

**MINUTES
PAYETTE CITY COUNCIL
Work Session & Regular Council Meeting
October 17, 2016**

6:00 PM – Work Session

A work session of the Payette City Council was called to order at 6:00 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

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

Members Absent: None

Staff Present: Mary Cordova; Mark Clark, Chief of Police; Jacob Hust, Water Supervisor; Jaime Couch, Street Supervisor; Steve Castenada, Fire Chief; Randy Fales, Parks Supervisor, Darwin Decroo, WWTP Supervisor; Katie Bullen, Pool Manager and Matea Gabiola, Administrative Assistant.

AGENDA ITEMS

None

DEPARTMENT REPORTS

- a. Street Department – Mr. Couch stated that North 4th Street storm drain project is finished. The curb and gutter is left to complete. The Iowa and Center project is moving along; the City is waiting on utilities to be moved. The Airport runway extension project is moving along. Fall cleanup will start the 1st week of November. The Sewer department gave the Street Department a dump truck, so there will 4 trucks running this year. There is going to be some overlay projects that will start this next week. The Street Department also crack sealed three cul-de-sac sacs up off of Iowa. Mayor Williams stated that in the Iowa & Center project the contractor found an irrigation line that they didn't know existed, and it needs to be moved. The Council will need to amend the agenda with a change order to move that line.
- b. Park Department – Mr. Fales stated that they are cleaning up the parks and winterizing to get ready for winter.
- c. Water Department- Mr. Hust stated that they have been busy. Tank mixers have been installed in both Clay Peak and 20th Street reservoirs. Fall flushing went well this year. Mr. Hust stated his department has been studying for water certifications. The department is replacing PRV on Center & Iowa.
- d. Sewer Department – Mr. Decroo stated that the department received their new jet truck. They finished installing the pump that was rebuilt in Vistair lift station. Mayor Williams asked Mr. Decroo to inform on the status on the smell challenges at 7th & Iowa. Mr. Decroo stated that the department is trying to remove the hydrogen sulfide smell. So far it has been proven that just using the carbon media isn't enough so they are feeding hydrogen peroxide out at Vistair which seems to be helping. There is potential to install an irrigation well out to help with the smell.
- e. Pool Department- Ms. Bullen stated there is a lot going on at the pool. A new schedule, lots of organization, presenting school base programs for surrounding communities and lessons. Ms. Bullen stated she has contacted St. Lukes & St. Al's in working together to create therapy and rehabilitation programs. Ms. Bullen is wanting to pair up with the Police Department and Fire Department to have Safety days. With the pool being closed for maintenance there was a lot of painting and servicing of equipment. Ms. Bullen is working with our Water Department on possibly getting a new water system to help with the iron in the water.
- f. Strategic Plan 2016 –

Mr. Massey stated that he is wanting to work with business owners to come up with different ways to entice growth and new business. Mr. Massey stated that the Council is reviewing the fee structure and working on eliminating or changing some of the nuisance fees.

Ms. Dodson stated that she reached out to the principal of the High School to set up a meeting, but hasn't heard anything back from him at this time.

Mr. Jensen & Mr. Wickersham gave an update on the Boys & Girls Club.

Mayor Williams stated that he has contacted an agency to come and do customer service training. Mr. Massey asked about the work compensation study results and when would the Council be getting those results back. Mayor Williams replied the second meeting in November.

FUTURE MEETING TOPICS

None

ADJOURNMENT

The work session adjourned at 6:56 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, Alan Massey, Lee Nelson, Nancy Dale, Kathy Dodson, Craig Jensen and Ray Wickersham.

Members Absent: None

Staff Present: Mary Cordova; Mark Clark, Chief of Police; Jacob Hust, Water Department; Jaime Couch, Street Department; Steve Castenada, Fire Chief; Randy Fales, Parks Department; Darwin Decroo, WWTP Supervisor; Katie Bullen, Pool Manager and Matea Gabiola, Administrative Assistant.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ray Wickersham.

A motion was made by Massey to amend the agenda to add Item E: A change order on the Iowa Ave Project. This was seconded by Nelson.

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

CITIZENS COMMENTS

Samantha Breach, 643 South 12th Street addressed the Council and reminded them about the community event, Trunk or Treat. It will be held on October 31, 2016, at Bancroft Park between 4pm-6pm.

PUBLIC HEARING

- A. An application for annexation of a parcel of land located at 1835 NE 10th Ave in the SW1/4SE1/4 of Sec.3, Twp. 8N, R 5W, BM, being all of Blocks 53 and 55 and a portion of Block 54, more particularly described as follows: Commencing on the west side line of said SW1/4 SE1/4 at a point 643.5 feet S of the NW corner of said SW1/4 SE1/4; thence south following said west side line 272.25 feet; thence east and parallel to the north side line of said SW1/4 SE1/4 660 feet;

thence north and parallel to the west side line of said SW1/4 SE1/4 660 feet; thence north and parallel to the west side line of said SW1/4 SE1/4 915.75 feet to the north side line of SW1/4 SE1/4; thence west following said north side line 330 feet; thence south and parallel to the west side line of said SW1/4 SE1/4 643.5 feet; thence west 330 feet to the point of beginning; including all road right of ways of NE 10th Ave and Hurd Lane.

Ms. Cordova addressed the Council stating that this type of annexation is a category A, where the owner consents to the annexation; Teton Machine is wanting to be annexed. Ms. Cordova directed the Council to the annexation plan. The City already has water and sewer services to the existing Teton building and will provide this same service to these new parcels, which is roughly 9.25 acres. Teton wants to expand its business by constructing a new shop. Ms. Cordova directed the Council to the preliminary site plan. Mr. Wickersham asked if the City already has water and sewer to the existing building. Ms. Cordova replied yes. Ms. Cordova also stated that as part of the development agreement, the City is going to extend those services further down the road, but stop just short of the canal. Ms. Cordova stated the sewer line will be directly in the middle of this new building, the final design is still in the works. There is a shallow manhole in that area, and the City can't take it any further because the City would need to install a lift station. The service line grade for the new building will meet the existing main, so Teton will still have enough gravity flow. Ms. Dodson asked about the inducements that the City is offering and what those were. Ms. Cordova directed the Council to page 6 in the development agreement under exhibit A. Ms. Cordova stated that the City is extending the water and sewer mains, and have asked the current owner to dedicate an additional 15 foot right of way along NE 10th Ave. This is for future expansion of the road. In exchange for the additional 15 feet, the City has proposed to make those improvements. When this project commences, there will likely be grant funding. City code requires an 80 foot right of way on a section line. Eventually NE 10th Ave will be an 80 foot right of way, so this would be a step in that direction. Currently there is only a 50 foot right of way down that road. Mr. Nelson asked about the curb and gutter and if a potential LID would happen. Yes, there could potentially be an LID. Ms. Cordova stated it is impractical to install curb, gutter, sidewalk or drainage at this time. Mr. Massey stated to Ms. Cordova that Teton is giving the City the additional 15 foot of right of way, will that ever be increased. Ms. Cordova stated the additional 15 feet will give the City a 40 foot right of way so that will not be increased in the future. Eventually the City would want 80 feet, but that other half would be from the other side of the road. NE 10th Ave will need to be widened in the future, the 50 foot right of way came from the County, which is their prescriptive easement along that road. The City wants 80 foot right of way in those heavy collector roads. The City is happy to have Teton Machine expand their business, and they want to do it in City limits.

Andy Oyervides, 800 Flintlock Way, Weiser, ID, representing Teton Machine, addressed the Council. Mr. Oyervides stated that Teton Machine was founded in Wyoming 64 years ago, but have been in Payette since 1981. What brought Teton to the City of Payette was Hewlett Packard, which was the largest customer for them at that time. Teton Machine is a high-tech company that does less than 10% of their business in Idaho. Teton could be anywhere in the US to serve their customer base, but have chosen to remain in Payette. Mr. Oyervides stated that Payette has been good for the company and the City has been good to them. Currently there is 40 employees and does about 1.5 million in wages and benefits every year. This move will continue our growth as a company. Mr. Oyervides would appreciate your affirmative vote of approval in annexing these two parcels into the City. Mr. Oyervides wanted to state that is process has been a learning experience for him, and that Ms. Cordova played a very instrumental part in a very positive way. Every interaction that he has had with the City so far has been great, and he wanted to give positive feedback on this experience for Teton.

Mr. Nelson asked if this will be an extension of the business, and be hiring more employees? Mr. Oyervides stated that Teton doesn't own the current building and the lease is up in about 14

months. So, this move is more of an expansion of physical size. Teton's philosophy is to grow the company with technology. Eventually down the road with growth more jobs will be offered.

Hearing no additional comments, the public hearing was closed.

APPROVAL OF MINUTES

A. 10-04-2016 Work Session & Regular Council Meeting

A motion was made by Nelson and seconded by Dodson to approve the minutes of 10-04-2016 Work Session & Rescheduled Regular Council Meeting with a change to the voting on page 9.

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

APPROVAL OF BILLS & PAYROLL

A motion was made by Jensen and seconded by Nelson to approve the City Bills & Payroll in the amount of \$324,656.40

Ms. Dale asked about the CPA billing of \$2,750, and if that was the start of the audit process. Ms. Cordova stated yes.

At the roll call:

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

Nays: None

The motion CARRIED.

SPECIAL ORDERS

None

COMMUNICATIONS

None

PLANNING & ZONING

None

AGENDA ITEMS

- A. Sidewalk Café Guidelines- Ms. Dodson stated that she talked with Kathy Patrick about the guidelines. According, to her findings, she didn't see anything that was glaring. Ms. Dodson has a problem with fence regulations. Ms. Dodson stated to be legal with the State liquor laws fencing just needs to be an enclosure. If a business owner is required to have iron fencing for their sidewalk café, the cost will add up. This item is something she thinks the City shouldn't require. Mr. Nelson stated if a fence is moved too easily, it defeats the whole purpose and could run into other issues. Mayor Williams pointed out that these businesses will be using the City's right of way, and if the fences placed are not stable or sturdy enough and someone gets hurt, the City could be liable. Protecting the City's right of way needs to be thought about. Ms. Dodson also wanted to address advertising on the umbrellas and canopies. She stated in some cases you get free umbrellas from vendors, but this guideline you wouldn't be able to use them. Mr. Massey addressed the Council in removing the first paragraph from the design standards of fences, as well as eliminating the sentence about adverting on the umbrellas and awnings. Chief Clark addressed the Council stating that there

are regulations in Idaho State code regarding liquor sales advertising. Mr. Wickersham stated to add the clause following Idaho State code, in regards to advertising.

A motion was made by Massey and seconded by Dodson to approve the Sidewalk Café outdoor design guidelines with the modifications under fence and umbrella/canopies design standards that were discussed.

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

B. Annexation Plan & Development Agreement- Teton Machine

A motion was made by Nelson and seconded by Wickersham to approve the Annexation Plan & Development Agreement between the City of Payette and Teton Machine.

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

C. Ordinance #1416-AN ORDINANCE FOR THE ANNEXATION OF PROPERTY GENERALLY LOCATED AT 1835 NE 10TH AVENUE, WHICH PROPERTY IS MORE PARTICULARLY DESCRIBED IN EXHIBIT "A", ALL SITUATED IN PAYETTE COUNTY, IDAHO, AND ADJACENT AND CONTIGUOUS TO THE CORPORATE CITY LIMITS; ESTABLISHING AND DETERMINING THE LAND USE CLASSIFICATION OF SAID LAND AS I-INDUSTRIAL; DESIGNATING THAT PROPERTY DESCRIBED IN EXHIBIT "A" AS A CATEGORY A ANNEXATION; MAKING CERTAIN FINDINGS IN THE OFFICIAL MINUTES OF THE CITY CLERK; PROVIDING THAT COPIES OF THIS ORDINANCE SHALL BE FILED WITH THE PAYETTE COUNTY ASSESSOR, THE PAYETTE COUNTY RECORDER, AND THE IDAHO STATE TAX COMMISSION; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR PUBLICATION BY SUMMARY – 1st Reading

A motion was made by Nelson and seconded by Jensen to read Ordinance #1416 by title only.

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

Osborn read Ordinance #1416 by title only.

A motion was made by Nelson and seconded by Wickersham to suspend the rules and pass Ordinance #1416.

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

A motion was made by Jensen and seconded by Dodson that Ordinance #1416 do pass.

At the roll call:

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

Nays: None

The motion CARRIED.

D. Library Copier-Ms. Cordova stated that this is a copier lease agreement for the Library. By Idaho code a library is able to hold real and personal property upon approval of the City

Council. This contract has never been presented to the Council and it does need approval. Ms. Dale stated that this copier was addressed back in May. The Board of Trustees is aware of this and training has since been performed on purchasing policies.

A motion was made by Dale and was seconded by Dodson to accept the Payette Public Library copier lease agreement with Allied Business Solutions.

At the roll call:

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

Nays: None

The motion CARRIED.

- E. Iowa Ave Project Change Order – Mayor Williams reminded the Council that at this time there is no paperwork, this issue was only discovered a few hours ago. Mayor Williams stated that the contractor found an irrigation line that they didn't know was there and it needs to be moved. Durham Gravel, the contractor, stated it will be no more than \$5,000 to move the line.

A motion was made by Nelson and seconded by Jensen to approve the change order for the Iowa Project not to exceed \$6,000 for Durham Gravel Works.

At the roll call:

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

Nays: None

The motion CARRIED.

BOARD & COMMISSION REPORTS

- A. Building & Business Permits- 2016
- B. Library Commission- October 13th
- C. Airport Commission – October 17th – Mr. Massey gave a brief summary of the last Airport Commission meeting topics.

MAYOR'S COMMENT

None

CITIZEN'S COMMENTS

None

EXECUTIVE SESSION

Pursuant to I.C. 74-206(1)(f), the City Council will recess into Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. provided in I.C. chapter 1, title 74.

A motion was made by Dodson to adjourn to executive session Pursuant to I.C. 74-206(1)(f), the City Council will recess into Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. provided in I.C. chapter 1, title 74.

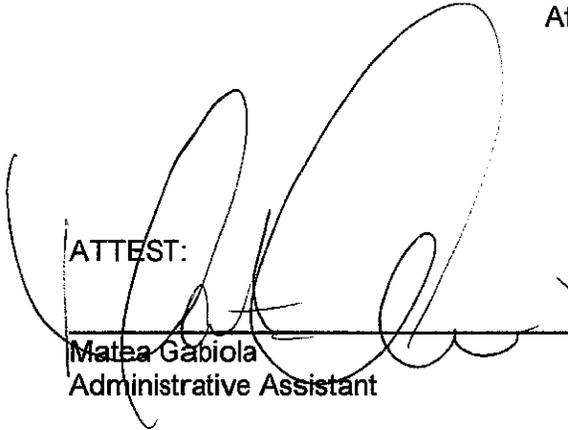
The motion FAILED for lack of second.

ADJOURNMENT

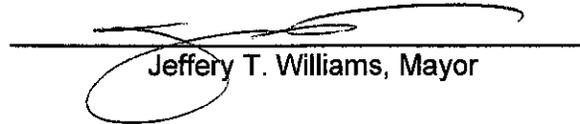
A motion was made by Jensen and seconded Nelson to adjourn the regular meeting at 7:53 PM

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

Signed this 8th day of November, 2016.

ATTEST:


Matea Gabiola
Administrative Assistant



Jeffery T. Williams, Mayor