Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

January 8, 2024 – 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, Darrell Bostic, Martin Anderson. Also present: Brennan Pollock, Maintenance and Harmony Nowack, Clerk-Treasurer.

Absent: Jennifer Anderson

Guests: George Aquaro

NEW BUSINESS:

Joan Bender said the invocation Prayer.

Pledge of Allegiance

1. **AMEND AGENDA TO ADD KME QUOTE FOR BALLFIELD WELL**

   David Cada motioned to amend the agenda, Joan Bender seconded the motion. The motion was approved will all ayes.

2. **SWEAR IN NEW COUNCIL MEMBERS AND MAYOR**

   Harmony Nowack, Clerk-Treasurer, read the Oath of Office for Darrell Bostic and David Brown. Darrell was sworn into the City Council and David Brown as Mayor. Jennifer Anderson was absent and will be sworn in at the next meeting. Darrell was congratulated and welcomed to the Council by Mayor Brown. David Cada asked Darrell if he would be willing to say the invocation at the start of each meeting. Darrell said he would be honored to do this.

3. **CONSENT AGENDA:**

Martin Anderson seconded the motion. The motion was approved with a Roll Call vote:

David Cada, yes
Martin Anderson, yes
Darrell Bostic, yes

4. VOTE FOR COUNCIL PRESIDENT

Martin Anderson nominated David Cada to remain as Council President.

Martin Anderson motioned for David Cada to continue on as Council President. Darrell Bostic seconded the motion. The motion was approved with all ayes.

5. GEORGE AQUARO – 875 8TH STREET – CUP FOR CHURCH

George Aquaro is looking for a home for his church. He is Priest at the Orthodox Church currently renting a space in Pullman. They are considering buying 875 8th Street in Potlatch and doing work on the shop currently located at the property so that it is up to code for a gathering. At a later point they would like to build a church building on the property. George will be talking with the county building inspector regarding what needs to be done and what they occupancy would be. David Cada asked what the congregation size is, George said between 70-100 members and growing. George picked up a Conditional Use Permit application from the city clerk and will be presenting all the information he has acquired to the leaders of the church to make the final decision.

No action taken ±discussion only.

6. RESOLUTION 2024-1-8 - BROADBAND

Resolution No. 2024-1- L V L Q L W V H Q W L U H W \ R Q I L O H L Q W K H & L

Resolution No. 2024-1-8 was introduced by Councilman Martin Anderson who moved for its adoption. Seconded by Councilman Darrell Bostic and approved with a Roll Call vote:

David Cada, yes
Martin Anderson, yes

Darrell Bostic, yes

Mayor Brown declared Resolution No. 2024-1-8 duly approved and adopted.

7. KME QUOTE – BALLFIELD WELL PUMP REPAIRS

The pump has gone out at the Ballfield Well. Also, during a recent camera scope of the well there was debris the camera was not able to pass. The current pump is sized for 37 gallons/minute which is too big for the well as it only pumps 17-18g/m. KME would like to pull the pump and wait a week then camera to see what is going on and if cleaning or repairs need to be done. Then they will re-size for a new pump. This work was quoted at $18,452.50.

David Cada motioned to accept the quote for work on the Ballfield Well. Martin Anderson seconded the motion and the motion passed with all ayes.

REPORTS:

1. **Mayor – David Brown –** No report

2. **Parks – Jennifer Anderson–** Absent

3. **Pool & Cemetery – Jennifer Anderson –** No report

4. **Water & Sewer – David Cada –** David gave a short report on the Onaway Basalts which are located under Potlatch and where our water comes from. This aquafer is completely independent of any other town and because of that Potlatch should not fear running out of water.

5. **Streets – Martin Anderson –** No report

6. **Scenic 6 – David Cada –**No report

7. **Maintenance – Brennan Pollock –** New RV spots did not have meters installed. These will need to be put in. Brennan will talk with Nick from Avista about placement of lights between the new restrooms and the gazebo.

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

Public Comment: No public comment

Martin Anderson made a motion to adjourn the regular meeting, David Cada seconded the

[redacted]

_____David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday,March 25, 2023.

[redacted]

David Cada motioned to compensate Planning and Zoning $25.00 per meeting, Martin Anderson seconded the motion and the motion passed with all ayes.

7. AMEND ORDINANCE NO. 527
Ordinance No. 527 was approved at the Council Meeting on March 11, 2024. Shortly after that meeting, City Attorney, Will Herrington, spoke with Mayor Brown that we would need to annex in Highway 6 as to connect the property to city property on the north side of the highway. Mayor Brown spoke with ITD and Hodge & Associates provided the City with a new legal description that includes the highway. Mr. Herrington advised that we amend Ord. No. 527 and he created a new Ordinance, Ord No. 528 amending the legal description for the annexation.

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

David Cada motioned that the rules be suspended and the proposed ordinance pass by its first reading by title only. Jennifer Anderson seconded the motion and the motion passed with a roll call vote

[redacted]

David Cada motioned for approval of the Contract for Wastewater Facility Plan upon City Attorney, Will Herrington's, approval. Martin Anderson seconded and the motion was approved with a Roll Call vote:

Jennifer Anderson, yes
David Cada, yes
Martin Anderson, yes

3. FAIR HOUSEING PROCLAMATION
   Mayor Brown introduced the Fair Housing Proclamation.

   Martin Anderson motioned to have Mayor Brown sign the Fair Housing Proclamation. Jennifer Anderson seconded the motion. The motion was approved with all ayes.

4. RECONSIDER P&Z COMPENSATION
   David Cada was concerned that he made the motion at the Council Meeting on March 25th concerning P&Z compensation as his wife is on the P&Z committee. He feels this is a conflict of interest and that he should not have made the motion or voted concerning this matter. He is asking for Council to make the decision again without his input or vote.

[redacted]

Martin Anderson made a motion to adjourn the regular meeting. Jennifer Anderson seconded the motion. The meeting was adjourned at 9:05p.m.

_____David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, April 22, 2023.

[redacted]

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

April 22, 2024 – 7:00 p.m.

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

Guests:

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 April 8, 2024 City Council meeting; City of Potlatch bills and payroll.

   Darrell Bostic made a motion to approve the Consent Agenda; Jennifer Anderson seconded the motion. The motion was approved with a Roll Call vote:
   Jennifer Anderson, yes
   David Cada, yes
   Martin Anderson, yes
   Darrell Bostic, yes

2. PLANNING AND ZONING COMPENSATION
   David Cada reiterated his concern that he made the motion at the Council Meeting on March 25th concerning P&Z compensation as his wife is on the P&Z committee. He feels this is a conflict of interest and that he should not have made the motion or voted on this issue. He is asking for Council to make the decision and he will abstain from the vote

[redacted]

Jennifer Anderson motioned to compensate Planning and Zoning $25 for each public hearing attended. Darrell Bostic seconded the motion, and the motion was passed with all ayes.

Jennifer Anderson, yes
Martin Anderson, yes
Darrell Bostic, yes
David Cada: abstain

3. START BIDDING PROCESS FOR POOL
   Mayor Brown has received a quote from one company regarding pool repairs. The City will be applying for a Commerce Block Grant for the pool repairs, this grant requires three quotes or bids for any work above $25,000.00. Mayor Brown would like to start the process to get two more bids by putting out a request for proposal (RFP).

   Darrell Bostic motioned for the city to put out and RFP for the pool repairs. Jennifer Anderson seconded the motion. The motion was approved with all ayes.

4. SCHOOL DISTRICT – CHARGING ADMISSIONS AT THE CITY BALLFIELD
   Janet Avery, Potlatch School District Superintendent, reached out to Mayor Brown earlier this month asking for permission to charge a gate fee for baseball/softball games at the ballfields located at Scenic 6 Park. This year the school will be charging a gate fee for baseball games held at the Jr/Sr High School field and would like to charge for games held at the ballfield in the City park.

   David Cada motioned to allow Potlatch School District to charge admissions at the Scenic 6 Ballfield for school sponsored games. Jennifer Anderson seconded the motion, the motion passed with all ayes.

<u>REPORTS</u>:

1. Parks – Jennifer Anderson – Invasive weeds are spreading into the RV Park from Potlatch TRS' land. It is suspected to be poisonous hemlock. Jennifer asked if the city crews could spray these weeds. Also, there is still an electrical issue in the bath house at the RV Park that needs attention. Clerk, Harmony will call the County Extension regarding the weeds and Source Electric to investigate the electrical issue this week.

[redacted]

2. Pool & Cemetery – Darrell Bostic – Darrell asked if it was time for the pool to be drained and cleaned. He noticed large piles of dirt in the parking lot by the pool and would like to see that spread around to improve parking.

3. Water & Sewer – David Cada – David asked Clerk, Harmony if the IRWA had sent their report regarding the Source Water Protection Plan. Harmony stated she had not received any reports yet.

4. Streets – Martin Anderson – Marty asked if the street sweeper had been repaired. Mayor Brown said that it had been looked at and now we are waiting on parts.

5. Scenic 6 – David Cada – No report

6. Mayor – David Brown – Mayor Brown said the VFW/American Legion have decided to keep the stove/grill from the Log Cabin.

7. Maintenance – Brennan Pollock – Absent

8. Clerk – Harmony Nowack – Rachel Hemphill from The Red Fir Coffee House called today asking if the crosswalks could be repainted on 5th Street at Pine and Larch as they have faded and she is noticing cars are not slowing down or stopping for folks that are in the crosswalk or waiting to cross.
   Harmony informed Council of the new DEQ Lead and Copper Rule that takes effect this year. The City will be sending out a survey to all water customers with instructions on how to test their water lines and report what material their water lines are.

Public Comment:

EXECUTIVE SESSION: As per Idaho Code 74-206, (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in any elective office or deliberations about staffing needs in general.

[redacted]

Darrell Bostic motioned to go into Executive Session, Jennifer Anderson seconded the motion. The motion was approved by a roll call vote:

Jennifer Anderson, yes

David Cada, yes

Martin Anderson, yes

Darrell Bostic, yes

Council entered Executive Session at 8:08 p.m.

Jennifer Anderson motioned to leave executive session, David Cada seconded the motion. The motion was approved with all ayes.

Council left Executive Session at 8:30 p.m.

Martin Anderson made a motion to adjourn the regular meeting, Jennifer Anderson seconded the motion. The meeting was adjourned at 8:31 p.m.

_____ David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, May 13, 2023.

[redacted]

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

May 13, 2024 – 7:00 p.m.

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

Guests: Amy Manning (via zoom)

Greg Stancil

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 April 22, 2024 City Council meeting; City of Potlatch bills and payroll.

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

2. AMY MANNING – III- A ANNUAL REPORT

   Amy Manning gave the annual benefits report for AIV via Zoom conference call.

3. GREG STANCIL – ST JOE POTTY HUTS – DUMPING

Greg, owner of St Joe Potty Huts, is looking for a place to dump **potty** waste in our area. Based out of St. Maries, they have had to turn down customers due to not having a place to dump outside of St. Maries.

Marty Anderson motioned to allow St Joe Potty Huts to dump in the City, Darrell Bostic seconded the motion. The motion was approved with all ayes.

4. FENCING AT RIDGEWELL
   Completing the fencing at the Ridgewell could cost up to $30,000.00 more than the City has been awarded through the Source Water Protection Grant. The City has the funds in savings if Council agrees to use this to complete the project. City could cut costs by using old fencing from the park. Mayor Brown is still looking for more quotes. Dave Cada is all for the fence as our water supply is important and needs to be protected.

   David Cada motioned to complete the fence. Marty Anderson seconded the motion, the motion passed with all ayes.

5. USE RV PARK FUNDS TO FINISH MILL ST PAVING INTO BACK OF PARK
   Poe Paving has patched the first part of Mill St and this summer will be paving from the corner on Mill to the back entrance to Scenic 6 Park. Mayor Brown would like to see the section from the patched area to the corner patched or paved as well using RV Park funds to complete this road. He would also like to see the road paved farther into the park to accommodate the new RV sites. Mayor Brown will get a quote from Poe for this work.

   Darrell Bostic motioned to pave the section of Mill St from the patched area to the corner. Marty Anderson seconded the motion, the motion passed with all ayes.

6. PAY OFF DEQ SEWER LOAN?
   The DEQ Sewer loan balance is $45,000.00. Mayor Brown asked Council if they would like to pay off this loan then wrap the payments we are currently making on the loan to into the payments on the DEQ Land Application loan. Both loans are interest free.

   Council was unanimous that the city did not need to pay off this loan right now as it is interest free.

[redacted]

REPORTS:

1. Parks – Jennifer Anderson – ABSENT

2. Pool & Cemetery – Darrell Bostic – Darrell met with the pool managers. They would like a separate building added on to the pool building to house the chemicals. Darrell and Council agree that framing in and insulating a room inside the boiler room for the chemicals should be sufficient and more cost effective.

3. Water & Sewer – Dave Cada – Dave is continuing his research on the geology of our water source. He is interested to see if he can find another place like ours with a reservoir of very old water that is protected by a layer of clay that keeps the contamination low. He has not been able to find such a place and believes we have some of the purest water in the world.

4. Streets – Marty Anderson – No report

5. Scenic 6 – David Cada – No report

6. Mayor – David Brown – Mayor Brown will be meeting with the railroad on Wednesday to discuss paving Mill St at the railroad tracks and also to ask about ties.
   New President of the Lions Club, Dan, is looking for a home for the Lions Club. Mayor Brown mentioned the building behind the Senior Center that the City took possession of a few years ago. The Lion's would have to put in the money and time to fix this building up for their use if they wanted it. Dan will look at it and let us know if he thinks that is feasible.
   The street sweeper needs to be taken to the shop in Colfax in order to finish the repairs on the broom. Mayor Brown and Marty will drive it down later this week.

7. Maintenance – Brennan Pollock – Absent

8. Clerk – Harmony Nowack – No Report

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting Dave Cada seconded the motion. The meeting was adjourned at 8:36 p.m.

[redacted]

_____David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday,June 10, 2023.

[redacted]

period as stated in Section 5-22 of the City Parking Code. Large or oversized vehicles such as trailers, log trucks and RVs are also being parked on the street, making it hard to see around and maneuver snowplows or the street sweeper around. There is no current ordinance regarding oversized vehicles such as this. The question remains, where would these vehicles be parked if they cannot be on the street? Dave Cada said the City used to let them park on the [illegible]

[redacted]

3. ALLOW AUDITORS ACCESS TO BLACK MOUNTAIN SOFTWARE
   The auditors were here earlier this month to complete the yearly audit. They requested access to the city's accounting and billing software so they would be able to run reports on their own, saving them and the clerk time when they are working on the audit. Harmony spoke with BMS and this is possible if the council agrees to let them have access.

   Marty Anderson motioned to allow the auditors access to Black Mountain Software when completing the yearly audit, Jennifer Anderson seconded the motion. The motion was approved with all ayes.

4. BUDGET REVIEW
   Council discussed the budget worksheets with Mayor Brown.

   Marty Anderson motioned to tentatively approve the FY 2024-2025 budget, Dave Cada seconded the motion. The motion was approved with all ayes.

REPORTS:

1. Parks – Jennifer Anderson – No report

2. Pool & Cemetery – Darrell Bostic – Absent

3. Water & Sewer – Dave Cada – Dave would like a report of the water usage for July since it was such a hot month. Brennan reported to the Mayor that the reservoir was down 4 ft. He shut off the park irrigation to help conserve water. The ballfield well is back on and running but not getting the higher gpm expected

4. Streets – Marty Anderson – No report

5. Scenic 6 – David Cada – No report

6. Mayor – David Brown – There were no kids games at Potlatch Days due to the PTO not being allowed access into the elementary school where they keep the games and prizes. Mayor Brown spoke to a member of the PTO and said he would check with council, but thought they

could keep their things in the basement at City Hall if needed so this would not happen again. Council agreed the PTO could use City Hall for this. Karen Rohn would like to build a permanent stage at Lion's Park for Return to Riverside and other events. Karen will come to a council meeting to present her idea.

7. Clerk – Harmony Nowack – Harmony has a webinar with Text My Gov this week to discuss their resident alert program for government entities.

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting. Jennifer Anderson seconded the motion. The meeting was adjourned at 8:31 p.m.

_____ David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, August 12, 2024.

Public Hearing: Proposed City Budget for FY 2024-2025

HELD IN THE COUNCIL CHAMBERS AT CITY HALL

August 12, 2024
Minutes

Present: Mayor David Brown, Council Members: Darrell Bostwick, Marty Anderson, Jennifer Anderson and David Cada. Clerk-Treasurer: Harmony Nowack

GUESTS:

Mayor Brown called the meeting to order at 5:45pm. Mayor Brown read the proposed budget for FY 2024-2025 as follows:

FUND NAME	FY 24-25 Proposed Revenue	FY 24-25 Proposed Expenditures
GENERAL FUND		
GENERAL FUND TOTAL	$625,886.00	$625,886.00
ENTERPRISE FUND		
WATER	$404,000.00	$404,000.00
SEWER	$492,200.00	$492,200.00
SANITATION	$234,532.00	$234,532.00
ENTERPRISE FUND TOTAL	$1,130,732.00	$1,130,732.00
SIDEWALK PROJECT	$250,000.00	$250,000.00
POOL PROJECT	$250,000.00	$250,000.00
RV PARK PROJECT	$300,000.00	$300,000.00
CITY GRAND TOTAL	$2,506,618.00	$2,506,618.00

Mayor Brown opened the floor for discussion. Marty Anderson asked if we had confirmation of receiving grant money for the Sidewalk Project. Mayor Brown said LHTAC had not awarded the

CPS grant yet. We are hopeful but do not know if this project will take place within the fiscal year.

Mayor Brown asked if there was any public comment. No public comment.

Marty Anderson motioned to close the meeting. Jennifer Anderson seconded the motion and the motion passed with all ayes.

Meeting adjourned at 7:00 pm.

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David Brown, Mayor

ATTEST:

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Harmony Nowack, Clerk-Treasurer

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

August 12, 2024 – 7:00 p.m.

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

Guests:

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 July 22, 2024 City Council meeting; City of Potlatch bills and payroll.

   Darrell Bostic made a motion to approve the Consent Agenda, Jennifer Anderson 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. APPROVE PROPOSED CITY BUDGET

   Jennifer Anderson motioned to approve the proposed city budget, 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

3. POTLATCH LIBRARY MOU
   Council reviewed the Potlatch Library Memorandum of Understanding.

   Marty Anderson motioned to accept the Potlatch Library Memorandum of Understanding, Dave Cada seconded the motion. The motion was approved with a Roll Call vote:

   Jennifer Anderson, yes
   Dave Cada, yes
   Marty Anderson, yes
   Darrell Bostic, yes

4. REGIONAL WASTEWATER MOU
   The Memorandum of Understanding presented to the Council is in its draft form. The MOU will be updated and presented to council at that time The Regional Wastewater stakeholders are asking each entity involved to review this MOU and take a vote on whether they would approve an MOU like this when the necessary updates have been made. Mayor Brown informed the Council that the county grants administrator is no longer with the county and we have been informed by the commissioners that they will not be replacing that position. The commissioners are turning all the files over to Potlatch at this time and we will head up the stakeholders committee at this time. After agreeing to the MOU the stakeholders will work on securing grants and other funding in order to do a facility study and retain legal council to form a district.

   Marty Anderson motioned that the City of Potlatch would agree to sign an MOU when it has been finalized. The motion was approved with a Roll Call vote:

   Jennifer Anderson, yes
   Dave Cada, yes
   Marty Anderson, yes
   Darrell Bostic, yes

<u>REPORTS</u>:

1. Parks – Jennifer Anderson – No report

2. Pool & Cemetery – Darrell Bostic – No report

[redacted]

3. Water & Sewer – Dave Cada – The City used 600,000 gallons of water more in the month of July 2024 than it did in July of 2023. However the over all water usage for the year to date is less than last year. Dave asked Brennan about the reservoir levels and Brennan confirmed that the levels are back up to normal with the Ballfield Well back online.

4. Streets – Marty Anderson – No report

5. Scenic 6 – David Cada – No report

6. Mayor – David Brown – No report

7. Clerk – Harmony Nowack – Harmony met with Textmygov their product seems to be a little more than what the city is looking for right now. Will keep looking for an alert product that would better suit the city. Harmony updated council on the recent fraudulent activity on the city's checking account. Many cities and government entities in the state are having their emails hacked or accounts compromised, be vigilant and don't click on links or documents if you are uncertain about where they came from.

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting. Jennifer Anderson seconded the motion. The meeting was adjourned at 7:35 p.m.

_____ David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, August 26, 2024.

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

August 26, 2024 – 7:00 p.m.

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

Guests: Food Panty Board Representatives: Sally Anderson, Lois Blake, Mike Monavec

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 August 12, 2024 City Council meeting; City of Potlatch bills and payroll.

   Darrell Bostic made a motion to approve the Consent Agenda; Dave Cada 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. WORK NEEDED AT FOOD PANTRY
   The Potlatch Food Pantry needs to upgrade their emergency generator. The current generator needs to be manually turned on and they have experienced issues with it. The Food Pantry board is looking into grants to fund a new automatic generator. In order to apply for grants they will need a lease agreement from the City. The last lease agreement was when the Food Pantry was located inside City Hall, prior to the new building being

[redacted]

built. It appears no lease agreement was agreed upon or signed after the current Food Panty building was built and occupied. Mayor Brown stated the building is owned by the Food Pantry but it sits on land owned by the City. If the building is abandoned by the Food Pantry it would become the property of the City. The Food Pantry board is requesting a 20-year lease agreement detailing out responsibilities of both parties. Harmony will draw up this lease agreement and present it to Council and the Food Pantry board at the next regular meeting.

REPORTS:

1. Parks – Jennifer Anderson – Jennifer requested the Splash Pad stay open until the weather becomes too cold for it. Also noted the City is still looking for a Camp Host.

2. Pool & Cemetery – Darrell Bostic – No complaints at the cemetery. The Pool had a rough last week with glass breaking in the pool and weather issues causing closures. Pool is now closed for the season.

3. Water & Sewer – Dave Cada – Dave was going to report that he had not see chem trails in the sky for the past 6-7 weeks and during that time we had a couple days with good rain fall. This morning however, he noticed chem trails in the sky over Spokane. Dave noted that when he was growing up there would be storms in the summer and over the past few years it has just been hot and dry.

4. Streets – Marty Anderson – Marty noted that Pine street going south from City Hall needs gravel at the edges where the street is breaking.

5. Scenic 6 – David Cada – No report

6. Mayor – David Brown – No report

7. Maintenance – Brennan Pollock – No report

8. Clerk – Harmony Nowack – No report

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting. Darrell Bostic seconded the motion. The meeting was adjourned at 7:38 p.m.

_____ David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, September 9, 2024.

[redacted]

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

September 9, 2024 – 7:00 p.m.

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

Guests: James Fry Brooklyn Mitchell

Food Pantry Board Representatives: Mike Moravec & Lois Blair

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 August 26, 2024 City Council meeting; City of Potlatch bills and payroll.

   David Cada made a motion to approve the Consent Agenda; Jennifer Anderson 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. JAMES FRY – RUNNING FOR LATAH COUNTY SHERIFF
   James Fry has worked for the Moscow Police department for 29 years. The last years of his time there he was the Chief of Police. James would like to see the county get a drug dog. He would also like to see deputies trained to be forensic detectives. He would place a second SRO officer at schools and would like to start a “Community Cares” program in

[redacted]

every town to promote community involvement. He also thinks it is time for a new county jail and would like to look into that more.

3. BROOKLYN MITCHELL – SENIOR PROJECT – LIONS KITCHEN
   Brooklyn would like approval to fix up the Lion's Kitchen. She would make any needed repairs on the benches and put up a whiteboard so the area could be used as an outdoor classroom.

   David Cada made a motion to allow Ms. Mitchell's project to move forward, Darrell Bostic seconded the motion. The motion was approved with all ayes.

4. FOOD PANTRY LEASE AGREEMENT
   Food Pantry board representatives discussed the lease agreement with the council. They will take the agreement to their next board meeting for approval. Darrell Bostic stated that he would abstain from voting as he is an acting member of the Food Pantry board.

   Jennifer Anderson motioned for the City to sign the agreement, Martin Anderson seconded the motion. The motion was approved with a Roll Call vote:
   Jennifer Anderson, yes
   Dave Cada, yes
   Marty Anderson, yes
   Darrell Bostic, abstain

1.

[redacted]

6. Mayor – David Brown – Kurtis from IRWA will be coming to do a walk through of the water and wastewater systems with staff. Lion's club has expanded on their ideas for the

[redacted]

2. Pool & Cemetery – Darrell Bostic – The lift chair at the pool needs to be brough in for winter.

3. Water & Sewer – Dave Cada – Dave advises to keep your eyes on the sky. He noticed the sky turn yellow on October 11th before a windstorm passed through. Yellow sky typically indicates a tornado. The weather in the past few years has been different than Dave has seen in his whole life living in Potlatch.

4. Streets – Marty Anderson – Marty asked if the boiler maintenance had been scheduled. Harmony stated she was waiting to hear back for McKinstry to schedule.

5. Scenic 6 – David Cada – The members of the Scenic 6 group that Dave has spoken to are in favor of using funds to improve the green space behind the food pantry. Dave is working on a plan so that this area can be easily maintained.

6. Mayor – David Brown – The RV Park blower was taken in for repair. Mayor Brown also ordered a pavement saw.

7. Clerk – Harmony Nowack – No report

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting. Darrell Bostic seconded the motion. The meeting was adjourned at 7:38 p.m.

_____ David L. Brown, Mayor

ATTEST:

_____

Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, November 25, 2024.

[redacted]

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

November 25, 2024 – 7:00 p.m.

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

Guests: Dan Hernandez – Potlatch Lion's Club

Dale & Tina Nagle

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 October 28, 2024, City Council meeting; City of Potlatch bills and payroll.

   Darrell Bostic made a motion to approve the Consent Agenda; Jennifer Anderson 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. DAN HERNANDEZ – LION'S CLUB USE OF THE COMMUNITY CENTER
   Dan Hernandez, Potlatch Lion's Club President, joined council tonight to make a formal request for the Lions Club to make the back room of the Potlatch Community Center (formally the VFW Hall at 735 Pine Street) the Lion's Club official "Clubhouse." Dan has been diligently working to clean out the back room and has found many memorabilia from past Lion's activities when the Lion's Club was thriving. The Lion's Club would clean and

[redacted]

maintain the back of the Community Center and convert it back to the Lion's Club Clubhouse, bringing back the comradery and having a home base to be a true service organization. The Lion's would like to hold community events in the building as well. Dan is determined to bring the Lion's Club back to its old glory.

Marty Anderson motioned to allow the Lion's Club use of the back of the Community Center Building, Jennifer Anderson seconded the motion. The motion was approved with all ayes.

3. DALE NAGLE – HOUSE FIRE 980 SPRUCE – ASSIST WITH CLAIM
   Dale had a house fire at his residence at 980 Spruce Street in August of this year. His homeowner's insurance is not offering enough to cover the cost to repair the damage. Contractors he has spoken with say the house needs to be demolished. Dale believes all walls, electrical and all pipes will need to be replaced if the home is not demolished. His insurance requested he go before City Council. The County Inspector will come out on December 2nd to do a special inspection, if they believe the home is dangerous or unlivable they will "red-tag" it. Council reviewed city code and said there was nothing they can do at this time, it would be up to the Latah County Inspector's report.

   No action taken at this time.

4. PUMP FOR POOL
   Mayor Brown spoke with CEDA, we will not be able to apply for the grant to make much needed repairs and updates for the pool this year as CEDA has just closed out the Restroom Project grant. The pump for the pool was pulled after the summer season and sent to WMS Aquatics for repair. We were informed that the pump needs to be replaced. The City would have had the new pump as part of the grant but since we will not be able to get the grant and work completed this year we need to purchase a new pump in order to open the pool for the 2025 season. Total cost of the new pump is quoted at $13,879.21.

   Marty Anderson motioned to order a new pump, Darrel Bostic seconded the motion. The motion was approved with all ayes

5. CITY SPONSER GEM GRANT FOR REGIONAL WW PLANNING ?
   The Regional Wastewater planning group has been told they can apply for a GEM Grant through Idaho Commerce to help cover initial legal fees in creating a regional wastewater district/treatment plant. However, a City needs to be the one to apply and administer this

[redacted]

grant. The City of Potlatch is the only one able to do this. The grant is a reimbursement grant so the City would front the money that would be reimbursed by Commerce.

Darrell Bostic motioned for the City of Potlatch to sponsor the GEM Grant for regional wastewater planning, Jennifer Anderson seconded the motion. The motion was approved with a Roll Call vote:

Jennifer Anderson, yes
Dave Cada, yes
Marty Anderson, yes
Darrell Bostic, yes

6. RENEW LEASE LT RV SPACE #3 ROSS/HAMPTON?
Long Term RV Space #3 lease is up for renewal at the end of November. They are behind on their rent and electric payments but are working with a few agencies to hopefully get caught up. Council discussed not renewing the lease until past due rent and electric payments are paid in full. They will give tenants until the first of the year to do so and they will consider renewing the lease.

Darrell Bostic motioned to not renew lease until past due payments are paid in full with a deadline of January 1st, 2025. Marty Anderson seconded the motion. The motion was approved with all ayes.

REPORTS:

1. Parks – Jennifer Anderson – No report

2. Pool & Cemetery – Darrell Bostic – No report

3. Water & Sewer – Dave Cada – The bomb cyclone that hit off the pacific coast has caused an atmospheric river giving us more moisture – this is good news. The ski areas have more snow now than what is usual for this time of year.

4. Streets – Marty Anderson – Gravel has been placed on Larch Street. Marty is continuing work on the water truck.

5. Scenic 6 – David Cada – No report

[redacted]

6. Mayor – David Brown – Regional Sewer Planning group has found an attorney to work with us. The CDBG Grant for the new restroom at the park is finally closed. The City is out of compliance with DEQ due to the Facility Plan not being completed and the last progress report not submitted correctly. We have asked for an extension on the facility plan and it should be completed by the end of the year.

7. Clerk – Harmony Nowack – Harmony attend the County's Hazard Mitigation webinar. Our current Hazard Mitigation Plan is due to be updated by the end of 2025. Each city works with the county on this plan. It is important to have a current plan to receive FEMA disaster funding. There will be a series of webinars and one in person meeting coming up in 2025 that the city will need to be involved in. The new plan will be put in place via resolution before the end of 2025.

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting. Jennifer Anderson seconded the motion. The meeting was adjourned at 5:30 p.m.

_____ David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, December 9, 2024.

Potlatch City Council Meeting

City Hall 195 6th Street – Potlatch, ID 83855

December 9, 2024 – 7:00 p.m.

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

Guests:

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 November 25, 2024, City Council meeting; City of Potlatch bills and payroll.

   Darrell Bostic made a motion to approve the Consent Agenda; Jennifer Anderson 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. TREE CITY USA PROCLAMATION
   Mayor Brown read the Tree City US Proclamation

   Marty Anderson motioned to have Mayor Brown sign the Tree City USA Proclamation; Darrell Bostic seconded the motion. The motion was approved with all ayes.

[redacted]

3. KME – LIFT STATION PUMP
   The pumps at the lift station are in urgent need of cleaning and rebuilding. A back up pump is also needed. Phil Stradley with KME will be putting together an estimate for this work.

   No action taken at this time.

4. HEAT AT 630 LARCH STREET
   The electric heaters at the City's 630 Larch Street are worn out dated and a safely hazard. The City needs to update the heating system with new electric heaters, propane heat or a pellet stove.

   Darrell Bostic motioned to have the City buy a pellet stove for 630 Larch. Jennifer Anderson seconded the motion. The motion was approved with all ayes.

5. EMPLOYEE HOLIDAY BONUS
   Full time employees receive a $150.00 holiday bonus last year. After discussion Council agreed to raise the bonus to $175.00 this year for full time employees.

   Dave Cada motioned to give full-time employees a $175.00 holiday bonus. Jennifer Anderson seconded the motion. The motion was approved with a Roll Call vote:
   Jennifer Anderson, yes
   Dave Cada, yes
   Marty Anderson, yes
   Darrell Bostic, yes

6. SCHEDULE OF COUNCIL MEETINGS FOR 2025
   Council reviewed the upcoming meeting dates for 2025. Only one meeting conflicts with a holiday, May 26, 2025, Memorial Day. There will be no scheduled meeting that day.

   Marty Anderson motioned to accept the schedule of Council Meetings for the year 2025. Jennifer Anderson seconded the motion. The motion was approved with all ayes.

REPORTS:

1. Parks – Jennifer Anderson – No report

[redacted]

2. Pool & Cemetery – Darrell Bostic – No report

3. Water & Sewer – Dave Cada – No report

4. Streets – Marty Anderson – No report

5. Scenic 6 – David Cada – No report

6. Mayor – David Brown – No report

7. Clerk – Harmony Nowack – Absent

Public Comment:

Martin Anderson made a motion to adjourn the regular meeting. Jennifer Anderson seconded the motion. The meeting was adjourned at 8:30 p.m.

_____ David L. Brown, Mayor

ATTEST:

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Harmony Nowack, City Clerk-Treasurer

The next City Council meeting will be Monday, December 23, 2024.