

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

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 10/18/21

REGULAR MEETING

OPENING – Mayor Martin called to order the regular meeting of the City Council at 6:00 pm on Monday, October 18, 2021, at the Priest River Event Center, 5399 Highway 2, Priest River, Idaho.

1. AMENDMENTS TO THE AGENDA

None

2. ROLL CALL

Council Members Present: Council Member Schneider, Council Member Turner, and Council Member Wagner. Absent: Council Member Wylie.

Staff Present: Mayor Martin, City Clerk Thomas, City Attorney Elsaesser, Police Chief McLain, Planning & Zoning Administrator Quayle, and Public Works Director Rollicheck.

3. CONSENT AGENDA

A. PREVIOUS MINUTES – CC 10/04/21

B. PAYABLES

C. RESOLUTION 21-060 – WELCH COMER – ENGINEER AGREEMENT AMENDMENT #5 – WATERLINES PROJECT

D. RESOLUTION 21-061 – MILLIRON – HOLD HARMLESS AGREEMENT – 40 EASTSIDE ROAD – SURPLUS CONSTRUCTION MATERIALS

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

4. ANNOUNCEMENTS/APPOINTMENTS

None

5. 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 Rollicheck gave an update on Public Works.

D. PROJECT UPDATES

1. WELCH COMER – PROJECT STATUS UPDATE

Welch Comer provided a written update on various projects.

E. BUILDING & ZONING

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

F. ADMINISTRATIVE COMMITTEE

None

6. OLD BUSINESS

A. CONTROL #2021-08-02 – WPOFD – REQUEST TO ESTABLISH A DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE

Discussion ensued. This item was tabled for additional information.

B. CONTROL #2021-09-02 – BYERS – DISPUTE OF IRRIGATION CONNECTION FEE

Discussion ensued. This item was tabled for additional information.

7. NEW BUSINESS

A. WOODLAND’S ESTATES FIRST ADDITION – BOND RELEASE

Discussion ensued. This item was tabled for additional information.

Council Member Turner made a motion to table the bond release request by Woodland’s Estates First Addition until the November 1st Council Meeting. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

B. RESOLUTION 21-062 – PURCHASE AND SALE AGREEMENT – ACCEPTING THE TRANSFER OF JOSLYN PARK PROPERTY – PRESENTATION BY IDEQ

Steve Gill from the Idaho Department of Environmental Quality was present to address the Council regarding the transfer of the Joslyn Park property. Discussion ensued.

Council Member Turner made a motion to approve Resolution 21-062. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

C. POLICY & PROCEDURE MANUAL UPDATE – UTILITY CUSTOMER SERVICE POLICY & PROCEDURE

Discussion ensued.

Council Member Wagner made a motion to approve the Utility Customer Service Policy & Procedure. Council Member Turner seconded the

motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Wagner, Council Member Turner, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** Council Member Wylie.

D. WILLIAMS & SCHILLER, PC – ENGAGEMENT LETTER – FY21 AUDIT

Discussion ensued.

Council Member Turner made a motion to approve the engagement letter with Williams & Schiller, PC for fiscal year 2021 audit services, not to exceed \$17,500.00. Council Member Schneider seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

E. COMMERCIAL UTILITY ACCOUNT ER EXCEPTIONS FOR FY22

Discussion ensued.

Council Member Turner made a motion to approve an exception for eight commercial utility accounts as discussed, allowing them to be charged for 1 ER instead of by fixture unit counts for fiscal year 2022. Council Member Wagner seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

F. PASS WORD, INC. – AGREEMENT FOR ONE-CALL SERVICE

Discussion ensued.

Council Member Turner made a motion to approve the agreement with Pass Word, Inc. for one-call service. Council Member Schneider seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

G. IDEQ – INTERIM FINANCING LOAN DRAW #5 – WATER SYSTEM IMPROVEMENTS PROJECT

Discussion ensued.

Council Member Wagner made a motion to approve the IDEQ Interim Financing Loan Draw #5, with \$14,369.00 being remitted to Welch Comer for Invoice #14778250-011. Council Member Turner seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

H. ICDBG PAY REQUEST #5 – WATER SYSTEM IMPROVEMENTS PROJECT

Discussion ensued.

Council Member Schneider made a motion to approve ICDBG Pay Request #5 for the Water System Improvement Project, with payment of \$2,375.00 being remitted to Panhandle Area Council. Council Member Turner seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

I. USDA-RD GRANT PAY REQUEST #11 – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II

Discussion ensued.

Council Member Turner made a motion to approve draw #11 from the USDA-RD grant for payment of Welch Comer Invoice #14778270-001 in the amount of \$1,524.92. Council Member Wagner seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

J. CONTROL #2021-10-01 – REYNOLDS – REQUEST FOR ORDINANCE AMENDMENT REGARDING COMMERCIAL NUISANCES

Discussion ensued regarding the request by Joy Reynolds for an ordinance amendment regarding commercial nuisances. This item was tabled for additional information.

ADJOURN

Council Member Wagner made a motion to adjourn at 6:54 pm. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.

Motion to approve minutes of 10/18/21: _____

Second: _____

SIGNED:

ATTEST:

James L Martin
Mayor

Laurel Thomas, CMC
City Clerk/Treasurer