



CITY OF DONNELLY  
P.O. Box 725  
169 Halferty Street  
Donnelly, ID 83615  
Telephone (208) 325-8859

# AGENDA CITY COUNCIL MEETING

**Monday, March 18<sup>th</sup>, 2024, at 6 PM**  
**Donnelly Community Center**

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## **CALL TO ORDER**

## **ROLL CALL**

## **PLEDGE OF ALLEGIENCE**

## **CONSENT AGENDA:** *(one motion needed for the Consent Agenda)*

City Council Minutes – February 26, 2024

Vouchers – February 21 thru March 13, 2024

Treasurer Report – February 2024

Payroll Summary – March 5 and March 7, 2024

## **PUBLIC COMMENT:**

The public may wish to bring forward and discuss any subject whether on the agenda or not. Please limit comments to three (3) minutes. **The City Council will not take any action or make any comments.** To request Council action during the Business portion, contact the City Clerk at least one week in advance of a meeting.

## **DISCUSSION ITEM:**

YAC Presentation – Shannon McKnight

## **BUSINESS AGENDA (Action Items):**

AB 24-11 Budget Public Hearing – August 19, 2024

AB 24-12 General Fund Transfer to LGIP Account

## **STAFF REPORTS:**

## **ADJOURNMENT:**

Any person needing special accommodation to participate in the above noticed meeting should contact the City Clerk's Office at, 208-325-8859, at least 24 hours in advance of the meeting date.



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**CITY COUNCIL**  
**Monday, February 26<sup>th</sup>, 2024, at 6:00 PM**  
**Donnelly Community Center**  
**MINUTES**

Meeting called to order by Mayor Dorris at 6:00 p.m.

**Roll Call:** Mayor Dorris, Councilmember Davenport, Councilmember Minshall, Councilmember Henggeler, and Clerk Clemens present. Councilmember Spade (absent)

Mayor Dorris lead Pledge of Allegiance.

**CONSENT AGENDA**

**Motion by Minshall, 2<sup>nd</sup> by Henggeler** to accept the consent agenda as written. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

**PUBLIC COMMENT**

Mayor Dorris asked for any public comment.

Valley County Sheriff, Kevin Copperi, stopped by to let the council know if Donnelly needs anything to reach out to him.

**DISCUSSION ITEMS:**

No discussion item.

**BUSINESS AGENDA (Action Items)**

**AB 24-07 Resolution 2024-001 Fair Housing Month Proclamation**

- City of Donnelly Resolution proclaiming April to be Fair Housing Month.

**Motion by Davenport, 2<sup>nd</sup> by Minshall** to Accept, Approve, Adopt, and Authorize the Mayor to sign Resolution 2024-001 Fair Housing Month Proclamation. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.



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**CITY COUNCIL**  
**Monday, February 26<sup>th</sup>, 2024, at 6:00 PM**  
**Donnelly Community Center**  
**MINUTES**

**AB 24-08 Resolution 2024-002 Arbor Day Proclamation**

- City of Donnelly Resolution proclaiming April 26, 2024, as City of Donnelly Arbor Day Celebration.

**Motion by Minshall, 2<sup>nd</sup> by Henggeler** to Accept, Approve, Adopt, and Authorize the Mayor to sign Resolution 2024-002 Arbor Day Proclamation. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

**AB 24-09 Local Option Tax FY23- Valley County Award**

- Valley County was awarded \$20,000 from the FY23 LOT Funding.
- Valley County declined these funds as they are seeking a grant for the full amount for this project.

**Motion by Henggeler, 2<sup>nd</sup> by Davenport** to reallocate those funds to the General Capital Improvement Local Option Tax for future use. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

**AB 24-10 Donnelly Farmers Market Signage**

- Farmers Market would like to place a seasonal sign on private property at the north end of town.
- This is an office premises sign and not allowed according to the City Code.
- The council would like to look into other options for signage.

**Motion by Davenport, 2<sup>nd</sup> by Henggeler** to deny the request for Season Signage on private property. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

**STAFF REPORT**

Staff report was included with packet.

**ADJOURNMENT**

**Motion by Davenport, 2<sup>nd</sup> by Minshall** to adjourn meeting. No further discussion, Davenport (yes), Minshall (yes), Henggeler (yes). Motion carried.

Adjourned at 6:34 p.m.

ATTEST: Lori Clemens, City Clerk

03/12/24  
13:44:57

CITY OF DONNELLY  
Claim Details by Posted Date  
For Claims from 02/21/24 to 03/13/24

Page: 1 of 6  
Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6414	-99299E	170 ADOBE SYSTEMS INC.	19.99						
		Adobe Service							
1	2704632584	03/08/24 Service	19.99			10 41100	620		10190
		Total for Vendor:	19.99						
6398	-99303E	6 AMAZON	61.53						
		Supplies							
3	Misc 02/27/24	Disinfectant Spray/Ink/Stamp	61.53			10 41100	605		10190
		Total for Vendor:	61.53						
6416	14995S	8 ANALYTICAL LABORATORIES, INC	54.00						
		Routine Testing							
1	2401116	02/29/24 Routine Testing	54.00			51 43400	560		10100
		Total for Vendor:	54.00						
6417	14996S	12 BLACK MOUNTAIN SOFTWARE	8,850.00						
		annual maintenance fees							
1	30146	03/01/24 bm software	5,752.50			10 41100	621		10100
2	30146	03/01/24 bm software	2,655.00			51 41100	621		10100
3	30146	03/01/24 bm software	442.50			52 41100	621		10100
		Total for Vendor:	8,850.00						
6399	14983S	257 CASCADE HARDWARE	272.00						
		Billing							
1	2402-18482	02/05/24 Building Maintenance Shop	272.00			10 43010	432		10100
		Total for Vendor:	272.00						
6411	-99302E	29 CITY OF DONNELLY - WATER	479.00						
		Utilities							
1	2024.02	02/27/21 249 N J Corbet Lane	430.00			10 44300	415		10100
2	2024.02	02/27/24 370 N Main Street	49.00			10 44300	415		10100
		Total for Vendor:	479.00						