

**MINUTES**  
**PAYETTE CITY COUNCIL**  
**Work Session & Regular Meeting**  
**November 2, 2015**

**WORK SESSION**

- A. Special Events Permit Procedure: Mayor said we have talked about special events permits before and he asked if everyone has had a chance to look at the application and procedure. Dale stated what we were talking about before was possibly streamlining. Ms. Cordova stated we wanted some direction for the committees on what the Council would like to see. The Council discussed the Nazarene Church and it is on private property. Jensen stated schools could be exempt under current code. Heleker asked if we have been non-compliant when holding functions that don't involve the district. Mayor stated this is when public safety needs to know what events are happening. Jensen has a concern when on private property, is there a way to handle this on private property. Chief Clark stated he understands it is both private/public, he has a responsibility to protect the public. He talked about biker club coming in and he would want to know about this. Dale asked what the chances are of that happening. We have ordinances in place for noise. Chief Clark stated it gives him something to look at and check it out. Dale asked why the law abiding people should have to go through this. Chief Clark stated there are a lot of reasons why we need this. Mayor gave analogy of law abiding people license their vehicle. Jensen has problem with the statement of on private property for a family event. Wickersham stated he doesn't have a problem of the Nazarene Church getting special event permit, just has a problem with them paying a fee. Understands both sides. Dale asked if possible if something can be submitted to police department to notify them. If public property and there will be street closure and needs porta potties then they need a permit. Chief doesn't want overflow and not know about it, he is protecting the public either on public or private property. Dale stated she is trying to find what will work best for the citizens versus the city. Mayor suggested Mr. Osborn might need to get involved. Jensen stated a fee should only be charged on public property. Ms. Cordova talked about the circus on private property that did affect our public safety. Jensen asked if we could do through departments and if denied, then they could appeal to City Council. Staff will review and can bring back suggested changes to Council, doesn't need to go to committees.  
Work Session ended at 6:54 PM

**ROLL CALL**

Members Present: Mayor Jeff Williams, Ray Wickersham, Craig Jensen, Mark Heleker and Nancy Dale with Lee Nelson arrived at 6:51  
Members Absent: Jeff Sands  
Staff Present: Mary Cordova, City Coordinator; Mark Clark, Chief of Police; Steve Castenada, Fire Chief and Bobbie Black, Deputy City Clerk

Work Session Closed at 6:58

**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, Ray Wickersham, Craig Jensen, Mark Heleker, Lee Nelson and Nancy Dale

Members Absent: Jeff Sands was excused

Staff Present: Mary Cordova, City Coordinator; Bert Osborn, City Attorney; Mark Clark, Chief of Police; Steve Castenada, Fire Chief and Bobbie Black, Deputy City Clerk

**PLEDGE**

The Pledge of Allegiance was led by entire group.

Jensen made a motion to add agenda item "I" to extend deadline for installation of pavement on parking lot for Mindy Rudkin at 240 N. Main Street. The motion was seconded by Heleker and passed by unanimous voice approval.

**CITIZENS COMMENTS**

None heard

**APPROVAL OF MINUTES**

A. 10-19-2015 Work Session & Regular Meeting

A motion was made by Heleker and seconded by Wickersham to approve the Work Session & Regular Meeting minutes of 10-19-2015 as written.

Dale requested a change on page 11, façade program, strike sentence and add verbiage (provided). After a voice vote by the Council, the motion CARRIED.

**APPROVAL OF BILLS & PAYROLL**

A motion was made by Heleker and seconded by Nelson to approve the City Bills & Payroll in the amount of \$172,788.50.

At the roll call:  
Ayes: Wickersham, Jensen, Heleker, Nelson and Dale.  
Nays: None.

The motion CARRIED.

**SPECIAL ORDERS**

None

**COMMUNICATIONS**

None

**PLANNING & ZONING**

None

**AGENDA ITEMS**

- A. EMS Medical Supervision Plan & Independent Contractor Agreement: Mayor stated this is a bi-annual update.

A motion was made by Heleker to approve the EMS Medical Supervision Plan & Independent Contractor Agreement as presented. The motion was seconded Nelson.

Dale asked Chief Castenada, on page 20 under training, #3, why are we giving feedback to Bonner County EMS. Stated was a typo. Also on page 24, patient care and documentation #4, strike one of the "must". On #3 cases deemed by any fire department providers, on page 28 under compensation, to bring to light Dr. Morris Smith. He is a wonderful man and doesn't charge for this service.

After a voice vote by the Council, the motion CARRIED

- B. Agenda Request – Karen Lockwood – Dog Park:

Karen Lockwood, 2553 Runway Court, Payette, addressed the Council. She is a resident of Payette and would to propose changes to the dog park behind the armory. She proposed that it be fenced and provide an ADA accessible park for area residents and their dogs. It would be a wonderful place to socialize for both dogs and owners. This would be the first of its kinds in the area. She has made calls for estimates, but hasn't received calls back. Ms. Lockwood distributed a drawing of proposed fencing for small and large dogs. There is water available at site. She also proposed benches, signage and more shade trees. Could do fundraisers to get accomplished. Nelson asked if we owned park, was stated we only maintain park, the armory owns park. Mayor will make contact and find out their intent. Dale stated she is aware of a couple of individuals that are working on a park right now and provided her with information.

- C. Agenda Request – Christmas Events by Chamber of Commerce:

Kathy Patrick, 1095 N. 6<sup>th</sup> Street, addressed the Council. They would like to do a Christmas celebration on December 4<sup>th</sup>. They would like to have Santa ride on a fire truck and then Santa will go to museum. Christmas light on tree in Bancroft Park would be lit that night. They would like to have a Christmas decorating event for business's and citizens and have cash awards. Mayor asked if this is a separate event from the downtown businesses and their punch cards. Ms. Patrick stated this will only benefit all the community. Ms. Cordova stated we have a special events permit that has been submitted for the Downtown business group. The Council asked if they can work with this group and Ms. Patrick stated the other group has chosen not to work with them. Ms. Patrick stated she was not aware of other group applying. Mayor asked if could work together.

- D. Impact Fee Advisory Committee Appointment – Wayne Uehlin

A motion was made by Jensen to appoint Wayne Uehlin to the Impact Fee Advisory Committee. The motion was seconded by Heleker.

After a voice vote by the Council, the motion CARRIED

- E. Façade Grant Application –

1. Collaborative Effort of Payette National Register Properties:  
Cleo Thompson, 75 N. Iowa Ave., Payette addressed the Council. She stated they have 10 of the 12 applications for the register plaques. They have told the people that it is not binding and they might not want to do. Once approved and placed there would be a map showing location of historic buildings. Jensen stated the last discussion was if this is for façade grant application, it is a good request, just not sure where we would get money. Discussed we had put money in economic development. Ms. Thompson stated it doesn't matter to her where the funding comes from, just that it gets funded. Mayor stated the funding for approved façade applications are being funded out of this year's budget. Nelson stated he likes the idea of the plaques, but doesn't think it should be tax payers money used. Heleker stated the entire Council is in favor of getting this done, but believes the main focus of the façade grant should be downtown buildings and improving them.

A motion was made by Dale and seconded by Jensen to fund the Collaborative Effort of Payette National Register Properties application through the façade grant program.

Jensen asked about building identification, is there a way to list a street address on the plaques. Barbara Wilson stated no one does, but could be done. Dale stated the two arguments the Council had were the building identification and that meets the criteria and the other was that it had to be \$1,000 and that is why they applied together. Mayor stated we are going to fund, just not sure from what fund. Heleker stated he is in favor just would like to have a different funding source. Jensen stated he thinks that it qualifies under the façade grant. Heleker disagreed, it is for the downtown corridor buildings.

At the roll call:

Ayes: Wickersham, Jensen, and Dale.

Nays: Nelson and Heleker

- F. Ordinance #1396 – Amending Chapter 6.08, proof of rabies vaccination – 1<sup>st</sup> reading:

A motion was made by Dale and seconded by Heleker to introduce Ordinance #1396 by title only, pursuant to Idaho Code 50-092.

Mr. Osborn read by title only.

After a voice vote by the Council, the motion CARRIED

A motion was made by Heleker and seconded by Nelson to suspend the rules and pass ordinance #1396 on its first reading.

At the roll call:

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

Nays: None.

The motion CARRIED.

A motion was made by Heleker that Ordinance #1396 do pass. The motion was seconded by Nelson.

At the roll call:

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

Nays: None.

The motion CARRIED.

G. Ordinance #1397 – Amending Chapter 13.10, publicly owned treatment works – 1<sup>st</sup> reading:

A motion was made by Heleker and seconded by Jensen to introduce #1397 by title only.

After a voice vote by the Council, the motion CARRIED

Mr. Osborn read Ordinance #1397 by title only.

Dale asked by rates crossed out. Ms. Cordova stated this is to protect the public what is discharged into our sewer plant and fees are addressed in a different section of the ordinance. Heleker asked attorney of any red flags.

A motion was made by Heleker and seconded by Wickersham to suspend the rules and pass Ordinance #1397 on its first reading.

At the roll call:

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

Nays: None.

The motion CARRIED.

A motion was made by Heleker that Ordinance #1397 do pass. The motion was seconded Jensen.

At the roll call:

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

Nays: None.

H. Indirect Discharge Permit - Second Addendum:

Mayor stated this is an update with Seneca, in making the changes previously, we have not been charging for chlorine. They don't go over and we don't charge them.

A motion was made by Jensen and seconded by Wickersham to approve the indirect discharge permit, second addendum for Seneca.

After a voice vote by the Council, the motion CARRIED

- I. Request for timeline extension – Mindy Rudkin:  
Nelson asked if any progress on the inside of buildings and was stated yes. They will start work on inside of the court house.

A motion was made by Heleker and seconded by Wickersham to extend improvements at 240 N. Main Street for parking lot paving until May 31, 2016.

After a voice vote by the Council, the motion CARRIED

### **DEPARTMENT REPORT**

- A. Historical Commission – November 2<sup>nd</sup>: Did not meet, no quorum
- B. Public Works Committee – October 5<sup>th</sup>:

### **MAYORS COMMENTS**

BDS produced bills that are messed up. Everyone with a closed account will receive a bill and staff has been receiving numerous calls and walk-ins.

Mayor stated he did a walk through with a builder and he was very complimentary of our building inspector. As was Mindy Rudkin complimentary on staff at city hall.

Per Mayor's request, staff informed Council that we had three business licenses and seven building permits during month of October.

### **CITIZEN'S COMMENTS**

Keith Thompson, 75 N. Iowa, Payette addressed the Council. Had an experience that scared him. He had a green light on 7<sup>th</sup> Avenue North and it appeared that he was going to get t-boned by a small fire truck. The siren is not at the new fire station. Chief Castenada stated they could have been responding to a medical and the siren doesn't go off. They stop right there and look both ways before proceeding. He can only control the light on 7<sup>th</sup> Avenue North manually.

Mr. Thompson asked about the train sign on Hwy 95 south of town, and Liz Amason stated it was railroad safety awareness month.

Mrs. Amason asked if a committee meeting is cancelled, can citizens be better informed.

### **EXECUTIVE SESSION**

*EXECUTIVE SESSION ~ Pursuant to I.C. 74-206(1)(f), the City Council will recess into Executive Session (f) 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.*

A motion was made by Heleker and seconded by Jensen adjourn into executive session pursuant I.C. 74-206.

After a voice vote by the Council, the motion CARRIED, and the Council recessed to executive session at 8:05 PM.

A motion was made by Heleker and seconded by Jensen to reconvene into regular session with no action taken.

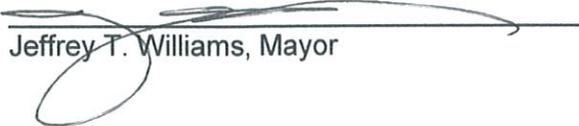
After a voice vote by the Council, the motion CARRIED, and the Council reconvened at 8:18 PM.

**ADJOURNMENT**

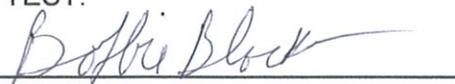
A motion was made by Heleker and seconded by Jensen to adjourn the regular meeting at 8:19 PM

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

Signed this 19 day of November, 2015.

  
\_\_\_\_\_  
Jeffrey T. Williams, Mayor

ATTEST:

  
\_\_\_\_\_  
Bobbie Black  
Deputy City Clerk

CITY OF PAYETTE  
NOVEMBER 2, 2015

CITY PAYROLL - Admin	10/30/2015	\$	88,702.32
BLACK MOUNTAIN SOFTWARE - All Dept.	10/20/2015		394.00
HARDIN SANITATION - Admin	10/20/2015		32,829.33
A COMPANY - Greenway & BMX	11/2/2015		300.50
ADVANCED CONTROL SYSTEMS - Water & WWTP	11/2/2015		629.00
ALLIED BUSINESS SOLUTIONS - Admin	11/2/2015		878.36
AMERICAN STAFFING - Park	11/2/2015		3,039.44
BURKE ELECTRIC - Police	11/2/2015		264.00
C & A PAVING - Street	11/2/2015		378.40
CAMPBELL TRACTOR - Street	11/2/2015		203.85
CONSOLIDATED SUPPLY - Street	11/2/2015		780.49
D&B SUPPLY - Street	11/2/2015		114.96
DART'S TRUE VALUE - All Dept.	11/2/2015		1,001.14
FEDEX - WWTP	11/2/2015		207.42
FERGUSON - WWTP	11/2/2015		163.90
FILTRATION TECHNOLOGY - Water	11/2/2015		534.88
FRANK'S EXTINGUISHER SERVICE - All Dept.	11/2/2015		1,083.75
GALL'S - Police	11/2/2015		269.43
IDAHO DEPT. OF LABOR - Fire	11/2/2015		47.30
IDAHO POWER - Street	11/2/2015		4,703.33
INTELLICHOICE - Police	11/2/2015		1,500.00
INTERSTATE ELECTRIC - Pool	11/2/2015		127.04
METROQUIP - Street	11/2/2015		1,176.26
MOORE SMITH BUXTON & TURCKE - Admin	11/2/2015		117.00
ONTARIO BEARING & HYDRAULIC - Street & Shop	11/2/2015		103.12
OREGON CORRECTIONS ENTERPRISES - Street	11/2/2015		229.00
OUTDOORSMAN - Police	11/2/2015		399.80
OXARC - WWTP	11/2/2015		198.26
PAYETTE PRINTING - Police	11/2/2015		50.00
PIPECO	11/2/2015		8.91
RESPOND FIRST AID - Street	11/2/2015		272.49
RIPPIN' STITCHES EMBROIDERY - Street	11/2/2015		585.98
S&H - Street	11/2/2015		57.30
SNAKE RIVER VETERINARY CENTER - Police	11/2/2015		161.08
STAPLES - Admin	11/2/2015		181.61
T.A. WELDING - WWTP	11/2/2015		2,476.00
TASER TRAINING ACADEMY - Police	11/2/2015		200.00
UNITED PARCEL SERVICE - Police	11/2/2015		9.06
WATER RECOVERY SERVICES - Water	11/2/2015		27,425.00
WILKINS SAW - Street	11/2/2015		54.49
YSI - WWTP	11/2/2015		930.30
		\$	172,788.50