

NEW PLYMOUTH CITY COUNCIL
Regular Meeting Minutes
January 21, 2025 – 6:00 PM
New Plymouth City Council Chambers
215 N Plymouth Avenue

1. Call Meeting to Order – 6:00PM

2. Pledge of Allegiance

Roll Call - Councilman Davis, Councilwoman Evans, Councilman Martinez and Mayor Lisa Grace were all present

Staff in attendance – Marianne Gatchell, City Clerk, Suzanna Culpepper, Deputy Clerk and Beau Ziemer, Public Works Superintendent, Jull Holinka, City Attorney were present.

3. Approval of Minutes – December 16th, 2024 (**Action Item**)

- **Motion:** Councilperson Martinez moved to approve the minutes from the previous meeting.
- **Second:** Councilperson Evans seconded the motion.
- **Vote:** Motion passed unanimously.

4. Approval of Payables (**Action Item**)

- **Discussion:** There were some adjustments made to the payables list since the initial packet was distributed. This includes
- **Motion:** Councilperson Evans moved to approve the payables in the amount of \$201,426.44.
- **Second:** Councilperson Davis seconded the motion.
- **Vote:** Motion passed unanimously.

5. Mayor & Council Comments – None

6. Citizen Comments - None

7. New Business –

a. **Appointment of Library Liaison**

- **Discussion:** The Council discussed the need to appoint a new library liaison.
- **Motion:** Councilperson Martinez motioned to appoint Councilperson Suzanne Evans as the library liaison for 2025.
- **Second:** Councilperson Josh Davis

- **Vote:** Approved unanimously.
- b. **Approval of Council President Signature on Bank Account**
- **Motion:** Councilperson Davis motioned to approve Council President Ron Martinez as a signatory on the bank account.
 - **Second:** Councilperson Evans seconded.
 - **Vote:** Approved unanimously.
- c. **Approval of Double Diamond Lowell’s Mini Market Liquor Licenses**
- **Motion:** Councilperson Martinez motioned to approve the 2025 Liquor Licenses for Double Diamond and Lowell’s Mini Market licenses.
 - **Second:** Councilperson Evans seconded.
 - **Vote:** Approved unanimously.
- d. **Approval of Amended Commercial Lease**
- **Discussion:** The Council discussed an amendment to a commercial lease allowing for monthly payments instead of six-month payments.
 - **Motion:** Councilperson Martinez motioned to approve the amendment to the commercial lease and allow the mayor to sign.
 - **Second:** Councilperson Evans seconded.
 - **Vote:** Approved unanimously.
- e. **Recommendation for Michael Hughes for City Council**
- **Discussion:** Mayor Lisa Grace recommends Michael Hughes for the open City Council seat. Michael presented his qualifications and experiences. Council members had the opportunity to ask questions. Councilwoman Evans appreciates the willingness to serve. Councilman Davis advises the newcomer to have a thick skin regarding public backlash.
 - **Motion:** Councilperson Evans motioned to approve Michael Hughes for City Council.
 - **Second:** Councilperson Martinez seconded.
 - **Vote:** Approved unanimously.
- f. **Michael Hughes declared his oath of office and accepts his appointment to City Council.**
8. Department Reports –
- a. **Library:**
- Reporting positive attendance and engagement with book clubs and other activities.
 - Planning for upcoming Valentine's Day programs.

- b. **Engineering:**
 - o DEQ letters of interest for water and wastewater funding applications submitted.
 - o Funding application for construction funding on the next phase of east Idaho submitted.
- c. **Payette County Sheriff:**
 - o No concerns raised regarding the sheriff's department.

Mayor & Council Closing Discussions:

Ordinance Review

- **Discussion:** The Council discussed the process for reviewing and updating city ordinances.
 - o Council members to email the City Clerk a list of ordinances they would like to review, along with any specific concerns or comments.
 - o Jill compiles the list of ordinances obtained from the City Engineer and creates a schedule for review, starting with the next City Council meeting.
 - o Council members review ordinances in advance of each meeting and send any additional comments or questions to Jill.
- **Next Steps:** The Council will continue the ordinance review process at future meetings.

Clarification on New Annexation Law

- **Discussion:** Councilman Josh Davis wished to clarify the new annexation law and its implications. City Attorney, Jill Holinka explained the following:
- **Key Points:**
 - o Cities still can approve or deny annexations.
 - o Counties now have sole authority for approving or confirming areas of impact.
 - o There is potential for the county to reduce the size of the city's area of impact.

9. The meeting was adjourned at 6:23PM.

- **Motion:** Councilperson Martinez moved to adjourn.
- **Second:** Councilperson Davis seconded the motion.
- **Vote:** Motion passed unanimously.

Approve:

Attest:

Lisa Grace, Mayor

Suzanna Culpepper, City Deputy Clerk