The Emmett City Council held a regular meeting at 501 E. Main Street, Emmett, Idaho.
Mayor Petrie called the meeting to order at 7:00p.m.
Mayor Petrie led the **Pledge of Allegiance**
Al Cinnamon offered the **Community Invocation**

Council Present: Council President Steve Nebeker, Councilor Jody Harris, Councilor Gary Resinkin, Councilor Denise Sorenson, Councilor Thomas Butler
Council Present via Zoom: Councilor Tona Henderson
Staff Present: Lyleen Jerome, Curt Christensen, Alyce Kelley, Steve Kunka, Mike Knittel, Brian Sullivan, Clint Seamons
Public Present: Al Cinnamon, Emmett, ID
Public Present via telephone: None
Amendments to the Agenda: None
Declaration of Conflicts of Interest: None
Declaration of Council Members' Discussion Outside an Open Meeting: None

ELECTED OFFICIALS:
Mayor – No Comments
City Council – No Comments
Announcements and Good of the Order – None

PUBLIC HEARING:
City of Emmett as an Internet Provider and Technology Fees –
Mayor Petrie opened the Public Hearing at 7:03 p.m.
Mike Knittel, IT Director gave the staff presentation
Mayor Petrie called for any questions from the Council. Mike Knittel provided answers for all questions.
Mayor Petrie then called for any public comments. Al Cinnamon, 610 Hawthorne Avenue, Emmett, ID asked to see a packet with the detailed information being presented and asked if this program is available to the whole community. Mike Knittel answered the questions.
Mayor Petrie called three times for any other Public Comment – No other comments.
Public Hearing closed at 7:23 p.m.
Decision of Public Hearing will be presented in the form of Resolution #R2022-05

CONSENT AGENDA:
Approval of Minutes – October 11, 2022 – Regular Meeting
Approval of Accounts Payable
Approve Permits – Bartenders – Donna Hauser, JoAnna Leaton, Jocelyn Luna-Ortiz, Samantha Johnson, John Alan Marshall

Councilor Henderson moved to approve **THE CONSENT AGENDA AS PRESENTED.** Seconded by Councilor Resinkin. **Motion Carried.**

NON-CONSENT AGENDA

BUSINESS:
Mike Knittel requested approval of Resolution **#R2022-05 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EMMETT, IDAHO EMMETT INTERNET AND BROADBAND FEES.** Council President Nebeker **MOVED TO APPROVE RESOLUTION R2022-05 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EMMETT, IDAHO EMMETT INTERNET AND BROADBAND FEES**, Seconded by Councilor Sorenson. Role Call Vote -Council President Nebeker-AYE, Councilor Sorenson-AYE, Councilor Resinkin-AYE, Councilor Harris-AYE, Councilor Henderson-AYE, Councilor Butler – AYE. 6-AYES, 0-NOES **Motion Carried.**

Public Works Director, Clint Seamons requests approval of low bid award to Inline Asphalt, Inc in the amount of $21,812.00 Councilor Henderson **MOVED TO APPROVE LOW BID AWARD TO INLINE ASPHALT, INC IN THE AMOUNT OF $21,812.00 FOR HAWTHORNE TO MCKINLEY ON 7TH STREET ASPHALT PROJECT.** Seconded by Councilor Resinkin. **6-AYES, 0-NOES Motion Carried.**

City Clerk Lyleen Jerome request approval to sign Billing Document Services Drive Payments Service Fee Agreement. Council President Nebeker **MOVED TO APPROVE BILLING DOCUMENT SERVICES DRIVE PAYMENT SERVICE FEE AGREEMENT WITH MAYOR and CLERK TO SIGN**. Seconded by Councilor Resinkin. **Role Call Vote** – Council President Nebeker-AYE, Councilor Sorenson-AYE, Councilor Resinkin-AYE, Councilor Harris-AYE, Councilor Henderson-AYE, Councilor Butler – AYE. **Motion Carried.**

Building Official/Zoning Administrator, Brian Sullivan requests approval for a one-year extension on the final plat for Skyhawk East Subdivision. Councilor Butler **MOVED TO GRANT A ONE-YEAR TIME EXTENSION TO OCTOBER 25, 2023 FOR HEARTLAND TOWNHOMES PROPERTY MANAGEMENT LLC TO FILE A FINAL PLAT FOR SKYHAWK EAST SUBDIVISION DUE TO A DELAY CONSTRUCTING SKYHAWK SUBDIVISION.** Seconded by Councilor Sorenson. 6 AYES, 0 NOES. **Motion Carried**.

Building Official/Zoning Administrator presented a request from owner, Bill Hardin to waive curb, gutter, and sidewalks for property located at 1002 E. 12th Street. Councilor Henderson **MOVED TO DENY THE WAIVER REQUEST FOR THE INSTALLATION OF CURB, GUTTER AND SIDEWALK FOR THE PROPERTY LOCATED AT 1002 E. 12TH STREET**. Seconded by Councilor Resinkin. AYES-6, NOES-0. **Motion Carried.**

Brian Sullivan, Building Official/Zoning Administrator requests approval to waive curb, gutter, sidewalks, and storm drainage for property located on the SE corner of Pleasant Valley Road and Jordan Lane. Councilor Butler **MOVED TO APPROVE WAIVING THE REQUREMENTS FOR THE INSTALLATION OF CURB, GUTTER, SIDEWALK, STORM DRAINAGE AND PAVEMENT WIDENING FOR LOTS 1-4 OF JORDAN FARMS MINOR SUBDIVISION TO GEM COUNTY**. Seconded by Councilor Sorenson. AYES-6, NOES-0. **Motion Carried.**

DEPARTMENT/ ACTIVITY REPORTS

A. **Building Official/City Planner** –Reported
B. **Clerk** – Lyleen Jerome, City Clerk – Reported
C. **Fire** – Curt Christensen, Fire Chief– Reported
D. **Library** – Alyce Kelley, Director– Reported
E. **Police** - Steve Kunka, Police Chief– Reported.
F. **Public Works** – Clint Seamons, Public Works Director– Reported
G. **Systems Administrator** – Mike Knittel, IT Systems Director– Reported
H. **Engineer** - None

Councilor Harris **MOVEDTO ADJOURN.** Seconded by Councilor Henderson. **Motion Carried**.

Meeting Adjourned 7:57 p.m.

Mayor Gordon Petrie **Lyleen Jerome, City Clerk**

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name JAQUILYN ESPY

Date Application Received 10/24/22 By SR

- ☐ New Application ☒ Renewal Application
- ☒ Application Notarized
  - ☐ Fingerprint Receipt Attached (New only)
  - ☐ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☐ Temporary Permit Language added to Receipt (New only)

Police Department

- ☐ Fingerprint Results Attached (New only) NA
- ☐ Background Check /
  - ____ Emmett Police Name/Records Check
  - / Gem County Sheriff's Name/Records Check
  - ____ Other

Date Requested: / Date Completed: 10/27/22

V Parker
Completed by

Chief of Police

City Council

- ☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ _____
Council Date

Official Permit

- ☐ Created _____ _____
- ☐ Mailed _____ _____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name Brandon Fry

Date Application Received 10/17/22 By TP

- [x] New Application [ ] Renewal Application
- [x] Application Notarized
- [x] Fingerprint Receipt Attached (New only)
- [x] Copy of Driver's License Attached
- [x] Permit Fee Paid
- [x] Temporary Permit Language added to Receipt (New only)

Police Department

- [x] Background Check
  - ____ Emmett Police Name/Records Check
  - [x] Gem County Sheriff's Name/Records Check
  - ____ Other

[signature] Completed (signature) Date

[signature] Chief of Police (signature) 10-26-22 Date

- [x] Fingerprint Results Attached (New only) 10/24/22

City Council

- [ ] Added to Council Agenda for approval

City Council Approved Yes [ ] No [ ] _____ Council Date

Official Permit

- [ ] Created _____ _____
- [ ] Mailed _____ _____

Tracking # _____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name BATUL ABBAS AARTI

Date Application Received 10/24/22 By SR

☒ New Application ☐ Renewal Application

☒ Application Notarized

☒ Fingerprint Receipt Attached (New only)

☒ Background receipt (New only)

☒ Copy of Driver's License Attached

☒ Permit Fee Paid

☒ Temporary Permit Language added to Receipt (New only)

Police Department

☐ Fingerprint Results Attached (New only) N/A

☐ Background Check

____ Emmett Police Name/Records Check

✓ Gem County Sheriff's Name/Records Check

____ Other

Date Requested: ____ Date Completed: 10/27/22

Completed by

Chief of Police

City Council

☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ ____

Council Date

Official Permit

☐ Created ____ ____

☐ Mailed ____ ____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name ANGELA K. GABIOLA

Date Application Received 10/21/22 By SR

- ☒ New Application ☐ Renewal Application
- ☒ Application Notarized
  - ☒ Fingerprint Receipt Attached (New only)
  - ☒ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☒ Temporary Permit Language added to Receipt (New only)

Police Department

- ☑ Fingerprint Results Attached (New only) 10/31/22
- ☐ Background Check
  - ____ Emmett Police Name/Records Check
  - ✓ Gem County Sheriff's Name/Records Check
  - ____ Other

Date Requested: ____ Date Completed: 10-31-22

Completed by

Chief of Police

City Council

- ☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ ____

Council Date

Official Permit

- ☐ Created ____ ____
- ☐ Mailed ____ ____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name JENNY JENSEN

Date Application Received 10/24/22 By SR

- ☐ New Application ☒ Renewal Application
- ☒ Application Notarized
  - ☐ Fingerprint Receipt Attached (New only)
  - ☐ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☐ Temporary Permit Language added to Receipt (New only)

Police Department

- ☐ Fingerprint Results Attached (New only) NA
- ☐ Background Check
  - ✓ Emmett Police Name/Records Check
  - ✓ Gem County Sheriff's Name/Records Check
  - Other

Date Requested: / Date Completed: 10/27/22 SR

Completed by

Chief of Police

City Council

- ☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ _____ Council Date

Official Permit

- ☐ Created _____ _____
- ☐ Mailed _____ _____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name FRANSISCO LOPEZ

Date Application Received 10/24/22 By SR

- ☐ New Application ☒ Renewal Application
- ☒ Application Notarized
  - ☐ Fingerprint Receipt Attached (New only)
  - ☐ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☐ Temporary Permit Language added to Receipt (New only)

Police Department

- ☐ Fingerprint Results Attached (New only) NA
- ☐ Background Check
  - _____ Emmett Police Name/Records Check
  - ✓ Gem County Sheriff's Name/Records Check
  - _____ Other

Date Requested: _____ Date Completed: 10/27/22

W. Taylor
Completed by

Chief of Police

City Council

- ☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ _____
Council Date

Official Permit

- ☐ Created _____ _____
- ☐ Mailed _____ _____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name KASSANDRA MAHURIN

Date Application Received 10/26/22 By SR

☐ New Application ☒ Renewal Application

☒ Application Notarized

☐ Fingerprint Receipt Attached (New only)

☐ Background receipt (New only)

☒ Copy of Driver's License Attached

☒ Permit Fee Paid

☐ Temporary Permit Language added to Receipt (New only)

Police Department

☐ Fingerprint Results Attached (New only) NA

☐ Background Check _____

_____ Emmett Police Name/Records Check

_____ Gem County Sheriff's Name/Records Check

_____ Other

Date Requested: _____ Date Completed: 10/27/22

_____ _____

Completed by Chief of Police

City Council

☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ _____

Council Date

Official Permit

☐ Created _____ _____

☐ Mailed _____ _____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name JEREMY RUSSELL

Date Application Received 10/26/22 By SR

- ☐ New Application ☒ Renewal Application
- ☒ Application Notarized
  - ☐ Fingerprint Receipt Attached (New only)
  - ☐ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☐ Temporary Permit Language added to Receipt (New only)

Police Department

- ☐ Fingerprint Results Attached (New only) NA
- ☐ Background Check
  - _____ Emmett Police Name/Records Check
  - ✓ Gem County Sheriff's Name/Records Check
  - _____ Other

Date Requested: _____ Date Completed: 10/27/22

_____ Completed by

_____ Chief of Police

City Council

- ☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ _____ Council Date

Official Permit

- ☐ Created _____ _____
- ☐ Mailed _____ _____

CITY OF EMMETT

Bartender Permit Checklist

Applicant Name CHRISTINE WIDDISON

Date Application Received 10/26/22 By SR

- ☐ New Application ☒ Renewal Application
- ☒ Application Notarized
  - ☐ Fingerprint Receipt Attached (New only)
  - ☐ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☐ Temporary Permit Language added to Receipt (New only)

Police Department

- ☐ Fingerprint Results Attached (New only) NA
- ☐ Background Check
  - ✓ Emmett Police Name/Records Check
  - ✓ Gem County Sheriff's Name/Records Check
  - Other

Date Requested: Date Completed: 10/27/22

Completed by

Chief of Police

City Council

- ☐ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐

Council Date

Official Permit

- ☐ Created
- ☐ Mailed

This form for Office Use Only

WATER CHARGE WAIVER QUALIFICATIONS

Name: Kelly Winward

Address 522 W. 1st St

Acct # 1670-00

Meets Qualifications for Waiver

(Y/N)

No — Request for waiver received in a reasonable time Date: 10/19/22
(usually 10 business days after the leak has been identified)

Yes — Date Leak Identified 3/17/22 by City

Yes — Date Leak Repaired 9/20/22 by owner

Yes — Date Water Bill Sent Every Month

Yes — Water Useage exceeds average monthly usage
Average Useage 6 months Average 2500 CF
Actual Useage 11,800 CF
Waiver Amount $ $203.67 9,300 CF

Yes — Leak was concealed behind a wall, underground or not noticeable
(Leaks in faucets, toilets, & above ground irrigation do not qualify for waiver)

Yes — Leak occurred on the customer side of the meter

No — Receipts for parts and labor or other proof leak was repaired

Yes — Leak Check completed by City 9/20/22 T.B

Comments: During the time the leak occured it affected the sewer averaging beginning 4/1/22 going from 2200 to 9200. The average has been adjusted since the leak was fixed & verified on 9/20/22. Client is wanting a refund on the sewer charge - There is no policy in place to waive sewer charges. *

APPROVED:

Clerk No - Does not meet qualifications *

Council _____

Date _____

Base Rates- Water = $20.72 $2.19 cf
Sewer = $31.54
Garb = $11.81
Lights = $ 1.25

* Sewer went from $19.44 to $42.24 monthly an increase of $22.80 for April-August (5 months) = $113.40 more than normal. Client paid account in full each month

City of Emmett
City Clerk-Lyleen Jerome
Telephone # 208-365-6050, Fax # 208-365-3064
E-mail: ljerome@cityofemmett.org

CITY OF EMMETT
WATER CHARGE WAIVER POLICY
Adopted February 10, 2015 – Revised October 24, 2017

The purpose of this policy is to provide an opportunity for customers to request consideration for a financial adjustment to water use charges where a leak has been repaired in the water system on the customer's side of the water meter. **Water leaks on the customer side of the water meter are the responsibility of the customer. However, to provide assistance to customers and promote goodwill, the City will consider an adjustment to the water bill once the leak has been repaired.**

Any request for an adjustment must be in writing and received by the Clerk's office within a reasonable time (usually within ten (10) business days) after the leak has been identified and fixed **AND** the City has sent the customer the water bill identifying the high water usage. All requests must be presented at a Council meeting and require City Council approval.

A leak adjustment **MAY** be granted when **ALL** of the following conditions are present:

- Water consumption exceeds the customer's average monthly usage or twice the average monthly usage over the previous 12-month period.
- Leak was concealed behind a wall, underground, or in a location that is not noticeable.
- Leak occurred on the customer's side of the meter.
- Receipts for parts and labor or other proof confirming the leak was repaired.

However, **NO** adjustments will be granted where **ANY** of the following situations exist:

- Usage above the customer's average monthly consumption is due to seasonal usage such as watering of sod, gardening, filling swimming pools or whirlpools, washing vehicles, etc.
- Leak was caused by a third party from whom the customer is able to recover their costs. Examples include, but are not limited to, theft, vandalism, negligence and construction damage or other damages covered by an insurance claim.
- When leak continues for an unreasonable amount of time.
- When leak is due to faulty plumbing fixtures. Examples include, but are not limited to water leaks in faucets and toilets.
- Leak caused by faulty irrigation pipes/systems above ground.
- The meter at said property has been accessed, tampered with, or turned on/off by anyone other than a City employee or plumber and that action results in loss of water.
- When an amount is due on the utility bill within the normal payment period or when the meter has been shut off due to non-payment.

While a leak adjustment request is being processed, the customer is responsible for payment of the entire amount due on their utility bills within the normal payment period; or the customer should request to enter into an agreed-upon payment arrangement. If this does not occur, the customer is subject to all current and applicable collection activities and termination of service processes for delinquent accounts.

Notes From Account Profile

10/03/22 - OW CALLED THANKED ME FOR REDUCING HIS SEWER AVG BUT WAS HOPING FOR A SEWER WAIVER - TOLD HIM I WASN'T SURE THAT WAS POSSIBLE BUT I WOULD GIVE THE INFORMATION THAT HE HAD SUBMITTED TO THE CLERK.-SJ
09/20/22 - AFTER CONFIRMING THAT THERE IS NO LONGER A LEAK DECREASED SEWER AVG FROM 92 BACK TO PREVIOUS YEAR OF 20 -SJ
09/19/22-NO LEAK PER TB-RLR
09/19/22-LEAK CHECK RE CHECK REQUESTED BY OWNER-RLR
08/23/22 DID A METER CHANGEOUT TO DO A DATA LOG AND MONITOR CHANGES IF ANY WILL GIVE IT A WEEK OR SO AND THEN DOWNLOAD DATA TO DO THE READ-SJ
08/22/22 - PER ELTON ANDREWS HIS MAINTENANCE MAN WATCHED THE DIAL FOR 20 MINUTES AND IT DIDN'T TURN - FORWARDED HIS CALL TO TB TO COORDINATE A TIME THAT THEY COULD WATCH THE DIAL TOGETHER TO CONFIRM THAT THEIR IS NO LEAK - TB WENT TO THE ADDRESS AND THE DIAL WAS STILL TURNING - EXPLAINED TO THE MAINTENANCE MAN THAT JUST BECAUSE THE NUMBERS DON'T CHANGE DOESN'T MEAN THE DIAL ISN'T TURNING BECAUSE IT TAKED A FULL 100CF IN ORDER TO SEE A NUMBER CHANGE - TB IS GOING TO PUT AN ECODER ON FOR A WEEK AND SHOW THE DIAL CHANGES. PER TB THE DIAL MOVES EVERY MINUTE TO 1:15. -SJ
07/18/22-STILL A POSSIBLE LEAK AS PER TB-RLR
07/18/22-RECHECK LEAK CHECK-RLR
05/02/22 - RECK LEAK CHECK - SSJ
03/17/22-ANDREWS PROPERTY IS MANAGING THIS PROPERTY JUST NOT PAYING THE BILL-PLEASE CONTACT ELTON WITH ANY LEAK ISSUES-RLR
03/17/22-LEAK CHECK DONE DUE TO EVEN HIGHER WATER USAGE/STILL LEAKING PER TB/SPOKE WITH TENANT WHO SAYS IT'S MANAGED BY ANDREWS PROPERTY SO I LEFT A MESSAGE FOR ELTON SINCE WE STILL DO NOT HAVE A GOOD PHONE NUMBER FOR THE OWNER-RLR

Hi Stephanie,

Attached is a letter from Elton Andrews describing the repair timeline for the water leaks. As you can see, the significant water leaks were repaired last March (water consumption decreased drastically), yet I continued to receive very high water and sewer bills through October. Please review and consider crediting me with the additional sewer charges that were billed after the March repairs.

Thanks,

Kelly Winward
kwinward1@gmail.com
208.850.2110

Andrews Properties Inc

710-A S Washington Ave
Emmett, Idaho 83617
(208) 365-7247

Kelly Winward
9424 W Hills Grate Drive
Star, ID 83669

RE: Water leaks at 1st and Wilson- REVISED 10/11/22 TO SHOW UPDATES

Kelly,
Here is a timeline and explanation of water leaks that have been occurring at 101,103 Wilson and 522, 523 W 1st Street since the beginning of the year.

01/30/22
In response to your concerns over the January water reading I conducted an inspection of the property. I found a wet spot about 4' from where the water line enters 101/103 Wilson.

02/01/22
We dug up the main line, located and repaired 2 leaks. There are still leaks, so scheduled to dig up and replace water lines from meter to both buildings.

02/09/22
Replaced water lines from meter to both buildings. No leaks showing on the meter.

03/01/22
Responded to a call from tenant at 522 W 1st. She could hear water spraying under the building. On inspection, we found the pipe under the building that supplies 524 W 1st had sprung a leak. We replaced it. No leaks showing on the meter.

03/21/22
When the city read the meter they found high water use and meter showed a steady water flow. After gaining entry into 524 W 1st we discovered the tenant had been leaving the water running in the tub as he figured the pipes had been freezing every time we shut off the water to repair the leaks. We also discovered the toilet fill valve in his apartment no longer worked and he was just manually turning the supply valve to the toilet to fill it and shut it off. His mother is going to pay attention and report any maintenance issues to us in the future as he mental condition is preventing him from doing it himself.

03/22/22
We rebuilt the toilet tank, replaced the kitchen and vanity faucets and all supply lines in 524 W 1st. No leaks showing on the meter.

05/05/22
Replaced the shower cartridge at 524 W 1st

06/03/22
After a month of intermittent inspections and speaking to all tenants multiple times, the tenant in 103 Wilson finally told us that if she didn't remember to wiggle the handle on the toilet after flushing, it would run continuously. We rebuilt the toilet tank. No leaks showing on the meter.

08/23/22
City reported seeing signs of a leak again. We searched, but could not locate.

08/31/22
With the help of the city, we were able to locate that the leak was in 103 Wilson.

09/02/22
repaired shower faucet in 103 Wilson. No further leaks detected.

Let me know if you or the city need any more information or if I need to meet with the city to help figure out adjustments to the sewer bill.

Thanks, Elton Andrews

UTILITY BILLING SYSTEM Report ID: 1272

DATE RANGE From 12/25/2021 to 10/19/2022

CITY OF EMMETT, ID

09:59:29 - 10/19/2022

Transaction Description - ID Number / AP-Year	Date & Time	Fund - Service	Amount	Usage / Running Balance	
Customer Name	WINWARD, KELLY A.	**Account** 1670-00	**Route - Meter** 16-0144.00		
Service Address	522 W 1ST ST				
Customer Address	9424 W HILLS GATE				
City	STAR		**State** ID **Zip** 83669		
CHARGE					
12-2021	12/27/2021 10:13:29 AM	25 - WATER	170.48	4000	
12-2021	12/27/2021 10:13:31 AM	26 - SEWER	197.44	2200	
12-2021	12/27/2021 10:13:38 AM	27 - GARBAGE	47.24		
12-2021	12/27/2021 10:13:42 AM	27 - RECEPTACLE	9.24		
12-2021	12/27/2021 10:13:34 AM	2 - STREET LIGHTS	5.00		
		Total for Transaction:	429.40		429.40
RECEIPT (ACH) 523401					
1-2022	01/10/2022 09:58:46 AM	25 - WATER	-170.48		
1-2022	01/10/2022 09:58:46 AM	26 - SEWER	-197.44		
1-2022	01/10/2022 09:58:46 AM	27 - GARBAGE	-47.24		
1-2022	01/10/2022 09:58:46 AM	27 - RECEPTACLE	-9.24		
1-2022	01/10/2022 09:58:46 AM	2 - STREET LIGHTS	-5.00		
		Total for Transaction:	-429.40		0.00
CHARGE					
1-2022	01/25/2022 10:50:09 AM	25 - WATER	277.79	8900	
1-2022	01/25/2022 10:50:11 AM	26 - SEWER	197.44	2200	
1-2022	01/25/2022 10:50:18 AM	27 - GARBAGE	47.24		
1-2022	01/25/2022 10:50:23 AM	27 - RECEPTACLE	9.24		
1-2022	01/25/2022 10:50:15 AM	2 - STREET LIGHTS	5.00		
		Total for Transaction:	536.71		536.71
RECEIPT (ACH) 526786					
2-2022	02/10/2022 08:13:49 AM	25 - WATER	-277.79		
2-2022	02/10/2022 08:13:49 AM	26 - SEWER	-197.44		
2-2022	02/10/2022 08:13:49 AM	27 - GARBAGE	-47.24		
2-2022	02/10/2022 08:13:49 AM	27 - RECEPTACLE	-9.24		
2-2022	02/10/2022 08:13:49 AM	2 - STREET LIGHTS	-5.00		
		Total for Transaction:	-536.71		0.00
CHARGE					
2-2022	02/24/2022 09:58:21 AM	25 - WATER	231.80	6800	
2-2022	02/24/2022 09:58:24 AM	26 - SEWER	197.44	2200	
2-2022	02/24/2022 09:58:33 AM	27 - GARBAGE	47.24		
2-2022	02/24/2022 09:58:38 AM	27 - RECEPTACLE	9.24		
2-2022	02/24/2022 09:58:28 AM	2 - STREET LIGHTS	5.00		
		Total for Transaction:	490.72		490.72
RECEIPT (ACH) 529795					
3-2022	03/10/2022 09:05:15 AM	25 - WATER	-231.80		
3-2022	03/10/2022 09:05:15 AM	26 - SEWER	-197.44		
3-2022	03/10/2022 09:05:15 AM	27 - GARBAGE	-47.24		
3-2022	03/10/2022 09:05:15 AM	27 - RECEPTACLE	-9.24		
3-2022	03/10/2022 09:05:15 AM	2 - STREET LIGHTS	-5.00		
		Total for Transaction:	-490.72		0.00
CHARGE					
3-2022	03/25/2022 02:29:52 PM	25 - WATER	341.30	11800	
3-2022	03/25/2022 02:29:54 PM	26 - SEWER	197.44	2200	
3-2022	03/25/2022 02:30:01 PM	27 - GARBAGE	47.24		
3-2022	03/25/2022 02:30:05 PM	27 - RECEPTACLE	9.24		
3-2022	03/25/2022 02:29:57 PM	2 - STREET LIGHTS	5.00		
		Total for Transaction:	600.22		600.22
RECEIPT (ACH) 532786					
4-2022	04/11/2022 08:06:50 AM	25 - WATER	-341.30		
4-2022	04/11/2022 08:06:50 AM	26 - SEWER	-197.44		
4-2022	04/11/2022 08:06:50 AM	27 - GARBAGE	-47.24		
4-2022	04/11/2022 08:06:50 AM	27 - RECEPTACLE	-9.24		
4-2022	04/11/2022 08:06:50 AM	2 - STREET LIGHTS	-5.00		
		Total for Transaction:	-600.22		0.00
CHARGE					
4-2022	04/26/2022 04:19:02 PM	25 - WATER	159.53	3500	
4-2022	04/26/2022 04:19:05 PM	26 - SEWER	424.24	9200	

Transaction Description - ID Number / AP-Year	Date & Time	Fund - Service	Amount	Usage / Running Balance
4-2022	04/26/2022 04:19:11 PM	27 - GARBAGE	47.24	
4-2022	04/26/2022 04:19:15 PM	27 - RECEPTACLE	9.24	
4-2022	04/26/2022 04:19:07 PM	2 - STREET LIGHTS	5.00	
		Total for Transaction:	645.25	645.25
RECEIPT (ACH) 535653				
5-2022	05/10/2022 08:24:39 AM	25 - WATER	-159.53	
5-2022	05/10/2022 08:24:39 AM	26 - SEWER	-424.24	
5-2022	05/10/2022 08:24:39 AM	27 - GARBAGE	-47.24	
5-2022	05/10/2022 08:24:39 AM	27 - RECEPTACLE	-9.24	
5-2022	05/10/2022 08:24:39 AM	2 - STREET LIGHTS	-5.00	
		Total for Transaction:	-645.25	0.00
CHARGE				
5-2022	05/25/2022 04:49:45 PM	25 - WATER	135.44	2400
5-2022	05/25/2022 04:49:48 PM	26 - SEWER	424.24	9200
5-2022	05/25/2022 04:49:55 PM	27 - GARBAGE	47.24	
5-2022	05/25/2022 04:50:00 PM	27 - RECEPTACLE	9.24	
5-2022	05/25/2022 04:49:52 PM	2 - STREET LIGHTS	5.00	
		Total for Transaction:	621.16	621.16
RECEIPT (ACH) 538821				
6-2022	06/10/2022 08:42:46 AM	25 - WATER	-135.44	
6-2022	06/10/2022 08:42:46 AM	26 - SEWER	-424.24	
6-2022	06/10/2022 08:42:46 AM	27 - GARBAGE	-47.24	
6-2022	06/10/2022 08:42:46 AM	27 - RECEPTACLE	-9.24	
6-2022	06/10/2022 08:42:46 AM	2 - STREET LIGHTS	-5.00	
		Total for Transaction:	-621.16	0.00
CHARGE				
6-2022	06/27/2022 03:19:36 PM	25 - WATER	128.87	2100
6-2022	06/27/2022 03:19:39 PM	26 - SEWER	424.24	9200
6-2022	06/27/2022 03:19:48 PM	27 - GARBAGE	47.24	
6-2022	06/27/2022 03:19:52 PM	27 - RECEPTACLE	9.24	
6-2022	06/27/2022 03:19:42 PM	2 - STREET LIGHTS	5.00	
		Total for Transaction:	614.59	614.59
RECEIPT (ACH) 541790				
7-2022	07/11/2022 08:53:13 AM	25 - WATER	-128.87	
7-2022	07/11/2022 08:53:13 AM	26 - SEWER	-424.24	
7-2022	07/11/2022 08:53:13 AM	27 - GARBAGE	-47.24	
7-2022	07/11/2022 08:53:13 AM	27 - RECEPTACLE	-9.24	
7-2022	07/11/2022 08:53:13 AM	2 - STREET LIGHTS	-5.00	
		Total for Transaction:	-614.59	0.00
CHARGE				
7-2022	07/27/2022 10:16:18 AM	25 - WATER	124.49	1900
7-2022	07/27/2022 10:16:22 AM	26 - SEWER	424.24	9200
7-2022	07/27/2022 10:16:29 AM	27 - GARBAGE	47.24	
7-2022	07/27/2022 10:16:33 AM	27 - RECEPTACLE	9.24	
7-2022	07/27/2022 10:16:26 AM	2 - STREET LIGHTS	5.00	
		Total for Transaction:	610.21	610.21
RECEIPT (ACH) 545204				
8-2022	08/10/2022 04:08:48 PM	25 - WATER	-124.49	
8-2022	08/10/2022 04:08:48 PM	26 - SEWER	-424.24	
8-2022	08/10/2022 04:08:48 PM	27 - GARBAGE	-47.24	
8-2022	08/10/2022 04:08:48 PM	27 - RECEPTACLE	-9.24	
8-2022	08/10/2022 04:08:48 PM	2 - STREET LIGHTS	-5.00	
		Total for Transaction:	-610.21	0.00
CHARGE				
8-2022	08/26/2022 02:40:42 PM	25 - WATER	120.11	1700
8-2022	08/26/2022 02:40:44 PM	26 - SEWER	424.24	9200
8-2022	08/26/2022 02:40:51 PM	27 - GARBAGE	47.24	
8-2022	08/26/2022 02:40:56 PM	27 - RECEPTACLE	9.24	
8-2022	08/26/2022 02:40:47 PM	2 - STREET LIGHTS	5.00	
		Total for Transaction:	605.83	605.83
RECEIPT (ACH) 548138				
9-2022	09/12/2022 08:11:29 AM	25 - WATER	-120.11	
9-2022	09/12/2022 08:11:29 AM	26 - SEWER	-424.24	

UTILITY BILLING SYSTEM Report ID: 1272 — CITY OF EMMETT, ID

DATE RANGE From 12/25/2021 to 10/19/2022 — 09:59:29 - 10/19/2022

Transaction Description - ID Number / AP-Year	Date & Time	Fund - Service	Amount	Usage / Running Balance
9-2022	09/12/2022 08:11:29 AM	27 - GARBAGE	-47.24	
9-2022	09/12/2022 08:11:29 AM	27 - RECEPTACLE	-9.24	
9-2022	09/12/2022 08:11:29 AM	2 - STREET LIGHTS	-5.00	
		Total for Transaction:	-605.83	0.00
CHARGE				
9-2022	09/27/2022 09:58:16 AM	25 - WATER	109.16	1200
9-2022	09/27/2022 09:58:19 AM	26 - SEWER	220.12	2900
9-2022	09/27/2022 09:58:26 AM	27 - GARBAGE	47.24	
9-2022	09/27/2022 09:58:30 AM	27 - RECEPTACLE	9.24	
9-2022	09/27/2022 09:58:22 AM	2 - STREET LIGHTS	5.00	
		Total for Transaction:	390.76	390.76
ADJUSTMENT 121227				
10-2022	10/04/2022 04:05:36 PM	26 - SEWER	-29.16	
		Total for Transaction:	-29.16	361.60
RECEIPT (ACH) 550918				
10-2022	10/11/2022 08:49:28 AM	25 - WATER	-109.16	
10-2022	10/11/2022 08:49:28 AM	26 - SEWER	-190.96	
10-2022	10/11/2022 08:49:28 AM	27 - GARBAGE	-47.24	
10-2022	10/11/2022 08:49:28 AM	27 - RECEPTACLE	-9.24	
10-2022	10/11/2022 08:49:28 AM	2 - STREET LIGHTS	-5.00	
		Total for Transaction:	-361.60	0.00

EMMETT
IDAHO

501 East Main Street
Emmett, Idaho 83617

2023 HOLIDAY CLOSURE SCHEDULE

NEW YEAR'S DAY	Monday	01/02/23
MARTIN LUTHER KING DAY	Monday	01/16/23
PRESIDENT'S DAY	Monday	02/20/23
MEMORIAL DAY	Monday	05/29/23
JUNETEENTH	Monday	06/19/23
INDEPENDENCE DAY	Tuesday	07/04/23
LABOR DAY	Monday	09/04/23
COLUMBUS DAY	Monday	10/09/23
VETERANS DAY	Friday	11/10/23
THANKSGIVING	Thursday Friday	11/23/23 11/24/23
CHRISTMAS DAY	Monday	12/25/23

EMMETT
IDAHO

Office of the City Clerk
501 East Main Street
Emmett, Idaho 83617

City Council Regular Meeting
2023 Annual Schedule

The City of Emmett has established by ordinance the time and days in which to hold Regular City Council Meetings. These meetings are to be held at 7:00 p.m. on the second and fourth Tuesdays of the month at City Hall, 501 E. Main, Emmett, ID.

Listed below are the dates for City Council Meetings in 2023
As approved by City Council on November 8, 2022

Month	2nd Week	4th Week
January	10th	24th
February	14th	28th
March	14th	28th
April	11th	25th
May	9th	23rd
June	13th	27th
July	11th	25th
August	8th	22nd
September	12th	26th
October	10th	24th
November	7th (1st Tuesday)	14th (2nd Tuesday)
December	12th	19th (3rd Tuesday)

LEGAL NOTICE

CITY OF EMMETT, IDAHO

Treasurer Financial Report for Quarter Ending September 2022

FUND		BUDGET	YTD Receipts	YTD Expenditures	% Rec	% Exp
General Fund		**$ 3,004,683.00**	**$ 3,368,776.69**	**$ 2,802,776.30**	**112%**	**93%**
	Personnel			$ 1,641,906.48		
	Insurance			$ 339,389.02		
	Capital Outlay			$ 821,480.80		
Street Fund		**$ 634,361.00**	**$ 926,093.29**	**$ 549,578.13**	**146%**	**87%**
	Personnel			$ 149,348.65		
	Insurance			$ 45,013.48		
	Capital Outlay			$ 355,216.00		
Library Fund		**$ 271,172.00**	**$ 288,393.56**	**$ 285,431.38**	**106%**	**105%**
	Personnel			$ 124,993.17		
	Insurance			$ 16,697.90		
	Capital Outlay			$ 143,740.31		
Cemetery		**$ 124,241.00**	**$ 133,676.07**	**$ 124,071.01**	**108%**	**100%**
	Personnel			$ 68,383.18		
	Insurance			$ 14,717.59		
	Capital Outlay			$ 40,970.24		
Perpetual Care		**$ 4,200.00**	**$ 6,022.95**	**$ -**	**143%**	**0%**
TOTAL		**$ 4,038,657.00**	**$ 4,722,962.56**	**$ 3,761,856.82**	**117%**	**93%**

Enterprise Funds: Water/Sewer/Sanitation/Technology						
Water		**$ 1,825,300.00**	**$ 2,274,445.08**	**$ 1,359,274.41**	**125%**	**74%**
	Personnel			$ 442,065.36		
	Insurance			$ 133,159.28		
	Capital Outlay			$ 765,476.57		
	Bond Repayment			$ 18,573.20		
Sewer		**$ 2,161,800.00**	**$ 2,687,474.12**	**$ 2,077,663.70**	**124%**	**96%**
	Personnel			$ 476,318.00		
	Insurance			$ 106,503.09		
	Capital Outlay			$ 731,052.34		
	Bond Repayment			$ 763,790.27		
Sanitation		**$ 659,200.00**	**$ 724,004.74**	**$ 665,684.14**	**110%**	**101%**
	Personnel			$ 56,719.75		
	Insurance			$ 9,600.36		
	Capital Outlay			$ 599,364.03		
Techology	Capital Outlay	**$ 26,000.00**	**$ 117,497.00**	**$ 30,826.70**	**452%**	**119%**
TOTAL ENTERPRISE FUNDS		**$ 4,672,300.00**	**$ 5,803,420.94**	**$ 4,133,448.95**	**124%**	**88%**
ARPA			**$ 763,677.17**	**$ 462,236.49**		
Other		**$ 15,300.00**	**$ 106,536.00**	**$ 115,091.25**		
TOTAL ALL FUNDS		**$ 8,726,257.00**	**$ 11,396,596.67**	**$ 8,472,633.51**	**131%**	**97%**

Citizens are invited to inspect the detailed supporting records of the above financial statement.

City of Emmett is an Equal Opportunity Employer

Lyleen Jerome, City Clerk/Treasurer

EMMETT PUBLIC WORKS DEPARTMENT
601 East 3rd Street - Emmett, Idaho 83617
Clint Seamons, Public Works Director

Wednesday, October 26, 2022

Mayor, City Council:

I am requesting a **MOTION to approve 2022 Arbor Day Grant Program "Planting Idaho" Accomplishment Report.**

Attached is the Accomplishment Report for your review.

Thank you,

Clint Seamons, Public Works Director

601 E 3rd STREET, EMMETT ID, 83617
EMAIL: CSEAMONS@CITYOFEMMETT.ORG

2022 Arbor Day Grant Program "PLANTING IDAHO"

Accomplishment Report

GRANTEE COMMUNITY: City of Emmett

CONTACT PERSON: Clint Seamons

PHONE: 208-365-9569 EXT 7 Email: publicworks@cityofemmett.org

1. What was the actual date of your Arbor Day Celebration? 4/29/22 2PM
2. Please give a breakdown of all cash expenditures ***paid by city/county*** that you are seeking reimbursement for below (this section total is not to exceed $300). Add additional expenses (over the $300) under #3.
3. ***Only costs of trees, (excluding Fraxinus varieties and including power line friendly) shrubs & materials related to planting or tree care (i.e. mulch) are eligible for reimbursement.***

Section #2 - Include paid receipts for these reimbursable expenses

Product (to be reimbursed)	Quantity	$ Amount	Check Number (that City/County paid expense with)
3" Triumph Elm	2	300.00	36719
TOTAL $300 maximum		$ 300.00	

3. Please list in this section all **additional expenditures** (NOT including the $300 grant dollars) paid by the city/county, **plus** the amount and value of all donated items for your celebration. Include additional cost/donated plant material, supplies, equipment and labor. (Labor includes staff/volunteer time at planning meetings, site preparation and planting.) Indicate with an "X" whether donated or paid by city/county. ***Be sure you have records on file to substantiate your minimum 25% match ($75.00 cash and/or in-kind donations) required.***

Section #3 Description of Activity and/or Product	Quantity (# of hours or product)	Value $ (in dollar amount)	Donated items or labor	Paid by City/County
			Mark appropriate column with an X	
Labor	6	120.00	X	
Backhoe	2	140.00	X	
UTV - Water	2	50.00	X	
TOTAL		$ 310.00		

TOTAL VALUE OF PROJECT (combine totals on 2 & 3)	$610.00

4. How many people were involved in your celebration? 3

5. a. How many and what kind(s) of tree(s) did you plant?
(Make sure the cost of these trees is shown in the cost accounting sections)

b. Were any overhead utilities in the vicinity? NO

Number of Trees?	Species names of trees planted?
2	3" Triumph Elm

6. Who has the responsibility to water and care for the tree(s)?

City of Emmett Cemetery

7. Provide a brief description of your celebration. Please send any photos, newspaper clippings, handouts or other material you used in your Arbor Day celebration. Your celebration may be highlighted in either the INLA "Taproot" newsletter or in the "Idaho Community Trees" newsletter.

https://www.idahopress.com/emmett/community/arbor-day-in-a-tree-city/article_91137d9c-e970-57ac-bf08-dd26de8c4370.html

Link to Messenger Index article on celebration

Signature of Authorized Community Official:

_____

Please return this form and all attachments to:

INLA Idaho Nursery & Landscape Association

Ann Bates – Executive Director
Idaho Nursery and Landscape Association
P. O. Box 2065
Idaho Falls, Idaho 83403
Phone: 208-681-4769
or email to: abates@inlagrow.org

To be reimbursed this form must be submitted with the W-9 and receipts to INLA prior to June 25, 2021 unless other arrangments are made before deadline

Failure to do so will result in forfeiture of grant reimbursement.

Baxter Wholesale Nursery, Inc.

PO Box 789, Emmett, ID 83617 Ph 208-365-6011 Fax 208-365-6012

Customer Account Statement

Statement Date 4/25/2022

City of Emmett
601 E 3rd St
Emmett, ID. 83617
US

Jim Gibson Phone: 208-365-9569 - Fax: 2083653064

Date	Invoice No.	Activity	Charges	Payments
9/1/2021		Balance forward	$0.00	
4/1/2022	12503	Product Shipment	$300.00	

Net 30 Days

Total Charges	Total Payments
$300.00	$0.00

Current Due	Past Due	30 Days Past Due	60 Days Past Due	90+ Days Past Due
$300.00				

Amount Due
$300.00

Thank You for Your Business

2022 Arbor Day Proclamation

Bring Life to Your Community!

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving up paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I Gordon W Petrie

Mayor of the City of Emmett do hereby proclaim

April 29, 2022 as *Arbor Day* in the City of Emmett

and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this 27 day of March in the year 2022

Mayor Gordon W Petrie

EMMETT PUBLIC WORKS DEPARTMENT
601 East 3rd Street - Emmett, Idaho 83617
Clint Seamons, Public Works Director

Tuesday, November 1, 2022

Mayor, City Council:

I am requesting a **MOTION to approve Arbor Day Foundation 2022 Tree City USA Application for Certification with Mayor to sign.**

Attached is the application for your review.

Thank you,

Clint Seamons, Public Works Director

Arbor Day Foundation®

2022 Tree City USA

Application for Certification

The Tree City USA award is in recognition of work completed by the community during the 2022 calendar year.

Primary Contact

Contact Name Clint Seamons
Email Address: publicworks@cityofemmett.org
Phone Number: (208) 365-9569
Address: 601 E 3rd Street
Emmett, ID 83617-3046

Emmett, Idaho Community Information

Select Which Best Describes Your Community: Community has a Department Chair or City Manager
Ordinance Date: Jul 2, 2016
Ordinance Uploaded
Per Capita Expenditure: 2.08
Arbor Day Date: Apr 29, 2022
Proclamation Uploaded

As Mayor or Equivalent of the Community of Emmett

Mayor or Equivalent Signature | Title | Date

Application Certification

To Be Completed By The State Forester:

Emmett

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2022 calendar year, having in my opinion met the four standards required for recognition.

State Forester Signature | Title | Date

Nov 1, 2022 5:39 PM