

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 07/17/23**

**REGULAR MEETING**

**OPENING** – Mayor Connolly called to order the regular meeting of the City Council at 4:30 pm on Monday, July 17, 2023, 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 Yount, Council Member Turner, and Council Member Mullaley. Absent: None

Staff Present: Mayor Connolly, City Clerk/Treasurer Thomas, City Attorney Elsaesser, Police Chief McLain, Public Works Supervisor Coleman, and Director of Public Works Rolichcheck.

**3. WORKSHOP**

**A. STRATEGIC INITIATIVES GRANT PROGRAM – POTENTIAL PROJECTS**

Mayor Connolly opened the workshop and explained the reason for the workshop. Matt Gillis from Welch Comer was present to discuss potential projects that could be funded through the Strategic Initiatives Grant Program. Potential projects included High Street from the City Park to Wisconsin Street (priority 1), Wisconsin Street from High Street to Montgomery Street (priority 2), Treat Street from Highway 2 to Montgomery (priority 3), High Street from Cedar Street to McKinley Street and McKinley Street from Highway 2 to High Street (priority 4), Cedar Street from Highway 2 to High Street (priority 5), Cedar Street from High Street to Montgomery Street (priority 6), Montgomery Street from Wisconsin Street to Treat Street (priority 7), signage and a water feature at High Street and Highway 2, and the north 60 feet or so of Main Street. Lengthy discussion ensued.

**B. JOSLYN PARK PROPERTY UPDATE**

Mayor Connolly opened the workshop and explained the reason for the workshop. URA Chairman Jim Martin was present to give the council an update. Topics of discussion included two letters of interest from citizens to serve as URA commissioners, a request for an adjustment of the Urban Renewal District boundaries, the progress on the property to-date, and the anticipated next steps. Discussion ensued.

**4. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CC 07/03/23**

**B. PAYABLES**

**C. MONTHLY RESERVE TRANSFER – SEPTEMBER 2022**

- D. MONTHLY RESERVE TRANSFER – JUNE 2023**
- E. TREASURER’S MONTHLY REPORT – SEPTEMBER 2022**
- F. TREASURER’S MONTHLY REPORT – JUNE 2023**
- G. RESOLUTION 23-019 – WELCH COMER – PROFESSIONAL SERVICES AGREEMENT – STRATEGIC INITIATIVES FUNDING APPLICATION**
- H. RESOLUTION 23-020 – WELCH COMER – ENGINEER AGREEMENT AMENDMENT #9 – RAW WATER INTAKE DESIGN, PERMITTING, AND BIDDING**
- I. RESOLUTION 23-021 – SELKIRK SEALCOAT – CONSTRUCTION CONTRACT – WISCONSIN RAILROAD CROSSING REPAIR AND BONNER PARK WEST APPROACH REPAIR**

Council Member Turner made a motion to approve the consent agenda. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Yount, Council Member Wagner, and Council Member Mullaley. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

**5. ANNOUNCEMENTS/APPOINTMENTS**

None

**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**

Public Works Supervisor Coleman gave an update on Public Works.

**D. PROJECT UPDATES**

**1. WELCH COMER – PROJECT STATUS UPDATE**

Welch Comer provided a written project status update. Discussion ensued.

**2. FY22 – FOURTH QUARTER FINANCIAL REPORT**

**3. FY23 – THIRD QUARTER FINANCIAL REPORT**

**E. BUILDING & ZONING**

None

**7. BUSINESS**

**A. CONTROL #2023-07-01 – CARLSON – REQUEST FOR EXEMPTION FROM RV ORDINANCE**

Jason Carlson, 211 E Beardmore Avenue, was present to address the council to request an exception to the RV ordinance prohibiting an occupied RV on his property during the summer months. Lengthy discussion ensued. A workshop to discuss the RV ordinances was set for August 21, 2023, at 5:30 pm.

**Council Member Turner made a motion to deny the request by Jason Carlson for a recreational vehicle ordinance exemption allowing family to occupy a recreational vehicle on his property located at 211 E Beardmore Avenue for longer than seven (7) consecutive days, and to pause enforcement of Municipal**

**Code 4-6-2-A until the Council can hold a workshop and reevaluate the code. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.**

**B. CONTROL #2023-07-03 – DILLEY – REQUEST TO BLOCK NORTH END OF LAKE STREET**

Steve Dilley, 399 Larch Street, was present to address the council to request that the North end of Lake Street be blocked off to vehicular traffic. Discussion ensued.

**Council Member Turner made a motion to table the request by Steve Dilley at 399 Larch Street, to block off the North end of Lake Street for further review. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

**C. FY22 AUDIT PRESENTATION – MAGNUSON, MCHUGH & COMPANY, P.A.**

Laura Parasida from Magnuson, McHugh & Company, P.A. was present via Teams meeting to present the FY22 audit. Discussion ensued.

**D. ONLINE AUCTION RESULTS – 1993 SEWER VACTOR TRUCK – DISCUSSION OF NEXT STEPS**

The highest bid received for the 1993 Sewer Vactor Truck in the online auction was \$5,200.00. The reserve amount set by the city council was \$15,000.00. Discussion ensued. Staff were directed to repost the vehicle on the online auction site for a period of three weeks and to send emails to surrounding municipalities to see if they're interested.

**E. CURRENT MUNICIPAL CODE REVIEW – DOGS AT LARGE, DOGS ALLOWED ON PARK PROPERTY, LEASH REQUIREMENTS – PROPOSED DOG WASTE STATIONS**

Discussion ensued regarding the city's current municipal codes regarding dogs at large, dogs allowed on park property, leash requirements, and the proposed purchase of dog waste stations.

**Council Member Turner made a motion to approve the purchase of two (2) dog waste stations and a sign for the City Park stating that dogs must be kept on a leash, not to exceed \$600.00. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.**

**F. 2023 LOCAL CHILDREN PEDESTRIAN SAFETY PROGRAM – BID RESULTS AND RECOMMENDATION**

Two bids for the 2023 Local Children Pedestrian Safety program were received:

Prime Time Construction: \$403,897.00

Sonray Enterprises: \$474,861.00

The engineer's estimate for the project was \$257,295.21, and the grant funds received were \$250,000.00. Discussion ensued about potentially reducing the scope of work and rebidding the project.

Council Member Turner made a motion to reject all bids for the 2023 Local Children Pedestrian Safety Program. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

Council Member Yount made a motion to reduce the proposed project to Tenth Street only, and to approve expending up to an additional \$2,000.00 in engineering fees if City Staff needed assistance with modifying the plans. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

**G. USDA-RD GRANT PAY REQUEST #27 – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II**

Discussion ensued.

Council Member Mullaley made a motion to approve draw #27 from the USDA-RD grant for payment of Welch Comer Invoice #14778270-007 in the amount of \$1,777.60, payment of Dr. Pipeline Invoice #1268 in the amount of \$3,488.50 and payment of Dr. Pipeline Invoice #1282 in the amount of \$4,846.00. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

**H. RESOLUTION 23-022 – STATE INVESTMENT POOL TRANSFER OF FUNDS – INTO AND FROM THE GENERAL CHECKING ACCOUNT**

Discussion ensued.

Council Member Mullaley made a motion to approve Resolution 23-022. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

**8. PUBLIC COMMENT PERIOD**

A. None

**ADJOURN:**

Council Member Mullaley made a motion to adjourn at 7:02 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 07/17/23: \_\_\_\_\_

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

SIGNED:

ATTEST:

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

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