

**NEW PLYMOUTH CITY COUNCIL**  
**Regular Meeting Minutes**  
**March 17, 2025 – 6:00 PM**  
**New Plymouth City Council Chambers**  
**215 N Plymouth Avenue**

**1. Meeting called to order at 6:00PM**

**Roll Call:**

Councilmember Davis, Councilmember Hughes, Councilmember Evans, and Councilmember Martinez were all present. Mayor Lisa Grace was present. Also present were Public Works Superintendent Beau Ziemer, Library Director Melanie Cope, City Attorney Jill Holinka & Deputy Clerk Suzanna Culpepper.

**2. Pledge of allegiance**

**3. Approval of Minutes – March 3, 2025 (Action Item)**

- **Motion:** Councilmember Martinez to approve the minutes of March 3, 2025.
- **Second:** Councilmember Davis approved.
- **Vote:** Unanimous approval.

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

- **Motion:** Councilmember Evans to approve the payables for February 18, 2025, in the amount of \$89,551.40.
- **Second:** Councilmember Hughs approved.
- **Vote:** Unanimous approval.

**5. Citizen Comments – none**

**6. Mayor & Council Comments**

Councilmember Martinez appreciated the expenditure report in the packet.

**4. New Business**

**a) AIC Leadership Academy Training**

- **Discussion:** AIC Suzanna Culpepper and Marianne Gatchell requested approval to attend the two-year program which consists of a total of four in person days of

training and several virtual training sessions. \$650 is the cost for AIC members and is within our annual budget for travel and training this year. The application is due on the 24th. In Marianne's absence, Suzanna will assist with her application.

- **Motion:** Councilmember Evans to approve Suzanne and Marianne's attendance at the AIC Leadership Academy training.
- **Seconded:** Councilmember Hughs approved.
- **Outcome:** Unanimous approval.

#### **b) Resolution 2025-01: Destruction of Temporary Records**

- **Discussion:** The resolution outlines the procedure for destroying temporary city records, as mandated by state law. This includes records such as building applications, plans, and specifications for non-commercial projects. The list of temporary records to be destroyed is attached to the resolution.
- **Motion:** Councilmember Evans to approve Resolution 2025-01.
- **Seconded:** Councilmember Hughes approved.
- **Outcome:** Unanimous approval.

### **6. Comprehensive Plan Project Timing**

- **Discussion:** The council discussed the comprehensive plan project timeline and the lack of responses from community members. There was a desire for more input and engagement. The council would like to have a meeting with the community in an open-house format where no formal actions or decisions are taken. Councilperson Davis suggested that council members engage the public where they frequent, DJ's Market and the fair for example. July 10th (Second Thursday of July) at 6:00 PM - 8:00 PM is tentatively scheduled. TBD (Consider parking lot or outdoor space). Advertise the meeting through water bills and flyers with business owners and leaders in the community involvement.

**Elizabeth's Participation:** Refer to Elizabeth Bristlecone about future meetings and ask for her to participate.

### **7. Department Reports**

- **Library:**
  - **Update:** The library is gearing up for the summer reading program, securing prizes and planning events.
  - **Friends of the Library:** The Friends of the Library will hold a book sale on April 26th at the senior citizens center. They have also ordered 200 books to give away at the parade.

- **Engineer:** No significant updates.
- **Payette County Sheriff's Office:**
  - **Report:** The sheriff provided a report on the services provided by the Payette County Sheriff's Office, noting that the county receives 11.9% of the services. Mayor confirms that the council will review the sheriff's contract in July. The council would like to discuss the possibility of a partnership between the city, school, and sheriff's department to fund the school resource officer.
- **Expenditures Report:**
  - The Public Works Superintendent discussed a report on its financial status and the upcoming asphalt season. The council discussed the use of grant funding for street, sidewalk, and pathway projects. The council considered using in-house resources for patching potholes but acknowledged the limitations of their equipment and potential for lower quality work.

#### 8. Meeting Adjourned: 6:54PM

- **Motion:** Councilmember Evans motioned to adjourn.
- **Seconded:** Councilmember Hughes approves.
- **Vote:** All Aye. Motion Carried.

Approve:

Attest:

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Lisa Grace, Mayor

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Suzanna Culpepper, City Deputy Clerk