

NEW PLYMOUTH CITY COUNCIL  
REGULAR MEETING MINUTES  
MONDAY  
August 19, 2024  
6:00 PM  
New Plymouth City Council Chambers  
215 N Plymouth Avenue

1. Lisa Binggeli - Called Meeting to Order at 6:04 PM

2. Pledge of Allegiance

Roll Call - Councilmember Balcer, Councilmember Davis, Councilmember Evans, Councilmember Martinez, and Mayor Binggeli were in attendance.

Staff in attendance: City Clerk Marianne Gatchell, Deputy Clerk Suzanna Culpepper, Public Works Superintendent Beau Ziemer, City Attorney Jill Holinka, and City Engineer Andy Gehrke

3. August 5, 2024 City Council Minutes- **(Action Item)**  
**Motion to approve by Councilmember Balcer, Seconded by Councilmember Martinez. All In Favor- Motion Carried**

4. Claim Approval- **(Action Item)**  
**Councilmember Evans motioned to approve the claim list for accounting period 8/24 in the total of \$81,489.19. Seconded by Councilmember Balcer. All In Favor- Motion Carried**

5. Public Hearing- FY2025 Budget & Use of Forgone Levying Authority- **(Action Item)**  
**Councilmember Balcer made a motion to open the Public Hearing- FY2025 Budget & Use of Forgone Levying Authority. Seconded by Councilmember Evans. All in Favor- Motion carried. Public Hearing Open 6:06 pm.**

A public hearing, pursuant to Idaho Code 50-1002 will be held for consideration of the proposed budget and the use of the City's forgone levying authority for the fiscal year from October 1, 2024, to September 30, 2025. The hearing will be held at New Plymouth City Hall, 215 N Plymouth Ave, New Plymouth, Idaho at 6:00 pm on the 19<sup>th</sup> day of August 2024. At said hearing interested persons may appear and show cause, if any, why such budget should or should not be adopted. Copies of the proposed City Budget in detail are available at City Hall during regular office hours.

Public Comments:  
Virginia Barton 205 W Canal St  
Penny Kovick 4157 N.W. 1<sup>st</sup> Ave  
Dale Williamson 510 E Idaho

**Councilmember Balcer made a motion to close the Public Hearing-FY2025 Budget & Use of Forgone Levying Authority. Seconded by Councilmember Evans. Public Hearing Closed 6:16 pm.**

6. New Business

- a. Ordinance 427- AN ORDINANCE ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR FISCAL YEAR BEGINNING October 1, 2024, APPROPRIATING THE SUM OF \$4,750,667.00 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF NEW PLYMOUTH FOR THE SAID FISCAL YEAR., AUTHORIZING A LEVY OF SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATIONS IS MADE. – 1<sup>st</sup> Reading (**ACTION ITEM**)

**Motion to Read by Title Only and Suspend the 2<sup>nd</sup> & 3<sup>rd</sup> Reading of Ordinance 427 by Councilmember Balcer, seconded by Councilmember Davis. Roll call vote. Councilmember Martinez, yes. Councilmember Davis, yes. Councilmember Evans, yes. Councilmember Balcer, yes. 4 yeases. Motion carried.**

**Motion to Accept Ordinance 427 by Councilmember Balcer, seconded by Councilmember Martinez. Roll call vote. Councilmember Martinez, yes. Councilmember Davis, yes. Councilmember Evans, yes. Councilmember Balcer, yes. 4 yeases. Motion carried.**

**Motion to Adopt Ordinance 427 by Councilmember Balcer, seconded by Councilmember Davis. Roll call vote. Councilmember Martinez, yes. Councilmember Davis, yes. Councilmember Evans, yes. Councilmember Balcer, yes. 4 yeases. Motion carried.**

- b. Lease Proposal Award for 213 N Plymouth Ave- (**Action Item**) Alison Parrott from Upload Student introduced herself and told the council about the school program that is asking to lease the building. We are a small, private school, this is our 4<sup>th</sup> year. We currently have 22 students enrolled. Upload stands for Unique Personalized Learning Opportunities Acceleration and Development. They teach English, Science, Math, Social Studies, and other Electives. 1/3 of our students live here in New Plymouth. Our school schedule is Tues., Wed., Thurs., 8:30-3:30.  
**Motion to Award the Lease Proposal Award for 213 N Plymouth Ave to Upload Student by Councilmember Balcer, seconded by Councilmember Evans. All In Favor- Motion carried.**
- c. Lease Agreement Approval for 213 N Plymouth Ave- (**Action Item**) Discussion between the council and City Attorney Jill Holinka about the items that need to be added/changed in the current lease. Jill will make the changes needed and get a cleaned-up copy of the lease ready for signatures. The lease agreement will be for \$1500.00 per month, a 1-year lease to start, and the tenant will pay 20% of the utilities.  
**Motion to Approve the Lease Agreement with the changes discussed and allow the mayor to sign by Councilmember Balcer, seconded by Councilmember Evans. Roll call vote. Councilmember Martinez, yes. Councilmember Davis, yes. Councilmember Evans, yes. Councilmember Balcer, yes. 4 yeases. Motion carried.**

- d. Bulk Water Station- Agreement for the Supply of Equipment. Attached is the Agreement for the Supply of Equipment. The Notice of Award for this supply agreement was approved in July- (**Action Item**) City Engineer Andy Gehrke said that it will take 20 weeks to deliver the equipment. Beau and Andy have gone over the agreement and recommend approval.

**Motion to approve by Councilmember Balcer, seconded by Councilmember Davis. All In Favor- Motion Carried.**

- e. IRVCO Construction Contract Agreement & Notice to Proceed- (**Action Item**) Andy recommends approval of the construction agreement & notice to proceed. The start of the contract would be today's date 8/19/2024; half of the work completed by 9/30/2024 and final completion by 10/7/2024.

**Motion to Approve the IRVCO Construction Contract Agreement & Notice to Proceed, and allow the mayor to sign by Councilmember Balcer, seconded by Councilmember Martinez. All in Favor- Motion carried.**

7. Department Reports

- a. Library Report: Librarian Melaine Cope said there is grant money left to spend which has been nice. The summer reading program was excellent. The new drop box has been well received.
- b. Public Works Report: Lots of projects going on.

8. Council Comments

Councilman Davis said there was a stop sign attached to a power pole on Elm & E Park. could we have that fixed. Councilmember Balcer asked for an update on the Park Bench Project. Deputy Clerk Suzanna Culpeper let the council know that the information has been given to the eagle scout and his father. They have a spreadsheet for the collection of funds and a map for the location of the park benches. The information is also available on our city website.

9. Adjournment

Meeting adjourned at 6:53PM

**Motion to adjourn by Councilmember Balcer, Seconded by Councilmember Evans. All In Favor- Motion Carried**

Approve:

Attest:

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Lisa Binggeli, Mayor

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Marianne Gatchell, City Clerk