

MINUTES
PAYETTE CITY COUNCIL
Work Session & Regular Meeting
June 1, 2015

ROLL CALL

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

Members Absent: None

Staff Present: Mary Cordova, City Coordinator; Steve Castenada, Fire Chief; Jamie Couch, Street Superintendent; Bert Osborn, City Attorney and Bobbie Black, Deputy City Clerk

6:30 PM – Work Session

A. Encroachment Permits – Mayor Williams noted that at the last Council meeting, there was discussion to waive the encroachment permit fee for the school district. Councilor Heleker added at the Public Works meeting today, this subject was discussed. Jamie Couch informed the Council that before we had the permit process, he would see roads patched with gravel and never knew who did it. This has helped his department greatly in getting the roads and sidewalks back to the way it was before. Citizens are paying the street department to have a fix a job that a contractor should have completed. He inspects the project and makes sure they are using the proper material. If his department has to do the work that should have been done, we are using tax payer's money. Sidewalks are also inspected to ensure they are constructed properly. He puts a lot of time in doing inspections and making sure it is done properly. Councilor Jensen asked when someone gets permit, does he go out before job starts? Jamie replied that on sidewalks and curb cuts he goes out, meets with the applicant, and will advise them on the project. He makes sure they have a traffic control plan if needed. Councilor Dale asked if we want to charge them \$50.00 for permit. Mr. Couch stated we always say we don't want to put more burden on taxpayers. Councilor Dale stated we can't exempt the school if we are charging everyone else. She heard a lot during campaigning about old irrigation system in alleys. Councilor Sands stated that we want to know if they are in our right of way; we need to protect our infrastructure and we do that with the permit. Councilor Nelson asked if a permit is needed to put in a mail box, and was stated yes. Mr. Couch stated he has never been out on a mailbox placement, but if not placed properly they could block sight restrictions. Ms. Cordova added that depending on where it is placed in the sidewalk, it could hinder ADA requirements. Ms. Cordova stated the Council adopted the resolution fee schedule, and it was determined at that time the permit would be \$25.00 and inspection fee \$25.00. City Code Chapter 12 references several items about utility right of way. The homeowners are responsible for maintaining what is in their right of way. It costs the tax payers money for the Street Department to go out and do the inspections. Mayor Williams stated we do talk often about the tax levy rate. Councilor Nelson stated he would hate to see people discouraged by paying the fee to do a project. Councilor Heleker stated last meeting we were thinking it was insult to injury, but after hearing what Mr. Couch said today about how things use to be, maybe the fee is appropriate. Councilor Jensen stated he was glad we opened up for discussion and understand what the fee is for. Councilor Wickersham stated it is better to have it done right at the beginning instead of down the road.

The work session ended at 6:55 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, Ray Wickersham, Craig Jensen, Jeff Sands, Lee Nelson and Nancy Dale
Members Absent: None
Staff Present: Mary Cordova, City Coordinator; Mark Clark; Police Chief; Steve Castenada, Fire Chief; Jamie Couch, Street Superintendent; Mark Clark, Police Chief and Bobbie Black, Deputy City Clerk

PLEDGE

The Pledge of Allegiance was led by Jamie Couch

Councilor Dale made a motion to amend agenda to include HTC update on downtown revitalization project under new business. The motion was seconded by Councilor Nelson. After a voice vote by the Council, the motion CARRIED.

CITIZENS COMMENTS

None Heard.

APPROVAL OF MINUTES

A motion was made by Heleker and seconded by Jensen to approve the minutes of 05-18-2015 with date correction, pond update correction, Jensen voted against the City Motto and item A, page 2, did not get the right of way for water and sewer.

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

APPROVAL OF BILLS & PAYROLL

A motion was made by Sands and seconded by Heleker to approve the City Bills & Payroll in the amount of \$165,274.87

At the roll call:

Ayes: Wickersham, Heleker, Nelson, Jensen, Nelson and Dale.

The motion CARRIED.

SPECIAL ORDERS

None Heard.

COMMUNICATIONS

A. Gridiron Dreams West Football Academy Breakfast

PLANNING & ZONING

A. Meeting Minutes – May 28th, 2015

AGENDA ITEMS

- A. Payette County Ambulance (PCA) Update – Steve Mozingo, 506 N. Hanna Place, Star, ID, addressed the Council. He had heard the Council had some questions on how PCA handles mutual aid. He stated they have one on duty crew and one on call crew. Typically we have used Treasure Valley Paramedics (TVP) and Parma for mutual aids. There has been five times we have used mutual aid, and four times Parma responded. TVP takes 20-30 minutes for a response and Parma will respond immediately. They get dispatched within two minutes. They made the switch to using Parma due to TVP having to have their back up crew in quarters before they can respond. He did some time studies and it made sense to use Parma. His whole goal was who could respond the fastest. Out of five calls, they cancelled Parma once. TVP was 10 minutes after that and then 8-10 minutes to get here. One call had a problem, Canyon County took 7 minutes to call Parma ambulance. They still fell within the 15 minutes response time. He is still showing that Parma has the fastest response for time. Councilor Sands asked how many calls are transfers from medical facility to another facility. Mr. Mozingo stated transfers made up about a quarter of their call volume. If not transferring they can't make it; those transport calls are pretty much guaranteed payment. They do turn down transfers to make sure they are covered. PCA has two ambulances on call at all times. Mayor Williams stated the agreement states three ambulances; he responded that they 5 ambulances and equipment. Staffing requirements are one paramedic. Mayor Williams stated the response and call volume doesn't seem quite right. He stated the first 5-8 minutes are the critical for a patient and the Payette Fire is on scene in that time frame. He stated the levels of care are the same throughout the county. Councilor Dale asked about transports and how many qualify for BLS. He stated 2/3 qualify for BLS. Every patient starts off as BLS. He was asked how he is defining acceptable time, what is realistic that we need to be comfortable with. He stated a 5-8 minute window to Payette. Parma has paramedics on call. Councilor Dale asked if PCA could provide monthly stats to the Council and he stated yes. We have to make sure we are doing everything in our power for our citizens. He was asked if St. Luke's put an ambulance in service, would that hurt them? Mozingo replied they would not have enough call volume. Councilor Sands asked if the problem of not putting three ambulances in services is a lack of medical staff or a dollar amount, and Mozingo replied dollar amount. We have the benefit of having two ALS ambulances available. Even for staff to be on call, it is an extra expense. Doesn't make sense to pay for that staffing. Mr. Mozingo stated it will take time, but we are heading in the right direction, and welcomes questions.
- B. Façade application – Scott Masingill – No action taken on this item, no application presented.
- C. Agenda/Donation Request – Payette Soil & Water Conservation District
Mayor believes this has always been a budgeted line item.
- D. Agenda Request – Anne Marsh – Storage Container issues- Anne Marsh, 1384 S. Main Street addressed the Council. She rents the property that has a 12X12 building on it and she runs a small ministry in an industrial area. The building is not big enough to store her supplies, chairs or barbeque. It is a real inconvenience to have to rent a storage unit. More convenient to have there, more secure also. If wood building it can be broke into easily. She really needs a storage container for what she wants to store. When in full operation she would like to have one; she can't afford to build. If she needs to get a CUP that is fine. Councilor Sands asked if she will use container for a service, she stated she would use to store chairs and stuff. She was asked about renting a downtown building, and she stated there is no place to park her bus. She will have to put some kind of security in the existing building, just to put her

computer in there. Councilor Nelson asked if she will be using the container strictly for storage, she stated yes. She would like have an outside meeting place and she would have to put up a tent for that. She would like to buy property. In the future she would like to possibly put a double wide on the property. Mayor Williams asked if she knows the zoning and she stated yes. He stated a church isn't allowed in industrial. The first order of business is to get a business license, she stated the city is holding until she gets a CUP.

E. Voting Delegate and Alternate for AIC Conference

A motion was made by Jensen and seconded by Dale to appoint Mayor Williams as voting delegate and Mark Heleker as alternate for AIC Conference.

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

F. Donation – Gridiron Dreams

Councilor Dale stated she was approached about this and they completely understood about a donation not being available, but asked if we could have our street department sweep the parking lot at the high school the day before the event.

A motion was made by Dale and seconded by Jensen to provide clean up services in place of monetary service and the Street Department sweep the parking lot the day before the event.

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

G. Special Events Permit – A & W Cruise Night

Jim Boyer, 9927 Elm Drive, Payette, addressed the Council. He came in for a special event permit for A & W cruise and car show, September 11 & 12. He would like to see what the city could do this year. The City has helped with a \$500 donation in the past. He stated the Police Department has been great with activities. He stated they are competing with Caldwell this year. Mayor Williams stated he would have to fill out another sheet for the donation request.

A motion was made by Heleker and seconded by Dale to approve the Special Events Permit for A & W Cruise Night – September 11-12, 2015 and waive permit fee.

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

H. Service Animal policy

Councilor Sands asked Chief Clark if he was okay with the policy and he stated yes. Bert Osborn stated doesn't understand the last sentence in the first paragraph. Discussion followed.

A motion was made by Nelson and seconded by Heleker to approve administrative policy regarding service dogs with changes indicated in first paragraph.

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

I. Non-Aerial Fireworks Permit – TNT Fireworks

A motion was made by Heleker and seconded by Nelson to approve the non-aerial Fireworks Permit for TNT Fireworks in Albertson's parking lot.

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

- J. HTC update on downtown revitalization project: Alan Massey, 1920 3rd Avenue South, Payette, addressed the Council. He apologized to the Admin & Finance Committee for cell service earlier today. There seems to be some confusion on the grant on who receives the money and who controls the money. He spent time today talking to rural development. There is a USDA grant that is available, the grant will pay for the plan or study from the original plan set up in 1985. They will utilize input from community, civic organizations and business owners. They would present to Council a list of recommendations for projects for economic development. He is asking for a letter of intent from the City of \$10,000 for a project for economic development. The City will not be sent a bill from anyone. HTC will not have a penny in their bank account from this grant. Once we have the \$10,000 budgeted, it is just a way to fund projects that you choose. It can be numerous projects. All the grant specifies is a letter of intent. Councilor Heleker asked if the \$10,000 could be part of façade project, Mr. Massey stated not from existing ones. That leaves \$11,500 in the façade grant fund, and those could be in addition to the \$10,000. It is whatever the Council decides to use the money for downtown economic development. It cannot be a part of the existing façade grant money, it has to be a new line item for economic development. Ms. Cordova stated we have a policy for the revolving loan fund. Mayor Williams stated all they are asking for is a letter of intent for next budget year. Do we have to say it will be a new general line item for \$10,000. Councilor Jensen doesn't want to raise tax levy. Councilor Sands stated Ms. Cordova was supposed to write one of the grants and hasn't received any information. She stated he just received some information at the end of today. There will be two separate grants and the City will administer the gem grant. The USDA grant will be for the plan and the City will not be administering that one. Ms. Cordova stated the match is for the gem grant. RDI is the applicant on the USDA grant. It might cost more than \$23,000 for the plan. Ms. Cordova stated we don't have to make the decision of where the money will come from right now as we haven't had a public hearing for the new budget year.

A motion was made by Nelson and seconded by Dale to provide a letter of intent for downtown economic development for \$10,000.

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

DEPARTMENTAL REPORTS

- A. Admin & Finance Committee – June 1st
- B. Public Works Committee – June 1st

MAYORS COMMENTS

Council members discussed the Gridiron Dreams – it is for 7 year olds through seniors in high school. Articles will be in the Argus and Independent Enterprise.

CITIZEN'S COMMENTS

Councilor Wickersham stated they will be having a meeting in the next couple weeks on the Boys and Girls Club.

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.

A motion was made by Heleker and seconded by Jensen to adjourn into executive session pursuant to I.C. 67-2345(1) (f) at 8:39 PM

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

The Council reconvened into regular meeting with no action taken.

ADJOURNMENT

A motion was made by Heleker and seconded by Wickersham to adjourn the regular meeting at 8:54 pm.

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

Signed this _____ day of _____, 2015.

Jeffrey T. Williams, Mayor

ATTEST:

Bobbie Black – Deputy City Clerk