

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

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 09/18/23

REGULAR MEETING

OPENING – Mayor Connolly called to order the regular meeting of the City Council at 5:30 pm on Monday, September 18, 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 Mullaley, and Council Member Turner. Absent: None.

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

3. PUBLIC HEARING

TO CONSIDER AND TO RECEIVE TESTIMONY ON THE FOLLOWING PLANNING AND ZONING APPLICATION:

GREGORY INVESTMENTS HAS APPLIED FOR A CONDITIONAL USE PERMIT TO ALLOW A DUPLEX CONSISTING OF TWO 480 SF UNITS, ONE 464 SF SINGLE FAMILY DWELLING UNIT AND ONE 493 SF SINGLE FAMILY DWELLING UNIT TO BE BUILT ON A SINGLE 11,412.72 SF LOT IN A MIXED-USE COMMERCIAL ZONE.

THE PROPERTY IS GENERALLY LOCATED ON GRIMALDI WAY OR MORE SPECIFICALLY AS:

LOT 4, BLOCK 2 THE PRIEST RIVER COTTAGES

Mayor Connolly opened the public hearing at 5:31 pm. Planning and Zoning Administrator Quayle explained the reason for the public hearing and the applicant’s request in detail. He also reviewed the proposed conditions for approval.

Testimony from the Applicant:

Roger Gregory, the applicant, presented the request for a conditional use permit to allow him to construct a duplex and two single-family homes on one 11,412.72 square foot lot. Topics of his presentation included the need for smaller, affordable housing in Priest River, the proposed square footage of each unit, the proposed garages, and the proposed phasing.

Questions from the Council:

Mayor Connolly asked for clarification regarding the phasing proposal, the proposed square footage of the green space, and why he's keeping it one lot instead of asking to subdivide the property.

Council Member Yount asked if floor plans were available, and why he decided to ask for two single-family homes instead of two duplexes.

Council Member Turner asked if he had floor plans available for the duplexes.

Council Member Mullaley asked about what would be considered harmonious to the existing area.

Mr. Gregory and Planning & Zoning Administrator Quayle answered all questions asked. Discussion ensued. The possibility of two duplexes instead of one duplex and two single-family homes was discussed.

Written Testimony:

Donny Peterson, for Avista Utilities – supported the applicant's request.

Robert Linsley, Sr., 1180 Highway 57 – supported the applicant's request.

Chantal Czarapata, 7121 N Skykomish – supported the applicant's request.

Michelle Hurd, 98 Shady Lane – supported the applicant's request.

Thomas Martin and Stephanie Booth, for JBEST, 12610 N Partridge Way – supported the applicant's request.

Genevieve Clark, 16 Cottage Avenue – supported the applicant's request.

Testimony from Those Supporting:

None

Testimony from Those Uncommitted:

None

Testimony from Those Opposing:

None

Rebuttal from the Applicant:

None

Council Member Turner made a motion to continue the public hearing until **October 16, 2023 at 5:30 pm**. **Council Member Yount** seconded the motion. After consideration, the motion passed unanimously.

4. CONSENT AGENDA

A. Previous Minutes – CCSP 09/05/23, CCPH 09/14/23

B. Payables

C. Monthly Reserve Transfer – August 2023

D. Treasurer's Monthly Report – August 2023

E. Resolution 23-031 – Road Products, Inc. – Construction Contract Change Order #1 – 2023 Street Improvements Project

F. Resolution 23-032 – Elsaesser Anderson Chtd. – FY24 Civil Legal Services Agreement

G. Resolution 23-033 – Valerie Fenton – FY24 Criminal Legal Services Agreement

H. Resolution 23-034 – Quayle Land Use Professional Services Agreement – FY24 Planning & Zoning Services

City Clerk/Treasurer Thomas advised the Council that the minutes from September 14, 2023 were not yet available.

Council Member Mullaley made a motion to approve the consent agenda with the removal of the September 14, 2023 minutes. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

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

Director of Public Works Rolicheck gave an update on Public Works. The park restrooms will close for the season on Friday, October 12, 2023.

D. PROJECT UPDATES

1. Welch Comer – Project Status Update

Welch Comer provided a written project status update.

2. West Bonner Library District – Utility Box Wrap Presentation

Meagan Mize, Director of the West Bonner Library District, was in attendance to present an idea for a utility box wrap. The Mayor and City Council expressed their support for the project.

E. BUILDING & ZONING

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

7. BUSINESS

A. TREASURE ISLAND – DEVELOPMENT AGREEMENT

Planning & Zoning Administrator Quayle presented the draft development agreement. Discussion ensued. This item was tabled for additional review.

B. JOSLYN PROPERTY – FUTURE PARK NAME AND LOGOS

Lengthy discussion ensued.

Council Member Turner made a motion to name the former Joslyn Property “Two Rivers Park” with the Native American word for Two Rivers included. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.

C. PERSONNEL POLICY – PROPOSED UPDATES

Discussion ensued.

Council Member Mullaley made a motion to approve the updates to the Personnel Policy as presented and discussed. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

D. WESTERN STATES POWER SYSTEMS – STANDBY PREVENTATIVE MAINTENANCE AGREEMENT – WATER AND WASTEWATER SYSTEM GENERATORS

Discussion ensued.

Council Member Mullaley made a motion to approve the Standby Preventative Maintenance Agreement with Western States Power Systems for the water and wastewater system generators. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

E. STIMSON LUMBER COMPANY – FY24 MEMORANDUM AGREEMENT FOR WASTEWATER DISCHARGE

Discussion ensued.

Council Member Turner made a motion to approve the memorandum agreement with Stimson Lumber Company for discharge of softener regen water into the sewer system for fiscal year 2024. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

F. EXCESS PORTABLE SERVICE – FY24 MEMORANDUM AGREEMENT FOR PORTABLE TOILET WASTE

Discussion ensued.

Council Member Turner made a motion to approve the Memorandum Agreement with Excess Portable Service for fiscal year 2024 portable toilet waste disposal. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

G. RESOLUTION 23-035 – FY24 IMPACT FEE SUSPENSION

Discussion ensued.

Council Member Mullaley made a motion to approve Resolution 23-035, suspending the collection of police impact fees and the land acquisition portion of parks impact fees for fiscal year 2024. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

H. ROAD PRODUCTS, INC – CONSTRUCTION CONTRACT CHANGE ORDER #2 – 2023 STREET IMPROVEMENTS PROJECT

Discussion ensued.

Council Member Mullaley made a motion to approve Change Order #2 to the Independent Contractor Agreement with Road Products, Inc. for the 2023 Street Improvements Project, not to exceed twenty-two (22) additional contract days and no change in contract cost. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

I. FISCAL YEAR 2023 BUDGET DISCUSSION

Mayor Connolly and City Clerk/Treasurer Thomas explained the FY23 budget shortfalls. Discussion ensued.

J. RESOLUTION 23-036 – STATE INVESTMENT POOL TRANSFER OF FUNDS

Discussion ensued.

Council Member Turner made a motion to approve Resolution 23-036. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.

K. TORK ELECTRIC, INC. – PAY REQUEST #5 (FINAL) – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II

Discussion ensued.

Council Member Mullaley made a motion to approve Pay Request #5 (FINAL) for Tork Electric, Inc. for the Wastewater System Improvements Project, in the amount of \$7,880.00. Council Member Wagner seconded the motion. After consideration, the motion passed unanimously.

L. USDA-RD GRANT PAY REQUEST #29 – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II

Discussion ensued.

Council Member Mullaley made a motion to approve draw #29 from the USDA-RD grant for payment of Correct Equipment Invoice #49748 in the amount of \$3,338.00, payment of Integrity Pump Solutions, Inc. Invoice #Y23M9-559 in the amount of \$18,877.86, and payment of Tork Electric, Inc. Pay Request #5 (FINAL) in the amount of \$7,880.00. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

8. PUBLIC COMMENT PERIOD

A. Meagan Mize, 273 E Jackson Avenue, thanked the City Council for including the Native American word for “Two Rivers” in the new park name.

ADJOURN:

Council Member Mullaley made a motion to adjourn at 6:52 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 09/18/23: _____

Second: _____

SIGNED:

Jeff Connolly
Mayor

ATTEST:

Laurel Thomas, CMC
City Clerk/Treasurer