

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 08/19/24**

**REGULAR MEETING**

**OPENING** – Mayor Connolly called to order the regular meeting of the City Council at 5:00 pm on Monday, August 19, 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 (via telephone), and Council Member Mullaley. Absent: None.

Staff Present: Mayor Connolly, City Clerk/Treasurer Thomas, City Attorney Elsaesser, Director of Utility Operations Sifford, and Planning & Zoning Administrator Quayle.

**3. PUBLIC HEARING**

**A. TO CONSIDER PUBLIC COMMENT REGARDING THE INSTITUTION OF NEW OR INCREASED MUNICIPAL UTILITY FEES, BUILDING, ZONING, AND MISCELLANEOUS REQUEST FEES, AND GENERAL REVENUE FEES FOR CITY HALL, THE POLICE DEPARTMENT, CODE ENFORCEMENT, AND PUBLIC WORKS.**

Mayor Connolly opened the public hearing at 5:02 pm. City Clerk/Treasurer Thomas and Mayor Connolly explained the proposed changes to the three FY25 fee schedules. Planning & Zoning Administrator Quayle explained his proposed changes to the FY25 Building & Zoning fee schedule. Lengthy discussion ensued regarding the building permit valuation table and building permit fees.

**Questions from the Council:**

**Council Member Mullaley** had questions relating to how the city charged for water and sewer improvement bonds, charges for public records requests, engineer retainers for additional plan review or changes, and when the building permit valuation table was last updated. Discussion ensued.

**Written Testimony:**

None

**Testimony from Those Supporting:**

None

**Testimony from Those Uncommitted:**

**Roger Gregory**, 38 Shady Lane, was uncommitted to the proposed changes.

**Testimony from Those Opposing:**

None

Mayor Connolly closed public testimony at 5:47 pm. Discussion ensued.

**i. RESOLUTION 24-052 – FY25 UTILITY FEE SCHEDULE**

Council Member Turner made a motion to approve Resolution 24-052, the utility fee schedule as presented and discussed, effective October 1, 2024. Council Member Wagner seconded the motion. After consideration and discussion, the motion passed unanimously.

**ii. RESOLUTION 24-053 – FY25 GENERAL FEE SCHEDULE**

Council Member Turner made a motion to approve Resolution 24-053, the general fee schedule as presented and discussed, effective October 1, 2024. Council Member Wagner seconded the motion. After consideration and discussion, the motion passed unanimously.

**iii. RESOLUTION 24-054 – FY25 BUILDING & ZONING FEE SCHEDULE**

Council Member Turner made a motion to approve Resolution 24-054, the building and zoning fee schedule with no change to the 2010 Building Valuation Data Sheet, effective October 1, 2024. Council Member Mullaley seconded the motion. After consideration and discussion, the motion passed unanimously.

**B. PURSUANT TO IDAHO CODE 50-1002, REGARDING CONSIDERATION OF THE PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2024, TO SEPTEMBER 30, 2025.**

Mayor Connolly opened the public hearing at 5:52 pm. Discussion ensued.

General Fund:	\$1,321,333.00
Street Fund:	\$ 643,197.00
Water Fund:	\$ 944,520.00
Sewer Fund:	\$ 816,751.00
Impact Fee Fund:	\$ 15,216.00
<u>TOTAL</u>	<u>\$3,741,017.00</u>

**Questions from the Council:**

None

**Written Testimony:**

None

**Testimony from Those Supporting:**

None

**Testimony from Those Uncommitted:**

None

**Testimony from Those Opposing:**

None

Mayor Connolly closed public testimony at 5:56 pm. Lengthy discussion ensued.

**i. APPROPRIATIONS ORDINANCE 637**

**Council Member Turner made a motion to adopt Ordinance 637 under suspension of the rules. Council Member Mullaley seconded the motion. After discussion and 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.**

**4. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CC 08/05/24**

**B. PAYABLES**

**C. MONTHLY RESERVE TRANSFER – JULY 2024**

**D. TREASURER’S MONTHLY REPORT – JULY 2024**

**E. RESOLUTION 24-055 – MERRICK & COMPANY – PROFESSIONAL SERVICES AGREEMENT – TECH MEMO FOR BACKWASH BASIN**

**F. RESOLUTION 24-056 – WBCSD #83 – PROFESSIONAL SERVICES AGREEMENT – SCHOOL RESOURCE OFFICER**

**G. RESOLUTION 24-057 – CROY – HOLD HARMLESS AGREEMENT – CAMERA OF PRIVATE SEWER LINE**

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

**5. ANNOUNCEMENTS/APPOINTMENTS**

Mayor Connolly gave an update on various projects.

Mayor Connolly announced that the Priest River Urban Renewal Agency has a vacancy on their Board of Commissioners and that interested parties should submit a letter of interest to City Clerk/Treasurer Thomas.

**6. UPDATES**

**A. PARKS AND TREE COMMISSION**

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

**B. LAW ENFORCEMENT**

None

**C. PUBLIC WORKS**

None

**D. PROJECT UPDATES**

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

A written project status update was provided to the Mayor and Council. Various project updates were given.

**E. BUILDING & ZONING**

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

**7. BUSINESS**

**A. CONTROL #2024-07-02 – GREGORY – REQUEST FOR REDUCED RATE FOR DUPLEXES WITH SEPARATE METERS**

Roger Gregory was in attendance to present his request. Lengthy discussion ensued. **Council Member Mullaley made a motion to table the item until the next regularly scheduled meeting. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.**

**B. WELCH COMER – ENGINEER AGREEMENT AMENDMENT #5 – WASTEWATER SYSTEM IMPROVEMENTS**

Discussion ensued.

**Council Member Turner made a motion to approve Amendment #5 to the Engineer Agreement with Welch Comer, not to exceed an additional \$3,300.00. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.**

**C. AMPED PUMP & CONTROL, LLC – PAY REQUEST #2 – UPPER BOOSTER STATION REHABILITATION PROJECT**

Discussion ensued.

**Council Member Mullaley made a motion to approve Pay Request #2 for Amped Pump and Control, LLC for the Upper Booster Station Rehabilitation Project, not to exceed \$5,818.75. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.**

**D. USDA-RD GRANT PAY REQUEST #16 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Turner made a motion to approve draw #16 from the USDA-RD grant for payment of Welch Comer Invoice #14778280-009 in the amount of \$385.00 and payment of Amped Pump & Controls, LLC Pay Request #2 in the amount of \$5,818.75. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.**

**E. RESOLUTION 24-058 – STATE INVESTMENT POOL TRANSFER OF FUNDS**

Discussion ensued.

**Council Member Mullaley made a motion to approve Resolution 24-058. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.**

**F. KANIKSU LAND TRUST – PRIEST RIVER COMMUNITY LAND TRUST PROJECT PRESENTATION**

Katie Eglund Cox, Executive Director for the Kaniksu Land Trust, was in attendance to present their Priest River Community Land Trust Project to the Mayor and City Council. Discussion ensued.

**8. PUBLIC COMMENT PERIOD**

**Anne Wilder**, 349 Primrose Lane, asked what happened with the transfer of the Senior Center from Bonner County back to the City.

**ADJOURN:**

**Council Member Brower made a motion to adjourn at 7:13 pm. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.**

Motion to approve minutes of 08/19/24: \_\_\_\_\_

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

SIGNED:

ATTEST:

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

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