

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 06/21/22**

**SPECIAL MEETING**

**OPENING** – Council President Turner called to order the special meeting of the City Council at 5:30 pm on Tuesday, June 21, 2022, 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 Yount, and Council Member Mullaley. Absent: None  
Staff Present: City Clerk/Treasurer Thomas, City Attorney Elsaesser, Police Chief McLain, Planning & Zoning Administrator Quayle, Building & Zoning Assistant Ayers, and Director of Public Works Rolichcheck.

**3. PUBLIC HEARING**

The City of Priest River received an Idaho Community Development Block Grant in the amount of \$500,000 from the Idaho Department of Commerce. This funding is allocated to the State of Idaho from the U.S. Department of Housing and Urban Development. These funds are currently being used for water system improvements.

The hearing will include a review of project activities and accomplishments to date, a summary of all expenditures to date, a general description of remaining work and any changes made to the scope of work, budget, schedule, location or beneficiaries.

Council President Turner opened the public hearing at 5:31 pm. Nancy Mabile from Panhandle Area Council was in attendance and presented the current project status, construction updates from the project engineer, remaining work and anticipated schedule, and a budget review of all funding sources.

**Questions from the Council:** None

**Written Testimony:** None

**Public Comments:** None

Discussion ensued. Council President Turner closed the public hearing at 5:39 pm.

#### **4. WORKSHOP**

**To discuss development agreements, future annexation requests, and the potential effects on city services.**

Planning & Zoning Administrator Quayle opened the workshop and briefly explained the purpose of the workshop.

Ashley Williams from Welch Comer was present to address the Council regarding the status of the City's water and sewer utilities. Topics of discussion were the recent utility capacity analysis, the city's growth areas, water and sewer flows and connections, current water and sewer capacity, areas of concern, and potential funding opportunities.

Additional topics of discussion were upgrading the water and sewer master plans, requiring newly annexed properties to connect to the system, water main lines that need replaced, and police coverage to accommodate growth. Monthly workshops will be scheduled to continue the discussion.

#### **5. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CC 06/06/22**

**B. PAYABLES**

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

**D. TREASURER'S MONTHLY REPORT – MAY 2022**

Council Member Wagner made a motion to approve the consent agenda.

Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

#### **6. ANNOUNCEMENTS/APPOINTMENTS**

None

#### **7. 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.

**D. PROJECT UPDATES**

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

Welch Comer provided a written project status update.

**E. BUILDING & ZONING**

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

**F. ADMINISTRATIVE COMMITTEE**

None

## **8. BUSINESS**

### **A. ROAD PRODUCTS, INC. – 2022 STREET IMPROVEMENTS PROJECT**

City Clerk/Treasurer Thomas explained the updated quote from Road Products, Inc. for street improvements. Discussion ensued.

**Council Member Mullaley made a motion to table the proposal from Road Products, Inc. for additional information. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.**

### **B. J7 CONTRACTING, INC. – PAY REQUEST #7 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Wagner made a motion to approve Pay Request #7 for J7 Contracting, Inc. for the Water System Improvements Project, in the amount of \$60,155.65. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.**

### **C. IDEQ – INTERIM FINANCING LOAN DRAW #13 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Yount made a motion to approve the IDEQ Interim Financing Loan Draw #13, with \$880.00 being remitted to J7 Contracting, Inc. for Pay Request #7. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.**

### **D. USDA-RD GRANT PAY REQUEST #1 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Mullaley made a motion to approve draw #1 from the USDA-RD grant for payment of Welch Comer Invoice #14778250-019 in the amount of \$7,640.41 and payment of J7 Contracting, Inc. Pay Request #7 in the amount of \$38,220.65. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

### **E. ICDBG PAY REQUEST #11 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Mullaley made a motion to approve ICDBG Pay Request #11 for the Water System Improvement Project, with payment of \$5,062.00 being remitted to Panhandle Area Council and \$21,055.00 being remitted to J7 Contracting, Inc. for Pay Request #7. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.**

### **F. TORK ELECTRIC, INC. – PAY REQUEST #1 – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II**

Discussion ensued.

**Council Member Mullaley made a motion to approve Pay Request #1 for Tork Electric, Inc. for the Wastewater System Improvements Project, in the amount**

of \$90,405.10. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

**G. USDA-RD GRANT PAY REQUEST #17 – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II**

Discussion ensued.

Council Member Wagner made a motion to approve draw #17 from the USDA-RD grant for payment of Tork Electric Pay Request #1 in the amount of \$90,405.10. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.

**H. RESOLUTION 22-019 – STATE INVESTMENT POOL TRANSFER OF FUNDS**

Discussion ensued.

Council Member Mullaley made a motion to approve Resolution 22-019. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

**EXECUTIVE SESSION**

**UNDER 74-206 1 (b) Personnel**

Council Member Mullaley made a motion to enter executive session to consider personnel matters under Idaho Code § 74-206 1 (b) at 6:57 pm. Council Member Wagner seconded the motion. After consideration, the motion passed unanimously by the following roll-call vote: **AYES:** Council Member Wagner, Council Member Turner, Council Member Yount, and Council Member Mullaley. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

**RECONVENE**

Council Member Mullaley made a motion to reconvene at 7:25 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

**ADJOURN:**

Council Member Mullaley made a motion to adjourn at 7:26 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 06/21/22: \_\_\_\_\_

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

SIGNED:

ATTEST:

\_\_\_\_\_  
Kevin Wylie  
Mayor

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