



Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

June 23, 2025 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Marty Anderson, Darrell Bostic, Jennifer Anderson, Dave Cada. Harmony Nowack, Clerk-Treasurer, and Paul Kilborn, Maintenance.

Guests: Amber Weber

REGULAR MEETING - *Call to order*

PLEDGE OF ALLEGIANCE

INVOCATION PRAYER – Darrell Bostic

NEW BUSINESS:

1. 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 9, 2025 and minutes from June 5, 2025 Special Meeting, City of Potlatch bills and payroll.

Dave Cada made a motion to approve the Consent Agenda, Darrell Bostic seconded the motion. The motion was approved with a Roll Call vote:

Jennifer Anderson, yes

Dave Cada, yes

Marty Anderson, yes

Darrell Bostic, yes

2. DEVELOPMENT AGREEMENT

Council reviewed the preliminary draft development agreement for Elk River Enterprise development, “Riverview Addition” off HWY 6. The developer will start with a twenty-five (25) foot road with a sixty (60) foot right of way for Phase 1 (four (4) lots). Phase 2



will consist of additional housing in lot five (5). When Phase 2 starts the road will be widened and made to city standards. The development will have city sewer services, each lot will have individual pumps then gravity flow into the city system. Each lot will have its own well, unless the city is able to provide water. Council agreed to let city attorney make these changes to the agreement and council will review again.

Issue tabled until updated agreement updated by attorney.

3. WATER HOOKUPS IN TOWN

There are six (6) open lots in town, three (3) are currently pending sale and three (3) are to be put up for sale. When these lots were divided in 2021 lot owners were told they could have water hookups. With current capacity information, and the city not giving water hookups to the new development, owners of these properties are requesting clarification on whether or not they have water hookups available. City has already told the property owner of the three (3) pending lots that they have hookups. Amber Weber attended council tonight for a guarantee that she can sell her three (3) lots with water hookups.

Darrell Bostic motioned to allow water hookups for three (3) lots owned by the Webers. Marty Anderson seconded the motion. The motion was approved with all ayes.

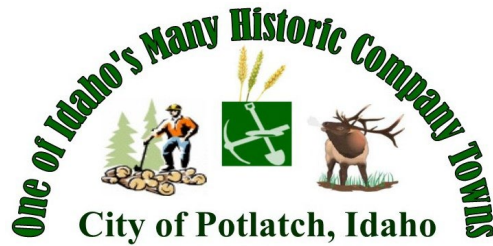
4. AUTHORIZE CREDIT CARD FOR PAUL KILBORN

Council discussed authorizing a credit card for Paul Kilborn, lead maintenance, as relying on one card shared between City Clerk-Treasurer and maintenance has been cumbersome. Clerk-Treasurer, Harmony Nowack, spoke with Latah Credit Union regarding the process to add Paul as a credit card holder. Paul and Harmony would share the \$20,000.00 limit. Latah Credit Union needs an official agreement and vote from the City Council in order to issues credit cards to city employees.

Jennifer Anderson made a motion to authorize a credit card for Paul Kilborn from Latah Credit Union, Darrell Bostic seconded the motion. The motion was approved with all ayes.

5. LONG-TERM RV PARKING

There have been many complaints about the state of the Long-Term RV parking spots. Tenets are collecting furniture and other debris around their trailers. This is not acceptable



under the lease agreement. Council requested copies of lease agreements and rules for them to look over and update. Council will consider eviction notices if lease agreements are violated.

Jennifer Anderson made a motion to evaluate and upgrade the Long-Term RV Park rules and lease agreement and for City Clerk-Treasurer to send a letter requesting tenet clean up, Marty Anderson seconded the motion. The motion was approved with all ayes.

6. SPLASH PAD HOURS

As the city is working on conserving water, a meter was placed on the Splash Pad to measure how much water is being used during a cycle. In a five (5) minute cycle, five hundred (500) gallons of water is used. It was discussed that hours or days need to be reduced to help with the city's conservation efforts.

Marty Anderson made a motion to cut the Splash Pad hours to 2pm-7pm daily, Jennifer Anderson seconded the motion. The motion was approved with all ayes.

7. WELL DRILLING

Mayor and Council discussed drilling for a new well, where to drill and how close to current infrastructure. The city can not move forward on drilling a well until the facility study is completed, hopefully by the end of August.

Issue tabled until study completion.

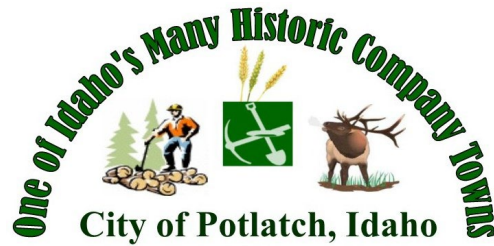
8. MOU WITH ONAWAY WATER & SEWER ASSOCIATION

The City of Potlatch and the Onaway Water & Sewer Association would like to tie-in their respective water lines. An MOU or similar agreement would need to be drafted for both entities.

Issue tabled until the city can meet with the Onaway Water & Sewer Association.

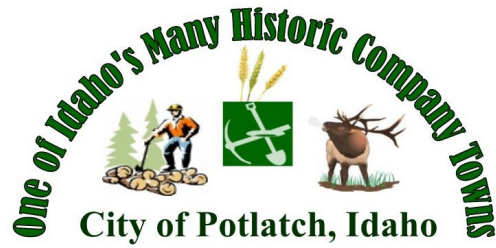
REPORTS:

1. **Parks – Jennifer Anderson**– Long-term RV area needs cleaning up.



2. **Pool & Cemetery – Darrell Bostic** – Cemetery looks great. Complaints coming in at the pool that the water is too cold. Mayor Brown said that WMS Aquatics will be out tomorrow to look at the new pump which does not seem to be working properly. Maintenance just replaced the sand and pea gravel in the filters and will learn how to properly treat this every year.
3. **Water & Sewer – Dave Cada** – Dave is continually watching the weather patterns and has noticed there has been more precipitation this June than in the last couple years. Weather modification planes are still out there, and we are not getting the rain we used to get in this area in the past.
4. **Streets – Marty Anderson** – Culvert at Bennett's Addition is plugged. How can we clean it out? Could the city contract with the county to see if they could clean it out? Marty will contact a few people he knows to see how they can help and what the city should do.
5. **Scenic 6 – David Cada** – The train is running and pulling gravel. There are new businesses in town, more people using the sidewalks. Dave would like to encourage people to frequent the new businesses. He would also like to see sidewalks on the south side of 6th Street.
6. **Mayor – David Brown** – Mayor Brown met with Quality Contractors regarding new sidewalks. The bid came in under the grant maximum. Mayor Brown would like to contact LHTAC to see if we can add more aprons on 10th. Mayor Brown is working on the budget, looking into a higher tiered system for water use, specifically irrigation. Rates will need to be raised across the board. Looking into putting cameras up at city buildings and in the park. Recent theft of the brass whistle off the train at Scenic 6 Park is sadly making it a reality that we need more surveillance to protect the city's assets and keep our citizens safe. Jason Hill with the railroad and the Historical Society have offered to help clean up the train items in the Scenic 6 Park.
7. **Maintenance – Paul Kilborn** – No report.
8. **Clerk – Harmony Nowack** – Harmony will work on getting quotes for the cameras and Wi-Fi access to the back portion of Scenic 6 Park. The city's yearly audit started last week and will continue this week, so far everything is looking good.

Public Comment:



Martin Anderson made a motion to adjourn the regular meeting, Jennifer Anderson seconded the motion. The meeting was adjourned at 9:15p.m.

David L. Brown, Mayor

ATTEST:

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, July 14, 2025.