

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

**MINUTES OF THE PRIEST RIVER CITY COUNCIL – 12/05/22**

**REGULAR MEETING**

**OPENING** – Council Member Wagner called to order the regular meeting of the City Council at 5:30 pm on Monday, December 5, 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 Yount, and Council Member Mullaley. Absent: Council President Turner.

Staff Present: City Clerk/Treasurer Thomas, City Attorney Elsaesser, Police Chief McLain, Planning & Zoning Administrator Quayle, Building & Zoning Assistant Ayers, Public Works Supervisor Coleman, and Treatment Plant Operator Coleman.

**3. PUBLIC HEARING**

**TO CONSIDER PUBLIC COMMENT REGARDING THE INSTITUTION OF A NEW BULK WATER FEE AND AN INCREASED FEE FOR THE LICENSING OF AN UNSPAYED OR UNNEUTERED DOG**

Council Member Wagner opened the public hearing at 5:31 pm. He read the proposed changes to the general fee schedule. Discussion ensued.

**Questions from the Council:** None

**Written Testimony:** None

**Testimony from Those Supporting:** None

**Testimony from Those Uncommitted:** None

**Testimony from Those Opposing:** None

Council Member Wagner closed the public hearing at 5:33 pm.

**RESOLUTION 22-067 – GENERAL FEE SCHEDULE**

Council Member Mullaley made a motion to approve Resolution 22-067, the general fee schedule as presented and discussed, effective January 1, 2023. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.

**4. CONSENT AGENDA**

**A. PREVIOUS MINUTES – CC 11/21/22, CCPH 11/30/22**

**B. PAYABLES**

**C. RESOLUTION 22-068 – TML CONSTRUCTION, INC. – UPDATED PROPOSAL FOR CLARIFIER DAMAGE REPAIR & CONSTRUCTION CONTRACT – WWTP ELECTRICAL IMPROVEMENTS**

**D. RESOLUTION 22-069 – POLICY & PROCEDURE UPDATES – UTILITY CUSTOMER SERVICE POLICY & PROCEDURE**

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**

**MAYORAL VACANCY – LETTERS OF INTEREST**

Two letters of interest were received, from Jeff Connolly and Billy Mullaley. Discussion ensued. This item was tabled for additional review.

**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**

Public Works Supervisor Coleman gave an update on public works.

**D. PROJECT UPDATES**

None

**E. BUILDING & ZONING**

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

**F. ADMINISTRATIVE COMMITTEE**

None

**7. BUSINESS**

**A. THE HIGHLANDS AT BODIE CANYON – PROPOSED CONDITIONS FOR CONSIDERATION**

Planning & Zoning Administrator Quayle explained the proposed amended conditions for the Highlands at Bodie Canyon application in detail. Lengthy discussion ensued.

**Council Member Wagner made a motion to table this item until the December 19, 2022 meeting for additional review. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

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

Mr. Mazenko was not in attendance. Planning & Zoning Administrator Quayle gave an update. Discussion ensued. This item was tabled until the second meeting in April 2023 for additional information.

**C. WELCH COMER – ENGINEER AGREEMENT AMENDMENT #7 – BATHYMETRIC SURVEY**

Discussion ensued.

**Council Member Yount made a motion to approve Engineer Agreement Amendment #7 to the contract with Welch Comer for the Bathymetric Survey, not to exceed an additional \$3,000.00. Council Member Mullaley seconded the motion. After consideration, the motion passed unanimously.**

**D. IDEQ LETTER OF INTEREST REVIEW FOR WATER AND WASTEWATER PLANNING**

Ashley Williams from Welch Comer was present to explain the draft IDEQ letters of interest for water and wastewater planning. Discussion ensued.

**Council Member Yount made a motion to submit the IDEQ letters of interest as drafted. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.**

**E. J7 CONTRACTING, INC. – PAY REQUEST #11 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Mullaley made a motion to approve Pay Request #11 for J7 Contracting, Inc. for the Water System Improvements Project, in the amount of \$31,737.60. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.**

**F. J7 CONTRACTING, INC. – CHANGE ORDER #7 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Mullaley made a motion to approve Change Order #7 with J7 Contracting, Inc. for the Water System Improvements Project, for an additional \$10,576.80 and no additional contract days. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

**G. USDA-RD GRANT PAY REQUEST #7 – WATER SYSTEM IMPROVEMENTS PROJECT**

Discussion ensued.

**Council Member Yount made a motion to approve draw #7 from the USDA-RD grant for payment of J7 Contracting, Inc. Pay Request #11 in the amount of \$31,037.60. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.**

**H. IDEQ AGREEMENT FOR SITE ACCESS – JOSLYN PARK PROPERTY**

Discussion ensued.

**Council Member Yount made a motion to approve the Agreement for Site Access with the Idaho Department of Environmental Quality regarding the Joslyn Park Property. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.**

**I. BULK WATER POLICY & PROCEDURE**

Discussion ensued.

**Council Member Mullaley made a motion to approve the Bulk Water Policy & Procedure. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

**J. SURPLUS AUCTION UPDATE & DIRECTION FOR UNSOLD ITEMS**

Discussion ensued.

**Council Member Mullaley made a motion to request sealed bids for the 1993 GMC International Vactor Truck with a \$20,000.00 reserve, and the 2007 Sterling Dump Truck with a \$10,000.00 reserve. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

**Council Member Yount made a motion to properly dispose of the Dell PowerEdge 4220 Server Rack, the HP Designjet T520 printer, and the Thermolyn 1400 furnace. Council Member Mullaley seconded the motion. After discussion and consideration, the motion passed unanimously.**

**K. 2023 COUNCIL MEETING SCHEDULE**

Discussion ensued.

**Council Member Mullaley made a motion to approve the 2023 Council Meeting Schedule. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

**L. RESOLUTION 22-070 – STATE INVESTMENT POOL TRANSFER OF FUNDS INTO THE GENERAL CHECKING ACCOUNT**

Discussion ensued.

**Council Member Mullaley made a motion to approve Resolution 22-070. Council Member Yount seconded the motion. After discussion and consideration, the motion passed unanimously.**

**ADJOURN:**

**Council Member Mullaley made a motion to adjourn at 6:44 pm. Council Member Yount seconded the motion. After consideration, the motion passed unanimously.**

Motion to approve minutes of 12/05/22: \_\_\_\_\_

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

SIGNED:

ATTEST:

\_\_\_\_\_  
Candace Turner  
Council President  
Exercising the Office of Mayor

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