

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 11/01/21**

**REGULAR MEETING**

**OPENING** – Mayor Martin called to order the regular meeting of the City Council at 5:30 pm on Monday, November 1, 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, and Planning & Zoning Administrator Quayle.

**3. PUBLIC HEARING**

**TO CONSIDER AND TO RECEIVE TESTIMONY ON THE FOLLOWING PLANNING AND ZONING APPLICATION:**

**GREGORY INVESTMENTS HAS APPLIED FOR A CONDITIONAL USE PERMIT TO ALLOW A DUPLEX CONSISTING OF ONE 679 SF UNIT AND ONE 779 SF UNIT TO BE BUILT IN A MIXED-USE COMMERCIAL ZONE.**

**THE PROPERTY IS GENERALLY LOCATED ON GRIMALDI WAY.**

Mayor Martin opened the public hearing at 5:32 pm. Planning and Zoning Administrator Quayle explained the reason for the public hearing and the applicant's requests in detail. Topics of discussion included the proposed conditional use and the proposed conditions.

**Questions from the Council:** None

**Testimony from the Applicant:** Roger Gregory, the applicant, presented his application for a conditional use permit to allow a duplex in a mixed-use commercial zone.

**Testimony from Those Supporting:** None

**Testimony from Those Uncommitted:** None

**Testimony from Those Opposing:** None

**Written Testimony:** None

**Rebuttal from the Applicant:** None

Mayor Martin closed public testimony at 5:41 pm.

Council Member Turner made a motion that the application and submittals, evidence contained in the file, public hearing testimony, and the Planning & Zoning memorandums be adopted as presented and discussed as the Findings of Fact and Conclusions. Council Member Wagner seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Wagner, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** Council Member Wylie.

Council Member Turner made a motion based on the City's Comprehensive Plan, ordinances, Idaho Code, and the adopted findings of fact and conclusions, that Gregory Investment's Conditional Use Permit be approved subject to the conditions as discussed and as listed in the Planning and 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 Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Wagner, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** Council Member Wylie.

**4. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CC 10/18/21**

**B. PAYABLES**

**C. RESOLUTION 21-063 – POLICY & PROCEDURE MANUAL UPDATE – UTILITY CUSTOMER SERVICE POLICY & PROCEDURE**

**D. RESOLUTION 21-064 – WILLIAMS & SCHILLER, PC – ENGAGEMENT LETTER – FY21 AUDIT**

**E. RESOLUTION 21-065 – PASS WORD, INC. – AGREEMENT FOR ONE-CALL SERVICE**

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.

**5. ANNOUNCEMENTS/APPOINTMENTS**

Mayor Martin wished City Clerk Thomas 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**

None

**C. PUBLIC WORKS**

None

**D. PROJECT UPDATES**

None

**E. BUILDING & ZONING**

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

**F. ADMINISTRATIVE COMMITTEE**

None

**7. OLD BUSINESS**

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

Mayor Martin gave an update. 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.

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

Mayor Martin gave an update. The City's criminal city attorney recommended not adopting an ordinance to address unsightly businesses. Mayor Martin will send the citizen a letter with an explanation.

**D. WOODLAND'S ESTATE FIRST ADDITION – BOND RELEASE**

Planning & Zoning Administrator Quayle gave an update. This item was tabled for additional information.

**E. PURCHASE AND SALE AGREEMENT – ACCEPTING THE TRANSFER OF JOSLYN PARK PROPERTY**

Mayor Martin gave an update. This item was tabled for additional information and review.

**7. NEW BUSINESS**

**A. PRIEST RIVER URBAN RENEWAL AGENCY – PRIEST RIVER PARK ADA ACCESS PROPOSAL**

Priest River Urban Renewal Agency Commissioner Wagner and Commissioner Eskelson explained the proposed ADA improvements to the Priest River Park. The PRURA committed funds to cover the design and construction of the improvements. Discussion ensued. This item was tabled for additional information.

**B. WHITE DIAMOND CONCRETE, LLC – CHANGE ORDER #3 – THIRD ST. AND SH2 PEDESTRIAN RAMP UPGRADE PROJECT**

Discussion ensued.

**Council Member Turner made a motion to approve Change Order #3 with White Diamond Concrete, LLC, not to exceed an additional \$7,435.35 and two (2) additional contract days. Council Member Wagner 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. WELCH COMER – WATER SYSTEM IMPROVEMENTS PROJECT UPDATE – J7 CONTRACTING FIELD ORDERS**

Ashley Williams from Welch Comer was present to update the Council on the Water System Improvements Project, and to discuss field orders from J7 Contracting. Discussion ensued. No Council action was needed.

**D. IDAHO DEPARTMENT OF HEALTH AND WELFARE – LOW-INCOME HOME WATER ASSISTANCE PROGRAM (LIHWAP) VENDOR AGREEMENT**

Discussion ensued.

**Council Member Turner made a motion to approve the vendor agreement with the Idaho Department of Health and Welfare for the Low-Income Home Water Assistance Program. 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.**

**E. CONTROL #2021-10-04 – FLESLAND – DISPUTE OF IRRIGATION CONNECTION FEE**

Mel Flesland was present to address the Council regarding her dispute of an irrigation connection fee. Discussion ensued. This item was tabled for additional review and information.

**F. CONTROL #2021-10-05 – DALEY – REQUEST FOR WAIVER OF UTILITY CONNECTION FEES**

Discussion ensued.

**Council Member Turner made a motion to deny the request by Brian and Tamra Daley for waiver of utility connection fees at 146 Rivers End Drive. 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.**

**ADJOURN**

**Council Member Wagner made a motion to adjourn at 6:22 pm. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Turner, Council Member Wylie, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: Council Member Wylie.**

Motion to approve minutes of 11/01/21: \_\_\_\_\_

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

SIGNED:

\_\_\_\_\_  
James L Martin  
Mayor

ATTEST:

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