

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

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 10/02/23

REGULAR MEETING

OPENING – Mayor Connolly called to order the regular meeting of the City Council at 5:30 pm on Monday, October 2, 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 Ford Elsaesser, Police Chief McLain, Public Works Supervisor Coleman, Planning & Zoning Administrator Quayle, and Building & Zoning Assistant Ayers.

**3. PUBLIC HEARING CONTINUATION FROM SEPTEMBER 14, 2023
TO CONSIDER THE FOLLOWING PLANNING AND ZONING APPLICATION:**

THE APPLICANT, KEYSTONE LAND, LLC, IS REQUESTING A SUBDIVISION WITH A CONDITIONAL USE AND PLANNED UNIT DEVELOPMENT TO ALLOW THEM TO SUBDIVIDE 6 ACRES INTO 42 SINGLE-FAMILY HOME LOTS, CALLED RIVERSIDE AT THE TRESTLE, WITH THE LARGEST LOT BEING 6,227 SF, AND THE SMALLEST BEING 3,023 SF. THIS IS A MODIFICATION OF, AND WOULD BE PHASE I OF, THE RIVERSIDE ESTATES SUBDIVISION APPROVED MAY 2, 2022.

THE PROPERTY IS GENERALLY LOCATED BETWEEN 6552 & 6736 HIGHWAY 2, PRIEST RIVER, ID

Mayor Connolly opened the public hearing continuation at 5:32 pm. Planning and Zoning Administrator Quayle distributed amended proposed conditions and started to review them with the Mayor and Council. Discussion ensued regarding the proposed phasing and whether the remaining vacant property could proceed with the previous preliminary plat approval or if they would have to come back to the City. The developer's representative was not present, so discussion ensued regarding moving the public hearing continuation to the end of the meeting to allow him time to arrive.

Council Member Turner made a motion to continue the public hearing continuation to the end of the meeting. Council Member Mullaley seconded the motion. After consideration and discussion, Council Member Turner made an amended motion to amend the agenda to place the public hearing continuation after public

comments. Council Member Mullaley seconded the amended motion. After consideration, the motion passed unanimously.

4. CONSENT AGENDA

A. PREVIOUS MINUTES – CCPH 09/14/23, CCPH 09/18/23

B. PAYABLES

C. RESOLUTION 23-037 – PERSONNEL POLICY – 2023 UPDATES

D. RESOLUTION 23-038 – WESTERN STATES POWER SYSTEMS – STANDBY PREVENTATIVE MAINTENANCE AGREEMENT – WATER AND WASTEWATER SYSTEM GENERATORS

E. RESOLUTION 23-039 – STIMSON LUMBER COMPANY – FY24 MEMORANDUM AGREEMENT FOR WASTEWATER DISCHARGE

F. RESOLUTION 23-040 – EXCESS PORTABLE SERVICE – FY24 MEMORANDUM AGREEMENT FOR PORTABLE TOILET WASTE

G. RESOLUTION 23-041 – ROAD PRODUCTS, INC – CONSTRUCTION CONTRACT CHANGE ORDER #2 – 2023 STREET IMPROVEMENTS PROJECT

Council Member Mullaley made a motion to approve the consent agenda. Council Member Yount 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

Various project updates were given.

E. BUILDING & ZONING

Planning & Zoning Administrator Quayle gave an update on Building & Zoning. He notified the Council of Sewell Engineering working engineering for a roof cover at the city's Wastewater Treatment Plant.

7. BUSINESS

A. TREASURE ISLAND – DEVELOPMENT AGREEMENT

Discussion ensued.

Council Member Turner made a motion to approve the development agreement with Candace Stevens-Stuart as presented and discussed for the Treasure Island Subdivision. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

B. NORTHSTAR ESTATES – FINAL PLAT APPROVAL

Discussion ensued.

Council Member Yount made a motion to approve the final plat for Northstar Estates. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

C. TWO RIVERS AT PRIEST – PARTIAL SECURITY BOND RELEASE REQUEST

Discussion ensued.

Council Member Turner made a motion to approve the partial bond release request by Two Rivers at Priest for the Two Rivers Subdivision, in the amount of \$15,232.50. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.

D. JAMES A SEWELL & ASSOCIATES – WORK ORDER CONTRACT – WWTP ROOF COVER

Discussion ensued.

Council Member Mullaley made a motion to approve the Work Order Contract with James A Sewell & Associates for a WWTP roof cover, not to exceed \$5,000.00. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

E. WELCH COMER – PROFESSIONAL SERVICES AGREEMENT – LRHIP FUNDING APPLICATION FOR A TRANSPORTATION PLAN UPDATE

Discussion ensued.

Council Member Mullaley made a motion to approve the professional services agreement with Welch Comer Engineers for the writing of an LRHIP funding application for a transportation plan update, not to exceed \$1,000.00. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

F. SONRAY ENTERPRISES, LLC – CHANGE ORDER #1 – PRJH AND CITY PARK SAFE ROUTE

Discussion ensued.

Council Member Turner made a motion to approve Change Order #1 to the Independent Contractor Agreement with Sonray Enterprises, LLC for the PRJH and City Park Safe Route Project, not to exceed an additional \$10,000.00 and no change in contract days. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

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

Discussion ensued.

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

H. RESOLUTION 23-042 – STATE INVESTMENT POOL TRANSFER OF FUNDS

Discussion ensued.

Council Member Mullaley made a motion to approve Resolution 23-042. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

8. PUBLIC COMMENT PERIOD

A. None

Mayor Connolly called for a 15-minute break at 6:13 pm to allow the developer's representative time to arrive.

Mayor Connolly reconvened the meeting at 6:21 pm.

9. PUBLIC HEARING CONTINUATION FROM SEPTEMBER 14, 2023 TO CONSIDER THE FOLLOWING PLANNING AND ZONING APPLICATION:

THE APPLICANT, KEYSTONE LAND, LLC, IS REQUESTING A SUBDIVISION WITH A CONDITIONAL USE AND PLANNED UNIT DEVELOPMENT TO ALLOW THEM TO SUBDIVIDE 6 ACRES INTO 42 SINGLE-FAMILY HOME LOTS, CALLED RIVERSIDE AT THE TRESTLE, WITH THE LARGEST LOT BEING 6,227 SF, AND THE SMALLEST BEING 3,023 SF. THIS IS A MODIFICATION OF, AND WOULD BE PHASE I OF, THE RIVERSIDE ESTATES SUBDIVISION APPROVED MAY 2, 2022.

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Mayor Connolly opened the public hearing continuation at 6:21 pm.

Trevor Price, representative for the developer, presented a rendering of a street view for several of the proposed lots. Discussion ensued regarding the proposed house sizes, landscaping plans, driveway snow removal, the proposed Homeowner's Association rules and regulations, maintenance responsibilities of the proposed green space, concerns regarding how close together the houses are being proposed, and proposed lighting.

Planning & Zoning Administrator Quayle reviewed the amended proposed conditions. Discussion ensued.

Council Member Turner made a motion that the application and submittals, evidence contained in the file, public hearing testimony, and the Planning and Zoning Report be adopted as presented and discussed as the findings of fact and conclusions. 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.

Council Member Turner made a motion based on the City’s Comprehensive Plan, Ordinances, and the adopted findings of fact and conclusions, that Keystone Land LLC’s Conditional Use Permit, Planned Unit Development, and associated Subdivision be approved subject to the conditions as discussed and as listed in the Planning & Zoning Report. Action to obtain the permit is to complete the conditions as approved. This action does not result in the taking of private property. Council Member Yount 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.

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 7:05 pm. Council Member Turner 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.

RECONVENE

Council Member Mullaley made a motion to reconvene at 7:21 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

ADJOURN:

Council Member Mullaley made a motion to adjourn at 7:21 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 10/02/23: _____

Second: _____

SIGNED:

Jeff Connolly
Mayor

ATTEST:

Laurel Thomas, CMC
City Clerk/Treasurer