

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 11/22/21**

**SPECIAL MEETING**

**OPENING** – Mayor Martin called to order the special meeting of the City Council at 6:00 pm on Monday, November 22, 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, Council Member Wylie, and Council Member Wagner. Absent: None.

Staff Present: Mayor Martin, City Clerk Thomas, City Attorney Elsaesser, and Planning & Zoning Administrator Quayle.

**3. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CCPH 11/01/21**

**B. PAYABLES**

**C. RESOLUTION 21-066 – WHITE DIAMOND CONCRETE, LLC – CHANGE ORDER #3 – THIRD ST. AND SH2 PEDESTRIAN RAMP UPGRADE PROJECT**

**D. RESOLUTION 21-067 – IDAHO DEPARTMENT OF HEALTH AND WELFARE – LOW-INCOME HOME WATER ASSISTANCE PROGRAM (LIHWAP) VENDOR AGREEMENT**

Council Member Turner made a motion to approve the consent agenda. Council Member Wagner 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:** None.

**4. ANNOUNCEMENTS/APPOINTMENTS**

Council Member Wylie made a statement regarding his current position as City Council Member and recent election win as Mayor.

**5. UPDATES**

**A. PARKS AND TREE COMMISSION**

None

**B. LAW ENFORCEMENT**

None

**C. PUBLIC WORKS**

Mayor Martin gave an update on Public Works.

**D. PROJECT UPDATES**

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

Welch Comer provided a written project status update for Council review.

Ashley Williams from Welch Comer was present for discussion.

**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**

Mayor Martin gave an update. Discussion ensued. This item was tabled for additional information.

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

Discussion ensued.

**Council Member Turner made a motion to approve the request by Leslie Byers for waiver of a water (irrigation) connection fee at 86 Church Street in the amount of \$3,000.00, based on his specific circumstances, as long as the property remains in his ownership, and nothing is built on the lot. If the property sells or they decide to build, connection fees will be due and payable. Council Member Wagner 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: None.**

**C. WOODLAND’S ESTATE FIRST ADDITION – BOND RELEASE**

Planning & Zoning Administrator Quayle gave an update. Discussion ensued.

**Council Member Wylie made a motion to approve the release of the Woodland’s Estates First Addition surety bond in the amount of \$32,877.00. Council Member Turner 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: None.**

**D. 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.

**E. PRIEST RIVER URBAN RENEWAL AGENCY – MEMORANDUM OF UNDERSTANDING – PRIEST RIVER PARK ADA ACCESS**

Discussion ensued.

**Council Member Schneider made a motion to approve the Memorandum of Understanding with the Priest River Urban Renewal Agency for ADA improvements at the City Park. Council Member Wylie 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: None.**

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

Discussion ensued. This item was tabled for additional review.

**7. NEW BUSINESS**

**A. TWO RIVERS AT PRIEST, LLC – SURETY AGREEMENT**

Discussion ensued.

**Council Member Wagner made a motion to approve the Surety Agreement for Final Plat Approval with Two Rivers at Priest, LLC for the Two Rivers Planned Unit Development and Subdivision. Council Member Turner 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: None.**

**B. TWO RIVERS AT PRIEST, LLC – FINAL PLAT APPROVAL**

Planning & Zoning Administrator Quayle gave explained the final plat approval. The developers were present for the discussion.

**Council Member Wylie made a motion to approve the final plat for the Two Rivers Planned Unit Development and Subdivision. Council Member Wagner 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: None.**

**C. ACCEPTANCE OF CANVASSED ELECTION RESULTS**

Discussion ensued.

	CITY OF PRIEST RIVER VOTE FOR ONE		CITY OF PRIEST RIVER VOTE FOR TWO		
	MAYOR	MAYOR	COUNCIL	COUNCIL	COUNCIL
	TIM SIMPKINS	KEVIN S. WYLIE	BILLY MULLALEY	SEAN SCHNEIDER	CANDACE TURNER
EAST PRIEST RIVER	103	108	108	86	142
WEST PRIEST RIVER	53	59	68	52	60
TOTAL	156	167	176	138	202

Council Member Wagner made a motion to accept the November 2, 2021 canvassed election results from Bonner County. Council Member Turner 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:** None.

**D. WELCH COMER – AUTHORIZATION FOR RFQ FOR WWTP ELECTRICAL IMPROVEMENTS**

Ashley Williams from Welch Comer was present to update the Council on the WWTP Electrical Improvements Project, and to discuss the authorization for Request for Qualifications. Discussion ensued. No Council action was needed.

**E. J7 CONTRACTING, INC. – CHANGE ORDER #2 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

Council Member Turner made a motion to approve Change Order #2 with J7 Contracting, Inc. for the Water System Improvements Project, for no change in the contract price and no additional contract days. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

**F. J7 CONTRACTING, INC. – PAY REQUEST #1 – WATER SYSTEM**

Discussion ensued.

Council Member Wylie made a motion to approve Pay Request #1 for J7 Contracting, Inc. for the Water System Improvements Project, in the amount of \$342,836.67. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

**G. IDEQ – INTERIM FINANCING LOAN DRAW #6 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

Council Member Turner made a motion to approve the IDEQ Interim Financing Loan Draw #6, with \$25,088.12.00 being remitted to Welch Comer for Invoice #14778250-012, and \$246,842.67 being remitted to J7 Contracting, Inc. for Pay Request #1. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None

**H. ICDBG PAY REQUEST #6 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

Council Member Turner made a motion to approve ICDBG Pay Request #6 for the Water System Improvement Project, with payment of \$2,750.00 being remitted to Panhandle Area Council and \$95,994.00 being remitted to J7 Contracting, Inc. for Pay Request #1. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None

**I. USDA-RD GRANT PAY REQUEST #12 – WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECT – PHASE II**

Discussion ensued.

Council Member Wylie made a motion to approve draw #12 from the USDA-RD grant for payment of Welch Comer Invoice #14778270-002 in the amount of \$3,898.05. Council Member Schneider seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None

**EXECUTIVE SESSION**

**UNDER 74-206 1 (f) Pending Litigation**

Council Member Turner made a motion to enter executive session under 74-206 1 (f) Pending Litigation at 6:55 pm. Council Member Wylie 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: None.

**RECONVENE**

Council Member Wagner made a motion to reconvene at 7:00 pm. Council Member Wylie 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: None.

**EXECUTIVE SESSION**

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

Council Member Wagner made a motion to enter executive session under 74-206 1 (b) Personnel at 7:00 pm. Council Member Turner 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: None.

**RECONVENE**

Council Member Wylie made a motion to reconvene at 7:13 pm. Council Member Turner 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: None.

Council Member Wylie made a motion to approve a \$1,000.00 Christmas bonus for all full-time City employees and a \$500.00 Christmas bonus for all part-time City employees. 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: None.

**ADJOURN**

Council Member Wagner made a motion to adjourn at 7:13 pm. Council Member Wylie 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: None.

Motion to approve minutes of 11/22/21: \_\_\_\_\_

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

SIGNED:

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

ATTEST:

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