



City of Donnelly

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City Council Meeting on Monday, May 15, 2017 at 6:00 pm Donnelly Community Center

MINUTES

Meeting called to order: 6:03 p.m.

Roll Call: Councilor Stayton, Councilor Minshall, Councilor Davenport, and Mayor Koch were present. Councilor Getto arrived at 6:09 p.m. Clerk Hedges also present. Visitors included: Ken Minshall, John Lillehaug, Amye Madsen, Kerri

Pledge of Allegiance

CELEBRATE ARBOR DAY – PROCLAMATION READ BY MAYOR KOCH

Arbor Day to recognized as May 15, 2017 for the City of Donnelly.

John Lillehaug presented the Tree City USA recognition for the City of Donnelly as being a Tree City for 5 years. Donnelly also received a \$300 Arbor Day grant to plant a tree or shrub.

AB 17-28 Arbor Day Grant

Ken Minshall toured the city with John and Kurt Wolf to look at the trees and their conditions. Two trees were damaged and are going to be removed. John presented that Kay Coski retired from the Soil District and that they would like to partner in with Donnelly to recognize her with a inscribed stone to be placed by the tree or shrub that Donnelly selects to be planted this year. The Council discussed that this is a great idea and that a shrub would be planted at the Community Center with the grant funds. Clerk will work with John and Ken to choose the correct shrub.

CONSENT AGENDA:

Motion by Stayton, 2nd Davenport to approve the vouchers dated April 5, 2017 through May 12, 2017 with the Addition of the deposit check to Play Idaho for the new play equipment. Motion carried.

Motion by Minshall, 2nd Getto to approve the City Council minutes from April 17, 2017. Motion carried.

BUSINESS AGENDA:

AB 17-19 Post Office Residential Delivery – Amye Madsen Postmaster

The Donnelly Postmaster stated that when the new apartments are finished they will have delivery available to their units in a dedicated postal area of the development. With that said it is now possible for the residents to have residential delivery the same kind of boxes or bank of mail boxes, however the Post Office will not deliver to each house individually. There are currently 35 residents that receive free post office boxes that would then be required to rent a post office box if the City chooses to have residential delivery. If the City chooses not to have the residential delivery then all residents will be offered the free small Post Office box. The Post Office requires proof of residency to receive the free service. Council determined that no change would be made.

AB 17-21 Donnelly Tennis Club

The Donnelly Tennis Club is dissolving and they have some funds available for the courts. They would like to present the funds and request that the City become members of the Tennis Association each year to be able to list our court, apply for grants, etc. Nancy Sommerwerk did not attend. The Council was okay with this proposal and will wait to hear more from the club.

AB 17-22 Clearwater Economic Development Assoc. – Environment Review Officer

As part of the Department of Commerce Block grant we need to appoint an Environmental Review Officer from CEDA to perform and review the Environmental study of the new well site. CEDA would like the City to appoint Angela Edwards whom helps our Grant Administrator Kelly Dahlquist.

Motion by Davenport, 2nd by Minshall to appoint Angela Edward as the Environmental Review Officer for the City of Donnelly. Motion carried.

AB 17-23 West Central Mountains Economic Development Council – Sherry Maupin

WCMEDC would like to request a commitment from the City Council to assist with funding the Economic Development Executive for the upcoming year. These funds would be required later this year and would be part of a matching grant. No one from WCMEDC was in attendance to present the request or answer questions. No action taken.

AB 17-24 Valley County Road Maintenance Agreement

The agreement between the City of Donnelly and Valley County Road Department was presented for the maintenance of East Roseberry and West Roseberry Roads.

Motion by Davenport, 2nd by Stayton to accept and approve the Valley County Road Maintenance Agreement. Motion carried.

AB 17-25 Community Garden Green House

Clerk presented a plan that Eric Engberg would construct an 8x12 green house where the current boxes are located for the community garden for the cost of only the supplies. The current boxes would then be relocated and planted with items that will withstand the weather. The General Fund has money allocated to the current Community Garden. City Council discussed that they would like to see more participation in the current garden prior to building a green house. Council requested that a Sign be built and possible path to the current garden so that the community knows it exists and too see if there would be more participation. Clerk is to Thank Eric for his willingness to help with the garden.

AB 17-26 Local Option Tax Committee Formation

Clerk presented that previous committee members have expressed their intent to service on the Local Option Tax Committee this year. Clerk suggested that all applications for the LOT awards be received in June prior to the City Council meeting and then present to the Council to be ranked. Then the applicants would then present to the newly formed committee for awards and then brought back to Council for

review and acceptance. Council would like the Clerk to recruit a committee for presentations and award options. Clerk will send out email to businesses for participation.

AB 17-16 Bureau of Reclamation Contract Lease Renewal

BOR provided a draft copy of the contract lease in April for Council review. Council approved the draft and asked for the final. Final was presented to Council and accepted.

Motion by Davenport, 2nd by Minshall to approve the Bureau of Reclamation Contract Lease Renewal. Motion carried.

AB 17-27 SISCRA / BOR / City of Donnelly Memo of Understand for Grant Applications.

John Lee represented by Gerald from SISCRA would like the City of Donnelly to be the Sponsor applicant for the Idaho Parks and Recreation grant next fall. Questions from Council – What would be the responsibility of the City, what are the administrative duties required and would SISCRA pay for the review from the City Attorney. Clerk will look into how the sponsorship of the grant works as well as what the City attorney would charge to review the MOU. Gerald will also get more information on the sponsorship and provide to clerk for clarification. Council will review later when information is provided.

Staff Reports:

Treasurer Report – Currently \$481.07 30 days past due in water collection. Local Option Tax collected \$3348.48 for March sales, up 35.5% for the year. There are 2 businesses that are currently 2 months behind in LOT reporting. Letters have been sent. Lack of payment can result in revoking of the business license. Clerk proposed a Budget workshop for June 6th for Council and Mayor to review items and discuss needs of the City.

Clerk Report – Dust is already a problem and would like to see if we could have the dust abatement done twice this year. Council agreed to have it done soon and possibly again later if funds are available. For the crosswalk painting, the crosswalk on HWY 55 near Gestrin needs to be moved and signage put in place with flags. Community Floor is good to move forward, however would like to get another quote first.

Adjourn:

Motion by Davenport, 2nd by Stayton to adjourn until the next special workshop meeting on June 6th at 5:30 p.m. Motion Carried.

Approved: June 19, 2017