



CITY OF DONNELLY

169 HALFERTY STREET
P.O. BOX 725
DONNELLY, ID 83615
TELEPHONE (208) 325-8859 FAX (208) 325-4091

City Council Meeting

Monday, March 21, 2016 at 6:00 pm

Donnelly Community Center

AGENDA

ROLL CALL

CONSENT AGENDA:

Vouchers February 4, 2016 through March 18, 2016
City Council Meeting Minutes – February 8, 2016 & February 22, 2016

BUSINESS AGENDA:

AB 16-05 Road & Street Equipment

Sealed Bid Opening

AB 16-09 Idaho Power Franchise Agreement

Review Agreement and Franchise Percentage

AB 16-10 Sign Ordinance Discussion

AB 16-12 Arbor Day

May 16, 2016

AB 16-13 Set Annual Budget Public Hearing Date

August 29, 2016

STAFF REPORTS:

Clerk/Treasurer Report
Mayor
Council

ADJOURN:

City Council, Monday, April 18, 2016

IFB General Checking
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		*** Claim from another period (2/16) ****						
1162		66 IDAHO POWER	56.41					
	3291-0216	02/18/16 water supply	56.41			51 41100	416	10100
		*** Claim from another period (2/16) ****						
1163		66 IDAHO POWER	95.58					
	2555-0216	02/18/16 water well pump	95.58			51 41100	416	10100
		*** Claim from another period (2/16) ****						
1164		66 IDAHO POWER	205.71					
	0899-0216	02/18/16 pump house	205.71			51 41100	416	10100
		*** Claim from another period (2/16) ****						
1165		66 IDAHO POWER	7.92					
	6560-0216	02/18/16 fire pump	7.92			51 41100	416	10100
		*** Claim from another period (2/16) ****						
1166		66 IDAHO POWER	10.09					
	3329-0216	02/18/16 street lights	10.09			10 43010	416	10100
		*** Claim from another period (2/16) ****						
1167		66 IDAHO POWER	166.20					
	0078-0216	02/18/16 street lights	166.20			10 43010	416	10100
		*** Claim from another period (2/16) ****						
1168		66 IDAHO POWER	94.61					
	8211-0216	02/18/16 street lights	94.61			10 43010	416	10100
		*** Claim from another period (2/16) ****						
1169		66 IDAHO POWER	223.89					
	0182-0216	02/18/16 library power	223.89			21 41100	416	10100
		*** Claim from another period (2/16) ****						
1170		66 IDAHO POWER	97.12					
	4223-0216	02/18/16 community center	56.33			10 41100	416	10100
	4223-0216	02/18/16 community center	24.28			51 41100	416	10100
	4223-0216	02/18/16 community center	16.51			52 41100	416	10100
		*** Claim from another period (2/16) ****						
1172		66 IDAHO POWER	256.93					
	7988-0216	02/18/16 maintenance shop/city hall	149.02			10 41100	416	10100
	7988-0216	02/18/16 maintenance shop/city hall	64.24			51 41100	416	10100
	7988-0216	02/18/16 maintenance shop/city hall	43.67			52 41100	416	10100

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CITY OF DONNELLY
Claim Approval List
For the Accounting Period: 3/16

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (2/16) ****								
1189		66 IDAHO POWER	6.48					
	9405-0216	02/22/16 kiosk	6.48			10 43010	416	10100
		Total for Vendor:	1,220.94					
1180		166 IDAHO RURAL WATER ASSOCIATION	250.00					
2016		IRWA Spring Conference						
	03/01/16	Ken Minshall	250.00			51 41100	551	10100
		Total for Vendor:	250.00					
*** Claim from another period (2/16) ****								
1187		202 INCOM	119.24					
	020116	02/01/16 telephone	69.16			10 41100	437	10100
	020116	02/01/16 telephone	29.81			51 41100	437	10100
	020116	02/01/16 telephone	20.27			52 41100	437	10100
1188		202 INCOM	273.30					
	030116	03/01/16 telephone	158.51			10 41100	437	10100
	030116	03/01/16 telephone	68.33			51 41100	437	10100
	030116	03/01/16 telephone	46.46			52 41100	437	10100
		Total for Vendor:	392.54					
*** Claim from another period (2/16) ****								
1151		78 KENNEDY FUEL & FEED SUPPLY	390.77					
	53249	12/30/15 shop heating fuel	226.65			10 41100	416	10100
	53249	12/30/15 shop heating fuel	97.69*			51 41100	940	10100
	53249	12/30/15 shop heating fuel	66.43*			52 41100	940	10100
*** Claim from another period (2/16) ****								
1173		78 KENNEDY FUEL & FEED SUPPLY	370.37					
	53726	02/09/16 community center heat	214.82			10 41100	416	10100
	53726	02/09/16 community center heat	92.59*			51 41100	940	10100
	53726	02/09/16 community center heat	62.96*			52 41100	940	10100
		Total for Vendor:	761.14					
*** Claim from another period (1/16) ****								
1142		165 LAKESHORE DISPOSAL	512.00					
	013116	01/31/16 trash contract	512.00			51 41100	414	10100

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*** Claim from another period (2/16) ****								
1198		165 LAKESHORE DISPOSAL	512.00					
	022916	02/29/16 February Collection	512.00			51 41100	414	10100
		Total for Vendor:	1,024.00					
*** Claim from another period (2/16) ****								
1144		85 MAY HARDWARE	8.09					
	833775	02/02/15 batteries	8.09			10 41100	431	10100
*** Claim from another period (2/16) ****								
1178		85 MAY HARDWARE	6.58					
	835338	02/29/16 keys for ddc	6.58			10 44300	432	10100
		Total for Vendor:	14.67					
*** Claim from another period (2/16) ****								
1192		154 NORTH LAKE RECREATIONAL SEWER &	3,200.00					
	030116	03/01/16 contract	3,200.00			52 41100	541	10100
		Total for Vendor:	3,200.00					
*** Claim from another period (2/16) ****								
1194		199 SHRED-IT	73.49					
	9409540350	02/23/16 document shredding	42.63			10 41100	605	10100
	9409540350	02/23/16 document shredding	18.38			51 41100	605	10100
	9409540350	02/23/16 document shredding	12.48			52 41100	605	10100
		Total for Vendor:	73.49					
*** Claim from another period (2/16) ****								
1153		120 SINCLAIR FLEET TRACK (STINKER)	36.95					
	9114	02/10/16 snow removal	36.95*			10 43010	482	10100
*** Claim from another period (2/16) ****								
1154		120 SINCLAIR FLEET TRACK (STINKER)	37.85					
	10449	02/16/16 snow removal	37.85*			10 43010	482	10100
*** Claim from another period (2/16) ****								
1155		120 SINCLAIR FLEET TRACK (STINKER)	40.75					
	7728	06/04/16 snow removal	40.75*			10 43010	482	10100
*** Claim from another period (2/16) ****								
1158		120 SINCLAIR FLEET TRACK (STINKER)	45.85					
	9221	02/11/16 unleaded	26.60			10 43010	481	10100
	9221	02/11/16 unleaded	11.46			51 41100	481	10100
	9221	02/11/16 unleaded	7.79			52 41100	481	10100

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*** Claim from another period (2/16) ****								
1177		120 SINCLAIR FLEET TRACK (STINKER)	47.15					
	02/26/16	winter fuel	47.15*		12354	10 43010	482	10100
*** Claim from another period (2/16) ****								
1184		120 SINCLAIR FLEET TRACK (STINKER)	44.80					
	11907 02/23/16	ford truck	25.98		150975	10 43010	481	10100
	11907 02/23/16	ford truck	11.20		150975	51 41100	481	10100
	11907 02/23/16	ford truck	7.62		150975	52 41100	481	10100
*** Claim from another period (2/16) ****								
1185		120 SINCLAIR FLEET TRACK (STINKER)	37.00					
	02/19/16	backhoe diesel	37.00*		10945	10 43010	482	10100
		Total for Vendor:	290.35					
*** Claim from another period (2/16) ****								
1157		122 STAR NEWS	49.50					
	38444 02/11/16	City Zoning	49.50			10 41100	530	10100
		Total for Vendor:	49.50					
*** Claim from another period (2/16) ****								
1161		123 STATE INSURANCE FUND	609.00					
	02/18/16	Worker's compensation	609.00			10 41010	260	10100
		Total for Vendor:	609.00					
*** Claim from another period (2/16) ****								
1186		211 VALLEY COUNTY ROOFING	2,000.00					
	685954 02/24/16	roof snow removal ddc	2,000.00			10 44300	432	10100
		Total for Vendor:	2,000.00					
		# of Claims	40	Total:				10,719.45

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1203		212 AMERIGAS	42.31					
	3050028455	03/04/16 VENT REPAIR AT DDC	42.31			10 44300	432	10100
		Total for Vendor:	42.31					
1200		8 ANALYTICAL LABORATORIES, INC	46.00					
	02/29/16	water tests	46.00		34195	51 43400	560	10100
		Total for Vendor:	46.00					
1223		9 ASSOC. OF IDAHO PUBLIC WORKS	40.00					
	2016-042	03/01/16 2016 membership dues	40.00*			51 41100	520	10100
		Total for Vendor:	40.00					
1229		149 BHS SPECIALTY CHEMICALS	78.75					
	67626	03/14/16 chemical	78.75			51 43400	462	10100
		Total for Vendor:	78.75					
1206		12 BLACK MOUNTAIN SOFTWARE	3,749.00					
	20897	03/01/16 Annual Maintenance Fee	2,174.42*			10 41100	520	10100
	20897	03/01/16 Annual Maintenance Fee	937.25*			51 41100	520	10100
	20897	03/01/16 Annual Maintenance Fee	637.33*			52 41100	520	10100
		Total for Vendor:	3,749.00					
1205		169 CODE PUBLISHING INC.	350.00					
	52338	03/01/16 Annual fees	203.00*			10 41100	520	10100
	52338	03/01/16 Annual Fees	87.50*			51 41100	520	10100
	52338	03/01/16 Annual Fees	59.50*			52 41100	520	10100
		Total for Vendor:	350.00					
1224		176 FILTRATION TECHNOLOGY	870.00					
	S7054	03/09/16 checmicals aqua mag 8100	870.00			51 43400	462	10100
		Total for Vendor:	870.00					
1227		49 FRONTIER	136.64					
	030716	03/07/16 telephone / fax	136.64			21 41100	437	10100
		Total for Vendor:	136.64					

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1209		66 IDAHO POWER	166.20					
	0078-0316	03/17/16 street lights	166.20			10 43010	416	10100
1210		66 IDAHO POWER	10.09					
	3329-0316	03/17/16 gestrin street light	10.09			10 43010	416	10100
1211		66 IDAHO POWER	71.91					
	8211-0316	03/17/16 street lights	71.91			10 43010	416	10100
1212		66 IDAHO POWER	146.63					
	0182-0316	03/17/16 library power	146.63			21 41100	416	10100
1213		66 IDAHO POWER	47.58					
	3291-0316	03/17/16 water suply	47.58			51 41100	416	10100
1214		66 IDAHO POWER	72.28					
	2555-0316	03/17/16 new well pump	72.28			51 41100	416	10100
1215		66 IDAHO POWER	149.72					
	0899-0316	03/17/16 main water system	149.72			51 41100	416	10100
1216		66 IDAHO POWER	7.36					
	6560-0316	03/17/16 fire pump	7.36			51 41100	416	10100
1217		66 IDAHO POWER	65.46					
	4223-0316	03/17/16 community center	37.97*			10 41100	416	10100
	4223-0316	03/17/16 community center	16.37			51 41100	416	10100
	4223-0316	03/17/16 community center	11.12			52 41100	416	10100
1219		66 IDAHO POWER	184.47					
	4223-0316	03/17/16 maintenance shop	107.00*			10 41100	416	10100
	4223-0316	03/17/16 maintenance shop	46.12			51 41100	416	10100
	4223-0316	03/17/16 maintenance shop	31.35			52 41100	416	10100
		Total for Vendor:	921.70					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1204		79 LAKESHORE DISPOSAL	81.19					
	23062219	03/01/16 DDC GARBAGE	81.19*			10 44300	414	10100
		Total for Vendor:	81.19					
1201		80 LES SCHWAB TIRE	59.31					
	1250012095	02/29/16 back hoe tire fix	59.31			10 43010	434	10100
		Total for Vendor:	59.31					
1226		86 MCCALL DELIVERY SERVICE	40.00					
	2016-171	03/11/16 delivery for chemical	40.00			51 43400	462	10100
		Total for Vendor:	40.00					
1207		153 MOUNTAIN WATERWORKS	250.00					
	2262	02/29/16 backup water operator	250.00			51 41100	360	10100
		Total for Vendor:	250.00					
1222		122 STAR NEWS	101.25					
	38574	03/10/16 heavy equipment bid	101.25*			10 43010	530	10100
		Total for Vendor:	101.25					
1225		142 VERIZON WIRELESS	80.91					
	9761356996	03/01/16 maintenance telephon	46.93			10 41100	436	10100
	9761356996	03/01/16 maintenance telephon	20.23			51 41100	436	10100
	9761356996	03/01/16 maintenance telephon	13.75			52 41100	436	10100
		Total for Vendor:	80.91					
1231		209 YORGASON LAW OFFICES PLLC	780.00					
	16-March	03/01/16 Northwest Passages	435.00		NWP	10 41100	320	10100
NWP								
	16-March	03/01/16 EPA Research	345.00			10 41100	320	10100
		Total for Vendor:	780.00					
		# of Claims	25	Total:				7,627.06

Cami Hedges

From: Tim Farrell [tfarrell@mountainwtr.com]
Sent: Friday, March 18, 2016 2:27 PM
To: chedges@cityofdonnelly.org
Cc: Warren Drake
Subject: RE: Contract / Quote

Hi Cami, Just wanted to check in and see how you are doing on your water issues in Donnelly. I hope you are having progress with your proposed development and funding for a new well. We would love to help you with this.

On the pump house and chlorination issues I will summarize what you need to get this completed. This is a simple project.

1. Complete a simple schematic for the proposed work to include the following;
 - a. Install new magnetic flow meter, with digital readout.
 - b. Modify 4-inch piping to accommodate flow meter.
 - c. Custom Electric to install electrical components and relays to allow chemical feed pumps to run only when well is running.
 - d. Contractor to install flow meter and mechanical piping. Reuse existing piping.
2. Simple preliminary engineering report as required by IDEQ.
3. Hire a contractor and get the work completed.
4. Warren Drake will bid work, line up contractors and manage work.

I recommended a two phase engineering approach.

1. Complete preliminary cost estimate and develop schematic, estimate \$2,500
2. Hire contractors and complete project. Time and materials for Warren Drake to manage project.

Well Cami, there it is please let me know how you would like to proceed.

Tim Farrell | Mountain Waterworks

PRINCIPAL ENGINEER
Boise – McCall – Coeur d' Alene
P 208.780.3991
C 208.850.9978
E tfarrell@mountainwtr.com

From: Tim Farrell
Sent: Monday, February 22, 2016 1:23 PM
To: 'chedges@cityofdonnelly.org' <chedges@cityofdonnelly.org>
Cc: Warren Drake <wdrake@mountainwtr.com>
Subject: RE: Contract / Quote

Yes, I can provide you with a general services contract and then we can proceed with task orders for small project work. The pump house chemical feed project is very easy, but I would recommend that we propose \$2,500 to develop a solution, talk with IDEQ, visit the site and work with contractors to get a cost estimate for councils review. We would summarize our findings in a technical memo with alternatives and relative costs. From there I think we can develop a simple plan and contract to get the work done.

If this is acceptable, I will send up a simple letter contract so we can proceed.

Thanks, Tim

Solid Waste

- The residential curbside solid waste collection cost average is \$12.62 per month. There are 26 cities that offer houseside collection for a total of 10,427 customers and an average of \$17.22 per month.
- 34 of the cities that offer solid waste services have exclusive franchises for solid waste collection (39%).
- 19 of the responding cities have residential recycling programs in place in their cities (16.5%).

Natural Gas

- 51 of the responding cities have natural gas franchise agreements (44.3%), with the average fee percentage being 3%.

Electricity

- 61 of the responding cities have electricity franchise agreements (53%), with the average fee percentage being 2%.

Cable Television

- 70 of the responding cities have cable television franchise agreements (60.9%), with the average fee percentage being 3.85%.

Stormwater

- 9 responding cities have established stormwater utilities (8%).
- 31 responding cities offer irrigation water services aside from domestic water (27%).