MINUTES

**City of Lewisville Regular Meeting**

July 13, 2016

Meeting was called to order by Mayor George Judd at 7:04 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, Shane Barzee and Del Heward; Legal Counsel, Kris Meek; Clerk/Treasurer Donetta Fife; P & Z Chairperson, Charlene Johnson; and Officer Mike Miller.

**ROLL CALL:**

* Mayor Judd -- present
* Shane Barzee -- present
* Barbara Raymond -- present via teleconference
* Leisa Watkins -- present
* Del Heward -- present

**MINUTES:**

* Minutes for the regular City Council meeting held June 8, 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, Barbara seconded, the motion passed.

**POLICE REPORT:**

* Officer Mike Miller reviewed the police report for May 7 through June 3, 2016. He reported that 76 hours had been spent patrolling the City. There were 3 arrests and 2 citations. There were a couple of controlled burns, domestic violence calls, medical calls and missing items.

**PLANNING AND ZONING REPORT:**

* Planning and Zoning did not hold a meeting this month.
* From last month they had a drain field Clearance Permit issued to Tony Riaz and they referred him to Jefferson County for the appropriate permit.
* They have had a couple of calls for potential building permits. They will keep us informed.
* There was a question about accessory building set back. Charlene indicated that Fox LLC needs to move their storage container 10 feet from the property line to meet set back. The Mayor has been in contact with them on this in the past and will follow through with the request.

**MAINTENANCE REPORT:**

* We are in need of a maintenance person again. The right of way needs mowed again and we still need to get some patching done.
* The Mayor will check with Don to see if he can train someone on the mosquito fogger as the mosquitoes are coming out.

**CITY ATTORNEY:**

* Kris noted that he has drafted a Lease with Jefferson Central Fire District for the property on which the Fire Station is located. He needs a legal description to finish it. Donetta indicated that she has the plat of the property, but could not find a legal description for that particular piece of property. Kris felt it may be worth contracting with an engineering firm for a survey. The problem lies in the fact that the property is leased for $1.00 per year according to the Lease we currently have. The cost was estimated to be somewhere around $1,000 for the survey. With no real proceeds coming from the Lease, it would be quite a burden to the City to cover the whole survey cost. The Mayor will contact Jefferson Central and see if they would be willing to split the cost of the survey as they are the ones that benefit from it.
* Kris presented the Findings and Conclusions from theHinckleykennel application. They had been e-mailed to the Council previously. Since there were no corrections, the Findings were signed by Mayor Judd and Donetta will mail copies to the residents involved.
* We have the proposed Sheriff's Contract for FY 2017 indicating that the contract price will be $8,626.25 which reflects a 2% increase. Kris indicated that the Contract should not be signed until the money has been approved in the FY 2017 Budget. The matter was tabled until the budget is approved.

**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. Shane moved that the bills be paid, Del seconded, motion passed.
* The latest draft of the At Will Personnel Policy had been e-mailed to the Mayor, Council and attorney. Kris indicated that he felt it would be in line with the needs of the City of Lewisville. No further revisions were noted. Donetta presented Resolution No. 2016-2 relating to the adoption of the City of Lewisville, Idaho Personnel Policy. Since Barbara was attending via teleconference, Del read the Resolution aloud. Shane moved that we adopt Resolution No. 2016-2 declaring the At Will Personnel Policy as the official Personnel Policy of the City of Lewisville, Del seconded the motion, motion passed.
* The annual budget work meeting was scheduled for Wednesday, July 20, 2016 at 7:00 p.m. Donetta will post the Agenda.

**OTHER BUSINESS:**

* Mayor Tad Haight of the City of Menan came to express thanks to the City of Lewisville for their contribution to the July 4th Fireworks Fund. He indicated that he would like to see the two Cities work together on more projects and problems in order to save on resources.

**ADJOURNMENT:**

* Shane moved that we adjourn at 8:00 p.m., Del seconded. Motion passed.

**Minutes approved** by the City Council of the City of Lewisville on the 10th day of August, 2016.

Mayor Date

George A. Judd

ATTEST:

Clerk Date

Donetta R. Fife