MINUTES

**City of Lewisville Regular Meeting**

February 10, 2016

Meeting was called to order by Mayor George Judd at 7:06 p.m. at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor George Judd; Council Members, Shane Barzee, Leisa Watkins and Del Heward; Legal Counsel, Kris Meek; Clerk/Treasurer Donetta Fife; P & Z Chairperson, Charlene Johnson; Officer Mike Miller, Auditor, Stacey Scott of Searle Hart &Associates; and visitor Glen Watkins.

**ROLL CALL:**

* Mayor Judd -- present
* Shane Barzee -- present
* Barbara Raymond -- not present
* Leisa Watkins -- present
* Del Heward -- present

**MINUTES:**

* Minutes for the regular City Council meeting held January 13, 2016 had previously been distributed by the Clerk. Minutes were reviewed. Shane moved that the Minutes be approved, Del seconded, the motion passed.

**CITY AUDIT REPORT:**

* Stacey Scott from Searle Hart and Associates presented the Financial Audit for fiscal years 2014 and 2015. She concluded that the City of Lewisville's accounting practices are sound and there is no indication of wrong doing. Stacey agreed to send a digital copy of the Audit so it can be forwarded to the Secretary of State. She said she would be available to help if questions arise and as needed.

**POLICE REPORT:**

* Officer Miller reviewed the police report for the past month. 96 hours were logged in the City with 5 complaints, 3 arrests and 2 citations. The complaints were minor and most involved snow machines on the City streets. Warnings were issued for these complaints. One complaint involved an abandoned vehicle which made plowing difficult.

**PLANNING AND ZONING REPORT:**

* The Planning and Zoning Commission has reviewed the proposed Clearance for Building Permit Application and proposed a couple of modifications. They will start using this form immediately.
* They have also been working on changes to the "Welcome to Lewisville" brochure. Recommendations were made by the Council.
* One Nuisance Ordinance violation is being sent out due to a resident complaint about dogs and other animals at large.

**MAINTENANCE REPORT:**

* Due to Don's health problems, Shane offered to help with any plowing that needs to be done on weekends.
* The yield sign at 3435 East 480 North has been hit and needs to be checked. The Mayor will work on that problem.
* Mayor Judd indicated that it would in the best interest of the City to look for a 4-wheel drive pickup and plow to help clear intersections as it is very difficult to maneuver the truck and plow in the tight spots. He will watch for something within our budget.

**CITY ATTORNEY:**

* It has come to Kris' attention that the City needs to give notice and hold a public hearing on fees to be assessed within the City which raise by more than five percent (5%). He suggested that this procedure should be followed annually and done simultaneously with the Budget hearing that is held in August of each year in order to meet the requirements of State law. Since we have not had one for this year and since Donetta is working on a fee schedule to post in the Library for residents, he suggested that we use the whole fee schedule as a basis for our published notice and hold a public hearing in April to receive input from the Community.

**CLERK/TREASURER'S REPORT:**

* Donetta distributed a list of all bills that have been submitted for payment between January 13 and February 10, 2016. The bills were reviewed. Shane moved that the bills be paid, Del seconded, motion passed.
* The annual Easter egg hunt has been set for March 26th at 10:00 p.m. The Community Center has been reserved. At present we do not have anyone interested in taking charge. In the event that we do not have a volunteer, Donetta has agreed to make preparations for the event. The amount of $500 has been approved in the budget to finance the activity.
* Kris forwarded a copy of the AIC model Subdivision Ordinance to Donetta.
* The at-will personnel policy was being reviewed by Kris to see if the ICRMP policy as submitted to him had anything that did not pertain to the City. He indicated that he didn't find anything. Donetta will finish up on that policy to present to the Council at a future date.

**MAYOR'S REQUEST:**

* Mayor Judd indicated that the new Council needs to have a Council President to preside in the absence of the Mayor. Lisa nominated Shane to be the Council President, Del seconded, motion passed.
* The Mayor reported that the street light replacement project is under way. Lights should be here next week and should be installed shortly thereafter.

**COMMUNITY CENTER:**

* Del indicated that he needs a key in order to do the inventory of the Community Center. Donetta will work on that.

**BEAUTIFICATION:**

* We have had residents who would like to contribute to the beautification of the City. It was suggested that we might open a City Beautification Account to accommodate these funds. Kris suggested that we check with Stacey at Searle Hart to see what the financial implications would be if we were to establish such a fund.

**ADJOURNMENT:**

* Shane moved that the meeting be adjourned, Leisa seconded, motion passed. Meeting was adjourned at 8:35 p.m.

**Minutes approved** by the City Council of the City of Lewisville on the 9th day of March, 2016.

Mayor Date

 George A. Judd

ATTEST:

Clerk Date

 Donetta R. Fife