was determined the banners the League places during their activities work better than permanent signage.

A motion was made by Heleker approve the permit for Azteca Soccer League to use the soccer fields from March 23 - November 30 contingent upon receipt of required insurance and a schedule of events.

The motion carried by a unanimous voice vote.

F. PHS Track – Sign Advertisement

A motion was made by Jensen and seconded by Dale to approve track advertising for \$40.

The motion passed by a unanimous voice vote.

G. Council Promotion and Donation Expenses: The Council discussed previous and current year's promotion and donation expense budget.

A motion was made by Wickersham and seconded by Sands to approve a \$750 donation to be used a Payette girl and boy to the American Legion for Boys' and Girls' State.

At the Roll Call:

Ayes: Wickersham, Sands, Dale, Jensen, Heleker

Nayes: None

DEPARTMENTAL REPORT

- A. Police Department
- B. Fire Department
- C. Treasurer's Report
- D. Parks & Rec Committee
- E. Airport Commission
- F. Library Commission

MAYOR'S COMMENTS

At 9:30 AM on February 27th a site selector will be visiting Payette.

CITIZEN'S COMMENTS

None

ADJOURNMENT

A motion to adjourn was made by Jensen and seconded by Dale.

The motion carried by unanimous voice vote.

The meeting ended at 7:52 pm.

Signed this ____ day of _____, 2014.

Jeff Williams, Mayor

ATTEST:

Jennifer Kelley, HR

CITY OF PAYETTE
MARCH 3, 2014

CITY PAYROLL - Admin	2/21/2014	\$	100,955.42
AMERICAN LEGION - Legis	2/24/2014		750.00
CRIMINAL HISTORY UNIT - Building Inspector	2/21/2014		65.00
PAYETTE HIGH SCHOOL TRACK - Legis	2/24/2014		40.00
A-PLUS AWARDS - Fire	3/3/2014		168.25
ADVANCED CONTROL SYSTEMS - WWTP	3/3/2014		339.00
BDS - Water & WWTP	3/3/2014		1,613.84
BRADY INDUSTRIES - Pool	3/3/2014		280.17
BURKE ELECTRIC - Library	3/3/2014		173.00
CEPI - Police	3/3/2014		80.00
CESCO - Street	3/3/2014		657.04
DCS TECHNOLOGIES - Library	3/3/2014		968.95
FILTRATION TECHNOLOGY - Water	3/3/2014		669.68
GALL'S - Fire	3/3/2014		9.39
HD SUPPLY WATERWORKS - Water	3/3/2014		22,000.00
HEATHERLY FORENSIC POLYGRAPH - Police	3/3/2014		175.00
HOLLADAY ENGINEERING - Park & Admin	3/3/2014		4,946.80
HOLLINGSWORTH - WWTP	3/3/2014		464.22
IDAHO POWER - Street	3/3/2014		4,684.09
INDEPENDENT ENTERPRISE - Admin	3/3/2014		305.52
INTERNATIONAL STONE - Street	3/3/2014		787.50
JERRY'S - Street & Shop	3/3/2014		122.92
KENWORTH SALES - Street & WWTP	3/3/2014		785.19
L.N. CURTIS - Fire	3/3/2014		121.28
LANGDAL, NORMAN - Street	3/3/2014		4,750.00
MCCREA HEATING - Water	3/3/2014		900.00
NORCO - Fire	3/3/2014		155.57
ONTARIO TOOL - Park	3/3/2014		321.30
OREGON RADIATOR - WWTP	3/3/2014		1,120.00
PAYETTE COUNTY HISTORICAL SOCIETY - Legis	3/3/2014		2,000.00
PAYETTE PRINTING - Building Insp. & Police	3/3/2014		527.61
PUBLIC AGENCY TRAINING COUNCIL - Police	3/3/2014		1,160.00
QT TECHNOLOGIES - Airport	3/3/2014		995.00
RADAR SHOP - Police	3/3/2014		659.00
ROBERTSON SUPPLY - Water	3/3/2014		86.37
S&H TERMINAL - Street	3/3/2014		129.06
SHORELINE PEST - Library	3/3/2014		135.00
SNAP ON TOOLS - Shop	3/3/2014		286.00
SYME ELECTRIC - WWTP & Water	3/3/2014		2,995.79
T.A. WELDING - WWTP	3/3/2014		8,858.21
VISTA HILLS IRRIGATION - Park	3/3/2014		220.00
WHITE CLOUD COMMUNICATIONS - Street	3/3/2014		1,517.59
WILSON PRUETT TIRE FACTORY - WWTP	3/3/2014		374.00
		\$	168,352.76

WHEREAS, March 12TH, 2014 marks the 102ND anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah Georgia; and

WHEREAS, throughout its distinguished history, Girl Scouting has inspired millions of girls and women with courage, confidence, and character to make the world a better place; and,

WHEREAS, through the Girl Scout Leadership Experience girls develop the skills and lessons that will serve them throughout their lives so that they may contribute to their communities; and,

WHEREAS, Girl Scouting takes an active role in increasing girls; awareness of the opportunities in math, science, sports, technology and many fields of interest that can expand their horizons; and,

WHEREAS, current Girl Scout members nationwide will be celebrating this American tradition, and welcome girls from every background to join;

**NOW, THEREFORE, I, Jeff Williams, Mayor of City of Payette, Payette County, do hereby applaud the commitment Girl Scouting has made to support the leadership development of America's girls and proudly proclaim the week of
March 10, 2014, as**

GIRL SCOUTS WEEK

IN WITNESS WHEREOF, I have hereunto set my hand at the City of Payette, Payette County in Payette on this ___ day of ___ in the year of our Lord 2014.

**Jeff Williams
Mayor**

**Mary Cordova
City Clerk**

Treasure Valley Baptist Church

386 N. Verde Dr. Ontario, OR. 97914

RECEIVED

FEB 14 2014

Gift in Kind Receipt

Donation From: Payette Pool Date: 2/14/14 CITY OF PAYETTE

Description of Gift: 10 Passes

Thank you!

Cash Amount: _____

Thanks so much for your donation.

Signed: Jean Bink

Treasure Valley Baptist Church

FEIN # 93-0687127

No goods or services were provided for your contribution.

RECEIVED

FEB 14 2014

CITY OF PAYETTE



*Thank you for supporting Treasure Valley
Christian School*

Dear Payette Pool:

We want to express to you our sincere thanks for your recent donation to Treasure Valley Christian School. We are very grateful for your donation of a 10 passes. We were excited to offer this during our auction and contributions such as yours made the auction a success.

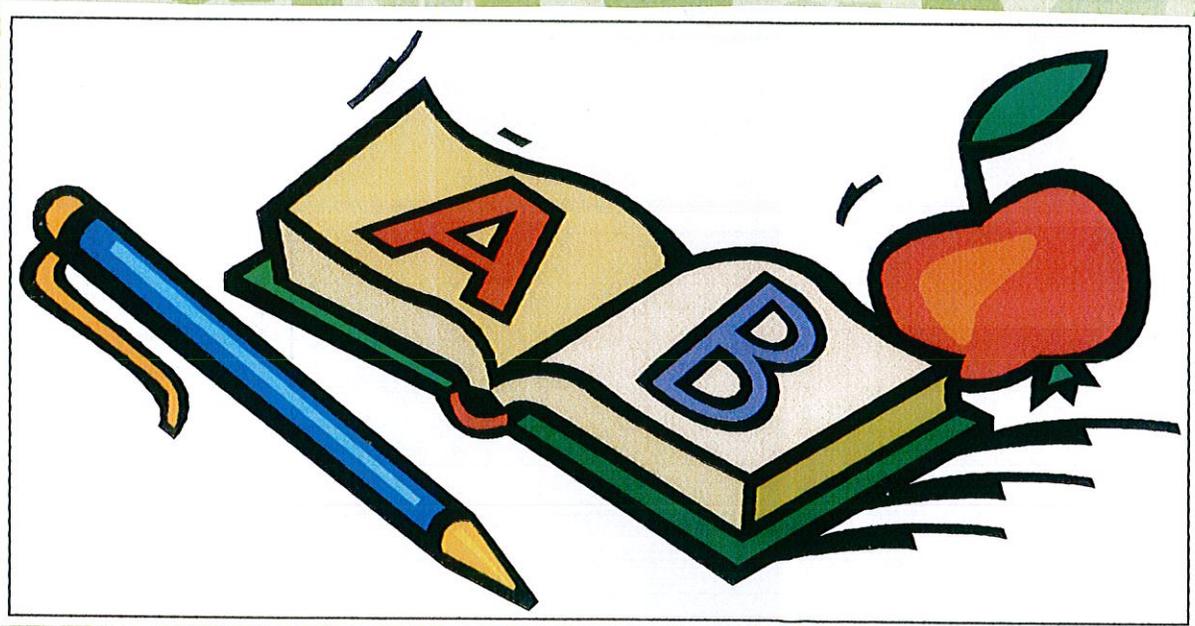
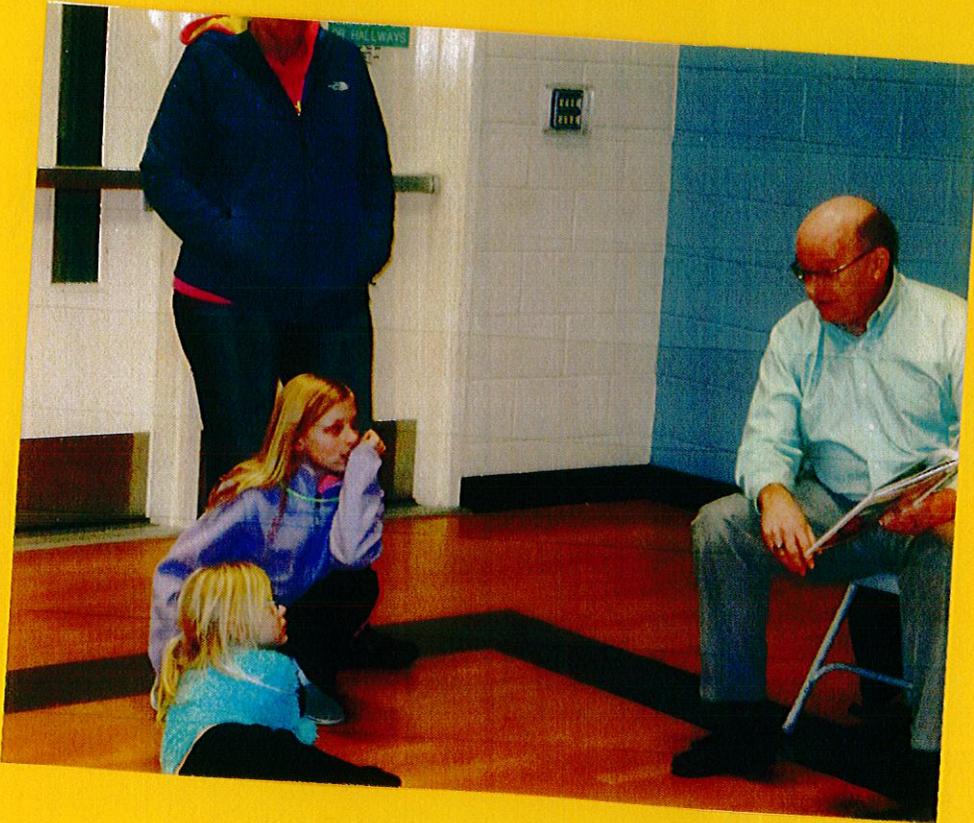
Sincerely yours,

TVCS Auction Committee

RECEIVED

FEB 14 2014

OF PAYETTE



2000
G...

Sofia

Michael

Shawn

KAY RE

Michael

HARRY

Isabel

MARK

Bianca

carlos

NYKE STEU

miguel

ANA

M...

EBWAN

V O ...

JOE

DUST

KE ROBERT

JOHN

EMILIO

JESSIE

JOE

JOE

AKA...

Dear Mayor Williams,



MAR...

V...

...

...

...

ANGELA ...

ANN ...



PAYETTE CITY COUNCIL Agenda Request Form

Policy: Any person, group or organization wishing to personally address the Payette City Council in session shall fill out a written request form and file it with the City Clerk's Office 10 days in advance of the scheduled meeting. Regular meetings are held at 7:00 P.M. the 1st and 3rd Monday of every month.

NAME: Catherine Ross

TELEPHONE: 642-4638 (DAY) same (EVENING)

ADDRESS:
330 S. 12 St

NAME OF PERSON(S), GROUP OR ORGANIZATION:
Self

SUBJECT MATTER TO BE DISCUSSED:
charge on water meter @ 346 S. 12th St - I am on fixed income & cannot pay this monthly charge with all my medical bills. Request lots to be made into one again

COULD THE SUBJECT BE DISCUSSED AND/OR REVIEWED BY MEETING WITH THE MAYOR, CITY DEPARTMENTS OR OTHER OFFICIALS? [] YES [] NO

IF ANSWER TO ABOVE IS YES, PLEASE LIST THOSE WHO HAVE ALREADY REVIEWED SUBJECT. IF NO, WHY NOT?

SPECIFIC QUESTIONS AND/OR ACTION DESIRED FROM THE CITY COUNCIL:
Remove this fee & make 2 lots into one again as it was as I now own both

The person(s), group or organization making the request to be on the agenda will be contacted by the City Clerk's Office, informing him/her of the scheduled meeting date and time. Every effort will be made to schedule the request at the earliest possible meeting date.

2/7/14 Date Catherine E. Ross Signature of person making request

2-7-14 Date BBlock City Clerk Assigned to Agenda: 2-18-14 Date

GENERAL BUSINESS PRESENTATIONS LIMITED TO 5 MINUTES - OR THE DISCRETION OF THE MAYOR

If you plan a visual presentation, it must be submitted to the Clerk's Office no later than 5:00 p.m. on the Wednesday prior to the meeting. Acceptable presentation formats include PowerPoint presentations on CD only, DVD, VHS and 8.5 by 11 inch maps or printed materials for display on screen. All copies submitted become public record and must remain on file with the City Clerk. For more information contact 208-642-6024.



CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Payette City Council
From: Bobbie Black, Deputy City Clerk
Date: 2/26/2014
Re: Historical Commission

BACKGROUND & JUSTIFICATION: Stephanie Smith has resigned from the Historical Commission and Barbara (Lee) Nelson has agreed to fill the position on the Commission.

FISCAL IMPACT: None

RECOMMENDATION: Recommend that City Council approves the appointment from the Mayor of Barbara (Lee) Nelson on the Historical Commission with term expiring July 12, 2016.



CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Payette City Council
From: Bobbie Black, Deputy City Clerk
Date: 2/26/2014
Re: Forestry Commission

BACKGROUND & JUSTIFICATION: Gene Gray and Tony Mell have resigned from the Forestry Commission and Ron Mahler and Georgia Hanigan has agreed to fill the positions on the Commission.

FISCAL IMPACT: None

RECOMMENDATION: Recommend that City Council approves the appointment from the Mayor of Ron Mahler and Georgia Hanigan on the Forestry Commission with term expiring March 3, 2017.



CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Payette City Council
From: Bobbie Black, Deputy City Clerk
Date: 2/26/2014
Re: Forestry Commission

BACKGROUND & JUSTIFICATION: Dick Bronson and Curt VanPatten's term on the Forestry Commission expired on February 23.

FISCAL IMPACT: None

RECOMMENDATION: Recommend that City Council approves the re-appointment from the Mayor of Dick Bronson and Curt VanPatten on the Forestry Commission with term expiring March 3, 2017.



CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Honorable Mayor & Members of the Payette City Council
From: Bobbie Black, Deputy City Clerk
Date: 2/26/2014
Re: Surplus scrap iron and brass

BACKGROUND & JUSTIFICATION: The Water Departments has miscellaneous scrap iron and brass that they do not use anymore or have any use for.

FISCAL IMPACT: Price of scrap iron and brass.

RECOMMENDATION: Recommend that City Council declare as surplus scrap iron and brass.



Surplus Scrap
Water Dept.

2-26-14



Surplus Scrap 2-26-14
Water Dept.



Barbara J. Richart
Chief Deputy Prosecutor

Joshua L. Dolton
Deputy Prosecutor

Lisa M. Saito
Legal Assistant

Wendy L. Grigsby
Legal Assistant

Suzie Burley
Victim Witness
Coordinator

February 25, 2014

City of Payette
700 Center Avenue
Payette, ID 83661

RECEIVED

FEB 27 2014

CITY OF PAYETTE

Re: Audrey Carney
Account Number: [REDACTED]

Dear City Clerk:

I represent the Payette County Board of Community Guardians. We are currently looking for a solution to resolving the above noted account. Ms. Carney is a ward of the Board. She is an elderly woman with very few resources. Unfortunately, she only retains a life estate in the residence that is the subject of the billing and cannot sell it.

As such, the Board is requesting that the City either waive the amount owing or lien the property for the total amount due. In addition, the Board is requesting that the meter be pulled for the residence and apartments so the account no longer accrues a monthly cost.

Please contact me and let me know what can be done to resolve this issue.

Yours truly,

Anne-Marie Kelso
Prosecuting Attorney



February 28, 2014

Mary Cordova, City Administrator
City of Payette
700 Center Avenue
Payette, Idaho 83661

Re: Payette Library Amphitheater Project - Approval of Contract with D&A Door

Dear Mary:

We have reviewed the information listed below, submitted by the City concerning the quotes received for the proposed Payette Library ADA door project.

1. Tabulation of quotes
2. Proposal from the low bidder
3. City of Payette's recommendation for award

Based on the above information, USDA Rural Development concurs in awarding to D&A Door in the amount of \$22,733.75. Based on this award and other eligible project expenses and additional grants and city contributions, this project will complete the Payette Library expansion project.

You should now proceed to issue the "Notice of Award" and prepare **project manuals** for submission to my office. At a minimum include the following documents in each project manual:

- 1) At least one copy of the short form contract Agreement and General Conditions between the City and the Contractor executed by the two parties.
- 2) Please request your attorney review the executed Agreement, and then execute the Certificate of Owner's Attorney on page 4 of the Agreement.

Please provide at least one (1) original project manual and two (2) copies to RD's Area Office. The original project manual will be returned to the City for your records. If the contractor requires an original then additional originals will need to be supplied. RD will sign the original(s) and the copies, return the original(s) to the City and keep copies for our records. Once we have signed the construction agreement we will notify the City so that the 'Notice to Proceed' can be issued to the contractor.

After the construction agreements have been fully executed and concurred with by USDA, Rural Development and prior to the issuance of the Notice to Proceed, a Pre-construction Conference

Rural Development • Boise Sub-Area Office
9173 West Barnes Drive • Suite A1 • Boise, ID 83709
Voice (208) 378-5600 • Fax (208) 378-5643

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

must be held for the project. RD Form 1942-16, Record of Pre-construction Conference, should be used as the agenda for the conference. Attending the conference should be the contractor, and representatives of the City and USDA, Rural Development.

If you have any questions, I can be reached at 208-327-6473 or email at carol.garrison@id.usda.gov.

Sincerely,



Carol J. Garrison
Community Programs Specialist

Cc: USDA Rural Development State Office, Boise, ID