



City of Donnelly

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City Council Meeting on Monday, June 17, 2019 at 5:30 p.m. Donnelly Community Center

MINUTES

Meeting called to order by Councilwoman Davenport at 5:30 p.m.

Roll Call: Councilwoman Davenport, Councilwoman Minshall, and Councilwoman Hoogendyk were present. Councilwoman Bergquist was absent until 5:42 pm. Deputy Clerk Clemens was also present.

Pledge of Allegiance

AB 19-38 Resignation of Mayor, Koch (Action Item)

Motion by Minshall, 2nd by Hoogendyk to accept the resignation of Koch as Mayor. Davenport (yes), Minshall (yes) and Hoogendyk (yes). Motion carried

AB 19-39 Filling Mayoral Vacancy/Oath of Office (Action Item)

Motion by Minshall, 2nd by Davenport to appoint Susan Dorris as Mayor. Davenport (yes), Minshall (yes) and Hoogendyk (yes). Motion carried.

Susan Dorris took the oath of office to serve as Mayor for the City of Donnelly. Valley County Clerk, Douglas Miller, officiated the swearing in.

EXECUTIVE SESSION:

Pursuant to Idaho Code 74-206 1(a) “to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to apply to filling a vacancy or need.

Motion by Davenport, 2nd by Minshall to enter Executive Session to consider personnel matter.

Exited Executive Session at 5:53 p.m.

Roll Call: Dorris (yes), Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes)

Decision after Executive Session per Idaho Code § 74-206 Section 1 (a)-Personnel

Mayor Dorris made the recommendation to Appoint Lori Clemens as Donnelly City Clerk/Treasurer. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Recommendation Accepted.

CONSENT AGENDA:

City Council Minutes – April 22, 2019, May 20, 2019 and May 29, 2019

Vouchers – May 21, 2019 through June 12, 2019

Treasurer’s Report – May 2019

Payroll Summary –May 23, 2019 through June 6, 2019

Motion by Minshall, 2nd by Davenport to approve the Consent agenda. Motion carried.

PUBLIC COMMENT:

Mayor Dorris asked for public comment.

Andrew Mentzer – Western Central Mountain Economic Development Council presented. Purpose to connect the communities from New Meadows to Cascade with a single track for bikes and pedestrians. Survey out for comment, cut off for comments July 3, 2019.

BUSINESS AGENDA:

AB 19-40 Pickle Ball Club Request for Waiver of Ordinance No. 219 (Action Item)

Hope Ayres and Mike Heyer represented the Pickle Ball Club. Hope Ayres requested a waiver for the Pickle Ball Club to hold a 2-day tournament at the City Courts during Huckleberry Festival.

Motion by Minshall, 2nd by Davenport to deny request for Waiver. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (no). Motion carried to deny Waiver.

AB 19-41 Contract Labor Support (Action Item)

City of Donnelly to Contract with Cami Hedges for Professional Services to include training, accounting services, budgeting and correspondence.

Motion by Davenport, 2nd by Hoogendyk to accept and have Mayor Dorris sign the Agreement. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-42 Airport Fencing Replacement/Repairs (Action Item)

Donald Coski Memorial Airport fencing needs repair. Lake Fork Fence Supply provided a quote in the amount of \$6,594.00 to repair fencing where needed.

Motion by Davenport, 2nd by Bergquist to accept the quote from Lake Fork Fence Supply. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-43 Zwygart, Johns & Associates CPA Auditor Engagement Letter FY19 Audit (Action Item)

Jared Zwygart sent an engagement letter for the FY19 Audit, estimated cost \$6,270.00

Motion by Minshall, 2nd by Davenport to accept the Engagement Letter allowing Zwagart, Johns & Associates CPA Auditor to perform the Cities FY19 Audit. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

Motion by Minshall, 2nd by Hoogendyk to have Mayor Dorris sign the Engagement Letter. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-44 Back-Up Water Operator – Drake Diversifield, LLC (Action Item)

Ken Minshall stated that DEQ requires a back-up operator. The City would be Contracting with Drake Diversifield to fulfill this requirement. It would include every other weekend for operating /monitoring as well as assist the City Staff with reports and record keeping, minor repairs and maintenance.

Motion by Davenport, 2nd by Bergquist to accept the Contract with Drake Diversifield, LLC. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

Motion by Hoogendyk, 2nd by Davenport to have Mayor Dorris sign the Contract. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-45 Local Option Tax Awards FY20 (Action Item)

FY20 Local Option Tax Committee's recommendations for Awards.

Motion by Hoogendyk, 2nd by Davenport to accept the LOT Committee's recommendation with the following exception: #16 Little League of West Central Idaho Start-up Costs, if funds available contingency with a max of \$7,000 to be awarded after all other awards and contingencies. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-46 Transition Plan for Accessibility (Action Item)

City ADA Transition Plan.

Motion by Davenport, 2nd by Minshall to table decision until further information can be provided by Clerk. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-47 Purchase of Fee Vaults (Action Item)

Clerk proposed getting new Fee Boxes for the City Boat Docks, City Campground and City Hall.

Motion by Minshall, 2nd by Hoogendyk to purchase the Fee Vaults. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-48 Water System Purchases (Action Item)

Ken Minshall discussed the need for a pipe locator, transmitter and other necessary Water System supplies, approximately \$5,800. Funds are available for these purchases.

Motion by Davenport, 2nd by Bergquist for the purchase of the necessary. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-49 Amended and Restated Health Benefits (Action Item)

Idaho Independent Intergovernmental Authority Board of Trustees adopted and Amended and Restated Joint Powers Agreement. The changes and revisions were reviewed and accepted by the Idaho Department of Insurance and the new JPA became effective immediately.

Motion by Davenport, 2nd by Hoogendyk to approve and have Mayor Dorris sign the Amended JPA. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

AB 19-50 Resolution No. 2019-006 Signatories

A Resolution of the City relating to the persons authorized to sign documents relating to administration, designating the persons authorized to sign checks and disbursement from the bank accounts of the City.

Motion by Davenport, 2nd by Hoogendyk to accept the Resolution allowing Mayor Dorris, Councilwoman Davenport, Councilwoman Bergquist and Clerk Clemens to be signatories for the City. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

EXECUTIVE SESSION:

Pursuant to Idaho Code 74-206 1(b) “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, or public school student”-Personnel

Motion by Davenport, 2nd by Minshall to enter Executive Session to consider personnel matter.

Exited Executive Session

Roll Call: Dorris (yes), Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes)

No decision was made after Executive Session per Idaho Code 74-206 1(b) – Personnel

STAFF REPORTS:

Clerk’s staff report was included in packet.

ADJOURN:

Motion by Davenport, 2nd by Hoogendyk to adjourn until our next regular scheduled meeting, July 15, 2019. Davenport (yes), Minshall (yes), Bergquist (yes), Hoogendyk (yes). Motion carried.

Adjourned at 8:16 p.m.

Approved: