

# MINUTES

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**McCall City Council  
Regular Meeting  
McCall City Hall -- Legion Hall  
April 13, 2017**

Call to Order and Roll Call  
Pledge of Allegiance  
Approve the Agenda  
Consent Agenda  
Department Reports  
Committee Minutes  
Department Reports Continued  
Public Comment  
Business Agenda  
Adjournment

## **CALL TO ORDER AND ROLL CALL**

**Mayor Aymon called the regular meeting of the McCall City Council to order at 5:30 p.m. Mayor Aymon, Council Member Giles, Council Member Scott, and Council Member Witte all answered roll call. Council Member Swanson was absent.**

City staff members present were Nate Coyle, City Manager; Bill Nichols, City Attorney; BessieJo Wagner, City Clerk; Erin Greaves, Communications Manager; Linda Stokes, City Treasurer; Michelle Groenevelt, Community Development Director; Kurt Wolf, Parks and Recreation Director; Jay Scherer, Airport Manager; Eric McCormick, Golf Course Superintendent; Meg Lojek, Library Director; Justin Williams, Police Chief; Nathan Stewart, Public Works Director;

Also present was Jay Masterson, Chamber Board President

**Mayor Aymon led the audience in the Pledge of Allegiance.**

## **APPROVE THE AGENDA**

**Council Member Scott moved to approve the agenda as amended. Council Member Giles seconded the motion. In a roll call vote Council Member Scott, Council Giles, Mayor Aymon, Council Member Witte all voted aye and the motion carried.**

## **CONSENT AGENDA**

Staff recommended approval of the following items:

1. City Council Special Minutes – March 20, 2017

2. City Council Special Minutes – March 24, 2017
3. Payroll Report for Period Ending March 24, 2017
4. Clerk’s License Report
5. Warrant Register – GL
6. Warrant Register – Vendor
7. AB 17-69 Request to Approve the United States Forest Service Operation and Maintenance Fee Agreement Contract Modification

**Council Member Scott moved to approve the Consent Agenda as amended. Council Member Witte seconded the motion. In a voice vote all voted aye and the motion carried.**

## **DEPARTMENT REPORTS**

### City Manager

City Manager Nate Coyle reported on the creation of a GIS Voters Map put together by Communications Manager Erin Greaves and GIS Analyst Garrett Map, the draft Fourth of July schedule, the latest curbside recycling meetings, the VIP Committee accomplishments, and the No Email Friday directive for the staff.

### Airport

Airport Manager Jay Scherer answered questions regarding the damage done to hangars by an ice dam.

### Community Development

Community Development Director Michelle Groenevelt reported on the Jackson Hole conference, the Community Leadership series, and answered other related questions.

### Golf

Golf Supervisor Eric McCormick answered questions regarding enforcement of dog owners picking up after their pets.

### Library

Library Director Meg Lojek gave a report on the new archivist and the timeframe to completion.

### Police

Police Chief Justin Williams answered questions regarding the prescription medication take back.

### Parks & Recreation

Parks & Recreation Director Kurt Wolf explained both the Tot & Trucks and Bus Trip programs. Mayor Aymon gave the suggestion of sand sculptures at the Fourth of July. He gave a brief update of the Liberty Fest.

### Public Works

Public Works Director Nathan Steward answered questions regarding the soda ash pump, and Burns Road.

## **COMMITTEE MINUTES**

The Council received the following Committee Minutes for review:

1. Airport Advisory Committee – 2016 – March 3, April 7, May 5, June 2, July 7, September 8, October 13, November 3, and December 1
2. Golf Advisory Committee – 2017 – January 11 and February 15
3. Library Building Committee – 2017 – February 15
4. Library Board of Trustees – 2017 – January 17 and February 14
5. Planning & Zoning Commission – 2017 – January 3, February 7, and March 3
6. Tree Committee – 2017 – January 3
7. West Central Mountains Economic Development Council – 2017 – February 2
8. McCall Area Chamber of Commerce & Visitors Bureau – 2017 – January 12, February 9, and March 9

## **DEPARTMENT REPORTS Continued**

### **AB 17-73 City Monthly Department Report Discussion**

City Manager Nate Coyle opened the discussion on the Monthly Department Report. Feedback has been received recently regarding the format and content of recurring City Department Reports reviewed by the Council during the first meeting of every month. He asked for the Council's feedback.

The Council would like information that is fresh and not redundant, and to see it in a format similar to the City Manager Department report.

## **PUBLIC COMMENT**

**Mayor Aymon called for public comment at 6:16 p.m.**

**Hearing no comments, Mayor Aymon closed the comment period.**

## **BUSINESS AGENDA**

### **AB 17-70 Request to Submit 2017 Laura Moore Cunningham Foundation grant application for Library Expansion Project**

Library Director Meg Lojek presented the request to submit the 2017 Laura Moore Cunningham Foundation grant application for the Library Expansion Project. The Laura Moore Cunningham Foundation (LMCF) is an Idaho foundation that supports a variety of projects and programs to include rural healthcare, educational programs for children, and programs in underserved communities and for underserved populations. The McCall Public Library submitted a letter of interest to the LMCF and was invited to apply for funding in the 2017 LMCF grant program. The proposed application will be for \$100,000 to be dedicated to the Library Expansion project.

**Council Member Giles moved to approve submission of a 2017 Laura Moore Cunningham Foundation grant application for Library expansion and authorize the Mayor to sign any necessary documents. Council Member Witte seconded the motion. In a roll call vote Council Member Giles, Council Member Witte, Mayor Aymon, and Council Member Scott all voted aye and the motion carried.**

**AB 17-76 Request to Issue a Contract to Valley Paving & Asphalt, Inc. for Reconstruction of Rotary Park Parking Lot**

Parks and Recreation Director Kurt Wolf presented the request to issue a contract to Valley Paving & Asphalt, Inc. for the reconstruction of the Rotary Park parking lot. The Parks Department was awarded a total of \$70,000 from the City general fund as a recreation funded FY17 CIP to re-construct the Rotary Park Parking Lot. Plans and specifications were designed and engineered by Secesh Engineering LLC. Formal Public Works construction bidding, in accordance with IDAPA, occurred for two weeks (March 23 – April 06). The project is divided into three alternative bid sections. Two bids were received. Valley Paving & Asphalt, Inc. was the low bidder with a total bid proposal of \$59,893.20 and total project cost of \$59,893.20 excluding preliminary engineering work by Secesh Engineering LLC which will be paid for by the City of McCall. The bid has been verified and complete.

Director Wolf stated that funding for this contract will cover Bid alternative 1-3. A complete set of construction plans are available upon request. Construction for this project will begin in early to mid-May and be complete by June 15, 2017

**Council Member Scott moved to authorize staff to issue a “Notice of Award” and Contract to Valley Paving & Asphalt, Inc. of \$59,893.20 and authorize the Mayor to sign all necessary documents. Council Member Witte seconded the motion. In a roll call vote Council Member Scott, Council Member Witte, Mayor Aymon, and Council Member Giles all voted aye and the motion carried.**

**AB 17-67 Request to Set the Date and Location of the FY18 Budget Public Hearing**

City Treasurer Linda Stokes presented the request to set the date and location of the FY18 Budget Public Hearing. Each year, per Idaho Code §63-802A, no later than April 30, the City of McCall must set and notify the County Clerk of the date and location of the budget public hearing. Staff recommends the Council set the FY18 Budget Public Hearing on August 10, 2017 at 6:00 PM in the Legion Hall.

**Council Member Witte moved to set the FY18 Budget Public Hearing on August 10, 2017 at 6:00 PM in the Legion Hall, and direct the Treasurer to notify the County Clerk of the date and location of the FY18 Budget Public Hearing. Council Member Giles seconded the motion. In a roll call vote Council Member Witte, Council Member Giles, Mayor Aymon, and Council Member Scott all voted aye and the motion carried.**

**AB 17-71 Request to Approve Resolution 17-07 to Modify the McCall City Council Meeting Schedule for June 2017**

City Clerk BessieJo Wagner presented the request to approve the Resolution 17-07 to modify McCall City Council Meeting Schedule for June 2017. McCall City Code §1-8-2 states that regular Council meetings will be held on the second and fourth Thursdays of each a month except when such regular meetings fall on a legal holiday, then the meetings would be held on the preceding day unless otherwise fixed by the Council.

It has been identified that the Association of Idaho Cities Annual Conference will be held on June 21-23, 2017 and there are members of the Council, the City Manager, and Department Heads that would like to attend. The Council schedule as adopted January 12, 2017 shows there is a Regular Council Meeting scheduled for June 22, 2017 and a Special Council Work Session scheduled for June 23, 2017. Staff is requesting that Council reschedule the last two meetings in June to June 29 and June 30, 2017.

**Council Member Giles moved to approve Resolution 17-07 modifying the McCall City Council June 2017 regular meeting schedule and authorize the Mayor to sign all necessary documents. Council Member Witte seconded the motion. In a roll call vote Council Member Giles, Council Member Witte, Mayor Aymon, and Council Member Scott all voted aye and the motion carried.**

**AB 17-75 City Senior Center Lease Discussion**

City Manager Nate Coyle asked to table this discussion until a later date.

**Council Member Scott moved to table this discussion until a later date. Council Member Giles seconded the motion. In a voice vote all members voted aye and the motion carried.**

**AB 17-68 May 16, 2017 Annexation/Bond Election Outreach Update and Workshops**

Communication Manager Erin Greaves presented the May 16, 2017 Annexation/Bond Election Outreach update and workshops. She gave a brief overview of what has happened to date, shared that there has been 1000 page views on the Wastewater website, and reported that the rate study and workbook are now uploaded to the website. She discussed the commercials she has put together and went over the workshop agenda and schedule.

Council Member Witte suggested that there be a workshop for the non-rate impact. A discussion ensued about the confusion of all the Annexation/Bond Election components and the importance of clear and concise information for the constituents.

GIS Analyst Garrett Mapp presented the GIS Voter education website and covered the different components and map functions.

**AB 17-72 2016 Annual Department Reports to Council**

Council Members have requested the opportunity to review and discuss operations, priorities, and future activities for each Department in more detail.

Staff has prepared brief Annual Reports for the following departments: Finance and Public Works. The Reports are intended to serve two purposes: provide background for the Council and provide an overview of the Department for the public. The following Department Heads presented their Annual Department Reports to Council.

- Finance – Linda Stokes
- Public Works: Streets, Water, and Sewer – Nathan Stewart

**City Council Regular Minutes – March 23, 2017**

A clarification was made to the March 23, 2017 minutes.

**Council Member Witte moved to approve the corrected minutes for March 23, 2017. Council Member Giles seconded the motion. In a voice vote all members voted aye and the motion carried.**

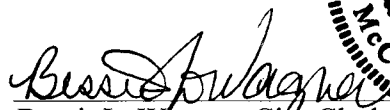
**Upcoming Meetings Schedule Discussion**

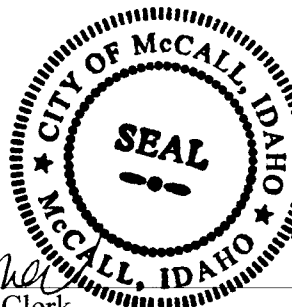
Council discussed upcoming meetings. Council Member Witte will be unavailable the second week of May and will not be at the May 11 Council meeting.

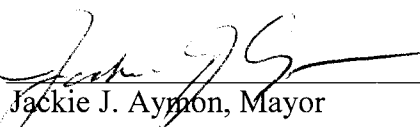
**ADJOURNMENT**

**Without further business, Mayor Aymon adjourned the meeting at 7:23 p.m.**

ATTEST:

  
BessieJo Wagner, City Clerk



  
Jackie J. Aymon, Mayor