

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 06/03/24**

**REGULAR MEETING**

**OPENING** – Mayor Connolly called to order the regular meeting of the City Council at 5:03 pm on Monday, June 3, 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, Council Member Brower, and Council Member Mullaley. Absent: None.

Staff Present: Mayor Connolly, City Clerk/Treasurer Thomas, City Attorney Elsaesser, Police Chief McLain, and Director of Utility Operations Sifford.

**3. WORKSHOP**

**MULTI-FAMILY UTILITY CONNECTION CALCULATIONS AND MONTHLY BILLING CALCULATIONS**

Mayor Connolly opened the workshop at 5:03 pm. Ashley Williams from Welch Comer was present for the discussion. Three comparisons for calculating multi-family connections and monthly billing were presented. The three comparisons were the current method, calculating each unit at 75% of one ER, and using a formula that divides the proposed average gallons per day for the complex by Priest River's average gallons per day and rounding up to the nearest half unit. Lengthy discussion ensued. Roger Gregory was also present for the discussion. Staff was directed to prepare a resolution amending the multi-family utility connection calculations and monthly billing calculations using the formula as discussed.

**Council Member Turner made a motion to close the workshop at 5:30 pm. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.**

**4. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CC 05/20/24**

**B. PAYABLES**

**C. RESOLUTION 24-033 – WELCH COMER – PROFESSIONAL SERVICES AGREEMENT – TRANSPORTATION PLAN**

**D. RESOLUTION 24-034 – J7 CONTRACTING, INC. – NOTICE TO PROCEED AND CONSTRUCTION CONTRACT – LARCH STREET SEWER IMPROVEMENTS PROJECT**

**E. RESOLUTION 24-035 – B.F. BUILDERS – CONSTRUCTION CONTRACT – SEWER SLUDGE BIN ROOF PROJECT**

**F. RESOLUTION 24-036 – BARNES – RELEASE OF LIABILITY AND HOLD HARMLESS AGREEMENT – WATER METER RELOCATION**

**G. RESOLUTION 24-037 – POINTE PEST CONTROL – COMMERCIAL SERVICE AGREEMENT – CITY HALL**

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

**5. ANNOUNCEMENTS/APPOINTMENTS**

Mayor Connolly thanked Clay Churchill for his service to the city and wished him well in his retirement. He also thanked City Clerk/Treasurer Thomas for the work she has accomplished in sorting through the records in the basement.

**6. UPDATES**

**A. PARKS AND TREE COMMISSION**

Council Member Wagner gave an update on the Parks and Tree Commission. Discussion was held regarding the Arbor Day celebration held on May 30<sup>th</sup> at the Priest River Elementary School.

**B. LAW ENFORCEMENT**

Chief McLain gave an update on Law Enforcement.

**C. PUBLIC WORKS**

Director of Utility Operations Sifford provided a written update regarding both treatment plants. He also commended Public Works Supervisor Coleman for his assistance with the Wisconsin Street Realignment Project.

**D. PROJECT UPDATES**

**1. TRANSPORTATION PLAN – TECHNICAL ADVISORY COMMITTEE**

Mayor Connolly asked for a volunteer to sit on the Transportation Plan Technical Advisory Committee. Council Member Mullaley volunteered.

Mayor Connolly gave an update on the Wisconsin Street Realignment Project.

**E. BUILDING & ZONING**

None

**7. BUSINESS**

**A. KRAL CONDITIONAL USE PERMIT – ANNUAL REPORT TO COUNCIL**

Mr. Kral was not in attendance but did provide a written update. Pursuant to the approved conditional use permit, Mr. Kral's business must begin by July 5, 2024. Discussion ensued.

**B. TWO RIVERS STORAGE CONDITIONAL USE PERMIT – ANNUAL REPORT TO COUNCIL**

Representatives for Two Rivers Storage were not in attendance but did provide a written update. Discussion ensued.

**C. TWO RIVERS ADDITION – FINAL PLAT APPROVAL**

Discussion ensued.

**Council Member Brower made a motion to approve the final plat for Two Rivers Addition. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.**

**D. CITY PARK PLAYGROUND IMPROVEMENT PROJECT – CONSIDERATION OF CONCEPTUAL DESIGN AND AUTHORIZATION TO PROCEED**

Discussion ensued regarding the proposed city park playground improvement project. Discussion was held regarding finding a non-profit that would sponsor the project. This item was removed from the agenda.

**E. MILLIE’S 40 BREN-BURKE, LLC – MEMORANDUM OF UNDERSTANDING – RIVER PARK PLANNED UNIT DEVELOPMENT STORAGE OF EXCAVATED MATERIALS ON CITY PROPERTY**

Lengthy discussion ensued.

**Council Member Mullaley made a motion to approve the Memorandum of Understanding with Millie’s 40 Bren-Burke, LLC, to allow the storage of excavated materials on city property. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.**

**F. RESOLUTION 24-038 – STATE INVESTMENT POOL TRANSFER OF FUNDS**

Discussion ensued.

**Council Member Mullaley made a motion to approve Resolution 24-038. Council Member Brower seconded the motion. After discussion and consideration, the motion passed unanimously.**

**8. PUBLIC COMMENT PERIOD**

None

**EXECUTIVE SESSION**

**UNDER 74-206 1 (f) Pending Litigation**

**Council Member Mullaley made a motion to enter executive session under 74-206 1 (f) Pending Litigation at 6:03 pm. Council Member Turner seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Turner, Council Member Brower, Council Member Mullaley, and Council Member Wagner. NAYS: None. ABSTAINERS: None. ABSENT: None.**

**RECONVENE**

**Council Member Mullaley made a motion to reconvene at 6:29 pm. Council Member Brower seconded the motion. After consideration, the motion passed unanimously.**

**ADJOURN:**

**Council Member Turner made a motion to adjourn at 6:30 pm. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.**

Motion to approve minutes of 06/03/24: \_\_\_\_\_

Second: \_\_\_\_\_

SIGNED:

ATTEST:

\_\_\_\_\_  
Jeff Connolly  
Mayor

\_\_\_\_\_  
Laurel Thomas, CMC  
City Clerk/Treasurer