

City of New Plymouth Council Meeting

December 1, 2025

The New Plymouth City Council held a regular meeting at 215 N Plymouth Ave, New Plymouth, Idaho.

Mayor Ron Martinez called the meeting to order at 6:00p.m.

Mayor led the **Pledge of Allegiance**

**Council Present:** Councilor Josh Davis, Council-President Suzanne Evans, Councilor Michael Hughes, Councilor Wayde James

**Council by Phone:** None

**Council Absent:** None

**Staff Present:** Stephanie Johnson – Treasurer, Melanie Cope – Librarian, Public Works Superintendent – Beau Ziemer, Andy Gehrke – City Engineer

**Staff by Phone:** Jill Holinka – City Attorney

**Staff Absent:** Marianne Gatchell- City Clerk

**Public Present:** Ginny Barton, Robin Cusma, Suzanna Culpepper, Debbie Mills-Smith, Cora Kurth, Kurt Folke, Jane Brandel, Penny Kovick, Greg Evans, Chief Joseph Wyatt, Toni Blacketter, Judith Weiss, Teri E. Barber, Susan Lasuen, Michael Ware

**Declaration of Conflicts of Interest:** None

**Declaration of Council Members' Discussion Outside an Open Meeting:** None

Approval of Minutes – Councilor James **MOVED TO APPROVE THE MINUTES OF NOVEMBER 17, 2025**. Seconded by Council-President Evans. **Motion carried by voice vote.**

Approval of Payables – Council-President Evans **MOVED TO APPROVE THE PAYABLES OF \$44,287.74**. Seconded by Councilor Davis. **Motion carried by voice vote.**

**NEW BUSINESS:**

- A. Susan Lasuen presented the III-A Annual Report to the Council. No action was necessary.
- B. Kurt Folke – Quest CPA presented the FY24-2025 Audit Report for the city. Councilor Davis **MOVED TO ACCEPT THE FY24-2025 AUDIT**. Seconded by Councilor James. **Motion carried by voice vote.**
- C. NP Fire Chief Joseph Wyatt gave a report on the conditions of the Double Diamond and requested that the city deem it a Dangerous Building. Councilor Hughes **MOVED TO DEEM THE PROPERTY KNOWN AS THE DOUBLE DIAMOND AS A DANGEROUS BUILDING NEEDING TO BE DEMOLISHED AND REMOVED AS SOON AS THE REQUIRED INVESTIGATIONS HAVE GIVEN THE OK TO DO SO**. Seconded by Councilor James. **Motion carried by voice vote.**
- D. Annual Ham & Turkey for the Staff & P&Z Commissioners. Councilor Davis **MOVED TO APPROVE TO PURCHASE HAM OR TURKEYS FOR STAFF & P&Z COMMISSIONERS, LIBRARY BOARD AND COUNCIL**. Seconded by Councilor Hughes. **Motion carried by voice vote.**

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E. Annual Christmas Bonus for Staff. Councilor Davis **MOVED TO APPROVE THE ANNUAL CHRISTMAS BONUS OF \$100 FOR EACH CITY STAFF MEMBER.** Seconded by Councilor Hughes **Motion carried by voice vote.**

F. ORDINANCE 432. AN ORDINANCE OF THE CITY OF NEW PLYMOUTH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING NEW PLYMOUTH CITY CODE TITLE 11 ("ZONING"), CHAPTER 1 ("THE ZONING ACT"), SECTION 3 ("PURPOSE") AND SECTION 4 ("JURISDICTION"); CHAPTER 4 (GENERAL ZONING PROVISIONS"), SECTION 14 ("ACCESSORY BUILDINGS"), AND REPEALING SECTION 18 ("CONDITIONAL USES"); PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AUTHORIZING PUBLICATION BY SUMMARY; AND PROVIDING AN EFFECTIVE DATE. – Stephanie Johnson, Treasurer  
Councilor Davis **MOVED TO APPROVE ORDINANCE NO. 432 AND DISPENSE WITH THE RULE REQUIRING ORDINANCES TO BE READ ON THREE SEPARATE DAYS AND ONE IN FULL, AND THAT THE ORDINANCE BE READ ONCE BY TITLE ONLY.** Seconded by Councilor Roll call vote. **COUNCIL- PRESIDENT EVANS – AYE, COUNCILOR DAVIS – AYE, COUNCILOR HUGHES – AYE, COUNCILOR JAMES – AYE.** AYES – 4, NAYS – 0. Motion carried.  
Councilor Davis **MOVED TO ACCEPT THE FIRST AND ONLY READING OF ORDINANCE NO. 432, DIRECT THE MAYOR TO SIGN, AND HAVE THE ORDINANCE PUBLISHED IN SUMMARY.** Seconded by Councilor Hughes. Roll call vote. **COUNCIL- PRESIDENT EVANS – AYE, COUNCILOR DAVIS – AYE, COUNCILOR HUGHES – AYE, COUNCILOR JAMES – AYE.** AYES – 4, NAYS – 0. Motion carried.

G. Councilor Hughes **MOVED TO APPROVE THE CITY COUNCIL MEETING DATES FOR 2026.** Seconded by Council-President Evans. **Motion carried by voice vote.**

**DEPARTMENT/ ACTIVITY REPORTS**

- A. Payette County Sheriff – Gave report
- B. Clerk – Marianne Gatchell –No report
- C. Library – Melanie Cope, Director–No report
- D. Treasurer – Stephanie Johnson – No report
- F. Public Works – Beau Ziemer – No report
- G. Engineer – Andy Gehrke – Gave report

**ELECTED OFFICIALS:**

**COUNCIL:** Council-President Evans asked Counselor Holinka for clarification on who could put items on the agenda.

**MAYOR:** Mayor Martinez presented a certificate to Kelly Sarich in appreciation of her efforts in creating a food pantry for the community of New Plymouth.

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Mayor Martinez presented a medal to Council-President Evans in gratitude of her services as a veteran.

**COMMENTS FROM THE PUBLIC:** Several community members gave their gratitude to the New Plymouth Rural Fire Protection District in theirs as well as other area fire agencies response to the fire that occurred the previous week.

Ginny Barton requested that Council look into having a downtown reconstruction & historical design policy.

Council-President Evans **MOVED TO ADJOURN**. Seconded by Councilor James. **Motion Carried by voice vote.**

**Meeting Adjourned 7:43p.m.**

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**Mayor Ron Martinez**

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**Stephanie Johnson, City Treasurer**