



AGENDA
City Council Meeting
City of Middleton, Idaho

Date: Wednesday July 5, 2023

Time: 5:30 p.m.

Location: **City Hall Council Chambers – 1103 W Main Street**

Call-to-order, Roll Call, Pledge of Allegiance, Invocation: Jo Ellen Ringer

Action Item:

- A. Approve Agenda

Action Items:

1. Consent Agenda (items of routine administrative business)
 - a. Consider approving Amended minutes for City Council May 3, 2023, Regular meeting.
 - b. Consider approving minutes for City Council June 21, 2023, Regular meeting.
 - c. Consider ratifying payroll for June 30, 2023, in the amount of \$107,939.55.
 - d. Consider approving accounts payable through June 23, 2023, in the amount of \$597,400.10.
2. Consider approving Mayor's recommendation to appoint Jacob Sherrier to Middleton Urban Renewal Agency. – Mayor Rule
3. Consider the request from Middleton School District to waive building permit and building plan review fees for 5 portable classrooms. Building permits BC23-000007 \$6,396.39, BC23-000008 \$3,642.69 and BC23-000009 \$7,532.87. – Ms. Crofts
4. Consider authorizing the Mayor to sign the FY2024 Local Transportation Project Grant Program Agreement Form needed for submission of the grant application for the SH44 and Cemetery Road Intersection Signalization project. – Mr. Van Gilder
5. Consider authorizing the Mayor to execute a change order to Hawkeye Builders, Inc. contract from the Hartley/SH44 Traffic Signal project to incorporate resurfacing an additional area within North Hartley in an amount up to \$21,293.05 as described in Hawkeye's correspondence dated June 26, 2023. This work has been recommended by the City Engineer's office to address a deficiency in the North Hartley roadway immediately adjacent to the project. – Mr. Van Gilder

Budget Workshop:

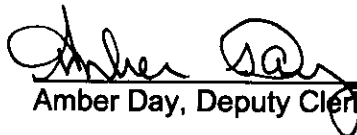
- Ms. Miles – Treasurer

Public Comments:

Mayor, and Council Comments:

Adjourn:

Posted by:


Amber Day, Deputy Clerk

Date: July 3, 2023, 4:30 p.m.

Please contact the City Clerk at (208) 585-3133 if you have special needs or require assistance.

MIDDLETON CITY COUNCIL
AMENDED MINUTES
MAY 3, 2023

The Middleton City Council Meeting was called to order on May 3, 2023, at 5:32 p.m. by Mayor Steve Rule.

Roll Call:

City Council: Council President Kiser, Council Members Murray, and O'Meara were present. Council Member Huggins was absent.

Mayor Steve Rule, City Attorney Taylor Yett, City Administrator Ms. Crofts, Public Works Director Mr. Van Gilder, and Deputy Clerk Ms. Reynolds were present.

Pledge of Allegiance, Invocation: Jim Taylor

Action Items

A. Approve Agenda

Motion: Motion by Council President Kiser to approve Agenda posted April 28, 2023. Motion seconded by Council Member O'Meara and approved Unanimously.

Information Item:

1. **Special Recognition to Hubble Homes, Qualitree, Dahle Construction, Mountain Companies, and Precision Excavation and Construction for their exceptional work on clearing the pathway along Mill Creek. – Mayor Rule**

Mayor Rule recognized those companies for their contribution to the pathway. Representatives from Hubble Homes accepted plaques on behalf of the other companies.

Action Item:

1. ~~Consent Agenda (items of routine administrative business) (Action Items)~~
 - a. ~~Consider approving minutes for City Council April 5, 2023, meeting.~~
 - b. ~~Consider ratifying payroll for April 7, 2023, in the amount of \$106,841.75.~~
 - c. ~~Consider approving accounts payable through April 7, 2023, in the amount of \$251,966.59.~~
 - d. ~~Consider Authorizing the Mayor or his designee to accept JBJ Diesel's quote to repair the rear suspension on the City's 1994 Kenworth Dump Truck (Vehicle ID 118) in an amount not to exceed \$5,352.61. – Mr. Van Gilder~~
 - e. ~~Consider Authorizing the Mayor or his designee to ratify the Staff's authorization to Do-It-Once Welding for the repair of the dump truck bed on the City's 1994 Kenworth Dump Truck (Vehicle ID 118) in an amount not to exceed \$5,700.00 – Mr. Van Gilder~~
 - f. ~~Consider amending the City's On-Call Professional Services Roster to include the following firms: Third Axis; Compass Ecospatial, LLC; and Advanced Control Systems, LLC. – Mr. Van Gilder~~

~~Mayor Rule called items and Council President Kiser asked Council if they had questions regarding the accounts payable. None~~

Motion: ~~Motioned by Council President Kiser to approve Consent Agenda Items 1 a, b,~~

c, d, e & f. Motion seconded by Council Member O'Meara and approved unanimously.

1. **Consent Agenda (items of routine administrative business)**
 - a. **Consider approving minutes for City Council April 19, 2023, meeting.**
 - b. **Consider approving minutes for City Council April 27, 2023, Special Meeting.**
 - c. **Consider ratifying payroll for April 21, 2023, in the amount of \$144,227.16.**
 - d. **Consider approving accounts payable through April 21, 2023, in the amount of \$687,560.30.**
 - e. **Consider authorizing the Mayor or his designee to contract with Zenner USA for the purchase of water meters and appurtenances as described sales quote dated 4/19/2023 in the amount not to exceed \$52,0827.24. - Mr. Van Gilder**
 - f. **Consider authorizing the Mayor or his designee to accept the service estimate from MetroQuip dated 4-18-2023 to perform repairs on the City's Elgin Whirlwind MV Street Sweeper (Vehicle #121). - Mr. Van Gilder.**
 - g. **Consider authorizing the Mayor or his designee to ratify the staff's authorization to JBJ Diesel for the service repair of the City's 2001 International Water Truck (Vehicle ID 116) - Mr. Van Gilder**
 - h. **Consider amending the City's On-Call Professional Services Roster to include Baer Landscape Professional Services. – Mr. Van Gilder**
 - i. **Consider approving application for firework stand Outlet Fireworks LLC beginning June 24, 2023 through July 5, 2023. – Ms. Crofts**

Mayor Rule called items and Council President Kiser asked Council if they had questions regarding the accounts payable. None

Motion: Motioned by Council President Kiser to approve Consent Agenda Items 1a-i.
Motion seconded by Council Member O'Meara and approved unanimously.

(Miles from Hubble Homes entered the room and received special recognition for the pathway as discussed above.)

2. **Consider approving Middleton Chamber of Commerce Special Event Permit for the 4th of July Celebration and Parade and waive fees. - Ms. English**

Mayor Rule called the item and Ms. Zimmerman and Ms. Kendell from the Chamber explained the application and requested the fees to be waived.

Motion: Motioned by Council President Kiser to approve the request from Middleton Chamber of Commerce Special Event Permit for the 4th of July Celebration and Parade and waive fees. Motion seconded by Council Member O'Meara and approved unanimously.

3. **Consider entering into an agreement with West Valley Humane Society and consider paying outstanding charges or negotiating charges. - Director Adkins**

Mayor Rule called the item and Ms. Adkins and Ms. Vink from the West Valley Humane Society presented information about the services they provide and proposed entering into a contract with the City and negotiating outstanding charges from previous years.

Discussion about the possibility of city residents paying twice, the difference between city residents and county residents, city licensing, and communication that may have occurred

between the former Humane Society Director and the former Police Chief.

President Kiser confirmed the City has no outstanding charges as previously stated because the City has not ever entered into a contract with the Humane Society.

Motion: Motion by Council President Kiser to table item number 3 to a date to be determined when we can gather the other information necessary to make a decision. Motion seconded by Council Member O'Meara and approved unanimously.

- 4. Consider authorizing the Mayor to execute a Consultant Service Task Order with Keller & Associates for the design of the Dewey Ave. culvert replacement project in an amount not to exceed \$60,600. - Mr. Van Gilder.**

Mayor Rule called the item and Mr. Van Gilder explained it.

Motion: Motion by Council President Kiser authorizing the Mayor to execute a Consultant Service Task Order with Keller & Associates for the design of the Dewey Ave. culvert replacement project in an amount not to exceed \$60,600. Motion seconded by Council Member O'Meara and approved unanimously.

- 5. Consider approval of change order #3 with Knife River in the amount of \$3,315.73 for salvage of existing guardrail on the Sawtooth Roundabout Project. - Mr. Van Gilder**

Mayor Rule called the item and Mr. Van Gilder explained it.

Motion: Motion by Council President Kiser to approve change order #3 with Knife River in the amount not to exceed \$3,315.73 for salvage of existing guardrail on the Sawtooth Roundabout Project. Motion seconded by Council Member O'Meara and approved unanimously.

- 6. Consider approval of change order #4 with Knife River in the amount of \$2,575.57 for the removal and placement of pavement marking on the temporary bypass road on the Sawtooth Roundabout Project. – Mr. Van Gilder**

Mayor Rule called the item and Mr. Van Gilder explained it.

Motion: Motion by Council President Kiser to approve change order #4 with Knife River in the amount not to exceed \$2,575.57 for the removal and placement of pavement marking on the temporary bypass road on the Sawtooth Roundabout Project. Motion seconded by Council Member O'Meara and approved unanimously.

- 7. Consider approval of change order #5 with Knife River in the amount of \$9,488.00 for the installation of electrical conduit to the center island roundabout feature on the Sawtooth Roundabout Project. - Mr. Van Gilder**

Mayor Rule called the item and Mr. Van Gilder explained it.

Motion: Motion by Council President Kiser to approve change order #5 with Knife River in the amount not to exceed \$9,488.00 for the installation of electrical conduit to the center island roundabout feature on the Sawtooth Roundabout Project. Motion seconded by Council Member O'Meara and approved unanimously.

Public Comments:

Mike Graefe: Appreciates the scrutiny of pets. Wants to see scrutiny of Developers. He is concerned about the water table and aquifer resources.

Mayor and Council Comments:

Mayor Rule: Middleton sits on one of the best Aquifers in all of Treasure Valley. Middleton constantly fights infiltration into the sewer lines. Since he came into office the city has budgeted monies to fix leaks and cracks in the sewer lines. And have stopped hundreds and hundreds of thousands of gallons of water leaking into the septic system. He wants to thank public works and staff for all their hard work. He also wants to thank the citizens who show up to City Council.

Adjourn: Mayor Rule adjourned the meeting at 6:40 p.m.

ATTEST:

Rob Kiser, Council President

Jennica Reynolds, Deputy Clerk
Amended Minutes Approved: July 5, 2023



Public Comment Sign In

City Council - May 3, 2023

	Name	Address	Phone or Email	Topic/Agenda Item #
1	MIKE GRAEF	1889 RIDGE WAY	908-577-6777	
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**MIDDLETON CITY COUNCIL
JUNE 21, 2023**

The Middleton City Council Meeting was called to order on June 21, 2023, at 5:30 p.m. by Mayor Steve Rule.

Roll Call:

City Council: Council President Kiser, Council Members Huggins, Murray and O'Meara all present.

City Attorney Mr. Waterman, City Administrator Ms. Crofts, Public Works Director Mr. Van Gilder and Deputy Clerk Ms. Reynolds were present.

Pledge of Allegiance, Invocation: Jim Taylor

Action Items

A. Approve Agenda

Motion: Motion by Council President Kiser to approve the Agenda. Motion seconded by Council Member O'Meara and approved unanimously.

Action Item:

1. **Consent Agenda (items of routine administrative business)**
 - a. **Consider approving minutes for City Council June 7, 2023, Regular meeting.**
 - b. **Consider ratifying payroll for June 9, 2023, in the amount of \$143,513.60.**
 - c. **Consider approving accounts payable through June 9, 2023, in the amount of \$301,760.47.**

Mayor Rule called the items. Council President Kiser said he has gone through the accounts payable in the packet and asked Council if they had questions regarding the accounts payable. None

Motion: Motioned by Council President Kiser to approve Consent Agenda Items 1 a, b & c. Motion seconded by Council Member O'Meara and approved unanimously.

**2. Consider a motion to adopt a revision to the Middleton Supplement to the ISPWC.
– Mr. Van Gilder**

Mayor Rule called the item and Mr. Van Gilder explained the revision.

Motion: Motion by Council President Kiser to adopt a revision to the Middleton Supplement to the ISPWC. Motion seconded by Council Member O'Meara and approved unanimously.

Public Comments:

Jim Taylor: Comment on Police budget. Would like to see the salary savings carried over into next fiscal year.

Mike Graefe: Comment about Willowbrook Development in Star. Concerned for the additional traffic.

Mayor and Council Comments:

Mayor Rule: Has no information on Willowbrook in Star. Sawtooth/Middleton Rd. Roundabout is

ahead of schedule.

Council Member O'Meara: June 28-30 there will be about 36 baseball teams coming into Middleton at Hawthorne Park for the annual baseball tournament.

City Administrator Ms. Crofts: The City intends to submit a grant request to ITD for up to \$2 million to help with the light at Cemetery and SH44. The City will be looking for public participation/support to be added to the grant application. There will be a letter that council can sign stating this support.

Adjourn: Mayor Rule adjourned the meeting at 5:43 p.m.

ATTEST:

Mayor, Steve Rule

Jennica Reynolds, Deputy Clerk
Minutes Approved: July 5, 2023



Public Comment Sign In

City Council - June 21, 2023

	Name	Address	Phone or Email	Topic/Agenda Item #
11	Jim Taylor	1052 Triumph Dr	208602894	Budget
12	Maria GRIFFIN	1669 RIDEWAY	208-527-6207	
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**CITY OF MIDDLETON**

1103 W. Main St., Middleton, ID 83644

208-585-3133 Fax (208) 585-9601

www.middleton.id.gov**Building Department****Building Permit****PERMIT****Permit #:** BC23-000007**Date:** 06/20/2023

Contractor: Middleton School District #134

Contractor Address: 5 South Viking Avenue
Middleton, ID 83644

Owner Name:

Owner Address:

Permit type: Commercial Addition in the City of Middleton on real property described as:

Property/Permit Address: 611 Cemetery Road

Lot:

Block:

Subdivision:

Quantity	Description	Amount	Total Cost
3500.78	Commercial Permit Fee	1.00	3,500.78
3500.78	Commercial Plan Review Fee	0.65	2,275.51
537.6	Police Impact Fee	1.00	537.60
82.5	Civil Engineering Plan Review Fee	1.00	82.50

Permit Total: 6,396.39

Amount Due: 6,396.39

Said structure to conform to specifications and plans submitted and in full compliance with ordinance of the City of Middleton subject to inspection permits and fees are required. Check with City Hall for all information covering plumbing, electrical, sewage disposal and gas. **THIS PERMIT EXPIRES IN 180 DAYS**

White-Contractor
Canary-City
Pink-File

 City Representative

**CITY OF MIDDLETON**

1103 W. Main St., Middleton, ID 83644

208-585-3133 Fax (208) 585-9601

www.middleton.id.gov
Building Department
Building Permit
PERMIT**Permit #:** BC23-000008**Date:** 06/20/2023

Contractor: Middleton School District #134

Contractor Address: 5 South Viking Avenue
Middleton, ID 83644

Owner Name:

Owner Address:

Permit type: Commercial Addition in the City of Middleton on real property described as:

Property/Permit Address: 511 W. Main Street

Lot:

Block:

Subdivision:

Quantity	Description	Amount	Total Cost
2044.78	Commercial Permit Fee	1.00	2,044.78
2044.78	Commercial Plan Review Fee	0.65	1,329.11
268.8	Police Impact Fee	1.00	268.80

Permit Total: 3,642.69

Amount Due: 3,642.69

Said structure to conform to specifications and plans submitted and in full compliance with ordinance of the City of Middleton subject to inspection permits and fees are required. Check with City Hall for all information covering plumbing, electrical, sewage disposal and gas. **THIS PERMIT EXPIRES IN 180 DAYS**

 White-Contractor
 Canary-City
 Pink-File

 City Representative

**CITY OF MIDDLETON**

1103 W. Main St., Middleton, ID 83644

208-585-3133 Fax (208) 585-9601

www.middleton.id.gov**Building Department****Building Permit****PERMIT****Permit #:** BC23-000009**Date:** 06/20/2023**Contractor:** Middleton School District #134**Contractor Address:** 5 South Viking Avenue
Middleton, ID 83644**Owner Name:****Owner Address:****Permit type:** Commercial Addition in the City of Middleton on real property described as:**Property/Permit Address:** 500 N. Middleton Road**Lot:****Block:****Subdivision:**

Quantity	Description	Amount	Total Cost
4089.56	Commercial Permit Fee	1.00	4,089.56
4089.56	Commercial Plan Review Fee	0.65	2,658.21
537.6	Police Impact Fee	1.00	537.60
247.5	Civil Engineering Plan Review Fee	1.00	247.50

Permit Total: 7,532.87

Amount Due: 7,532.87

Said structure to conform to specifications and plans submitted and in full compliance with ordinance of the City of Middleton subject to inspection permits and fees are required. Check with City Hall for all information covering plumbing, electrical, sewage disposal and gas. **THIS PERMIT EXPIRES IN 180 DAYS**

White-Contractor
Canary-City
Pink-File

 City Representative

FY2024 LOCAL TRANSPORTATION PROJECT GRANT PROGRAM AGREEMENT FORM

Please complete the form with the appropriate signing authority at the bottom of the form. Return the form with your completed application.

Local Highway Jurisdiction: City of Middleton

Signing Authority: Steven J. Rule

Position: Mayor

Project Name: SH44 and Cemetery Road Intersection Signalization

Receiving this grant requires the Local Highway Agency to agree to the following program requirements:

- Prepare plans and bid documents
- Provide a construction schedule before construction begins
- Follow State Procurement Rules for advertising, bidding and award of contracts
- Provide construction oversight and project administration
- Provide a project close-out report including a summary of project accounting, and before and after pictures upon project completion
- Complete project construction

ACKNOWLEDGED BY

SIGNATURE

DATE