MINUTES

**City of Lewisville Regular Meeting**

June 8, 2016

Meeting was called to order by Mayor George Judd at 7:03 p.m. at the Lewisville Community Center at 3451 E 480 N, Lewisville, Idaho. Present were Mayor George Judd; Council Members, Barbara Raymond, Leisa Watkins, and Del Heward; Legal Counsel, Kris Meek; Clerk/Treasurer Donetta Fife, Officer Mike Miller and resident, Wade Ball.

**ROLL CALL:**

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

**MINUTES:**

* Minutes for the regular City Council meeting held May 11, 2016 had previously been distributed to the Council by e-mail for inspection. The Mayor asked if everyone had reviewed the minutes. All answered in the affirmative. The Mayor asked if there were any corrections or additions to the Minutes. There were none. Del moved that the Minutes be approved, Leisa seconded, the motion passed.

**POLICE REPORT:**

* Officer Mike Miller reviewed the police report for April 9 through May 6, 2015. He reported that 87 hours had been spent patrolling the City. There were 13 complaints and 2 citations. Several of the complaints were for controlled burns.
* Donetta said that she had been called by a resident about the City's burn policy. When the resident had called in to the Sheriff's office to report that she would be burning, they informed her that she would need to get a burn permit from the City. They referred her to burnpermit.idaho.gov. Officer Miller indicated that there had been some confusion in the office with regard to the handling of burn permits. They have concluded that the City of Lewisville does not need to issue burn permits and that residents should call the Sheriff's office as they have in the past.

**PLANNING AND ZONING REPORT:**

* Since Charlene was not there, Donetta reported that Tony Riaz had been issued a Clearance from the City of Lewisville Planning & Zoning so he could apply for a septic modification from District Seven Health. Charlene will bring the papers next week and report further at that time.

**MAINTENANCE REPORT:**

* In Don's absence, the Council noted that the right-of-way has been mowed the first time. There are still pot holes that need patched. Don may need some additional help to keep the work done this summer.

**CITY ATTORNEY:**

* Kris asked if there were Findings for the hearing on the Petition for a Kennel License that was heard last month. Donetta indicated that she had entered abbreviated findings in the Minutes. Kris agreed to draft a formal document outlining the Findings and Conclusions.
* Kris also noted that the City had forwarded the current Lease with the Jefferson Central Fire District to him. The Lease is not enforceable since it does not contain a legal description or terms of the lease agreement. Kris will draft a new Lease to present to the Fire District. Donetta will look for a legal description of the property where the fire station is located .

**CLERK/TREASURER'S REPORT:**

* Donetta distributed a list of all bills that have been submitted for payment since the last Council meeting. The bills were reviewed. Leisa moved that the bills be paid, Barbara seconded, motion passed.
* The At-Will Personnel Policy has been revised again. Kris has indicated it still goes beyond what is necessary for a city the size of Lewisville. Donetta will go back and cut some more and send it out to the Council for review.
* We are still working on a website for the City.

**COMMUNITY CENTER:**

* There is some concern about what is required when cleaning up the Community Center after rental. Since the rental price is so low, it is very important that people clean the building according to the posted checklist. Donetta will put the inspection checklists in the cleaning closet and ask that renters go through the checklist and sign it when they are finished. This final step is not being done at present.

**BEAUTIFICATION:**

* Del arranged to have a new flag flying over the Community Center. The old one needs to be properly retired. Kris suggested that it be given to the scouts to be properly retired.
* Del gave Donetta a website where we can order the appropriate clips so we can fly the flag at half mast.

**ADJOURNMENT:**

* Del moved that we adjourn at 7:58, Barbara seconded. Motion passed.

**Minutes approved** by the City Council of the City of Lewisville on the 13th day of July, 2016.

Mayor Date

 George A. Judd

ATTEST:

Clerk Date

 Donetta R. Fife