

**CITY OF GRANDVIEW  
CITY COUNCIL (CC) MEETING MINUTES**

Meeting time: 6 PM  
On: August 10th, 2016  
Meeting location: Grand View City Hall, 425 Boise Ave., Grand View Idaho

City Council (CC) Members present: Mayor Edwin T. Collett, John S. Morrison, Jon Pennington, Melvin "Mel" D. Freckleton, Donald W. "Bill" Mead

City staff present: Bob Servis, Tammy Payne, Jim Burnett

Public/guests in attendance: Gary Boeger, Linda Araujo, Rosanna Smith, Opal Ward, Jazzlin Dowell, Aislinn Dowell, Dan & Lisa Martinez, Victoria Collett, Nola Boone, Caroline Nielson, Sandi Burnett, Tom Payne, Terry Nielson, Jon Brown-Owyhee Avalanche

1. 6:00 PM -CC President John Morrison presiding, called the CC meeting to order, and led the Pledge of Allegiance. Gary Boeger offered the opening prayer.
  - a. President Morrison called for attendance by roll call. Roll call conducted. All councilmen present. Quorum met.
  - b. President Morrison called for a motion for the approval, or amendments to the agenda. Jon Pennington motioned agenda item 7.b. Personnel Policy Manual item be amended to add consideration of the clerk's "independent decision making authority". Mel Freckleton 2nd the motion. Roll call vote. Unanimous approval by all council members.
2. President Morrison announced the individuals who submitted letters requesting consideration for the mayor's position, Opal Ward, Rosanna Smith, Daniel Martinez and Edwin Collett. It was noted Gregory Lyon withdrew his name from consideration before the meeting. President Morrison opened the floor to public comment. Rosanna Smith said as a retiree she has time to serve, to learn the mayor's responsibilities and get the job done with the help of the council. Edwin "Ed" Collett said he "was born and raised here" --his family has lived here a long time, that he appreciates the opportunity to help the city, and acknowledged the capability of all the candidates. Opal Ward reflected on her commitment to city affairs, her faithful attendance and participation, and noted "Grand View is my home, I love this town and want to serve this town". Daniel Martinez said he has "been in Grand View 12-13 years, likes our small town, and said "I'm here to help this community". At the close of public comments, Councilman Mead motioned Daniel Martinez be appointed to the mayor's

2.	Y/N
Melvin Freckleton	Yes
Donald "Bill" Mead	Yes
Jon Pennington	Yes
Council Pres. John Morrison Presiding	Yes

**CITY OF GRANDVIEW  
CITY COUNCIL (CC) MEETING MINUTES**

position. Upon no 2nd to the motion, the motion died. Jon Pennington motioned to appoint Edwin T. Collett to the mayor vacancy. Mel Freckleton 2nd the motion. Roll call vote. Unanimous approval by council members.

- Edwin T. Collett took the oath of office of mayor, administered by the clerk. Mayor Collett then took the gavel to preside over the remainder of the meeting.

3. Mayor Collett called for the public hearing on the Proposed FY 2017 Annual Budget Appropriation Ordinance 12-2017. Jon Pennington motioned the Budget Appropriations Ordinance No. 12-2017 be read by title. Jon Morrison 2nd the motion. Roll call vote was called. Unanimous approval by full city council. The clerk read Proposed FY 2017 Proposed Annual Budget Appropriation Ordinance 12-2017. The Mayor opened the floor up to public comment. Upon no comments, the public comment period closed.

3.	Y/N
John Morrison	Yes
Melvin Freckleton	Yes
Donald "Bill" Mead	Yes
Jon Pennington	Yes

- 3.a. Councilman Morrison motioned the FY 2017 Annual Budget Appropriation Ordinance 12-2017 be adopted. Councilman Mead 2nd the motion. Roll call vote. Unanimous approval by council members.

3.a.	Y/N
John Morrison	Yes
Melvin Freckleton	Yes
Donald "Bill" Mead	Yes
Jon Pennington	Yes

4. Mayor Collett called for the public hearing on the proposed Water and Wastewater User Charge Ordinance No. 2016-004. Jon Pennington motioned the Water and Wastewater User Charge Ordinance No. 2016-004 be read by title. Councilman Freckleton 2nd the motion. Roll call vote was called. Unanimous approval by full city council. The clerk conducted the 1st reading of the proposed Water and Wastewater User Charge Ordinance No. 2016-004. The Mayor opened the floor up to public comment. Audience member Nola Boone asked if the hearing notices had been posted. The clerk explained the notice was posted in town and published, as required by law. Upon no further comments, the public comment period closed.

4.	Y/N
John Morrison	Yes
Melvin Freckleton	Yes
Donald "Bill" Mead	Yes
Jon Pennington	Yes

5. Mayor Collett called for the public hearing on the proposed Water and Wastewater User Rates and Fees Resolution No. 003-2016. It was explained the only rate change is to tank water, increasing from \$7.11 per 1,000 gallons to \$8.40 per 1,000 gallons. Jon Pennington motioned the proposed Water and Wastewater User Rates and Fees Resolution No. 003-2016 be read by title. Councilman Bill Mead 2nd the motion. Roll call vote was called. Unanimous approval by full city council. The clerk conducted the

5.	Y/N
John Morrison	Yes
Melvin Freckleton	Yes
Donald "Bill" Mead	Yes
Jon Pennington	Yes

**CITY OF GRANDVIEW  
CITY COUNCIL (CC) MEETING MINUTES**

reading of the proposed Water and Wastewater User Rates and Fees Resolution No. 003-2016. The Mayor opened the floor up to public comment. Upon no comments, the public comment period closed.

6. Current/Old Business:

- a. Mayor Collett asked council members to consider the July 13th, 2016 CC Meeting Minutes. Jon Pennington motioned the minutes be accepted as presented. Bill Mead 2nd the motion. Roll call vote. Unanimous approval by all council members.
- b. (Agenda items b./c.) Council members reviewed the July 14,2016 to August 10th, 2016 Accounts Payable Reports and August 10th, 2016 Treasurer's Report. After review, Bill Mead motioned the council approve the Accounts Payable Reports and Treasurer's Report, and in a single motion. John Morrison 2nd the motion. Roll call vote. Unanimous approval by all council members. Councilman Mead then motioned the July 14,2016 to August 10th, 2016 2 Accounts Payable Reports and August 10th, 2016 Treasurer's Report be approved as presented. Jon Pennington 2nd the motion. Roll call vote. Unanimous approval by all council members.
- c. Mayor Collett called for a report on the drinking water nitrate levels. The clerk reported the July 2016 water nitrate levels test taken from the water treatment plant were at 5.7 MCL, in the allowable range. Councilman Morrison reminded members that allowable nitrate levels need to be below 10 MCL. Public works supervisor, Bob Servis said both well #1 and #2 are now being used. The city will continue regular monitoring of nitrate levels. No further action.
- d. Mayor Collett called for the council members to review the August 10th, 2016 Water & Sewer Aging Report (delinquent accounts). After review, the clerk was directed to issue water shut off door notices to the listed residents who have not paid their bill by the 10th of the month. No further action.

7. New Business:

- a. Mayor Collett called for discussion on Planning & Zoning (P & Z)and Building Inspector agenda item, requested by the P & Z Commission. The mayor gave the floor to P & Z member, Nola Boone, who reported on P&Z activities over the past year, Comprehensive Plan, Building Code, etc.. In addition, Ms. Boone said the P&Z commission proposes the city administer the building permit process, and requests the city council pursue securing a building inspector through agreement with Owyhee County Commissioners. Councilman Mead motioned the city ask the Owyhee County Commissioners to allow for, and contract with, the city for the building inspector in Grand View. Upon no 2nd the motion died. Jon Pennington asked, "what are our options"? Ms. Boone said the other option explored was the city having our own building inspector, which appeared to be too expensive. John Morrison said, "I'm not really for planning and zoning, we live in a small community,... if

**CITY OF GRANDVIEW  
CITY COUNCIL (CC) MEETING MINUTES**

you have property its yours". The clerk explained the county directed the city to get a building code in place, per statute. Opal Ward, P & Z member, addressed the council and explained the city is required to have a planning & zoning. Rose Smith asked how much the city will make, how much potential income for the level of effort. Income scenarios were discussed. Victoria Collett asked if the county is inspecting in Grand View. The clerk said yes the county is performing building inspections in Grand View, but there is a question about the county's statutory authority in Grand View. Nola Boone stated, "Idaho is the 6th fastest growing state in the country", it would be good if we planned for growth. John Morrison asked what Homedale and Marsing are doing? Jon Brown said Homedale and Marsing administer their own building code and permit process, and their respective city councils' act as the P & Z Commission. Audience member, Terry Nielson said, it appears if the city administers the building permit process the city would control what goes on in the city. Jon Pennington said he wanted the numbers from the county, what the county would charge and what the city would keep. Jon Pennington then motioned the Building Permit and Inspector issue be tabled to the September 2016 city council meeting so further information can be gathered. John Morrison 2nd the motion. Roll call vote. Unanimous approval by the full city council.

- b. Mayor Collett called for discussion on the Personnel Policy Manual - supervision and independent decision making authority items. Council members were referred to page 18 of the policy manual, the city clerk's duties, #3 "supervise the public works employees", and #5, " independent decision making authority...". John Morrison, said supervision of employees should be the mayor's job to be delegated -- if the mayor wants to delegate to the clerk, it should be his option. Mel Freckleton agreed #3 and #5 should be struck from the city clerk's duties. Bill Mead explained the reason the policy was adopted was because Mayor Opal Ward delegated the duties to the city clerk. Jon Pennington said we want the mayor and clerk talking and working with each other. Linda Araujo, asked what will happen if there's an emergency and the clerk can't get hold of the mayor or a council member? Mayor Collett said, per the discussion, the mayor has the option to delegate to the clerk. At the close of much discussion and comment, the mayor called for a motion. John Morrison motioned page 18 of the Personnel Policy Manual be amended as follows; striking #3"supervise the public works employees", and striking #5 "have independent decision making authority in the management of the City's day to day business responsibilities and needs" from the city clerk duties. Councilman Freckleton 2nd the motion. Roll call vote. Unanimous approval.

7.b..	Y/N
John Morrison	Yes
Melvin Freckleton	Yes
Donald "Bill" Mead	Yes
Jon Pennington	Yes

8. Council President Morrison called for the City Clerk report:

- a. The clerk explained she has jury duty from 9/1/2016 through 12/31/2016.

**CITY OF GRANDVIEW  
CITY COUNCIL (CC) MEETING MINUTES**

- b. Clerk asked if the city council would reimburse public works assistant, Jim Burnett, for the CDL \$40 renewal fee. A CDL license is needed to drive the city dump truck, and, the city has reimbursed prior employees for their CDL. Council members agreed since it has been a prior practice -- to go ahead and reimburse the employee. Mayor Collett called for council vote to affirm the reimbursement of the \$40 CDL fee. Voice vote. Unanimous council approval.
  
  - c. Local Highway Technical Assistance Council (LHTAC) workshop is being held on September 27, 2016 in Boise. LRHIP (streets) grant funds will be covered. Jon Pennington said he thinks we should stay current. Bob Servis, Public Works Supervisor, said the grant requires a city works crew member to take two classes during the year to qualify for grants. Mayor Collett asked if Rosanna Smith would be interested in attending, too. Council members agreed if the clerk can attend, it could potentially benefit the city, and it would be okay to close city hall to attend. Mayor Collett called for council vote to affirm approval for closing city hall for the clerk to attend the workshop. Voice vote. Unanimous council approval.
  
  - d. City clerk has doctor appointment on August 16th, 2016 for doctors appointment / medical procedure. Council said okay if city hall is closed for the day.
9. Mayor Collett called for the Public Works Supervisor report. Bob Servis reported:
- a. Water treatment plant backwash diversion project requires getting someone to excavate. Quotes have been requested for electric valves, and the city will be obtaining bids for the excavation work.
  
  - b. Patch mix was picked up last week, so road repairs are underway. Fifth Street and Riverside Avenue and River Road were patched today, and city crew will continue to work on the patch of Fifth Street.
10. Mayor Collett called for public comments: None.
11. Mayor Collett asked if the CC members wanted to call an executive session, per Idaho Code 74-206 (1). No action.
12. 7:06 PM - Mayor Collett called for a motion to adjourn. Mayor Collett called for council vote to affirm adjournment. Voice vote. Unanimous approval.

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Edwin T. Collett  
Mayor

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Attested: Tammy Payne, City Clerk