

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

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 08/15/22

REGULAR MEETING

OPENING – Mayor Wylie called to order the regular meeting of the City Council at 5:30 pm on Monday, August 15, 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: Mayor Wylie, City Clerk/Treasurer Thomas, City Attorney Elsaesser, Police Chief McLain, and Treatment Plant Operator Coleman.

3. PUBLIC HEARINGS

A. TO CONSIDER PUBLIC COMMENT REGARDING THE INSTITUTION OF NEW OR INCREASED MUNICIPAL UTILITY FEES, SPECIAL REVENUE FEES, AND GENERAL REVENUE FEES.

Mayor Wylie opened the public hearing at 5:31 pm. He read the proposed changes to the utility rate resolution, the general fee schedule, and the building and zoning fee schedule. Council Member Mullaley informed the audience that he was the requestor of the 10% water and 6% sewer increases. The utility discount program was discussed.

Questions from the Council: Council Member Turner suggested that the Business Registration Late Fee be increased to \$100.00. Council Member Mullaley asked about the water overage rate.

Written Testimony:

None

Testimony from Those Supporting:

Jeff Connolly, 770 Fourth Street, supported the rate increases.

Testimony from Those Uncommitted:

None

Testimony from Those Opposing:

David Day, 443 Dickinson Avenue, opposed the rate increases.

Steve Dilley, 399 Larch Street, opposed the rate increases.

Jaymee Kennedy, 350 Cottonwood Lane, opposed the rate increases.

Mayor Wylie closed public testimony at 6:06 pm. Lengthy discussion ensued.

1. RESOLUTION 22-032 – BUILDING & ZONING FEE SCHEDULE

Council Member Turner made a motion to approve Resolution 22-032, the building & zoning fee schedule as presented and discussed, effective October 1, 2022. Council Member Wagner seconded the motion. After consideration, the motion passed unanimously.

2. RESOLUTION 22-033 – GENERAL FEE SCHEDULE

Council Member Yount made a motion to approve Resolution 22-033, the general fee schedule as presented and discussed, with the Business Registration Late Fee increased to \$100.00, effective October 1, 2022. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

3. RESOLUTION 22-034 – UTILITY FEE SCHEDULE

Council Member Mullaley made a motion to approve Resolution 22-034, the utility fee schedule as presented and discussed, with a 10% water increase and a 6% sewer increase, effective October 1, 2022. Council Member Yount seconded the motion. After consideration, the following votes were cast: **AYES:** Council Member Mullaley and Council Member Yount. **NAYS:** Council Member Turner and Council Member Wagner. Mayor Wylie broke the tie with a nay vote. The motion failed.

Council Member Turner made a motion to approve Resolution 22-034, the utility fee schedule as presented and discussed, with an 8% water increase and a 4% sewer increase, effective October 1, 2022. Council Member Wagner seconded the motion. After consideration, the motion passed with the following votes: **AYES:** Council Member Turner, Council Member Wagner, and Council Member Yount. **NAYS:** Council Member Mullaley.

B. PURSUANT TO IDAHO CODE 50-1002, REGARDING CONSIDERATION OF THE PROPOSED BUDGET FOR FISCAL YEAR OCTOBER 1, 2022, TO SEPTEMBER 30, 2023.

Mayor Wylie read the title of Ordinance 626. Discussion ensued.

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|------------------|-----------------------|
| General Fund: | \$1,327,332.00 |
| Street Fund: | \$1,359,337.00 |
| Water Fund: | \$1,420,940.00 |
| Sewer Fund: | \$1,204,721.00 |
| Impact Fee Fund: | \$ 30,575.00 |
| TOTAL | \$5,342,905.00 |

Questions from the Council: None

Written Testimony: None

Testimony from Those Supporting: None

Testimony from Those Uncommitted: None

Testimony from Those Opposing: **Steve Dilley**, 399 Larch Street, opposed the fiscal year 2023 budget.

Mayor Wylie closed public testimony at 6:30 pm. Lengthy discussion ensued.

1. APPROPRIATIONS ORDINANCE 626

Council Member Mullaley made a motion to adopt Ordinance 626 under suspension of the rules. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Yount, Council Member Mullaley, and Council Member Wagner. **NAYS:** None.

4. CONSENT AGENDA

A. PREVIOUS MINUTES – CC 08/01/22

B. PAYABLES

C. MONTHLY RESERVE TRANSFER – JULY 2022

D. TREASURER’S MONTHLY REPORT – JULY 2022

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

5. ANNOUNCEMENTS/APPOINTMENTS

Mayor Wylie reminded everyone about the workshops scheduled for August 22, 2022, at 5:30 pm.

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

None

D. PROJECT UPDATES

1. WELCH COMER – PROJECT STATUS UPDATE

Welch Comer provided a written project status update.

E. BUILDING & ZONING

None

F. ADMINISTRATIVE COMMITTEE

None

7. BUSINESS

A. CONTROL #2022-07-02 – MELLO – REQUEST FOR REPAIR OF CURB

Lengthy discussion ensued regarding the Council's decision to place concrete blocks at the corner of Larch Street and Maple Street, to prevent citizens from cutting the corner when turning East onto Maple Street. Mayor Wylie stated that he had the Public Works department move the concrete blocks further into the right-of-way. **David Best**, 40 Kaniksu Street, opposed the placement of the concrete blocks. Linda Best, 40 Kaniksu, opposed the placement of the concrete blocks. Mayor Wylie will work with Public Works to come up with a solution.

B. CONTROL #2022-08-01 – WEAR – REQUEST FOR FENCE BETWEEN 1062 HIGHWAY 57 AND THE TWO RIVERS AT PRIEST DEVELOPMENT

The developer has agreed to extend the fence on the Wear's property by the end of 2022. This item was removed from the agenda.

C. CONTROL #2022-08-02 – WEST BONNER LIBRARY DISTRICT – REQUEST FOR ALLEY MAINTENANCE

Alice Booth, 1527 East River Road, asked the city to maintain the alley to the rear of the library building. Discussion ensued.

Council Member Mullaley made a motion to approve the request by the West Bonner Library District for alley maintenance and snow removal. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

D. PRIEST RIVER URBAN RENEWAL AGENCY – AMENDMENT TO COOPERATIVE MEMORANDUM AGREEMENT – PRIEST RIVER PARK ADA ACCESS

Discussion ensued.

Council Member Turner made a motion to approve the Amended Cooperative Memorandum Agreement with the Priest River Urban Renewal Agency for the Priest River Park ADA Access Project. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

E. GCX – PAY REQUEST #1 (FINAL) – PRIEST RIVER PARK ADA ACCESS PROJECT

Lengthy discussion ensued.

Council Member Mullaley made a motion to table Pay Request #1 from GCX for more information and review. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

F. BONNER COUNTY – BONNER PARK WEST OVERFLOW PARKING MEMORANDUM OF UNDERSTANDING

Discussion ensued.

Council Member Wagner made a motion to approve the Memorandum of Understanding with Bonner County for Bonner Park West overflow parking. Council Member Yount seconded the motion. After consideration, the motion

passed with the following vote: **AYES: Council Member Turner, Council Member Yount, and Council Member Wagner. NAYS: Council Member Mullaley.**

G. RURAL WATER IMPACT/MUNICIPAL IMPACT – CITY WEBSITE PROPOSAL

Discussion ensued.

Council Member Turner made a motion to approve the proposal from Rural Water Impact/Municipal Impact for the set-up, hosting, customer support, and software upgrades and updates for the City’s website, not to exceed \$1,196.50. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.

Council Member Mullaley made a motion to cancel the contract with Clearwater Web for website and Facebook maintenance, effective September 30, 2022. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

H. PERSONNEL POLICY – PROPOSED UPDATES

Discussion ensued.

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

I. POLICY & PROCEDURE MANUAL UPDATE – UTILITY DISCOUNT PROGRAM APPLICATION

Discussion ensued.

Council Member Mullaley made a motion to approve the Utility Discount Program Application Policy & Procedure, to replace the Senior Citizen Low-Income Utility Discount Application Policy & Procedure. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

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

Discussion ensued.

Council Member Mullaley made a motion to approve the amended Utility Customer Service Policy. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

K. POLICY & PROCEDURE MANUAL UPDATE – RESERVE FUND POLICY

Discussion ensued.

Council Member Mullaley made a motion to approve the Reserve Fund Policy. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously.

L. RESOLUTION 22-035 – STATE INVESTMENT POOL TRANSFER OF FUNDS

Discussion ensued. The transfer of \$9,772.12 for the PR Park ADA Access project was removed from the resolution.

Council Member Turner made a motion to approve Resolution 22-035 with the removal of the transfer of \$9,772.12 for the PR Park ADA Access project. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.

ADJOURN:

Council Member Wagner made a motion to adjourn at 7:39 pm. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 08/15/22: _____

Second: _____

SIGNED:

Kevin Wylie
Mayor

ATTEST:

Laurel Thomas, CMC
City Clerk/Treasurer