

STATE OF IDAHO)
COUNTY OF BONNER)
CITY OF PRIEST RIVER)

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 01/02/24

SPECIAL MEETING

OPENING – Mayor Connolly called to order the special meeting of the City Council at 5:30 pm on Tuesday, January 2, 2024, at the Priest River City Hall Council Chambers, 552 High Street, Priest River, Idaho.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Council Members Present: Council Member Wagner, Council Member Turner, and Council Member Mullaley. Absent: Council Member Yount.

Staff Present: Mayor Connolly, City Clerk/Treasurer Thomas, City Attorney Elsaesser, Police Chief McLain, Director of Utility Operations Sifford, Public Works Supervisor Coleman, Director of Public Works Rollicheck, and Planning & Zoning Administrator Quayle.

3. CONSENT AGENDA

A. PREVIOUS MINUTES – CCPH 12/18/23

B. PAYABLES

C. RESOLUTION 24-001 – DEERE CREDIT, INC. – LEASE PURCHASE AGREEMENT – LOADER WITH CHAINS AND BLADE

Council Member Mullaley made a motion to approve the consent agenda. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

4. ANNOUNCEMENTS/APPOINTMENTS

Mayor Connolly introduced Paul Sifford, recently hired as the City’s Director of Utility Operations.

A. MAYOR APPOINTMENT – CERTIFICATE OF ELECTION – JEFF CONNOLLY

City Clerk/Treasurer Thomas swore in Jeff Connolly as Mayor and presented him with a certificate of election.

B. CITY COUNCIL APPOINTMENTS – CERTIFICATES OF ELECTION

1. DOUG WAGNER

City Clerk/Treasurer Thomas swore in Doug Wagner as a Council Member and presented him with a certificate of election.

2. SANDY BROWER

City Clerk/Treasurer Thomas swore in Sandy Brower as a Council Member and presented her with a certificate of election.

C. ELECTION OF COUNCIL PRESIDENT

Council Member Wagner made a motion to elect Council Member Turner as Council President. Council Member Brower seconded the motion. After consideration, the motion passed unanimously.

5. PUBLIC HEARING

TO CONSIDER PUBLIC COMMENT REGARDING THE INSTITUTION OF NEW OR INCREASED MUNICIPAL UTILITY CONNECTION FEES, SPECIAL REVENUE FEES, AND GENERAL REVENUE FEES.

Mayor Connolly opened the public hearing at 5:37 pm. Ashley Williams from Welch Comer was in attendance to present an overview of the Utility Capitalization Fee Analysis to the Mayor and Council. She clarified that the proposed capitalization fees did not include the actual utility installation fees. City Clerk/Treasurer Thomas read the proposed changes to the general fee schedule and the building and zoning fee schedule. Discussion ensued.

Questions from the Council:

Council Member Mullaley had questions relating to park use permits and the previous historical district in the downtown area. Discussion ensued.

Written Testimony:

None

Testimony from Those Supporting:

None

Testimony from Those Uncommitted:

Roger Gregory, 38 Shady Lane, asked for clarification regarding the rate increases.

Anne Wilder, 349 Primrose Lane, asked about the posting of public hearing notifications.

Testimony from Those Opposing:

None

Mayor Connolly closed public testimony at 6:02 pm. Discussion ensued.

1. RESOLUTION 24-002 – BUILDING & ZONING FEE SCHEDULE

Council Member Turner made a motion to approve Resolution 24-002, the building & zoning fee schedule as presented and discussed, effective January 2, 2024. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

2. RESOLUTION 24-003 – GENERAL FEE SCHEDULE

Council Member Mullaley made a motion to approve Resolution 24-003, the general fee schedule as presented and discussed, effective January 2, 2024.

Council Member Turner seconded the motion. After consideration and discussion, the motion passed unanimously.

3. RESOLUTION 24-004 – UTILITY FEE SCHEDULE

Council Member Mullaley made a motion to approve Resolution 24-004, the utility fee schedule as presented and discussed, effective January 2, 2024. Council Member Turner seconded the motion. After consideration and discussion, the motion passed unanimously.

6. UPDATES

A. PARKS AND TREE COMMISSION

Council Member Wagner gave an update on the Parks and Tree Commission.

B. LAW ENFORCEMENT

Police Chief McLain gave an update on Law Enforcement.

C. PUBLIC WORKS

Director of Public Works Rollicheck, Public Works Supervisor Coleman, and Director of Utility Operations Sifford gave updates on Public Works.

D. PROJECT UPDATES

Mayor Connolly gave various project updates.

E. BUILDING & ZONING

Planning & Zoning Administrator Quayle gave an update on Building & Zoning.

7. BUSINESS

A. ORDINANCE 632 – FORMER LANDFILL SITE – CORRECTION TO ANNEXATION AND REZONE ORDINANCE 629

Planning & Zoning Administrator Quayle explained the ordinance to correct Ordinance 629. Discussion ensued.

Council Member Mullaley made a motion to approve Ordinance 632 under suspension of the rules. Council Member Turner seconded the motion. After discussion and consideration, the motion passed by the following roll call vote: AYES: Council Member Brower, Council Member Mullaley, Council Member Turner, and Council Member Wagner. NAYS: None.

B. GREGORY INVESTMENTS CONDITIONAL USE PERMIT – DEVELOPMENT AGREEMENT

Planning & Zoning Administrator Quayle presented the development agreement. Discussion ensued.

Council Member Mullaley made a motion to approve the development agreement with Gregory Investments for their Conditional Use Permit. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

C. POLICY & PROCEDURE MANUAL UPDATE – ISSUANCE OF TEMPORARY KEYS

Lengthy discussion ensued.

Council Member Turner made a motion to approve the Issuance of Temporary Keys Policy & Procedure. Council Member Brower seconded the motion. After discussion and consideration, the motion passed unanimously.

D. RESOLUTION 24-005 – STATE INVESTMENT POOL TRANSFER OF FUNDS INTO THE GENERAL CHECKING ACCOUNT

Discussion ensued.

Council Member Mullaley made a motion to approve Resolution 24-005. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

8. PUBLIC COMMENT PERIOD

None

ADJOURN:

Council Member Mullaley made a motion to adjourn at 6:39 pm. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 01/02/24: _____

Second: _____

SIGNED:

ATTEST:

Jeff Connolly
Mayor

Laurel Thomas, CMC
City Clerk/Treasurer