

Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

January 10, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Marty Anderson, Donna Winther, Dave Cada and Joan Bender. Also, present: Judi Davis, City Clerk-Treasurer.

Guests: Fred Pollard

NEW BUSINESS:

Joan Bender said the invocation Prayer.

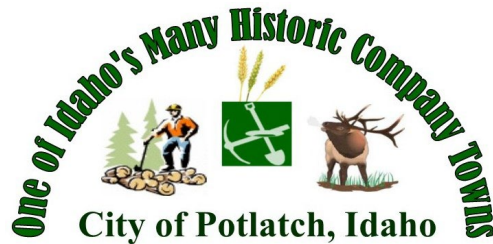
- 1. CONSENT AGENDA: Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from December 13, 2021 City Council meeting, the City of Potlatch bills and payroll.***

Dave Cada seconded the motion. Motion was approved with a Roll Call vote:

***Dave Cada, yes
Martin Anderson, aye
Joan Bender, yes
Donna Winther, yes***

- 2. SWEAR IN NEW COUNCIL MEMBERS THAT WERE ELECTED IN NOVEMBER.***

Clerk-Treasurer Davis read the Oath of Office for Marty Anderson and Dave Cada and both were sworn onto the City Council. Both Councilmen



Anderson and Cada were congratulated for winning the election and welcomed to the Council by Mayor Brown.

3. APPROVAL TO CHANGE BANKS.

Mayor Brown said the U.S. Bank is closing on January 27, 2022. Brown said he would like to keep banking local and would like permission from the Council to change the bank to the Latah Credit Union.

Marty Anderson made a motion to change banking to Latah Credit Union. The motion was seconded by Dave Cada, the motion was approved with "all ayes".

ROLL CALL VOTE:

Dave Cada, yes
Martin Anderson, yes
Joan Bender, yes
Donna Winther, yes

4. APPROVAL TO PURCHASE REPLACEMENT FOR GATOR.

Mayor Brown said he and Marty Anderson went and looked for a replacement for the Gator and would like to purchase a Kubota which is a diesel model with cab and blade the price would be \$25,000 to \$30,000. We could purchase a cab for the gator for around \$6,000 and it also needs need tires.

Joan Bender made a motion to approve the purchase of a Kubota UTV to replace the gator and cab and tires for the gator. Donna Winther seconded the motion, the motion was approved with "all ayes".

5. APPROVAL TO SIGN IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) LETTER OF INTEREST FOR DRINKING WATER PLANNING GRANT.

Mayor Brown asked for approval to sign the Idaho Department of Environmental Quality Letter of Interest for the Water Planning Grant.



Mayor Brown said that there will be money out there for this type of grant in the future so the city needs to be ready. This is a letter that lets DEQ know that the city is interested in applying for the grant. Once the DEQ letter of interest is approval then the city will apply for the grant.

Joan Bender made a motion to approve signing the Idaho Department of Environmental Quality Letter of Interest for the Drinking Water Planning Grant. The motion was seconded by Donna Winther, the motion was approved with “all ayes”.

6. APPROVE AND SIGN AUDIT LETTER FOR SEPTEMBER 2020 AUDIT.

Mayor Brown explained that the letter is for the ending of the audit for September 2020. This is a standard letter that the city receives every year from Presnell Gage, PLLC.

Dave Cada made a motion to approve signing the audit letter for Presnell Gage. The motion was seconded by Marty Anderson, the motion was approved with “all ayes”.

REPORTS:

- 1. Mayor – David Brown** – Mayor Brown reported on his trip to Lewiston with Marty Anderson to look at a Kubota UTV a replacement for the gator.
- 2. Parks – Joan Bender** – Joan said that the Scenic 6 Park looks nice. She said that her and Tom are back at the Food Pantry. There were a couple of resignations so there was an opening at the Pantry. Joan explained the process of how the food pantry receives the food from the Idaho Food Bank and Community Action.
- 3. Pool & Cemetery – Donna Winther** – Donna said that she looked at the floor at the Pool bathhouse and talked with sales rep. about the floor. She said she will continue to do some research.



4. **Water & Sewer – Dave Cada** – Nothing at this time.
5. **Streets - Martin Anderson** – Marty said the road grader had been out clearing up the snow. The streets are looking good.
6. **Scenic 6 - David Cada** – Nothing at this time.
7. **Clerk – Judi Davis** – Judi said that Dean from Correct Equipment will be coming here in the next couple of weeks to talk about the electronic water meters and where the meters will be installed and answer any questions that we might have.

Public Comment: Fred Pollard wanted to ask about Oak Street and if the city could be plowed and graveled once in a while. Mayor Brown said that he would talk with Maintenance Supervisor, Brennan Pollock about maintaining Oak Street.

Marty Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:03 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, January 24, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

January 24, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Marty Anderson, Donna Winther, Dave Cada and Joan Bender. Also, present: Judi Davis, City Clerk-Treasurer.

Guests: Hailey Nagle

NEW BUSINESS:

Joan Bender said the invocation Prayer.

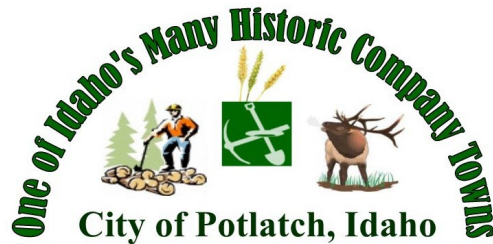
- 1. CONSENT AGENDA:** *Dave Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion); Minutes from January 10, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

Dave Cada, yes
Martin Anderson, aye
Joan Bender, yes
Donna Winther, yes

2. APPROVE LIQUOR LICENSE FOR THE FOLLOWING.

- *Floyd's Harvest Foods**
- *Codi Jo's Wagon Wheel**
- *Four Star Supply**



Marty Anderson made a motion to approve the Liquor Licenses. The motion was seconded by Joan Bender, the motion was approved with “all ayes”.

ROLL CALL VOTE:

***Dave Cada, yes
Martin Anderson, yes
Joan Bender, yes
Donna Winther, yes***

3. OLD LIONS CLUB BUILDING RENTAL.

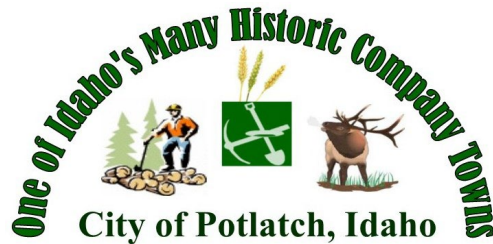
Mayor Brown said that Hailey Nagle was interested in renting the building so she could have her hair and eyelash salon. He said there was some interest in renting or would the Council be interested in selling the building. Council said at this time they wouldn't be interested in selling but would like it to be rented to Hailey. Hailey asked a few months ago if she could rent the 2nd floor of the building when it was Gypsy Mountain. Mayor Brown asked what price the Council would like to rent it for and Council agreed to rent it for \$300.00 a month.

Marty Anderson made a motion to approve Hailey Nagle renting the Old Lions Club Building for \$300.00 a month. The motion was seconded by Donna Winther, the motion was approved with “all ayes”.

ROLL CALL VOTE:

***Dave Cada, yes
Martin Anderson, yes
Joan Bender, yes
Donna Winther, yes***

4. CHANGE ORDINANCE FOR VENDOR APPLICATIONS AND JAKE BRAKES.



Mayor Brown asked if Council would approve to have the City Attorney write up and change the Ordinance for Vendor Applications and Jake Brakes.

Joan Bender made a motion to approve having the City Attorney write up and change the Ordinance for Vendor Applications and Jake Brakes. Dave Cada seconded the motion, the motion was approved with “all ayes”.

5. PURCHASE ELECTRONIC WATER METERS.

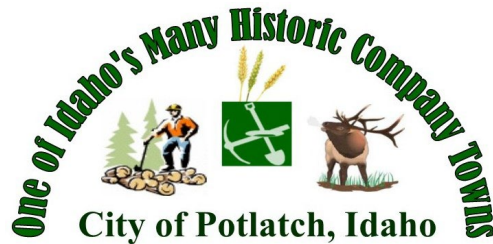
Mayor Brown asked if Council would approve purchasing the electronic water meters for the rest of the town. He said there is more grant money out there that would be for water and sewer infrastructure. The City Maintenance workers will be replacing the 20 water meters that have been purchase so far in Bennett’s Addition. Council discussed several other areas that the meters could be replaced. Mayor Brown said that the previous quote for water meters has increase so not would be the time to purchase more. Council agreed to wait to purchase until we know for sure if there is grant money out there. Mayor Brown said he would check with CEDA to see if they have heard of grant money available.

6. APPROVE TRANSPORTATION PLAN AGREEMENT.

Mayor Brown said that he had talked with Tom Moore about the Transportation Plan and Tom said with the other water and sewer projects going on that he didn’t think he would have the time to do the Transportation Plan. Mayor Brown said that he talked with Angela Taylor at Keller & Associates and she said that they are working with several small Cities and they could do the Transportation Plan. The City received a grant for \$50,000 to complete the Transportation Plan. He said he would like to get Council’s approval to sign the agreement with Keller & Associates.

Dave Cada made a motion to approve hiring Keller & Associates to complete the Transportation Plan. The motion was seconded by Joan Bender, the motion was approved with “all ayes”.

ROLL CALL VOTE:



Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

Donna Winther, yes

REPORTS:

1. **Mayor – David Brown** – Mayor Brown handed out a quote that he received for the bathroom at the Scenic 6 Park from CTX. This would be for a premade building that would include plumbing and electrical. Council talked about different options that would work at the park for a bathroom but agreed that the price was too high. Mayor Brown said that the Kubota is ordered and the final price was \$25,748.05. It will be about 6 months before we receive it. It has a cab and a blade included in the price. He also talked with John Deere about a cab for the gator but the price was \$8,800.00. Mayor Brown talked about the CEDA survey for Latah County that needs to be turned in 1/31/22. Council briefly talked about the different project and decided to meet later in the week to go over the list. Judi will contact everyone to get a meeting set up.
2. **Parks – Joan Bender** – Joan said that Karin will be moving in soon to be the camp host hopefully in February.
- 3.
4. **Pool & Cemetery – Donna Winther** – Donna said that she contact another company out of Post Falls to take a look at the flooring at the pool and give her a quote. The company is called Croc's Coating and what they suggested would be layered flooring. Donna explained what the layers were and how it would be installed. She also went over some other products that might work and said if anyone would like to meet on Monday at 10:30 to talk with the Vendor. Mayor Brown said that the sinks and stools also need to be replaced and the urinal taken out.
5. **Water & Sewer – Dave Cada** – Dave Cada said that he would talk about the aquifer report at the next meeting.



6. **Streets - Martin Anderson** – Marty asked if the city was doing any paving this year and Mayor Brown said not at this time. Mary asked if we would be purchasing the pot hole mix again this year.
7. **Scenic 6 - David Cada** – Dave said that the Scenic 6 group met last Wednesday but attendance was not good.
8. **Clerk – Judi Davis** – Judi said she turned in her two week notice to the Mayor effective 2/4/22. Mayor Brown asked Council if they would like to advertise for the Clerk/Treasurer position. Council agreed to advertise.

PUBLIC COMMENT:

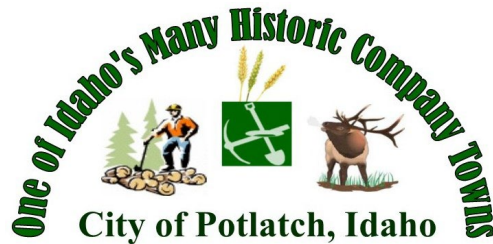
Mollie Clark said that she is opening a daycare at 960 Larch St. and was told that she needed to do a Conditional Use Permit to change the use of the building. She explained what she was doing with Council. She said that she has talked with the neighbor's so they know what she is doing. Mayor Brown explained the Conditional Use Permit process to Mollie. Mollie turned in the CUP application.

Marty Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:03 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, February 14, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

February 28, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Martin Anderson, Donna Winther, David Cada and Joan Bender. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Scott Linja via phone

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. AMENDMENT AGENDA: Joan Bender made a motion to approve the Amended Agenda. Judi Davis has resigned her position as City Clerk/Treasurer effective 2/28/22. Harmony Nowack was appointed as City Clerk/Treasurer effective 2/28/22.***

Dave Cada seconded the motion. Motion was approved with a Roll Call vote:

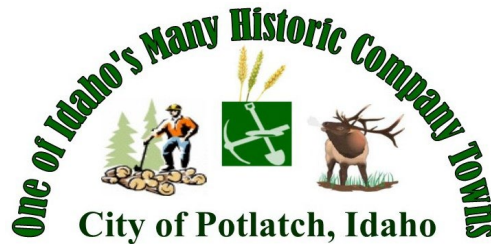
David Cada, aye

Martin Anderson, aye

Joan Bender, aye

Donna Winther, aye

- 2. CONSENT AGENDA: David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from January 24, 2022 City Council meeting, the City of Potlatch bills and payroll.***



Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

David Cada, yes

Martin Anderson, yes

Joan Bender, yes

Donna Winther, yes

3. SCOTT LINJA, KELLER ENGINEERING, TRANSPORTATION PLAN

Scott Linja will be working with the city to form a Citizen Advisory Committee comprised of citizens, business owners, emergency services, representatives from City Hall and the School District. The committee will gather to provide comments to steer the transportation plan in the right direction. He would like the group to meet in March to schedule meeting times and create a time-line. He would like to have 3-4 meetings with the Citizen Advisory Committee and gain public input to have the plan completed by November. The transportation plan will provide the city with a Capital Improvement Plan, projects that the city would like done in the next 5-10 years. A Capital Improvement Plan will get the city more points when applying for an LHAPC grant. Mayor Brown asked if the transportation plan fits in the comp plan CEDA helped the city with years ago. Scott said, yes, the plans work together. Martin Anderson asked how long the plan is good for. Scott said the plan would need to be revised and updated every 5 years but the plan would last at least 10 years and up to 20 years. Scott will follow up with the city to get contacts lined up for the committee and set up the first meetings.

4. POE ASPHALT PAVING QUOTE

Mayor Brown introduced the POE Asphalt paving quote for \$28,695 and said the \$9,135.76 from the LHTAC grant could be used to help pay for this paving. The proposed plan is to pave approximately 250ft on Spruce Street from Highway 6 to Ponderosa. David Cada asked if this was the only paving being done this year. Mayor Brown said Cedar Street is in need of improvement. Martin Anderson asked if the city had the money could it all be done at one time. Mayor Brown agreed that would be good and will ask



Scott Williams from POE for a quote to include Cedar Street from Highway 6 to Seventh Street.

Martin Anderson made a motion to approve the POE paving project, David Cada seconded the motion, the motion was approved with “all ayes”.

Roll Call vote:

***David Cada, aye
Martin Anderson, aye
Joan Bender, aye
Donna Winther, aye***

5. ARBOR DAY PROCLAMATION FOR 2021 AND 2022

Mayor Brown said Karin Johnson is applying for grants to plant more trees in the city in celebration of Arbor Day.

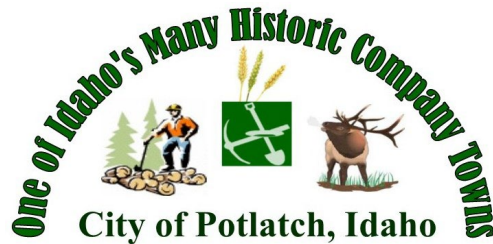
Martin Anderson made a motion to approve applying for grants in honor of Arbor Day. The motion was seconded by Joan Bender, the motion was approved with “all ayes”.

Roll Call vote:

***David Cada, aye
Martin Anderson, aye
Joan Bender, aye
Donna Winther, aye***

REPORTS:

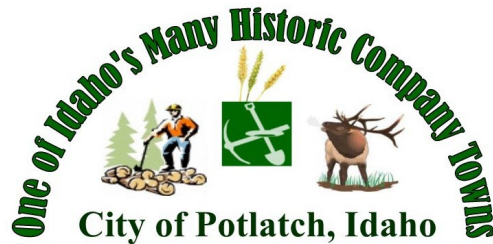
- 1. Mayor – David Brown –** Mayor Brown said BJ Swanson called about the block building behind Rebekah Hall that is owned by the senior center. The



building needs a new roof or to be torn down. Currently the lot is separated but the county can put it back to one lot and it could be sold as such or used for parking. David Cada asked if there was anything in the building. Martin Anderson said he didn't think there was anything of value in there and asked about the old stick building by the VFW if it could be torn down and the lot used for parking as there is a need for parking in the city.

2. **Parks – Joan Bender** – Joan said she went with Donna Winther and David Cada to meet with Croc Coatings from Post Falls regarding coatings for the pool and fixing the bathrooms and showers at the RV Park. Mayor Brown said Blue Cross of Idaho has a deal where they will pick 5 communities in the state every year and give up to \$85,000 to help build a pavilion. Mayor Brown has sent in the paperwork to apply for this. Mayor Brown would also like a bench in honor of his late wife, Grace, to be placed by Harvey's Pond and also a cement slab in honor of his late brother who donated a TV and other things to City Hall. Donna Winther asked if the Transportation Plan could help get better access, like a path, to the pond and Scenic 6 Park from the Depot. Mayor Brown said the land belongs to the railroad and we would need to find out what rights the city has to the land.

3. **Pool & Cemetery – Donna Winther** – Donna said she, David Cada and Joan Bender met with Croc Coatings from Post Falls regarding coatings for the pool and fixing the bathrooms and showers at the RV Park. She said they had a very good product, similar to Skeltons. Donna handed out the quote from Croc Coatings. David Cada said the sample from Croc's was good and the product looked like it could last a long time. Donna Winther asked if there was a possibility of getting a new pool. Mayor Brown said the State has money for pools right now and that would be worth looking into. Donna Winther said something needs to be done at the pool before it opens. Mayor Brown said a clear coat over the cement at the pool could be more cost effective and would work for this year. Joan Bender said the bathrooms at the RV Park are fine but the showers need work. Donna Winther said we could have Croc's do just the showers at the RV Park. Mayor Brown said the RV Park has untaxed money that can be put toward the shower repair and asked that Donna get a quote from Skeltons for the work and find out their warranty. Martin Anderson said the warranty for Croc's is 5 years for a commercial building.

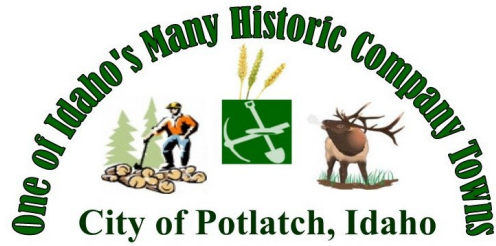


Joan Bender said to go with the most cost effective and asked how much a new pool building would cost. Mayor Brown said this should be looked into before spending money on new flooring and we should see what the rec. district could contribute. Martin Anderson said for sure so the showers at the RV Park need to be done and all agreed. Donna Winther will get a bid from Skeltons for the showers and a vote will take place at the next council meeting.

4. **Water & Sewer – David Cada** – David Cada gave a fascinating report on the Grand Ronde basalt and Onaway volcanics, large cracks formed 17million years ago where Potlatch gets its water. In regards to the new housing development David Cada said there is plenty of water. At the next council meeting David will report on where the water comes from and how it recharges. Mayor Brown said Wayne Gallagher and partner will be here in a few weeks with the plans for the new development. They will hire out the work to Hodge and Associates. Martin Anderson asked if the city needed an engineer to be on site to make sure the well is drilled to city’s specifications. Mayor Brown said it needed to be done to DEQ specifications. Joan Bender asked if the street plans were ready for the development. Mayor Brown said they were planning on 50 homes on the 19 acres and Ziplly will put in fiber for free.
5. **Streets - Martin Anderson** – Martin had nothing more to add regarding streets as paving was already covered.
6. **Scenic 6 - David Cada** – David said that Shan Hemphill and Mike Hoskins had some good ideas.
7. **Clerk – Harmony Nowack** – Harmony thanked the council for the appointment and said she has calls out to Latah County Credit Union regarding the changing of the City bank. The Credit Union is yet to respond.

PUBLIC COMMENT:

No public comment.

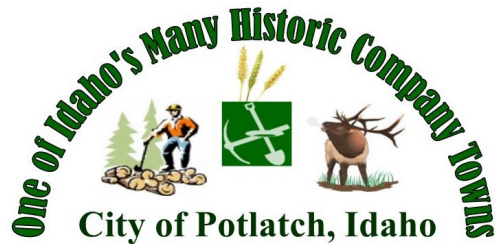


Martin Anderson made a motion to adjourn the meeting, David Cada seconded the motion, the meeting was adjourned at 8:40 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, March 14, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

March 14, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Martin Anderson, Donna Winther, David Cada and Joan Bender. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Robin Sines

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from February 28, 2022 City Council meeting, the City of Potlatch bills and payroll.*

David Cada seconded the motion. Motion was approved with a Roll Call vote:

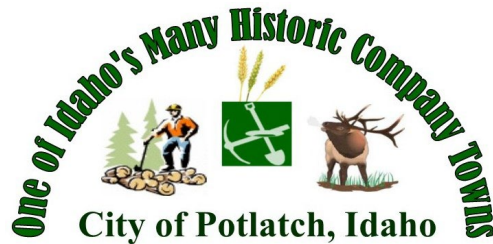
David Cada, yes

Martin Anderson, yes

Joan Bender, yes

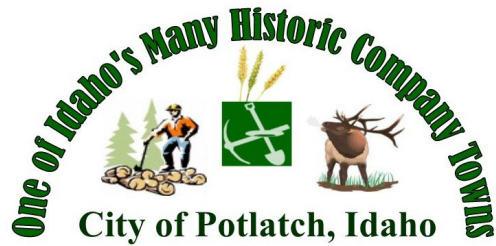
Donna Winther, yes

- 2. Robin Sines -Regarding complaint of sheep within city limits**



An anonymous complaint was made regarding 5 sheep, 1 ram and 4 ewes (all possibly pregnant) weighing 60-100lb each, at 535 Spruce Street. According to Potlatch City Code section 9-3-11 Table 2-A Zoning Districts and Land Uses; grazing, livestock husbandry is not allowed in R1 single family residential areas. Livestock being defined in section 9-2-1 as "Hoofed domesticated animals, poultry, rabbits and fur bearing animals." Owner Robin Sines says the sheep are emotional support animals and help her daughter feel calm. She has tried bonding with other animals without success but found sheep to be a good fit as an emotional support animal. Robin furnished a signed letter from her daughter's counselor regarding the use of the sheep as emotional support animals. She also brought a petition her daughter's created signed by 30 neighbors. Robin is asking for an exemption to the city ordinance so her daughter may keep her emotional support animals. Donna Winther asked how clean is it for the neighbors and the school. Robin said she has had the animals for 2 years and no one has complained. She gives away the waste as fertilizer and is selling the wool and lambs for her daughter's college fund. Joan Bender asked how big the lot is. Robin said it is 1 acre, enough room for pets, however the sheep are in the side yard in a space the length of the house and 20ft wide and they have a 10'x8' shelter. Joan expressed concern that there have been past problems with hooved animals in the city, but each person treats their animals differently. Donna stated that there needs to be clean living conditions and enough room for the animals. Mayor Brown stated all the animals have been registered as service animals. David Cada said he was concerned about the precedent this sets when others have been denied and that he would like to say go ahead but can't due to what is in the ordinances and not wanting to be accused of favoritism. Martin Anderson suggested changing the ordinance to make it case based for service animals. All council members agreed that the space did not seem appropriate for 5 sheep. Robin stated that they were willing to go as low as one but one sheep would be lonely as they are herd animals and getting rid of all of them would send her daughter into a "tail spin."

Donna Winther made a motion for 2 sheep, both to be licensed by the city with a yearly permit or fee and a re-evaluation in 6 months to ensure the sheep are being properly cared for, have sufficient space and the area is kept clean. Martin Anderson seconded the motion, the motion was approved with "all ayes".



3. POE ASPHALT PAVING NEW QUOTE TO INCLUDE CEDAR STREET

Mayor Brown introduced the new POE Asphalt paving quote for \$33,500 for Cedar Street from Highway 6 to 7th Street. This would be in addition to \$28,695 for Spruce Street from Highway 6 to Ponderosa. Martin Anderson noted that if we do both at the same time POE will reduce the total by \$2,000.

Martin Anderson made a motion to approve the POE paving project for both Spruce and Cedar streets, Joan Bender seconded the motion, the motion was approved with “all ayes”.

Roll Call vote:

David Cada, aye
Martin Anderson, aye
Joan Bender, aye
Donna Winther, aye

4. APPROVAL OF DESIGNATED SIGNERS FOR LATAH CREDIT UNION

Mayor Brown asked for approval of 3 signers for the account at Latah Credit Union. The signers will be David Brown -Mayor, David Cada - Council President and Harmony Nowack -City Clerk/Treasurer.

Joan Bender made a motion to approve the three signers. The motion was seconded by Donna Winther, the motion was approved with “all ayes”.

Roll Call vote:

David Cada, aye
Martin Anderson, aye
Joan Bender, aye



Donna Winther, aye

5. VOTE FOR COUNCIL PRESIDENT

Since the last election there has not been a vote for Council President. David Cada has held this position for the last many years.

Martin Anderson made a motion for David Cada to remain Council President. The motion was seconded by Donna Winther, the motion was approved with “all ayes”.

Roll Call vote:

David Cada, aye

Martin Anderson, aye

Joan Bender, aye

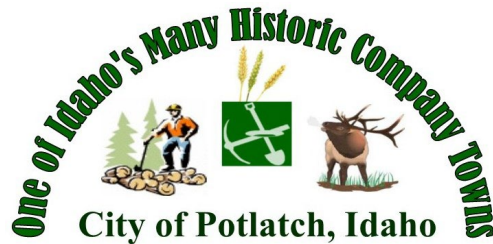
Donna Winther, aye

6. PRESENTATION PRESNELL GAGE FINANCIAL STATEMENTS FOR YEAR ENDED SEPTEMBER 30, 2020

Mayor Brown presented the council with the financial statements from Presnell Gage. Mayor Brown asked the council if they would like a representative from Presnell Gage to come and explain the report. The council all agreed they would prefer to read them on their own.

REPORTS:

1. **Mayor – David Brown** – No report
2. **Parks – Joan Bender** – No report
3. **Pool & Cemetery – Donna Winther** – Donna said she and Mayor Brown met this morning with Skeltons at the pool for a bid. Skeltons does not do the product that Crocs Coatings uses so they would need to have a representative from another company come and teach them how to do it. He didn't know much about the product and didn't take any pictures while



here. He will write up a quote but Donna said she wasn't confident in Skeltons ability to do the work that is needed at the pool. Donna said the coating needs to be non-absorbent and non-skid. A clear coat with a sealant can be done and would last one year. Lots of clean up needs to be done prior to work on the floor including removal of the urinal, lockers and partitions. Joan Bender asked what the Crocs quote was. Donna said \$16,000. Mayor Brown said revenue from RV Park could be used for both pool and RV Park showers. Martin Anderson said WSU surplus had lockers for \$60 a set. Mayor Brown suggested boxing in the urinal as the floor around it is in bad repair. Partition could cost between \$300-\$500 per wall. Donna said the partition walls need to be easily cleanable and we need to find out the recommendations for cleaning the floors. Crocs Coatings said they could do the work quickly where Skeltons said it would take a few days. Skeltons will give a bid with and without prep work, Crocs included the prep work. Donna said we should take the best bid and the product that is better. Martin said it seems like Croc's is more on the ball. Mayor Brown said when everything is put back it needs to be done so the building is accessible.

Martin Anderson made a motion to use Crocs Coatings. The motion was seconded by Joan Bender, the motion was approved with "all ayes".

Roll Call vote:

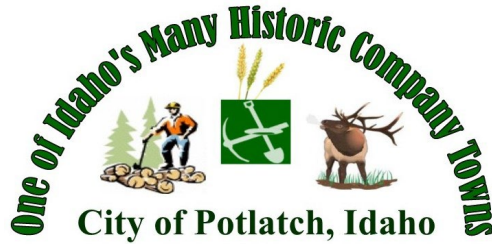
David Cada, aye

Martin Anderson, aye

Joan Bender, aye

Donna Winther, aye

- 4. Water & Sewer – David Cada** – David Cada gave another fascinating report on the rivers and streams that flow under the basalt. Eighteen thousand years ago ice flows that covered this area began to melt quickly causing major floods in the Pacific Northwest area leaving large lake. This created about 90 layer of silt. Some of this water is still underground and usable. David said we have plenty of water to drill into if we need more wells for the



city, our reservoirs are always recharging and we have some of the purest water for this area.

5. **Streets - Martin Anderson** – Martin said the legislature says there is more money for roads. Mayor Brown said this is mainly for bridges and safety. Martin said the state money is to go to the counties. Mayor Brown said he, Martin and Brennen will be meeting with Ty from the Idaho Transportation Department.
6. **Scenic 6 - David Cada** – Meeting scheduled for 8am March 16, 2022
7. **Clerk – Harmony Nowack** – No report.

PUBLIC COMMENT:

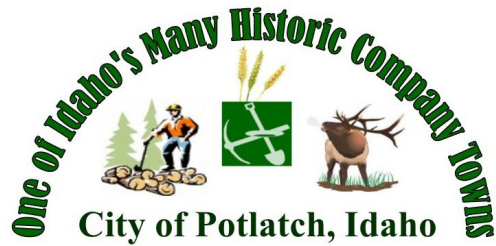
No public comment.

Martin Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:35 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, March 28, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

March 28, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Martin Anderson, Donna Winther, David Cada and Joan Bender. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Eunice and Terry Carlson

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from March 14, 2022 City Council meeting, the City of Potlatch bills and payroll.*

David Cada seconded the motion. Motion was approved with a Roll Call vote:

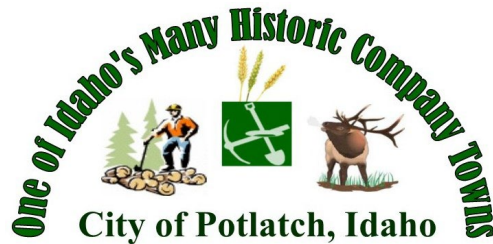
David Cada, yes

Martin Anderson, yes

Joan Bender, yes

Donna Winther, yes

- 2. EUNICE AND TERRY CARLSON-FIDDLERS RIDGE LOOP PARKING PETITION**



The Carlson's would like the "No Trespassing" signs removed at the city lot on Fiddler's Ridge Loop across from Fiddler's Ridge Garden Nursery. They would like the city lot to be accessible for nursery customers to park at as parking is limited at the nursery and the intersection below the nursery is dangerous. Mayor Brown said the signs were put up to stop kids from driving thru there on their motorcycles to get to Travis road and that the DEQ does not want any vehicle within 50-100 feet of the well due to water contamination. Terry Carlson said kids use the path behind the well. Mayor Brown agreed there was no sign of motorcycle damage around the well anymore and said the signs were supposed to be taken down over a year ago. Joan Bender asked if a fence could be put up around the well. Martin Anderson expressed the importance of following the DEQ guidelines.

David Cada made a motion to take the "No Trespassing" signs down. Donna Winther seconded the motion, the motion was approved with "all ayes".

3. MAKE LATAH CREDIT UNION THE CITY'S OFFICIAL BANK

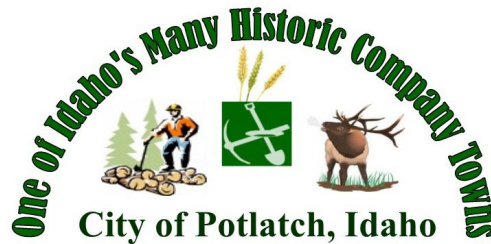
David Cada made a motion to approve Latah Credit Union as the City of Potlatch's official bank. Joan Bender seconded the motion, the motion was approved with "all ayes".

Roll Call vote:

***David Cada, aye
Martin Anderson, aye
Joan Bender, aye
Donna Winther, aye***

4. COUNCIL VOTE ON CREDIT CARD LIMITS FOR LATAH CREDIT UNION

Latah Credit Union needs an official agreement and vote from the City Council before issuing credit cards to city employees. Council agreed on one card for the City Clerk-Treasurer with a \$15,000 limit and one card for



City Maintenance with a \$5000 limit. Mayor Brown will look into getting Coleman Oil gas cards for city vehicles.

Joan Bender made a motion to approve a credit card for City Clerk-Treasurer with a \$15,000 limit and a credit card for City Maintenance with a \$5000 limit. The motion was seconded by Donna Winther, the motion was approved with “all ayes”.

Roll Call vote:

- David Cada, aye***
- Martin Anderson, aye***
- Joan Bender, aye***
- Donna Winther, aye***

5. FAIR HOUSING PROCLAMATION

Mayor Brown introduced the Fair Housing Proclamation. April 2022 marks the 54th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act.

David Cada made a motion to sign the Fair Housing Proclamation. The motion was seconded by Joan Bender, the motion was approved with “all ayes”.

6. PORT-A-POTTY AGREEMENT

The Rec. District along with Potlatch School Superintendent, Janet Avery, would like to partner with the City to rent port-a-potties for both ballfields in Potlatch.

Martin Anderson made a motion to partner with the Rec. District and School District to split the rent of port-a-potties at the city’s ballfields. Joan Bender seconded the motion, the motion was approved with “all ayes”.

7. SHEEP PERMIT/FEE FOR SINES

Harmony Nowack presented the Council with a rough draft of the permit/fee for the Sine’s family to keep 2 sheep at their property in the city



for council approval. David Cada expressed concern in how this situation was handled at the last council meeting saying the issue should have been presented to Planning and Zoning, because appropriate steps weren't taken there is a possibility of legal problems down the road. Donna Winther also expressed the same concern as she has now had a chance to view the property and has concerns over the well-being of the animals. Mayor Brown suggested that the City Lawyer be contacted to make sure the city takes appropriate action to make this situation right.

Sheep permit/fees tabled until legal counsel is attained.

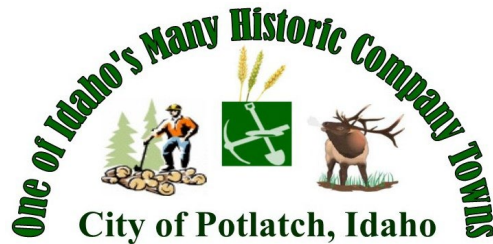
8. WATER LEAK AT WHITE PINE MANOR

The city is looking at water usage reports with the help of Tom Moore. It looks like there is a large leak at White Pine Manor that has been going on for some time. David Cada questioned; how do we know it's a leak? Martin Anderson said he didn't think the usage was too much for the number of people living in the apartments. Mayor Brown asked what recourse does the city have if a private citizen or company has a large leak and won't fix it? Martin said this is another question we should seek legal counsel for.

Issue tabled pending further advice from legal counsel.

REPORTS:

1. **Mayor – David Brown** – No report
2. **Parks – Joan Bender** – Ground hogs/gophers are back at Scenic 6 Park. Joan will contact pest control.
3. **Pool & Cemetery – Donna Winther** – Donna said she and Mayor Brown signed the agreement with Croc Coatings to do the flooring at the pool and also in the RV Park showers. Croc's will be needing a deposit to get the city on their schedule. Bids for both projects came down by \$1000 each. Mayor Brown said he and Donna were looking into dividers for the pool. Donna said



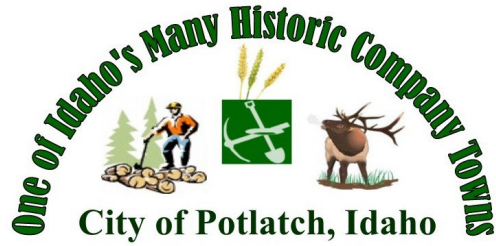
the dividers were made of a thick plastic that is easily cleanable. It will cost around \$5000 to put in the dividers. The dividers will provide each bathroom at the pool with 1 toilet stall and 1 private dressing area. Donna said the project is moving along, however there is still a lot more work to do. Toilet drain pipes need to be snaked before the new toilets are put in place. She also noticed the pool liner is in need of replacement/repair and will ask Croc's if this is something they could do.

4. **Water & Sewer – David Cada** – David Cada is continuing his research on water in the area. For the aquifers to properly re-charge we need the proper amount of rainfall. David has been researching how chem trails might be responsible for creating drought. Chem trails are formed on the edge of cloud banks and dissipate the water in the clouds thus, without the correct rainfall we could see more years like the last with poor crop yields.
5. **Streets - Martin Anderson** – Martin said the road work is all set up for this summer. Also the new development on the south east end of town is looking into easements. Mayor Brown asked if the city crew could cut out potholes in the city and have POE fill them.
6. **Scenic 6 - David Cada** – David said in the meeting on March 16th they talked about the skate park, how to keep the youth in town and what properties they could advertise for new businesses.
7. **Clerk – Harmony Nowack** – Reported that the CUP hearing for Margaret Clark's Garden Daycare will be before the next council meeting on April 11th at 6:30pm with Planning and Zoning.

PUBLIC COMMENT:

No public comment.

Martin Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 9:25 p.m.



ATTEST:

_____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, April 11, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

April 11, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada and Joan Bender. Absent: Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Kendri Cada -Planning and Zoning

Susan Lasuen -via Zoom

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from March 28, 2022 City Council meeting, the City of Potlatch bills and payroll.*

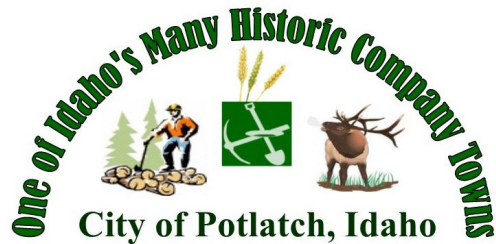
David Cada seconded the motion. Motion was approved with a Roll Call vote:

David Cada, yes

Joan Bender, yes

Donna Winther, yes

- 2. AMENDMENT AGENDA:** *Joan Bender made a motion to amend the agenda to include Planning and Zoning.*



David Cada seconded the motion. Motion was approved with a Roll Call vote:

David Cada, yes

Joan Bender, yes

Donna Winther, yes

Kendria Cada presented to the council Planning and Zoning's decision to approve the application for a Conditional Use Permit to Margaret Clark and The Garden Daycare LLC.

David Cada made a motion to accept the application for The Garden Daycare LLC. Joan Bender seconded the motion, the motion was approved with "all ayes".

3. III-A ANNUAL REPORT

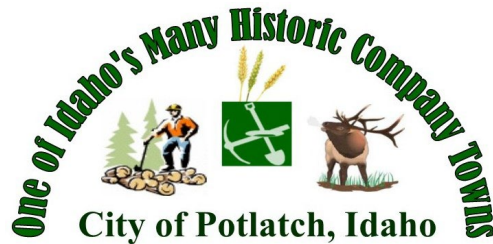
Susan Lasuen presented the III-A annual report to the council via Zoom.

4. UPCOMING AIC AND CEDA WORKSHOPS

Mayor Brown presented to the council the upcoming AIC and CEDA workshops happening this month for the council members to sign up.

5. CORRECT EQUIPMENT ELECTRONIC WATER METERS

Mayor Brown said the city will be starting to put in electronic meters at Bennett's Addition. The new city meters will be read electronically so there should be no need to estimate in the winter. Meters have been ordered to be placed on the wells. These meters have the ability to "talk" to the reservoirs. There is already an electronic meter on the Ridge well and it has been working fine. Meters will be put on the other wells and the lift station.



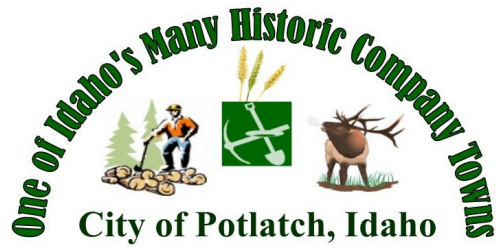
Donna Winther made a motion to approve all the equipment needed for the wells. The motion was seconded by David Cada, the motion was approved with “all ayes”.

REPORTS:

1. **Mayor – David Brown** – No report
2. **Parks – Joan Bender** – Joan said she has not heard from the exterminator regarding the pests at Scenic 6. She will call them again this week.
3. **Pool & Cemetery – Donna Winther** – Crocs Coatings will be starting work at the pool the 2nd week in May and the RV bathrooms the first of June. Crocs will do all the prep work. Dividers have been ordered for the pool, city maintenance will install after floors are done.
4. **Water & Sewer – David Cada** – David Cada reported on solar storms. Solar storms are on 9 year cycles. We are at the peak of the storms currently and can expect to see more sever effects of these storms more often.
5. **Streets - Martin Anderson** – Absent -no report
6. **Scenic 6 - David Cada** – No Report
7. **Clerk – Harmony Nowack** – Harmony gave an update from the attorney regarding the tabled issues from the previous council meeting. Harmony also reported that the bank set up at Latah Credit Union was almost complete.

PUBLIC COMMENT:

No public comment.



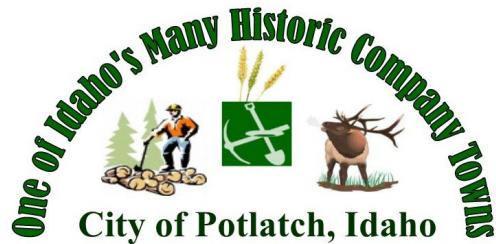
City of Potlatch, Idaho

David Cada made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 8:20 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, April 25, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

April 25, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada and Joan Bender. Absent: Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Cody Brigham

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from April 11, 2022 City Council meeting, the City of Potlatch bills and payroll.*

David Cada seconded the motion. Motion was approved with a Roll Call vote:

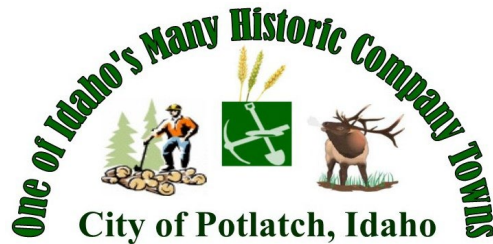
David Cada, yes

Joan Bender, yes

Donna Winther, yes

2. CODY BRIGHAM- MOD BOGS, POTLATCH DAYS

Cody asked council for approval to have mud bogs dug for Potlatch Days at Scenic 6 Park. Mud bogs will be used for SideXSide events. The events are



still being worked out but could include SideXSide head-to-head races and tug of war games. Cody is planning to have a driver/participant meeting to see what people want to do. Napa Auto Parts and Macro Tools will sponsor the activities. Cody said the event will be umbrellaed under the Lion's Club insurance. Mayor Brown said the city needed to be on the insurance as well. There will also be an ambulance/paramedic at the event. They are still working on the entry fee. David Cada asked if there is any danger to spectators. Cody said the spectators will be far enough away.

Donna Winther motioned to okay mud bogs for Potlatch Days Joan Bender seconded the motion. Motion was approved with "all ayes".

3. LATAH CREDIT UNION: JOINT OWNERS, SIGNERS, AUTHORIZED SIGNERS

Latah Credit Union requested a vote from the city council to approve the following:

1. Joint owners on accounts are David Brown, Mayor and Harmony Nowack, City Clerk-Treasurer
2. Official signer is to be Harmony Nowack, City Clerk-Treasurer. In case of Harmony's absence or if a second signer is needed David Brown, Mayor and/or David Cada, City Council President could sign
3. Authorized signers are: David Brown, Mayor; David Cada, City Council President and Harmony Nowack, City Clerk-Treasurer

Joan Bender made a motion to accept joint owners and signers as above for Latah Credit Union accounts. Donna Winther seconded the motion and the motion was approved with "all ayes".

4. PHS NATIONAL LEADERSHIP CONFERENCE CONTRIBUTION

Potlatch High School's Business Professionals of America are participating in the National Leadership Conference in Dallas, Texas May 3-8, 2022 and are asking for contributions to the cause. Mayor Brown said the council



can approve a donation but it can not come out of city tax-payer funds. Money could be contributed from RV Park revenue.

Donna Winther made a motion to donate \$100 to PHS Business Professionals of America. Joan Bender seconded the motion and the motion was approved with “all ayes”.

5. HOODOO WATER AND SEWER DISTRICT

The Hoodoo water and sewer district has been using water from the City of Potlatch to fill their revisors since July 2021. Mayor Brown said he does not know how long this will go on. Currently the city charges \$0.05/gallon for the purchase of water from the city to outside sources. Hoodoo was told they would be charged \$0.01/gallon since July 2021. Council to vote on raising the rate for Hoodoo. Current invoice to the Hoodoo will be at \$0.01/gallon going forward city will charge Hoodoo water district \$0.025/gallon. The Hydrant also needs to be metered so the city can monitor how much water we are giving out and charge accordingly.

Joan Bender made a motion to approve water rate of \$0.025/gallon for the Hoodoo Water and Sewer District. The motion was seconded by David Cada, the motion was approved with “all ayes”.

6. CITY CLERK OATH OF OFFICE

Mayor Brown read the official oath of office to Harmony Nowack City Clerk-Treasurer.

7. ARPA FUNDS

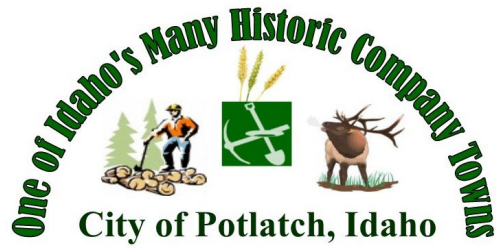
ARPA fund reporting is due April 29, 2022. City Council to approve use of ARPA funds for the purchasing and installing of Kamstrup electronic water meters for all residential/commercial customers and new meters on all city wells. ARPA funds will also go toward the purchase of Ready Manager software to read the meters and communicate the readings to the current billing software.



Joan Bender made a motion to approve ARPA funds usage for electronic water meters. The motion was seconded by Donna Winther, the motion was approved with “all ayes”.

REPORTS:

1. **Mayor – David Brown** – Mayor Brown would like to hold a round-table with Nils Peterson, Moscow Affordable Housing Trust and local contractors to discuss how to bring workforce housing to Potlatch
2. **Parks – Joan Bender** – Joan said she has called the exterminator again and we are still on their list however, they do not know when they will be able to service our area.
3. **Pool & Cemetery – Donna Winther** – Crocs will be starting on the pool flooring May 9, 2022. Donna said the fridge in the main office needs to be moved. Also a vent in the floor needs to be plugged and a riser is needed for the toilet in the boys locker room.
4. **Water & Sewer – David Cada** – David Cada reported on the soil in the Palouse. The soil is layered 3 miles thick with sand, silt, and duster clay. The silt holds water and make up 95% of the soil around here. This is how farmers can farm around this area without irrigation, the soil holds the water.
5. **Streets - Martin Anderson** – Absent -no report. Mayor Brown said the city will be applying for a grant for sidewalks on 10th and also finishing up cross walks.
6. **Scenic 6 - David Cada** – No Report
7. **Clerk – Harmony Nowack** – Harmony gave an update report on the City’s accounts and where the city is at currently with switching from US Bank to Latah Credit Union.



PUBLIC COMMENT:

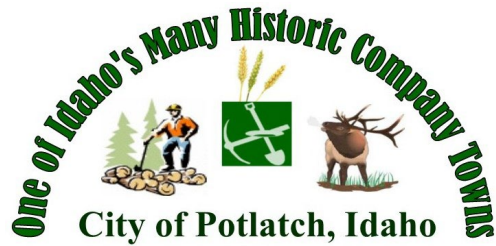
No public comment.

Donna Winther made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 9:22 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, April 25, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

May 9, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, Joan Bender and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Daniel Anderson

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from April 25, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

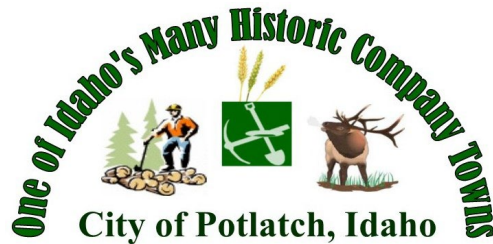
Donna Winther, yes

David Cada, yes

Martin Anderson, yes

Joan Bender, yes

- 2. DANIEL ANDERSON, TINY HOMES AT RIVERVIEW MANUFACTURED HOME COMMUNITY**

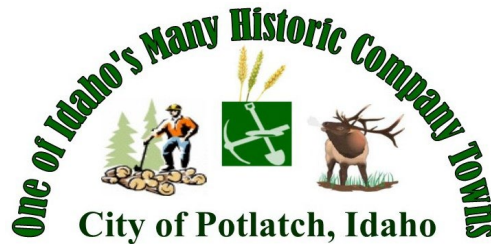


Daniel Anderson said he has been in talks with Brian Points, the owner of Riverview Manufactured Home Community, to put a tiny home on one of the two vacant lots at Riverview. The home would be 340sq ft with a loft. The tiny home is wired and plumbed and would hook into current water/sewer lines. It is currently on skids and would be placed on ribbon footing so it would still be mobile. Daniel would like council approval to have the tiny “mobile” home at Riverview Manufactured Home Community. If council approves he will move forward with getting the correct permitting from Latah County.

Donna Winther motioned to approved Daniel Anderson to proceed with county permitting approval of a tiny home at Riverview Manufactured Home Community, David Cada seconded the motion. Motion was approved with “all ayes”.

3. SIDEWALKS

Mayor Brown would like to try for a grant to put sidewalks in on 10th Street. David Cada said a lot of the sidewalks in town are in disrepair and he would like to see something done about them. Mayor Brown said that the Transportation Plan currently being created by Keller and Associates will cover that and will be completed before applying for grants. Mayor Brown also said there is a Local Improvement District (LID) plan that essentially gives homeowners a loan from the city to fix the sidewalks in front of their residence. Donna Winther mentioned that there is no sidewalk by the ballfields near the elementary school. This would be a bigger project as the side of the street would need to be filled and have a retaining wall put in. Mayor Brown said with a sidewalk there at the ballfield they could also put in a parking lane as parents park there to pick up kids from school. Mayor Brown would like to see 10th Street paved with grant money and continue up Spruce with a LID plan. This does not have to be voter approved, only council approved but the city would need to have community meetings on the subject. Mayor Brown also mentioned that he would like to do more research on what can be done about tree roots that buckle and destroy the sidewalks. Most of these trees are beautiful old trees and it would be a



shame to cut them down, what else could be done to keep the sidewalks from needing constant repair due to roots?

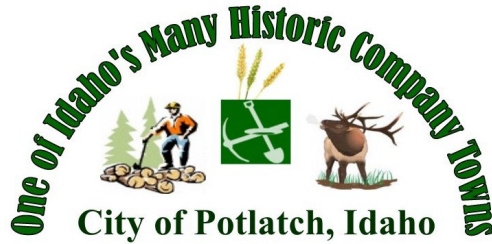
4. BMX track at Scenic 6 Park

Max Lusco has asked permission to create and maintain a BMX track at Scenic 6 Park. He will provide the dirt and create the track. The track would be just west of the RV Park on city property. Mayor Brown would like to have a fence put up between the two gates on Mill Road to direct traffic to city property as some of the land west of Scenic 6 belongs to the Potlatch Deltic Corp.

Donna Winther made a motion to accept the BMX track at the park. David Cada seconded the motion and the motion was approved with “all ayes”.

REPORTS:

- 1. Mayor – David Brown** – There will be an Executive Session soon with Latah County Sanitation to go over the upcoming rate increases. Also to be discussed is finding a new place for the bulky waste site. The city has to provide land for this and if they cannot then there will be no bulky waste site in Potlatch. There is a possibility to put it on city land west of Scenic 6 park as long as the space is well maintained. Mayor Brown also discussed the ordering of water meters. The price has gone up since first getting the quote from Correct Equipment and is set to go up again in the next couple months so the city has ordered 400 residential meters. City Maintenance has accounted for all commercial/large meters. The larger the meter the higher the cost. Maintenance will work on changing out large meters to smaller ones were applicable. Martin Anderson said the city should look into charging higher rates for larger meters.
- 2. Parks – Joan Bender** – Nothing at this time
- 3. Pool & Cemetery – Donna Winther** – Croc’s Coatings had a supply issue and was not able to start the flooring at the pool this week. They will be starting



May 16th and are still on schedule to start the showers/bathrooms at the RV Park on June 6th. Donna will check that all the work city maintenance needs to do before the floors can start is done this week. City will need to purchase grab bars, toilet paper holders and paper towel holders.

4. **Water & Sewer – David Cada** – Nothing at this time. Looking into finding out what minerals we have in our water.
5. **Streets - Martin Anderson** –Martin Anderson asked if the city will have much of a summer crew this year? So far there is only 1 summer crew applicant.
6. **Scenic 6 - David Cada** – Scenic 6 meeting went well. Lots of good ideas. The group is working on projects related to the City’s Comprehensive Plan
7. **Clerk – Harmony Nowack** – No report

PUBLIC COMMENT:

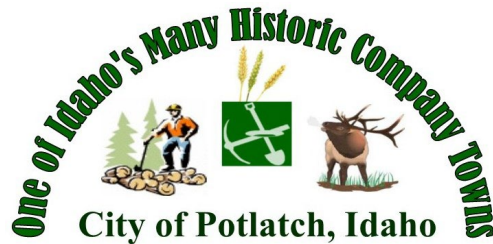
No public comment.

Martin Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 9:17 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, May 23, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

May 23, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

NEW BUSINESS:

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from May 9, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

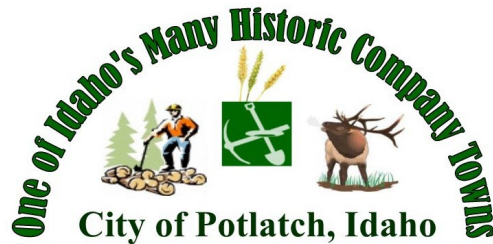
Donna Winther, yes

David Cada, yes

Martin Anderson, yes

2. DONATION FOR POTLATCH DAY'S RAFFLE

Mayor Brown said that in the past the City has donated a pool party and cabin rental to the Lion's Club Potlatch Days Raffle.



Martin Anderson motioned to donate a pool party and a cabin rental to the Lion's Club Raffle, Donna Winther seconded the motion. Motion was approved with "all ayes".

3. VINYL WRAPS FOR CITY GARBAGE CANS

Mayor Brown would like to have vinyl wraps put around all the city owned garbage cans. The wraps are \$10/sqft. The city could use money from the sanitation account. Donna asked if we could do this for the power boxes at the pool and by the school. Mayor Brown said he is looking into that as well. Donna thought we could do something historical. Mayor Brown said he would like something with bright colors.

David Cada made a motion to approve vinyl wraps for the city garbage cans. Donna Winther seconded the motion and the motion was approved with "all ayes".

4. SWIMMING POOL UPDATE AND OPENING DAY

Mayor Brown and Donna Winther gave an update on the pool. The floors are finishes and look great. New toilets have been installed. The walls and ceiling need to be washed and finish painting before putting in the new stalls/doors. Donna mentioned a door frame that was needing repair or replacement. The outside of the building needs to be painted also. Council discussed color options and agreed upon light blue with white trim. Opening day was decided for June 11th dependent on the weather and if all repairs are done. The splash pad will open on the same day.

Donna Winther made a motion to accept the paint color and opening day. David Cada seconded the motion and the motion was approved with "all ayes".

5. JAKE BRAKE ORDINANCE



The Jake Brake Ordinance written up by the City Attorney was brought before council for approval. Council asked for more time to review the ordinance.

Issue tabled for now

6. RENEW CONTRACT WITH TOM ANDRES- WATER LICENSE

Tom Andres has renewed his water licenses and would renew his contract with the City as the license holder.

Martin Anderson motioned to renew the contract with Tom Andres. Donna Winther seconded the motion, the motion was approved with a Roll Call vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

MARTIN ANDERSON MOTIONED TO GO INTO EXECUTIVE SESSION- PERSUANT TO IDAHO CODE 74-206 (1)(d) -DONNA WINTHER SECONDED THE MOTION.

ROLL CALL VOTE TO ENTER EXECUTIVE SESSION:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

EXECUTIVE SESSION BEGAN AT 7:19PM

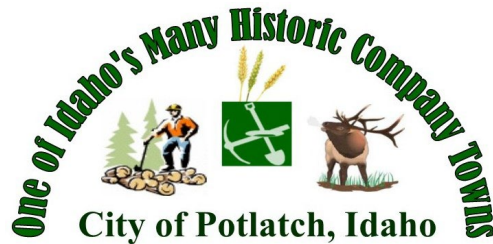
ROLL CALL VOTE TO END EXECUTIVE SESSION AT 7:50PM:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

EXECUTIVE SESSION ENDED AT 7:50PM

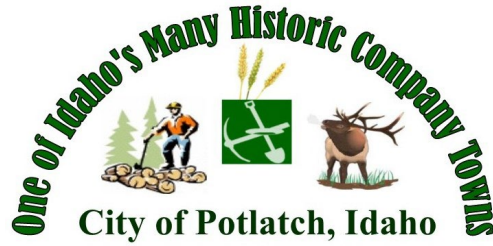


REPORTS:

1. **Mayor – David Brown** – City is still looking for summer applicants so far there are 4 applicants.
2. **Parks – Joan Bender** – Absent
3. **Pool & Cemetery – Donna Winther** – Pool update given earlier in the meeting. Donna mentioned the stall dividers are possibly missing a piece. We need to have maintenance report right away if a piece is missing so we can get it ordered.
4. **Water & Sewer – David Cada** – Quality of Potlatch water, David compared Potlatch city water with the Rathdrum Aquaphor. Potlatch's water contaminants are very low comparatively. The Rathdrum Aquaphor is rated one of the best in the US and Potlatch water is better sense it comes from deep in the earth and is very old water system.
5. **Streets - Martin Anderson** – No report, waiting to hear about paving.
6. **Scenic 6 - David Cada** – Scenic 6 meeting will be cancelled this week due to too many people being out of town. Scenic 6 group will sponsor any grants Tammy Kilborn needs for the skate park.
7. **Clerk – Harmony Nowack** – Latah Credit Union Cards arrived. The new LCU accounts have been put into the billing/accounting software. City is ready to start transferring funds and making deposits to LCU.

PUBLIC COMMENT:

No public comment.

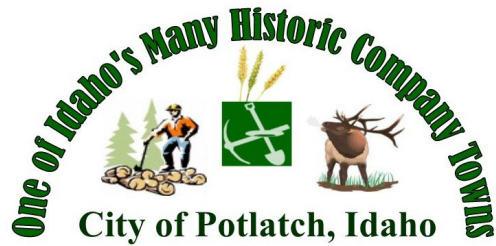


Martin Anderson made a motion to adjourn the meeting, David Cada seconded the motion, the meeting was adjourned at 8:30 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, June 13, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

June 13, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Absent: Joan Bender

Guests: Jake and Cass Meissner

Shan and Rachael Hemphill

Sharon Montgomery

NEW BUSINESS:

- 1. CONSENT AGENDA: David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from May 23, 2022 City Council meeting, the City of Potlatch bills and payroll.***

Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

Martin Anderson, yes

Donna Winther, yes

David Cada, yes

2. RED FIR CAFÉ LIQUOR LICENSE



Mayor Brown presented the Red Fir Coffee House LLC's state and county liquor license to the council for a vote to approve the liquor license thru the city. Martin Anderson asked if liquor was to be sold for consumption on or off premises. Rachael Hemphill (owner of LLC) said she will be selling wine and beer by the glass on premises and also selling bottles of wine to go.

David Cada motioned to approve the liquor license for Red Fir Coffee House LLC, Martin Anderson seconded the motion. Motion was approved with "all ayes".

3. CITY BUY BACK PLAN

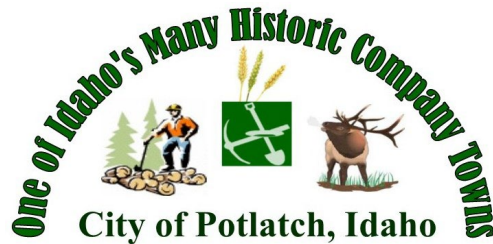
The city has previously had a "buy back" or "buydown" plan that pays the employee's health insurance deductible. The MBA plan the city held previously is no longer in service. The city has looked into other plans but the cost for these plans is higher than the previous plan. To save costs Mayor Brown and the City Clerk would like the city to be responsible for taking care of the "buydown" plan in-house.

Donna Winther made a motion to approve the City Clerk responsible for the employee deductible like a "buydown" plan. Dave Cada seconded the motion and the motion was approved with "all ayes".

4. VFW HALL RENTAL

There has been some interest in having a permanent rental in the old VFW hall. Mayor Brown said the council needed to figure out how much rent would cost. The renter would be responsible for all utilities. Currently the Lions Club uses the back end of the hall for their gatherings. Donna Winther asked that the issue be tabled until the council could have a chance to look at the building and decide what kind of rental it would be appropriate for.

Issue tabled at this time.



REPORTS:

1. **Mayor – David Brown** – Mayor Brown said he is looking into a grant for bathrooms at Scenic 6 Park near the splash pad or for a liner for the city pool. Currently there is grant money for ADA approved restrooms at the splash pad. Until the city can get money for restrooms the Mayor would like to have a porta-potty placed at the splash pad for the rest of summer. Council agreed to the rental of a porta-potty for the summer. Mayor Brown also reported that Faith Church in Onaway will be putting in a 12' x 16' gazebo in memory of Kathy Cramer near the slash pad at Scenic 6 Park. Regarding the bulky waste site the Mayor said he and the county have not yet heard back from Potlatch Deltic on the easement to use their road to get to the proposed new site for the bulky waste. This week the Mayor met with a representative from Fatbeam a new fiber provider. Fatbeam will be running fiber to the school district in Potlatch this summer and within the next year will likely be able to provide fiber to the residents of Potlatch. The fiber lines will be overhead on the existing Avista polls.
2. **Parks – Joan Bender** – Absent
3. **Pool & Cemetery – Donna Winther** – The pool was able to open on June 10th. New sinks, toilets, flooring and dividers have all been installed. Pool staff said the new floors have been a bit slippery where water pools. Donna called Crocs Coatings, they are looking into a product they can put down to make the floor more gritty and should have an answer to Donna and the city by the end of the week. The health department came out to inspect the floors and approved. Next step for the pool is painting the outside of the building. Council asked if it might be possible to commission a mural? Donna will look into grant money that might be available for the pool as the pool needs a new liner and the pump and heaters could use an upgrade. The new filters are doing fine.



4. **Water & Sewer – David Cada** – Dave Cada gave his report on the water in our area. He said that by the end of May we were on track weather wise for an average year, now with the current weather we have been experiencing this June we are on track for a wetter than normal year. Even though the hot summer we had last year didn't affect the Aquaphor the rain we have been getting this year is certainly recharging the Aquaphor.

5. **Streets - Martin Anderson** – Paving was done on Cedar Street between 6th & 7th streets, Spruce street from 6th to the elementary school and on Cedar between 3rd to 4th street where the potholes were very bad.

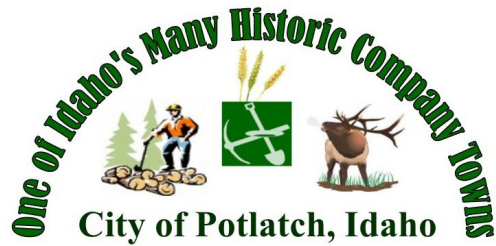
6. **Scenic 6 - David Cada** – Scenic 6 meeting will be this Wednesday morning.

7. **Clerk – Harmony Nowack** – Children Pedestrian Safety Grant was submitted last week. If accepted the grant would be used to put sidewalks in on 10th street. Council was informed that the Jake Brake Ordinance will be back on the next council agenda.

PUBLIC COMMENT:

Kass Meissner came to meet with City Council tonight on behalf of herself and her neighbors near 335 Spruce Street. She and her neighbors have concerns regarding new construction on the other side of the ally behind their respective houses. They feel as though the neighbors didn't get a chance to know what was happening or comment on the new residential construction. The neighborhood is in the historic Nob Hill section of Potlatch and Kass and many in the area are trying to restore the neighborhood to it's historical use. Mayor Brown said the owner of the property has gone thru all the correct processes with Planning and Zoning as well as the County. Kass said she would like to protect the neighborhood from high density housing. She said the historical value is in the 10 year plan and she would like the Council to make recommendations to preserve the historical aspects of the town before allowing development of very small properties. Mayor Brown said the city is working on updating codes for subdivisions and the like and also that there are state rules regarding updating historical buildings if they are on the historical register.

Sharon Montgomery at 630 Spruce had it approved by the city 6 years ago to plant two small maple trees in front of her house on the strip between the sidewalk and the street. This last Friday city summer crew came and trimmed the trees and left the branches on the ground. Sharon said the branches on this



particular maple grow up, not out and were not growing over the sidewalk. The pruning was not done properly as evidenced by the branches she brought in. She also stated large stubs were left behind on the tree. Sharon said the tree trunks are less than 10” in diameter and the trees were not in need of trimming. Sharon stated that the city gave no notice that they would be trimming the trees in her neighborhood. She asked that the city would properly notify residents when work such as tree trimming is to be done in the residential neighborhoods.

Martin Anderson made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 8:50 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, June 27, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

July 11, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Absent: Joan Bender

Guests: Diana Beard

Krista Baker

Lois Rasmussen

NEW BUSINESS:

- 1. CONSENT AGENDA: David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from June 13, 2022 City Council meeting, the City of Potlatch bills and payroll.***

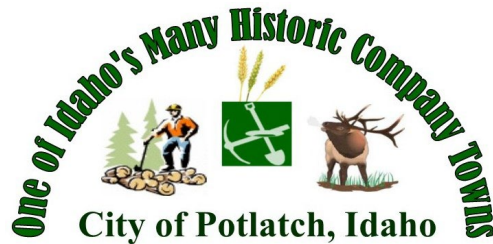
Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

2. SENIOR CENTER IMPROVEMENTS



City of Potlatch, Idaho

Diana Beard asked for the City's support in improving the front and back entrances to the Senior Center (formally the Rebekah Hall) including the ramp in the front and both entrance doors that have a lip that makes it hard for walkers to get over. The entrances need to be ADA approved. The Senior Citizen's group is requesting the city take on the project then bill the Senior Citizen's group up to \$10,000 as they are looking into a reimbursement grant for that amount. Lois Rasmussen commented that the building is used for many things other than the Senior Meals including elections. Donna Winther asked if the entrances/ramps need to be concrete or if a deck could be built with material like trex deck with an aluminum ramp. Martin Anderson said that could be done but the concrete needs to be replaced as the rock salt used in the winter has really eaten up the concrete. Lois commented that the current steps are quite high and deep for most people. Mayor Brown said trex deck could be built around the current stairs. David Cada asked how many people they have attend the Senior Meals. Lois said about 20 or so enough to fill 3-4 tables, more on Fridays when they have entertainment. They no longer do "grab & go" meals as covid restrictions have changed and they want people to come in and socialize. They do deliver some meals though. Lois said they need a drawing and a plan so they know what to ask for with the grant. Mayor Brown said the council would make a trip over to the Senior Center to take a look and also the city could look into smaller grants for ADA improvements or gem grants that are quick to get and there is no match.

Issue tabled until council can view building

3. Scenic 6 Park Restrooms

Mayor Brown introduced Krista Baker from CEDA. Mayor Brown has been working with her and Tony from Commerce to get a bathroom for Scenic 6 Park to be placed near the Splash Pad and RC Track. The restroom would need to have heat and be insulated. Electricity would need to be brought to it as well as water and sewer lines. A walking path would also need to be installed. The city will need to get quotes for the electricity, sidewalks, holding tank and pumps etc. Krista said the more the city can contribute the more points you get toward the grant. In-kind labor and donation funds



count toward the match. Mayor Brown said we should talk with the RC and Pickle Ball groups for donations/fundraising. Krista said park grants are due in September so she would like to get an okay from the council today in order to get started on writing a grant. There would be a \$3500 fee up front to write the grant, if we don't get the grant this round they will write it again the next year without a fee. 10% of the grant would go to CEDA for administration cost.

Martin Anderson made a motion to approve the installation of the restrooms. Dave Cada seconded the motion and the motion was approved with "all ayes".

Martin Anderson made a motion to approve hiring CEDA to write the grant for the restroom at Scenic 6 Park. Donna Winther seconded the motion and the motion was approved with a roll call vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

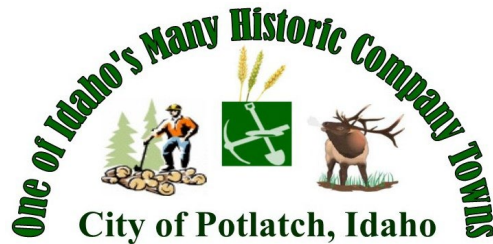
4. VFW HALL RENT

There has been some interest in having a permanent rental in the old VFW hall. Mayor Brown said the council needed to figure out how much rent would cost. The renter would be responsible for all utilities. Council would like to measure the building in order to set the rent

Issue tabled at this time.

5. CITY HALL ROOM RENTAL FEES

Room 102 in City Hall has become available for rent. Council needs to decide how much the rooms should be rented for in City Hall. Measurements need to be made of all rooms in order to adjust rents according to square footage.



Issue tabled at this time until measurements can be made.

6. JAKE BRAKE ORDINANCE

Mayor Brown entertained a motion that the rules be suspended and the proposed ordinance pass its first reading by Title only.

David Cada made a motion that the rules be suspended and that the proposed ordinance pass its first reading by Title only and its second and third readings under suspension of the rules. Martin Anderson seconded the motion.

Mayor Brown read the title.

Roll Call Vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

The ordinance passes its first reading by Title only and its second and third reading under suspension of the rules.

Mayor Brown entertained a motion that the ordinance be formally adopted.

Martin Anderson made a motion that ordinance number 518 be formally adopted. The motion was seconded by David Cada and was passed with a Roll Call Vote:

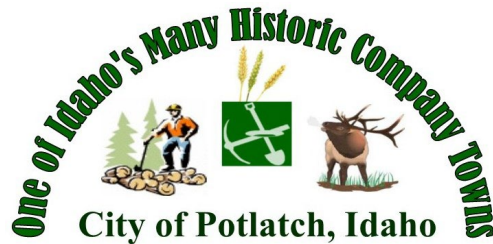
Donna Winther, yes

David Cada, yes

Martin Anderson, yes

7. PERSONNEL POLICY

Mayor Brown told the council he would like to have a special meeting where the council could go through and update the personnel policy. Mayor Brown also mentioned that the city would like to look into getting time clocks as well.



REPORTS:

1. **Mayor – David Brown** – Mayor Brown said he has found barrels for \$10-15 and showed pictures of what Precision Signs could do for wraps on the barrels. The cost of the wraps is \$250/barrel which could be taken out of the Sanitation fund. Barrels could be used as garbage cans, planters, etc. as a part of a city beautification plan.
2. **Parks – Joan Bender** – Absent. Harmony Nowack gave the parks report: Palouse Empire Pest Control will be out Tuesday the 12th at 9am to take care of any remaining ground squirrels at Scenic 6 Park. City maintenance will need to check the park for holes in the ground and get them filled before Potlatch Days.
3. **Pool & Cemetery – Donna Winther** – The pool needs “Slippery When Wet” caution signs at the entrance to both bathrooms. The RV Park bathrooms and showers could use mats where you walk into the showers. Donna noticed there were mats on the ground outside the showers that need to be moved to storage. Also there is a wall in the showers that is coming up and needs to be repaired.
4. **Water & Sewer – David Cada** – Dave Cada gave his report on the water in our area. He said that compared to Rathdrum our water is purer when it comes to contaminates. The Rathdrum reservoir is used as a comparison to bottled water. Our water is harder and sits on the rocks where it can soak up more nutrients compared to an underground river like Rathdrum has.
5. **Streets - Martin Anderson** – Street budget is done for the year. Martin will be looking into the ramp at the Senior Center
6. **Scenic 6 - David Cada** – Gary Strong is resigning as chairman. David will talk about city beautification at the next Scenic 6 meeting.



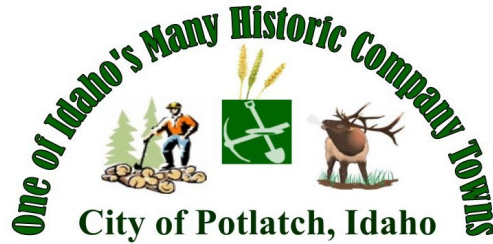
7. **Clerk – Harmony Nowack** – All accounts have been moved to Latah Credit Union. Checking account will remain open at US Bank until all outstanding checks have gone through and all ACH deposits have been moved to LCU.

Martin Anderson made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 10 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, July 25, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

July 25, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Absent: Joan Bender

Guests: Tom and Tori O'Malley

Scott Becker

NEW BUSINESS:

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from July 11, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

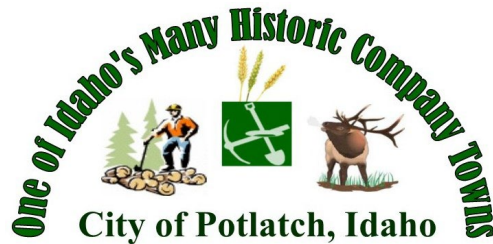
Donna Winther, yes

David Cada, yes

Martin Anderson, yes

- 2. CODY BRIGHAM, MUD BOGS AND OTHER EVENTS AT SCENIC 6**

ABSENT



3. SCOTT BECKER, LOT ON 8TH STREET

Concerning the plat on the property located at 8th and Oak, currently owned by Tom O'Malley and in the process of being sold. Tom O'Malley said the soon to be new owner of the property would like to continue on with Tom's plan to build 4 residential houses on the property. The alley way to the north of the property is owned by the city. Tom said what was originally approved by the city was the lot with an easement for the alley but since the city legally owns the alley this would change the lot size to 5000sq ft. Scott and Tom are asking that the city wave the minimum lot size of 6500sq ft and re-affirm the approval of the plat with the recognition that the City owns the alley.

Martin Anderson made a motion to wave the minimum lot size and re-affirm the approval of the plat with the recognition the city owns the alley. Dave Cada seconded the motion and the motion was approved with "all ayes".

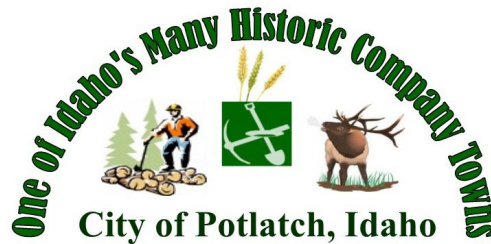
4. SEWER DUMP LEASE AGREEMENT RATES

Hahn Rentals would like to have their trucks dump into the City's sewer system. The City has not updated the Sewer Dump Lease Agreement in 3 years. Mayor Brown asked the Council to review the rates

Martin Anderson motioned we keep the rates the same with \$100 yearly dumping fee, plus \$0.06 cents per gallon of septic waste pumped. Dave Cada seconded the motion and the motion was approved with "all ayes".

5. PERSONNEL POLICY

Mayor Brown would like the Council to update the personnel policy starting with the discontinuation of employee comp time. Employees would no longer be able to use/accrue comp time for overtime hours worked.

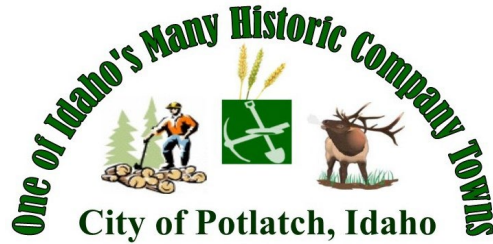


Overtime will be used for any employee who works over 40 hours in a work week.

Martin Anderson motioned to discontinue employee comp time and pay out all employees accrued comp time with the next paycheck. David Cade seconded the motion and the motion was approved with “all eyes”.

REPORTS:

1. **Mayor – David Brown** – Mayor Brown met with Habitat for Humanity at the Senior Center to look at options for a new ramp at the front entrance. Habitat for Humanity said they could do a ramp but they could not attach it to anything. The ramp could be either an aluminum ramp or pressure treated wood ramp with roofing to make it non-skid. Mayor Brown ask Martin Anderson what he thought it would cost for an aluminum ramp. Martin said he thought it would cost around \$8,000-\$10,000 and it would cost more to take out the existing stairs and rebuild it all. Before starting work on the front entrance the City will need to put in a new door and door jam at the back entrance to make it easier for the seniors to use during construction.
2. **Parks – Joan Bender** – Absent.
3. **Pool & Cemetery – Donna Winther** – No report. The pool is doing well.
4. **Water & Sewer – David Cada** – The pump went out at the lift station and was repaired but the City needs to purchase a new pump. The old pump can be rebuilt to have as a stand-by.
5. **Streets - Martin Anderson** – No report



6. **Scenic 6 - David Cada** – David talked about the Latah Farmers Market taking place in Potlatch by the train depot. He said this is a good development for the city and we should all talk it up as well as attend the market.

7. **Clerk – Harmony Nowack** – Harmony asked for Council permission to attend the ICCTFOA Institute in Coeur d’Alene September 21st-23rd. Permission was granted by Mayor Brown and the City Council. Harmony will apply for a scholarship in order to help pay for the cost of admission, transportation and hotel stay.

Martin Anderson made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 9:10 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, August 8, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

August 8, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, Joan Bender. Also, present: Harmony Nowack, City Clerk-Treasurer.

Absent: Martin Anderson

Guests: Amber Weber

Cody Brigham

Otto Nielson

Brennan Pollock

Daniel Anderson

Karin Johnson

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA: David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from July 25, 2022 City Council meeting, the City of Potlatch bills and payroll.***

Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

David Cada, yes

Donna Winther, yes

Martin Anderson, yes



2. PLANNING AND ZONING TO PRESENT DECISION ON DANIEL ANDERSON VARIANCE REQUEST

Planning and Zoning did not come to a decision at the Public Hearing held prior to tonight's Council Meeting.

3. BUDGET DISCUSSION FOR FY 2022-2023

Mayor Brown presented the proposed budget for Council to review. Council reviewed the proposed budget and approved.

REPORTS:

1. **Mayor – David Brown** – No report
2. **Parks – Joan Bender** – There is a tree down by the pond across the walkway from the RV Park that needs to be cleaned up.
3. **Pool & Cemetery – Donna Winther** – Pool liner is in need of replacing. The Health Department was here to check the pool this week and will be sending their report.
4. **Water & Sewer – David Cada** – David would like to see the City saving money for a generator for at least one of the City's wells. A new generator could cost around \$30,000-\$40,000.
5. **Streets - Martin Anderson** – ABSENT
6. **Scenic 6 - David Cada** – The Scenic 6 group is still discussing community beautification. He also received a call from a person who William Deary's Potlatch desk and would like to donate it to the Potlatch Historical Society. He will be making a trip to Montana to get the desk.



7. **Clerk – Harmony Nowack** – No report

Public Comment:

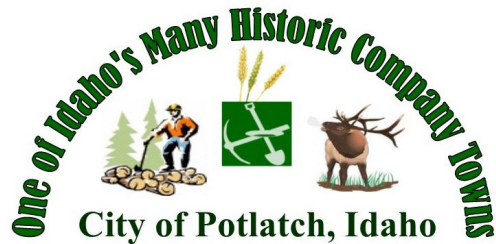
City employees in attendance questioned why their Compensatory Time was taken away from them without notice. The employees expressed concern that they were not included in a decision that directly affected their accumulation of hours and how it is paid out. The Mayor and Council would like to review and create a new Personnel Policy. The employees of the City would like to be notified when policy changes are made and given a chance to comment on any changes that may be made.

David Cada made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 9:20 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, August 22, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

August 22, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, Joan Bender and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Krista Baker

Gentry Jesson

Amber Weber

Scott Linja

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from August 8, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

David Cada, yes

Martin Anderson, yes

Joan Bender, yes

- PUBLIC HEARING: PROPSAL TO THE IDAHO DEPARTMENT OF COMMERCE FOR AN IDAHO COMMUNITY BLOCK GRANT TO INSTALL RESTROOMS IN THE POTLATCH SCENIC 6 PARK NEAR KELLY'S SPLASH PAD**



Krista Baker from Clearwater Economic Development Association (CEDA) presented scope of work and current budget for the Idaho Community Block Grant to install restrooms at the Scenic 6 Park near the splash pad.

\$26,000 -Concrete foundation and sidewalks

\$46,100 -Electrical work

\$25,000 -Plumbing

\$99,055 -CXT restroom building

Unknown -Cost of site prep

The City of Potlatch will need to have a cash match of \$16,000-\$20,000 which will come out of the RV Park Fund. City labor and donations can also be added as part of the match. The higher the match the more points accumulated for the grant. Krista is currently writing the grant for the City and is requesting \$200,000 for the grant. The maximum that can be requested for the grant is \$250,000. The grant application must be submitted by September 19, 2022. Confirmation of grant acceptance would be by the end of November 2022 and install to be complete by fall of 2023. Council to review CXT building options and confirm with Krista prior to submittal of the grant in order to verify requested grant amount.

Mayor Brown opened the floor to public comment: Amber Weber said it would nice if the restroom had motion sensor lights inside.

2. SELECT CEDA AS GRANT ADMINISTRATOR UNDER COMMUNITY DEVELOPMENT BLOCK GRANT MICRO PURCHASE PROCEDURE AFTER GRANT FUNDS ARE AWARDED

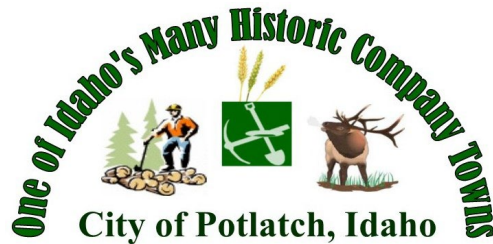
Joan Bender motioned to accept CEDA as grant administrator, David Cada seconded the motion. Motion was approved with a Roll Call vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

Joan Bender, yes



3. CITIZEN PARTICIPATION PLAN REVIEW

Krista Baker (CEDA) read through the Citizen Participation Plan Review that the Council adopted in 2017 when applying for the Community Development Block Grant for Kelly's Splash Pad.

- **PUBLIC HEARING: PROPOSED CITY BUDGET FOR FY 2022-2023**

Mayor Brown presented the proposed budget for FY 22-23 to the Council.

Mayor Brown opened the floor to public comment: Amber Weber questioned why the budget was lower for the upcoming fiscal year than the previous year. Mayor Brown explained that the revenue the City usually gets from the State and County has decreased this year.

David Cada motioned to accept the proposed budget for FY 22-23, Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

Donna Winther, yes

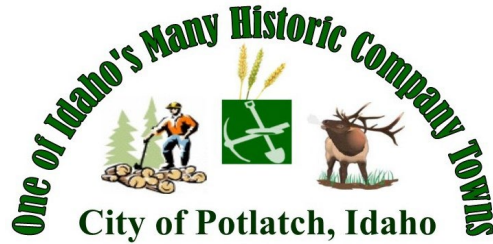
David Cada, yes

Martin Anderson, yes

Joan Bender, yes

REPORTS:

1. **Mayor – David Brown** – The swimming pool season has come to a close. The City will need to look into recruiting a new pool manager for next year. Mayor Brown would like to have the manager also be a registered lifeguard. David Cada said the City should advertise in the CIA newsletter first as it would be nice to have someone local to manage the pool.
Mayor Brown said he and Maintenance Director, Brennen Pollock will be attending a legislative water college in Lewiston on Friday.
Mayor Brown presented a proposal from Keller Associates to engineer the 10th Street Sidewalk Project. The proposed cost of engineering is \$38,900 which is not covered by the grant monies.



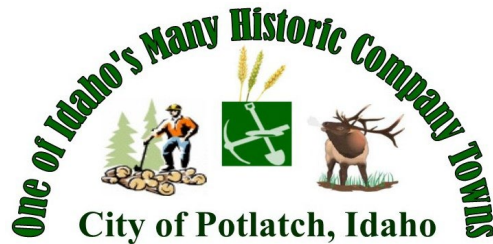
2. **Parks – Joan Bender** – No report. Martin Anderson asked if the concrete had been poured yet for the musical instruments. Joan said not yet. Mayor Brown thinks it is set to be done the first of September.
3. **Pool & Cemetery – Donna Winther** – Donna is looking into ideas to fix or replace the liner in the swimming pool. Mayor Brown said that next year we can apply for the same Community Development Block Grant for the swimming pool. Donna said she look into the cost of a new liner.
4. **Water & Sewer – David Cada** – David has been following and taking note of sever storms around the world. The storms are likely related to solar flares (solar storms) and they are effecting volcanoes and earthquakes around the world. As these storms seem to be increasing in number it is very important that the City have a generator attached to one of the wells.
5. **Streets – Martin Anderson** – No report
6. **Scenic 6 – David Cada** – David has found someone to bring William Deary’s Potlatch desk from Montana.
7. **Clerk – Harmony Nowack** – Harmony reported that she was awarded a scholarship to attend the ICCTFOA Institute in Coeur d’Alene this September.

Martin Anderson made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 9:26 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, September 12, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

September 12, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, Joan Bender and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Paul Stubbs Joy Stubbs

Isaac Foss

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from August 22, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

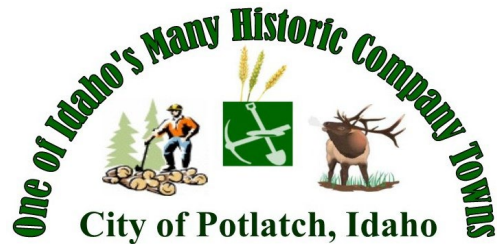
Donna Winther, yes

David Cada, yes

Martin Anderson, yes

Joan Bender, yes

- 2. PLANNING AND ZONING PRESENT DECISION ON PAUL STUBBS ZONE CHANGE**



Prior to tonight's Council Meeting, the Planning and Zoning committee met with Paul Stubbs to discuss his request to change the zoning at his property parcel RPP15200290010 or 430 Pine Street from commercial to multi-family residential. Mr. Stubbs is planning on only building one single family home on the property at this time but wanted to have it open for his family to build another house on the lot in the future if they so desire. There was no objection from the public hearing. The Planning and Zoning committee recommended that the zone change be approved.

David Cada motioned to approve the zone change at 430 Pine Street to multi-family residential, Martin Anderson seconded the motion. Motion was approved with all ayes.

3. CODY BRIGHAM, MUD BOGS AND OTHER EVENTS AT SCENIC 6 PARK

ABSENT

4. APPROVE ORDINANCE #520-ANNUAL APPROPRIATIONS

Mayor Brown entertained a motion that the rules be suspended and the proposed ordinance pass its first reading by Title only.

David Cada made a motion that the rules be suspended and that the proposed ordinance pass its first reading by Title only and it's second and third reading under suspension of the rules, Joan Bender seconded the motion.

Mayor Brown read the Title.

Roll Call Vote:

Donna Winther, yes
David Cada, yes
Martin Anderson, yes
Joan Bender, yes



The ordinance passes its first reading by Title only and its second and third reading under suspension of the rules.

Mayor Brown entertained a motion that the ordinance be formally adopted.

Martin Anderson made a motion that ordinance number 520 be formally adopted. The motion was seconded by David Cada and was passed with a Roll Call Vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

Joan Bender, yes

5. Select Keller Associates as engineer for 10th Street Sidewalk Project

Mayor Brown introduced Keller Associates scope and fee for the 10th Street Sidewalk Project.

Martin Anderson made a motion to select Keller Associates as engineer for the 10th Street Sidewalk Project, Joan Bender seconded the motion and the motion was passed with a Roll Call Vote:

Joan Bender, yes

Martin Anderson, yes

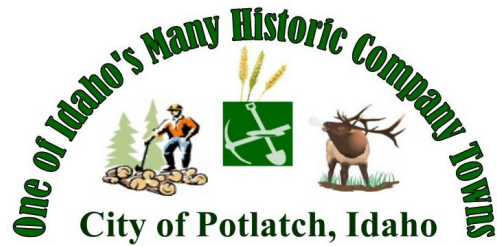
David Cada, yes

Donna Winther, yes

6. DEQ AUTHORIZING RESOLUTION -DRINKING WATER GRANT

Mayor Brown read Resolution No. 2022-09-12 authorizing the Mayor to sign all applications, funding agreements, and other documents relating to the drinking water study project, a grant the city is applying for.

David Cada motioned for the resolution to be adopted, Donna Winther seconded the motion. The motion was passed with a Roll Call Vote:



Martin Anderson, yes

Donna Winther, yes

David Cada, yes

Joan Bender, yes

The Resolution was formally adopted.

7. AUTHORIZE MAYOR TO NEGOTIATE AN AMENDMENT TO THE EXISTING TATE ENGINEERING CONTRACT TO INCLUDE A DRINKING WATER FACILITY PLAN SCOPE AND FEE

In regards to the Drinking Water Facility planning grant Mayor Brown asked for the council to authorize him to negotiate and an amend the existing Tate Engineering contract to include the Drinking Water Facility Project.

Joan Bender made a motion to authorized Mayor Brown to negotiate and amend the existing contact with Tate Engineering to include the Drinking Water Facility Plan scope and fee. David Cada seconded the motion. The motion passed with a Roll Call vote:

Donna Winther, yes

David Cada, yes

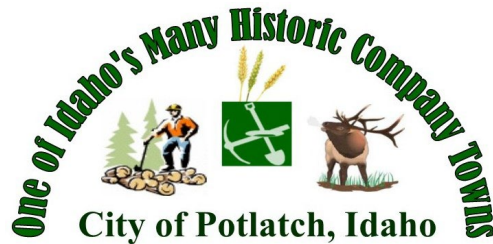
Martin Anderson, yes

Joan Bender, yes

8. SOLID WASTE DISPOSAL AGREEMENT

Mayor Brown presented the Solid Waste Disposal Agreement between the City of Potlatch and the City of Moscow.

David Cada motioned to accept the Solid Waste Disposal Agreement, Joan Bender seconded the motion. The motion was passed with a Roll Call Vote:



Martin Anderson, yes

David Cada, yes

Donna Winther, yes

Joan Bender, yes

9. CITY HALL HOURS

Mayor Brown entertained Harmony Nowack's request to change the City Clerk-Treasurer's office hours to 8am-5pm with the office being open to the public from 10am-12:30pm and 1:30pm-5pm starting October 1, 2022.

David Cada motioned to approve City Hall and Clerk-treasurer office hour to 8am-5pm. Joan Bender seconded the motion. The motion passed with all ayes.

REPORTS:

- 1. Mayor – David Brown** – Potlatch Deltaic has given the city a 60' easement from the railroad tracks on Mill Rd into the lift station and into the back entrance to Scenic 6 Park. The new bulky waste site will be near the lift station. The easement area will need to be fenced in and no city property is to be on Potlatch Deltaic land. The City is hoping to share the cost of the fence with the County. County will move the roll gate from the old bulky waste site to the new site. City costs can be covered by the Sanitation Fund. Mayor Brown said Krista Baker from CEDA is still working on our Restroom Project grant that is due on 9/19/22. The City will need to match \$20,000. The City may also need to ask for more bids on electrical and/or cement.
- 2. Parks – Joan Bender** – No report at this time. Joan said the parks looks nice right now and there have been some good functions there lately.
- 3. Pool & Cemetery – Donna Winther** – Donna will be working on recruiting a new pool manager and would like the city to board up the pool to keep it clean over the winter. The City will need to get non-slip mats for the floors. Donna will also be looking into a new pool lining.



4. **Water & Sewer – David Cada** – David said he was reminiscing about when he was a child and the City would have residents curb their water use in the summer. He is very happy to see that with the addition of wells and the reservoir we are doing well and not running low on water even in a dry summer.
5. **Streets – Martin Anderson** – Martin asked if we had heard when we will be getting the new Kubota we ordered nearly a year ago. Mayor Brown said he would be following up on this.
6. **Scenic 6 – David Cada** – There has been no meeting in a couple month for the Scenic 6 group. David is still looking into ideas for City beautification.
7. **Clerk – Harmony Nowack** – No report at this time

PUBLIC COMMENT:

Isaac Foss recently purchased the lot next to his home. The old trailer on that lot was auctioned off and should be removed soon. Isaac wanted to know why he would still be charged vacant sewer and water base fees when the trailer is gone and if he were to cap the water/sewer line why he would have to pay to hook them back up if needed again. Martin Anderson explained the fees are set due to the loans the City has to pay off for the sewer and water project that took place a few years ago. There is no charge to cap the water/sewer lines, the hook-up fee is set as so you are paying back into the system.

Martin Anderson made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 9:26 p.m.

ATTEST: _____ David L. Brown,
Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, September 26, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

September 26, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, Joan Bender and Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Scott Linja Gentry Jesson

NEW BUSINESS:

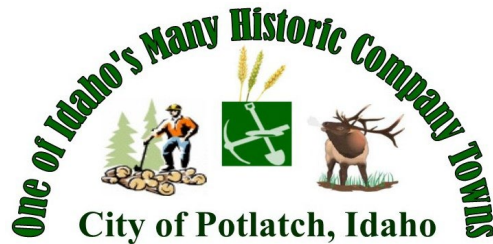
Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from September 12, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

Donna Winther, yes
David Cada, yes
Martin Anderson, yes
Joan Bender, yes

- 2. APPROVE ORDINANCE 519 -AMENDING CITY CODE BUILDING FEES AND VALUATIONS**



Mayor Brown entertained a motion that the rules be suspended and the proposed ordinance pass its first reading by Title only.

David Cada made a motion that the rules be suspended and that the proposed ordinance pass its first reading by Title only and it's second and third reading under suspension of the rules, Joan Bender seconded the motion.

Mayor Brown read the Title.

Roll Call Vote:

Donna Winther, yes
David Cada, yes
Martin Anderson, yes
Joan Bender, yes

The ordinance passes its first reading by Title only and its second and third reading under suspension of the rules.

Mayor Brown entertained a motion that the ordinance be formally adopted.

Martin Anderson made a motion that ordinance number 519 be formally adopted. The motion was seconded by David Cada and was passed with a Roll Call Vote:

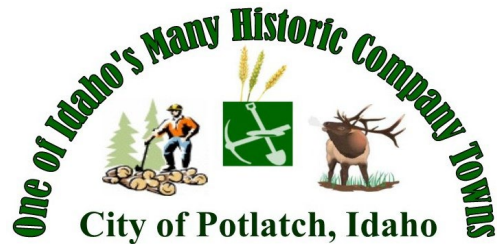
Donna Winther, yes
David Cada, yes
Martin Anderson, yes
Joan Bender, yes

3. APPROVE CITY FEES RESOLUTION NO. 2022-10-01

The Resolution No. 2022-10-01 was introduced by Councilman Martin Anderson who moved for its adoption. Seconded by Joan Bender.

Roll Call Vote:

Joan Bender, yes



Martin Anderson, yes

David Cada, yes

Donna Winther, yes

The motion passed. Mayor Brown declared Resolution No. 2022-10-01 duly approved and adopted.

4. Keller Engineering to present Transportation Plan

Scott Linja and Gentry Jesson of Keller Associates brought the finalized Transportation Plan for the City of Potlatch. David Cada stated that the plan is very good putting good detail in both streets and pedestrian transportation. He said he thinks it is a good plan for the city to work with for years to come.

Donna Winther made a motion to accept the Transportation Plan for The City of Potlatch. Joan Bender seconded the motion, the motion passed with a Roll Call Vote:

Donna Winther, yes

David Cada, yes

Martin Anderson, yes

Joan Bender, yes

5. Yard Waste/Debris

Donna Winther asked if there is a way the city could get a dumpster for residents to dump their own yard debris and asked if it was necessary for the city maintenance crew to pick up yard debris every day. Mayor Brown said there was a dumpster for public use behind the city shop. Donna said she was told public was not to dump there. Mayor Brown said they have discouraged public use due to abuse such as things other than yard debris being placed in there. Another reason for frequent pick ups, especially in the fall is to discourage burning. However picking up yard debris daily is causing increased fuel cost and is very time consuming for the maintenance staff. Martin Anderson asked if the dumpster could be



placed at the new bulky waste site when it is opened in October as it could be monitored there. Donna Winther stated that if residents knew there was a place to take their yard debris they would do it. Council decided on the following plan:

-Yard debris dumpster will be placed at the new bulky waste site when it opens. It will be open for public dumping of unbagged yard debris on the days the bulky waste site is open (the first and third Saturdays of the month)

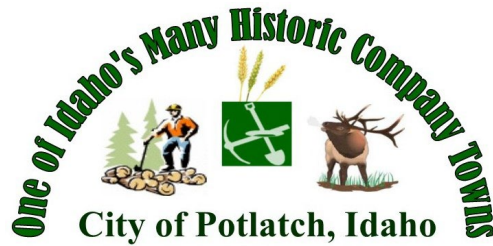
-Yard debris will be picked up three days a week Monday, Wednesday and Friday. Limit of 3 bags per household. Bags must be under 40lbs and limbs trimmed to 4 feet.

Joan Bender made a motion to enact the above listed plan, Donna Winter seconded the motion and the motion was passed with all ayes.

6. ROAD PAVING SOUTH ENTRANCE SCENIC 6 PARK TO PROPOSED NEW RV SPOTS

Now that the City has an easement on Mill Road for the new bulky waste site Mayor Brown would like to see that easement extent to the small portion of road that goes from Mill Road to the south entrance to Scenic 6 Park. Mayor Brown said Potlatch Deltaic would be more willing to give the City and easement to the south entrance if we would make improvements on the road. Mayor Brown would like to have the small section of road paved going north from the first curve in Mill Road to the south entrance.

David Cada made a motion that the City pave the small portion of Mill Rd, there was no second. The motion did not pass.



REPORTS:

1. **Mayor – David Brown** – No report
2. **Parks – Joan Bender** – The cement for the musical instruments should be poured soon.
3. **Pool & Cemetery – Donna Winther** – Looking into a pool liner, cost and if we can apply for grants,
4. **Water & Sewer – David Cada** –No report
5. **Streets – Martin Anderson** – Martin asked if new tires were placed on the gator and asked if the City had any update on the kabota
6. **Scenic 6 – David Cada** – David said he review the up coming Inland North Partners meeting agenda and did not see any benefit for Council to attend
7. **Clerk – Harmony Nowack** – Harmony stated she will be closing out the US Bank account.

PUBLIC COMMENT: No public comment

Martin Anderson made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 9:10 p.m.

ATTEST: _____ David L. Brown,
Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, October 10, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

October 10, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, and Joan Bender. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Lois & Lenny Rasmussen

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from September 12, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

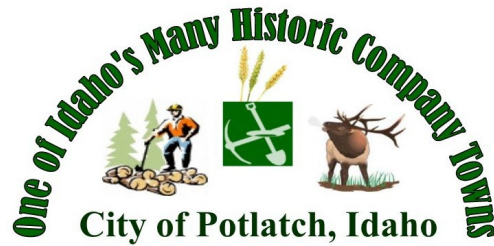
Donna Winther, yes

David Cada, yes

Joan Bender, yes

2. SENIOR CENTER – ENTRANCE IMPROVEMENTS

The City of Potlatch Senior Center is in need of an ADA compliant entrance into the Senior Center Building. Lois Rasmussen says the Senior group has received \$10,000 from the State of Idaho to make these improvements. The money needs to be used by March so time is of the essence. Lois would like to ask on social media for volunteers/contractors who would



like to help or perhaps donate time to help remove the current stairs and build a new ramp with composite decking. Ideally the Seniors would like to see this completed before winter. Donna Winther said the backdoor needs a new threshold and also a new door as the current door swings in a way that doesn't work well for someone with a walker or wheelchair. The back entrance can be used while work is being done in front but the back entrance does not work well in the snow.

Donna Winter motioned for Lois to proceed with getting bids and plans for an ADA compliant ramp and stairs. The City of Potlatch will get the permit for the work and will give up to \$5000 if the project goes over \$10,000. Joan Bender seconded and the motion passed with all Ayes

3. ST. VINCENT DEPAUL – USE OF CABINS FOR TEMPORARY HOUSING

A representative from St. Vincent DePaul in Moscow called earlier in the week asking if the City would consider giving the charity use of the cabins at Scenic 6 RV Park for temporary housing. She stated the cabins would only be used for a day or two at a time for people who have a long-term housing placement but need a place for a night or two before the long-term placement opens up. Council had many questions on how the people are vetted, do they have transportation, do they know there are no kitchens in the cabins and will the City have a contract with St. Vincent DePaul? Council would like someone from the charity to present at the next council meeting.

Issue tabled.

REPORTS:

1. **Mayor – David Brown** – Mayor Brown and Clerk-Treasurer Harmony Nowack will be attending a State Parks and Recreation Grants Workshop in Lewiston on the 19th. Cement was poured for the musical instruments at



the park last week and the Gazebo Dedication took place last Saturday. The Skate Park is looking good and hopefully cement can be poured there soon.

2. **Parks – Joan Bender** – Regarding the Pickleball Courts, Joan will ask the Pickleball group to be sure to take the nets down and store them over the winter. Joan will find out what prep work needs to be done and will work to get volunteers for painting the courts next spring.
3. **Pool & Cemetery – Donna Winther** – No report. Looking into pool liners and who can do that work in this area.
4. **Water & Sewer – David Cada** – Lead and copper results came back. The City houses in the lead and copper study were below the legal limit for lead and copper. David is also studying climate change and gave a short presentation on the climate change hoax.
5. **Streets – Martin Anderson** – Absent
6. **Scenic 6 – David Cada** – No report
7. **Clerk – Harmony Nowack** – Auditors will be here this week.

PUBLIC COMMENT: No public comment

Joan Bender made a motion to adjourn the meeting, Donna Winther seconded the motion, the meeting was adjourned at 9:51 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, October 28, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

October 24, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, David Cada, and Joan Bender, Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer.

Guests: Andrea O’Sullivan Carol Riesenber
 Mary Lewandouski Brennan Pollock

NEW BUSINESS:

Joan Bender said the invocation Prayer.

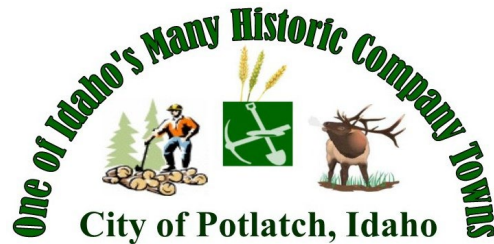
- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from October 10, 2022 City Council meeting, the City of Potlatch bills and payroll.*

Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

David Cada, yes
Martin Anderson, yes
Joan Bender, yes

2. ST. VINCENT DEPAUL – USE OF CABINS FOR TEMPORARY EMERGENCY HOUSING

Andrea O’Sullivan from St. Vincent de Paul Society gave a background on St. Vincent de Paul (SVdP) and their current need for temporary housing.



The Society's current options, a hotel in Moscow, does not always have availability especially on busy weekends. SVdP meets with all their potential clients and clients sign a lodging agreement. In the case the client does not follow the rules set forth in the lodging agreement they are asked to leave the temporary housing for which they were placed. SVdP takes all responsibility for damages if they occur. SVdP would like to rent the cabins at Scenic 6 RV Park as needed to temporarily house their clients. SVdP would contact Camp Host and/or City Clerk to secure cabin availability and give details of the clients stay. No stay would exceed the parks 14-day limit. City Clerk would invoice SVdP directly for each stay.

Martin Anderson motioned to allow St. Vincent de Paul Society to rent Scenic 6 RV Park cabins as needed for temporary housing. Donna Winther seconded and the motion passed with all Ayes.

3. DRINKING WATER FACILITY GRANT AGREEMENT

The City received a grant from DEQ to do a water facility study. This study is important for the City to know what updates are needed with current facilities and is part of the process toward getting a new well. Mayor Brown presented the Grant Agreement for Council approval prior to signing.

Martin Anderson motioned for Mayor Brown to sign the Drinking Water Facility Study Grant Agreement, Joan Bender seconded the motion. Motion was approved with a Roll Call vote:

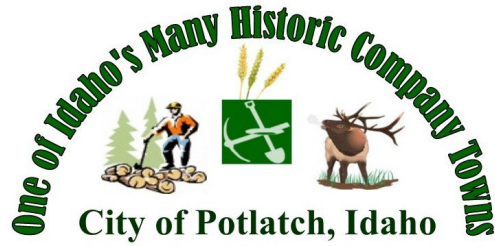
- Donna Winther, yes***
- David Cada, yes***
- Martin Anderson, yes***
- Joan Bender, yes***



REPORTS:

1. **Mayor – David Brown** – Catalytic converter was stolen off the Ford F350. In the process the vandals cut the transmission line. The pickup has been towed to the Ford Garage but no ETA on parts.
2. **Parks – Joan Bender** – Joan attended the Park and Recreation Grants Workshop with Mayor Brown and Clerk-Treasurer, Harmony Nowack. Joan thought it was very informative.
3. **Pool & Cemetery – Donna Winther** – Looking into the possibility for a sprinkler system in the cemetery. Not all the faucets at the cemetery are working also it is easy for them to get run over by cars, etc.
4. **Water & Sewer – David Cada** – There is an underground river between here and Moscow that flows from Moscow Mountain on toward Pullman. Pullman wells are likely tapping into this. Moscow has lately been saying they need to conserve water but there is plenty of water right there.
5. **Streets – Martin Anderson** – Asking for an update on the new meters and where the city is at with putting them in.
6. **Scenic 6 – David Cada** – William Deary's original desk is back in Potlatch at the depot. The desk and many other historical items were generously donated by Debbie Lemke.
7. **Clerk – Harmony Nowack** – All accounts at US Bank have been officially closed.

PUBLIC COMMENT: Brennan Pollock attended the meeting tonight to ask council for a larger raise. Council stated that they appreciated the work he does for the city, however, the budget has already passed and they must work within that budget. Council also stated they are working on updating the personnel policy which will soon be completed and reviewed and approved by council.

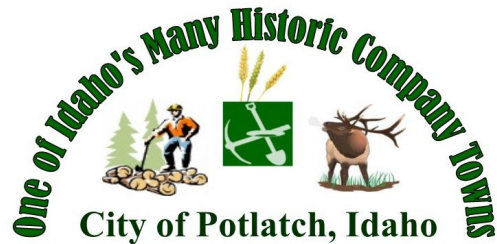


Martin Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 9:07 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, November 14, 2022



Potlatch City Council Meeting

City Hall – 195 6th Street – Potlatch, ID 83855

November 14, 2022, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Donna Winther, Joan Bender, Martin Anderson. Also, present: Harmony Nowack, City Clerk-Treasurer. Absent: David Cada

Guests: Amy Manning

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA:** *Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from October 24, 2022 City Council meeting, the City of Potlatch bills and payroll.*

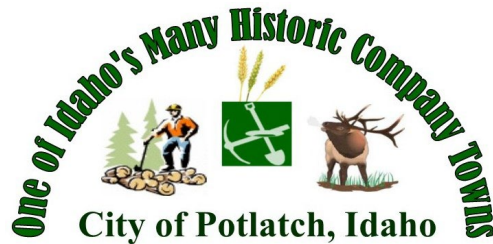
Donna Winther seconded the motion. Motion was approved with a Roll Call vote:

*Donna Winther, yes
Martin Anderson, yes
Joan Bender, yes*

2. AMENDMENT AGENDA- SENIOR CENTER RAMP BID

Martin Anderson made a motion to amend the agenda to include the action item Senior Center Ramp Bid. Joan Bender seconded the motion. The motion passed with a Roll Call vote:

Donna Winther, yes



Martin Anderson, yes

Joan Bender, yes

Council reviewed the Senior Center Ramp Bid from Camo Construction.

Martin Anderson motioned to accept the Senior Center Ramp Bid from Camo Construction. Joan Bender seconded and the motion passed with all Ayes.

3. SET RATES ON CITY HALL OFFICE SPACE RENT

Council reviewed City Hall room rental rates.

Joan Bender motioned to raise City Hall Office Rent by 3%. Martin Anderson seconded the motion and the motion passed with all eyes

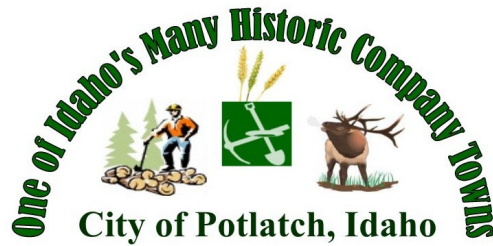
4. DRAFT PERSONNEL POLICY REVIEW

Council reviewed the first draft of the new City Personnel Policy.

5. III-A ANNUAL REPORT WITH AMY MANNING

REPORTS:

1. **Mayor – David Brown** – Mayor Brown spoke to Ben Ballard from Potlatch Deltaic. Ben said the easement on Mill Road will extend to the river. Mayor Brown would like to again discuss the paving of Mill Road. The City will look into possible Grant opportunities that could assist with covering paving costs.
2. **Parks – Joan Bender** – Lights are needed around the Depot at Scenic 6 Park that shine to the road. There were complaints on voting day that it was very



dark there. Joan would like the city to look into a park grant that could cover lighting at the Scenic 6 Depot and more picnic tables.

3. **Pool & Cemetery – Donna Winther** – No report
4. **Water & Sewer – David Cada** – Absent
5. **Streets – Martin Anderson** – Martin will look for a catalytic converter as Ford is not sure when they will be able to get the parts.
6. **Scenic 6 – David Cada** – Absent
7. **Clerk – Harmony Nowack** – All accounts at US Bank have been officially closed.

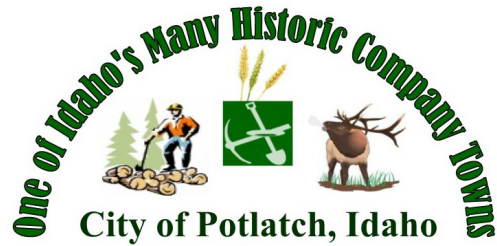
PUBLIC COMMENT:

Martin Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 10:25 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, November 28, 2022



Potlatch City Council Meeting

Potlatch Senior Center 645 Pine Street – Potlatch, ID 83855

December 12, 2022, 2022 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, and Martin Anderson. Also present: Harmony Nowack, City Clerk-Treasurer, and Brennan Pollock, Maintenance.

Absent: Donna Winther

Guests: Tom O'Malley Scott Becker

Also Present from Planning and Zoning: Kenny Cada, Ted Millick, and Dale Good

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. CONSENT AGENDA: Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from November 14, 2022 City Council meeting, the City of Potlatch bills and payroll.***

David Cada seconded the motion. Motion was approved with a Roll Call vote:

Martin Anderson, yes

Joan Bender, yes

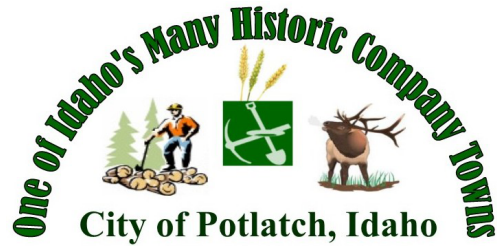
David Cada, yes

2. TOM O'MALLEY AND PALOUSE RIVER DEVELOPMENT CO. TO PRESENT THE BOUNDARY MAP FOR THE PARCEL UNDER CONSIDERATION AS HERITAGE HILLS

Tom O'Malley and Scott Becker of Hodge & Associates presented the new boundary map for Parcel RP1N04W063606 on Onaway Road. Tom stated they are planning for a mix of housing lots both large and small at the back (south) of the property and commercial buildings along Onaway Road. The large hills on the property would remain natural green space with natural grasses and flowers. Tom will be working on the Annexation Application to annex this property into the City of Potlatch.

REPORTS:

1. **Mayor – David Brown** – Has a quote from Lovell's to take down trees on 10th Street for the new sidewalk project.
2. **Parks – Joan Bender** – No report
3. **Pool & Cemetery – Donna Winther** – Absent
4. **Water & Sewer – David Cada** – Still doing research on the geology of the area, there is evidence that the flat areas around Potlatch could be caused by the great Missoula floods.
5. **Streets – Martin Anderson** – Martin asked for an update on the furnace and Ford, Mayor Brown said Ackerman's will be coming out this week to look at the building and see what is possible. Still waiting on a catalytic converter for the Ford, no ETA on when they will get one.



6. **Scenic 6 – David Cada** – There has not been a Scenic 6 Meeting for a few month, will start up again in the spring.

7. **Maintenance – Brennan Pollock** – No report

8. **Clerk – Harmony Nowack** – No report

PUBLIC COMMENT: No public comment

Martin Anderson made a motion to adjourn the meeting, David Cada seconded the motion, the meeting was adjourned at 8:10 p.m.

ATTEST: _____ David L. Brown, Mayor

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, January 9, 2022