

Potlatch City Council Meeting

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

January 14, 2019 – 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, Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: Emily Huggins, student, and Josh Quaade, Strong Roots Tree Service.

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 December 10, 2018, City Council meeting. The City of Potlatch current bills and bills that have been paid. The City of Potlatch and the 6-12 After-School Program December 2018 payroll report. Joan Bender seconded the motion, motion was approved with a Roll Call vote:***

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, aye

Joan Bender, aye

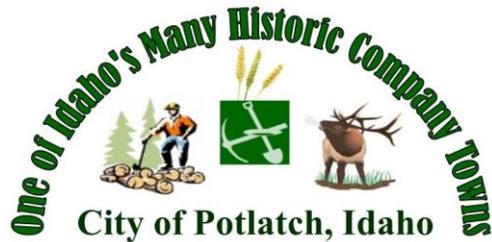
- 2. LIQUOR LICENSES: Marty Anderson made a motion that the City Council approve the 2019 Liquor Licenses for:***

****Floyd's Harvest Foods***

****Cody Jo's Wagon Wheel***

Four Star Supply, Inc.

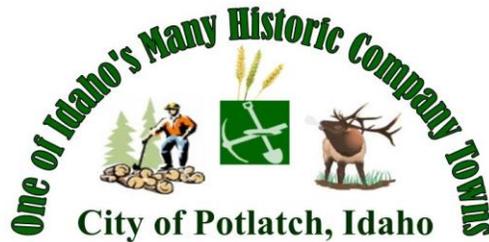
Dave Cada seconded the motion, the motion was approved with "all ayes".



- 3. ISABEL HUGGINS, GRANT WRITING** - Isabel Huggins is a senior at the Potlatch High School and she has chosen as her Senior Project, "Grant Writing". Isabel's regional mentor is Debi Dockins. Isabel is working on a grant for Snap Dragon Book Foundation, in the amount of \$7,000-\$10,000 which would purchase non-fiction books for the Potlatch Library. Isabel asked the City Council if they would write a Letter of Support to include in her grant as she has learned that this type of letter is very helpful to include in the grant submission package. The Mayor let Isabel know that the Potlatch Recreation District meets on the third Thursday of the month at City Hall and he recommended that Isabel submit a grant application to the Potlatch Recreation District.

Joan Bender made a motion that the City write a Letter of Support to include in Isabel's grant submission. Charlie Johnson seconded the motion, the motion was approved with "all ayes".

- 4. TINY HOME BUILDING REQUIREMENTS** - The State of Idaho has adopted the attached Appendix regarding Tiny Houses. The City's Building Inspector, Tamara Wardle, asked the City if they would like to adopt the Tiny House standards as well? The City Council will take the appendix and review it and discuss it at the next City Council meeting. One thing to note: the dwelling would be 400 square feet and this is less than what the City of Potlatch currently has approved.
- 5. GAYLE TUCKER, TREE** - Gayle Tucker has a tree located near her new garage that she would like to cut down that is in the City's right-of-way. Josh Quaade has been working with Mrs. Tucker and he said that 30% of the tree is located under the primary overhead lines and the top portion of the tree will be trimmed back by the power company. Josh said that the tree is in pretty decent shape and has been pruned before. Dave Cada said that he went up and looked at the tree this afternoon and he noted that it appears to be a nuisance as to how it is located at the end of the driveway. Mrs. Tucker built a new garage this summer and they had to angle the driveway a little differently than it was when the old garage was



there. Mrs. Tucker would be willing to plant another tree in another location. Josh asked if there

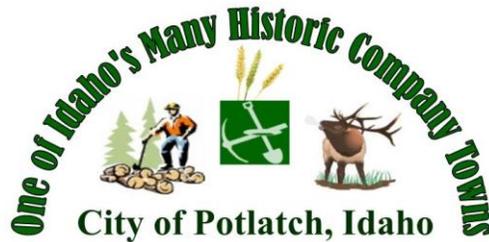
was a permitting process for removing trees in Potlatch? The Mayor said that the City does has a Tree Ordinance and Shelly will get Josh a copy of that. The Council would like to all look at the tree before they decide what to do with it. The item has been tabled until next meeting.

- 6. KUBOTA TRACTOR** - The Mayor's brother, Bill Brown, has a small 4-wheel drive Kubota tractor that he purchased over one year ago (it has nine hours of use and includes a hoe on it, a rototiller and can be equipped with a lawn mower for around \$3,500) and Mr. Brown would like to know if the City would like to purchase it for \$19,000 as he is ill and in a nursing home? The Mayor said that purchasing the tractor would be good for Karin to use in the parks and on the new 10 acres that the City purchased last summer. The City Council discussed this idea and the funding to purchase it. The Mayor explained that there if over \$16,000 in the rolling stock fund in the LGIP accounts and \$15,500 in the Rolling Stock budget for 2018-2019.

Dave Cada made a motion that the City purchase the Kubota Tractor for \$19,000, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

- 7. NEW PICKLEBALL COURT** - The Pickleball Players would like to build a new pickleball court next to the one in the Scenic 6 Park and they would like to leave a little space between the two courts to put some benches. The Mayor said that the Potlatch Recreation District would be paying to install the new Pickleball Court. The City Council discussed this and agreed that it would be nice as long as the club makes the surrounding area look nice.

Dave Cada made a motion that the City approve that another Pickleball Court be built beside the existing court and that the group enhance the surrounding area. Joan Bender seconded the motion, the motion was approved with "all ayes".



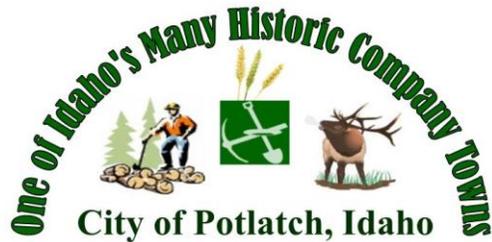
The City Council discussed the problem with the pickleball players speeding into the park and Dave said that Kenny is going to talk to the players about slowing down. The City Council also discussed putting speed bumps in and around the park.

8. **KAREN ROHN – BANDSTAND** - Karen Rohn, president of the Riverside Country Music Festival organization, has asked the Potlatch Recreation District for grant money to purchase a bandstand. The Mayor said that he would only approve the idea if it were a portable and collapsible bandstand. Marty said that he would be able to design it and possibly have a collapsible roof. The City Council discussed this and agreed that the Riverside Country Music Festival group contribute toward the purchase of the bandstand as they are a for-profit organization. If the group were to purchase the bandstand and it were portable, they would be able to rent it out for other venues.
9. **NANCY'S FITNESS** - *Marty Anderson made a motion that any business that would like to advertise should put their advertisement into the CIA Newsletter and not the City's newsletter. Joan Bender seconded the motion, the motion was approved with "all ayes".*

REPORTS:

1. **Mayor-David Brown** – the Mayor is on Clearwater Economic Development Association's (CEDA) Due's Committee and they have been working on the dues scale for all entities in the CEDA region. The base rate for every entity is \$230 and then each entity is charged per head. The City's membership fee for 2019 will be \$547 (up \$95.70 from last year).

John Lane of CEDA told the Mayor that the Breakfast and Evening meetings that CEDA had in Potlatch last year were successful. That is how the Potlatch Shrimp Farm obtained funding (they had attended the evening meeting) and now there are two more businesses seeking CEDA funding that are located in the Potlatch community.



PEP would like to start another Mayor's Roundtable meeting in February and it would be in Bovill. PEP's main focus is on existing businesses to keep them going and not to seek out new businesses for the smaller cities in the County.

- 2. Parks – Joan Bender** – the parks look nice. Joan said that Swenson Park really looks nice even though it is winter with the benches and garbage can placed down there.
- 3. Pool & Cemetery - Dave Cada** – Dave wanted to make sure that the floor in the pool house is going to be repaired and painted this spring.
- 4. Water & Sewer Charles Johnson** – nothing at this time.
- 5. Streets - Martin Anderson** – Marty asked when the City would receive notice regarding the three LHTAC grants that were submitted in December? Shelly said that the next LHTAC Board meeting is scheduled for the first part of March, so after that meeting, hopefully the City will hear something. The Mayor asked the City Council that if the City isn't successful in the grant for repairing 10th Street, would the City Council still be willing to fix that area? The Council agreed that they would repair that area as it is just getting worse with time.
- 6. Scenic 6 - David Cada** – the Scenic 6 Economic Development Council is still working on City beautification project ideas. They would like to work on the different suggestions from the new Comprehensive Plan that was completed in September of 2018.
- 7. Clerk- Shelly Hammons** – the boiler was fixed the first week in January. The exhaust fan motor wasn't working correctly and Redinger Heating had to order the part from Georgia. It has been a miserable two months because the diesel wasn't exhausting correctly and the windows had to be open in City Hall to help with exhausting the diesel smell in the middle of winter. There are two air purifiers in City Hall and the filters have been replaced four times in the last seven months. Each time the filters are



replaced they have been black. Today was the first day that the air purifiers have been running without indication of unhealthy air quality in City Hall.

The auditors from Presnell-Gage will be here in City Hall the next two days auditing the 2017-2018 books.

Shelly thanked the City Council for her Christmas Bonus.

Today two children (girl and boy) came into City Hall with their teacher and the young lady (12 years old) had a request of the City. She would like to see the Christmas lights stay up in the Scenic 6 Park for a longer period as they enjoy walking around the park under the bright lights in the evening. Now that the lights are down, it is too dark for them to walk the walking path in the Scenic 6 Park. The children also suggested that the City put up lights around the park for each holiday. They did realize that the electricity is probably part of the reason why the lights come down so early. Shelly explained that the electric bill does increase when the lights are on. The children said that they would be willing to have a bake sale to help pay for the lights.

The City Council discussed the children's suggestion and agreed that it would look nice to put up lights around the walking path and maybe use LED lights (white) so that they don't use so much electricity. The Mayor said that he has a lot of lights in the little cabin in the park that would work for this. The Mayor and the City crew will work on this suggestion

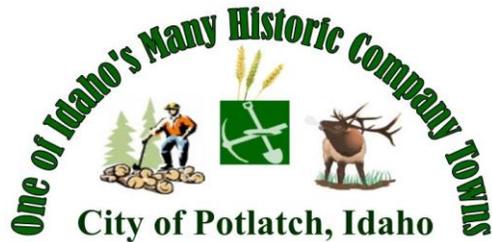
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:21 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, January 28, 2019.



Potlatch City Council Meeting

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

January 28, 2019 – 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, Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: No Guests.

NEW BUSINESS:

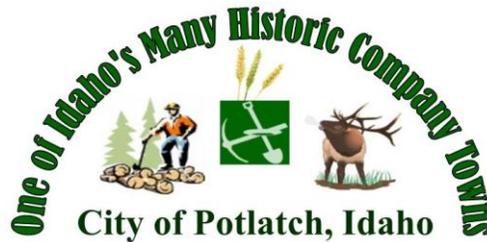
Joan Bender said the invocation Prayer.

- 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 January 14, 2019, City Council meeting. The City of Potlatch current bills and bills that have been paid.*

Joan Bender had a question about Herrington & Associates, PLLC bill, is this the contract amount that the City will pay the attorney every month now? Shelly explained that Will Herrington charges the City on a piece-by-piece basis. When he does work for the City, then he charges his hourly rate.

Marty Anderson had a question regarding the United States Treasury payment? Shelly explained that the City went to bi-weekly reporting for payroll early in 2018 and that she continued to pay the 941 taxes monthly rather than bi-weekly. Shelly explained that she thought that since the City already paid bi-weekly, that was all we had to do. Also, when sending the 941 Tax form to the IRS quarterly, the City must include the Schedule B with the form (this lists all of the bi-weekly payments that have been made).

The Mayor told the City Council that the City won't be purchasing the Kubota Tractor from his brother, Harold Brown. The Mayor suggested that the City look into a new tractor to purchase.



The 6-12 After-School Program December 2018 bills and bills that have been paid and their payroll report. Charlie Johnson seconded the motion, motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, aye

Joan Bender, yes

2. ADOPT TINY HOMES ORDINANCE FROM THE STATE? – *Dave Cada made a motion that the City NOT adopt the Tiny Home Ordinance from the State of Idaho. Dave started checking into this and the tiny home movement started with Hurricane Katrina when many houses were wiped out and they built tiny homes to house those who were displaced and now it has taken on a fad status. When you put a group of tiny homes together, there isn't space for everyone's "stuff" so they usually build an outside storage unit and then there are the vehicles to content with. Dave said that he can't vote for this because approving the idea of tiny houses would be an anomaly and it would be an aberration and Dave wants to go on record that he doesn't want to approve this tiny home ordinance. Joan Bender said that also tiny homes usually have a porta-potty or a composting toilet and we can't allow that in the City. The City Council discussed this at length and Charlie Johnson seconded the motion. The Mayor called for a Roll Call vote:*

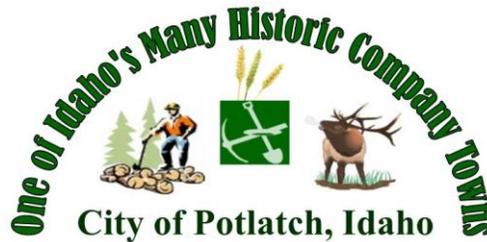
a. Charlie Johnson, yes

b. Dave Cada, yes

c. Marty Anderson, aye

d. Joan Bender, yes

3. TREE AT GAYLE TUCKER'S HOUSE? *Marty Anderson made a motion that Gayle Tucker not cut the tree down that is growing beside her new garage as it is a nice 100-year-old tree. Charlie Johnson seconded the motion. The motion passed with three "ayes": Charlie Johnson, Dave Cada and Marty Anderson. Joan Bender voted "no".*



- 4. LIQUID ENGINEERING SCHEDULE?** Liquid Engineering cleaned the Potlatch drinking water reservoir last fall. They called to make sure that everything was okay with their inspection and asked if the City would like them to put us on their three-year schedule? The drinking water reservoir should be cleaned every three to five years. There won't be a charge for them to come out and inspect it but if they have to clean it, there would be a charge.

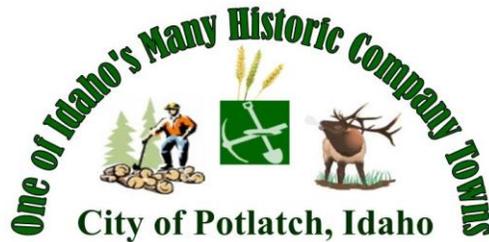
Dave Cada made a motion that Liquid Engineering put the City on their three-year inspection schedule, Joan Bender seconded the motion, the motion was approved with "all ayes".

- 5. MAKE ANOTHER SAVINGS ACCOUNT WITH THE IDAHO STATE TREASURER FOR THE RV PARK?** The RV Park doesn't receive any tax money in order to sustain it and the Mayor would like to start an operation and maintenance savings account with the Idaho State Treasurer.

Marty Anderson made a motion that the City open another savings account with the Idaho State Treasurer for the RV Park. Joan Bender seconded the motion, the motion was approved with "all ayes".

REPORTS:

- 1. Mayor-David Brown** – the FEMA road and bridge repair project got "lost in the cracks" according to Jarod Dick from Idaho Emergency Management. The project began in early 2017 and by December 2018, the US Army Corps of Engineers had approved their permit for the project. FEMA just received the paperwork in January 2019. FEMA called last week and asked that the City send a "Letter of Extension" to FEMA for the project. The letter has been sent and approved through FEMA but Tom Moore, the City's engineer, reviewed the numbers and he thinks that part of his updated numbers was lost. Shelly will review all of the paperwork to date and all of the e-mails associated with this project and get back with Jarod to make sure that they have Tom Moore's revised numbers. The



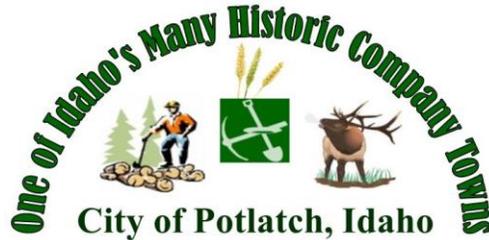
Mayor said that the City must go out for advertised bid on this project since the project will be over \$100,000.

Ken Helm e-mailed the City last week and said that the Idaho Transportation Department has released the money for the Phase III Sidewalk Design. Ken Helm and Shawn Smith will be in Potlatch on February 11 to meet with the Mayor on this project.

Parametrix e-mailed the City to contact the School District regarding their speed limit sign across from the Elementary School. When the Phase II Sidewalk Project construction begins this summer, this speed limit sign will have to be relocated. Avista has offered their help with the sign relocation.

The City is currently designing a sign for the Scenic 6 RV Park office. The Mayor said that he would like to have a small convenience store with non-perishable items. The Council discussed this and came up with suggestions: small 4-cup coffee pot, coffee filters, coffee, dry creamer, sugar, hot chocolate, band aids, candy, ice cream (the City has a small freezer) and liniment for the pickleball players.

2. **Parks – Joan Bender** – everything looks good and the park is quiet and the Valentine’s lights are up now.
3. **Pool & Cemetery - Dave Cada** – nothing at this time.
4. **Water & Sewer Charles Johnson** – nothing at this time.
5. **Streets - Martin Anderson** – nothing at this time.
6. **Scenic 6 - David Cada** – the Scenic 6 Economic Development Council is still working on City beautification project ideas. They are working on having quarterly business breakfasts: March, June, Sept., and Nov. The first two breakfasts already have hosts arranged. They are looking for businesses to host the breakfasts in September and November. Dave said



that he will ask for permission to use the Potlatch Senior Center for the March breakfast.

7. Clerk- Shelly Hammons – there are several meetings coming up:

February 21 – MAYOR’S ROUNDTABLE in Bovill from 5:30-7:30 p.m. PEP from Moscow will be hosting this meeting and the Mayor and the City Council are invited to attend.

MARCH 28 – ECONOMY FOR THE FUTURE, Monastery of St. Gertrude Spirit Center, 9 a.m.-4 p.m. The Mayor and the City Council are invited

APRIL 18 – CEDA’S ANNUAL MEETING, Clearwater River Casino, 4-8 p.m. The Mayor and the City Council are invited.

Shelly reviewed the first Quarter Report for FY18-19.

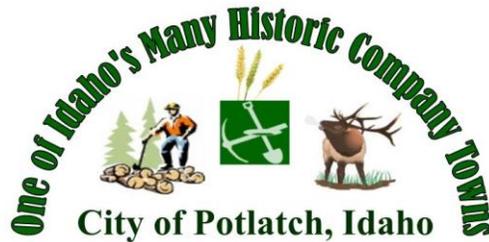
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:00 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, February 11, 2019.



Potlatch City Council Meeting

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

February 11, 2019 – 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, Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: Josh Quaade, speaking on behalf of Gayle Tucker.

NEW BUSINESS:

Joan Bender said the invocation Prayer.

- 1. Joan Bender made a motion to approve the revised agenda with the addition of Josh Quaade speaking to the City Council on Gayle Tucker's behalf. (Josh called City Hall on 2-11-2019, and asked to be added to the agenda. Josh has been out of the country for the last three weeks.) Dave Cada seconded the motion, the motion was approved with "all ayes".***

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 28, 2019, City Council meeting. The City of Potlatch current bills and payroll and bills that have been paid.

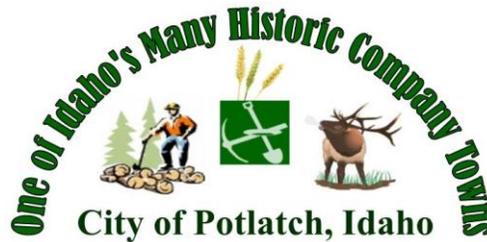
Joan Bender seconded the motion, motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, aye

Joan Bender, aye



- 2. JOSH QUADE IS HERE ON GAYLE TUCKER'S BEHALF. MRS. TUCKER WOULD LIKE TO CUT THE LOWER LIMBS OFF OF THE TREE BY HER GARAGE TO MAKE IT EASIER TO ACCESS HER GARAGE.**

Dave Cada made a motion that Mrs. Tucker be allowed to cut the lower limbs off of her tree near the garage, Joan Bender seconded the motion, the motion was approved with "all ayes".

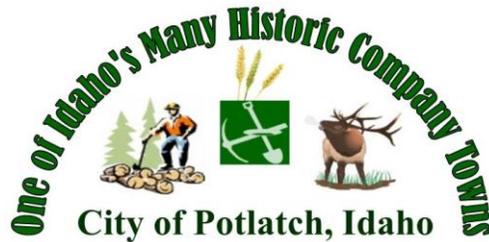
- 3. APPROVE THE CONTRACT WITH ITD FOR PERMANENT ROAD EASEMENT? Marty Anderson made a motion that the Mayor sign the contract with the Idaho Transportation Department for the permanent road easement at the cemetery, Charlie Johnson seconded the motion, the motion was approved with "all ayes".**

**Roll call vote: Charlie Johnson, yes
Dave Cada, yes
Marty Anderson, aye
Joan Bender, aye**

The Mayor met with Ken Helm and Shawn Smith of ITD, this morning on the sidewalk project. The road straightening project of ITD's won't happen until 2020. There will be lots of activity at that time: straightening the corners on the east end of town, flattening the roadway by the City's shop and working on the bridges off of Highway 95 along with the City's sidewalk project. ITD and LHTAC will be overseeing these projects together.

- 4. PURCHASE A NEW TRACTOR: KUBOTA OR JOHN DEERE?** The Mayor said that he would like the City to purchase his brother's Kubota tractor (Harold Brown) and the City will need a Bill of Sale. The Mayor also would like to have the City purchase a new post hole digger and mower to go with the tractor.

Dave Cada made a motion that the City purchase Harold Brown's Kubota tractor and buy a new post hole digger and mower that will fit this tractor. Joan Bender seconded the motion, the motion was approved with "all ayes".



5. 6. 7. 8. – *Dave Cada made a motion that the City Council appoint Shelly Hammons as the Fair Housing Resource Person and the 504/ADA Coordinator for the City of Potlatch, and that the City adopt the “Notice Under The ADA”, adopt the “Non-discrimination Policy” and adopt the “Grievance Procedure”. These are all needed for the Splash Pad Project. Joan Bender seconded the motion, the motion was approved with a Roll Call vote:*

Joan Bender, aye

Dave Cada, yes

Marty Anderson, aye

Charlie Johnson, yes

9. SIGN THE PROFESSIONAL SERVICES AGREEMENT WITH T-O ENGINEERS FOR THE PHASE II SIDEWALK PROJECT?

Marty Anderson made a motion that the City Council approve for the Mayor to sign the Professional Services Agreement with T-O Engineers to be the inspectors on the Phase II Sidewalk Project. Dave Cada seconded the motion, the motion was approved with a Roll Call vote:

Dave Cada, yes

Charlie Johnson, yes

Joan Bender, yes

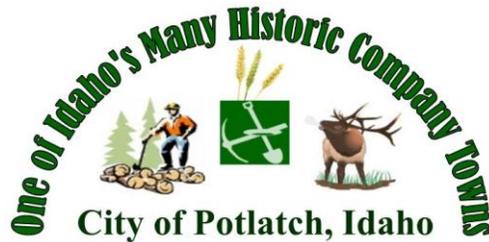
Marty Anderson, yes

10. FIRST STEP INTERNET SUBMITTED AN APPLICATION TO HANG DOOR HANGERS IN POTLATCH BY GOING DOOR-TO-DOOR FOR THEIR SURVEY ON THE PROPOSED HIGH-SPEED INTERNET SERVICE.

Joan Bender made a motion to approve that First Step Internet’s employees can go door-to-door in Potlatch hanging door hangers for their survey on the proposed high-speed internet proposal. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

REPORTS:

1. **Mayor–David Brown** – the Mayor said that there have been several people bragging about what a good job the City is doing snow plowing the roads around town.



The Mayor said that on Sunday morning, K.C. Capello came over to his house and shoveled his driveway and then this morning, Tim Bren and Tim's son came over to the Mayor's house and shoveled and plowed out the Mayor's driveway.

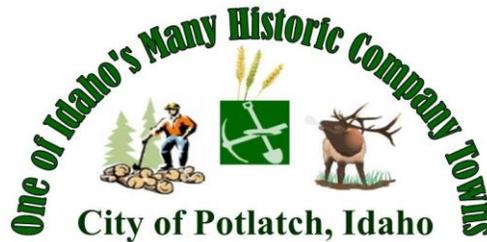
The Mayor talked with Jarod Dick from FEMA last week. The City had received their go ahead from FEMA on the lagoon road repair project but Tom Moore had been concerned about the money. Jarod said that if the project is approved for a certain dollar amount and then the project goes over, FEMA will pay for the total cost of the project. Tom Moore said that he will have the bid documents ready to go in two weeks.

- 2. Parks – Joan Bender** – the parks look good and Tom is trying to keep up with the snow plowing around the RV Park.

Joan asked how the furnace in City Hall is working? The Mayor said that he has been talking with different people about the possibility of using a pellet boiler system. There is a company in Oregon who is designing a system that would heat both City Hall and the Shop. This system would be heated by water and not steam, so the heating system in City Hall would have to be changed out. This company designed the pellet heating systems for the Pierce Community Center and a school up in the Pierce area. The City Council discussed this and one idea was to contact Clearwater Propane and see what their thoughts would be on a propane system to run the boiler.

The Mayor said that Karin is growing flower seedlings in the basement of City Hall. She has a heating mat and grow light and the flowers are already sprouting.

- 3. Pool & Cemetery - Dave Cada** – nothing at this time.
- 4. Water & Sewer Charles Johnson** – nothing at this time.
- 5. Streets - Martin Anderson** – the streets look good, they are nice and white and there aren't any potholes. The Mayor said that he talked with Scott



Williams of Poe Asphalt about repairing potholes in Potlatch. Scott said that Home Depot has an asphalt repair product that will work good on repairing potholes. The Council discussed this and decided that we should try it.

6. Scenic 6 - David Cada – the Scenic 6 Economic Development Council meeting is next week and their business breakfast will be in March.

7. Clerk- Shelly Hammons – there are several meetings coming up:

February 21 – MAYOR’S ROUNDTABLE in Bovill from 5:30-7:30 p.m. PEP from Moscow will be hosting this meeting and the Mayor and the City Council are invited to attend. The Mayor, Dave Cada, Marty Anderson and Joan Bender will all be attending this meeting.

MARCH 28 – ECONOMY FOR THE FUTURE, Monastery of St. Gertrude Spirit Center, 9 a.m.-4 p.m. The Mayor and the City Council are invited

APRIL 18 – CEDA’S ANNUAL MEETING, Clearwater River Casino, 4-8 p.m. The Mayor and the City Council are invited.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:02 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, February 25, 2019.



Potlatch City Council Meeting

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

February 25, 2019 – 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, Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: NONE.

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 February 11, 2019, City Council meeting. The City of Potlatch current bills due and bills that have been paid. The Century 21 bills paid and payroll.*

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

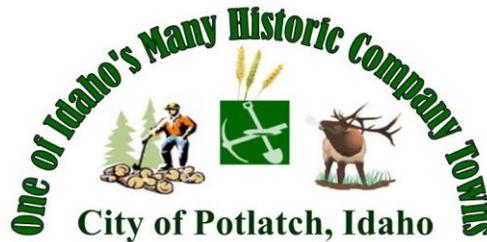
Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, aye

Joan Bender, aye

2. **KARIN JOHNSON IS APPLYING FOR A \$1,000 IDAHO NATIVE PLANT SOCIETY GRANT.** This grant will be for the Swenson Park and it would include purchasing 2"x4" identifying flower signs and a 2"x4" Kiosk. The City would have to purchase separate posts for the sign. There is \$949 donation money left from Sharon Howard that will help pay for the posts and other purchases for the Swenson Park this summer.



- 3. CURTIS CONCRETE CONTRACT FOR PHASE II SIDEWALK PROJECT.** *Dave Cada made a motion that the Mayor sign the contract with Curtis Concrete for the Phase II Sidewalk Project. Charlie seconded the motion the motion was approved with a Roll Call vote:*

Joan Bender, yes

Marty Anderson, aye

Dave Cada, yes

Charlie Johnson, yes

- 4. WAGES FOR LIFEGUARDS AND SUMMER EMPLOYEES.** The Mayor and Joan Bender attended the “Brown Bag Luncheon” at the Moscow Parks and Recreation Department last week. The discussion was swimming pools. This brought up the wages for the Potlatch Pool. Shelly did a small survey of neighboring swimming pools and what they pay their help. The City of Potlatch pays for the lifeguard’s certification. After much discussion, the following motions were made.

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- 5. APPOINT THE CITY CLERK-TREASURER AS FAIR HOUSING RESOURCE PERSON FOR ALL IDAHO DEPARTMENT OF COMMERCE LOANS AND GRANTS IN PERPETUITY.**

Joan Bender made a motion that the City Clerk-Treasurer be appointed as the Fair Housing Resource Person for all Idaho Department of Commerce Loans and Grants in perpetuity. Marty Anderson seconded the motion; the motion was approved with “all ayes”.

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REPORTS:

- 1. Mayor-David Brown** – there was a Potlatch Recreation District meeting last Thursday and there is a new Board Member, Edie Simons. The board is discussing the possibility of building a new pool and recreation building. Cascade has a recreation district and it took them 20 years but they built a pool several years ago that cost \$2,000,000. They heat their pool with a



natural hot water. The board discussed having a bond levy election to see if the public would support the idea. There is more land for sale that is owned by Potlatch/Deltic down on the old mill site.

They discussed building a new building at the existing pool site but there isn't enough room for a recreation building and allow for adequate parking. If a new building were built up there, part of the old building would have to remain for the plumbing. Salie said that a new building would have to be big enough for a basketball court and allow for the Fit and Fall Proof seniors to use it for exercising. The Fit and Fall used to use a church gym and the school gym but they have gotten kicked out of both of those areas now and are exercising in the Palouse Community Center.

Dave Cada said that there is a pool at the University Inn Best Western in Coeur d'Alene that has a clear corrugated plastic cover and sides around the pool. The sides are able to be opened when the weather is warm. Dave said that a new pool and recreation building would be a terrific addition to this town.

The Mayor said that if a building were built on the west side of the current pool, you would lose the afternoon and evening sun on the pool.

One of the factors of having a pool year-round is the cost to heat it year around. The Council discussed the possibility of working with Gritman Medical Center to use the Potlatch pool as a rehabilitation pool for people. There has been interest in having a pool in the winter so that the seniors would be able to use the pool for exercising as well. There could be programs that would be held during the day.

They will be talking with USDA, Rural Development to see if there is any grant money available for this project.

Tomorrow there will be a conference call with Dodd Snodgrass of Clearwater Economic Development Association (CEDA) to review all of the required paperwork associated with the Splash Pad project.

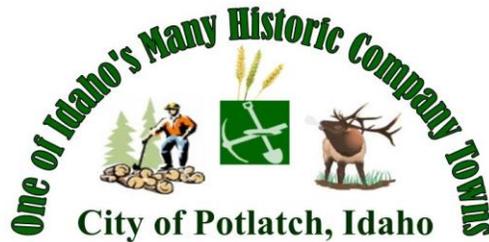


Harold Osborne will be coming tomorrow to talk to the Mayor about a tree program for the City of Potlatch.

The Mayor reviewed the AIC printout on the upcoming legislation that will come up this Thursday. This bill would take away the rights of a City to have their own Ordinances regarding hand-held devices. AIC has asked to have leaders contact their legislatures on this bill.

Larry Meyer talked to the Mayor about the tables at the Potlatch Senior Center. The Seniors would like to have new lightweight tables. The tables at the Center were built long ago, made out of wood and are very heavy. The Mayor found some on webstaraunt.com for about \$60.00 each. The Council discussed whether the tables should be round or rectangle.

- 2. Parks – Joan Bender** – nothing at this time.
- 3. Pool & Cemetery - Dave Cada** – we’ve already had a discussion on the pool but Dave wanted to make sure that the floors in the bathhouse will be painted before the pool season starts. (Karin is working on that and when the weather allows, she will be painting.) Dave also said that since the roof is inverted on the pool building, we should be watching this and wait and see if there are issues when the snow starts to melt off.
- 4. Water & Sewer Charles Johnson** – nothing at this time.
- 5. Streets - Martin Anderson** – the roads look good and the guys are doing a great job plowing. Tom has had the grader out cleaning up and widening some of the streets. The Mayor said that there were several complaints last week from Sherry Woolverton and Ann Poston about the snow plowing that has been done. Michael Montgomery was in City Hall the next day and he was bragging on how good of a job the men are doing with the snow plowing and he said that if you want to compare, go to Palouse and see how they plow.



Marty wanted to know how the Camp Host's water hasn't been freezing up? They just have their hose hanging from their camper connected to the water and they don't have heat tape on the hose.

- 6. Scenic 6 - David Cada** – Dave reminded everyone that the Scenic 6 Economic Development Council's Business Breakfast will be at 7 a.m. on March 19 at the Senior Center. Dave said that the Council, Mayor and Shelly are all invited to attend. They are inviting all quality organizations and businesses in town. There will be a short opening program.

Dave let everyone know that he and his wife attended the Lionel Hampton Jazz Festival in Moscow Friday and Saturday. They attended one session with Christian Fabian who is the head of the Lionel Hampton New York Jazz Band. Dave said he talked with Mr. Fabian after and Mr. Fabian had been in Potlatch the day before at the Potlatch High School. Mr. Fabian complemented the school's wonderful music program and he said their instructor, Doug Richards, was doing great. Dave said that it was a real remarkable thing that Mr. Fabian was impressed with Potlatch. Dave said that the caliber of performances of the local schools was amazing and they are very professional.

- 7. Clerk- Shelly Hammons** – there are several meetings coming up:

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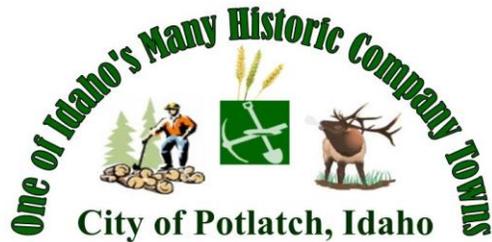
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:35 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, March 11, 2019.



Potlatch City Council Meeting

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

February 25, 2019 – 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, Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: NONE.

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 February 11, 2019, City Council meeting. The City of Potlatch current bills due and bills that have been paid. The Century 21 bills paid and payroll.*

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

Charlie Johnson, yes

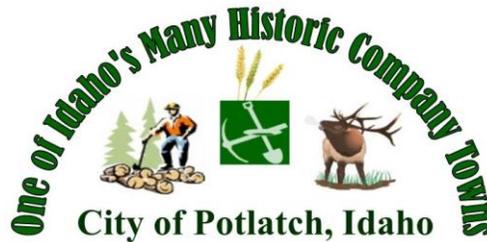
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Martin Anderson, aye

Joan Bender, aye

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Charlie Johnson made a motion that Karin Johnson be allowed to apply for the Idaho Native Plant grant for \$1,000 for the Swenson



Park. Joan Bender seconded the motion, the motion was approved with “all ayes”.

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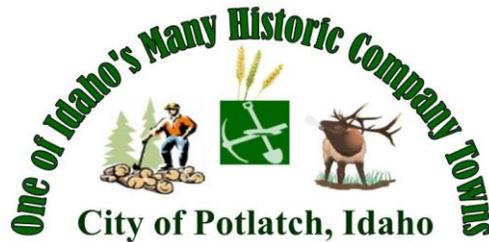
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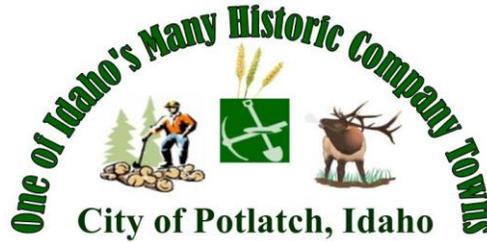
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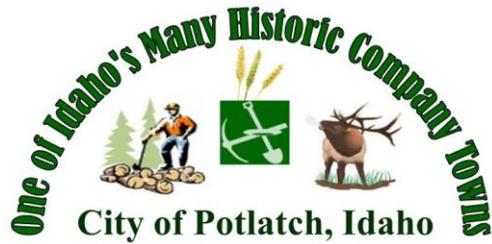
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ATTEST: _____ David L. Brown, Mayor

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be March 11, 2019.



Potlatch City Council Meeting

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

March 11, 2019 – 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 and Joan Bender. Charlie Johnson was absent. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: Bill Howard, Larry and Halette Meyer, Leonard E. Rasmussen, Ron Jones, Jim Crowley and Kaylee Richmond.

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 February 25, 2019, City Council meeting. The City of Potlatch current bills due, payroll for City of Potlatch and Century 21 for February 2019 and bills that have been paid.*

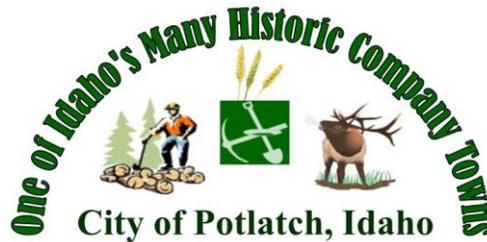
Joan Bender made a motion that the minutes from February 25, 2019, be approved with the correction of adding the motion made by Charlie Johnson and the second that was made by Joan Bender at the February 25, 2019, City Council meeting be included in the minutes for the Idaho Native Plant Society grant that Karin Johnson is applying for. Dave Cada seconded Joan's motion, motion was approved with a Roll Call vote:

Dave Cada, yes

Martin Anderson, aye

Joan Bender, yes

2. *Marty Anderson made a motion that the City Council retroactively approve the purchase of eight lightweight plastic tables for the*



Potlatch Senior Center, the cost of the tables with shipping was \$1,111.90. Dave Cada seconded the motion, the motion was approved with “all ayes”.

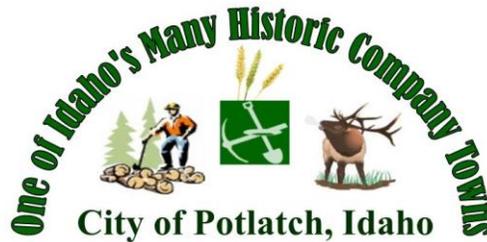
It was suggested that the City remove the old chairs and furnishings that are in the back of the Potlatch Senior Center. The Mayor said that they will remain in the building at this time.

3. LARRY & HALETTE MEYER AND OTHER POTLATCH SENIOR CENTER

MEMBERS. Larry and Halette Meyer along with four men from the Potlatch Senior Center attended the Council meeting to discuss the need for many repairs at the Senior Center. Halette said that the front entryway where you walk up needs to be redone. Halette suggested that the new entryway be a two-phase ramp from sidewalk to the door for easier entry and to help those that are mobility impaired. Also, there should be a roof over the entryway to keep the snow off. The ice melt that is used crumbles the concrete and she suggested that radiant heat might be an option. The Council discussed this and with radiant heat the electrical costs would increase.

The sidewalk that runs along the building to the back entrance is covered at the entrance by a roof that helps keep the snow off. The school has been helping with the shoveling of the sidewalk to the back entrance. The group discussed the possibility of adding a roof all along the sidewalk from the front to the back. The City would need to talk to the school before that could be done because the snow will fall off of a roof onto the School's property.

There is a crack in the ceiling that five years ago was only ½ way across the ceiling and now the crack is all the way across and approximately ½” to ¾” wide. The group feels that the structure is failing. Dave Cada seemed to recall that the Potlatch Senior Center was built in 1963 or 1964. The building is sitting on concrete blocks that may be settling. It was suggested to talk with the Building Inspector to see what needs to be repaired.



Halette said that there are many grant opportunities available that might help with the repairs to the building.

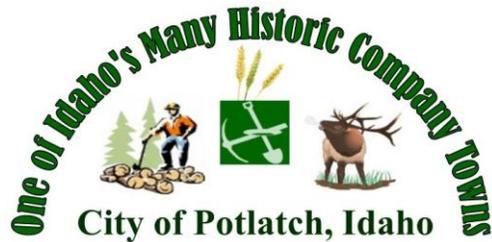
The group discussed the different things that need repaired:

- a. Sidewalk in front of the building needs repaired.
- b. Paint the outside of the building.
- c. Walkway into the building.
- d. Make a two-phase ramp on the front of the building.
- e. It was suggested to replace the stoves. The Mayor said that the building was renovated and remodeled in 2010 by a \$100,000 grant that Carol Haddock wrote. At that time all of the appliances were replaced.
- f. There is a little building in the back that the Seniors own that is in disrepair and full of junk. Bonnie Rohn came into City Hall this afternoon and said that the seniors would be willing to donate that building to the City or agree to have it torn down.
- g. Signs – place signs out front of the building saying “No Parking, Loading and Unloading Zone”.
- h. Put drywall up over the paneling? Paint the paneling?
- i. Repair the crack in the ceiling. Shore up the footings? Put steel braces on the building?
- j. More electrical outlets need to be added along the walls.
- k. Upgrade the sound system. They would like to have four speakers: two in the front and two in the back.

It was suggested that when the maintenance crew plows the snow, rather than leaving a 2-3' high berm in front of the Senior Center, that they turn their blade and plow the snow to the east side of Pine Street.

They discussed having some kind of recruitment in the City to get more seniors to come to the Senior Center. The meals cost \$3.00 and it is good food. The home deliveries last year totaled 6-8 per meal day but this year it has increased to 16-19 deliveries.

They said that they would like to have a fundraiser and show the City that the seniors are serious about getting all of the repairs done. One person asked if Bennett Lumber ever donated anything to the City? The answer was a unanimous “yes”. Joan Bender said that Bennett Lumber donated



framing materials for the Potlatch Food Pantry when it was built. Joan said that someone needed to go to Bennett Lumber and talk to them about the possibility of donating.

Larry asked if Shelly would write a letter for their grant application? The City Council discussed this and they agreed that the City would write a Letter of Support for a grant application that Halette would submit.

The City Council suggested that they talk with the Latah County Commissioners and see if there are funds to help with some of the repairs? Joan said that the seniors need to figure out what they will need and come up with the costs for the repairs and set a goal. It was suggested that they contact several contractors and see what the costs would be for the repairs.

The Potlatch Senior Center is a 501-C3. The City owns the building and the contents in the building.

The Mayor said that the City will be putting in new sidewalks this summer going to Bennett's Addition and possibly at that time, the sidewalk in front of the Senior Center could be repaired.

Larry asked about putting TREX decking on top of the porch? Halette knew someone that could get the decking.

- 4. KAYLEE RICHMOND – MOVE DAYCARE TO VFW HALL?** Kaylee said that she was told that an offer has been accepted on the building that her daycare is in and she will have to move.

The VFW approached her and suggested that she use their building this summer and next year for her daycare and pre-school and Kaylee would then pay all of the bills for the VFW. The pre-school hours will be: 8-11 a.m. and 12-2 p.m. The VFW doesn't have much parking but it will be drop off at the door. Kaylee would like to do a summer program from 9-2.

Kaylee has partnered with the School and their IEP kids come to her program. The new kindergarten teacher will be helping her this summer so the kindergarteners will get acquainted with their new teacher. Kaylee asked if the City Council would write a Letter for her State Licensing in support of using the VFW building?



Joan Bender made a motion that the City Council approve that Kaylee Richmond be allowed to use the VFW Hall for her pre-school and daycare and the City Council will write a Letter of Support to the State of Idaho, Dave Cada seconded the motion, the motion was approved with “all ayes”.

- 5. ALL SUMMER EMPLOYEES (LIFEGUARDS AND SUMMER MAINTENANCE WORKERS) WILL RECEIVE A \$100.00 BONUS AT THE END OF THE SEASON IF THEY SHOW UP AND ARE GOOD WORKERS.**

Dave Cada made a motion the City of Potlatch pay the lifeguards and the summer maintenance workers a \$100.00 bonus at the end of the season if they stay and do a good job, Joan Bender seconded the motion, the motion was approved with “all ayes”.

- 6. ADOPT PROCLAMATION THAT APRIL 1, 2020, IS “CENSUS AWARENESS DAY”?**

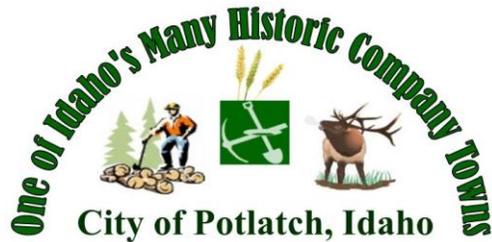
Marty Anderson made a motion that the City Council adopt the Proclamation that April 1, 2020, is “Census Awareness Day”. Joan Bender seconded the motion, the motion was approved with “all ayes”. The Mayor asked for a Roll Call vote:

*Dave Cada, yes
Marty Anderson, aye
Joan Bender, aye*

- 7. ADOPT THE PROCLAMATION THAT “APRIL 2019 IS FAIR HOUSING MONTH”?**

Dave Cada made a motion the City Council adopt the Proclamation that “April 2019 is Fair Housing Month”. Joan Bender seconded the motion, the motion was approved with “all ayes”. The Mayor asked for a Roll Call vote:

*Dave Cada, yes
Marty Anderson, aye
Joan Bender, aye*



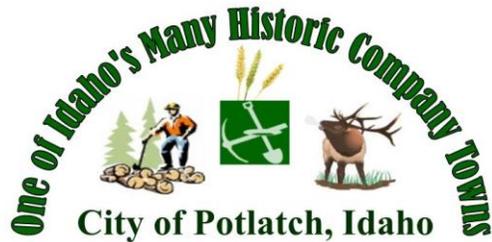
REPORTS:

- 1. Mayor-David Brown** – the City didn't receive any of the three grant applications submitted to LHTAC. The Mayor said that the Council agreed last year that 10th Street to Pine Street would be repaired, 550'x35'. Also, the Onaway Road at Highway 6 to the first manhole right after NAPA Auto Parts needs repaired, 90'x30'. The Mayor has asked Poe Asphalt for a price to repair these two sections. The budget has \$36,000 in the street fund for improvements and \$14,650 for repairs.

Marty asked when the sidewalk is put in on Onaway Road will the road have to be redone? The Mayor said that when the Onaway Road is redone, the pavement should be thicker to withstand the heavy traffic. The Mayor said that he is trying to figure out how to put a sidewalk down 10th Street. The City Council agreed that the water and sewer projects damaged the Onaway Road so those funds should help repair the road.

Dave said that he would prefer that the City get a quote from Poe or more before the City Council makes a motion. The Council discussed getting three quotes on the street repairs.

Shelly talked today with Rhonda Schmidt, City Clerk-Treasurer, for the City of Nezperce. Nezperce won their 2019 LHTAC grant application for signage. Rhonda said that until the City of Nezperce updated their Transportation Plan the City never received any grant money from LHTAC. Rhonda also said that Nezperce tried to update their Transportation Plan three times with a grant writer and the application wasn't ever approved. Rhonda then talked with LHTAC and they suggested that Nezperce hire an engineer to make the application to update their Transportation Plan and they received grant money the following year to update their plan. LHTAC wants engineers to complete all of their grant applications. The City of Potlatch received a low score in the application because the City doesn't participate in LHTAC Road's Scholar Program. It is also helpful to attend the District II highway meetings to get their help and suggestions on LHTAC's grant applications.



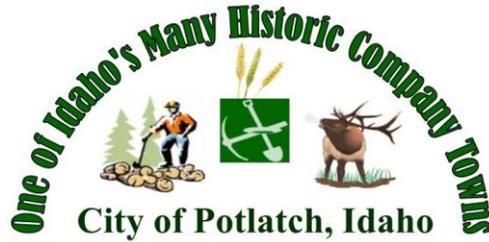
The Mayor said that he has been texting B.J. Swanson about the land purchases around Potlatch. Lois Johnson's 30 acres between Potlatch and Onaway have been purchased, the Potlatch land across the river has been purchased and 80 acres north east of Harvard. The buyers are Blommer (used to own Blommer's Chocolate) and O'Malley's from Moscow. Don Ball, local realtor, told the Mayor that they are going to be making horse ranches.

The Mayor attended the dedication of the second Habitat for Humanity home last Sunday. The City gave the new owner a family pool pass and also a certificate for swimming lessons for the three children. The next Palouse Habitat for Humanity will be built in Palouse.

The Mayor talked to the Council about hiring more people if the City experiences another winter like we've had. Tom and Brennan can't keep up on the snow removal. Possibly hire a dump truck to haul the snow off of the streets. The City can't expect two men to do everything.

Tom Andres has 13 hours of vacation time that he needs to use before April 1, 2019. He would like to bank it and use it this year when he has shoulder surgery. Marty asked Shelly to put this on the next City Council meeting agenda.

- 2. Parks – Joan Bender** – nothing on the parks at this time. Joan attended the County Commissioner's meeting last week and so did Dave Cada.
- 3. Pool & Cemetery - Dave Cada** – wants to make sure that the bathhouse is going to get the floors done before the pool season starts. The Mayor said that Karin Johnson has already been talking about doing this when the weather allows. Also, it was discussed that a cover should be purchased for the gator as Karin drives it all around in the freezing cold weather.
- 4. Water & Sewer Charles Johnson** – absent.



5. Streets - Martin Anderson – we’ve already talked about the streets.

6. Scenic 6 - David Cada – the Business will be next Tuesday, March 19, at 7 a.m. at the Senior Center. Dave invited the seniors to attend. They estimated that there will be ten seniors in attendance. The County Commissioners will all be attending the breakfast. Everyone is supposed to register online or send an e-mail to Karen Rohn.

7. Clerk- Shelly Hammons – Shelly explained the monthly Variance Report and asked the City Council if they had any questions about the report? No questions.

There are several meetings coming up:

MARCH 28 – ECONOMY FOR THE FUTURE, Monastery of St. Gertrude Spirit Center, 9 a.m.-4 p.m. The Mayor and the City Council are invited. The Mayor said that he will try and make this meeting. Shelly will let CEDA know.

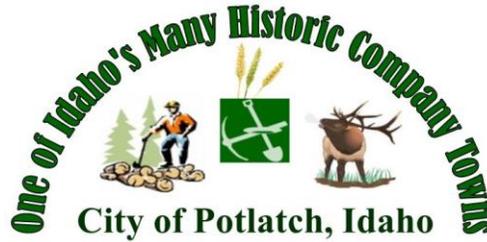
APRIL 18 – CEDA’S ANNUAL MEETING, Clearwater River Casino, 4-8 p.m. The Mayor and the City Council are invited. The Mayor, Dave and Kenny Cada and Joan and Tom Bender will all be attending the Annual meeting.

Marty Anderson made a motion to adjourn the meeting, Dave Cada seconded the motion, the meeting was adjourned at 8:58 p.m.

ATTEST: _____ David L. Brown, Mayor

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, March 25, 2019.



Potlatch City Council Meeting

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

March 25, 2019 – 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 and Joan Bender. Charlie Johnson was absent. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: NONE.

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 March 11, 2019, City Council meeting and the City of Potlatch current bills due.*

Joan Bender seconded the motion with the change to the March 11, 2019, minutes with the correction on top of Page 4: Bennett Lumber donated “framing materials”.... Motion was approved with a Roll Call vote:

Charlie Johnson, absent

Dave Cada, yes

Martin Anderson, yes

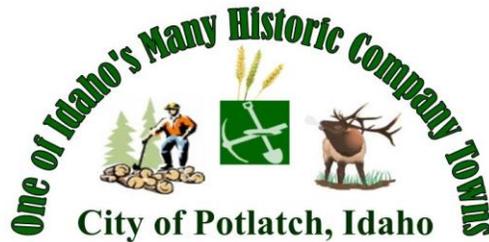
Joan Bender, aye

2. **QUOTES FOR 10TH STREET REPAIR TO PINE STREET AND REPAIR ONAWAY ROAD FROM HIGHWAY 6 TO FIRST MANHOLE.**

Poe Asphalt quote: 10th Street (Onaway Road to Pine Street) = \$41,500, 2”

Poe Asphalt quote: Highway 6/Onaway Rd. to 1st manhole: = \$25,650, 3”

The Mayor said that he has \$49,000 in the 18-19 Budget for street repair. Marty said that the dip in his road, Larch Street, is getting worse. Tom



Andres said that it is from the old sewer line, perhaps it is collapsed under the road? The line is about 12'-14' down. The Mayor said that LHTAC puts on road trainings throughout the state. The City doesn't attend these trainings and that is one of the reasons that Potlatch didn't score very high on the three grants that were submitted. They also want to have an engineer submit the grant proposals along with road assessments in the City.

Marty Anderson made a motion that the City repair 10th Street from Onaway Road to Pine Street and repair a portion of Onaway Road from Highway 6 to the first manhole. Dave Cada seconded the motion, the motion was approved with "all ayes".

3. EXTENDED TIME OFF FOR TOM ANDRES? CAN HE ROLL OVER 13 HOURS VACATION FROM 2018-2019 AND USE HIS 2019-2020 VACATION AND SICK LEAVE FOR HIS SURGERY?

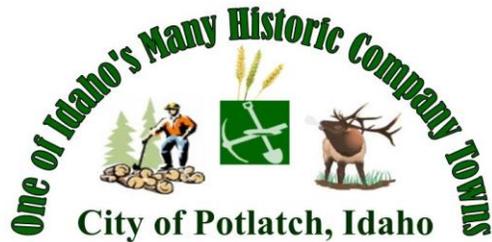
Dave Cada said that he doesn't mind granting Tom Andres his request for time off for his surgery, Joan Bender seconded the motion, the motion was approved with "all ayes".

The Mayor said that the Council needs to remember that the City does have to hire somebody else. The Mayor suggested that the City create a slush fund for vacation hours and sick leave.

4. RESOLUTION NO. 2019-03-25 – TRANSFER MONEY FROM WATER & SEWER LGIP ACCOUNTS TO THE GENERAL FUND TO HELP PAY FOR STREET REPAIRS AND PAVING ON STREETS THAT WERE DAMAGED IN THE WATER AND SEWER PROJECTS.

RESOLUTION NO. 2019-03-25 – in its entirety on file in the City's Resolution File.

The following resolution was introduced by Councilman Dave Cada who moved for its adoption. Second by Councilwoman Joan Bender.



A RESOLUTION OF THE CITY OF POTLATCH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR APPROVAL TO TRANSFER WATER AND SEWER FUNDS THAT ARE IN THE IDAHO STATE LGIP ACCOUNTS TO THE CITY'S GENERAL FUND TO REPAIR AND PAVE STREETS IN POTLATCH THAT WERE DAMAGED IN THE WATER AND SEWER PROJECT.

WHEREAS, the Council finds it necessary and in the public interest to use water and sewer funds for street repairs necessitated by installation of new water and sewer lines during 2005 and 2009;

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF POTLATCH AS FOLLOWS:

SECTION 1. ALLOCATION OF SEWER FUNDS:

\$5,000 will be transferred from the Sewer LGIP account to the City's General Fund at US Bank in Potlatch to be used for street repairs.

SECTION 2. ALLOCATION OF WATER FUNDS:

\$41,405 will be transferred from the Water LGIP account to the City's General Fund at US Bank in Potlatch to be used for street repairs.

EFFECTIVE DATE: This Resolution shall be effective from and after March 25, 2019.

PASSED by the City Council and APPROVED by the Mayor this 25th day of March, 2019.

ROLL CALL VOTE:

Dave Cada, yes

Marty Anderson, aye

Joan Bender, aye

Charlie Johnson, absent

5. SET A DATE FOR A WORKSHOP TO GO OVER THE CITY'S PRIORITIES: STREETS, WATER SYSTEM, SEWER SYSTEM AND SENIOR CENTER, etc.?

The City Council discussed this and decided that it would be a workshop for a Mission Statement, a 5-year plan or call it a wish list. The 2002 Transportation Plan needs updated. The City just updated the Comprehensive Plan last year. The Council set a date for the workshop for Wednesday, April 3, 2019, at 11 a.m. in the City Council Chambers.

6. DEMO DERBY AND SUPER CROSS?



Dave Cada submitted a list of concerns to the City Council regarding a Demo Derby and MotoCross races. (See the list attached). The City Council went over each item and Dave said that he would like to meet face-to-face with Eric Christensen to go over his concerns. Dave Cada is concerned with the event and the combination with alcohol served. EC Enterprises LLC has scheduled several events for this summer in Potlatch.

Joan Bender said that she would like to talk to the Lewiston Rodeo grounds and see if it cost them money to put on these types of events. Joan wondered how many people would be able to be seated? The Mayor said that the City has eight sets of bleachers. The events will be "old school": no covers over the bleachers and no lights.

Tom Andres dug test holes and the ground is very saturated right now. Tom dug up some pipe and some wood but no rocks.

The Mayor will contact Eric Christiansen and schedule a meeting with him in Potlatch and Dave Cada will attend.

7. APPROVE USE FOR HIGHWAY 6 AND LARCH STREET BUILDING?

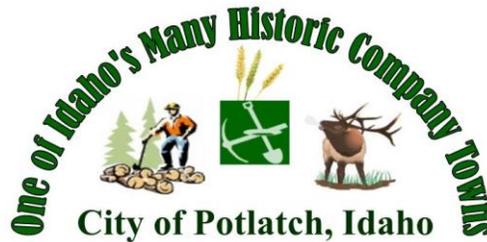
Marty Anderson made a motion to approve the use for the building on the contingency that the Planning & Zoning committee approved it. Joan seconded the motion, the motion was approved with a Roll Call Vote:

- Dave Cada, yes**
- Marty Anderson, aye**
- Joan Bender, aye**
- Charlie Johnson, absent**

E-mail received from Kenny Cada on 3/27/2019 :

We determined that a variance or CUP was not required. The spay/neuter clinic will work hand-in-hand with North Palouse Vet Clinic for all the surgeries (NPVC will supply the vets to perform them). The kitten rescue is only short-term as maximum time a kitten would be there would be 12 weeks, and then sent to a shelter for adoptions if they are not adopted in the short time they are in Potlatch. They have located several shelters that have a shortage of kittens for adoption. There is no petting zoo involved in the facility. The key factor in our decision was that all stays in the clinic would be temporary.

Let me know if you have any questions. -Kenny



8. SEWER TO THE “Y” AND CONNECT HOUSES ALONG HIGHWAY 6?

Melissa Haddler talked to the Mayor about Dad’s Diner (located at the “Y” on Highway 95) sewer issues. They have a buyer for the café and the potential owners would like to enlarge the business. The North Central Health District won’t allow them to expand the sewer system. Melissa thought that DEQ had money to help connect the Diner’s sewer system to the City. Marty said that the City doesn’t want to get outside of the City limits. The Mayor is going to be meeting with Nancy Becker from the Health Department tomorrow. The trailer court at the “Y” has problems with their sewer too. Dave Cada said that he is willing for this to happen at no expense to the City.

Marty Anderson made a motion that the City accept the “Y” sewage into the City’s treatment plant at their expense. Joan Bender seconded the motion, the motion was approved with “all ayes”.

9. PAINT COLOR FOR EXTERIOR OF THE POLTATCH SENIOR CENTER?

The Mayor said that Don Ball is going to paint his building this summer and it would be good to have a color scheme for Potlatch. Everyone agreed that Harvest Foods’ colors are nice. Joan will pick up some colors samples at Moscow Building Supply (browns and tans) and bring them to the next meeting.

REPORTS:

- 1. Mayor–David Brown** – Don Ball talked to the Mayor last week and he would like to build a golf course on the other side of the river next to the City’s Land Application site and use the ridge on the City’s property. Don wanted to use the wastewater to water the grass in the golf course. According to Nicolas Heibert from the Idaho Department of Environmental Quality in Lewiston the type of wastewater to water a golf course would come from a Class A or Class B wastewater system. The City of Potlatch’s wastewater system is currently meeting the standards for a Class C system, so the City would likely need to upgrade the existing treatment system to meet class B standards.

Don Ball wants to talk to Ben Ballard of Potlatch/Deltic about the land. Don has been talking with Trent, the owner of the golf course near Pullman



on the airport road. Trent has artificial turf in his golf course instead of grass. Dave Cada said that artificial turf is a lot less expensive to maintain.

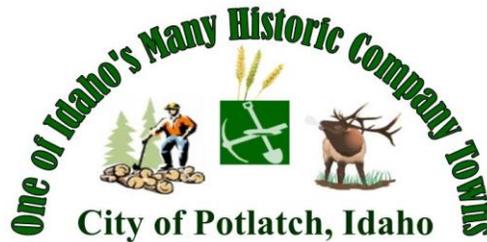
Don Ball said that the people who purchased the 30 acres in Onaway and the 110 acres from Potlatch/Deltic across the river may annex into the City in the future but nothing is going to happen until 2021.

Tom Moore said that one of the testing requirements in the new IPDES wastewater discharge permits will be ammonia. The Mayor said that he looked at Kendrick's IPDES Permit online and their limit for ammonia was 0.365. The results of the last ammonia test that the City of Potlatch got back was 22.1. The City might have to use the Land Application site to discharge all of the lagoon wastewater instead of discharging into the river in the future.

Karen Rohn came to the Potlatch Recreation District and asked them to help fund the purchase of the Lia Berg gymnasium building. The Mayor explained that the Recreation District can't spend money on private purchases of golf courses or the gym building.

The Potlatch Recreation District voted to build a new bathhouse at the pool. It will be located on the south side of the pool in the grassy area. The Mayor spoke with Tamara Wardle, Building Inspector, and she will need engineered plans for the building. Someone would be able to draw up the plans but an engineer would have to stamp them. It is going to take several years to do this. A thought was to have the University of Idaho or WSU architect students draw up the plans for the bathhouse. Tamara suggested cinderblock for the structure.

- 2. Parks – Joan Bender** – nothing on the park at this time. Today Joan received a postcard on her door for Brightstar TV provider. They didn't get a door-to-door permit and the Ordinance requires an approved permit for Potlatch. In the Ordinance it does say that there is a penalty of jail or a fine. Shelly will check with Will on what to do.



3. Pool & Cemetery - Dave Cada – Dave is still for building an outdoor cover with sliding panels for the pool similar to the cover that is at the Best Western in Coeur d'Alene. Dave has been trying to get in contact with someone at the Best Western.

4. Water & Sewer Charles Johnson – absent.

5. Streets - Martin Anderson – has the City heard anything about the purchase of Mill Road from Potlatch/Deltic? The Mayor e-mailed Ben Ballard and told him that the City didn't receive the grant to pave Mill Road but can we still work on the City buying the road? Ben said that he had to think about it. The City currently has a 30' easement to the lift station.

Did the Land Application site get the pump fixed that broke down last year? The Mayor said that Tom Moore wants to see the Land Application site started next week. Does the wet ground affect it? Marty asked what the electricity is to run the site for the month? Shelly will look at past bills.

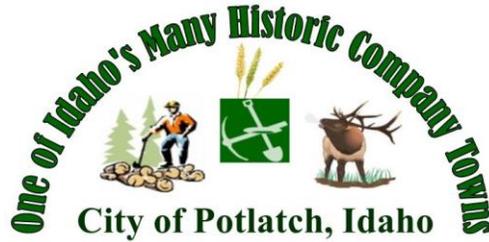
6. Scenic 6 - David Cada – the business breakfast was last week and First Step Internet made a presentation on fiber optic high speed internet. Gary Strong was the organizer of the breakfast. There will be another breakfast in June and the Potlatch Historical Society will be the host.

On April 18, there will be a Historical Society event. Pete Peterson, historian, will be the speaker and there will be refreshments. They are going to try and get the Latah County Historical Society involved, maybe bring them to Potlatch for their meeting.

7. Clerk- Shelly Hammons –There are several meetings coming up:

MARCH 28 – ECONOMY FOR THE FUTURE, Monastery of St. Gertrude Spirit Center, 9 a.m.-4 p.m. The Mayor and the City Council are invited. The Mayor said that he might not make this meeting.

APRIL 18 – CEDA'S ANNUAL MEETING, Clearwater River Casino, 4-8 p.m. The Mayor and the City Council are invited. The Mayor, Dave and Kenny Cada and Joan and Tom Bender will all be attending the Annual



meeting. Dave Cada now has a conflict with the Historical Society event on this same night.

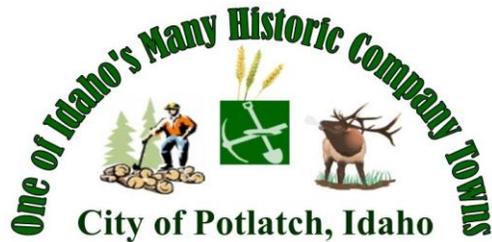
APRIL 29 – AIC SPRING MEETING, Moscow, 8-4, at the Best Western University. Dave Cada, Joan Bender and Shelly Hammons would like to attend.

Marty Anderson made a motion to adjourn the meeting, Dave Cada seconded the motion, the meeting was adjourned at 9:17 p.m.

ATTEST: _____ David L. Brown, Mayor

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, April 8, 2019.



Potlatch City Council Meeting

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

April 8, 2019 – 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, Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: Melissa Smith, 6-12 After School Program Director.

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 25, 2019, City Council meeting, the City of Potlatch current bills due and bills paid, City of Potlatch Payroll for February 2019 and the Century 21 bills and payroll.*

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

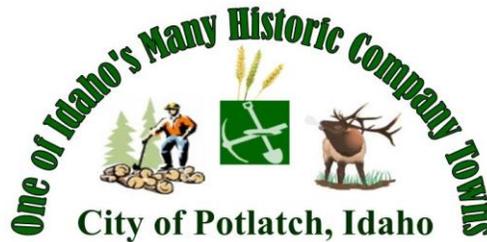
Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, aye

Joan Bender, aye

2. **MELISSA SMITH, 6-12 CENTURY 21 AFTER-SCHOOL DIRECTOR. Funding for next year and budget for next year.** Melissa presented her budget for the 2019-2020 year which starts July 1, 2019. Melissa explained that the Century 21 grant is a grant that the budget decreases in the third year by 10%, the fourth year by 20% and the fifth year by 30%. The 2019-2020 FY will be the fourth year of the Century 21 grant and Melissa asked the Council if they would be willing to donate the van and the mileage to the program as an in-kind donation (the cost will be



approximately \$720/year)? Melissa explained that the attendance has increased in the 6-12 after-school program since the first year. In the first year, there was an average of three students and now there is an average of 14 students and they are now focusing on homework help.

In the next year's budget, they will have to find other funding to provide the different programs that they have offered in the past. The Potlatch Recreation District is going to donate grant money to cover the pool passes for the 2019 summer for both the elementary after-school program and the 6-12 after-school program.

Melissa said that she has been talking with Lana Lusco, Director of the Elementary After-School Program, and Lana will be writing another grant as next year will be their fifth year for the elementary after-school program. Lana is looking for another sponsor for the program as it isn't working very well with the University of Idaho (they have been the sponsor of the elementary school after-school program). Melissa asked the City Council if they would consider sponsoring the elementary after-school program if they received another round of grant funding?

The City Council asked why the Potlatch School District isn't sponsoring these programs and why is the City the sponsor? Melissa explained that in the State of Idaho, there are 50-60 after-school programs and under 10 of these programs are funded by other entities such as Cities. All of the other after-school programs in Idaho are funded through the local School Districts. Melissa wasn't sure why the Potlatch School District isn't sponsoring the elementary and the 6-12 after-school programs. The Mayor asked if the City can sponsor two after-school programs? Melissa said that she believed the City can. Melissa and Lana have talked about consolidating the two programs if the City sponsored the elementary school grant program and the 6-12 after-school program. Kim Cessnun would be the fiscal bookkeeper for both programs.

Melissa said that they just hired Melanie Renz for the open para-professional position today.



Marty Anderson made a motion that the City of Potlatch provide the City's van and gas at no charge to the 6-12 after-school program for their FY 2019-2020 year. Joan Bender seconded the motion, the motion was approved with "all ayes".

The Mayor told Melissa that the he and the City Council is proud of her. Melissa said that she is always trying to improve the program.

- 3. HIRE CLEARWATER RC&D SUMMER EMPLOYEES THROUGH THE CITY?** The Mayor said that he talked with Barbie Miller about hiring a group of five kids and a leader to help with City maintenance. The cost would be \$3,500 for one week. The Council talked about different projects that they might be able to do and one of the things discussed was to cut the bushes and trees that hang over the sidewalks in and around the City. The Council wondered if the equipment was provided also?

- 4. MAYOR SIGN GEOPROFESSIONAL INNOVATIONS CONSTRUCTION PHASE TESTING SERVICES PROPOSAL?** The contract is for the FEMA project – work on the road to the wastewater lagoons and repair under the walking bridge. The original contract was signed in 2017 and Geoprofessional Innovations wanted a new contract signed for 2019.

Dave Cada made a motion that the Mayor sign the 2019 contract with Geoprofessional Innovations. Charlie Johnson seconded the motion, the motion was approved with a Roll Call vote:

Charlie Johnson, yes

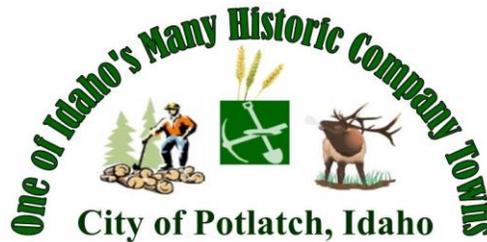
Dave Cada, yes

Marty Anderson, aye

Joan Bender, aye

- 5. WAGE INCREASE FOR KARIN JOHNSON, DIRECTOR OF PARKS?**

Dave Cada made a motion that the City increase Karin Johnson's wages to \$14.00. Joan Bender seconded the motion, the motion was approved with "all ayes".



6. APPROVE DEMO DERBY AND MOTOCROSS FOR CITY LAND? The Mayor asked if the City Council had any questions about the Demo Derby or the Motorcross that will be built on the City's land? Dave Cada asked who was building the arena? The Mayor said that EC Enterprises, LLC, has already hired people to come in and build the arena. Tom Andres will put the City's bleachers up and then there will be snow fence and logs around the arena. The trees, brush and weeds have all been cleaned out on the land by Tom and Brennan.

Dave Cada said that he is very concerned about this event. Dave isn't for it and he was glad when they got rid of it many years ago. Dave is concerned because there have been problems with the Demo Derby at the State Line.

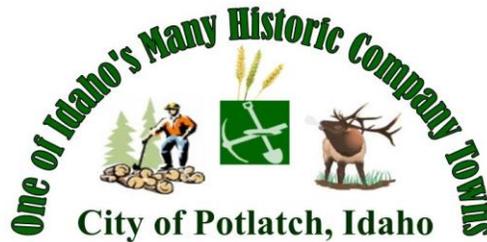
Dave Cada asked if EC Enterprises is going to provide security? Police protection?

Will they keep the alcohol under control? Will the alcohol be served in a Beer Garden? Charlie Johnson said that when they used to have Demo Derby races, there was a very strict policy that no alcohol was allowed in the pits.

The Mayor said that EC Enterprises has their own insurance of \$5 million. This is what Eric Christiansen does for a living and he is very strict with his rules. The Mayor said that the next time that Eric comes to Potlatch, he will call Dave Cada and arrange a meeting.

Lewiston will still have Demo Derby events but they will be provided by a sponsor out of Walla Walla.

The Mayor said that the only concern that he has with this event is parking. According to Eric, they drew about 5,000 people to this type of event in Lewiston. The Council didn't think that there would be that many people attending this event in Potlatch. Parking is always an issue, even with the Return to Riverside Country Music Festival, parking is an issue.



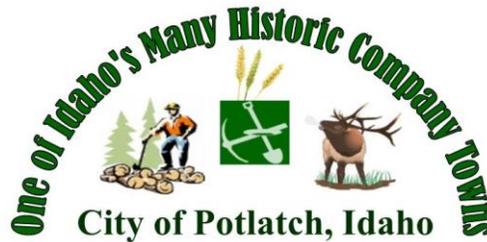
There has been a Demo Derby event scheduled for May 11, two motocross races planned for June and in August one more Demo Derby event. Karin Johnson would like to use the arena for horse races and dog races. Joan asked if the City is going to charge them to use this land and is the City going to charge the Country Music Festival organizers to use the park? The City Council discussed this but no decision was made.

Charlie Johnson made a motion that EC Enterprises, LLC, build an area and have Demo Derby and motocross races. Marty Anderson seconded the motion, (with the addition that there is a contract signed between the City and EC Enterprises, LLC, also the City needs to have a contract with the Palouse RC Racers) the motion was approved with “all ayes”.

REPORTS:

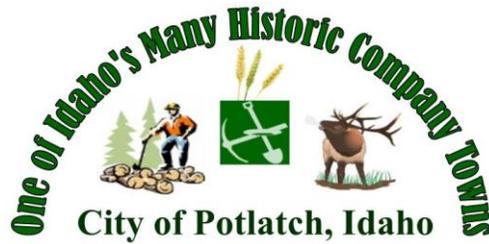
- 1. Mayor–David Brown** – the Mayor explained to the City Council that there was a fundraising flop at the Potlatch Senior Center. There are several items that the seniors would like to see fixed: handicapped entrance, paint the building, repair the ceiling inside, fix the sidewalk and the front entrance. The Mayor talked with Eric Sorenson and asked him to provide a bid to put a covered walkway down the sidewalk to the back entrance to the building (may not be able to do that because it sits so close to the property line). Eric thought that he would be able to build a handicapped entrance into the front of the building. The Council discussed concrete or a metal frame covered with wood? Shelly is working on an AARP grant for this project and it must be submitted by April 17. Marty said that he would take a look at the entrance to the Senior Center in the morning.

There was a walk-through on Tuesday, April 2, for the Phase II sidewalk project. The sidewalk design has been changed for the sidewalk between Elm Street and Maple Street. The sidewalk will now go north of the trees between the chain link fence. The sidewalk from Maple Street to Ponderosa Drive will be changed because when the Habitat for Humanity home was built, the bank has been changed. There will be a sidewalk but they may have to put in a hand rail. Tom Andres has some concerns for several



water valves by Bennett's Addition. The contractor said that he will talk with Tom before they begin the project on April 29. The Mayor said that they expect to be done with the Phase II project by June. The school speed limit sign by Maple will be moved into the City's right-of-way. There is a flagger looking for a room to rent for the project.

- 2. Parks – Joan Bender** – Joan had some paint swatches for the Council to look at and decide on the color for the Potlatch Senior Center. The building will have to be steam cleaned before it is painted. The Council decided that the building will have to be primed before it is painted. Joan will get the cost for the primer and the paint.
- 3. Pool & Cemetery - Dave Cada** – Dave wanted to be sure that the floor is going to be painted at the pool before it opens? The Mayor said that Karin is all ready to paint but Nancy Becker, Health Inspector, was here last week and the City was going to use the rest of the paint that was used on the pickleball court (dark color) but Nancy wants to see the floor painted in a light color so that she can see if there is dirt. Dave Cada said that he will check with Sherwin Williams to see what they would recommend for painting the pool floor.
- 4. Water & Sewer Charles Johnson** – nothing at this time.
- 5. Streets - Martin Anderson** – is the Land Application site ready to go? Has the pump been put back in? The Mayor said that he didn't think so and Tom has to take soil samples before the site can be used. It is too wet to get the backhoe in to take the soil samples. It was discussed to use the new tractor and auger to drill the soil for the samples. Tom and Brennan are going to Lewiston tomorrow to have the mower installed on the Kubota tractor.
- 6. Scenic 6 - David Cada** – there will be a Scenic 6 Economic Development Council meeting in the morning.
- 7. Clerk- Shelly Hammons** – Reviewed the Actual Month/Year-to-Date Budget/Variance Report with the City Council. The 2nd Quarter Report was also reviewed and Shelly explained the reason why there is a negative



balance. The City pays the wastewater loan of \$109,280 in January of every year and this is what creates a negative balance. The Mayor said that he doesn't like seeing the negative balance as it gives people an idea that the City is operating in the red when actually there is enough money in the LGIP Treasurer Accounts to cover one year's loan payments. Bev Bafus is going to talk with Nick Nicholson about adding the LGIP revenue funds into the budget. There are several meetings coming up: April 29 – AIC meeting in Moscow. May 21 – PRIMA meeting in Moscow.

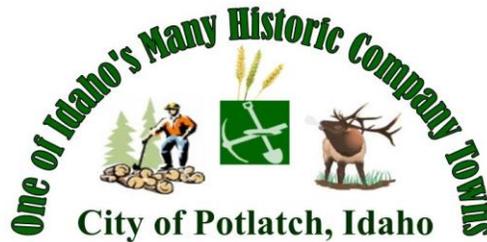
APRIL 18 – CEDA'S ANNUAL MEETING, Clearwater River Casino, 4-8 p.m. The Mayor and the City Council are invited. The Mayor, Dave and Kenny Cada and Joan and Tom Bender will all be attending the Annual meeting.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:50 p.m.

ATTEST: _____ David L. Brown, Mayor

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, April 22, 2019.



Potlatch City Council Meeting

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

April 22, 2019 – 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 (arrived at 8 p.m.), Joan Bender and Charlie Johnson. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: Jim McMillan, Saul Boroff and Patti Poage.

NEW BUSINESS:

Joan Bender said the invocation Prayer.

The Mayor asked for a motion to accept the Revised Agenda. **Joan Bender made a motion to accept the Revised Agenda, Dave Cada seconded the motion, the motion was approved with “all ayes”.**

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 April 8, 2019, City Council meeting, the City of Potlatch current bills due.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

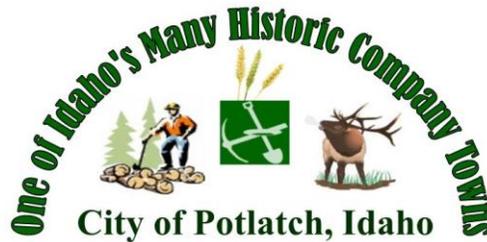
Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, absent

Joan Bender, yes

2. **ARBOR DAY PROCLAMATION.** Joan Bender made a motion to approve the Arbor Day Proclamation as written, Charlie Johnson seconded the motion, the motion was approved with “all ayes”.



3. **HIRE CLEARWATER RC&D SUMMER EMPLOYEES THROUGH THE CITY?** The Mayor said that he talked with Barbie Miller about hiring a group of five kids and a leader to help with City maintenance. The cost would be \$3,500 for one week and week six is available on their calendar in Potlatch. The Mayor would like to see them landscape and clean up the area by the Pickleball Court and on the new 10 acres of land past the Splash Pad.

Dave Cada made a motion that the City of Potlatch hire the Clearwater RC&D crew of five young people and one leader for one week at the cost of \$3,500 for maintenance in the Scenic 6 Park. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

4. **PATTI POAGE – RETAINING WALL – LICENSE TO USE REAL ESTATE.** Patti showed a couple of pictures that she had of her retaining wall in front of her house facing 2nd Street. Half of her front yard is on City property (as are all of the other houses going down 2nd Street). Patti would like to put in keystone blocks where the retaining wall is located. The Mayor said that her retaining wall was originally damaged in the sewer project when their equipment leaned against her wall.

Charlie Johnson made a motion that the City issue a License to Use real Estate to Patti Poage so that she can repair her retaining wall and place keystone blocks, Dave Cada seconded the motion, the motion was approved with “all ayes”.

5. **FILE CLAIMS FOR WATER RIGHTS ON THREE WELLS AND LAND APPLICATION SITE?** The City received notice from the Idaho Department of Water Resources that the Palouse River Adjudication has commenced, meaning that all water rights must now have claims filed. The City has three water rights on the three municipal wells and one water right on the Land Application site. Shelly has completed the claims for all four water rights and the City needs to send in the money to have the claims filed.



Dave Cada made a motion that the City pay the fees and file the claims for all three water wells and the Land Application site, Charlie Johnson seconded the motion, the motion was approved with “all ayes”. The Mayor asked for a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Joan Bender, yes

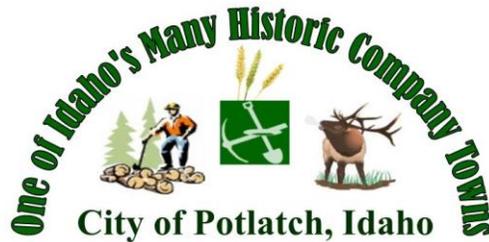
Marty Anderson, absent

- 6. SHELLY IS GOING TO RETIRE ON MAY 31, 2019. THE CITY MUST ADVERTISE FOR THE CITY CLERK-TREASURER POSITION.**

Joan Bender made a motion that the City advertise for the position of City Clerk-Treasurer, Charlie Johnson seconded the motion but wanted to add the word “regretfully” to the motion, the motion was approved with “all ayes”.

- 7. JIM McMILLAN – BOY SCOUTS.** Saul Boroff would like do his Eagle Scout Project by building a 20’x30’ picnic shelter covered area up at the pool. There will be a concrete slab with the poles going in the ground, not on the concrete. The City Council discussed this and said that Saul needs to work with Tamara Wardle, Building Inspector, on what will be required to build the shelter. Dave Cada said that the pool would get a lot of use out of a picnic shelter. Jim McMillan said that an Eagle Scout Project teaches the Boy Scout how to be a foreman on a project and a leader. Saul would choose people to help him with the project: concrete person, roofer, tool guy and direct the crew on what he wants them to do. Saul would then manage the project by getting the permits, buying the materials and making sure that the project is completed successfully. Saul estimated that the shelter would be completed in three weekends.

Dave Cada made a motion that Saul Boroff be allowed to build a 20’x30’ picnic shelter covered area at the City Pool for his Eagle Scout Project, Joan Bender seconded the motion, the motion was approved with “all ayes”.



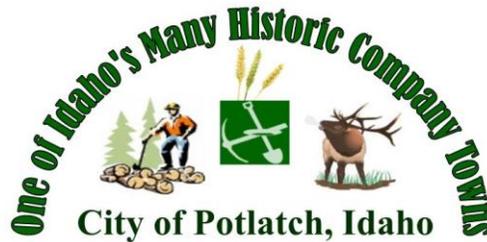
REPORTS:

- 1. Mayor-David Brown** – Tom Moore is working on the Annual Report for the Land Application site which will be submitted to DEQ. Tom wrote the report and sent it in but he must redo the report and use the new Land Application Permit parameters for the reporting. Also, DEQ wants moisture readings on the Land App site and Tom Moore has an idea of what type of instrument to purchase. This instrument would take the recordings and send it to a computer and then Tom and Brennan would be able to make spreadsheets out of the data.

The Mayor has been working with Eric Christiansen on the Demo Derby for May. Also, the Mayor would like to name the arena: “Riverside Sports Arena”. He said that this will follow the theme of the Riverside Country Music Festival.

Wayne Gallagher talked to the Mayor last week because he is purchasing five acres of land that is owned by Kellie and Ron Glaze. Wayne is going to be building a 80’x100’ shop on this land and he would like City water and sewer connections (the sewer connection runs under the highway). This property is located in the County but if Wayne were to annex his land into the City, the hookup connections for water and sewer would be cut in half but their property taxes would increase a little. If Glaze’s were to decide that they would also like to be annexed into the City, the City would qualify for a GEM grant through the Idaho Department of Commerce. This grant would help pay for a sewer lift station which could connect Keck’s land and now Wayne Gallagher’s land.

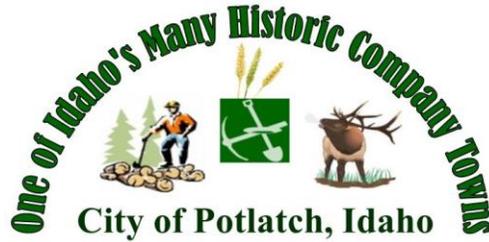
The Mayor mentioned to Wayne that he thought CEDA would be able to help them with their financing and Wayne said that his wife, Gail, has already been talking with CEDA. USDA, Rural Development, has a program of grants and loans to purchase equipment. The City could apply for a grant to purchase equipment and then in turn lease with the option to buy to Wayne Gallagher.



The Mayor told Joan that at the CEDA meeting last week, he talked with a representative from USDA, RD, and they still have money to help senior citizens to update their housing situations. Joan will check on that.

The Mayor said that the City received notification from LHTAC today that the LRHIP grant that was submitted to update the Transportation Plan was denied. If the City wants more information and direction as to why the grant didn't qualify, then LHTAC needs to be notified. Shelly sent an e-mail to Laila and asked her if she would be able to explain what needs to be done differently the next time that the City applies for the grant.

- 2. Parks – Joan Bender** – nothing at this time.
- 3. Pool & Cemetery - Dave Cada** – Dave has two quotes on paint for the pool floor: one is an epoxy paint and one is a water-based paint. Dave said that the man from Sherwin Williams said that he would come to Potlatch and paint a section of the floor to see which type of paint would work better. The City would need to prep the floor before that was done. The water-based paint quote is \$628.41 and the epoxy paint quote is \$602.43. Shelly will call Sherwin Williams and schedule an appointment. The Mayor wants to make sure that the quote includes how many coats are needed and do they have to come back?
- 4. Water & Sewer Charles Johnson** – nothing at this time.
- 5. Streets - Martin Anderson** – absent.
- 6. Scenic 6 - David Cada** – the Scenic 6 Economic Development Council had their meeting a couple of weeks ago. They are working on the Business Breakfast that will be in June (they haven't set the date yet). There was another event at the WIMHPG Railroad Depot last Thursday night and Dave and his wife were unable to attend as they were at the Clearwater Economic Development Council Annual Meeting in Lewiston. Pete Peterson was the speaker at the event in Potlatch and he gave a historical speech which included when Johnny Cash and Little Jimmy Dickens both performed in Potlatch long ago.



- 7. Clerk- Shelly Hammons** –There are several meetings coming up: April 29 – AIC meeting in Moscow. May 21 – PRIMA meeting in Moscow.

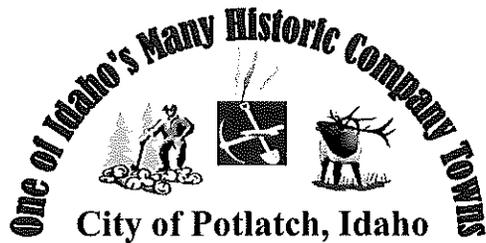
The Potlatch Library meeting will be tomorrow (Tuesday, April 23, at 4:30 p.m. to 6:00 p.m. in the Library). When the library was built almost 20 years ago, the agreement was that the City of Potlatch would take over the library building in 20 years. The 20 year period will be up in 2020. The City of Potlatch is the only city in Latah County that doesn't own their own library building.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:15 p.m.

ATTEST: _____ David L. Brown, Mayor

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, May 13 2019.



Potlatch City Council Meeting

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

May 13, 2019 – 7:00 p.m.

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

GUESTS: Kathi Jo Nygaard.

NEW BUSINESS:

Joan Bender said the invocation Prayer.

The Mayor asked for a motion to accept the Revised Agenda. ***Joan Bender made a motion to accept the Revised Agenda, Dave Cada seconded the motion, the motion was approved with “all ayes”.***

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 April 2, 2019, City Council meeting and the Special City Council meeting on May 6, 2019, the Century 21 bills and payroll for April and the City of Potlatch current bills due, bills that have been paid and the payroll for April. NOTE: CHANGE LAST MEETING’S (April 22, 2019) CONSENT AGENDA MOTION AND SECOND.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, absent

Joan Bender, yes



2. **APPOINT CITY CLERK TREASURER, JUDI DAVIS, TO BE A SIGNATORY ON US BANK ACCOUNTS AND APPROVE TO HAVE A CREDIT CARD ISSUED IN HER NAME AT US BANK.**

Dave Cada made a motion that the City approve Judi Davis to be a signatory on the US Bank accounts and approve to have a credit card issued in her name at US Bank. Joan Bender seconded the motion, the motion was approved with "all ayes", Marty Anderson was absent.

3. **KATHI JO NYGAARD – SIGN FOR HER REAL ESTATE BUSINESS.**

Kathi gave each of the Council members a photo of what she would like her sign to look like in front of her building and the Council discussed her sign ideas. Dave Cada made a motion that the sign Kathi has in the photo is pleasing to look at and it is to scale of her building and Dave thinks that it looks good.

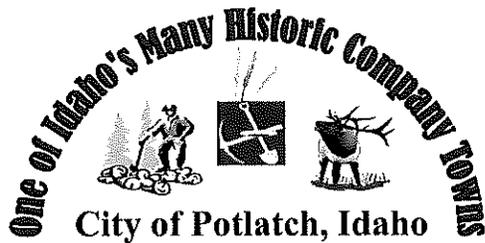
Dave made a motion that the City Council approve Kathi Jo Nygaard's sign, Joan Bender seconded the motion, the motion was approved with "all ayes", Marty Anderson was absent.

4. **HIRE LIFEGUARDS AND SUMMER MAINTENANCE CREW.** The Council agreed that the City will pay for all certifications for the lifeguards and those that will become swimming instructors.

Dave Cada made a motion that the City will hire four people for summer maintenance:

1. *William Kerr*
2. *Arin Persyn*
3. *Izack McNeal*
4. *Dylan Wilcoxson*

William Kerr can start work on Monday, May 20, 2019 and work with Brennan Pollock (Tom Andres will be on vacation next week from May 20-24) until school is out. When school is out and the others start work, William will then work with Karin and the other three will work with Tom and Brennan.



Charlie seconded the motion, the motion was approved with “all ayes”, Marty Anderson was absent.

Charlie Johnson made a motion that the City hire seven lifeguards and Hope Burnett will remain the Assistant Pool Manager.

1. *Elaina Howard*
2. *Adriana Arciga*
3. *Brenna Larson*
4. *Dominic Brown*
5. *Darrious Montgomery*
6. *Desirae Brown*
7. *Rebecca Butterfield*

Joan Bender seconded the motion, the motion was approved with “all ayes”, Marty Anderson was absent.

5. **RON EPLER – TREE REMOVAL.** Ron’s neighbor has a tree in front of their house on City property that is dying and he would like the City to remove it. Karin Johnson, Director of Parks, went up and looked at the tree and she said that it is dying. The City Council will go up and look at the tree and make a decision at another time.

6. **CANCEL CITY COUNCIL MEETING FOR MAY 27, 2019?**

Joan Bender made a motion that the City Council meeting for May 27, 2019, be cancelled as it falls on Memorial Day. Charlie Johnson seconded the motion, the motion was approved with “all ayes”, Marty Anderson was absent.

REPORTS:

1. **Mayor-David Brown** – the Mayor met with Shan Hemphill last week. Shan has a business that makes gun holsters in Princeton and he would like to move his business into the City limits of Potlatch. Shan employs four people at this time and if he were to move and expand his business, he would hire a few more people.



Shan is working with Teri Skiles of Remax and Teri has been in contact with Ben Ballard of Potlatch/Deltic about the land on the old mill-site. Potlatch/Deltic now wants \$10,000-\$15,000 per acre for that property. The Mayor had a meeting with Ben Ballard last Friday about the land. Ben said that Potlatch/Deltic would like to get the land blocked out to sell.

Shan has also been talking with Delfred Cone about the 22 acres east of the City.

Next Monday, May 20, Tony Tenne and Dennis Porter, from the Idaho Department of Commerce (IDOC), will be in Potlatch along with Angie of Clearwater Economic Development Association (CEDA) to look at the Splash Pad. Tom Andres will start working on the Splash Pad tomorrow, the water tank needs to be installed, and the vault for the manifold needs to be put in. The Mayor talked with Angie about the possibility of setting up a meeting that day with IDOC and CEDA and having Ben Ballard come in from Potlatch/Deltic to talk about the Potlatch/Deltic land.

The Demo Derby will be this weekend on May 18. They are expecting many people to attend the Derby. Since this is the first Derby in many years, this will be something new.

Tom Andres will be going on vacation next week and Tom is planning on retiring next February.

- 2. Parks – Joan Bender** – the park looks great. Have the cabins been rented? Are they reserved for the summer? Yes. They have been used in the last few months and a few of them are rented for this summer.

If the new Pickleball Court is installed end-to-end with the existing court, the balls will be coming over onto one court when someone else is playing on the other court. The Council talked about putting a fence in between the two courts to keep the balls from going across. The Mayor said that there are sprinklers in the park and that is why they can't build the court side-by-side.



- 3. Pool & Cemetery - Dave Cada** – Dave went up to the pool today and looked at the two test patches of the paint that was applied several weeks ago. Dave said that it looks like either one will work but he thinks that the epoxy will be a little harder to apply and he recommends going with the other paint sample. The Mayor said that he agreed with Dave and it would be best to not use the epoxy paint as the preparation would be a lot.

Dave said that he will be going to Moscow on Wednesday and he would be glad to pick up the paint. Dave said that the best choice would be a tan color since the exterior of the building is tan and the interior of the building is an off-white color.

Dave wondered if we needed to get brushes and rollers? The Mayor said that he thought there were brushes and rollers down in the shop from the Pickleball Court paint project.

The Mayor said that Michael Montgomery of Source Electric looked at the lights in the pool building and he will be replacing the lights inside and along the fence and the Potlatch Recreation District will be paying for that.

The Boy Scout who wanted to build a shade covered area at the pool hasn't started on his project yet. The Mayor texted Jim McMillan and Jim didn't know when the Eagle Scout will be doing his project.

- 4. Water & Sewer Charles Johnson** – nothing at this time.

- 5. Streets - Martin Anderson** – absent.

- 6. Scenic 6 - David Cada** – there will be a meeting in the morning and the next Business Breakfast will be the third Tuesday in June at 7 a.m. at the Potlatch Senior Center. The Historical Society will host the breakfast and the topic will be how the students at the High School are making podcasts and interviewing long-time Potlatch residents and broadcasting those interviews over the internet. Next year there will be a class at the High School on the history of Potlatch which will help the students build toward the future.

Dave said that he thinks that the next host for the Business Breakfast will be the School District. The Mayor said that when the City started these



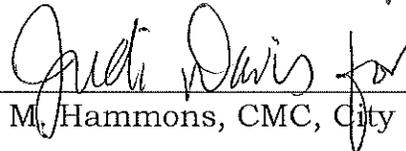
Business Breakfasts years ago it was to promote businesses and to work on economic development by bringing more businesses into Potlatch.

- 7. Clerk- Shelly Hammons** - May 21 – PRIMA meeting in Moscow. The Mayor, Dave, Joan and Shelly were signed up for the meeting and now we will register Judi for the PRIMA meeting.

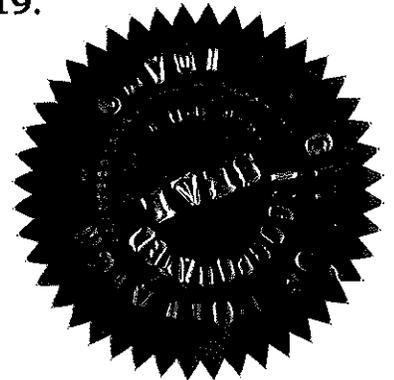
Shelly asked the City Council if they had any questions about the Year-to-Date Budget Report from March 2019? The Council reviewed it but there weren't any questions.

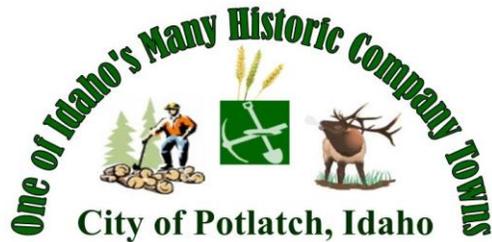
Joan Bender made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:10 p.m.

ATTEST:  David L. Brown, Mayor


Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, June 10, 2019.





Potlatch City Council Meeting

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

May 13, 2019 – 7:00 p.m.

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GUESTS: Kathi Jo Nygaard.

NEW BUSINESS:

Joan Bender said the invocation Prayer.

The Mayor asked for a motion to accept the Revised Agenda. **Joan Bender made a motion to accept the Revised Agenda, Dave Cada seconded the motion, the motion was approved with “all ayes”.**

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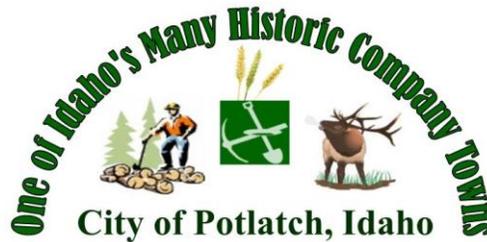
Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, absent

Joan Bender, yes



- 2. APPOINT CITY CLERK TREASURER, JUDI DAVIS, TO BE A SIGNATORY ON US BANK ACCOUNTS AND APPROVE TO HAVE A CREDIT CARD ISSUED IN HER NAME AT US BANK.**

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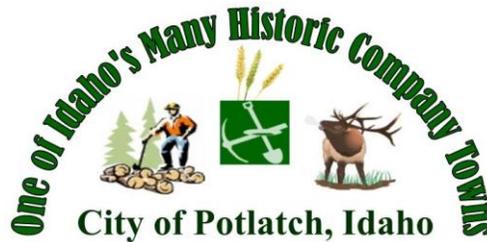
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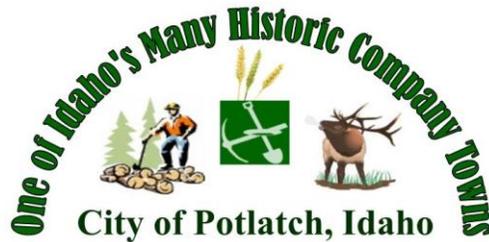
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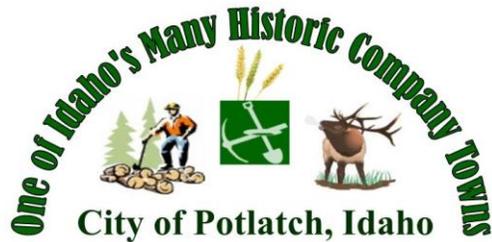
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Tom Andres will be going on vacation next week and Tom is planning on retiring next February.

- 2. Parks – Joan Bender** – the park looks great. Have the cabins been rented? Are they reserved for the summer? Yes. They have been used in the last few months and a few of them are rented for this summer.

If the new Pickleball Court is installed end-to-end with the existing court, the balls will be coming over onto one court when someone else is playing on the other court. The Council talked about putting a fence in between the two courts to keep the balls from going across. The Mayor said that there are sprinklers in the park and that is why they can't build the court side-by-side.



- 3. Pool & Cemetery - Dave Cada** – Dave went up to the pool today and looked at the two test patches of the paint that was applied several weeks ago. Dave said that it looks like either one will work but he thinks that the epoxy will be a little harder to apply and he recommends going with the other paint sample. The Mayor said that he agreed with Dave and it would be best to not use the epoxy paint as the preparation would be a lot.

Dave said that he will be going to Moscow on Wednesday and he would be glad to pick up the paint. Dave said that the best choice would be a tan color since the exterior of the building is tan and the interior of the building is an off-white color.

Dave wondered if we needed to get brushes and rollers? The Mayor said that he thought there were brushes and rollers down in the shop from the Pickleball Court paint project.

The Mayor said that Michael Montgomery of Source Electric looked at the lights in the pool building and he will be replacing the lights inside and along the fence and the Potlatch Recreation District will be paying for that.

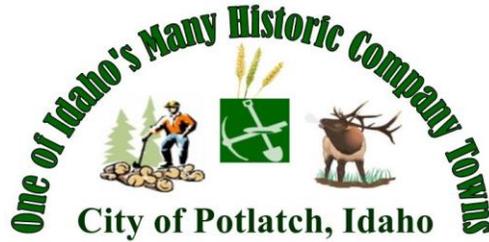
The Boy Scout who wanted to build a shade covered area at the pool hasn't started on his project yet. The Mayor texted Jim McMillan and Jim didn't know when the Eagle Scout will be doing his project.

- 4. Water & Sewer Charles Johnson** – nothing at this time.

- 5. Streets - Martin Anderson** – absent.

- 6. Scenic 6 - David Cada** – there will be a meeting in the morning and the next Business Breakfast will be the third Tuesday in June at 7 a.m. at the Potlatch Senior Center. The Historical Society will host the breakfast and the topic will be how the students at the High School are making podcasts and interviewing long-time Potlatch residents and broadcasting those interviews over the internet. Next year there will be a class at the High School on the history of Potlatch which will help the students build toward the future.

Dave said that he thinks that the next host for the Business Breakfast will be the School District. The Mayor said that when the City started these



Business Breakfasts years ago it was to promote businesses and to work on economic development by bringing more businesses into Potlatch.

- 7. Clerk- Shelly Hammons** - May 21 – PRIMA meeting in Moscow. The Mayor, Dave, Joan and Shelly were signed up for the meeting and now we will register Judi for the PRIMA meeting.

Shelly asked the City Council if they had any questions about the Year-to-Date Budget Report from March 2019? The Council reviewed it but there weren't any questions.

Joan Bender made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:10 p.m.

ATTEST: _____ David L. Brown, Mayor

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, June 10, 2019.



Potlatch City Council Meeting

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

June 10, 2019 – 7:00 p.m.

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

GUESTS: Melanie Morehouse, Brian Points and Amy Manning.

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 May 13, 2019, City Council meeting, the Century 21 bills and payroll for May and the City of Potlatch current bills due, bills that have been paid and the payroll for May.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

2. **MELANIE MOREHOUSE – 2 TREES IN FRONT OF THEIR HOUSE. WOULD THEY BE ABLE TO CUT THEM DOWN AND REPLANT WITH ANOTHER VARIETY OF TREES.**

Melanie Morehouse stated that there are 3 pine trees in the City Right of Way that she would like to cut down and replace with different varieties of trees. She lives at 810 Spruce Street.



Marty Anderson said that the Council will take a look at the trees and have further discussion at next meeting.

3. RIVERVIEW MANUFACTURED HOME COMMUNITY, LLC. PLANNING & ZONING RECOMMENDATION FOR VARIANCE REQUEST AND CONDITIONAL USE PERMIT.

Mayor Brown said that Planning & Zoning recommended granting this request.

Dave made a motion that the City Council grant the request for the Variance and Conditional Use Permit, Joan Bender seconded the motion, the motion was approved with "all ayes" except Charlie Johnson "no vote".

4. III-ANNUAL REPORT.

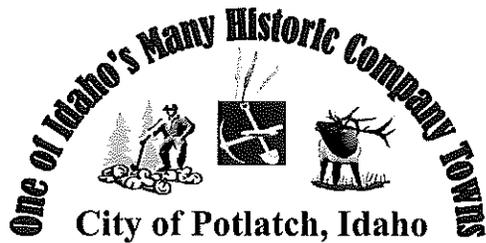
Amy Manning of the III-A presented the FY2018-2019 Annual Report from the III-A (Idaho Independent Intergovernmental Authority – Medical, Dental and Vision insurance for Potlatch). Amy told the Council to plan for a 10% increase per year but the III-A will try to keep the increase under that amount.

5. 2004-GMC ONE-TON PICKUP PURCHASE.

Dave Cada made a motion that the City purchase the 2004 GMC ONE-TON PICKUP using your judgement for price, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

6. WIMHPG – CITY PAY HALF OF MAG FOR PARKING LOT.

Dave Cade made a motion that the City pay for ½ of the mag oil for the parking area at the WIMHPG Railroad Depot, Joan Bender seconded the motion, the motion was approved with "all ayes".



7. SYSTEM AWARD MANAGEMENT (SAM) REGISTRATION APPROVAL LETTER FOR JUDI DAVIS.

Dave Cade made a motion that Judi Davis is approved for the System Award Management (SAM), Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

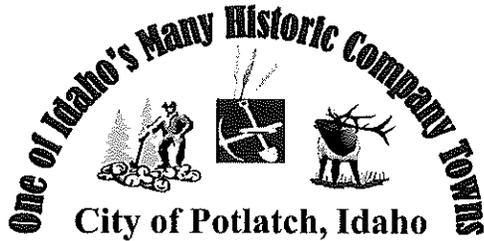
8. RETROACTIVE – SHERWIN WILLIAMS PAINTS RECOMMENDED THE EPOXY PAINT FOR THE POOL

Dave Cada said that the City decided not to go with the epoxy paint because we were up against a time factor and discovered that the epoxy paint would be a lot harder to put down. It was decided to go with the regular paint. Mayor Brown said that the Potlatch Recreation District put lights and fixtures in the building and along the fence.

REPORTS:

1. Mayor–David Brown – Boy Scout shelter progress: Saul Boroff has applied for the permit and said that everyone wanted it over the grass. If the Boy Scout changed the roof design then it would change the project and he would have to get it approval again. Saul said that it would take 3 days to build once his permit has been approved. There have been 2 meetings with the sidewalk project; the project started and they found some wet spots but everything turned out okay today. Thursday they will frame up one of the retaining walls. Supercross went well. Tom Felet said that there was money from the old demo derby and he was going to buy 30 ecology blocks for the Arena. Parking hasn't been an issue. The RV park was full this weekend. Still waiting on the Land App. Permit. Tom Moore is working on it. The old permit ran out and now there are new rules.

2. Parks – Joan Bender – Nothing at this time.

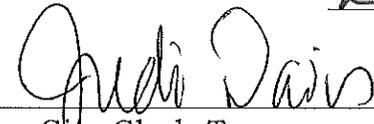


3. **Pool & Cemetery - Dave Cada** – Pool opened today with good response. The floor that was painted looks good. The seat and footboard for the lifeguard stand needs to be replaced. The City purchased new canopies for the pool.
4. **Water & Sewer Charles Johnson** – Nothing at this time.
5. **Streets - Martin Anderson** – Nothing at this time.
6. **Scenic 6 - David Cada** – On Saturday Dave went to Moscow for a recognition from the State for the Scenic 6 Depot for Historic Restoration called the Orchid Award featuring Elaine Clegg from Idaho Smart Growth. She came to Potlatch some time ago and made the map of sidewalk locations. She came to Potlatch on Friday to look over the project and was happy to see that Phase I was done and I showed her the work that is being done on Phase II and what work will be done on Phase III. She met Judi on Friday and how talked about how she can help Judi with grant writing and she has a new contact at ITD and she'll let us know when it comes time to write another grant.
7. **Clerk- Judi Davis** – Nothing at this time.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:35 p.m.

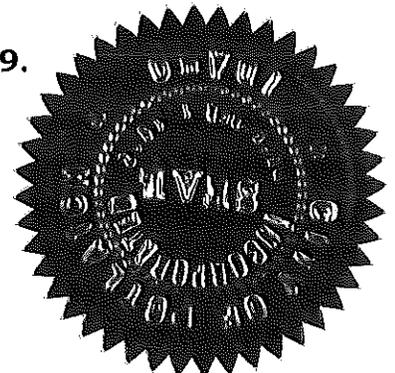
ATTEST:

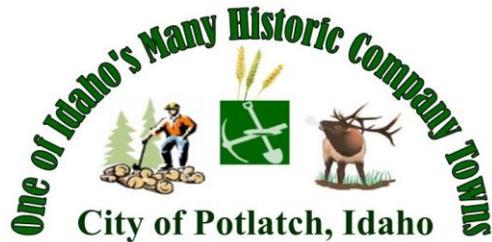
 David L. Brown, Mayor



Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, June 24, 2019.





Potlatch City Council Meeting

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

June 24, 2019 – 7:00 p.m.

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

GUESTS: NONE.

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 June 10, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll for June.*

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

Charlie Johnson, yes

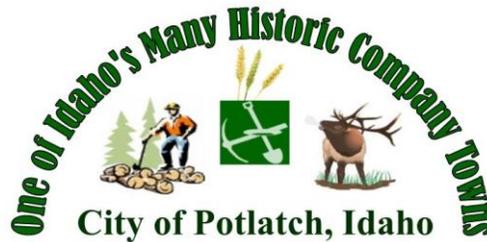
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

2. MELANIE MOREHOUSE – TREES.

Marty and Dave Cada went and looked at the trees in front of the Morehouse's. Dave Cada said there are pine trees in between broadleaf trees and pine trees are not a good fit there. We should allow her to take out the pine trees and have the other trees pruned and thinned. Charlie said they would be a barrier from other people. It would look nice to have all the trees look the same. There was a Council discussion.



Dave Cada made a motion that the City approve Melanie Morehouse to replace the trees in front of their house. Joan Bender seconded the motion, the motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, no

Joan Bender, yes

3. RON EPLER – TREES.

The location of trees is on 10th Street and Larch. There are three trees in front of the neighbors.

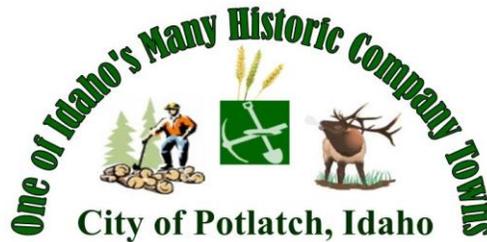
Dave suggested that maybe the City should look into the cost of an Arborist to do an inventory of the trees belonging to the City. One tree has some reddish spots that maybe when doing the sewer project that the roots were cut making the tree reddish.

Dave recommended contacting the Forest Service to see if they could recommend someone. Bender suggested getting a local tree trimming business instead of an Arborist.

Council will take a look at the trees and have further discussion at next meeting.

REPORTS:

- 1. Mayor-David Brown** – Mayor Brown gave an update on the sidewalk project. Spangler talked with him about having one of his entrances blocked. Dave Cada said that the new sidewalks have added to the appearance to the City. The Habitat people want the dirt in their lawn left there. Michael Montgomery wanted another approach to the tri-ply. Mayor said that was okay if there was still money left in the budget and Robyn from T-O Engineers said she would take a look.



Poe will be here to grind 10th and Hwy 6 in 1 to 2 weeks. They will pave after they finish the grinding.

Status of the Land App. Tom Moore is working with DEQ. The City needs to hire a forester and have a forest plan. There were some suggestions on people who might be interested.

Mayor Brown said that he and Marty will be taking a look and working on the Splash pad this week.

Mayor Brown said he is currently working on the budget and gave a brief update.

- 2. Parks – Joan Bender** – Ground squirrels are running rampant at the park again. She said that the pickleball people would be willing to put gum in the ground squirrel's holes. Dave said that the holes are so big that he's afraid someone might break an ankle or leg stepping in one.

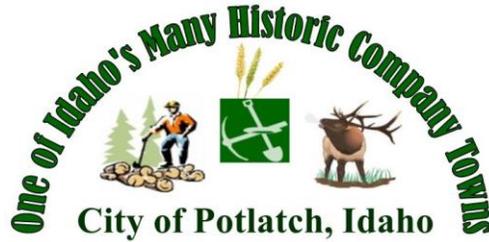
Joan said that Susan Harris at the St. Mary's Church in Moscow is looking for someone who is fun for their Summer Program of Fun. Judi has her contact information if anyone thinks of someone.

- 3. Pool & Cemetery - Dave Cada** – There is a problem at the Park with ground squirrels. It doesn't look like we have a problem at the Cemetery. He would like to see grass put in and there are a lot of weeds.

Update on the pool. The Bathhouse paint job is not holding up in both the Men's and Women's. Might need to be scrubbed with a wire brush next time before painting. Dave will go in and talk with Sherwin Williams and see if they have any suggestions. The ceiling in both Men's and Women's need to be painted. The pool looked nice and water looked nice and clear.

- 4. Water & Sewer Charles Johnson** – Nothing at this time.

- 5. Streets - Martin Anderson** – Nothing at this time.



6. Scenic 6 - David Cada – The Speeder cars are next month on the 2nd Saturday in July. There was Council discussion that it might be cancelled. The next Business Breakfast will be in September. They will introduce the new Principal. Potlatch Historical Society has a membership drive going on.

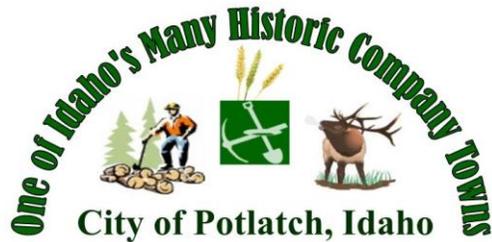
7. Clerk- Judi Davis – Nothing at this time.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:35 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, July 8, 2019.



Potlatch City Council Meeting

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

July 8, 2019 – 7:00 p.m.

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

GUESTS: NONE.

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 June 24, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

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

Charlie Johnson, yes

Dave Cada, yes

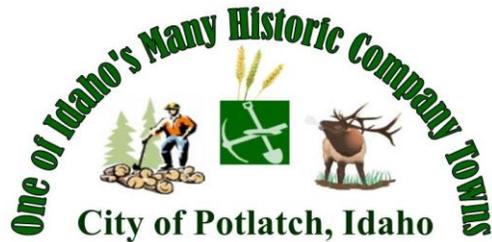
Martin Anderson, yes

Joan Bender, yes

- 2. RON LOVELL – PLANNING & ZONING RECOMMENDATION FOR VARIANCE REQUEST.**

Dave said that Planning & Zoning recommended granting this request.

Dave made a motion that the City Council grant the request for the Variance, Charlie seconded the motion, the motion was approved with “all ayes”



Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

Charlie Johnson, yes

3. RON EPLER – TREES.

All the Councilmembers went and looked at the trees on 10th Street and Larch. There are three trees in front of the neighbors.

Mayor Brown said that Ron's tree looked beautiful. The trees on 10th Street and Larch really need something done with them. Not in the budget to take care of all of the trees in the City.

Joan said that it's too bad that there isn't a grant to take care of the tree problem.

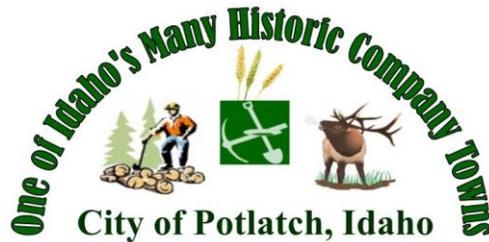
4. 910 CEDAR STREET TREES.

Joan received a call that there was a branch hanging there and that the neighbor pulled the broken branch in to the driveway at 910 Cedar. Mayor Brown said that the tree at 910 Cedar had been trimmed. Joan asked who is responsible for the trees in the City right of way? Council discussed the tree situation in the City. We want to have healthy trees. The tree limb was cut up today maybe by the City. Charlie asked who trimmed by the Hiawatha? Limbs were trimmed but now it's all cleared up.

Joan said that it's too bad that there's not a handyman that could clean it up. Marty said that we could get a bid from Josh Quade and Lovell's Tree Service to see what the cost would be for just 1 tree. Judi could request a bid.

Mayor Brown said that if you cut a tree down for one person then you set precedence. He suggested Council go out and look at 910 Cedar.

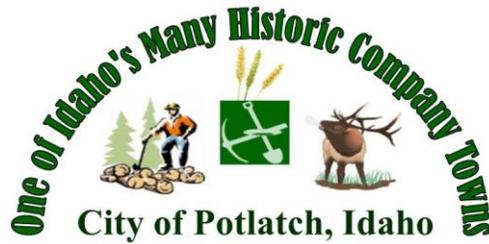
5. SENIOR CENTER ANTIQUE CHAIRS.



Mayor Brown said that there are wooden chairs that the Seniors would like to get rid of. There's a need for more space in the Senior Center. Dave asked how many chairs there were? Joan asked who we could give the chairs to? Charlie said that the chairs have been there for 40 years. Marty asked about the building behind the Seniors Center and Mayor Brown said that it was given to the City by Verizon. Dave said that the Depot people might want the chairs. The chairs could go to the Hope Center. It was decided to keep the chairs until Council could find another use for the chairs.

REPORTS:

- 1. Mayor – David Brown** – The paving and grinding was done the next day. The sidewalk project update is the curb is to 10th Street. Montgomery will get his approach. Gunderson asked if he could get one but didn't ask soon enough. The alleyway was opened up by Paul Stubb's. Dave said he would like to go to the completion inspection meeting.
- 2. Parks – Joan Bender** – Karin said the juicy fruit gum was not working on the ground squirrels. Mayor Brown said to continue using the juicy fruit gum. Karin has a device that needs to be hooked up to exhaust and she needs to try it. Mayor Brown said the majority of people don't like the ground squirrels at the park. Dave said there is a cat that's been hanging around down at the park. Joan said she would try using the juicy fruit gum.
- 3. Pool & Cemetery - Dave Cada** – Dave reported that the pool slide had arrived that was purchased by the Potlatch Recreation District and it looks really nice. The Bathhouse flooring hasn't gotten any worse. The proposed solution would be to get a gallon of the epoxy colored as the same as the existing color and put it down in some of the spots to see if that would take care of the problem. Mayor Brown asked about dry time? Dave said that maybe paint it on a Saturday when there's not a pool party the next day. It's worth a try to see if the epoxy would work. Council said to give it a



try. Dave said the other paint went bad in 2 weeks in the traffic areas so that paint isn't the right paint to use.

4. Water & Sewer Charles Johnson – Nothing at this time.

5. Streets - Martin Anderson – Marty said that the streets looked good after they were paved. Mayor Brown said that he received a bid from Poe for the area from the grade school to the corner. The bid was for \$48,000 for 600 ft. That street really needs to be paved and maybe widened a little. Marty asked about a price for chip sealing and that it should be put in the budget for next year.

6. Scenic 6 - David Cada – Nothing at this time.

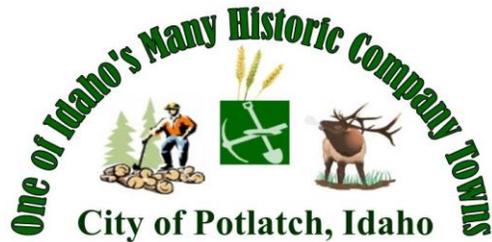
7. Clerk- Judi Davis – Judi said that there is a Clerk District II meeting next week in Moscow on Thursday, July 18h that she will be attending.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 7:48 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, July 22, 2019.



Potlatch City Council Meeting

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

July 22, 2019 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Dave Cada, Joan Bender (Came in at 7:08), Charlie Johnson and Marty Anderson. Also present: Judi Davis, City Clerk-Treasurer.

GUESTS: Melissa Smith, Michael Beaudoin, George & Lois Gilbert.

NEW BUSINESS:

- 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 July 15, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

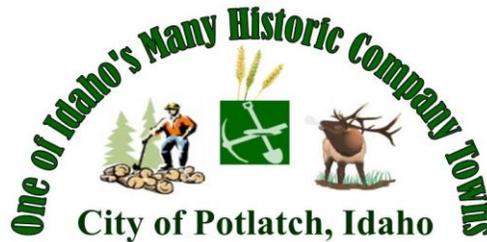
Dave Cada, yes

Martin Anderson, yes

Joan Bender, absent

- 2. TREE CITY USA 2019 AWARD PRESENTATION BY MICHAEL BEAUDOIN, URBAN AND COMMUNITY FORESTER FOR IDAHO DEPARTMENT OF LANDS.**

Michael Beaudoin, Urban & Community Forester, from the Idaho Department of Lands was here to present the Tree City USA award to the City Council again this year. This is the 8th year that the City has participated in the Arbor Day event and Tree City USA. Michael said that this is the 43rd year of the Arbor Day, Tree City USA. Michael presented



the Council with a Tree City flag, 7-year sticker, a hat and a pin. The Council thanked Michael for coming and presenting this award to the City of Potlatch.

3. UPDATE ON THE 6-12 AFTER SCHOOL PROGRAM FINISHED THE YEAR BY MELISSA SMITH.

Melissa Smith gave a handout to all of the Council members and gave a report on the FY18-19, 6-12 After-School Program year. Melissa explained the 6-12 Program report that was completed by the Consultant. Melissa talked about the different strengths and weakness, maintaining attendance and what improvements could be made which are indicated by the Consultant.

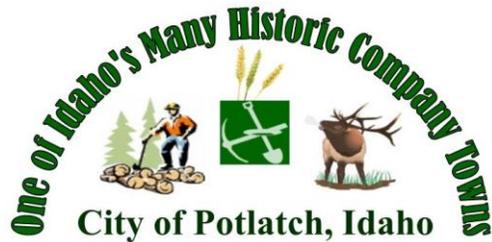
Melissa said that next year, Lana from the Elementary After School Program probably would be stepping down and that the U of I isn't going to re-apply for the grant. Melissa said that she could apply for the grant with the City's support and if they didn't re-apply for the grant or it didn't get approved then it would be a hardship to the community. Melissa's salary could be split between the elementary school and the high school program.

Dave asked what is the closest city with this program and Melissa answered Fernwood, Lapwai, Kendrick-Julietta and Coeur d' Alene.

Mayor Brown asked about the location of the program. Melissa said that it would be nice to be out of the high school. They have to move supplies every day and it takes about 15-20 minutes to get set up. A Community Center would be nice.

The 6-12 After-School Program will have a registration table at the high school when the junior/senior high school has their registration. The parents like the program because of the homework help that is provided. The program also teaches the students better study habits.

The Mayor congratulated Melissa on her success with the program.



4. PROPOSED BUDGET FY19-20.

Mayor Brown went through the changes in the proposed budget for FY19-20. Explained the different departments on the Revenue Budget Worksheet. The RV Park is self-sustained so doesn't rely on property tax. He talked about the \$48,000 for the street repair and the next sidewalk project. The next meeting, August 12, 2019, will be a Public Hearing for the approval of the Budget for FY19-20.

5. TREE DISCUSSION.

There was a Council discussion on the trees at 10th and Larch Street. The trees are located in front of the Hartman's at the corner of 10th and Larch.

Judi would call and get the trees evaluated and some quotes on the trees.

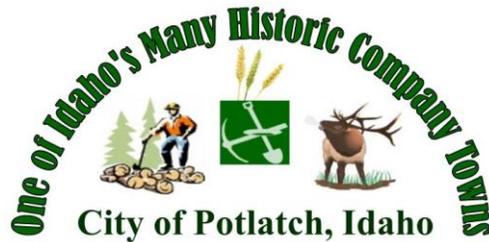
910 Fir Street – Judi will call and get the tree evaluated.

REPORTS:

- 1. Mayor – David Brown** – Splash pad update: Schmidt Projects, LLC to pour concrete. Mayor Brown said that he's in the process of buying a shed for the Splash Pad project and will split the cost of the shed with Potlatch Rec. District. They will cut a piece of the floor out to put it over the pipes. The Rec. District will have a place to store mowing equipment in the shed and get it out of the City Shop.

Mayor Brown said that Kelly Dalhquist just passed away and the Mayor would like to call the Splash Pad, Kelly's Splash Pad. She was a wonderful lady and really liked this town. She wrote the Splash Pad Grant and helped to get the \$80,000 for the Splash Pad.

Mayor Brown reported on the Sidewalk project. The Contractor has asked for a 4-day extension. They need to put in a Catch Basin that was to close to the waterline. He talked with Bruce Spangler about the Sidewalk project and explained that sometimes we have to sacrifice for the project.



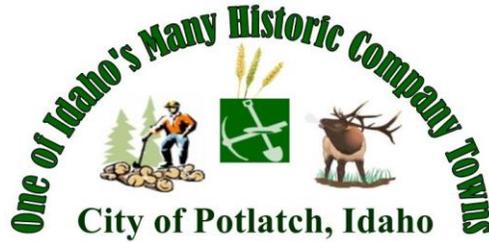
2. Parks – Joan Bender – Joan reported that next they would be working on the next Pickleball Court. The Pickleball Court would be paid for by the Potlatch Recreation District. There was a discussion on whether or not people should be driving to the Pickleball Courts or stay in the parking area. Bender asked where the sprinklers were located and Mayor Brown said there should probably be a handicapped parking place close to the Pickleball Court and that more dirt was needed to level out by the Court. Cada said that if they dumped the dirt by the botche ball area that he could help show where it needed to be leveled out. Mayor Brown said that the Clearwater RC & D kids could be the spreading out of the dirt. Mayor Brown also said that the chips were meant for the playground and it needs to be refreshed.

3. Pool & Cemetery - Dave Cada – Dave said that the Potlatch Recreation District purchased a slide and it's a big hit. Saturday had a lot of people at the pool.

Dave said that he talked with Sherwin Williams about the solution for the pool bathhouse. He thought that the paint was put down too soon after the it was power washed. We need to wait until the room is completely dry and then apply the paint. Maybe do this in September after the pool has closed and the weather is still nice.

The Scenic 6 breakfast is September 17th at the school to introduce the new Principal.

Mayor Brown said he talked with Shawn Smith from Idaho Transportation Department about using a piece of the railroad bridge on Highway 95 for the Historical Society to get the railing to build a stage at the lower stage in the Lion's Park. If the City doesn't agree then the Historical Society has to find another place to put the railing. Dave suggested having the Historical Society come and explain what they are planning. ITD thought that the City should be involved and have some input.



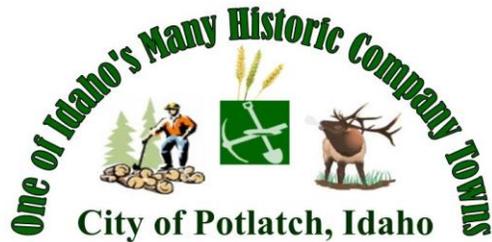
4. **Water & Sewer Charles Johnson** – Nothing at this time.
5. **Streets - Martin Anderson** – Marty suggested having someone start training for replacing Tom in September or October. Tom is going to retire next spring.
6. **Scenic 6 - David Cada** – Nothing at this time.
7. **Clerk- Judi Davis** – There will be a Public Hearing on August 12, 2019 for the proposed FY19-20 Budget. Judi has a City Election & Campaign Finance Webinar on Tuesday and Thursday from 1:00 p.m. to 2:30 p.m.

Marty Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:33 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, August 12, 2019.



Potlatch City Council Meeting

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

August 26, 2019 – 7:00 p.m.

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

GUESTS: Joel Emerson, George & Lois Gilbert.

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 July 22, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

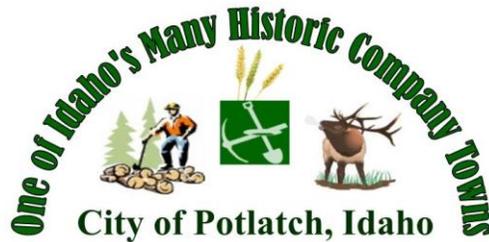
Joan Bender, yes

- 2. ADOPTION AND APPROVAL OF THE PROPOSED BUDGET FOR FY2019-2020.**

Approval of the Proposed Budget for FY2019-2020 and then have a Resolution to Adopt the Budget at next meeting.

Dave Cada made a motion to Approve the Proposed Budget for FY2019-2020, Charlie Johnson seconded the motion.

Roll Call vote:



Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

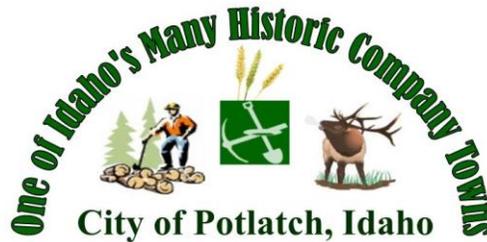
Joan Bender, yes

3. VFW BUILDING – JOEL EMERSON.

Joel Emerson wanted to speak to the Council about the VFW Building here in Potlatch. Joel represents VFW Potlatch Post 10300. The building is located on Pine St. The VFW's can't afford their building and always struggling financial. There aren't enough volunteers to do fund raising any more. When the building was donated to the VRW's it clearly states that they can never sell the building. Joel is inquiring to see if the City would be interested in that building. Currently there is a day care in the building renting a portion of the building. They have been in there for about 2 months and pays \$375.00 a month rent. Joan Bender asked if the rent from the day care pays all the expenses for the month? Joel said that during the summer months it does but it doesn't pay for the heat in winter. There is a Scout group that meets in the building once a month. Dave Cada asked how many members do you have right now? Joel said about 75 but they are all spread out. Dave asked what the overall condition of the building. Joel said that the roof doesn't leak and the building needs a little TLC. VFW meets in the building the second Thursday of the month. In September there will be a VFW meeting and we will have motion to see if the VFW would be interested in donation the building to the City. Mayor Brown said that there is always a need to rent out buildings especially if there is a kitchen in it. Joel said he would make a copy of the deed for the Mayor to take a look at it. Joel said that the VFW's really would like the building to be used for something that would help that community. Mayor Brown suggested that it might be a good place for the afterschool program.

4. NEW ADDRESS – 135 PONDEROSA DR. SOUTH – RON & JACKIE LOVELL.

Mayor said that Ron & Jackie Lovell's new shop needs a new address and he explained how the City came to this new address.



Bender made a motion to approve the new address of 135 Ponderosa Dr. South. Charlie Johnson seconded the motion.

Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

5. TREE DISCUSSION.

Judi Davis said that she received quotes for the trees on 10th and Larch St. by the Hartman's. Received quotes from Lovell's Tree Service and Josh Quade last week. Lovell said that the maple tree has limbs are in the street lights and that trimming would just prolong the inevitable and that the tree should just come down. Lovell also recommends removing the willow tree completely. The cost would be \$3,500.00 to remove both trees. The quote from Josh Quade he said the maple in front is just stressed by aphids and he's seen a lot of maples that have that issue and drought this year. The cost to prune the tree would be \$500.00 and he suggested that Avista could do the trimming since it's in the street lights. Quade said that the willow does need to come down. He said he could prune it for \$1,000.00 but it will eventually need to come down. The cost to remove it would be \$1,442.00 for the willow. Hartman's said that they would be willing to help with the cost. Mayor Brown recommends removing the willow after October. Marty suggested removing the willow and getting Avista to trim the maple.

Joan Bender made a motion to go with the quote from Josh Quade on the removal of the willow in October. Marty Anderson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

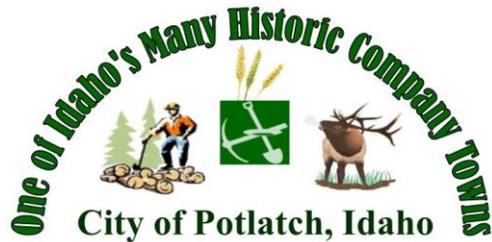
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

REPORTS:

- 1. Mayor – David Brown** – Update on the sidewalk project. There was a final walk through last week. Spangler's have 2 drain tiles coming from the



bank and then under parking lot by the culvert that goes under the highway. When the new sidewalk went in, they had to extend the culvert from under the highway. It ended up an inch above Spangler's drain tile. Mega D came in on the bank drain tile and they leveled it out then put in some dirt and left a lump in it. Curtis Concrete straightened it out and then put some rock in it. Spangler was not happy with the height difference so Mayor Brown called Rim Rock Consulting. They brought in a surveyor and said it was an inch higher. The Mayor suggested putting in a catch basin and T-O Engineers said it was a good idea. Putting a catch basin in would be separate from the sidewalk project. Otherwise it would be another change order and more expense. Waiting to hear back from Curtis Concrete on the price. There was a discussion on whether or not to go to Onaway with the sidewalk. Mayor Brown said that T-O Engineers have to redo the contract to add \$13,726.79. Amanda from LHTAC said that this is common for these projects to have this come up. When the agreements are first put together that they are working off of assumptions. Just like we do with our budgets. Asking approval to sign the new contract for the \$13,726.79. This work is for doing additional inspections on the project. Joan said that they underestimated what it was going to cost for the project. Marty asked if there was any money left on the project and the Mayor said that there wasn't. Mayor said that he needs Council approval on this extra cost. This item will be added on the next Agenda.

Splash pad update is that it's poured and the building is in just waiting for the electrician. The splash pad probably won't be turned on this year.

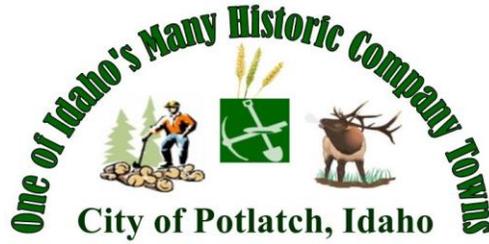
- 2. Parks – Joan Bender** – Joan reported on the construction on the pickleball court. They are starting to form and not sure if they started to pour yet.
- 3. Pool & Cemetery - Dave Cada** – Another pool year behind us and we still need to do the pool bathhouse floor repair. Once the floor is dry the paint fix would adhere. Need to get the paint on before winter happens. It would also be a good idea to spray the ceilings at the same time. Mayor Brown said that the paint in the bathrooms at the RV Park is coming up. He



suggested getting a quote from Schmitt to get a put an epoxy finish on the floor. Maybe a finish like the pickleball courts.

Mayor Brown said that the Boy Scouts are working on the shelter at the pool. Brown said that the Council should be setting the date of the pool opening and closing times. Council needs to make that decision not the employees. That's what we need to do next year.

- 4. Water & Sewer Charles Johnson** – Nothing at this time. Mayor Brown said that Tom Moore was here today and they did a seepage test on the ponds. They've been doing it for the past month or so and the ponds are good and not leaking. Marty asked about the land app. Mayor Brown said that EPA is getting stricter on things going into the rivers. We need the data to try to keep ourselves as much as we can out of the river. Brown said he had a long meeting with Tom Moore on the FEMA job on the road. This project is ready to go out for bid. We are going out for bid soon. This is for the lagoon road project.
- 5. Streets - Martin Anderson** – Asked about the signs on the splash pad. Judi said she is waiting for proofs from Printcraft. Marty asked about the size of the signs and the location of the signs. Mayor Brown said that there has been \$450.00 received so far for the donation of the sign.
- 6. Scenic 6 - David Cada** – Scenic 6 report. The music festival is on the 31st. We also have a bus load of people coming in from Spokane on Sept. 12th taking to them about Potlatch and the history. The breakfast is September 17th at 7:00 am at the school. We are also working on community beautification and wanted to let everyone know that he's located some self-watering pots. Would the City be interested in Scenic 6 purchasing some to place around the City? Mayor Brown said the City would be interested in some. It isn't cost effective to have Karin watering every day. Dave said he would check to see if they could order some for the City.
- 7. Clerk- Judi Davis** – Elections in November that the Mayor and two Council positions are up for re-election. If you need any paperwork that I have it.

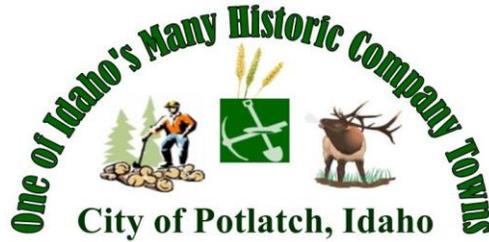


Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:11 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, September 9, 2019.



Potlatch City Council Meeting

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

September 9, 2019 – 7:00 p.m.

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

GUESTS: George & Lois Gilbert and KJ Hanley.

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 August 26, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

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

Charlie Johnson, yes

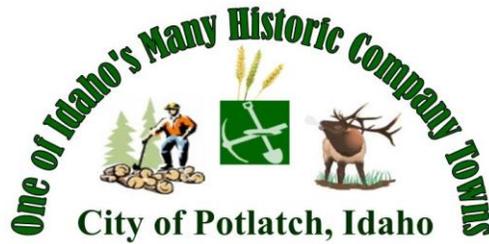
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

2. ADOPTION OF THE PROPOSED BUDGET FOR FY2019-2020.

AN ORDINANCE OF THE CITY OF POTLATCH, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE INCREASING THE AMOUNTS APPROPRIATED TO **\$1,709,763.00** TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF POTLATCH FOR SAID FISCAL YEAR PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS, AND PROVIDING AN EFFECTIVE DATE.



Mayor: I would entertain a motion that the rules be suspended and the proposed ordinance pass its first reading by Title only.

Dave 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.

Is there a second? Joan Bender seconded the motion.

Mayor: It has been moved by Dave Cada and seconded by Joan Bender 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.

Discussion? None

This is a ROLL CALL VOTE:

Charlie Johnson, aye
Dave Cada, aye
Marty Anderson, aye
Joan Bender, aye

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

Mayor: I would entertain a motion that the ordinance be formally adopted.

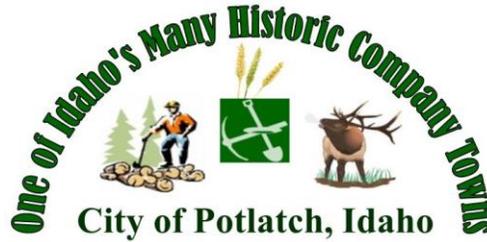
Joan Bender made a motion that the ordinance be formally adopted.

Is there a second? Marty Anderson seconded the motion.

Mayor: It has been moved by Joan Bender and seconded by Marty Anderson that Ordinance No. 513 be formally adopted.

This is a ROLL CALL VOTE:

**Charlie Johnson, aye
Dave Cada, aye
Marty Anderson, aye
Joan Bender, aye**



3. T-O ENGINEERS AMENDED PROPOSAL.

Amend the T-O Engineers agreement \$13,726.79. The increase is for additional inspections to the sidewalk project.

Joan Bender made a motion to amend the agreement with T-O Engineers and Dave Cada seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

4. SIDEWALK PROJECT PHASE III UPDATE – KJ HANLEY.

Mayor Brown introduced KJ Hanley of Parametrix to give an update to the Sidewalk Project Phase III. KJ went over the project and pointed out a few areas that had been discussed with ITD. KJ said that he would come back and update the Council with project updates.

5. POTLATCH HISTORICAL SOCIETY BRIDGE RAILING PROJECT FOR LION'S PARK.

The idea is to take the railing from the bridge by Riverside and put it at the entrance of the Lion's Park. Marty asked what the shape of the railings are. Mayor Brown said that there are chunks out of the railings. Dave said that it would be nice to have a tie into history with the old bridge. He would like to see us approve of the railing.

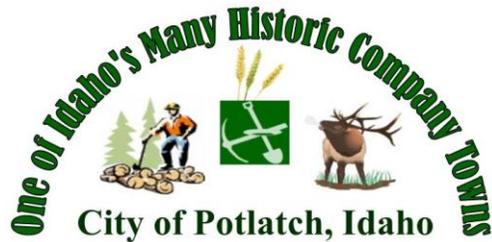
Marty Anderson made a motion to let the Historical Society have the railing and Dave Cada seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes



6. FEE SCHEDULE CHANGES.

Mayor Brown went over the changes that are needed in the Fee Schedule. He said that the budget reflects increasing the water, sewer and garbage a \$1.00. The garbage rates are pretty comparable with other cities in the area. We may not need to raise the garbage rates this year. Mayor Brown said that one thing that the City of Potlatch does that other areas don't do is picking up yard waste. Mayor said we need to approve the water, sewer and garbage and the other fee that we need to look at are the fees at the pool. What the City paying to run the pool and the salaries have increased and we need to pass that cost on. It costs a lot to run the pool. The last increase was when I discovered that with the pool parties the City was losing money. It has been voted on in the past to raise the water, sewer and garbage fees every year \$1.00 so it's been approved. The City needs to make sure we have the money in case something comes up.

7. SENIOR CENTER STAIRWAY/RAMP.

Mayor Brown said that we've talked about this when we applied for the grant which we didn't get. Marty said he would take a look at the elevation and get some information back to Council.

8. CURTIS CONCRETE CATCH BASIN.

Mayor Brown said that Curtis Concrete gave a quote of \$3,500.00 to put in a catch basin at Napa. Dave asked if the Mayor thought this was a good solution to this issue and Mayor Brown said that he felt it was the best solution. It's cleaner and safer to do this work.

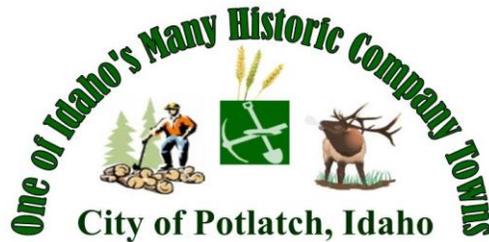
Dave Cada made a motion to have Curtis Concrete put in a Catch Basin and Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

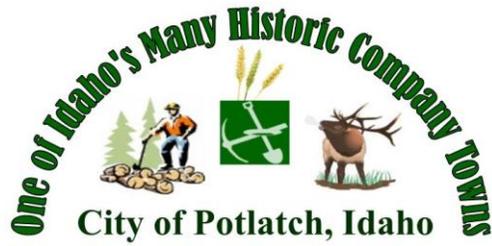
Joan Bender, yes



REPORTS:

- 1. Mayor – David Brown** – Mayor Brown asked if the City would be getting another plow? It was decided to find another blade and put it on the new pickup. Marty would look into prices a new blade.
- 2. Parks – Joan Bender** – Joan asked how long the concrete needed to cure before the new pickleball court could be used. Mayor Brown said 27 days is what he was told. Marty said that is if it is painted but they could be playing on the court now. Use chalk to draw the lines. Will it be painted this year or next spring? Joan said that there are a couple of places that need to be touched up on the old court when the new court is painted.
- 3. Pool & Cemetery - Dave Cada** – Paint on the floor at the pool bathhouse. After talking with Sherwin Williams, we need to let the floor get good and dry before any paint is put down. Dave wanted to know if that was still the plan. Mayor Brown said yes.
- 4. Water & Sewer Charles Johnson** – Nothing at this time.
- 5. Streets - Martin Anderson** – The roads are good. Marty asked how the music festival turned out. Dave said that he had heard it was a good turnout. Cada said that Hogaboam took some drone pictures and it looked like a lot of people.
- 6. Scenic 6 - David Cada** – The Scenic 6 breakfast will be Tuesday, September 17th at 7 am at the Potlatch High School.
- 7. Clerk- Judi Davis** – The Clerk Conference ICCTFOA Conference is next week in Nampa, ID, September 18-20 that she will be attending. There will be an AVISTA workshop on Thursday, September 19th from 9 am to 4 pm.

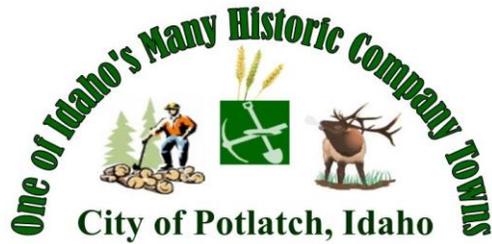
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:33 p.m.



ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, September 23, 2019.



Potlatch City Council Meeting

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

September 23, 2019 – 7:00 p.m.

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

GUESTS: George & Lois Gilbert.

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 September 9, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

Charle Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

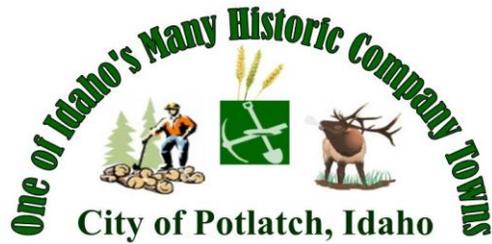
Dave Cada, absent

Martin Anderson, yes

Joan Bender, yes

- 2. APPROVAL TO ACCEPT WINNING BID FOR THE WASTEWATER LAGOON ACCESS ROAD PROJECT.**

The bids were opened by Tom Moore, P.E., City of Potlatch, on September 18, 2019 for the construction contract for the Wastewater Lagoon Access Road Project which will be done in 2020. The lowest bid was accepted.



**** ENGINEER'S QUOTE: \$296,086.67**

BIDS RECEIVED:

1. S & L UNDERGROUND -	\$288,712.00
2. NNAC CONSTRUCTION -	\$274,472.00
3. ML ALBRIGHT & SONS -	\$302,596.75
4. QUALITY CONTRACTOR -	\$310,965.63
5. STEWART CONTRACTING -	\$181,750.00

Marty Anderson made a motion to accept Stewart Contracting's bid of \$181,750.00; Joan Bender seconded the motion, the Mayor asked for a Roll Call vote:

Charlie Johnson, yes

Dave Cada, absent

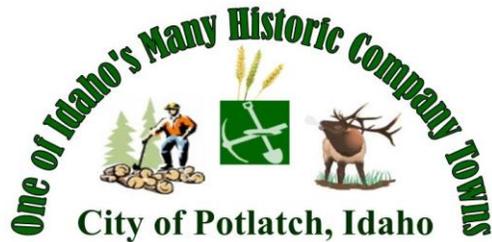
Martin Anderson, yes

Joan Bender, yes

REPORTS:

- 1. Mayor – David Brown** – Mayor Brown said that Tom Andres had shoulder surgery on September 12, 2019 and will be out for 2 months. Joan asked if there was anyone else in the City besides Brennan that could run the equipment. She asked if Karin could help with picking up leaves and reading meters. There was a discussion on whether a new person should be hired or if Karin could help during the time Tom was out. Mayor Brown said there isn't the money to hire another person while Tom was out.

Mayor Brown said that the Splash Pad is wired and the mushroom needs to be put up. This could be put up mid-October and the water turned on and tested to show Dept. of Commerce that it works so they can close the grant out. Aqua-Lawn could blow it out after the tests were done.



- 2. Parks – Joan Bender** – Joan asked how close the sand box was to the Splash Pad and wondered if the sand would plug up the holes at the Splash Pad? Joan asked where the sprinkler heads were located by the Pickleball Courts? Mayor Brown said that the sprinklers heads were in the field but not out to the courts.

Joan said that the Avista Workshop on September 19, 2019 was a wonderful meeting. Presentation: 13 Ways to kill Your Community or Make Your Community Thrive by Doug Griffiths. Joan said that he had some great ideas. We need to listen to people when they come in with ideas because this community wants to grow and we don't want to stifle the community. Everyone looks at things differently and has a different perspective and we need to listen. He said technology and medicine is changing quickly and Cities need to grow along with it. Communication and attitudes are the biggest things right now. Joan said it was a good presentation. She said we need more people that are interested in the City.

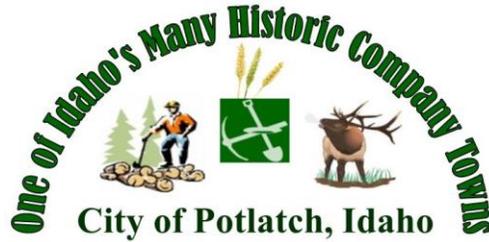
George Gilbert asked what the relationship with the City with the Scenic 6 Development Council? Mayor Brown said other than Dave Cada being a member of the Scenic 6. The members of the Scenic 6 Development Council are a group of interested citizens in the community.

George Gilbert said that the City of Pullman, Washington had Pickleball Tournament this year and why doesn't the City of Potlatch have a tournament next year? Mayor Brown said that it would be a good idea to host a tournament.

Mayor Brown said going back to what we could do with the community is get more people involved and have an event and invite people to share their ideas.

- 3. Pool & Cemetery - Dave Cada** – Absent.

- 4. Water & Sewer Charles Johnson** – Nothing at this time.



5. Streets - Martin Anderson – Marty asked about the sidewalk project if there's been an answer on the question of parking spots of the next phase of the project? It will probably be a month before we can get to the Rebekah Hall to look at the ramp/stairway to building. Talked about getting a new snowplow. Marty explained the different types of snow blades that could be purchased. There is a used blade that would be a good possibility for \$8,000.00 and \$800.00 for installation.

6. Scenic 6 - David Cada – Absent.

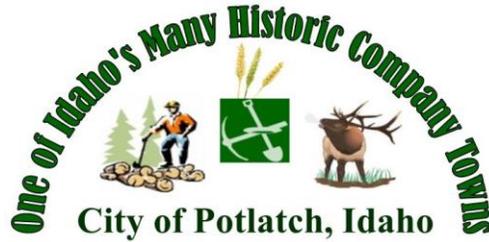
7. Clerk- Judi Davis – Prima Training on October 23 at Best Western in Moscow and the AIC Fall Academy on December 2 at the Red Lion in Lewiston.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:15 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, October 14, 2019.



Potlatch City Council Meeting

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

October 14, 2019 – 7:00 p.m.

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

GUESTS: Scott Winther.

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 September 23, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

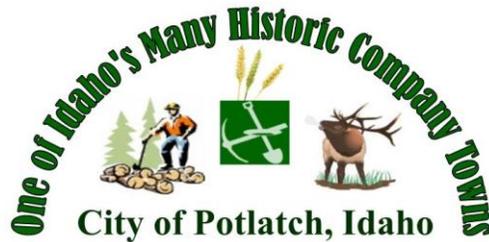
Dave Cada, yes

Martin Anderson, absent

Joan Bender, yes

2. APPROVE PURCHASE OF SNOW BLADE.

Mayor Brown said that it would be a new 9 ft. snow blade priced at \$10,550.00 installed. The snow blade is a straight blade with wings.



Charlie Johnson made a motion to purchase the new snow blade at \$10,550.00 installed; Joan Bender seconded the motion, the Mayor asked for a Roll Call vote:

- Charlie Johnson, yes***
- Dave Cada, absent***
- Martin Anderson, yes***
- Joan Bender, yes***

3. Purchase of Library Building.

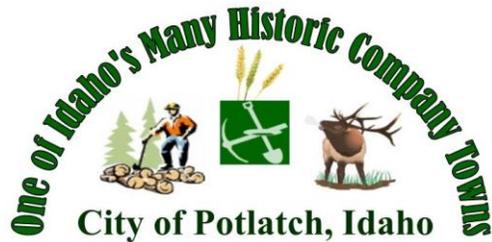
The agreement with the Library Board was to turn the building over to the City after 20 years. The Council looked over the agreement with the Library a few months ago. The City will meet with the Library Board to discuss the details. The agreement with the Library Board details what the City would be responsible for. Mayor Brown said that the City already does the snow plowing for the Library. Dave said that we are the only City around that doesn't own their library.

4. Building Inspector.

The Building Inspector agreement with Rimrock Consulting will end 12/31/19. Rimrock Consulting said that they were too busy to provide Inspection Services. The City of Genesee and City of Potlatch were the only 2 Cities that they were providing inspection services for. There are some benefits going with Latah County to do the inspection services. Latah County Planning Department is always up on all the current codes.

Joan Bender made a motion to go with Latah County Planning Department to do the Inspection Services; Dave Cada seconded the motion, the Mayor asked for a Roll Call vote:

- Charlie Johnson, yes***
- Dave Cada, yes***
- Martin Anderson, absent***
- Joan Bender, yes***



REPORTS:

- 1. Mayor – David Brown** – ITD road project will put in 70’ of 16” pipe by the Cemetery that the City purchased and ITD Contractor will install. That way if Wayne Gallaher ever decides to build and add City water then the City will be ready.

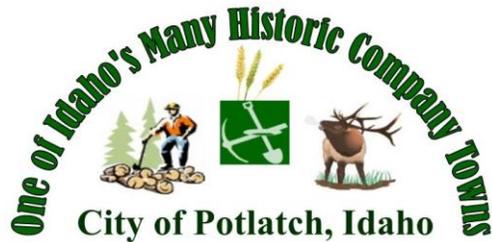
Joan asked about the bike race. Mayor Brown said it was well attended.

Dave asked if the Catch Basin by Napa was installed yet? Mayor Brown said that it was installed and Napa/Spangler was happy with the way it turned out.

Tom Andres will be off for 3 months after his shoulder surgery. The City has received a couple of applications. Waiting to hear from Tom on when he will be returning.

Mayor Brown said that a few years ago he went up to Plummer when they did a Community Assessment. The assessment tells what the City’s needs are and they had a pretty good participation. This follows up on 13 Ways to Kill your Community or Make it Thrive. Mayor Brown asked Dave Cada if the Scenic 6 group is doing something like this? Dave said not that he’s aware of. He remembers that he went to the same event. At that time, it was decided that the cost was \$2,500 - \$3,000 depending on the size of your community. The Council decided then to spend that money on doing something for the community instead of doing the community assessment. Mayor Brown said that there are a lot of grant opportunities available after having the assessment done. Mayor Brown said that he would like to have a town meeting getting people together to find out what we can improve with the money that the City currently has.

Mayor Brown said that several people have mentioned the condition of Pine Street. He got a quote from Poe and it’s \$78,000. It would pave from 6th Street to 4th Street. The other area that he got a quote for was by the elementary school and it was \$48,000. The money for paving by the



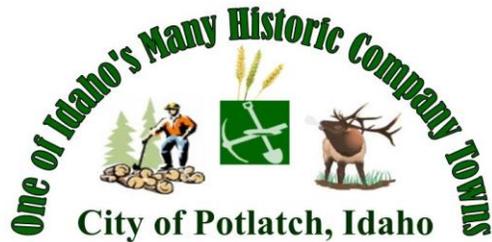
elementary school is in the budget this year. This is something that the Council needs to think about doing.

Mayor Brown said that he attended the Lhtac workshop last week in Plummer. The City would like to apply for more sidewalk projects. 10th Street and Spruce to Elm. The application would need to be submitted by December 2nd. One of the major things that we need to do is have the Transportation Plan needs to be updated. The cost for a new plan is \$50,000 but an update is \$30,000. The City needs to get the Transportation Plan updated so the City can apply for other grants in the future. The cost last year to have the Transportation Plan updated was about \$50,000. One reason the grants that were applied for last year were turned down because we don't have an updated Transportation Plan. The City gets points when we get turned down for the grant. Joan asked if we have to have an Engineer do the update on the Transportation Plan? Mayor Brown said that we do need an Engineering firm do the work.

Joan asked if the Mayor had heard anything about the sidewalk project and if ITD agreed to change the parking along side the highway. Mayor Brown said that he's been in communication with Parametrix but hasn't heard anything.

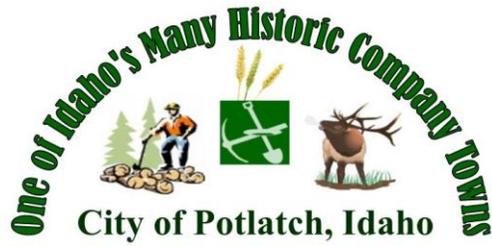
Mayor Brown said that he talked with Glen Barnett and Glen explained that the bridge work that was taking place on the Highway at the Y by the Diner. ITD is taking quite a bit of the right of way out in that area. Glen was hoping that the City could help. The Diner will lose quite of bit of parking, the nursery will lose its entrance and Barnett Roofing will lose quite a bit of frontage.

- 2. Parks – Joan Bender** – Joan said that the pickleball court can't be painted because it's too cold so it's at a standstill. They are playing on the new court with chalk. Dave said he talked with some of the pickleball people just after it rained and said the new court didn't have any puddles on the court so they did a good job pouring the court. Joan said she talked with Karin and she's been helping Brennan when possible. Joan suggested that Karin help pick up yard waste. Mayor Brown said that Karin has



3. been attending a Master Gardener program at the U of I. Maybe there's a program at the U of I Extension office that would work for Karin. Joan said she would look into it. Dave said that the Master Gardener program is a National program and he had a friend that was involved and he would look into what the program was about. It might be a good program to get started here. Joan said there was a discussion some time ago about designating a piece of property for people to garden on. Mayor Brown said that maybe finding an area to have a community garden. Cada said a few years ago that there was a piece of land outside of town that people could garden on.
4. **Pool & Cemetery - Dave Cada** – Dave said that the Pool bathhouse is to cold to paint. We should wait until the spring and rough up the spots and paint. Mayor Brown suggested the winter would be a good time to chip off the paint.
5. **Water & Sewer Charles Johnson** – Nothing at this time.
6. **Streets - Martin Anderson** – Absent
7. **Scenic 6 - David Cada** – Dave said that after he got back from vacation and made a list of why he was glad to be in this area. This is a good place to live. Bring it to the Scenic 6 group and try to get some pamphlets put together to show those places. Mayor Brown said he talked with Kathy LaFortune, Latah County Commissioner and PEP about putting together a list of all the business's/areas for tourist to visit while visiting the City of Potlatch. It would be helpful to have something to hand out to people when they come to stay at the RV Park or visit Potlatch.
8. **Clerk- Judi Davis** – AIC Fall Academy on December 2 at the Red Lion in Lewiston.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:20 p.m.



ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, October 28, 2019.



Potlatch City Council Meeting

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

October 28, 2019 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Joan Bender, Marty Anderson (arrived late), Charlie Johnson, Dave Cada. Also present: Judi Davis, City Clerk-Treasurer.

GUESTS: Dodd Snodgrass, Darcie Bentley, Jamie Spray, Devin Trubey, Brian Points.

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 October 14, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

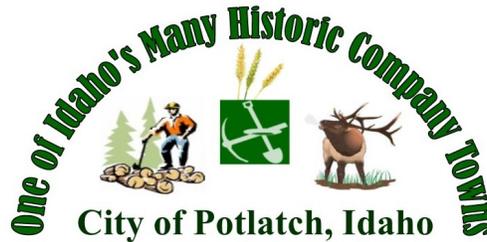
Dave Cada, yes

Martin Anderson, absent

Joan Bender, yes

2. SPLASH PAD COMPLETION.

Mayor introduced Dodd Snodgrass from the Clearwater Economic Development Association to present the final financial request and closeout documents for the Splash Pad project. Dodd said that all the requirements were met to close out the project. CEDA is very excited that



the Splash Pad is dedicated in Kelly's name. Mayor Brown said that the City is proud and thankful to CEDA for helping write the grant.

3. WATER/SEWER COSTS.

Darcie Bentley said she was here to voice her support for Brian Points on the water/sewer costs. Mayor Brown said that when the City did the water project, we worked with the Idaho Rural Water and USDA. We sat down together and came up with the rates. Mayor Brown showed the letter dated March 10, 2004 from USDA stating that this is what needs to be charged. Darcie Bentley said she would like to talk about the garbage rate. Mayor Brown said that the City of Potlatch used to include some gallons of water with the base water rate but after the water project it was decided to make that change. Mayor Brown said that Brian Points could put a meter to each mobile home instead of having one meter. The City would then read each individual meter. What Brian Points is wanting changed is the step increase from \$2.25 to \$2.75. 0-8000 a gallon is \$2.25 and 8001-up is \$2.75 a gallon. Points thought it should be each 8,000 and should never go over the 8,000. Brian Points came in at 7:20 p.m. and Mayor Brown showed the letter from USDA dated March 10, 2004. Brian Points reviewed the letter from USDA and he said that he sees the tiered pricing but he doesn't see anything about treating multi-family the same as single family. Mayor Brown said this is a City policy this is what the City has in their ordinances and recommended how it should be done. Point said that there's not consistency on how the City is charging the base water fee per unit cost and the tiered cost. Points issue is in one place in the code it says mobile homes are one unit and then other place in the code your treating it as one meter. Mayor Brown said that the only way to separate it is to put in individual meters to each mobile home. The City reads off of what the meter reads and it a meter goes over the 8,000 gallons. Points said the other alternative would be to change the formula that being used to calculate the fee and calling it a unit here and calling it a unit there. Mayor Brown said that we go off of 1 meter. Points went through the pricing structure. Points asked the City Council why is this right, why is that fair, why is it set up that way. Give me a good reason why people who are living in multi-family should be paying more for their water than people who are living in single family residences. Mayor Brown's explanation is that the City is reading off of one meter and if each mobile home had their own meter the reading would be different. Mayor Brown said that we



would look at difference communities to see what they are charging for multi-family and how they do their fee structure. Points would be interested in whether or not they have a tiered billing structure. That's what he would be interested in. Dave Cada explained the billing structure that is used for the condo association that they belong to. He said that the condo association pays the bill and it's split between all units. Points wanted to know what the next step is and Mayor Brown said we will contact other communities to see how they are billing.

4. CANCEL NOVEMBER 11, 2019 MEETING/VETERANS DAY.

Joan Bender made a motion that the City Council meeting for November 11, 2019, be cancelled as it falls on Veteran's Day. Charlie Johnson seconded the motion, the motion was approved with "all ayes".

REPORTS:

- 1. Mayor – David Brown** – Now it's time to put up Christmas lights and looking for volunteers. The sign for the splash pad is with Marty Anderson to install.
- 2. Parks – Joan Bender** – What is the building inspector status? Mayor Brown said that Latah County is going to be our building inspector but we're in the processed of finalizing the agreement. What's going on with the parking when the sidewalks are put in next year? Mayor Brown said that it's not in the budget to change the parking. Mayor Brown said that Saturday, November 9th at 9:00 a.m. is when the volunteers are coming to put up Christmas lights if anyone wants to join us.
- 3. Pool & Cemetery - Dave Cada** – Was wondering if there was a way to put water on the cemetery next summer to keep it green. Something to think about.
- 4. Water & Sewer Charles Johnson** – Nothing at this time.
- 5. Streets - Martin Anderson** – Nothing at this time.



6. Scenic 6 - David Cada – Breakfast probably won't happen until next spring. Thinking of doing an all school class reunion next summer. Considering some community beautification projects.

7. Clerk- Judi Davis – AIC Fall Academy on December 2 at the Red Lion in Lewiston.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 7:47 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, November 25, 2019.



Potlatch City Council Meeting

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

November 25, 2019 – 7:00 p.m.

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

GUESTS: Melissa Smith and Joel Emerson

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 October 28, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

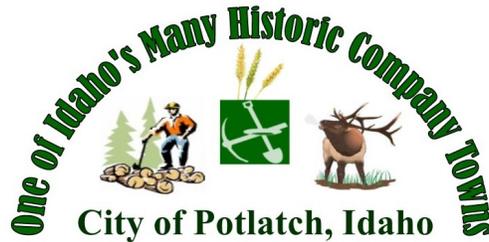
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

2. AFTER SCHOOL PROGRAM GRANT.

Mayor introduced Melissa Smith, Program Director of the After-School Program. Melissa handed out an overview to take a look at. Some of the items on the hand out have already been discussed. Melissa wanted to give an update after she attended the grant request for application workshop on November 4th to get a better idea of what kind of money that

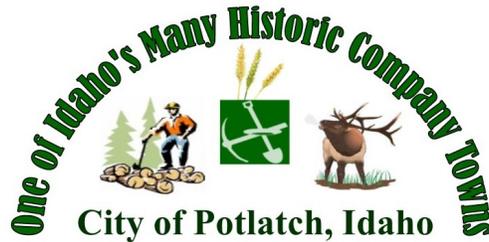


we can ask for in the grant for the next school year. The funding and scoring had been updated and changed for the grant. We could ask for \$95,000 to run the program and that is \$95,000 per year for 5 years. The change in the grant program is that the \$95,000 is for each year and we don't have reduce funding for years 3-5 like we do know. \$15,000 of the \$95,000 is for transportation so we would have \$80,000 to cover salary, travel and supplies. It will be very tight. If we do get awarded with the grant for another 5 years, it will dovetail nicely with the Jr. High – High School program. There is still one more year of that program left and Melissa can split her time between the two programs. The cost for her salary would be absorbed between the two programs. Melissa is meeting with Jeff Cirka and John Haire from the Potlatch School District next week to see if there are any changes or goals that they would like to see that we could incorporate into the grant application. Melissa also needs letters of support from the School District and a Memorandum of Understanding signed. The letter of intent needs to be submitted to the Idaho State Department of Education on Monday. The grant application is due January 31, 2020. We would hear mid-April if we received the funding for the grant. Currently the elementary school program is running on \$140,000. Joan Bender asked if they could go out and look to see if there were other grant opportunities out there to apply for and Melissa said yes that they could. Mayor Brown said he wishes there was more that the City could do.

3. VFW BUILDING STATUS.

Mayor Brown introduced Joel Emerson from the VFW Post 10300. Joel discussed the possibility of donating the building on Pine Street to the City of Potlatch. Joel brought in a copy of the deed for the property. Joel talked about the condition of the building and explained that there is a propane furnace that isn't that functional. Not sure what to do with all the VFW memorabilia that's located in the building. Is there some other place where we could honor those people? Maybe the Depot with the Historical Society or City Hall? The VFW members built the building on donated land. The

deed should probably be looked by an attorney. Joel said he would be willing to take Council and the Mayor on a tour of the building on a



meeting night if you are interested. Joel asked what the next step would be? Mayor Brown said that we will send it to the City's Attorney for review.

4. BUILDING INSPECTOR AGREEMENT WITH LATAH COUNTY.

Mayor Brown explained the change with the building inspector. We need to make sure that our ordinance and the fees match what Latah County has. The City's Attorney has reviewed this agreement.

Marty made a motion to sign the Building Inspector Agreement with Latah County to perform Building Inspection Services for the City of Potlatch.

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

Charlie Johnson, yes

Dave Cada, yes

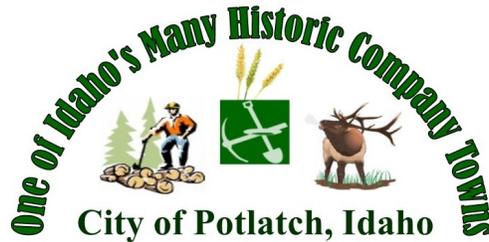
Martin Anderson, yes

Joan Bender, yes

5. ELECTION RESULTS – APPROVE THE RESULTS FROM THE COUNTY.

Marty Anderson made a motion to accept the certificate of elections held on November 5, 2019, as canvassed and signed by the Board of County Commissioners. There was the Mayor position and two City Council positions for the City of Potlatch (see included: the copy of the canvass and Precinct Report for Precincts 27 and Absentee 36). David L. Brown received 54 votes; Joan Bender received 31 votes and Charles Johnson received 14 votes and Scott Winther received 27 votes for a total of 126 votes. The motion was seconded by Dave Cada, the motion was approved with "all ayes".

REPORTS:



- 1. Mayor – David Brown** – The FEMA Lagoon Access Road project started a couple of weeks ago. Tom Moore called me saying that GPI needs extra geo textile so the cost will go up but FEMA will pay for the increase. Tom thought the cost would be about \$8,000 increase. The project will probably be done by the end of next month. Daniel said that the cabins have been rented 35 times this fall. The showers need to be painted at the RV Park. There are Christmas lights at the park that need to be plugged in. Mayor Brown said that Larry Meister has been helping put up lights.

Duane Cone called and said that they are talking about the property on Onaway Road that belonged to his Granddad asking about the process of annexing possible 27 acres. Duane wanted to know if the City had the capacity with the sewer and the City does and according to Tom Moore the water is okay. Probably won't happen until sometime next spring. Joan asked what they plan on doing with it. Mayor Brown said building houses.

- 2. Parks – Joan Bender** – Still playing pickleball. We will paint the new court next year. Dave Cada said that there are some boards on the deck at the Depot that need to be replaced.
- 3. Pool & Cemetery - Dave Cada** – Nothing at this time.
- 4. Water & Sewer Charles Johnson** – Nothing at this time.
- 5. Streets - Martin Anderson** – Did you find out anything on sidewalks? Mayor Brown said that to do that work would increase the price. If you set it back then you have to pave between there and the highway and we don't have the money in the project to do that. Mayor Brown was checking to see if the sidewalk could go all the way down to the Depot. Where ever an ADA ramp ends it needs to come out on a solid surface pavement. The manhole down there not sure if it's all one cast or in sections so it's moveable. Ken Helm said that as long as its in the budget to add a little more pavement to land on then that would work. KJ email and said as long as Council is still in agreement with what we talk about before that



this area is our priority and even if it takes away from up the other area. Mayor Brown said that he has asked KJ if there could be cut in for semi's the pull into to back into the grocery store parking lot.

6. Scenic 6 - David Cada – The Country Town Christmas is on Saturday, December 14th.

7. Clerk- Judi Davis – Latah County Courthouse for a Day will be here in Potlatch Council Chambers on December 4th at 9:00 a.m. The AIC Fall meeting is on Monday, December 2nd in Lewiston from 9:00 am to 3:00 pm at the Red Lion.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:15 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, December 9, 2019.



Potlatch City Council Meeting

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

December 9, 2019 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Joan Bender, Marty Anderson, Charlie Johnson (Late 7:08), Dave Cada.

Also present: Judi Davis, City Clerk-Treasurer.

GUESTS

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 November 25, 2019, City Council meeting, the City of Potlatch and Century 21 bills and payroll.*

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

Charlie Johnson, absent

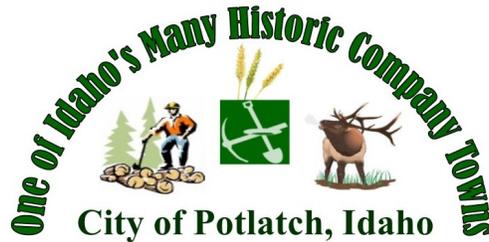
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

2. DISCUSS STREET STANDARDS.

Mayor Brown talked with Tom Moore about the possible annexation of the Cone property. The City adopted the Comprehensive Plan but for the street standards we need to put in the City's standards that aren't included in the Comprehensive Plan. We need to have a workshop with Tom Moore and go over the street standards so when there is an annexation the City will be ready. We don't have the street standards in place right now. Joan



asked if we had any street standards for other cities to look at to have a guideline to go by when setting Potlatch's standards. Mayor Brown said that the sidewalks that have been build are to the State's standards. The workshop will be Wednesday, January 15, 2020 at 1:00 p.m.

3. DISCUSS FEE SCHEDULE.

Mayor Brown went through the rates for water, sewer and pool current rates and explained why the fees need to increase. We need to increase the water and sewer to pay the bill. The pool prices are needed to cover all pool expenses. Raising the pool rates would require a public hearing. Any increase over 5% requires a public hearing. The City does get \$10,000 from the Potlatch Recreation District but the City needs to be able to run the pool without needing that money.

4. CANCEL DECEMBER 23, 2019 MEETING.

Mayor Brown asked if Council wanted to cancel the meeting on December 23, 2019 for people that are traveling or wanting to get ready for Christmas.

Marty Anderson made a motion to cancel the meeting, December 23, 2019.

Charlie Johnson seconded the motion. Motion was approved with a Roll Call vote:

Charlie Johnson, yes

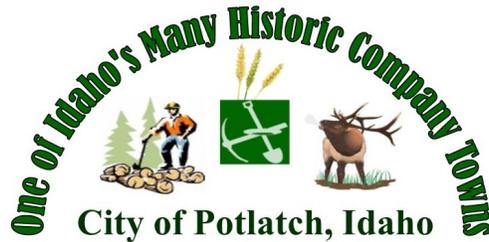
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

REPORTS:

- 1. Mayor – David Brown** – Asked if the City should give the employees a Christmas bonus again this year. FEMA project is going well and should be finished soon. GPI is overseeing the project. Tom thought that they would be done by the end of the month. Mayor Brown went to a luncheon with CEDA and met with Dept. of Commerce and they talked about broadband and housing. The next day PEP brought Jenny and the



Commerce Director here to Potlatch for a tour with Source Electric and took them over to talk with Kathi Jo. They were very impressed with helping Source Electric and the making the process easy for them to build. Kathi Jo said that they had a buyer for a house but they needed higher internet speed. Frontier is in the process of being bought out to another company.

- 2. Parks – Joan Bender** – Paul Kimmel (AVISTA) sent a survey to the City to send to the Community to have them fill out the survey which will help the grant opportunities in the future. The survey will be on the counter in City Hall for anyone to fill out.
- 3. Pool & Cemetery - Dave Cada** – Nothing at this time.
- 4. Water & Sewer Charles Johnson** – Nothing at this time.
- 5. Streets - Martin Anderson** – Asked when Tom Andres is coming back? Mayor Brown said the doctor said that he could come back Jan. 2nd with no restrictions. He’s still having some issues with the shoulder.
- 6. Scenic 6 - David Cada** – Working on the Christmas day on December 14th. There are things going on all day in the Depot. Band and dance in the evening. Kenny and I will be able to help with serving chili again this year.
- 7. Clerk- Judi Davis** – The Auditor’s will be here Tuesday and Wednesday this week.

Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:33 p.m.

ATTEST: _____ David L. Brown, Mayor

Judi Davis, City Clerk-Treasurer

The next City Council meeting will be Monday, January 13, 2020.