

Potlatch City Council Meeting

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

January 11, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: Vern Johnson, Dave Cada, Marty Anderson and Joan Bender.

Also present: Shelly Hammons.

GUESTS: Charles Johnson.

Dave Cada made a motion that the minutes of the meeting minutes of December 28, 2015, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

Joan Bender made a motion that the bills in the amount of \$14,176.23 be approved, Dave Cada seconded the motion, the motion was approved with "all ayes".

NEW BUSINESS:

The next order of business is to swear in the Mayor and two new Council members. Shelly Hammons, City Clerk-Treasurer, asked all of the elected officials that will be sworn in to stand, raise their right hand and respond with "I do" or "I will" at the end of this oath:

"Do you solemnly swear that you will support the Constitution of the United States, and the Constitution of the State of Idaho, and that you will faithfully discharge the duties of Mayor and Councilor of the City of Potlatch according to the best of your ability?"

Mayor Brown responded, "I will", Joan Bender and Charles Johnson responded, "I will".

The Council then had nominations for Council President. Joan Bender nominated Dave Cada for Council President.

Joan Bender made a motion that Dave Cada be selected as the new City Council President, Charles Johnson seconded the motion. Roll call vote: Marty Anderson, aye; Joan Bender, Aye and Charles Johnson, aye.

Marty Anderson made a motion to renew the liquor licenses for 2016 for: *Floyd's Harvest Foods *Four Star Supply Co., Inc. and *Codi Jo's Wagon Wheel, Dave Cada seconded the motion, the motion was approved with "all ayes".

The Council discussed and reviewed the extended Area of Impact map from Latah County. The City must have a Public Hearing when extending the Area of Impact. This new map includes all of the areas where the City's water lines run and also includes the Potlatch Corporation land across the river.

Dave Cada made a motion that the City extend the City's Area of Impact that is reflected in the new map from Latah County (legal descriptions are also included), Joan Bender seconded the motion, the motion was approved with "all ayes".

The Council discussed the Idaho Department of Parks and Recreation RV Grant application and what the City wanted included in this application:

*Pave the road from the substation in and around the loop in the RV Park, pave the areas beside each RV pad for parking, the City has received three bids from three asphalt companies for the paving project. The paving project must be engineered and next Tuesday, Jan. 12, Rim Rock Consulting, Inc., will be in Potlatch to survey the road and the RV Park. Tom Moore, City's engineering, will also be onsite while the surveying is done.

The Council discussed the paving project and decided to scale it back and start paving the road from the back end of the Depot and then around the RV Park loop.

The City would also like to build three cabins and place them next to three RV pads for sleeping cabins, the electrical upgrade would then bring power to each cabin. Each cabin would have one air conditioner/heater, one light inside, one electrical outlet inside and one porch light. The cabins would be 12'x12' with a 4' porch. The Mayor said that the City crew would be able to build all of the cabins if the grant would pay for the material to build them.

The last item that the Council discussed was building a small Laundromat for the RV park users since there isn't a Laundromat in Potlatch. The building would be placed near the bathroom/shower room building.

The Mayor said that the City has also received three electrical bids but they are all a little different.

The Council discussed these items and agreed that they would like to see them included in the RV grant application.

REPORTS:

1. Mayor-David Brown,

The Mayor and Daniel Brown have been working on getting all of the Christmas lights down in the park for the last few weeks. The City crew has helped this week and last weekend was a workday for the public on Saturday. The lights are all down now.

Ben Anderberg will be pouring his foundation this week for his pellet plant.

Jim Lemieux of Potlatch Corporation is still working with Potlatch Corporation regarding the road onto the Mill site.

2. Parks - Joan Bender, nothing at this time on the park.

The Food Pantry has an appointment to meet with David Carr to see if the Lion's Club building is feasible to use for a Food Pantry. They will determine what the cost for remodeling will be. The main part of the building is not big enough for storage and they would have to use the upstairs to store things (they are trying to get away from taking food up and down stairs). Tom and Joan Bender have been working on potential grants for the Food Pantry.

3. Pool & Cemetery - Dave Cada, nothing at this time.

4. Charles Johnson - Water & Sewer, all good.

5. Streets - Martin Anderson, nothing at this time.

6. Scenic 6 -David Cada, the public meeting for the Country Music Festival is still on for January 21. The Railroad Depot is looking good. The lights are up and the floors are in. Two office spaces are spoken for and are mostly done.

Last week they worked for three days on the food for the upcoming railroad meeting in May. There will be over 100 people touring Potlatch when the groups comes the end of May.

7. Clerk- Shelly Hammons, nothing at this time.

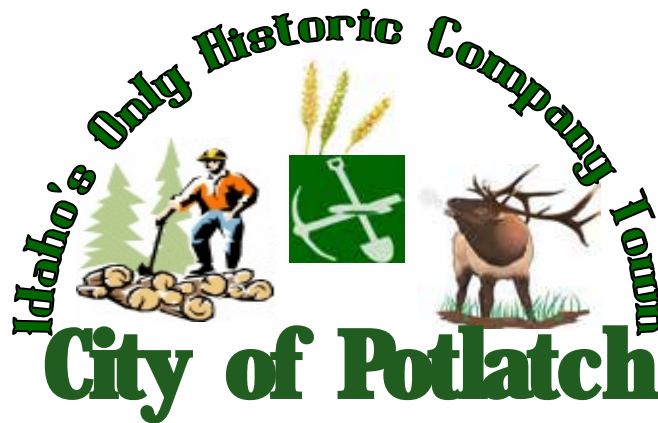
Marty Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 7:35 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be January 25, 2016.



Potlatch City Council Meeting

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

January 25, 2016 - 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.

GUESTS: Gwen Rowe and Johanna Raines.

Dave Cada made a motion that the minutes of the meeting minutes of January 11, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

The Mayor told the Council that the landscape architect, Steve Austin, will be in Potlatch, Saturday, January 30, 2016. He will look at the Swenson Park area to make his design.

Marty Anderson asked about the housing for Potlatch? The Mayor said that Clearwater Economic Development Association is going to have a seminar in Potlatch in February for Potlatch and the surrounding communities to attend. There will be different agencies attending that may be able to build several moderate income houses in Potlatch.

Dave Cada made a motion that the City change the addresses of the businesses in the mini-mall on Pine Street (see address list attached). Joan Bender seconded the motion, the motion was approved with "all ayes".

Joan Bender made a motion that the signature cards at U.S. Bank be changed to include the following names: *Mayor, David Brown; Council President, Dave Cada and City Clerk-Treasurer, Shelly Hammons. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

The Mayor told the Council that the Idaho Parks and Recreation RV Grant is ready to be submitted by Friday, January 29, 2016. The City is applying for the following items in the 2017 RV Park grant:

SCENIC 6 RV PARK RENOVATION PROJECT : PHASE III

This project would:

1. Install three (3) storm water drains
2. Upgrade the RV Park electrical system
3. Pave the road around the RV Park
4. Build six sleeper cabins
5. Install electricity to all six sleeper cabins
6. Pour eight (8) concrete parking pads
7. Pour concrete RV pad and sidewalk to Host Cabin
8. Pour a 20'x44'x4" Pickle Ball Court

Grant amount requested: \$178,842 City Match: \$30,347

Dave Cada asked how the sidewalk project is going? The Mayor said that the project should go out for bid in February.

REPORTS:

1. Mayor–David Brown, nothing at this time.

2. Parks - Joan Bender, nothing at this time on the park.

The Potlatch Food Pantry met with David Carr to look at the Lion’s Club building and Mr. Carr said that the minimum to put a foundation under that building would be \$25,000. If the Food Pantry were in that building, it would have to conform to all of the Building Codes for a public building. Concerned that if the building were lifted to put the foundation under, the sheetrock on the walls would crack.

The Food Pantry Board has agreed to move forward and build a new building for the Food Pantry. They are applying for grants. Tom and Joan

Bender met with Brett Bennett and Mr. Bennett has agreed to donate all of the framing lumber for the Potlatch Food Pantry building.

The Mayor and Tom and Joan Bender met last week and walked the property where the new Food Pantry building will be built. The building is going to be 36'x24' with a 5' overhang and 2' on the back and front. The building will be built on the land across the parking lot from City Hall against the bank on Pine Street.

The dumpsters are a concern when the building is built but there is enough room to move the dumpsters a little.

The Potlatch Food Pantry would like to have a Memorandum of Understanding signed with the City for a 100 year lease on the building for the Food Pantry. When the time comes, the MOU must be approved by the City's attorney and the Planning and Zoning Commission.

3. Pool & Cemetery - Dave Cada, it is not quite swimming weather yet. Dave suggested that the City advertise for lifeguards in the CIA or in the University of Idaho newsletter. The deck of the pool still needs to be fixed before swimming season. The Council discussed going up to the pool and touring the facility to see what needs to be fixed. Ask Tia McKinney, Pool Manager, to attend the next Council meeting.

4. Charles Johnson - Water & Sewer, all good. The Mayor explained that the City has been working with Strom Electric on the telemetry system between the City's wells and the reservoir. The system helps regulate how much water is pumped up to the reservoir. The City has three wells but mainly in the winter, the Park well runs the town. During the summer, the Ridge well is the main well. The telemetry system must be fixed because the water continues to pump up to the reservoir and it overflows in the summer.

5. Streets - Martin Anderson, nothing at this time. The Mayor explained about the new gas tax money that the City will be receiving from the state in quarterly increments. The money is only to be spent on maintenance of the roads in town: *Rehabilitation of road *Chip sealing/Seal coating *Grading/blading *Striping *Traffic control and all other maintenance. When the City submits the Annual Road and Street

Report in December, all of the new monies must be accounted for in the report and what the money was spent on.

The City of Lewiston sent out an e-mail to the rural cities asking if there are any projects that will need done when they do the City of Lewiston projects. The City of Potlatch would be able to piggyback off of Lewiston's project and have road work done here. Shelly will find out what the cost of chip sealing is for 2016.

6. Scenic 6 -David Cada, there was a community meeting on January 21 at the Rebekah Hall to see how many would be interested in helping with the Country Music Festival this summer. Over 30 people attended the meeting and they voted to go ahead with the Festival. The date that was chosen was Saturday, August 6, 2016. The Festival would be in the Lion's Club Park from 10 a.m. to 5 p.m. This is the same day as the Fiddle Show but the Fiddle Show doesn't start until 6:00 p.m.

They are still working on renovating the Railroad Depot. The upper east side of the building is absolutely beautiful. All of the original hardwood floors have been redone, the walls are painted and the lights have been installed. The doors from the Portland Depot have been installed (wood frames with large glass inserts), the stairway have been redone and stained. The depot volunteers are to be commended on their hard labor ~ the building is very pretty!

7. Clerk- Shelly Hammons, nothing at this time.

Marty Anderson made a motion that the bills in the amount of \$25,069.20 be approved, Dave Cada seconded the motion, the motion was approved with "all ayes". Joan Bender had a question about the Strom Electric bill.

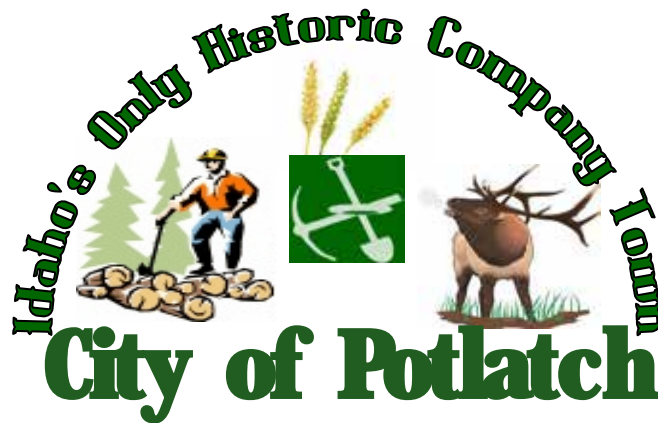
Marty Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with "all ayes", meeting adjourned at 7:35 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be February 8, 2016.



Potlatch ... SPECIAL ...City Council Meeting

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

January 28, 2016 - 10:30 a.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: Dave Cada, Marty Anderson, Joan Bender. Charlie Johnson was absent.

Also present: Shelly Hammons.

GUESTS: None.

NEW BUSINESS:

Latah County Youth Advocacy Council is applying for a 21st Century Grant through the Idaho Department of Education. The City of Potlatch and the Potlatch School District #285 are the sponsors of the grant. In order to apply for this grant, they must have a Memorandum of Understanding between the City and the School District and the City Council must review the MOU. The Council discussed this grant and Dave Cada said that the Scenic 6 Economic Council was in agreement of this grant and it would be good for the community.

Dave Cada made a motion that the Mayor sign the Memorandum of Understanding with the Potlatch School District #285 for the 21st Century Grant. Joan Bender seconded the motion, the motion was approved with "all ayes".

The Council discussed garbage requirements for businesses in Potlatch. After much discussion, it was decided that every business must have a roll cart (minimum of 35 gal.). Shelly will contact Will Herrington, City Attorney, and have him make an ordinance of the garbage requirements and bring it to the next Council meeting.

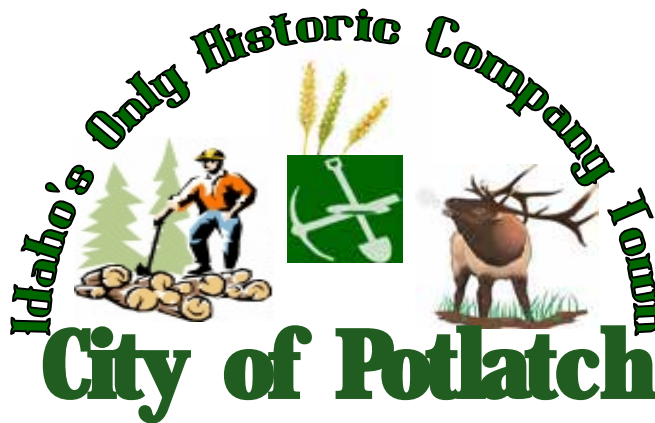
Dave Cada made a motion that the City will make an Ordinance of the garbage requirements for businesses in Potlatch, Marty Anderson seconded the motion, the motion was approved with “all ayes”.

Joan Bender made a motion to adjourn the meeting, seconded by Marty Anderson, the motion was carried with “all ayes”, meeting adjourned at 11:00 a.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer



Potlatch City Council Meeting

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

February 8, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: Marty Anderson, Joan Bender and Charlie Johnson. Dave Cada was absent.

Also present: Shelly Hammons.

GUESTS: Jennifer Wallace and Brent Bradberry of Habitat for Humanity; Nathan Lloyd, Jim McMillan, Sterling Lloyd, Vernon Johnson and Tia McKinney.

Joan Bender made a motion that the minutes of the meeting minutes of January 25 and 28, 2016, be approved, Charlie Johnson seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Shelly asked the Council if they would like for her to set up separate City e-mail accounts for them? Everyone would like a City e-mail account and Marty Anderson would still like things sent to him at his work e-mail account also. First Step Internet said that they would add four more e-mail accounts for the City at no cost.

Jennifer Wallace explained what Habitat for Humanity is and what their criteria is for building low to moderate income homes for people. Habitat for Humanity just finished their 15th home in Moscow and they are starting on the next one which will be finished in 2016 or 2017. Habitat for Humanity talked to the Council about the possibility of building one home in Potlatch in 2017. The City is going to donate one City lot to Habitat for Humanity to build the home on. Jennifer said that it usually takes between 9 and 10 months to build

the home and the potential homeowner must donate 300-500 hours of their time to help with the project. The Mayor explained that on March 16 from 10 a.m. to noon, the City of Potlatch will host a Housing Forum put on by Clearwater Economic Development Association. Jennifer explained that many of the homeowners are single mothers that must have a steady income that is 30/50% of area median income (near poverty line). The down payment is \$1,000.

Habitat for Humanity would like the upper lot because it is a little larger and would meet their requirements. The entrance to the lot would be accessed through the alley.

Marty Anderson made a motion that the City donate the upper lot to Habitat for Humanity, Joan Bender seconded the motion, the motion was approved with “all ayes”.

The Potlatch Food Pantry submitted a lease agreement to the City but it was tabled until the next City Council meeting.

Nathan Lloyd asked the City Council for approval to make new entrance signs for the City of Potlatch. The signs would be placed at the west and east entrance to Potlatch and would replace the existing signs by the Lion’s Club. The signs will be built with cedar beams on the sides and top and placed in a concrete slab 2’ in the ground. There will be solar lights on the top powered by solar panels. The lettering will be routed into the wood and then burned and seal coated (not painted). To remember the history of Potlatch, there will be cross cut saws and a circle saw in the display. If donations are made, the names of the donors will be engraved into the saw blade.

Joan Bender made a motion to let Nathan Lloyd place two “Welcome to Potlatch” signs at the west and east end of Potlatch to replace the existing signs. Nathan must obtain permission from the Lion’s Club to take the existing signs down and replace them. Also Nathan must make sure that there isn’t a problem with the Idaho Transportation Department right-of-way. Charlie Johnson seconded the motion, the motion was approved with “all aye”.

Tia McKinney explained to the Council that last year the pool was written up by the Health Department because of the cracks in the deck of the pool. The City will check with Bryan Bryngelson to see if he will be able to repair the concrete on the pool deck. Tia said that the bathrooms must be fixed. Maybe put up bead board on the walls to make it easier to clean? Water aerobics will

be coming back this year in the evening and swimming lessons will be in the morning. Last year they had 45 pool parties out on the little patch of green lawn. The boiler, bleachers and the benches need repaired.

REPORTS:

1. Mayor-David Brown, the Mayor met with two people from Lewiston who are Pickle Ball players. They will help the City of Potlatch build a Pickle Ball Court in Potlatch and also help with tournaments. The Potlatch Recreation District will be paying for the Pickle Ball courts. They would like to use the existing tennis courts in the upper park and mark out Pickle Ball courts on them since there are already lights for night time playing. The Rec. District will build a couple of Pickle Ball courts in the Scenic 6 Park. This would be a big draw for Potlatch.

2. Parks - Joan Bender, the architects from WSU were here last weekend looking at the Swenson Park for their design. They are only going to design the park, not plant or build the park. They have added a little part of the cemetery into the design of the park and will place a bench by the trees. We will have to obtain a right-of-way agreement with ITD. Shelly spoke with Ken Helm and his only concern is that in 2019, they will be redoing the corners west of the cemetery and he doesn't want the park to be dug up during that construction.

3. Pool & Cemetery - Dave Cada, absent.

4. Charles Johnson - Water & Sewer, all good.

5. Streets - Martin Anderson, the Mayor explained that the City is going to be receiving between extra funding from ITD and this works out to be approximately \$7,000-\$9,000 yearly. This money must be spent on maintaining the roads in Potlatch. The Mayor said that the City can borrow money from ourselves and pay it back if we use it for street paving. The City will work with the paving companies to make quotes on what it would cost to pave different roads in Potlatch.

6. Scenic 6 -David Cada, absent.

7. Clerk- Shelly Hammons, nothing at this time.

Joan Bender made a motion that the bills in the amount of \$13,380.84 be approved, Marty Anderson seconded the motion, the motion was approved with “all ayes”.

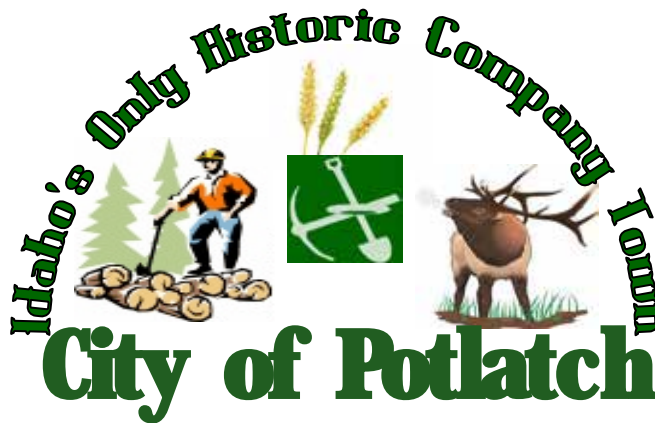
Marty Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 8:47 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be February 22, 2016.



Potlatch City Council Meeting

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

February 22, 2016 - 6:56 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.

GUESTS: Garrion Harrison, James Huggins, Jeff Stolz, Tom Bender, Signe Stolz, Suzanne Qualmann and Johanna Raines.

Joan Bender made a motion that the minutes of the meeting minutes of February 8, 2016, be approved, Dave Cada seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

The next order of business is a proposed Ordinance who Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; REPEALING THE CITY OF POTLATCH AREA OF CITY IMPACT MAP ORDINANCE; ADOPTING A MAP AND A LEGAL DESCRIPTION IDENTIFYING THE POTLATCH AREA OF CITY IMPACT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE. SECTION 3: LEGAL DESCRIPTION OF POTLATCH AREA OF CITY IMPACT: The City of Potlatch Area of City Impact is hereby described as follows: Excepting those areas within the corporate limits of the City of Potlatch and the City of Onaway - Section 1, the NE1/4 of the NE1/4 of Section 2 and also all of Section 2 lying East of Flannigan Creek Road, the N1/2 of the NE1/4 of Section 12, and the NE1/4 of the NW1/4 of Section 12, Township 41 North, Range 5 West, B.M.; and the S½ of Section 6, and the NW1/4 of the NW1/4 excepting the E1/2 of the E1/2 of the NW1/4 of the NW1/4 of Section 7, Township 41 North, Range 4 West, B.M.; and the S½ of the S½ of Section 36, and the SE¼ of the SE¼ of Section 35, Township 42 North, Range 5 West. Ordinance #502 shall be effective upon publication. A full text of the ordinance is available for public inspection at City Hall, 195 6th St., Potlatch, 83855.

IN WITNESS THEREOF, the City, by and through its Mayor, has executed this Ordinance.

The Mayor asked for 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.

The Mayor asked if there was a second? Joan Bender seconded the motion.

The Mayor said, 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.

The Mayor asked for a motion that the ordinance be formally adopted (and the summary approved).

Dave Cada made the motion that the Ordinance #502 be formally adopted (and the summary approved).

Is there a second? Joan Bender seconded the motion.

It has been moved by Dave Cada and seconded by Joan Bender that Ordinance #502 be formally adopted and the summary approved.

This is a ROLL CALL VOTE:

Johnson: aye; Cada: aye; Anderson: aye; Bender: aye

The next order of business is a proposed Ordinance who Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, EXPRESSING AN INTENT TO CONVEY REAL PROPERTY AT 620 PONDEROSA DRIVE OWNED BY THE CITY PURSUANT TO IDAHO CODE SECTION 50-1403; FINDING THAT SAID CONVEYANCE IS IN THE BEST INTEREST OF THE CITY; DIRECTING THAT SAID CONVEYANCE TO HABITAT FOR HUMANITY SHALL BE FOR THE PURPOSE OF PROVIDING DECENT, SAFE AFFORDABLE HOUSING TO A LOW TO MODERATE INCOME FAMILY; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A DEED FROM THE CITY TO THE HABITAT FOR HUMANITY; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

IN WITNESS THEREOF, the City, by and through its Mayor, has executed this Ordinance.

The Mayor asked for 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.

The Mayor asked if there was a second? Joan Bender seconded the motion.

The Mayor said, 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.

Johnson: aye
Cada: aye
Anderson: aye
Bender: aye

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

The Mayor asked for a motion that the ordinance be formally adopted (and the summary approved).

Dave Cada made the motion that the Ordinance #503 be formally adopted (and the summary approved).

Is there a second? Joan Bender seconded the motion.

It has been moved by Dave Cada and seconded by Joan Bender that Ordinance #502 be formally adopted and the summary approved.

This is a ROLL CALL VOTE:

Bender: aye

Anderson: aye

Cada: aye

Johnson: aye

Clearwater Economic Development Association's Annual Meeting will be Wednesday, April 20. If any Council members would like to attend, let Shelly know and she will register you. Dave Cada said that he would like to attend.

Dave Cada explained to the City Council about the DRAFT Transportation Report that Chris Danley has submitted. The Council looked it over and Dave said that Chris was happy when they were compiling the report with the progress that Potlatch has made: the activity in the Scenic 6 Park and the sidewalk.

Tom Bender requested that the Council waive the water and sewer fees for the Food Pantry building that is to be built. Tom also asked about the Public Works license requirement for public buildings being built in the City. Tamara Minor, Building Inspector, has told the Food Pantry that they must have a contractor with a Public Works license to build the building. Tom also wondered about the insurance for the building? Who must carry the insurance when it is being built? Shelly will check with ICRMP on this.

Marty Anderson made a motion that the City donate the water and sewer hookup fees for the Food Pantry, Dave Cada seconded the motion, the motion was approved with "all eyes".

Garrion Harrison is working on his senior project for the Potlatch High School. Garrion asked the Council for permission to build a Bocce Ball court in the Scenic 6 Park for his project. The design calls for the court to be 13'x91' but Garrion thought that he would build the Bocce Ball court 36'x13' and place it between the horseshoe pits. Garrion estimated the cost of building the court to be between \$1,000-\$1,500. The court would be able to be used as a Boule court also. Dave Cada is working with Garrion and mentoring him on the project.

Dave Cada made a motion that the Council approve Garrion Harrison to build a Bocce Ball court in the Scenic 6 Park between the two horseshoe

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

Marty Anderson made a motion to accept the 2016 Arbor Day Proclamation, Joan Bender seconded the motion, the motion was approved with “all ayes”.

James Huggins is working on his senior project with the Potlatch High School and he would like to place identifying plant markers on the native plants in the area between the Potlatch Library and the High School. Suzanne Qualmann has been mentoring James and they have talked with the Potlatch Tree Committee about this project. The money to put the plants and the trees in this area was from an Idaho Department of Lands grant many years ago. Suzanne has talked with David Stephenson from IDL about the Arbor Day grant that the City will apply for this year. David has said that the grant funds would be able to reimburse James up to \$300.00. Suzanne told the Council that she dug up a White Pine baby tree many years ago and planted it near the Potlatch Library and it is now 16’ tall. The Council discussed this project, Shelly will work with Suzanne on the Arbor Day grant.

Dave Cada congratulated both young men for taking an interest in the beautification of Potlatch.

Johanna Raines attended the meeting to bring the Health Assessment forms from Gritman Medical for the public to complete. There are two forms to complete for each person and there are 50 survey forms. The Food Pantry thought that they would have their people complete the forms on Thursday when the Food Pantry is open.

REPORTS:

1. Mayor-David Brown, last week Ed Griner of Motley-Motley was in Potlatch and the Mayor and Tom Andres drove with all the streets of Potlatch with Ed. Ed sent a quote to the City on different areas of town where the roads must be repaired. The Mayor said that Idaho Transportation Department (LHTAC) has grant funds available to help with road repair. Small areas really need done now and there are several manholes that are sticking up pretty far in the road. Many of these roads were damaged in the water project and the sewer project. The roads were paved at that time; but where the pipes are located in the ground, the road surface is sinking.

The Council discussed the prices on the quote list and chose the priorities which would be number one and number two on the list. Marty

asked if the Council hadn't approved to set aside \$50,000 to do road repair in an earlier Council meeting? Yes. The Council tabled this discussion until next meeting.

2. Parks - Joan Bender, Joan said that she looked at the Scenic 6 Depot and there aren't any rain gutters on the building. Joan asked about the RV grant that has been applied for and if some of that money would be able to help with the cost of rain gutters? The Mayor said no, that the Depot is not eligible for RV Park grant funds. Shelly will call Gutter Proz and ask them to submit a quote for the installation of gutters on the Depot building.

3. Pool & Cemetery - Dave Cada, nothing at this time. The Mayor told the Council that, Pool Manager, Tia McKinney's mother, Sherry Bartlett, passed away last weekend and he would like to see the City do something at the pool in dedication of Tia's mother. Sherry Bartlett was a supporter of the Potlatch Pool.

4. Charles Johnson - Water & Sewer, everything is good.

5. Streets - Martin Anderson, asked if the sidewalk project has gone out for bid yet? No. ITD must review the documents again. K.J. is hoping to get the project out for bid in the next few weeks.

6. Scenic 6 -David Cada, The upstairs rooms at the Railroad Depot are going well. Two offices are occupied now and all of the offices on the east side have been spoken for. The west side is largely sheet rocked and there is a big push to get everything done. Dave said that the end of June will be 15 years since the Depot restoration work began. They would like to have an Open House during Speeder Day in July.

Last Thursday there was a meeting in the Rebekah Hall and the consensus was to go forward with the Country Music Festival in Potlatch on Saturday, August 6, from 10 a.m.-5:00 p.m. This Festival will be piggybacking off of the Fiddle Show which will start at 6:00 p.m. in the High School on that date. They set up all committees for the festival planning. They will be including the Fiddle Show in all of their advertisements for the Country Music Festival.

7. Clerk- Shelly Hammons, nothing at this time.

Marty Anderson made a motion that the bills in the amount of \$17,760.78 be approved, Joan Bender seconded the motion, the motion was approved with “all ayes”.

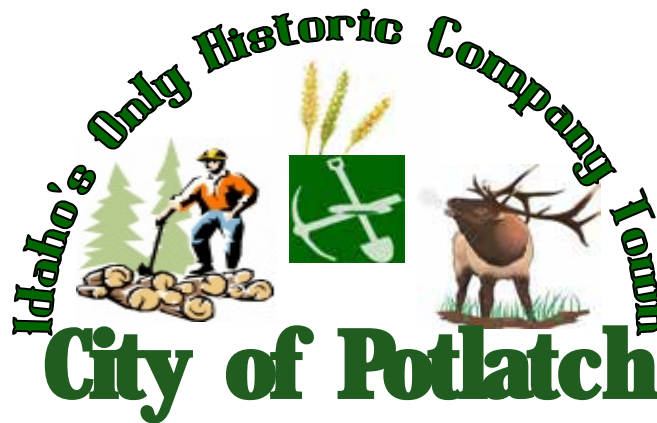
Marty Anderson made a motion to adjourn the meeting, seconded by Dave Cada, the motion was carried with “all ayes”, meeting adjourned at 7:56 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be March 14, 2016.



Potlatch City Council Meeting

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

March 14, 2016 - 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.

GUESTS:

Dave Cada made a motion that the minutes of the meeting minutes of February 22, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Dan Foreman is running for Latah County Sheriff and he and his wife, Maria, came to the Council meeting for Dan to introduce himself to the Council. Mr. Foreman gave a brief description of himself and explained that he is a retired Air Force officer. He is also a retired Latah County Police Officer but still working for the force (with no compensation because he loves his job).

Mr. Foreman said that his number one priority as Sheriff would be to protect lives and property of the citizens of Latah County. If Mr. Foreman were elected, he would make sure that the higher ranking officers would get out of the office and visit the rural communities. Mr. Foreman thanked the Council for allowing him to come and introduce himself and the Mayor thanked Mr. Foreman for coming.

The Potlatch Food Pantry had a lease agreement for the City to give them a lease for 100 years for \$1.00. Will Herrington, the City's attorney, reviewed the

lease and gave his opinion in an e-mail (see attached). Joan Bender had questions regarding the options that Will Herrington proposed. Shelly will schedule a Public Hearing for the lease agreement.

The Council reviewed the quotes for road repair that the City has received from Poe Asphalt, Motley-Motley and Herco Asphalt and Paving. The Council discussed each quote and agreed that the City will do the first three items on the quote list in separate repair jobs. The streets in question were damaged in the water and sewer projects in the early 2000s. Marty asked if the prepwork was included in the quotes? The Mayor said that the quote only involves what is listed. Tom and the City Crew can do the prep work for the street repairs.

The City will have to transfer \$50,000 from the water and \$50,000 from the sewer funds in the LGIP accounts into the City's general fund to help pay for the repairs. The Mayor has \$15,000-\$20,000 in the general fund in the 2015-2016 Budget to help with the repairs.

Dave Cada made a motion that the City repair the first three items on the street quote list and accept Poe Asphalt as the lowest quote, Marty Anderson seconded the motion, the motion was approved with "all ayes."

The Mayor told the Council that he has talked with Shirley Normington, Senior President, and Joe Rohn about different issues at the Senior Center. Mrs. Cada fell a couple of weeks ago going into the building. The Seniors' feel that something needs to be done about the entry into the building. Currently it is handicapped accessible but the ramp is a little steep. There is a sidewalk to the back door but there isn't a roof over the sidewalk and ice and snow build up on it during the winter. The Council discussed the different options for repair and agreed that covering the sidewalk would be the most cost effective approach. The Mayor said that the we will get prices and ideas from people on covering the sidewalk to the back door.

The Seniors would like to rename the Rebekah Hall into "City and Senior Center". They didn't want Potlatch in the name because it is located in Potlatch. They would like to put up a 3'x5' sign with the name of the building on it and change the light and take down the small sign on the front of the building.

Dave Cada made a motion that the building be renamed and the changes be made that the Senior Citizen's would like, Joan Bender seconded the motion, the motion was approved with "all ayes".

The Mayor told the Council that he would like to see the sidewalks around town be repaired. There is an Ordinance that states that all sidewalks in front of resident's homes are the citizens' responsibility to repair. The City would conduct a sidewalk inventory with the top priorities and then send a letter to the customers asking them to repair their sidewalks.

Dave Cada said that he was 100% in favor of this idea. Dave and Elaine Clegg walked every sidewalk in Potlatch when they were making the "Safe Walks to School" report. There were many sidewalks in need of repair at that time. There are trees and shrubbery growing up and around the sidewalks and making them buckle.

Marty said that it would be hard to do since all but him don't have a sidewalk in front of their residence. The Mayor said that he has three rentals that would need the sidewalks repaired. Marty said that he would like to have more time to think about this. The Mayor said that the City could repair the sidewalks and then charge the homeowner and they would be able to pay in monthly installments. Joan Bender asked whose responsibility it was when the trees near the sidewalks are growing on City property and those trees are making the sidewalks heave?

The Council discussed this and will do more assessments regarding the sidewalk issue.

The next order of business is to pass Resolution No. 2016-03-14. Resolution No. 2016-03-14 in its entirety is on file in the City's Resolution File.

The following resolution was introduced by Councilman Dave Cada who moved for its adoption. Second by Marty Anderson.

The Mayor read the Resolution:

RESOLUTION No. 2016-03-14

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 2003 to 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:

\$50,000 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:

\$50,000 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 15, 2016.

The Mayor asked for a roll call vote, the motion passed with "all ayes".

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

Brent Bradbury and Dave Ostrom from Habitat for Humanity attended the meeting to talk with the Council about the two lots that the City will be donating. One lot is 50' wide and the other lot is 65' wide. They would like to see the City split the larger lot so that both lots would be similar in width. They are concerned about the set-back requirements which wouldn't leave much room to build a house on. The Council discussed this and they are more than willing to work with Habitat for Humanity and feel that the Planning and Zoning Commission would be able to work with them on a variance for the smaller lot. They explained that their goal is to put a foundation in this fall on the upper lot and start building in the spring of 2017. They will be advertising for a family this fall. Shelly will contact the Potlatch Planning and Zoning Commission and let them know that Habitat for Humanity would like to speak with them about a variance at next month's P&Z meeting in April.

The Mayor told the Council that last week he and Tom Andres met with the Potlatch School District and ITD about an ADA walkway to the lower playground at the elementary school. Caria Ann Capello's daughter will be entering fourth grade next fall and then she will be using the lower playground. Currently there isn't an ADA access for her to use. All of the entities that met agreed that they would be able to work together to make this happen to install an ADA walkway. The Potlatch Recreation District would also be involved in making this happen. The thought is to tear out the bleachers that are there and create a gradual ADA walkway where the bleachers are located. Commissioner Walser said that the Latah County Commissioner's would write

a letter in support of this project. Tom Andres talked with Tyson Koehn and he said that he would be willing to help. Tom Moore, City engineer, also said that he would donate his time and shoot the walkway for grade.

Dave Cada said that he asked to have the insurance coverage for the music festival placed on the agenda. The City's insurance wouldn't cover this event. The Music Festival association would have to have their own insurance. Shelly suggested that they contact American Insurance, they have offices in Moscow and Lewiston.

REPORTS:

1. Mayor-David Brown, Shirley Normington from the Senior Center said that the seniors would like to put a bench in the park. The Mayor told her that the City was building the Swenson Park in memory of Harold and Nancy Swenson. Mrs. Normington said that putting a bench in that park would work well because Mrs. Swenson was very involved in the Senior Center before she passed away.

2. Parks - Joan Bender, there is a quote from Gutter Proz to put gutters on the Scenic 6 Depot in the Scenic 6 Park. The quote is \$1,179. The Mayor said that there is money in the budget for this expense.

Dave Cada said that he had Karen Rohn e-mail Shelly this morning with some pictures of different things that need repaired in the Lion's Club Park. The Country Music Festival will be August 6 in the Lion's Club Park. Dave wanted to know if it would be possible to tear out two benches that are in need of repair and use the material to build new ones? The Festival committee will be going to the Potlatch Recreation District to ask for grant money to help fund materials needed to make the repairs in the park.

3. Pool & Cemetery - Dave Cada, Dave has been working with Gwen Rowe about grant opportunities for the pool. Gwen has been researching different possibilities to apply for grants to help with the pool. Dave said that it will take some time to investigate the grants available. Dave said that two of the grant possibilities are with USDA and Avista. The Mayor said that the USDA opportunity would be a loan with grant possibilities.

The Mayor said that he talked with Tia McKinney, Pool Manager, and she has several ideas to make the pool in compliance with the Health Department. Tia would like to put 'bead board' up in the bathrooms. In

order to do this the cost is \$31.00/per sheet of board. The total for the project would be around \$1,200. Marty asked if the City crew would do the work? Yes. There is money in the budget for these repairs. Bryan Bryngelson also talked with the Mayor about repairing the deck at the pool. Bryan said that it will be expensive to make these repairs but the City was warned last year by the Health Inspector that these repairs must be made. The Mayor will make sure that there is money in the budget for these repairs.

4. Charles Johnson - Water & Sewer, has a complaint form from Michael Riley who lives at 1008 Fiddlers Ridge Loop. The complaint is about a heavily chemical taste to the water. The Mayor explained that 1-1/2 years ago Idaho Dept. of Environmental Quality required the City to start disinfecting the drinking water with chlorine. The chlorinator is hooked up to the Fiddler's Ridge well and should only be pumping chlorine into the water system when the well is running. The City needs to determine what's going on.

5. Streets - Martin Anderson, asked if the 2014 ITD Sidewalk Project has gone out for bid yet? No. ITD is waiting on an engineer to get back into the office this week to review the project one more time.

6. Scenic 6 -David Cada, the WIMHPG Depot is moving quickly. Idaho Magazine was in Potlatch on Saturday taking pictures of the depot. It will be featured in the magazine along with an article on the \$25,000 grant that they received last month. The west side of the upper floor is almost complete.

The Country Music Festival will be August 6 and all of the committees have been meeting with each other. They have four bands already booked.

7. Clerk- Shelly Hammons, Shelly asked the Council is they would like to cancel the March 28, 2016, Council meeting because she will be gone and so will Charlie Johnson. The Council agreed that the meeting will be cancelled.

March 16 the CEDA Housing Forum will be 10-noon at the Rebekah Hall. On March 16 from 12:30 p.m. to 3:00 p.m. there will be a Mobility/Transportation meeting in the Council Chambers with CEDA.

The CEDA Annual Meeting will be April 20 in Lewiston. Dave and Kenny Cada will be attending the meeting. Shelly will register everyone who will be attending the meeting.

Shelly talked to the Council about the computer lab in the Council Chambers. There aren't any rules or regulations regarding the use of the computer lab and she would like to see a policy put in place. The Council discussed this issue.

Marty Anderson made a motion to have Shelly compile rules for the computer lab, even contacting Will Herrington to make it legal. Joan Bender seconded the motion, the motion was approved with "all ayes".

Marty Anderson made a motion that the bills in the amount of \$20,365.69 be approved, Joan Bender seconded the motion, the motion was approved with "all ayes".

Marty Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with "all ayes", meeting adjourned at 8:22 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be April 11, 2016.



Potlatch City Council Meeting

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

April 11, 2016 - 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 Charlie Johnson. Joan Bender was absent.

Also present: Shelly Hammons.

GUESTS: Potlatch BPA, Robert Barkley with the Idaho Dept. of Lands and Barry Johnson.

Dave Cada made a motion that the minutes of the meeting minutes of March 14, 2016, be approved, Charlie Johnson seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Barry Johnson came to the Council meeting to introduce himself as he is running for Latah County Sheriff on the Democratic ticket. Mr. Johnson handed our small postcards with his campaign data. Mr. Johnson said that he feels that he owes the small cities in Latah County the courtesy to introduce himself. There are five people running for Sheriff, three on the Republican ticket and two on the Democratic ticket. Mr. Johnson explained his background and that he is a life-long Idahoan. Mr. Johnson feels that he would do a better job in leadership in the Sheriff's Dept., he would like to focus on substance abuse and collaborate with the small cities. Mr. Johnson would also like to reach out to the older citizens of Latah County and make sure that their welfare is taken care of. The Sheriff's duties are to maintain the safety and well being of the deputies. Mr. Johnson has an office in the WIMHPG Railroad Depot and if there are any questions, he would gladly answer them. Anyone can stop by his office.

Robert Barkley of the Idaho Department of Lands came to the Council meeting to present the 7 Year Tree City Award to the Council. Mr. Barkley gave the City a hat, a wooden backboard to put the Tree City USA plaque on and the City also received a very nice Tree City USA flag. Mr. Barkley explained that every other year the City will receive either a Tree City USA banner or a Tree City USA flag. Mr. Barkley explained the four criteria to be a Tree City USA:

1. The City must have a tree committee or a City Forester.
2. Must have adopted a Tree Care Ordinance.
3. Must spend \$2.00 per capita
4. Proclaim and celebrate Arbor Day

Mr. Barkley thanked the Council for allowing him to present the Tree City USA award. Mr. Barkley also said that this is the 40th Anniversary of the Tree City USA.

There were five members of the Potlatch Business and Professionals (BPA) attending the Council meeting. They explained to the Council that they will all be attending Nationals in Boston in May. While they are in Boston, they will have the opportunity to tour Harvard University. The five students were here to ask the Council if they would sponsor them at Nationals? They explained that they have been fundraising the school year and have raised \$1,200 to \$1,500. They said that each student would need another \$100 in order to attend the National event.

Marty Anderson made a motion that the City sponsor the Potlatch BPA students \$500.00 on their trip to the National Convention in Boston, Dave Cada seconded the motion, the motion was approved with "all ayes".

The Council tabled the discussion on repairing the sidewalks around Potlatch until the next Council meeting.

The Council discussed the Activity Connection Plan report. Last fall Dave Cada and Joan Bender worked with Chris Danley of Vitruvian Planning on the Activity Connection Plan. Dave Cada said that he and Chris went around the City and made an assessment of Mr. Danley's ideas to implement in Potlatch. Dave said that the City had completed many of the activities that Mr. Danley had in his report. The other activities that are listed are recommendations and the City is not obligated to complete them.

Dave Cada made a recommendation to accept and approve the Draft Activity Connection Plan report, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

Wednesday, April 20, 2016, at 11:00 a.m. will be the bid opening for the Idaho Transportation Department Sidewalk Project. Dave Cada asked when we started this project and it was in 2013 when the Grant Application was submitted to ITD. The Mayor said that they anticipate that the project will be completed by the middle of August.

The Mayor explained that he received a quote from Clearwater Economic Development Association (CEDA) to complete a Comprehensive Plan for the City. The Mayor talked with Christine Frei last month about the Comp Plan and she had indicated that CEDA would be able to help put the Plan together. CEDA has received grant funds to complete Comprehensive Plans for cities in Idaho. The total amount to complete the plan would be \$25,000. Latah County would donate \$3,000 to the project and the City's cost would be approximately \$1,300. CEDA would attend several City Council meetings to train the Council and there would be two-three public meetings regarding the Comp Plan.

The Mayor, Dave Cada and Carol Haddock started working on updating the existing Comprehensive Plan three years ago. The Council discussed this option to have CEDA make a new plan and after much discussion they said that they have been working on the Comp Plan for a few years and have already updated most of the plan and at this time they didn't think that the City needed to have CEDA complete a plan. The Mayor said that he knows that CEDA would do a good job with the plan. The Council would like Shelly to print out everything that CEDA sent to the City and then they will review it and discuss it at the next Council meeting.

REPORTS:

1. Mayor-David Brown, tomorrow Tom Moore, City's engineer, will be in Potlatch to look at where the paved handicapped ramp will be placed in the park below the elementary school. Tom is going to be helping to determine the grade of the ramp. Tom Moore would also like to be involved with the paving of the streets around the City. Mr. Moore said that it would be best to have the paving engineered so that the streets don't cave in again.

The Mayor told the Council that Don Aschinger, Camp Host in the RV Park, is leaving soon. He has spoken with Jim and Arlene Starr regarding taking over the Camp Host duties for the summer. They signed the agreement and will be willing to be the Camp Hosts for the summer but they will be going to Arizona in the fall.

Aqua Lawn has finished installing the sprinkler system in the Scenic 6 Park and RV Park. They will be back later to seed everything when the time is right. The City's portion of the project will be \$5,000. The Idaho

Dept. of Parks and Recreation grant will reimburse the City \$13,500 for the sprinkler system.

2. Parks - Joan Bender, absent.

3. Pool & Cemetery - Dave Cada, there are students taking the Lifeguard training. Bryan Bryngelson is assessing the deck of the pool for repairs. Tia McKinney has been in contact with Bryan and the Mayor has contacted him. Bryan will get the city a quote.

4. Charles Johnson - Water & Sewer, don't see any problems with the water or sewer.

5. Streets - Martin Anderson, asked if the City has gotten the drinking water telemetry system working yet? The Mayor said that the City received a quote from Strom Electric to make the telemetry system work with all three wells to communicate with the drinking water reservoir and the system would have a control panel at City Hall for the telemetry system. The cost of the project was \$98,000. The Council discussed this and they don't want to pay the \$98,000 at this time.

6. Scenic 6 -David Cada, the Railroad Depot is coming along very well and they want to have the project upstairs completed by the end of May when the touring group is coming to Potlatch.

The Country Music Festival has finished assembling costs for the festival and they are quite high at this time. Barry Johnson has been helping and has also donated money to the event. They have all of the music groups nailed down.

Dave Cada attended the North Central Tourist Board meeting in Lewiston today. There is grant money available through them. The cost to join as a member would be \$100 per year. The grant money does have a CASH match requirement of 12.5%. The grant money could be used for advertising of the Country Music Festival.

7. Clerk- Shelly Hammons, Association of Idaho Cities will be having an Elected Officials meeting on Friday, April 22, 2016, from 9 a.m.-3 p.m. at the Best Western University Inn in Moscow. The Mayor, Dave Cada, Kenny Cada and Shelly will be attending the meeting.

Dave Cada made a motion that the bills in the amount of \$46,691.94 be approved, Marty Anderson seconded the motion, the motion was approved with “all ayes”.

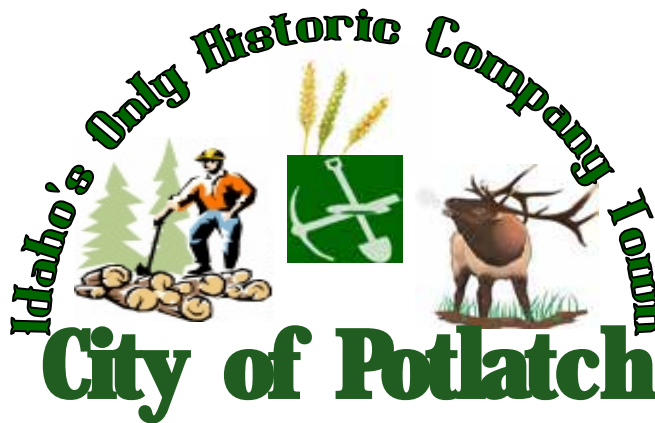
Marty Anderson made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with “all ayes”, meeting adjourned at 7:42 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be April 25, 2016.



Potlatch City Council Meeting

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

April 25, 2016 - 7:03 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.

GUESTS: Richie Skiles and Bill Goesling.

Dave Cada made a motion that the minutes of the meeting minutes of April 11, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Richie Skiles came to the City Council to discuss his campaign to run for Latah County Sheriff. Richie has several things that he would implement if he were elected: Deputies would provide 24 hour coverage for Latah County. Currently they are off from 3-7 a.m., he would work on the relationship between the Latah County Cities and the Sheriff's office on the Drug Task Force and also bring back the K-9 unit (there used to be two). Richie would be a working Sheriff and attend Council meetings in uniform. He would like to add another school resource officer and have a substation for the Deputies in each city. He would require checks and balances with the Police Dept. finances and he would like to see more Lateral Deputy transfer to the Latah County Sheriff's Dept. When a Deputy transfers laterally, they have already been trained and it would save Latah County money to hire already trained Deputies. Richie would like to stay for two to four terms.

Bryngelson Concrete submitted a bid to repair the cracks in the deck of the Potlatch Pool. The Council discussed asking for more bids but decided to go with the Bryngelson bid. The Mayor said that he spoke with the Potlatch Recreation District and they will split the cost of the bid. The Potlatch Recreation District will be reimbursing the City for \$2,250.00 for the deck repair at the pool.

Dave Cada made a motion that the Council accept the Bryngelson Concrete bid to repair the pool in the amount of \$4,500.00. Joan Bender seconded the motion, the motion was approved with “all ayes”.

On April 20, 2016, K.J. Hanley from Taylor Engineering was in Potlatch to open the sealed bids for the Phase I ITD Sidewalk Project. The Mayor and Dave Cada were also present. Webb French of Quality Contractors LLC was also present. The bids were opened and the results were:

1. Paul Construction Bid: \$356,122.00
2. Curtis Concrete Bid: \$254,818.00
3. Quality Construction, LLC Bid \$249,244.00

Quality Construction, LLC was the low bidder and that is what the City accepted. ITD has already responded and also accepted the bid. The City's matching amount was 7.34% of the total project cost and the City has already overpaid our matching share because the bid came in lower than anticipated.

K.J. Hanley of Taylor Engineering is also working on Phase II ITD Sidewalk Project. The grant application is due by June 1, 2016. The Mayor asked K.J. to add the sidewalk from the Scenic 6 Park to the Lion's Club Park and also from the Lion's Club Park in front of Floyd's Harvest Foods. K.J. will also add one more block from Bennett's Addition to the edge of the Potlatch City limits.

The Mayor and Dave Cada met with the WSU Architecture students on the design of the Swenson Park. The students brought their designs to the City and the Council agreed that these designs are as good as a professional architectural engineer. The City is going to have elementary students plant some trees in the park in a few weeks. Denny Dawes will be donating grass seed and other plants for the park. Richie Skiles had a suggestion that the City sell engraved pavers for a walking path for \$100.00 per paver to help with the cost of the park. The U of I also had a fundraiser and sold engraved pavers for pathway.

The old Camp Host has left and Jim and Arlene Starr are the new Camp Hosts. They took over the position on April 20, 2016. So far they are doing a good job and checking on the Depot after it is rented to make sure that everything has been cleaned.

The Potlatch Landing After School Program has received the 21st Century 5-year Grant for the 7-12th grade high school after school program. The City will be the sponsors of the grant and the Potlatch School District will be in charge of helping with the after school programs. The grant will begin July 1. The grant was received because of the hard work of the Let's Get It Started! group: Debi Dockins, Kathi Jo Nygaard, Julie Lusby and Jennifer Anderson. Debi Dockins wrote the extensive grant. The City will have to provide funding up front for the financials.

Bill Gosling came before the Council to explain his campaign of running for District IV House of Representatives. He gave a brief description of his background and explained that he is running on several key issues: Literacy in the education program, infrastructure issues and he feels that education is very critical.

The Clearwater Economic Development Association (CEDA) Comprehensive Plan bid was submitted at the last Council meeting and the Council tabled it until now. The Council discussed the information that CEDA has submitted and they agreed that they would do a good job and they would like to see CEDA create an updated Comp Plan for Potlatch.

Dave Cada made a motion to accept the proposal from CEDA to create an updated Comprehensive Plan for Potlatch, Joan Bender seconded the motion, the motion was approved with "all ayes".

REPORTS:

1. Mayor-David Brown, The City hasn't heard back from the Idaho Department of Parks and Recreation on the 2017 RV Grant application.

Motley-Motley will be in Potlatch soon to pave the walking path. This was in the 2016 RV Park grant and the Recreational Trail grant.

2. Parks - Joan Bender, asked if the City has received any more bids for the rain gutters for the Scenic 6 Depot? The City has only received the one bid so far.

3. Pool & Cemetery - Dave Cada, glad to see that the deck issue has been settled.

4. Charles Johnson - Water & Sewer, all ok with the water or sewer.

5. Streets - Martin Anderson, nothing at this time.

6. Scenic 6 -David Cada, the Railroad Depot is moving along. Working on the meeting that will be happening Memorial Day weekend. They will finalize the meeting tomorrow.

Dave wanted to say that they enjoyed the CEDA Annual meeting last week at the winery in the Orchards in Lewiston. Dave has been following the wine industry for many years and has seen how it has grown in Walla Walla. Lewiston/Clarkston has a large potential for the wine industry and it will influence the tourist industry and this area will be economically benefit from it. The Lewiston/Clarkston wineries have received the prestigious AVA award which will make their wine more valuable.

7. Clerk- Shelly Hammons, nothing at this time.

Marty Anderson made a motion that the bills in the amount of \$49,379.40 be approved, Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

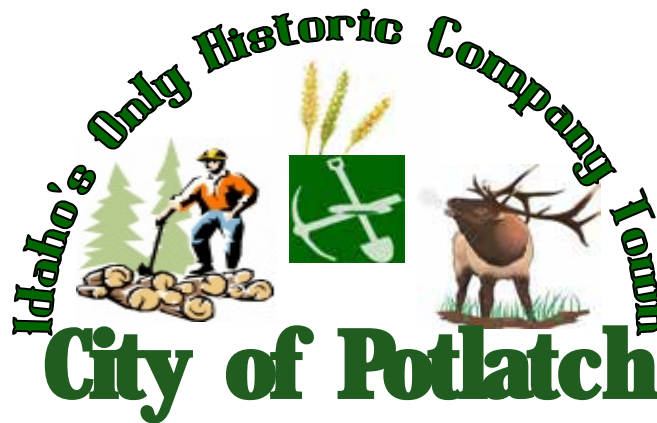
Marty Anderson made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with “all ayes”, meeting adjourned at 8:01 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be May 9, 2016.



Potlatch City Council Meeting

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

May 9, 2016 - 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.

GUESTS: Joey and Austin Comstock, Dave Ostrom: Habitat for Humanity, Aaron and Laurie Quiring and Salie Anderson.

Dave Cada made a motion that the minutes of the meeting minutes of April 25, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

TD&H Engineers will be the sidewalk inspectors on the Phase I Sidewalk Project. TD&H sent a contract to be signed for the sidewalk project. ITD doesn't allow the design engineer to be the inspectors of a project.

Dave Cada gave the Mayor permission to sign the contract with TD&H Engineering, Joan Bender seconded the motion, the motion was approved with "all ayes".

The Potlatch Food Pantry would like to start building their Food Pantry building but they would like the lease agreement approved. Will Herrington, City Attorney, is working on the lease agreement. They would like to start excavating and Gary Anderson doesn't want to start until a lease agreement is signed. The Council agreed that they would approve a one-year lease at this time. Joan Bender said that they will start digging the foundation next week.

Marty Anderson made a motion that the City draw up a one year lease agreement with the Potlatch Food Pantry until Will Herrington has a chance to create a long-term lease agreement. Dave Cada seconded the motion, the motion was approved with “all ayes”.

The Council discussed the two lots that Nancy Howard donated to the City on Ponderosa Drive. It was agreed that the City will donate the two lots to Palouse Habitat for Humanity to build one home on each lot. According to Dave Ostrom, they will pour one foundation this fall and build one home in 2017. The other home will be built in 2018. The City will have to have a Public Hearing in order to donate the two lots.

Dave Cada made a motion that the City hold a Public Hearing to donate the two lots to Palouse Habitat for Humanity. Palouse Habitat for Humanity will then do the surveying of the two properties and change the plats at their cost. Joan Bender seconded the motion, the motion was approved with “all ayes”.

The Mayor told the Council that the two shower rooms in the RV Park were repainted inside last year in the Idaho Department of Parks and Recreation grant. The paint is peeling off of the walls in sheets. Nathan's Painting was the contractor for the job and he used the best Sherwin Williams Paint and has also had the Sherwin Williams representative look at the job to get his opinion. The opinion is that there needs to be heat and adequate ventilation in the bathrooms and shower rooms for the paint to adhere to the walls. The ventilation needs to be a high speed fan to move the moisture out. Dave Cada said that the City needs to obtain several estimates on the cost of a heat system and a ventilation system for the RV Park bathrooms and shower rooms.

Two young men, Austin Comstock and Aaron Quiring, attended the Council meeting and talked with the Council about the possibility of them building a Skate Park on the property next to the Potlatch Food Pantry building that is going to be built. The boys had attended a Potlatch Recreation District meeting last month asking them for help to build a Skate Park.

They showed the City Council their design for the Skate Park and said that they will be writing a proposal to submit to the Tony Hawk Foundation to apply for a grant to build the Skate Park. The two boys' idea is to build a 3,000-5,000 square foot Skate Park. They estimate that the cost of the Skate Park at that size would be approximately \$120,000. They are more than willing to earn the money and have fundraisers for this endeavor. Salie Anderson was at the Council meeting speaking for the Potlatch Recreation District and she said that

the District is willing to help fund part of the project but they can't fund the whole project. The Council talked about this idea and said that they would like to see the park be dug this year and see if the kids like the idea of a bike/skate park in the dirt. Marty Anderson suggested that the City contact ICRMP regarding the Skate Park to see what the liability is.

Dave Cada made a motion that the City allow the young men to start building a Skate Park on the property adjacent to City Hall (next to the new Potlatch Food Pantry building site). Joan Bender seconded the motion, the motion was approved with "all ayes".

Taylor Engineering, Inc. is merging with Parametrix and they sent a new contract for the Phase I Sidewalk Project for the City to sign.

Marty Anderson gave the Mayor permission to sign the new contract with Parametrix on the Phase I Sidewalk Project, Dave Cada seconded the motion, the motion was approved with "all ayes".

REPORTS:

1. Mayor-David Brown, Aqua Lawn turned the old sprinkler system on in the Scenic 6 Park and found that there is a small leak and the plastic turn on valve has been broken. The cost to repair this will be \$600.00. The Council discussed this along with Salie Anderson from the Potlatch Recreation District (the District put lots of money into the baseball fields where the sprinkler system is). It was decided that the City and the Rec. District will share the repair cost.

The Mayor told the Council that there are many projects right now and Tom Andres is stressing out on how to complete them all. They are going to be hanging the wallboard in the pool this week.

2. Parks - Joan Bender, Joan asked Dave Cada how the work was going in the Lion's Park for the Country Music Festival. Dave said that the Potlatch Recreation District has given the Festival committee money to make the needed repairs in the park. They will have to pay an electrician to wire a new power pole in the park. The Boy Scouts have agreed to help with the repairs. The Country Music Festival committee is grateful to the Potlatch Recreation District for their help with the repairs and also grateful to the Boy Scouts for their help making all of the repairs in the Park.

Dave has been working with Garrion Harrison on his senior project by building a Bocce Ball Court in the Scenic 6 Park. They have the court built and are waiting for George Lisher to deliver the gravel this week. Garrison must present his finished project to the school by May 12. Garrison must have his project completed in order to graduate this year.

3. Pool & Cemetery - Dave Cada, Tia McKinney is hiring six or seven lifeguards for this summer so that the crew won't have to work such long hours.

4. Charles Johnson - Water & Sewer, all ok with the water or sewer.

5. Streets - Martin Anderson, asked if Tom Moore, City Engineer, has been working on the engineering to repair the streets? The Mayor said that Tom Moore was here several weeks ago looking things over. The Mayor asked the Council when should the City ask Poe Asphalt to come and repair the streets? In the bid to repair the streets, the Mayor didn't think that they had included paving around the valves and manholes. Also, there have been several people asking about having their dirt streets graveled. The Mayor would like to see Ponderosa Drive graveled again and the cost would be about \$1,000.

Motley-Motley will be paving the walking path and they must be done by the end of June for the Idaho Dept. of Parks and Rec. grant requirements. Shelly will contact them and remind them of the timeline requirements.

6. Scenic 6 -David Cada, Dave told the Council that the WIMHPG has won the Idaho Gives grant for the most donations given on May 5. They received \$2,750 in the grant and also \$6,745 in donations from people who donated through the Idaho Gives website. They also received \$1,180 from people walking into the Depot and giving donations. The total amount donated was \$10,645. This will allow them to complete the bathroom upstairs and put a rug in the hallway upstairs.

The Riverside Country Music Festival has kicked off a fundraising drive. The date for the Festival is August 6 and they have all of the bands lined up. There has been a brochure made along with a flyer of the festival announcement. They are sending letters to the businesses in the area asking for donations for the festival and they would love to have the City

be a sponsor for the event. There has been many people excited about the quality of the bands that will be performing and many people have said that they will be attending and bring people.

7. Clerk- Shelly Hammons, told the Council that the 21st Century grant committee has placed an ad in the Moscow-Pullman Daily news asking for applications for the Program Director, the 20 hour a week Program assistant and the 10 hour a week financial person. Several applications have been received so far. The Potlatch Landing After School Program will start July 1, 2016. This is a five-year grant opportunity for the after school program.

The Mayor explained to the Council that there is an issue between Vern Johnson and Lois Johnson regarding the utility connections going to the house on Ponderosa Drive. The water and sewer lines going to the house are running across the land that Vern Johnson owns. The Council discussed this and decided to contact the City's attorney for advice.

Dave Cada made a motion that the bills in the amount of \$26,393.50 be approved, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

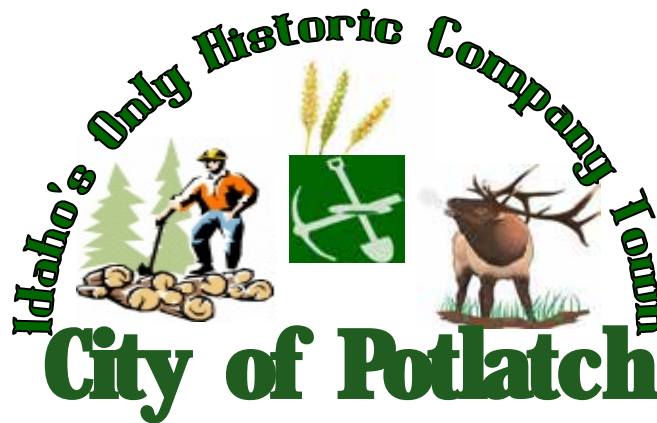
Marty Anderson made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with "all ayes", meeting adjourned at 8:18 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be May 23, 2016.



Potlatch City Council Meeting

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

May 23, 2016 - 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. Martin Anderson was absent.

Also present: Shelly Hammons.

GUESTS: Tom Bender.

Dave Cada made a motion to accept the Amended Agenda with the changes noted, Joan Bender seconded the motion, the motion was approved with "all ayes".

Dave Cada made a motion that the minutes of the meeting minutes of May 9, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Joan Bender made a motion that the address be recorded as follows:

435 Pine Street, Delfred Cone & 510 Pine Street, Potlatch Food Pantry

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

Charlie Johnson introduced a Resolution for the City Council to apply for the Phase II Sidewalk Enhancement Project through the TAP Grant with the Idaho Transportation Department. The Mayor told the Council that the City will have to obtain an easement for the Merrell Enterprises property. The Mayor and

Shelly met with Ken Helm and Shawn Smith this morning to review the application for the Phase II TAP Grant.

Charlie Johnson made a motion that the City adopt Resolution No. 2016-5-23 and authorize the Mayor to sign the Phase II Sidewalk Enhancement application for TAP Grant funds. Joan Bender seconded the motion, the motion was approved with the following roll call vote:

Charles Johnson, aye; Dave Cada, aye; Joan Bender, aye; Martin Anderson, absent

The Council discussed the Safe Routes to School report that was adopted in 2011. After the Mayor highlighted the Safe Routes to School report for the Council and they discussed the value of the report.

Dave Cada made a motion that the City re-adopt the Safe Routes to School report, Joan Bender seconded the motion, the motion was approved with “all ayes”.

There will be a Public Hearing this Friday, May 27, 2016, at 10:30 a.m. on donating the two lots to Palouse Habitat for Humanity. There will be a Special City Council meeting at 11:00 a.m. on May 27.

REPORTS:

1. Mayor-David Brown, nothing at this time.

2. Parks - Joan Bender, said that she heard that there was a camper in the RV Park that was flooded with sewage. The Mayor said that happened last week. The camper is owned by James and Vicki Berks. They had a Y connection hooked up to their yard faucet with a control lever that switches the flow into one hose or the other hose. There were two hoses connected to the Y connection, one of the hoses was screwed into the fresh water system and one of the hoses was screwed into the septic system. JT Berks had been in City Hall in April saying that his handle on the yard faucet had broken and they didn't have any water pressure. Shelly called Tom on Monday, May 16, and reminded him again about the two issues that Mr. Berks had.

Tom and his maintenance crew went down to the RV Park to repair the yard faucet and discovered that it now had a handle at Mr. Berks spot. What Mr. Berks had done was go to a different RV spot and take a handle off of that RV space yard faucet and put it on his yard faucet.

While looking at the Berk's yard faucet, Tom showed Mrs. Berks who was in the RV at the time they were working on the yard faucet, how to adjust her yard faucet to allow more water pressure into their unit. Tom then went to the other RV spot and was putting a new handle on that yard faucet in Space # _____, Mrs. Berks hollered at Tom that she didn't have any drinking water now since he got done working on the pressure valve so Tom sent Brennan over to turn the water on.

While working on the Berk's yard faucet, the little control lever on the Y connection got switched to the hose that was connected to the sewer system. When Brennan turned the water on the yard faucet, the water then was flowing into the sewer system and not the fresh water system. Mrs. Berks heard gurgling in her toilet and went to investigate and when she lifted the lid, sewage came out of the toilet like a geyser and doused the bathroom and flowed under the toilet, sink and bathtub and all over their floor in the bathroom and some in the kitchen. Sewage shot out the outside vent pipe and flowed out and doused the top of the RV and dripped down the sides of the RV on the slid out and the sides of the camper.

ICRMP insurance was called and the Mr. Berks submitted a claim for the damage. Mr. and Mrs. Berks were put up in a hotel in Moscow and their camper is in Lewiston to be repaired.

Joan talked to the City Council about the Lease Agreement that was drawn up by Will Herrington. The Potlatch Food Pantry Board of Directors met today with six of the seven members present and they discussed the Lease Agreement. After much discussion, the Potlatch Food Pantry Board decided to give the building to the City and they will lease it with the current working in the lease that they now have with the City. They said that this new Lease is would cost them too much money with all of the requirements that are written into the Lease: The Food Pantry would have to pay for snow removal, grass maintenance, electricity, etc. The Food Pantry agreed that they would pay the electric meter fee if the City would pay for the electricity every month. They are going to start digging the foundation this Friday, May 27. The building will have Hardy Plank as siding and be painted the same color as City Hall. The roofing material will also match City Hall along with the railing on the porch of the Food Pantry building will match City Hall. The

Council agreed that the City would accept the building and make a new Lease Agreement to be on the next City Council agenda.

3. Pool & Cemetery - Dave Cada, hasn't had time to go up to the pool. The Mayor said that Bryngelson Concrete has finished with the deck repair. The maintenance crew has been working on putting up the new bathroom boards in the bathrooms and they are filling the pool today.

4. Charles Johnson - Water & Sewer, everything is flowing good.

5. Streets - Martin Anderson, absent.

6. Scenic 6 -David Cada, the Train Convention will start this Wednesday and run through Saturday. They have been working on this for two years. Today they had gone to the Latah County Historical Society and borrowed photos to place in the WIMHPG Depot for this week's event. Saturday the group will be in Potlatch touring the Depot and City Hall. Potlatch will provide lunch for the attendees and then they will take a bus ride to St. Maries and then back to Moscow.

The Country Music Festival is going ok.

7. Clerk- Shelly Hammons, the Association of Idaho Cities Annual meeting for elected officials will be June 22-24, 2016, in Boise.

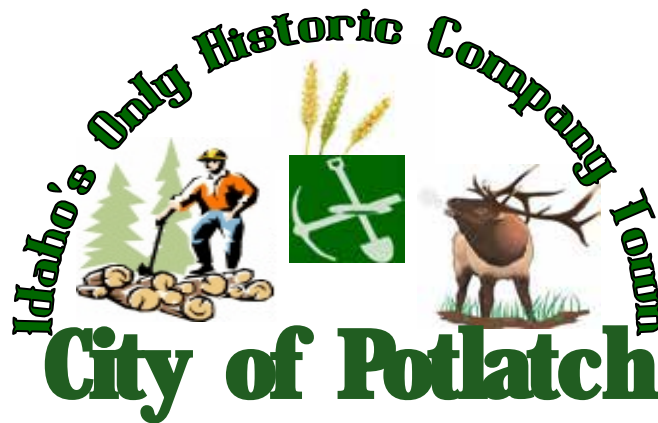
Dave Cada made a motion that the bills in the amount of \$30,656.66 be approved, Joan Bender seconded the motion, the motion was approved with "all ayes".

Joan Bender made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with "all ayes", meeting adjourned at 7:43 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer
The next Council meeting will be June 13, 2016.



Potlatch City Council Meeting

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

June 13, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Christine Frei, Executive Director of Clearwater Economic Development Association (CEDA).

Dave Cada made a motion that the minutes of the meeting minutes of May 23 and May 27, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Christine Frei attended the Council meeting to explain the process that CEDA will be going through to complete the City's Comprehensive Plan. Christine gave everyone a handout with the different steps involved and what is required by the State of Idaho.

Latah County has given CEDA the funds to do Comprehensive Training in Latah County. CEDA is also receiving funding from USDA Community Development. The goal of the Comp Plan completion is "to help you help yourself" and there will be public meetings along the way. Christine would like to meet with the Comp Plan Committee in July. The planning group should consist of three to five people. The Mayor and Dave Cada will sit on the committee.

Christine brought the Professional Services Contract for the Council to review. Christine suggested that the City's attorney review the contract. The contract will need to be signed after it is approved.

The Mayor explained that Andy Frei has sold his internet business to Palousetronics/Leader Communication LLC. Andy has a satellite on the Scenic 6 Depot in the park for internet service. This sale will give the other company rights to the satellite on the Scenic 6 Depot and will provide internet services to those in Potlatch and the RV Park at no cost to the City.

Dave Cada made a motion that the Mayor sign the contract with Palousetronics/Leader Communication LLC. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

The Mayor showed the Quitclaim Deed to the Council for Palouse Habitat for Humanity for the two donated lots on Ponderosa and Highway 6. The Quitclaim needs to be signed and notarized by the Mayor and Shelly.

Shelly spoke with Dan Carscallan of North Latah County Highway District, Dan is the clerk of the district. The North Latah County Highway District gave the Onaway Road to the City of Potlatch many years ago but there wasn't ever anything filed with the county of that land exchange. Dan said that the Highway District is going to have the road surveyed and then issue a Quitclaim Deed to the City for the road.

The City has applied for the Phase II Sidewalk Project through Idaho Transportation Department's grant funding and the Onaway Road sidewalk is in that project phase. If the City were to receive the grant, the City must own the Onaway Road.

K.J. Hanley, engineer with Parametrix (formerly Taylor Engineering) attended the ITD meeting in Lewiston with the Mayor and Shelly last month. At the ITD meeting, Jared Holyoak talked with the Mayor and K.J. and said that this Phase I Sidewalk Project will have about \$80,000 left over in the grant (\$40,000 under budget and there was a \$40,000 contingency written into the budget). Jared Holyoak said that ITD would like to see the City use that money if possible. In the Phase I project, there was a small sidewalk that had originally been approved from the Scenic 6 Park to the little Lion's Club park across from NAPA. The environmental had also been approved by ITD on that small portion. K.J. is talking with his boss about designing that small portion of sidewalk for this Phase I sidewalk project. K.J. won't be able to start on the design until June 20. The City doesn't know what the cost of designing this portion of the sidewalk will be yet.

The Council discussed this and agreed if we can get it in the project that would be great. They asked when the sidewalk project will begin and the Mayor said

that it should start soon. Dave Cada asked if it all falls through, does the City have to give the money back to ITD? Yes.

REPORTS:

1. Mayor-David Brown, the Mayor told the Council that he terminated John Burnett last Wednesday, June 8. Scott Holbrook has been hired for seasonal help. Tom Andres would like to see Scott hired full-time as Tom is expecting to retire in four-five years. There is enough work in the summertime for three men as there is so much maintenance in the park. If Scott were to be hired full-time the wage would be \$15.38/hour. The City has also let Fred Argelan go now that Tom Andres passed his Land Application License exam, Fred was the contract operator for the Land Application site.

The Mayor and Tom Andres are going to drive around Potlatch and mark the streets where Poe Asphalt will be paving. The street project should start in the next few weeks.

James Huggins is building the Frisbee Golf Course in the Scenic 6 Park for his Boy Scout Eagle Project.

Bonnie Rohn approached the Mayor last week about the room that the Food Pantry will be vacating when they get their building completed. The Potlatch Historical Society would like that room and they would vacate the Volunteer Room but still store their things in the City Hall basement. The Council discussed this and agreed that the Food Pantry room is a prime spot for someone to rent.

Robert Tunnicliff, an attorney in Lewiston, was in City Hall today and he would like to use a room at City Hall several times a week. The Mayor said that the City will work with him and find him a location. There is the room that the City fixed up for the Planning and Zoning Committee and they don't use it or Mr. Tunnicliff would be able to use the Council Chambers. Mr. Tunnicliff would bring his own laptop to work on.

The Mayor met with Jim Lemiux of Potlatch Corporation this afternoon. Jim would like the City to buy land and the price would be \$7,500 per acre. Jim will have Rim Rock Consulting survey the piece of property that the City asked about last year. Jim is still talking with his bosses about Potlatch Corp. donating the Mill Road to the City. They don't understand why the City needs the road and why the City won't

purchase the road. If the road were donated to the City, the City would be able to apply for a Commerce grant to pave the road but the road would directly benefit Potlatch Corporation in the sale of their property. The Mayor is thinking that if the City purchased the land from Potlatch Corporation, then the Lion's Club would be able to have Potlatch Days on that property in the future.

2. Parks - Joan Bender, nothing at this time. Marty asked if the walking path would be paved by Potlatch Days? The Mayor said there is a possibility that it won't be. Motley-Motley is waiting for the ground to dry out before they bring in their paving equipment. Motley-Motley also needs to pour two pads for the exercise equipment around the walking path.

3. Pool & Cemetery - Dave Cada, they had a good first meeting with the lifeguards at the pool and they are a good bunch of people. The kids want to make sure and have a party this year at the end of the season.

Tia asked about purchasing umbrellas for the pool and Dave asked her to get some prices together. Dave asked Shelly if she got the prices? Tia has already purchased the umbrellas for the pool.

4. Charles Johnson - Water & Sewer, everything is flowing good.

5. Streets - Martin Anderson, just wanted to know when the paving will be done on the streets and we have already discussed that. Marty would like Poe to pave over to his sidewalk and he would pay for the extra amount of paving. Shelly will have Poe call Marty when they are starting to pave. Joan said that the Food Pantry would also pay to have the street paved over where the water and sewer connections went in on Pine Street. Joan said that the water and sewer connections went in smoothly for the Food Pantry building.

6. Scenic 6 -David Cada, the Railway Convention that was in Potlatch on Memorial Day has been a good thing for Potlatch. Potlatch has received good State recognition and will receive National recognition. They had borrowed photos from the Latah Historical Society and made copies of those pictures to hang in the Depot.

The Country Music Festival is going well. They have meetings every week and have received several large donations: \$1,500 was donated by Potlatch Corporation and \$1,000 was received from Latah Federal Credit Union. Other donations are also coming in.

7. Clerk- Shelly Hammons, Shelly explained that she had met with Kelli Loftus who is the fiscal agent for the 21st Century Potlatch Elementary After-School Program. The City of Potlatch will be the fiscal agent for the 21st Century Potlatch Landing After-School Program and this was helpful to have Kelli explain the process. Last week one person was interviewed for the Program Director's position and there has been one other application received. The program is scheduled to begin July 1 and there will be a meeting in Boise that the Program Director and someone else will be attending.

Martin Anderson made a motion that the bills in the amount of \$18,978.14 be approved, Dave Cada seconded the motion, the motion was approved with "all ayes".

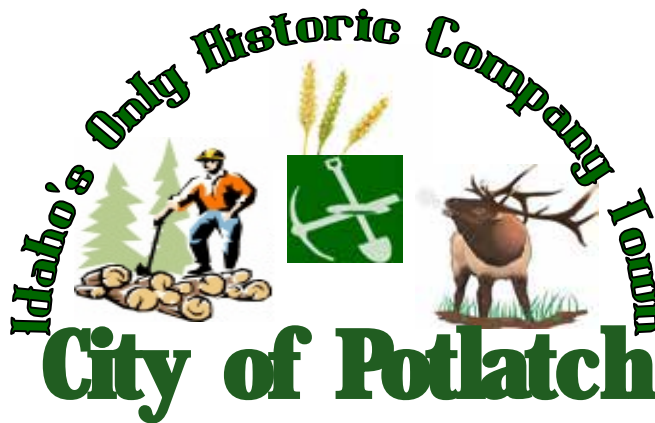
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with "all ayes", meeting adjourned at 7:55 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be June 27, 2016.



Potlatch City Council Meeting

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

June 27, 2016 - 7:06 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Bonnie Rohn, Joe Rohn and Shirley Normington.

Dave Cada made a motion that the minutes of the meeting minutes of June 13, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Shirley Normington came before the City Council with Bonnie Rohn and Joe Rohn asking the City to help pay for the light that is being installed by Michael Montgomery. The cost of the light is \$260.00 and it is a light that can be shut off.

Marty Anderson made a motion that the City pay the \$260.00 to have the light installed on the outside of the Senior Center, Dave Cada seconded the motion, the motion was approved with "all ayes".

The Potlatch Planning & Zoning Commission made a recommendation to the City Council that Michael Montgomery can continue his project without having a Public Hearing for the land split between Merrell Enterprises LLC and Michael Montgomery. There is a condition included that if Michael Montgomery were to split his property in the future, that he must bring plats to Planning & Zoning before the land is split.

The Council talked with Michael Montgomery about his plans for the land. Michael is going to be putting in a shop. The Mayor asked if he will be using the same entrance as Merrell's to enter his property? Mr. Montgomery said that he will be putting in a new entrance and the Mayor told him that there are standards that he must follow. The Council told Mr. Montgomery that we will need an easement along his property for the sidewalk project.

Dan Carscallen is working on getting the Onaway Road recorded as the City's property. The County gave the road to the City 10 years ago but nothing was ever recorded.

Dave Cada made a motion that the Council proceed with the recommendation from the Planning & Zoning along with waiving the requirements for a Public Hearing. The City won't charge Michael Montgomery for the Short Plat application. Joan Bender seconded the motion. The Mayor asked for a roll call vote:

Charles Johnson, yes; Dave Cada, yes; Martin Anderson, yes; and Joan Bender, yet.

The City is going to bill Palouse Commercial Realty to pay the attorney fees on this land split. The Council told Michael Montgomery that he must apply for a Building Permit and as soon as his plans are approved through the Building Inspector, he can proceed with putting up his building. There is a stub-out for sewer on the property.

The Mayor had a call from a neighbor of Tobias and Hope Johnson. They have vehicles parked all along their property: cars, trucks and there is a camper trailer parked in the Mormon Church parking lot. There are many logging trucks parking along the City's streets taking up a lot of room in the road, there is a rule that there aren't supposed to be any logging trucks on the city streets. The trucks leak oil and other hydraulic fluid and if there are two trucks parked on the same road there really isn't any room to get by them. The Council discussed this and said that the City should send friendly letters to the residents, that would be a good way to start.

The Council discussed the fees and rates that the City already has in place. In the Planning and Zoning fees there is only one place where it has an attorney fee. The City needs to compare our fees with other cities and be on the same schedule as the other cities in the area.

There was a “Dangerous Building” attached to the property that Michael Montgomery just purchased. The “Dangerous Building” was placed on the property by the City’s building inspector at the time (Latah County Planning and Building).

Marty Anderson made a motion that if the City’s receives something written by Will Herrington that the Mayor would sign it, Dave Cada seconded the motion, the motion was approved with “all ayes”.

The Mayor told the Council that Will Herrington’s attorney fees will increase starting October 1.

Joan Bender made a motion that the City adopt the following addresses:

Address for Lion’s Club Park: 960 Ponderosa Drive

Address for Fred and Gail Pollard (old Lutheran Church): 625 6th Street

Address for Shirley Fruit: 715 10th Street

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

Dave Cada made a motion that the Mayor sign the contract from the Idaho Department of Parks and Recreation for the RV grant that the City received. The grant was awarded in the amount of \$178,842 and the City’s match will be \$30,347. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

REPORTS:

1. Mayor-David Brown, the Mayor talked to the Council about all of the old trees around Potlatch. Ted Millick was in last week and there was a tree limb on Ted’s neighbor’s car. The Council discussed this and agreed that the Mayor should talk with Harold Osborn or John Krebs about all of the old trees in the city. It will be costly to trim all of the trees.

There was a meeting with ITD, TD&H and the contractor on the sidewalk project last week. The contractor will begin the sidewalk project on July 11. There was money left over in the grant and K.J. Hanley from the little park across from NAPA. The cost to have K.J. design the small portion is \$3,770. The sidewalk project is a 35 day contract.

Motley-Motley is scheduled to be in Potlatch the middle of August to pave the walking path.

The Mayor met with Jeff Circa, School Superintendent, about the handicapped walkway. Poe will be paving at the school starting August 5.

The Mayor met with Bryan Bryngelson last Saturday about the concrete pads that he will be pouring in the RV Park. There is a problem with the concrete runners that were in the grant. Tamara Minor, Building Inspector, wants the City to pour whole foundations for the cabins. This wasn't included in the budget. Bryan is talking about pouring a Monolithic foundation for each cabin if Tamara approves.

Tom and his crew poured two concrete slabs for the exercise equipment along the walking path.

The Frisbee Golf Course is completed thanks to James Huggins, Eagle Scout project. This is a nine-hole disc golf course in the Scenic 6 Park.

Nathan Lloyd, another Eagle Scout, has completed the two entrance signs into Potlatch.

Tom and his crew will be moving the Scenic 6 Park sign closer to the road. They will put a new RV Park sign next to it and also the rules for the Frisbee Golf Course.

The City is collecting a lot of surveys from the RV Park campers. When they leave, the campers fill out the survey with suggestions. The Idaho Department of Parks and Recreation suggested that the City conduct these surveys and then when submitting for more RV grant money, the surveys would be included in the grant application.

The sprinkler system hasn't been turned on yet in the Scenic 6 Park. No one knows how to run the system yet.

The Camp Hosts, Jim and Arlene Starr, will be staying through the winter. They would like to have a small shed to store their stuff in.

2. Parks - Joan Bender, the Food Bank received a quote to repair the Pine Street road and the cost will be \$1,890.

The Council agreed that the Mayor sign the contract with Leader Communications for internet service in the RV Park. Many of the surveys

that are coming back have been asking for internet service in the RV Park.

3. Pool & Cemetery - Dave Cada, the deck at the pool is all fixed and it looks nice. The interior in the bathrooms have been fixed too and that has made a big improvement. The weather hasn't been cooperating for swimming.

4. Charles Johnson - Water & Sewer, everything is ok.

5. Streets - Martin Anderson, Marty asked about the street repairs? The Mayor and Tom Andres drove around town and marked all of the streets that are going to be repaired in August.

6. Scenic 6 -David Cada, they are focusing on the Country Music Festival and having weekly meetings. They are advertising now and a press release just went out to Country Music Stations in the area.

7. Clerk- Shelly Hammons, nothing at this time.

Dave Cada made a motion that the bills in the amount of \$9,311.62 be approved, Joan Bender seconded the motion, the motion was approved with "all ayes".

Martin Anderson made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with "all ayes", meeting adjourned at 8:23 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be July 25, 2016.



Potlatch City Council Meeting

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

July 11, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Steve Banks.

Dave Cada made a motion that the minutes of the meeting minutes of June 27, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Steve Banks is the representative in Moscow for the Human Rights Commission which is a spinoff of the Human Rights Task Force. Mr. Banks came to the Council to introduce himself and explain what he does. Mr. Banks is the liaison between the small cities and Moscow. His position is funded by the City of Moscow. If there are any concerns or questions for the Moscow City Council, contact Mr. Banks. Mr. Banks would like to organize an e-mail list to forward information regarding any activities in Latah County: demonstrations, religious freedom, issues and training for City Council. The Mayor asked Mr. Banks if he would like to participate in the National Night Out Against Crime on August 2?

Aubrey and Weston Comstock attended the Council meeting. Weston is a Webelo Scout and he is attending the meeting to see what the issues are in Potlatch.

Marty Anderson made a motion that the Mayor sign the III-A agreement, Dave Cada seconded the motion, the motion was approved with "all ayes".

The Mayor told the Council that he has been working on the budget for FY16-17 and as he was looking through the utility bills, found a few discrepancies. The WIMHPG Railroad Depot is being charged for one water connection and one sewer connection. There are getting to be many businesses in the upstairs of the Depot and they should be treated like the other businesses in the City. In the North Pass Mini-mall, all nine businesses must pay their own water, sewer and garbage bills. Floyd's grocery store, Codi Jo's Wagon Wheel, Four Star Supply, Busch Distributors, etc. all pay a business rate for their utility services. The old Brown Hut building is for sale and when that sells, they will be paying for three utility services. Dave Cada said that at this time, there is only one bathroom in the Depot and there are four businesses in the Depot.

The Mayor explained that when the water project was done, USDA Rural Development and Idaho Rural Water Association worked with the City on the drinking water and sewer rate structure.

Also, the Mayor discovered that Carter's (by the high school) are paying for one water connection but the Antique Store and the trailer are on a well. The Mayor said that the City Ordinances state that if you live within so many feet of the water line, you must hook up to City services. Shelly will check with the City's attorney about these water hookups.

Joan Bender asked why Onaway pays a fee to the City? The Onaway sewer system is hooked into the Potlatch sewer system and the City of Potlatch processes their septic in the Potlatch lagoons and land application site. Onaway must pay for this service and also pay a portion for the sewer upgrade loans from Idaho Department of Environmental Quality and USDA, Rural Development.

Aqua Lawn will be in Potlatch soon to teach us how to use the irrigation system.

The City has been working on the Swenson Park. WSU students designed the park and Jim McMillan made the iron sign. Sharon Howard (who donated the land) asked when the park would be completed? The City had told her it would be a two year process because there wasn't money in the budget for it. Mrs. Howard has donated \$5,000 to the City for improvements on the park. The Mayor is going to talk with Denny Dawes about donating native plants for the park and John Burnett will be working on the park.

REPORTS:

1. Mayor-David Brown, the Mayor said that the City lets the Lion's Club use the little building they are in rent free. The weeds around the building are very tall and they should groom the grounds outside of the building. Joan said that she thought that it is in the lease agreement that they must maintain the building and the landscape.

The contractor was supposed to start work in Potlatch on July 11 but they aren't here yet. Traffic control will start on Cedar Street. There may be some money left over in the grant to pave from the Scenic 6 Park to the turnout area across from NAPA.

Bryan has already poured the parking slabs in the RV Park. We are still working with Tamara Minor, Building Inspector, on the cabins that will be built.

The Mayor hired John Burnett back as a seasonal worker. Scott Holbrook quit to go logging.

Tom has moved the Scenic 6 Park sign closer to the highway along with a new Scenic 6 RV Park sign. They are going to be putting lights on the sign in the next few weeks to make it easier to see from the highway.

2. Parks - Joan Bender, park looks fine. The Food Pantry has really been blessed the last few weeks. They received a \$1,500 donation from Avista, \$3,500 from Schweitzer Engineering and a \$10,000 grant.

3. Pool & Cemetery - Dave Cada, as far as the pool, there has been good attendance even though the weather has been cool.

4. Charles Johnson - Water & Sewer, everything is good.

5. Streets - Martin Anderson, Marty asked about the street repairs. The Mayor said that we have the repairs marked out and are waiting on the pavers.

6. Scenic 6 -David Cada, the Scenic 6 is working daily on the Country Music Festival. The Day at the Depot (Speeder Day) was well attended. It has been 15 years since the group formed and bought the Depot. They are now at the point of substantial completion for the whole building. The day was phenomenal came from Canada, Washington, etc. They had a video playing with pictures of the Depot renovation from 2001 through 2016. The speeder rides were all day, bands played all day and in the

evening they had a dinner at the Rebekah Hall. They received a lot of compliments. There are historical photos hanging on the walls in the Depot, many that Dave hasn't seen before. Brett Hogaboam and Bob Marr are working on an aerial video for the Depot Group that they will upload onto You Tube.

Dave said that on Thursday there is going to be a National Car Rally stopping in Potlatch at the Depot. There will be 80 cars and it is a fundraising event. Last year they were in the Smokey Mountains in Tennessee.

7. Clerk- Shelly Hammons, nothing at this time.

Joan Bender⁴ made a motion that the bills in the amount of \$14,258.59 be approved, Marty Anderson seconded the motion, the motion was approved with "all ayes".

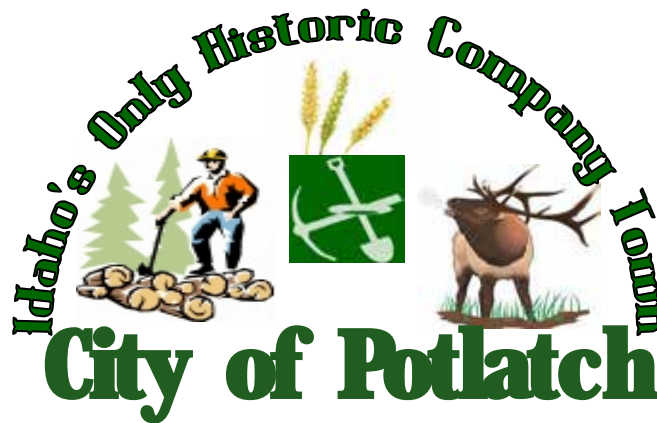
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with "all ayes", meeting adjourned at 7:50 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be July 25, 2016.



Potlatch City Council Meeting

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

July 25, 2016 - 7:04 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: None.

Dave Cada made a motion that the minutes of the meeting minutes of July 11, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

The Mayor explained to the City Council that the ITD grant for the sidewalks had money left over after the contract was awarded. There was a 15% contingency factored into the bid and the contract came in under the engineers expectation.

The first day on the job, the contractor started finding things wrong. Part of the contingency will be used to made grade to up the road a little more on the sidewalk going up to Cedar street. There are steps to redo that weren't in the design and along Larch Street there was water when they dug down under the current sidewalk. Tom Andres said that there has always been water in that spot but not sure where it is coming from since the road is on a hill. The Mayor had a telephone conference call with ITD about the sidewalk from the Scenic 6 Park to the little Lion's Club Park across from NAPA. If there was enough money left over, the best scenario: the contractor will put a curb and gutter in and then put the gravel in where the sidewalk should go. The City would be able to have that paved by a concrete firm later on. Bryan Bryngelson said that

it would cost approximately \$9,000 to pour the sidewalk but the price may go up later on.

The National Guard called the Mayor today and said that the weekend of the Country Music Festival they will be having a training session down on the Potlatch Corp. land. The Mayor asked them to come to the National Night Out-Against Crime event and they will try and have something.

The Mayor talked to the Council about the proposed budget for next year. The Mayor said that the Council doesn't want to raise rates but he is proposing to raise the rates \$1.00 per month for the water base rate, the sewer and the three different roll cart sizes. Onaway would also be raised \$.50 to \$1.00 for their sewer processing. The Council discussed the potential rate increases and their own personal experiences with their increases: insurance will be going up \$15.00 per month. People will spend over \$4.00 on a Starbucks coffee. The Council agreed that it is better to raise the rates a moderate amount to put money away for contingency. The Mayor said that when the residents voted for the Sewer Bond in 2006 for the new sewer system, the proposed sewer rate at that time was going to be \$85.00 per month just for sewer alone and the residents voted for the Bond and it passed.

He said that USDA, Rural Development would like to see the City save 5 or 10% per year for a slush fund and that has never been in the budget. The Council reviewed the proposed budget for FY 2016-2017 and Shelly will publish the Proposed Budget twice in the Moscow Pullman Daily News. The FY 2016-2017 budget also includes a 2% wage increase.

The City needs to review how much it costs the City for the crew to go around and pick up yard waste every morning as a service to the residents. How can the City collect money for this service?

Carol Pettibone stopped in at the shop and talked to Tom about the summer maintenance crew and she feels that the City isn't paying the kids enough money. The Mayor said at this time, there isn't enough money in the budget to pay any more.

The Mayor said that the RV Park walking path will be repaved and the maintenance crew has to trim the trees along the path and kill the weeds in the path and by the path. One summer kid already quit last Friday and another one is going to quit this Friday. The City is down to Tom, Brennan and two summer maintenance kids. The paving crew will be there to pave on August 15 and the City must be ready.

The Mayor has been working on the RV Park cabins (which were included in the RV Park grant) and the building inspector wants a full foundation for each cabin, there wasn't money in the budget factored in for a full foundation. The cabins will be tied down to make them safe. He said that the Building Inspector works for the City and the City abides by the International Building Code and we will build everything to standards. The electrical hookups will be built like a camper where you plug in the electricity when you stay in the cabin. The Council discussed raising the rates for the RV Park but tabled it for now. Shelly will contact Tami Johnson with the Idaho Department of Parks and Recreation and ask about rates.

REPORTS:

1. Mayor-David Brown, The Mayor received a letter from a woman who lives in Lewiston and has loved ones buried in the Potlatch Cemetery. She would like the Potlatch cemetery to receive more money in the budget. The cemetery is currently maintained and mowed but there isn't enough money in the general fund to install sprinklers or plant grass.

Shane Anderson still has hay down on the land application site. Until the is picked up, the City can't use the site for wastewater reuse.

2. Parks - Joan Bender, during Potlatch Day large trucks were driving over the sprinkler system. The Mayor went down to the park today to try and turn on the sprinkler system but there are 16 different zones. The Mayor set them to automatic. There is a large bee hive next to the log cabin and there is a broken sprinkler line that has been broken for quite awhile. The Mayor said that Aqua Lawn assured him that trucks would be able to drive over the sprinkler system without damaging the system.

Joan suggested that the City increase the amount of showers in the RV Park. Currently there is only one shower room for women and one shower room for men.

The Mayor said that there are drop offs on the concrete pads in the RV Park and they need to be repaired. The heat pump/air conditioner in the Depot in the Scenic 6 Park doesn't work very well.

Joan said that the City has always wanted to purchase a pickup and the Mayor has included money in the rolling stock funds that the City would

be able to roll together to purchase a vehicle. Paul Stubbs gave the Mayor the web address where a City can go to purchase a vehicle and piggyback off of another City or County bid. The City also needs a nice dump truck.

The Food Pantry building is going good. Their contractor, Greg Unruh, is going to put the roof on for nothing.

The Juicy Fruit gum is working on the squirrels in the park, they are thinning out.

3. Pool & Cemetery - Dave Cada, The pump at the pool went out on the Thursday before Potlatch Day. That is an extra expense that wasn't budgeted for this year. Two years ago the pump also had to be repaired for approximately \$1,000. This time Strom Electric put a phase protector in place which should protect the pump from damage.

The weather hasn't been very good lately and there wasn't a very good turnout on Potlatch Day at the pool. The weather is improving so the attendance will be up when the weather is hot.

4. Charles Johnson - Water & Sewer, it's doing what it's supposed to do.

5. Streets - Martin Anderson, the pavers will be in Potlatch in August to repair the streets.

6. Scenic 6 -David Cada, Dave asked Tom to have his kids take care of the long grass for the Music Festival. The Mayor said that Dave may want to assemble a group of his own for the maintenance at the park for the festival as Tom and the crew is very busy with other City maintenance.

The roof in the park has been repaired and they have been painting all of the buildings and bleachers. The advertising is out in the newspapers, inserts, Coeur d'Alene Press and radio. The tickets are \$10.00 each.

7. Clerk- Shelly Hammons, have been working on the Century 21 After-School Program. Megan Comstock has been hired as the Program Director and Kim Cessnun has been hired as the bookkeeper, both of these women are considered City employees. We are working on their budget as it wasn't written with the benefits included. Shelly will be

flying to Boise with Megan on August 28 for an all-day training on the Century 21 grant.

National Night Out Against Crime will be Tuesday, August 2.

There will be a budget hearing for the FY2015-2016 Budget at 6:00 p.m. on Monday, August 8 and there will be a budget hearing for the proposed FY2016-2017 Budget at 6:30 p.m. on Monday, August 8.

Dave Cada made a motion that the bills in the amount of \$14,252.54 be approved, Joan Bender seconded the motion, the motion was approved with “all ayes”.

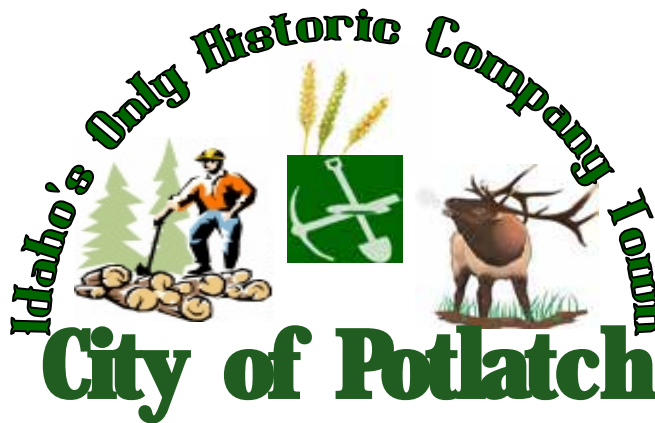
Martin Anderson made a motion to adjourn the meeting, seconded by Dave Cada, the motion was carried with “all ayes”, meeting adjourned at 8:42 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be August 8, 2016.



Potlatch City Council Meeting

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

August 8, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Megan Comstock and Kim Cessnun, Century 21 Potlatch After-School Program.

Dave Cada made a motion that the minutes of the meeting minutes of July 25, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Joan Bender made a motion that the City Council adopt the Revised Budget for FY2015-2016. Dave Cada seconded the motion, the motion was approved with a roll call vote: Charlie Johnson: aye; Dave Cada: aye; Marty Anderson: aye and Joan Bender: aye.

Dave Cada made a motion that the City Council adopt the Proposed Budget for FY2016-2017. Charlie Johnson seconded the motion. The motion was approved with a roll call vote: Charlie Johnson: aye; Dave Cada: aye; Marty Anderson: aye and Joan Bender: aye.

The Mayor read Resolution No. 2016-08-08 to remove the "dangerous building" from the deed. ***Dave Cada made a motion to approve Resolution No. 2016-08-08, Joan Bender seconded the motion. The motion was approved with a roll call vote: Charlie Johnson: aye; Dave Cada: aye; Marty Anderson: aye and Joan Bender: aye.***

Marty Anderson made a motion that the Mayor sign the Release Letter regarding the removal of the “dangerous building”. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

REPORTS:

1. Mayor - David Brown, the City needs to figure out what to do in the Swenson Park since the Howard family donated \$5,000 to help with the construction of the park. The farmer who was harvesting on the edge of the park harvested the baby trees that the fifth graders planted several months ago. He came and apologized to Tom. There needs to be boundary markers on the edge of the park so that this doesn't happen again.

The Council agreed that they would like to see some trails put in and gravel spread on the trails. The Mayor asked Megan Comstock if some of her students would want to take on this project for an after-school project? Denny Dawes has agreed to donate native plants. Possibly use Paul Stubbs' bobcat or rent a walk-behind bobcat. The Council discussed possibly putting in wooden boardwalks?

The paving for the walking path has been pushed back until August 22.

Rim Rock and Tom Moore have been working on the design for the paving of the road in the RV Park. Tyson Koehn will be working in the RV Park tomorrow digging trenches for the electricity to the cabins. In the grant, the City applied for grant funding for six cabins. There is \$6,000 available to build the cabins for material.

Poe Asphalt has been here this week working on the school paving projects. Tom Andres has been marking the streets for the street repair project.

There have been a couple of hitches with the sidewalk project. Four Star Supply isn't too happy about a sidewalk going in front of their business. Large trucks and vehicles have parked out beside the road and they feel that their parking will be compromised. ITD does want to see the sidewalk put in there. Gwen (engineer from TD&H) though that if Four Star Supply would remove their fence then there will be parking inside of sidewalk. They are supposed to keep one entrance to Four Star Supply open during the sidewalk paving project. The Mayor thought that if they used the entrance from the ballfield it would help with traffic flow. The

contractor has stopped working until further notice and this issue is resolved.

The City is still working on getting a curb and gravel on the south side of Highway 6 from the Scenic 6 Park to NAPA if there is enough money in the project. There is a crosswalk from the Scenic 6 Park to Four Star Supply and without a sidewalk on the south side of Highway 6, pedestrian traffic would cross Highway 6 at the existing crosswalk. The Council discussed this and they all agreed that they would like to see the sidewalk on the north side of Highway 6 and a curb and gravel on the south side.

ITD has a project coming up in the future to improve the road from the railroad depot to Hatter Creek. Cynthia Gibson, Walk-Bike Alliance, was in Potlatch last week and spoke with the Mayor for a long time about this ITD Project. Cynthia asked the City to make a public comment on this ITD Project. Cynthia suggested that the City ask that the speed limit not be increased and that the sidewalk from City Hall be extended to the Railroad Depot.

Dave Cada would like to see the City keep applying for sidewalk grants even if the project were a paved path on the railroad side of Highway 6.

Phase II of the sidewalk project will place sidewalks from NAPA on the east side of Onaway Road to the City Limits and then from Elm Street to Ponderosa Drive. Dave Cada asked what would be done with the large existing trees along Highway 6 near Maple Street? The Mayor said that they are on ITD property.

The Middle Park needs to be groomed. The City and the Rec. District have taken over the park.

2. Parks - Joan Bender, nothing in the parks at this time except the Swenson Park that the Council discussed.

The Food Pantry plans on being in their building by October. They would like to have an Open House when the building is completed. They still must purchase a few large items: walk-in freezer. They have have received many grants.

3. Pool & Cemetery - Dave Cada, went up to the pool during the Country Music Festival and there weren't too many people up there. There were many children at the Festival.

4. Charles Johnson - Water & Sewer, Charlie is fixing a leak in the trailer court, everything else is ok.

5. Streets - Martin Anderson, asked about Poe paving the streets. There has been a paving company at the school and they paved the basketball courts and resurfaced the asphalt area at the elementary school. Tom Moore went to the School District this morning to work on the handicapped ramp with the School.

6. Scenic 6 - David Cada, the Potlatch Riverside Festival Association has spun out of the Scenic 6 Economic Development Council to promote country music. Their first goal was to put on a big show and they did that last Saturday in the Ponderosa Park when they had their Country Music Festival. There were large banners promoting the donors of the festival. They did a wonderful job with the Festival and are determined to go forward. They are going to be meeting on August 16 to review their efforts for this year's show and start planning next year's entertainment. Dave said that he has never been prouder of the folks that worked on this year's Country Music Festival. The Festival turned out very professionally done and everyone seemed to have enjoyed it.

They would like to figure out how to provide more shade during the day's event. Possibly put the stage in a different area next year, maybe use a parachute as a covering so that people would be able to get closer to the stage. Dave wanted everyone to know how expensive this festival was to put on: the canopy that they used over this year's stage was \$2,000 to rent for one day. They were glad that they had it over the stage as it rained the night before and there was musical equipment under the canopy and it protected the equipment from getting wet.

Dave said that he talked with Mabel Vogt about the festival being on the same day at the Fiddle Show and Mabel said that they had more people attend the Fiddle Show this year than they did last year and she would like to see them continue to have the festival on the same day.

7. Clerk - Shelly Hammons, Christine Frei from Clearwater Economic Development Association will be in Potlatch tomorrow at 10:00 a.m. to begin the first meeting on the updated Comprehensive Planning.

Marty Anderson made a motion that the bills in the amount of \$47,932.85 be approved, Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

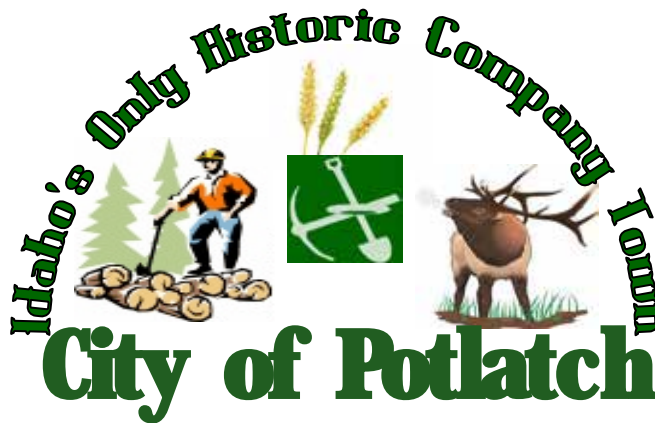
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 7:50 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be August 22, 2016.



Potlatch City Council Meeting

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

August 22, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Dan Foreman, Christine Frei.

Dave Cada made a motion that the minutes of the meeting minutes of August 8, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

NEW BUSINESS:

Christine Frei, Executive Director of Clearwater Economic Development Association, brought binders for everyone and went over the Economic Development training that she will be conducting in the next few months with the City Council. In the notebook, Christine gave everyone a book by Daniel M. Johnson, *Leading Economic Development: A Toolkit for Public Officials and Civic Leaders*. The next session will be on Business Cultures at the City Council meeting on September 26. There will be a Comprehensive Plan meeting at City Hall on September 13 with Christine.

Dan Foreman introduced himself to the Council. Mr. Foreman is running for State Senate for Latah and Benewah County.

The next order of business is a proposed Ordinance whose Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE INCREASING THE AMOUNTS APPROPRIATED TO \$1,792,616.00 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.

Mayor: Is there a second?

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? There wasn't a discussion on the proposed ordinance.

This is a roll call vote: Johnson: aye; Cada, aye; Anderson; aye and 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.

Dave Cada made a motion that the ordinance number 504 be formally adopted.

Is there a second?

Mayor: It has been moved by Dave Cada and seconded by Joan Bender that Ordinance No. 504 be formally adopted.

This is a roll call vote: Johnson: aye; Cada, aye; Anderson; aye and Bender; aye.

The Council reviewed the fees and rates for the City of Potlatch. The suggested changes were made (see attachment). Shelly will schedule a Public Hearing for the rate changes for September 12.

REPORTS:

1. Mayor - David Brown, the sidewalk project is going good. The Contractor talked with the Grange and the entrance that has been closed should open up tomorrow. ITD would like to see the City put a curb in across from the Grange but there won't be enough funds to put the sidewalk in at this time. Several local ITD men were in City Hall this morning concerned about the curb in front of the Wagon Wheel. There wasn't going to be enough room to raise the curb and then have the three steps going into the Wagon Wheel. The curb was lowered so that the first step would be a regulation rise which wouldn't create a tripping hazard.

Motley-Motley will be in Potlatch on Wednesday to pave the walking path and also the road around the RV Park.

The paving and road repair is going good. Mr. Hogaboam was at the Mayor's home at 8:00 a.m., Sunday morning, to talk about paving or grading his street. Elm Street won't be repaired, the crew will be doing an overlay on the entire street. There have been different ideas on Facebook about where to pave in Potlatch. Two of the areas that the City would like to get done in the next few weeks would be: at the cross section of Spruce Street and Memorial Drive where it intersects with Ponderosa Drive. Also repair the big hole at 10th Street and Highway 6. The Mayor proposes to the Council that the City borrow from our funds and repay with interest to get these two repairs completed. The Highway funds that the City receives from the increase in the registration tax, is only supposed to be spent on repairing or maintenance on the streets. Sharon Bunce came into City Hall today and is concerned about the 90 degree angle drop-off where the street was paved in front of her house. The weeks, the maintenance crew will go around and feather out the drop-off areas in the citizens driveways. Marty Anderson, Greg Weller and the Potlatch Food Pantry will all be paying for the paving that was done in front of their places.

Bryngelson Concrete has poured the concrete parking pads in the RV Park and Palouse Septic has installed two more drainage systems. The Mayor and Tom Andres have been working on the irrigation system. The Mayor turned one area off near the RV Park because it was spraying on one of the RVs. There aren't any ground squirrels any more but there are a lot of birds that are playing in the water when the sprinklers are on.

2. Parks - Joan Bender, nothing in the parks at this time. The Mayor praised Tom and Joan Bender for the work that they have done on the fundraising and construction of the Potlatch Food Pantry.

3. Pool & Cemetery - Dave Cada, the last month the weather has been warm and the pool has had great attendance. The Health Inspector did an inspection at the pool last month and there are several items that will need to be addressed before the pool opens next year. The pool shut down on August 19. School will start Wed., August 24. One of the issues is that when the wind blows, it blows a lot of dirt into the pool from the oil and gravel the parking lot.

Dave said that he has looked at the area between the pool and the Ponderosa Park and this could be made into a very nice park area. Possibly put some RV Pads in and cut down the brush. There are high school students with senior projects to complete and several teachers would be willing to help make this into a nice park area.

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

5. Streets - Martin Anderson, asked if the manholes have been raised in the streets that were paved or repaired? The Mayor said that they have been raising the manholes with 2" risers.

6. Scenic 6 - David Cada, there was a Country Music Festival meeting on August 16 and it was voted unanimous to have the festival again next year.

There is an Inland NW Partners meeting in Lewiston on Thursday, September 15, on culinary tourism. Dave and Kenny Cada have already registered for this training.

7. Clerk - Shelly Hammons, CEDA is partnering with the Uofl to have an Economic Development Training at the Lewis-Clark College on September 16. There will be five people attending this training: David Brown, Dave and Kenny Cada, Joan Bender and Shelly Hammons.

Joan Bender made a motion that the bills in the amount of \$37,156.24 be approved, Dave Cada seconded the motion, the motion was approved with "all ayes".

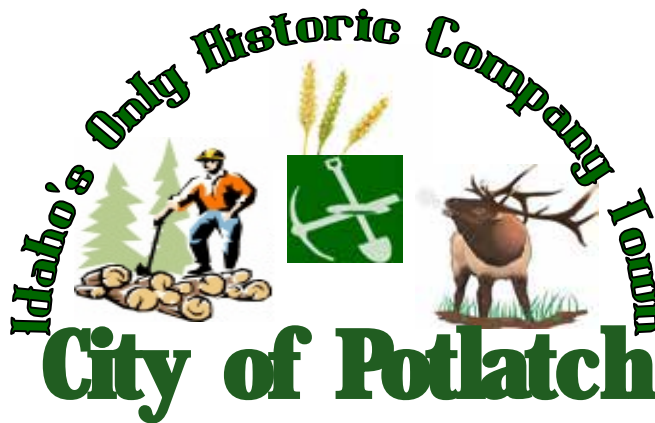
Martin Anderson made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with “all ayes”, meeting adjourned at 8:47 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be September 12, 2016.



Potlatch City Council Meeting

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

September 12, 2016 - 7:26 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender and Martin Anderson. Charlie Johnson was absent. Also present: Shelly Hammons.

GUESTS: Megan Comstock.

NEW BUSINESS:

Dave Cada made a motion that the meeting minutes of August 22, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

Joan Bender made a motion that the two Public Hearing minutes from August 8, 2016, be approved, Dave Cada seconded the motion, the motion was approved with "all ayes".

Dave Cada made a motion that the Mayor sign the agreement with Avista, Marty Anderson seconded the motion, the Mayor asked for a Roll Call vote: Dave Cada, aye; Marty Anderson, aye, and Joan Bender, aye. Charlie Johnson was absent.

Dave Cada made a motion that the fees and rates be adopted according to Resolution No. 2016-09-12 and that the City adopt Resolution No. 2016-09-12. Joan Bender seconded the motion, the Mayor asked for a Roll Call vote: Dave Cada, aye; Marty Anderson, aye and Joan Bender, aye. Charlie Johnson was absent.

Mrs. Foster was in City Hall last week and she has been having trouble with delivery people being confused where she lives because Memorial Drive is not

her address (she lives on Cedar Street) but they can't find her house when they get to Memorial Drive. She suggested that Cedar Street be added to the Memorial Drive street sign. The Council discussed this and agreed to change out the Memorial Drive sign and replace it with Cedar Street. No one in the City has an address of Memorial Drive.

Dave Cada made a motion that the City replace the Memorial Drive signs with Cedar Street signs, Marty Anderson seconded the motion, the motion was approved with "all ayes".

The Idaho Department of Parks & Recreation has a Land and Water Conservation grant fund that the City has been advised to submit an application to buy or develop land for recreation purposes. The grant is a 50/50 grant and the grant application would have to be submitted by the end of January 2016. There are numerous stipulations that the City would have to complete before the application would be submitted. There will have to be several town meetings and a concept drawing of the recreation facility would have to be done. If regulation size baseball fields were built, the school would not be able to use them for school games. If the City would receive this grant, the land would be retained *in perpetuity* for recreation (it wouldn't ever be able to be used for anything else). There would be a sizeable amount of money that the City would have to spend in up-front costs and these costs *may* be reimbursed by the grant. The land could be used for monthly RVers. The sewer line runs across the land and the well is close by for drinking water. There would be a possibility of building a Skate Park, Dog Park or other recreational uses. Even if the City doesn't receive the grant, the City would be ahead by having the concept drawing and all of the environmental concerns completed.

The Council discussed the town meeting and that it would be beneficial to advertise in the CIA Newsletter.

Dave Cada made a motion that the City pursue the Idaho Department of Parks and Recreation Land/Water Conservation grant that would include purchasing 10 acres from Potlatch Corporation and developing the land for recreational purposes, Joan Bender seconded the motion, the motion was approved with "all ayes".

There will be an Idaho Department of Parks and Recreation meeting in Lewiston at Hells Gate State Park to review the different grant opportunities that are available.

The streets have been paved and repaired. The Potlatch Food Pantry already paid \$2,000 for the street that was repaired on Pine Street when their water and sewer lines were installed. Greg Weller and Marty Anderson will both be paying \$1,125 for the paving that was done on their property. The total bill from Poe was \$133,188 (which was their bid). The City already approved RESOLUTION No. 2016-03-14, \$50,000 will be transferred from the LGIP wastewater account and \$50,000 will be transferred from the LGIP water account to pay this bill.

REPORTS:

1. Mayor - David Brown, the RV Park is going to be paved this week. The Mayor talked with Herco Asphalt and asked them to not pave so far down past the Depot and pave around the RV Dump Station instead.

The Mayor drove around with Herco Asphalt this week and looked at the two locations: 10th Street down to Onaway Road and also on Ponderosa Drive below the school. The Council discussed these two repairs and were in favor of paving these two areas. We will find out what the cost will be and get back to the Council in the next few days. Dave Cada said that he was in favor of borrowing from our accounts and paying back the money with interest as long as it isn't an outlandish amount of money.

Motley-Motley will be here on Wednesday and will be looking over the two handrails going down with the stairs on 6th Street. There was a 25 day extension to do the curb on the other side of Highway 6 by the Scenic 6 Park and we will go as far with the curb as money will allow. There hasn't been a Completion meeting scheduled for the sidewalk project yet.

Tom said that a new water pump is needed for the Scenic 6 well. Strom was here last week.

2. Parks - Joan Bender, would like to add to next meeting's agenda to purchase a small freezer for National Night Out.

Cliff Dudley is making a proposal to complete the Swenson Park. He came into City Hall and got the design and will submit a bid on the project.

Joan asked the Mayor if the County charged Administration Fees when they were the City's Building Inspector? No. Rim Rock is charging \$50.00 per hour for administration costs.

3. Pool & Cemetery - Dave Cada, asked if the final numbers have been completed for the pool for this year? No, Bev Bafus will be here in a few weeks to reconcile the August books.

4. Charles Johnson - Water & Sewer, absent.

5. Streets - Martin Anderson, we've already talked about the paving project.

6. Scenic 6 - David Cada, nothing at this time.

7. Clerk - Shelly Hammons, there will be an Inland NW Partners meeting in Lewiston on Thursday, Sept. 15. CEDA will be having a training in Lewiston on Friday, Sept. 16. October 20, there will be a PRIMA Risk Management training in Coeur d'Alene from 8:30 a.m. to 4:00 p.m. The Mayor will be receiving his plaque at this meeting for completing the Risk Management series.

Marty Anderson made a motion that the Century 21 bills in the amount of \$9,944.56 and the City bills in the amount of \$155,569.51 be approved, Joan Bender seconded the motion, the motion was approved with "all ayes".

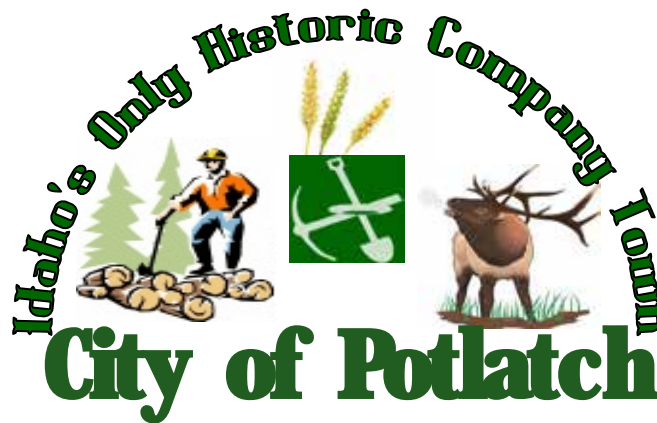
Martin Anderson made a motion to adjourn the meeting, seconded by Dave Cada, the motion was carried with "all ayes", meeting adjourned at 8:36 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be September 26, 2016.



Potlatch City Council Meeting

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

September 26, 2016 - 7:0 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: David Cada, Joan Bender, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Chuck and Terry Chambers, Christine Frei, Clearwater Economic Development Association; and Deputy Shane Anderson, Latah County Sheriff's Department.

NEW BUSINESS:

Dave Cada made a motion that the meeting minutes for the Public Hearing on September 12, 2016, be approved and also the minutes from the September 12, 2016, City Council meeting be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

Marty Anderson made a motion to accept the Amended Agenda, Joan Bender seconded the motion, the motion was approved with "all ayes".

Christine Frei, Executive Director, of Clearwater Economic Development Association, attended the meeting to conduct the training on the Business Cluster Development for the second installment of the CEDA Economic Development Training. The next training with the Potlatch City Council will be on October 24, 2016, at 7:00 p.m.

The AVISTA contract that the Mayor signed was for the electricity to the cabins in the Scenic 6 RV Park.

Strom Electric submitted a quote to provide and install a new radio telemetry system for two (2) well locations. This quote provides the integration of existing

controls into a new telemetry system for operation of the Ridge well for level control at the reservoir, *an electrical permit is not required *telemetry controls would be provided by ControlFreek, Inc. The integration would re-use existing antennas, cables, enclosures and control wiring. New radios would be expandable for future networking capabilities. Reading the pressure on the main line at the Park well and calibrated to readout in level of the reservoir at both locations. *On-site system testing and calibrations *operator training and documentation.

The Council reviewed the quote and asked that Source Electric be contacted to see if they will submit a quote. The Council tabled the discussion until the next Council meeting.

The Council reviewed the new MOU between the Potlatch School District and the City of Potlatch for the Century 21 After-School Program.

Marty Anderson made a motion that the City Council approve that the Mayor sign the new MOU between the Potlatch School District #285 and the City of Potlatch with the changes that are highlighted, Dave Cada seconded the motion. The Mayor asked for a roll call vote: Charlie Johnson, aye; Dave Cada, aye; Marty Anderson, aye and Joan Bender, aye. The motion passed with “all ayes”.

Chuck Chambers introduced himself to the City Council and let them know that he has many grievances with one of his neighbors, Lou Soule. Mr. Chambers lives on a sharp corner on Fir Street and there are many vehicles parked on the street at different times and it makes the street narrowed down into a one lane road. There is a bus stop at Debbie Chambers house that 12-15 children get on the bus every day. Mr. Chambers daughter almost had a head-on collision with the bus because there was only room for one vehicle to drive on the street. Mr. Chambers said that last week Mr. Soule brings in a load of saw logs and dumps it in Mr. Soule’s driveway and the street. Mr. Chambers said that the City has an Ordinance about dumping the logs on the street. The logs are still there and he has a grievance with that, does the City enforce the Ordinances or not? The Mayor said that the City contracts with the Latah County Sheriff’s Office for eight (8) hours of police protection every week. The Deputies are to enforce the City’s Ordinances. The Mayor said that the City has been informed that the logs were going to be cleaned up.

Mr. Chambers had photos of the log deck and different areas on Fir Street. Mr. Chambers said that if there was a serious medical issue, the emergency vehicles couldn’t get through. Mr. Chambers said again, all of the issues are a

problem and that brings us back to the City's Code. Mr. Chambers said that when the vehicles are all parked on the street a different times, he hasn't been able to get his boat out of his driveway.

Dave Cada said that he and his wife drove by there before the Council meeting tonight and Dave saw quite a crew of people moving logs and it didn't look like it was on City property.

The City's attorney, Will Herrington, contacted the Mayor this morning and said that the City would be able to place No Parking signs in different areas on Fir Street or else put No Parking signs on the whole street because the corner on Fir Street is a dangerous area. The Council agreed that the City will place No Parking signs in different areas on Fir Street. Shelly will order the No Parking signs.

The City Council agreed that the main concern is the safety on the corner for drivers and also people using the street. (The high school track team has been running up Fir Street for practice.)

The Mayor said that the City is working with the Sheriff's Department on the parking issues in Potlatch. Citizens will be informed that they need to move their vehicles off of the streets. The City will also be asking the citizens to trim their trees and bushes off of the sidewalks around town.

RESOLUTION No. 2016-09-26

(Resolution No. 2016-09-26 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 Councilman, Charlie Johnson.

RESOLUTION No. 2016-09-26

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 PAVE THE SCENIC 6 RV PARK AND THE 0.8 WALKING PATH AROUND THE SCENIC 6 PARK. THE CITY'S GENERAL FUND WILL REPAY THE WATER AND SEWER LGIP ACCOUNTS BY NOVEMBER 30, 2016, WHEN THE IDAHO DEPARTMENT OF PARKS & RECREATION REIMBURSES THE CITY FOR THESE RV PARK GRANT AND TRAIL GRANT EXPENSES.

ROLL CALL VOTE: Charlie Johnson, aye; Dave Cada, aye; Marty Anderson, aye and Joan Bender, aye.

The motion passed. Mayor Brown then declared Resolution No. 2016-09-26 duly approved and adopted.

The paving has been done around the City by Poe Asphalt. They also did the playground and different areas that wasn't included in the quote. The Mayor asked Poe and Herco to give a price on extra paving but the Council discussed this and at this time, no more paving will be done this year.

The Mayor said that the sidewalk contractors have pulled out for several weeks but they will be coming back to complete the south side of Highway 6 between the Scenic 6 Park and the Lion's Park. It will only be a curb on the south side, not a complete sidewalk. They also have to put the rails in on the steps on 6th Street.

Motley-Motley has completed the paving in the RV Park. The City is going to apply for another Idaho Department of Parks and Recreation RV grant to finish the paving from the RV Park to the highway next year.

REPORTS:

1. Mayor - David Brown, Dale Good is going to be putting in a few bushes by the RV pads. The City is also going to put in nice parking bumpers for parking for the cabins or anyone else that would like to park in the RV Park.

The City received a nice e-mail from a woman thanking the City for paving the walking path around the park. She was extremely happy. The City will be placing gravel around the walking path in the future. Dave Cada said that he talked with a man in Post Falls who visited Potlatch recently and he told Dave that he thought that Potlatch has created a nice approach into town and it is one of the nicest communities around here.

2. Parks - Joan Bender, the City received a quote from Cliff Dudley on the Swenson Park.

3. Pool & Cemetery - Dave Cada, the pool made money this year compared to previous years.

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

5. Streets - Martin Anderson, asked about the curb and gutter that will be installed from the Scenic 6 Park to the Lion's Park. The contractors will lay as much curb and gutter as there is money left in the grant. Marty suggested that the City put the gravel in rather than have the grant pay for it and maybe the City would be able to save money? The Mayor will talk to TD&H about that suggestion.

6. Scenic 6 - David Cada, nothing at this time.

7. Clerk - Shelly Hammons, there will be an Idaho PRIMA meeting in Coeur d'Alene on October 20. Who would like to attend? Mayor, Dave, Joan and Shelly will attend. Shelly thanked the Council for allowing her, Tom and Brennan to attend the Idaho Rural Water Association water/wastewater conference in Worley. This is an opportunity for all three of them to get their Continuing Education Units to maintain their drinking water and wastewater licenses in a two-day conference.

Dave Cada made a motion that the Century 21 bills and the City of Potlatch bills in the amount of \$55,935.84 be approved, Joan Bender seconded the motion, the motion was approved with "all ayes".

Martin Anderson made a motion to adjourn the meeting, seconded by Charlie Johnson, the motion was carried with "all ayes", meeting adjourned at 9:05 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be October 10, 2016.



Potlatch City Council Meeting

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

October 10, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: Joan Bender, Martin Anderson and Charlie Johnson. Dave Cada was ill. Also present: Shelly Hammons.

GUESTS: Barry Johnson, Tom Bender, Kathi Nygaard and Debi Dockins.

NEW BUSINESS:

Joan Bender made a motion that the meeting minutes for the Public Hearing on September 26, 2016, be approved, Charlie Johnson seconded the motion, motion was approved with "all ayes".

Barry Johnson attended the meeting and handed out a flyer to the City Council. One side was "A Snapshot of Crime" with different crime details of Latah County. The other side of the flyer was an explanation of Mr. Johnson's Priorities and Leadership Goals if he is elected to the Sheriff's position. Mr. Johnson reviewed *substance abuse *mental illness *fraud *begin a volunteer outreach office in Potlatch and also start a senior citizen outreach. If Mr. Johnson is elected, his first stop will be back here to see what the Council would like the Sheriff's Office to do? Kathi Nygaard asked Mr. Johnson what the ratio is to property crimes related to drug use? Kathi said that the Sheriff's Office had been asked to track that before.

Marty Anderson made a motion that the City of Potlatch adopt the Proclamation of National American Indian Heritage for the month of November. Charlie Johnson seconded the motion, the motion was approved with "all ayes".

Marty Anderson made a motion that the City of Potlatch waive the water and sewer fees for the Potlatch Food Pantry (they will not be charged a monthly utility fee for water or sewer), Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

Charlie Johnson made a motion that the City of Potlatch adopt a weekly RV rate for contractors only. The rate will be \$150.00 per week and they must pay for their electricity also. Joan Bender seconded the motion, the motion was approved with “all ayes”.

REPORTS:

- 1. Mayor - David Brown**, the contractors on the sidewalk project will be back in the next week or two to finish the curb and gutter on the south side of Highway 6. The gravel between the sidewalk and the bank washed out in the last rain storm on the 6th Street Sidewalk. Dale Good came into City Hall and said that the gravel came out and washed down to Larch Street. The contractor and the engineer will be in Potlatch tomorrow to assess the damage.

The road paving in the RV Park came in \$5,000 over budget than what our engineer and surveyor anticipated.

The Idaho Department of Parks and Recreation had a grant meeting last week in Lewiston to review the different grants that are available through IDPR and the Mayor and Shelly attended the meeting. The deadline to submit all of these grants is January 27, 2017. The City would be able to apply for the Land and Water Conservation Fund (LWCF) to purchase land and build a sport complex. IDPR will accept In-Kind donations from the City for this grant. The City doesn't have to submit an engineered concept drawing with the grant application, they said that the City would be able to submit a concept drawing of what will be done on the property and if receive the grant then the engineer would draw up the plans with the grant funds. This grant would be a 50/50 match grant. There is \$1M available this year for the LWCF and they said that they have already received one project application from Coeur d'Alene for \$400,000. The City has planned on using \$75,000 of our own money to purchase 10 acres of land from Potlatch Corporation and if the City applied for a \$150,000 grant that \$75,000 would provide the 50/50 match required.

The Mayor asked the Council what they would like to see built if the City were to receive the LWCF grant? *Regulation size track *Regulation size baseball field *Mini-golf course *Pool? (retractable roof)? *Bicycle track *Demo Derbys. Joan said that the goal of applying for this grant would be to try and bring people into this area by using the Sports Complex. The Mayor said that the City would need to hire an artist to make a concept drawing of what is wanted. If the City were to be fortunate enough to receive this grant, the land must remain a Recreation area forever (in perpetuity). The Council agreed that the City would apply for the LWCF grant.

The IDPR RV Park grant is also available and the Council discussed this and came up with a list of possibilities to put in the application (see attachment). Joan asked about the grant replacing the gutters on the Scenic 6 Depot? The Council added those items to the list of possibilities for the RV Park grant because the RV park users use that building. When the City has a large group of RV users come for three or more days, the City allows the group to use the Depot building at no cost. The groups usually use the Depot building for breakfasts, lunches and dinners. We have had one RV group use the Depot for their Square Dances. The Council agreed that they would like to apply for the RV Park grant.

- 2. Parks - Joan Bender,** We had one person submit a quote for the Swenson Park and that was Cliff Dudley. His quote was between \$2,500 and \$5,600 to put the trails in. They have been dumping dirt on the land from a shop that is being built. Dennis Ownbey said that he wouldn't be able to do anything until the first of next year. Joan said that Cliff said that now that it is raining is may be hard for him to get anything done. The Mayor said that we have a certain amount of money for this project and he would like to show Mrs. Howard that something is being done with the money.
- 3. Pool & Cemetery - Dave Cada,** absent.
- 4. Charles Johnson - Water & Sewer,** everything seems to be going smooth.
- 5. Streets - Martin Anderson,** asked if the "No Parking" signs had been put up on Fir Street? Shelly ordered the signs and they came in last

week but we don't know if they have been put up yet. Tom is on vacation this week.

6. Scenic 6 - David Cada, absent.

7. Clerk - Shelly Hammons, nothing at this time.

PUBLIC COMMENT:

Kathi Nygaard and Debi Dockins attended the City Council meeting on behalf of Let's Get It Started! Kathi is the chairman of LGIS (has been for 13 years) and Debi is the secretary. Debi gave the City Council a copy of LGIS "The Potlatch Dream" (see copy attached). Debi explained what LGIS is and they are here on behalf of LGIS asking the City Council to not sign the Memorandum of Understanding that was approved at the last City Council meeting. Kathi and Debi will be attending the School Board meeting this Wednesday evening (10-12-2016) asking the School Board to not sign the MOU also. Debi explained what the Century 21 grant was intended to do and she expressed appreciation for the City's help providing the fiscal oversight of the Century 21 grant. Debi said that she wrote the grant to help supplement the Potlatch Recreation District grant to provide an After-School Program at The Landing. Debi and Kathi would like to see the Century 21 7-12 After-School Program be housed at The Landing. Debi shared some anecdotal information with the Council regarding the Century 21 program and what is happening at this time.

The Mayor said that he hasn't signed the MOU yet. The Mayor asked Debi what is the "ripple effect" if the MOU is signed? Debi said that LGIS has two goals and one is that Potlatch has a successful Century 21 7-12 After-School Program and that the Potlatch community has a successful community center for The Landing. LGIS would like to help the staff of the Century 21 program make the program successful. Debi said that she has not made calls to Boise and she hopes that we can solve this situation in our own community.

If there is a privacy issue for counseling sessions, Debi said that she thought that using Megan's office at City Hall would be one option. Debi and Kathi both thought that the 5th and 6th graders should be allowed to be included in the Alternatives to Violence on the Palouse program sessions with the 7th-12th graders if the Century 21 Program was at The Landing.

If the Century 21 Program is not moved back to The Landing, The Landing will be closing as of December 31, 2016. Debi said that there are a lot of ways to

say “yes” regarding the grant opportunities and that we need to use our dollars wisely, “let’s be innovative and find a way to make this work”.

Joan Bender made a motion that the Century 21 bills of \$2,830.00 and the City of Potlatch bills in the amount of \$290,538.13 be approved, Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

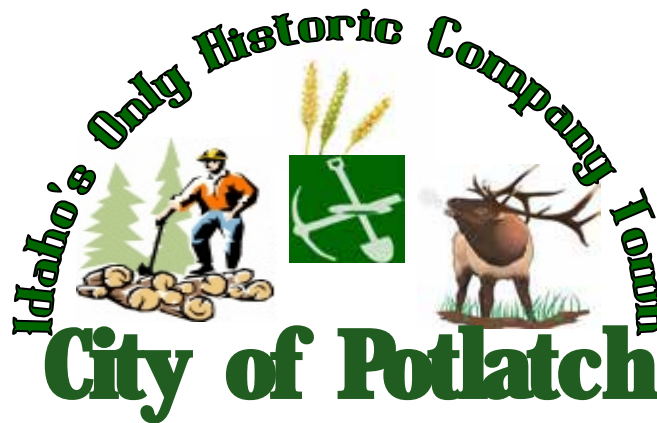
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 7:52 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be October 24, 2016.



Potlatch City Council Meeting

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

October 24, 2016 - 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, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Dave Ostrom.

NEW BUSINESS:

Joan Bender made a motion that the meeting minutes for the Public Hearing on October 10, 2016, be approved, Charlie Johnson seconded the motion, motion was approved with "all ayes".

The Potlatch Planning & Zoning committee made a recommendation to the City Council that they approve the Variance requests from Dave Ostrom representing Palouse Habitat for Humanity is requesting approval of a variance from the minimum R1 lot width of 60' to a width of 55.3' and a variance in the R1 setback requirement on the south side of the lot from 20' to 15'. The City of Potlatch donated this lot to Palouse Habitat for Humanity for the purpose of building an affordable house and these two variances will allow Habitat for Humanity to build a home on the lot.

Dave Cada made a motion that the Council approve the Variance request from Palouse Habitat for Humanity as recommended by the Potlatch Planning & Zoning committee, Joan Bender seconded the motion, the motion was approved with "all ayes".

The Mayor told Dave Ostrom that the City is excited about this housing project. Mr. Ostrom explained that this will be a three bedroom, two bathroom house. They were trying to have the foundation done this year but with the extremely

wet October it may not happen. Mr. Ostrom will be talking with Tom Andres about getting the water meters in. Mr. Ostrom said that Habitat would like to be good neighbors and reach out to area churches and other venues to greet people to become better known in Potlatch.

The Mayor explained to the Council about the current situation with the Century 21, 7-12 After-School Program. There was an Advisory Board meeting this morning and two of the members quit: Kathi Nygaard and Debi Dockins. The School Board didn't approve the MOU. Megan Comstock, Program Director, attended the last school board meeting and the school board gave those involved 30 days to come to an agreement regarding where the program was going to be housed. The program is located in the high school for the time being. The Council approved that the Mayor sign the MOU but the Mayor hasn't signed it yet.

Megan explained that she hopes to continue to move forward at the high school. The Council discussed the program and the Mayor let them know that the Superintendent, Jeff Cirka, has placed the Mayor and Megan on the agenda for the next school board meeting, November 14. Dave Cada said that he encourages the entire Council to go to the school board meeting to show solidarity with the Mayor and Megan. Shelly will e-mail everyone what the date and time is for the meeting.

Megan explained to the City Council a few things that the children have been doing in the After-School program since it started. Megan said that they have had two family engagement nights with the children and their parents. Last week they had a combination family night with the 4-H Elementary After-School program. There were tiny kids along with junior and senior high school students carving pumpkins. WSU Civic Engagement has been coming to the 7-12 After-School program every Monday and Palouse Alternatives to Violence conducts a program on Thursdays. The children are developing a connection and they feel welcome and needed. Megan is working with the high school counselor and has had several students referred to the program from the counselor.

The Mayor said that the curb is in across from the Grange. Motley will be back to wrap up the project the end of this week and fix the trench by Highway 6 and Larch Street, hydroseed the bank and put the handrails up for the steps. The Mayor asked the Council if the City would like to pour the sidewalk where the curb is? The Council discussed this option.

John Hayden was into City Hall and said that the road is too narrow where the sidewalk and the curb is located. The public believes that the road is narrow but it is the same width as it was before the project was started.

The Mayor said that the City is 99.9% sure that it has received the Phase II sidewalk grant from ITD. Cynthia Gibson of Walk, Bike, Ride Idaho, and Ken Helm, ITD engineer from Lewiston, have both said that the grant was approved for the City. The City won't receive official notice as late as early spring 2017. The Phase II project would extend the sidewalk from Elm Street to Ponderosa Drive and then from the Onaway Road/Highway 6 to the City limits right past Bennett's Addition.

The Council discussed if the City does receive this grant, what engineering firm would be the design engineer? The City would have to remove trees along Bennett's Addition and along Highway 6 to Elm Street to put the sidewalk in.

REPORTS:

- 1. Mayor - David Brown**, it is time to put the Christmas lights up in the Scenic 6 Park.

Joan Bender, Dave Cada, the Mayor and Shelly all attended the PRIMA meeting last week. The Mayor received his Risk Manager plaque for attending the two-year training.

The Mayor hasn't contacted Cliff Dudley on his submittal to work on the Swenson Park. The Council feels that it is too late in the year and too wet at this time.

The Mayor talked to the Potlatch Recreation District about the Land/Water Conservation grant for a recreation center. The match would be 50/50. They talked about the different possibilities that could be built on the land. Possibly purchase 10-15 acres with the Rec. District. The Rec. District talked about fixing the little baseball fields up by the school but if there was a possibility of building new fields, then possibly put that money into this Land/Water Conservation project. Denny Dawes said that he may work on the concept drawings.

The public needs to be involved in this process and the City Council meetings are considered a public forum. The public can come and make comments on the project.

The Mayor said that the City would contact the Idaho Dept. of Commerce and see if this project would qualify as economic development and if they would have a grant to help pave Mill Road.

The Council discussed different possibilities that could be built on the land: *Baseball fields *Track and Field design: track, long jump area *Shooting Range *Mini-golf course *RV Park *Parking for the events.

The Mayor talked with Paul Kimmell of Avista about paving into the Scenic 6 Park. Paul said to write up a proposal and submit it to Avista if the City would like help paving the entrance into the park.

Paul did tell the Mayor that they have hired a new director for the old LEDC which is now called PEP. Paul was very complimentary about the country music festival this summer and said that Idaho Department of Commerce is always aware of what is happening in Potlatch.

2. Parks - Joan Bender, parks: nothing at this time.

Potlatch Food Pantry is waiting on three inspections for its building: electrical, plumbing and the building inspection for occupancy. They anticipate that they will be moving into the building on Friday, November 4.

They would like to have an Open House on Sat., Dec. 10, and serve chili during the day. The Boy Scouts will be having their food drive before Thanksgiving.

3. Pool & Cemetery - Dave Cada, nothing at this time.

4. Charles Johnson - Water & Sewer, everything seems to be going smooth.

5. Streets - Martin Anderson, nothing at this time.

6. Scenic 6 - David Cada, there was another meeting last week of the Potlatch Riverside Music Festival committee. They reviewed the different issues with the last festival: heat was an issue. They talked about moving the event to the evening maybe on Potlatch Day.

Dave wanted to clarify that the Potlatch Music Festival and the Scenic 6 Economic Development Council are two separate entities.

Dave received a magazine today from the International Railroad Historical Society. They are the group that came to Potlatch last Memorial Day. They are already doing good things by spreading the good news about Potlatch.

7. Clerk - Shelly Hammons, nothing at this time.

PUBLIC COMMENT:

Marty Anderson made a motion that the Century 21 bills of \$3,238.00 and the City of Potlatch bills in the amount of \$90,699.90 be approved, Joan Bender seconded the motion, the motion was approved with “all ayes”.

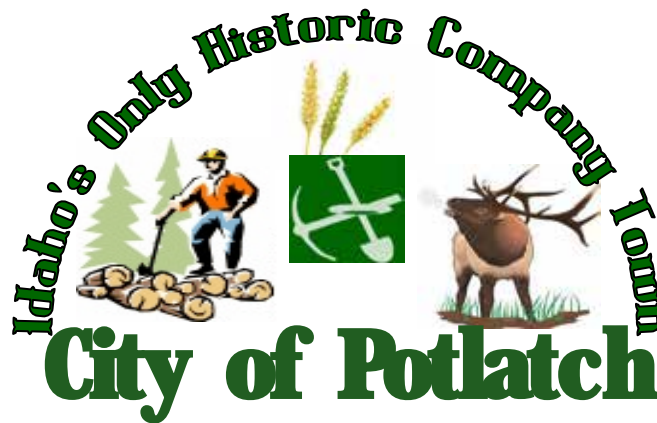
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 8:18 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be November 14, 2016.



Potlatch City Council Meeting

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

November 14, 2016 - 7:00 p.m.

The regular meeting of the city council was presided over by Mayor David Brown. Council members present: Joan Bender, Martin Anderson and Charlie Johnson. Dave Cada was absent. Also present: Shelly Hammons.

GUESTS: Megan Comstock.

NEW BUSINESS:

Joan Bender made a motion that the minutes for the City Council meeting on October 24, 2016, be approved, Charlie Johnson seconded the motion, motion was approved with "all ayes".

The School District Board meeting is this Wednesday, Nov. 16, and the Mayor is not going to go and he told Jeff Cirka, School Superintendent. The School Board is going to discuss the MOU at the meeting.

The Mayor attended the garbage meeting with the City of Moscow last week. The rates will be going up. The Mayor has invited Amanda Bashaw and Tim Davis to a City Council meeting to explain to the garbage rate increase.

The Mayor told the Council that the City will be applying for the Land and Water Conservation Grant through the Idaho Dept. of Parks & Recreation. The Mayor and Shelly talked with Kathy Muir from Boise about the requirements of the grant which is a 50/50 match. The Mayor would like to be able to have \$150,000 from the City, Potlatch Recreation District and the School District and then ask for \$150,000 through the grant.

Idaho Department of Commerce has Block Grant funds for parks. The Mayor has communicated with Robin Woods, District II, representative for Dept. of

Commerce and Robin said that now is a good time to apply for the Block Grant funds.

The grant funding through the IDPR won't fund an arena for the Recreation site.

Jeff Cirka did say that the School District may want to go together to help build a baseball field on the property. The School Board would have to approve that idea.

A conceptual drawing will be needed but the City would be able to use Genesee's drawing to include with the application and ask for funds to have an actual concept drawing done if the grant is approved.

The ideas that would go into the Recreation Site (funded by the Land/Water Conservation grant) would be: *bicycle track *Food Court *Bathrooms *Lighting *Parking *2 small baseball fields *1 regulation size baseball field.

The City is also going to be applying for another Idaho Parks & Recreation RV grant. The Mayor has talked with Tom Moore, City Engineer, about the paving for the RV Park. The items that will be included in the grant this time will be: *Paving from the highway to the RV Park *Sprinklers in the RV Park *Handicapped Ramp to the backside of the RV Park Community Building *Sidewalk to the ramp *Small lawnmower *Small shed to store the mower *Sidewalk to cabin *Lights, heat and fan in bathrooms/shower rooms *Gutters on Depot (match) *Post-n-rail around RV pads *Dog run (dog park?).

The City allows RV groups to use the RV Park Community Building free of charge when they stay for an extended time in the RV Park.

The Mayor said that Rim Rock Consulting has placed the steel corner markers in the 10 acres of land that the City would like to purchase from Potlatch Corporation. If the Recreation Side requires more than 10 acres possibly the City would be able to purchase an extra five acres at the price the City agreed to last year, \$7,500 per acre.

The Council reviewed the two quotes for a telemetry system for the wells and reservoir. Strom Electric's bid is \$5,670 and Source Electric came in at \$32,950 (with an additional \$14,595 if more is done). The Council asked how long the prices would be good for? Strom says that the price is good for 30 days. The water doesn't overflow in the winter the Mayor said. The Council decided to table this issue until March 2017.

REPORTS:

- 1. Mayor - David Brown**, nothing at this time.
- 2. Parks - Joan Bender**, the Boy Scouts collected food over the weekend for the Food Pantry and the total amount of food collected was 2,053 pounds.
- 3. Pool & Cemetery - Dave Cada**, absent.
- 4. Charles Johnson - Water & Sewer**, everything going well.
- 5. Streets - Martin Anderson**, nothing at this time.
- 6. Scenic 6 - David Cada**, absent.
- 7. Clerk - Shelly Hammons**, AIC has a District meeting in Lewiston at the Red Lion Hotel on November 29 from 9-3. The Mayor, Joan, Charlie and Shelly will be attending the meeting.

PUBLIC COMMENT:

Megan Comstock asked the Council if she could speak briefly and said that after enormous challenges with the Century 21 After-School Program, she had a Letter of Resignation as the Program Director for the City. The Mayor took the letter and told Megan that the Council was going to discuss the letter in Executive Session. The Mayor did tell Megan that the City would have to talk with the rest of the Century 21 Advisory Executive Board and that he admired Megan and what she has done with the program academically.

Joan Bender made a motion that the City Council go into Executive Session, Pursuant to Idaho Code 74-206 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Marty Anderson seconded the motion, the Council went into Executive Session at 7:45 p.m.

Joan Bender made a motion that the Council come out of Executive Session at 8:48 p.m., Marty seconded the motion, the motion was approved with "all ayes".

Martin Anderson made a motion that the City and the Council accept Megan Comstock's Letter of Resignation as the Program Director of the Century 21 After-School Program effective today, November 14, 2016. Joan Bender seconded the motion, the motion was approved with "all ayes".

Joan Bender made a motion that the Century 21 bills of \$3,427.98 and the City of Potlatch bills in the amount of \$42,200.96 be approved, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

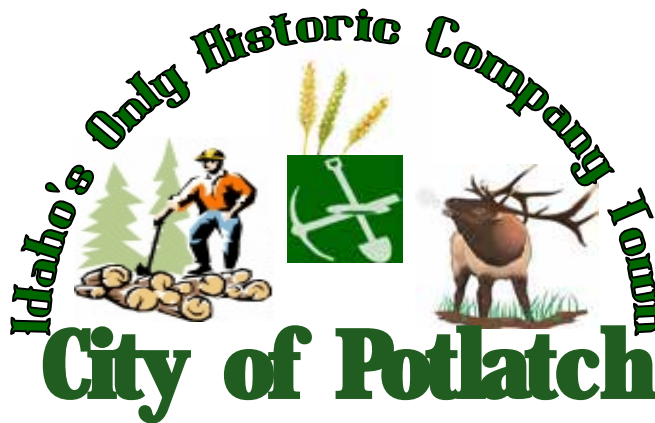
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with "all ayes", meeting adjourned at 8:51 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be November 28, 2016.



Potlatch City Council Meeting

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

November 28, 2016 - 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, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Tim Davis, Sanitation Manager for the City of Moscow and Amanda Bashaw, Latah County.

NEW BUSINESS:

Joan Bender made a motion that the minutes for the City Council meeting on November 14, 2016, be approved, Charlie Johnson seconded the motion, motion was approved with "all ayes".

Tim Davis and Amanda Bashaw attended the City Council meeting to inform the City about the costs that will be raised for the garbage collection and disposal. Tim gave everyone a cost breakdown sheet with several different options on raising the rates for the next few years. Option #3 seems to be the option that all cities are choosing to go with. There will be the raise on Option #3 and also a Cost Price Index raise. They still transport the waste to Oregon for dumping. Tim read the letters from the City of Moscow to the rural cities and explained that the expenses are exceeding the revenue. The Mayor attended the workshop that Tim Davis had last month and at the workshop Gary Riedner, administrator for the City of Moscow explained that he has a cost-breakdown program that he uses for his budget. Amanda explained that the City of Potlatch is the only small city that picks up yard waste free-of-charge for its residents on a daily basis.

Dave Cada made a motion that the City Council approved the November 14, 2016, Amended Agenda that added the grants from the Idaho

Department of Parks and Recreation and also added the Executive Session to the agenda, Joan Bender seconded the motion, the motion was approved with “all ayes”.

Dave Cada made a motion that the City Council go into Executive Session, pursuant to Idaho Code 74-206 (1) (i) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated. Joan Bender seconded the motion, the Council went into Executive Session at 7:48 p.m.

Dave Cada made a motion that the Council come out of Executive Session at 8:15 p.m., motion was seconded by Joan Bender, motion was approved with “all ayes”.

The Latah County Commissioners will be having a Commissioner’s meeting in Potlatch on December 7, 2016, at 2:00 p.m.

REPORTS:

- 1. Mayor - David Brown**, nothing at this time.
- 2. Parks - Joan Bender**, nothing at this time.
- 3. Pool & Cemetery - Dave Cada**, nothing at this time.
- 4. Charles Johnson - Water & Sewer**, everything going well.
- 5. Streets - Martin Anderson**, asked about the cabins in the park? How long does the City have to build them? The grant closes out in June 2017. The cost per cabin is approximately \$6,000 each.
- 6. Scenic 6 - David Cada**, the Country Music Festival was the first weekend in August this year. Next year the Festival will be Saturday, August 28. They are still working on securing the bands for next year.
- 7. Clerk - Shelly Hammons**, AIC has a District meeting in Lewiston at the Red Lion Hotel on November 29 from 9-3. The Mayor, Joan, Charlie and Shelly will be attending the meeting.

PUBLIC COMMENT:

Marty Anderson made a motion to pay the City of Potlatch bills in the amount of \$5,921.94, Joan Bender seconded the motion, the motion was approved with “all ayes”.

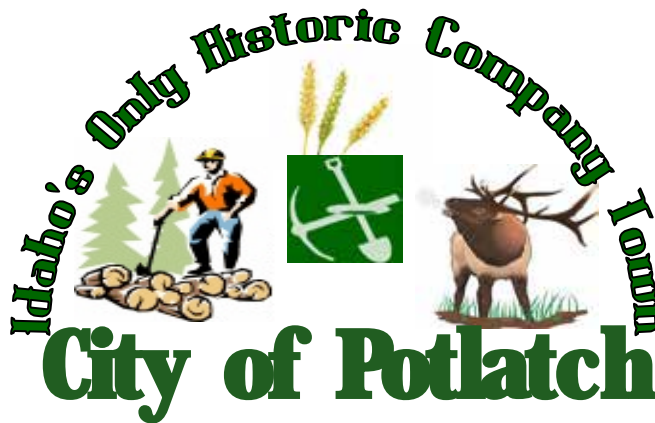
Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 8:20 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be December 12, 2016.



Potlatch City Council Meeting

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

December 12, 2016 - 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, Martin Anderson and Charlie Johnson. Also present: Shelly Hammons.

GUESTS: Corolee Smith.

NEW BUSINESS:

Dave Cada made a motion that the minutes for the City Council meeting on November 28, 2016, be approved, Joan Bender seconded the motion, motion was approved with "all ayes".

The Council discussed the fees that US Bank has been charging the City when the accounts go under a certain amount. Shelly will check into changing the Money Market accounts into checking accounts to save paying these fees. Shelly will also look into the Latah Credit Union charges if the City were to switch all of the accounts to the Credit Union.

Dave Cada made a motion that Shelly close the safety deposit box at US Bank and research how the City can save fees at US Bank or change the accounts to the Latah Credit Union. Charlie Johnson seconded the motion, the motion was approved with "all ayes".

The Mayor told the Council that the City needs a plan on paper for the Idaho Department of Parks and Recreation Land and Water Conservation grant. The grant application is due the end of January 2017. The Mayor said that the Potlatch Recreation District isn't too excited about partnering with the City to apply for the Land and Water Conservation grant. Kathy Muir at the Boise office of the Idaho Parks & Rec. said that the grant could match 50/50 if the

City and the Potlatch Recreation District committed \$150,000 for the grant. The IDPR Land and Water Conservation grant can purchase land for recreation purposes and this recreation would be in perpetuity (forever).

The City would like to have all of the quotes for the Idaho Department of Parks and Recreation Land and Water Conservation grant and the Idaho Department of Parks and Recreation RV grant by the end of December. Tom Moore is going to be in Potlatch this Wednesday or Thursday to work on the RV grant and the Land and Water Conservation grant. The City has submitted a proposal to Potlatch Corporation over one year ago to purchase 10 acres of land from them.

First Step Internet would like to put up a 140' tower either next to the existing tower at the water reservoir or attach it to the existing 80' tower. It won't cost the City anything and First Step has offered to upgrade the internet hardware at City Hall.

Dave Cada made a motion that the City allow First Step Internet to put up the 140' tower at the water reservoir but the existing contract would have to be renegotiated with the City. Joan Bender seconded the motion, the motion was approved with "all ayes".

Joan Bender made a motion to cancel the December 26, 2016, City Council meeting, Dave Cada seconded the motion, the motion was approved with "all ayes".

The Mayor told the Council that last Saturday when they were cooking the chili in the Scenic 6 Depot, there were three roasters plugged in and it kept tripping the electrical breakers. The electrician came and looked at the building and the building was being overloaded on the circuits. A bigger electrical panel is needed for the Depot. The electrician could put new circuits in the kitchen with the new track electricity and separate the individual circuits.

Tom Andres would like the telemetry system fixed now for the drinking water system. Tom is running off of two wells and he has to shut one well off by hand. The Mayor said that the City is in a new fiscal year now and can afford to have the telemetry system fixed. The Mayor had asked Tom to attend the Council meeting tonight. The Council discussed the telemetry system and Marty Anderson said to wait until summer. The matter was tabled until March or April. One of the questions was: If the City were to allow First Step Internet to put in a bigger tower, could the telemetry system be able to be run off of that tower?

The Council discussed the handrails at Dale Good's resident that had been run over by the vehicle that came down the hill and took out Dale's handrails and the vehicle ended up under Mark Furchteniecht's porch. No one wants to be responsible for the damage. The steps and the handrails are on State right of way but the State said that it is the vehicle owner's responsibility. The vehicle owner doesn't have insurance.

Brett Hogaboam has a drone and takes overhead photos of Potlatch. Brett is seeking donations to help him purchase music to make a video of Potlatch.

REPORTS:

- 1. Mayor - David Brown**, nothing at this time.
- 2. Parks - Joan Bender**, nothing at this time.
- 3. Pool & Cemetery - Dave Cada**, nothing at this time.
- 4. Charles Johnson - Water & Sewer**, everything going well.
- 5. Streets - Martin Anderson**, the roads look good. Tom doing a good job plowing.
- 6. Scenic 6 - David Cada**, Dave said what a nice day on Saturday for Christmas in Potlatch. Dave was in the Depot all day. Dave just said what a good day it was. Dave attended the Flag Retirement Ceremony and he wanted to give Dave Brown a big "thank you" for all of his work. Dave made a comment that we need to get more younger people involved with these events and all of the Council agreed.
- 7. Clerk - Shelly Hammons**, Lois Johnson has a leak at her house on 655 Ponderosa Drive. The leak at Lois Johnson's house resulted in water use last month of 7,090 gallons of water going through the meter. The price of this usage was \$15.24. Lois asked Shelly to ask the Council if she could get a discount on the water going through her meter since she can't get a plumber in there until the end of December? The Council discussed this and they said that wasn't an excessive amount of water that went through her meter so no discount.

PUBLIC COMMENT:

Corolee Smith attended the Council meeting and she told the Council that last Saturday during the Christmas event she tried to get into City Hall in the basement to see the Historical Society's room full of information and she couldn't get the door open as it is too hard to get into. Corolee came into City Hall upstairs to look at the Museum but she couldn't go down the stairs because they were too steep for her and she never did get to see the Museum. Corolee said that she knows that the room is open that the Food Pantry vacated and she thinks that the City should let the Historical Society use that room free of charge. Corolee said that it is too cold downstairs for people to look through the Museum. There are such nice things and beautiful displays that the public should have an easier access to see everything. Corolee asked who manages the Museum? The Council told her that Shelly opens up the Museum for people during the week.

Corolee would like to see the Museum somewhere else. Corolee didn't understand why the City would charge the Historical Society \$300.00 a month to rent the room? Corolee said that it is such a privilege to the City to have the Museum at City Hall. The Mayor said that the City has already received an offer from a company to rent the room for that price.

The Mayor said that maybe the WIMHPG Depot would offer a room to the Historical Society to use as a Museum? Also, the Mayor said that possibly the Historical Society could talk to the Lion's Club and use that building for a Museum and the Lion's Club could store their things in the City's basement and use the Volunteer Room upstairs for their meetings?

Corolee said that Saturday (Christmas in Potlatch) was awesome! She wanted to go to the concert in Onaway with her cousin from Onaway and missed some of the events. Corolee said that there were so many people in town and she hasn't ever seen such a good display of fireworks before!

Dave Cada made a motion that the City Council go into Executive Session, pursuant to Idaho Code 74-206 (1) (i) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated. The Mayor asked for a

Roll Call vote: Charlie Johnson, aye; Dave Cada, aye; Marty Anderson, aye and Joan Bender, aye. The Council went into Executive Session at 7:47 p.m.

Dave Cada made a motion that the Council come out of Executive Session at 8:29 p.m., The Mayor asked for a Roll Call vote: Charlie Johnson, aye; Dave Cada, aye; Marty Anderson, aye and Joan Bender, aye., motion was approved with “all ayes”.

Marty Anderson made a motion to pay the City of Potlatch bills in the amount of \$15,562.81 and the Century 21 bills in the amount of \$2,844.00, Joan Bender seconded the motion, the motion was approved with “all ayes”.

Martin Anderson made a motion to adjourn the meeting, seconded by Joan Bender, the motion was carried with “all ayes”, meeting adjourned at 8:30 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be January 9, 2016.