

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

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 09/06/22

SPECIAL MEETING

OPENING – Mayor Wylie called to order the special meeting of the City Council at 5:30 pm on Tuesday, September 6, 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 Attorney Elsaesser, Police Chief McLain, Planning & Zoning Administrator Quayle, and Director of Public Works Rollicheck.

3. WORKSHOP

WATER – TO DISCUSS DEVELOPMENT AGREEMENTS, FUTURE ANNEXATION REQUESTS, AND THE POTENTIAL EFFECTS ON THE CITY’S WATER SYSTEM

Mayor Wylie opened the workshop at 5:30 pm. Director of Public Works Rollicheck presented information to the Council, regarding new construction procedures, state right-of-way permits, stormwater management design, future improvements to certain streets, and alley maintenance. Lengthy discussion ensued.

The next workshop was scheduled to discuss development agreements on Monday, October 3, 2022, at 5:30 pm.

4. CONSENT AGENDA

A. PREVIOUS MINUTES – CCPH 08/15/22, CCWS 08/22/22

B. PAYABLES

C. RESOLUTION 22-036 – PRIEST RIVER URBAN RENEWAL AGENCY – AMENDMENT TO COOPERATIVE MEMORANDUM AGREEMENT – PRIEST RIVER PARK ADA ACCESS PROJECT

D. RESOLUTION 22-037 – BONNER COUNTY – BONNER PARK WEST OVERFLOW PARKING MEMORANDUM OF UNDERSTANDING

E. RESOLUTION 22-038 – PERSONNEL POLICY UPDATES

F. RESOLUTION 22-039 – POLICY & PROCEDURE MANUAL UPDATES – UTILITY DISCOUNT PROGRAM APPLICATION, UTILITY CUSTOMER SERVICE POLICY, RESERVE FUND POLICY

G. RESOLUTION 22-040 – J7 CONTRACTING, INC. – CHANGE ORDER #6 – WATER SYSTEM IMPROVEMENTS PROJECT

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

5. ANNOUNCEMENTS/APPOINTMENTS

Mayor Wylie announced that September 6th was Nicki Yount's 10-year anniversary with the city. Police Chief McLain presented her with a plaque.
Mayor Wylie also wished Public Works Supervisor Coleman a happy birthday.

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 Rolichcheck gave an update on public works.

D. PROJECT UPDATES

1. PRIEST RIVER URBAN RENEWAL AGENCY – FY23 BUDGET

A copy of the Priest River Urban Renewal Agency's FY23 budget was provided to the Mayor and Council for information.

E. BUILDING & ZONING

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

F. ADMINISTRATIVE COMMITTEE

None

7. BUSINESS

A. MAZENKO DEVELOPMENT – APPROVED CONDITIONAL USE PERMIT AND VARIANCE – UPDATE AND DISCUSSION

Planning & Zoning Administrator Quayle explained the agenda topic and the purpose of the discussion. Mark Mazenko was present to address the Council and give an update on the status of the development. Planning & Zoning Administrator Quayle personally handed Mr. Mazenko a copy of the approved conditional use permit decision document. Discussion ensued. Mr. Mazenko will return to update the council at their December 5, 2022, meeting.

B. CONTROL #2022-08-03 – GREGORY – REQUEST FOR INCREASE OF MONTHLY WATER ALLOWANCE

Roger Gregory, Priest River, was present to address the council to request that the water allowance be increased from 10,000 gallons per month. Lengthy discussion ensued.

C. CONTROL #2022-09-02 – CARLSON – REQUEST FOR EXEMPTION FROM RV ORDINANCE

Jason Carlson, 211 E Beardmore Avenue, was present to address the council to request an exception to the RV ordinance prohibiting an occupied RV on his property

during the summer months and prohibiting the storage of more than one RV on one lot. Discussion ensued.

Council Member Turner made a motion to table the discussion regarding Control #2022-09-02 until the October 3, 2022, council meeting. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.

D. IDAHO TRANSPORTATION DEPARTMENT – STATE/LOCAL AGREEMENT FOR CONSTRUCTION – LHTAC WISCONSIN STREET REALIGNMENT PROJECT – RESOLUTION 22-041

Discussion ensued.

Council Member Turner made a motion to approve the State/Local Agreement for Construction with the Idaho Transportation Department for the LHTAC Wisconsin Street Realignment Project, and to approve Resolution 22-041. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

E. GRANITE ENTERPRISES, INC. – FIRE DEPARTMENT REROOF PROJECT PROPOSAL AND INDEPENDENT CONTRACTOR AGREEMENT

Discussion ensued.

Council Member Mullaley made a motion to approve the Independent Contractor Agreement with Granite Enterprises, Inc. for the Fire Department Reroof Project, not to exceed \$14,992.00. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

F. POSTAGE METER MACHINE – LEASE AND EQUIPMENT SERVICE AGREEMENT

Discussion ensued.

Council Member Mullaley made a motion to approve the Lease and Equipment Service Agreement with Pitney Bowes for SendPro C200 postage meter machine. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

G. RESOLUTION 22-042 – STATE INVESTMENT POOL TRANSFER OF FUNDS

Discussion ensued.

Council Member Wagner made a motion to approve Resolution 22-042. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.

ADJOURN:

Council Member Mullaley made a motion to adjourn at 7:29 pm. Council Member Turner seconded the motion. After consideration, the motion passed unanimously.

Motion to approve minutes of 09/06/22: _____

Second: _____

SIGNED:

Kevin Wylie
Mayor

ATTEST:

Laurel Thomas, CMC
City Clerk/Treasurer