

MINUTES
PAYETTE CITY COUNCIL
Work Session & Regular Meeting
June 6, 2016

6:30 PM – Work Session

A work session of the Payette City Council was called to order at 6:33 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present: Mayor Williams, Lee Nelson, Ray Wickersham, Nancy Dale, Alan Massey, Kathy Dodson.

Members Absent: Craig Jensen

Staff Present: Mark Clark; Chief of Police, Steve Castenada; Fire Chief, Bobbie Black; Deputy City Clerk, Denise Rueschhoff; Administrative Assistant and Bert Osborn; City Attorney

AGENDA ITEMS

DEPARTMENT REPORTS

- a. Fire Department – Castenada addressed the Council regarding the burn policy. He stated they are starting to have problems with large farm fields being burned under the same permitting process as yard debris. The large burns can create more problems with smoke and the chance for a fire to be out of control. He would like to see a policy change to make large field burning obtain a specific permit before burning. He would inspect the area prior to the burn and be sure no structures or hazards are nearby. Dale likes the idea of establishing a time frame on the permit. Dale also asked if there is actually any reason to allow burning of lawn debris within the city limits. Dodson asked about people that have a fire pit in their yards. Wickersham does like the idea of revamping the procedure for field burning. Mayor Williams told Castenada to move forward with proposed changes that can come before the Council for an ordinance change. Massey addressed the April 2016 report regarding the increased calls. Castenada related that increased calls are across the board for incidences. The busiest months are ahead of us for calls. Mayor Williams asked about the smoke detector and carbon monoxide detector program. Castenada stated that both of these have seen an increase in units provided to the public. Dale asked about the fund for the reader board. Black addressed the Council and stated that with an upcoming yard sale and the spaghetti feed, we will be very close to the goal.
- b. Police Department – Clark addressed the Council regarding the current hiring. There will be three new officers in the department. A new officer will be introduced tonight. An officer did resign over the weekend. Dale asked if we do pre-employment for the POST academy. Both Black and Clark outlined the procedure. Massey asked about heroine usage in the area and if it is in fact increasing. Clark stated that it is increasing due to foreign drugs available. Clark also addressed the use of the overdose antidote that is available and we do have this available with our local ambulance.

c. Administration

Treasurers Report – May 2016 - Mayor Williams stated that we are approximately sixty-six percent into the year. Dodson had a question regarding insurance that seems to be underfunded. Black stated that it will balance out with transferring from other funds that has not yet happened. This will take place later in the year. Dale thanked Black for the more understandable percentages. Dale asked about insurance reimbursements. Black addressed the Council regarding the earlier look into changing or maintaining current insurance this year. She is pleased with the employee response regarding the questionnaire that was sent out. All employees have completed and submitted their responses. Massey asked about the frequency of receiving property tax, liquor and shared-revenue payments. Black outlined the time frame for each. Black addressed the Council regarding the

recent IIMC conference that she and Cordova attended in Omaha. She felt this conference was extremely informative and beneficial. Several topics were very timely, including the struggles that other cities face with Councils and Mayors, writing job descriptions and active shooter situations. Black thanked the Council for the opportunity to attend and felt it was a phenomenal experience with information that can benefit our city. Dale asked about the total attendance. Black stated there were more than 600 attending with 7 others from Idaho.

Building & Business Permits -- April & May 2016 – Mayor Williams stated that so far for the year, we are about twenty-five percent busier than last year for building permits, but business license numbers are about the same.

FUTURE MEETING TOPICS

Mayor will have Kurt Key coming in two weeks to talk about the pool heating system and Jim Franklin will have information on that as well.

ADJOURNMENT

Mayor Williams adjourned the work session meeting at 7:03 PM.

7:00 PM – Regular Meeting

A regular meeting of the Payette City Council was called to order at 7:04 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present: Mayor Williams, Lee Nelson, Ray Wickersham, Nancy Dale, Alan Massey, Kathy Dodson.

Members Absent: Craig Jensen

Staff Present: Mark Clark; Chief of Police, Steve Castenada; Fire Chief, Doug Argo; Holliday Engineering, Bert Osborn; City Attorney, Bobbie Black; Deputy City Clerk and Denise Rueschhoff; Administrative Assistant

PLEDGE

The Pledge of Allegiance was led by Tony Mell.

CITIZENS COMMENTS

None

APPROVAL OF MINUTES

A. 05-16-2016 – Work Session & Regular Meeting

A motion was made by Dale and seconded by Wickersham to approve the minutes of 05-16-2016 Work Session and Regular Meeting as written.

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

APPROVAL OF BILLS & PAYROLL

A motion was made by Nelson and seconded by Dale to approve the City Bills & Payroll in the amount of \$213,033.05

At the roll call:

Ayes: Dodson, Massey, Wickersham, Nelson and Dale.

Nays: None

The motion CARRIED.

SPECIAL ORDERS

A. Oath of Office – Police Officer – Cody Freeman

Chief Clark introduced Cody Freeman as a new patrol officer for the City. Mayor Williams administered the Oath of Office to Cody Freeman and welcomed him to the City staff and Police Force.

COMMUNICATIONS

None

PLANNING & ZONING

None

AGENDA ITEMS

A. Agenda Request – Aaron Sobers – Weed Abatement

Aaron Sobers, 2855 Center Avenue, addressed the Council regarding mustard weeds that are all around their property. There have been major fires in the past that have damaged and destroyed some of their property and that of neighbors. They are here to ask the City Council for their help with preventative measures as well as getting rid of the current weeds. Mayor Williams has talked to Chief Clark because this sounds like an ordinance issue. He asked Clark if he has had an opportunity to discuss this concern with the Ordinance Officer. Clark stated that he had. Clark stated that they intend to get in touch with the property owner, Mr. Lancaster, to have a solution for the weeds and creating fire breaks to protect the adjoining homeowners.

B. Agenda Request – JoAnne Smith, Chairman, Payette Soil & Water Conservation District
JoAnne Smith, 2730 NE 25th Avenue, addressed the Council and thanked them for the previous financial support. They are currently working on a grant program for farmers. They are also working with the irrigation districts. She is hoping that the City Council will continue with financial support in the future to help with operating expenses. The state of Idaho will match donated funds. Wickersham asked what previous donation has been made in the past. Mayor stated it has been \$1,000. Massey asked about additional support from other cities or the county. Black stated that Payette Soil & Water Conservation normally gives a letter for the formal request of funds. There has not been one submitted for the current budget year.

C. Agenda Request – Laura Gross – Farmer's Market

Laura Gross, 750 River Street, and Liz Amason, 490 North 20 Street, addressed the Council regarding a Farmer's Market at the Agape Coffee Shop. Ms. Gross highlighted some of the problems of getting a successful Farmer's Market started last year. She stated what they have come up with for this year. The markets will be held on Tuesday afternoons so as not to compete with the market in Ontario. They will be holding the market for seven weeks from July to August. These ladies wanted to let the Council know exactly what will be taking place and they are hoping that this will become more of a community-wide farmer's market. The Council is excited for the upcoming venture.

D. Resolution #2016-09 – Surplus Property – bikes

Dodson made a motion to approve Resolution #2016-09 to dispose of 30 bikes to be donated to Help Them To Hope. The motion was seconded by Wickersham.

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

E. Resolution #2016-10 – Pay Vendors Prior to Submitting to Council

Dale made a motion to approve Resolution #2016-10, to pay vendors prior to submitting to Council. The motion was seconded by Dodson.

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

F. Library ADA Doors – Mayor Williams stated that there is not enough documentation to address this issue. This is a topic better addressed in the Executive Session.

Massey made a motion to table the discussion of Library ADA Doors to the next regular meeting. The motion was seconded by Wickersham.

After a voice vote by the Council, the motion CARRIED

G. Certified Local Government – Historical Commission

Wickersham made a motion to approve the recommendation from the Historical Commission for the City to become a Certified Local Government. The motion was seconded by Massey

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

H. Donation Request – Payette School District – Building Permit Fee

Massey made a motion to deny the donation of the Building Permit fee as request by the Payette School District. The motion was seconded by Dale.

At the roll call:

Ayes: Dodson, Massey, Dale, Nelson, and Wickersham.

Nays: None

The motion CARRIED.

I. Appointment of Airport and Historical Council Liaison

Massey made a motion to approve the recommendation of Alan Massey as liaison to the Airport Commission, and Lee Nelson as liaison to the Historical Commission. The motion was seconded by Dodson.

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

J. T-O Engineers – Agreement for Professional Services -Airport

Nelson made a motion to approve the agreement for professional services for T-O Engineers to extend runway 13-31 at the Airport, with the scope of the work not to exceed \$25,000 unless approved by the Mayor and City Council. The motion was seconded by Dodson.

At the roll call:

Ayes: Wickersham, Dodson, Nelson, Dale and Massey.

Nays: None

The motion CARRIED.

K. Lopez Development Agreement

Massey made a motion to enter into a Development Agreement with Lopez that will contain all of the items of concern from Osborn and a completion date of 365 days from original April, 2016 date. The motion was seconded by Dale.

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

L. Youth Advisory Committee - Postponed to next meeting

BOARD & COMMISSION REPORTS

None

MAYOR'S COMMENT

Last Wednesday the SREDA meeting was held here in Payette. Massey and Nelson were both in attendance. Massey addressed the Council regarding growth in the Payette area. More active solicitation of new businesses has taken place but there is always room for improvement. Nelson addressed the Council regarding his own thoughts on the meeting. Valley Family Health attended this same meeting and presented their plans for an enlarged medical and dental clinic here in Payette. Many people in the community are working towards the betterment of the area.

Impact fee analysis is taking place with the help of Clark and Castenada. They met last week with Anne Westcott. She is the same individual that will be doing our strategic plan. She will be contacting each of the Councilors to schedule personal meetings to learn what each Council member has for their vision for the future of Payette. Her firm will be sending a survey out to citizens of our community for similar purposes.

We need to schedule the first of two four-hour work sessions during the week of June 27 to work on the strategic plan. Tuesday June 28, 2016 at 4:00 PM was scheduled. The strategic plan should drive the budget work. Work sessions are also coming up for the budget, July 11, 2016 is set up as a tentative date.

CITIZEN'S COMMENTS

Liz Amason, 490 North 20th Street, addressed the Council regarding opening day for the Miracle Field on Saturday. More kids are signing up. Some are even from outside Payette County. July 24 will be a fundraiser with Boise Hawks. They have also committed to having players come here to work with the children.

EXECUTIVE SESSION - Pursuant to I.C. 74-206(1)(b), the City Council will recess into Executive Session 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 as provided in I.C. chapter 1, title 74.

A motion was made by Nelson and seconded by Dodson to adjourn to executive session Pursuant to I.C. 74-206(1)(b), the City Council will recess into Executive Session 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 as provided in I.C. chapter 1, title 74.

At the roll call:

Ayes: Massey, Wickersham, Dale, Nelson, and Dodson

Nays: None

The motion CARRIED.

ACTIONS AFTER EXECUTIVE SESSIONS (if needed)

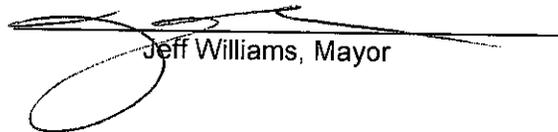
No action taken

ADJOURNMENT

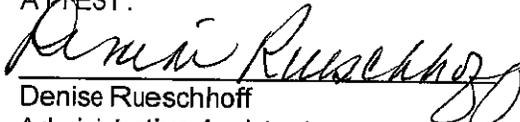
A motion was made by Dodson and seconded by Massey to adjourn the regular meeting at 8:54 PM.

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

Signed this 23rd day of June, 2016.


Jeff Williams, Mayor

ATTEST:


Denise Rueschhoff
Administrative Assistant