

City of New Plymouth Council Meeting

September 15, 2025

Regular Meeting

The New Plymouth City Council held a meeting at 215 N Plymouth Ave, New Plymouth, Idaho. Mayor Martinez called the meeting to order at 6:00 p.m. Mayor Martinez led the Pledge of Allegiance

Council Present: Councilor Josh Davis, Councilor Suzanne Evans, Councilor James

Council Present by Zoom: None

Council Absent: Councilor Hughes

City Attorney: Jill Holinka

Staff Present: Marianne Gatchell, Beau Ziemer, Andy Gehrke, Melanie Cope

Staff Present by Zoom: None

Staff Absent: Stephanie Johnson

Public Present: Ginny Barton – New Plymouth, Cora Kurth – New Plymouth, Suzanna Culpepper – New Plymouth, Shelly Wilson – New Plymouth, Penny Kovick – New Plymouth, Greg Evans – New Plymouth, Alison Parrott- New Plymouth, Jane Brandel- New Plymouth, Jess Morales- New Plymouth, Judith Weiss- New Plymouth, Mike Ware- New Plymouth, Tyson Flannery- New Plymouth

Presenters present via Zoom: None

Amendments to the Agenda: None

Declaration of Conflict of Interest: None

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

Approval of City Council Minutes

Councilor Evans **MOVED TO APPROVE THE MINUTES FOR SEPTEMBER 2, 2025, CITY COUNCIL MEETING.** Seconded by Councilor Davis. **Motion carried by voice vote.**

Claim Approvals

Councilor Evans **MOVED TO APPROVE THE CLAIMS FOR SEPTEMBER 15, 2025, IN THE AMOUNT OF \$98,734.15.** Seconded by Councilor James. **Motion carried by voice vote.**

Citizens' Comments:

Virginia Barton – Read a list of items she doesn't see on the agenda as well as a list of concerns. Mayor Martinez asked for a copy of her list.

ELECTED OFFICIALS:

Mayor: Mayor Martinez discussed a list of concerns brought to him by a community member. He made mention of the amendment of city ordinances, which will be happening within the coming months. As well as the completion of the new Comp Plan. He is starting a city service project day, which will be held on Fridays from 9-10:30. They will pick different properties and areas in the city that need to be cleaned up. Anyone interested in helping can call city hall for the locations they will be working on. Anyone can help. This will continue for the next 5 weeks.

City Council: None

Announcements and Good of the Order: None

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New Business:

Battlespace IT- Mark & Robin- Mark from Battlespace IT addressed the council regarding the status of the city's IT. The email retention concerns will need to be addressed with the addition of a new email service. He is going to assess the cost of a new email service which will provide retention as well as more security. The discussion on the possibility of getting laptops/iPad for the council. Mark will check into affordable options. The other upgrade is with Microsoft 365, moving to the next tier for better security.

Alison Parrott-Upload Student- New Lease- Alison is asking the council to amend the current lease. She is asking to pay \$1000.00 per month for the months of September through May. \$350.00 per month for the months June through August. She will continue to pay the 20% of the utilities the entire year. The reason being her enrolment has decreased from last year. This is her second year and she is still building awareness for the school program in New Plymouth. She joined Kiwanis this year and is leaning a lot and meeting new people. She is researching the need for Pre-K and has found a parent who is willing to help do an 8-week spring co-op program. The council commended her efforts and the need for options in education. The option of some money coming in for the library expansion is better than none. This way we have a great program being offered and the space is being put to good use instead of being empty. City attorney Jill Holinka will revise the previous contract with the new dollar amounts and bring before council for approval at the next council meeting.

Discussion on Ordinances- Council & Mayor, City Attorney Jill Holinka, City Engineer Andy Gehrke- The packet has a list compiled by Andy and Jill with ordinances that need to be amended. Land Use codes must be a public hearing and go before both P&Z and City Council. We have found many codes that conflict with each other. As well as codes that are no longer in compliance with State codes. City Superintendent Beau Ziemer wants us to amend or create a Development Agreement code as one of the first things done. We have one currently, but it is only triggered with a zone change. We need the ability to have a D.A. with any application. Jill suggested that we focus first on the codes that are out of compliance with the state, then the codes that contradict each other, then the land use codes and application codes. We can try and do multiple at a time to save money and time. She will continue to work on getting things in motion for the first group that need to be changed. This is a very time-consuming and lengthy process, and one that needs to be done correctly. Jill, Andy, Beau and City Clerk Marianne Gatchell will work on moving forward with the ordinances.

Date for deadline of recommendation to City Council from P&Z regarding County Impact Area- Beau worked on creating a new area of impact map that he feels best represents the true intents of what the city growth might be throughout the next 5 years. This map will be presented to P&Z for their review and recommendation to City Council. City Council will be sending a recommendation to the County P&Z. Councilor Davis
MOVED TO SEND A DEADLINE OF 9/22/25 TO P&Z FOR THE RECOMMENDATION

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TO CITY COUNCIL FOR IMPACT AREA MAP TO COUNTY P&Z. Seconded by Councilor Evans. **Motion carried by voice vote.**

Office Closure to attend Sentencing of D. Painter 10/8/25 at 10:00 am- Councilor Evans **MOVED TO APPROVE THE CLOSING OF THE OFFICE ON 10/8/25 UNTIL 1:00 TO ATTEND D. PAINTER SENTENCING.** Seconded by Councilor Davis. **Motion carried by voice vote.**

DEPARTMENT ACTIVITY REPORTS:

City Clerk – No report

Library Report– Librarian Melanie Cope reported she is putting in for some grants. September's Story Time is going well already, 24 showed up. Treasurer Stephanie Johnson found an error in the State Revenue Sharing; the library had been shorted in the past only allocating approximately \$30,000. Going forward the library will now be receiving the full amount of approximately \$57,000.

Payette County Sheriff Department- No report

Public Works – No report

Treasurer – August Monthly Financial Report- Clerk Marianne Gatchell applauded the hard work of Treasurer Stephanie Johnson who has stepped up from the get-go and has made a huge difference to our staff in just a short amount of time. She has done everything in her power to bring about transparency. Her offer to have an open-door policy stands, if anyone has questions please contact her and she will be happy to assist.

Engineer – No report

ADJOURN

Councilor Davis **MOVED TO ADJOURN.** Seconded by Councilor James. **Motion carried by voice vote.**

Meeting adjourned at 7:35 p.m.

Mayor Ron Martinez

Marianne Gatchell, City Clerk