



Potlatch City Council Meeting

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

January 8, 2018 – 7:00 p.m.

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

GUESTS: Jeff Cirka, School District Superintendent; Samantha Blaisdell, Douglas Blaisdell and Kathi Nygaard.

Dave Cada made a motion that the City Council meeting minutes from December 11, 2017, be approved, Joan Bender seconded the motion, the motion was approved with “all ayes”.

Joan Bender said the Opening Prayer.

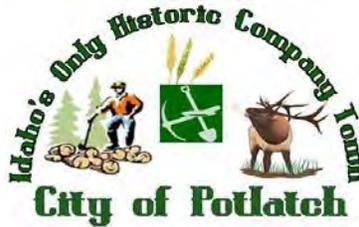
NEW BUSINESS:

Dave Cada made a motion to amend the agenda to include adding the address of 250 Pine Street. Joan Bender seconded the motion, the motion was approved with “all ayes”.

Clerk-Treasurer Hammons read the Oath of Office for Martin A. Anderson and David J. Cada and they were both sworn onto the City Council. Both Councilmen Anderson and Cada were congratulated for winning the election and welcomed back to the Council by Mayor Brown.

Samantha and Douglas Blaisdell purchased 715 Maple Street and they would like to have the License to Use Real Property put into their name. The Council discussed this and let Mr. and Mrs. Blaisdell know that if there was ever a time that the City would need to use that property, they would need to take the fence down.

Dave Cada made a motion to change the License to Use Real Property into Mr. and Mrs. Blaisdell’s name at 715 Maple Street. Joan Bender seconded the motion, the motion was approved with “all ayes”.



Jeff Cirka, Potlatch School District Superintendent, thanked the Council for allowing him to speak. Several weeks ago, Mr. Cirka approached Mayor Brown because he was searching for a room outside of the school environment for one student who will be coming to Potlatch on January 22. The Mayor suggested that the School District would be able to use the Volunteer Room upstairs at City Hall as a classroom from January 22 through May 2018. The student is a 4th grader and this temporary classroom would have two adults, one full-time teacher and one full-time aid. There may be a possibility of having a third person in the classroom which would be a community health person.

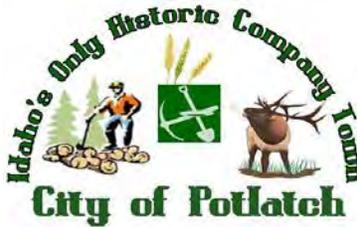
Mr. Cirka said that he understands that City Hall is a place of business and a Public Entity and we can terminate this agreement at that point in time. The school will take the responsibility for having the student use the Volunteer Room at City Hall. If this is approved by the City Council, the School District would move all necessary items into this room.

This student will be brand new to school this year and hopefully this will be a positive experience for the student and his parents. The student will be working back into a classroom setting.

The City Council discussed this idea and the Historical Society has items and information in that room that could be moved to the basement and the Arts Council would be allowed to meet in the Council Chambers or at the Scenic 6 Depot if need be.

Dave Cada made a motion that the Potlatch School District may use the Volunteer Room as a classroom from January 22, 2018 through May 2018. If there is an issue, the agreement would be terminated at that time and the Potlatch School District will accept all responsibility. Joan Bender seconded the motion, the motion was approved with “all ayes”.

Carol Pettibone called 1-3-2018 very upset that on the monthly newsletter it said that everyone had to remove their roll carts off of the street by noon on Wednesday. Mrs. Pettibone said that the City should be courteous to old people and find a way to help them out with their roll cart removal. The Council discussed this and said that if Mrs. Pettibone calls back to let her know that the



City will work with her on getting her roll cart removed. The Boy Scouts at one time had said that they would help with the roll cart removals.

The Council discussed having a Consent Agenda for each meeting but vetoed that idea.

Marty Anderson made a motion to pay the City of Potlatch employees a Christmas Bonus (retroactive for December 2017). Joan Bender seconded the motion, the motion was approved with “all ayes”.

The Mayor let the Council know that the City also purchased candy with a rebate check from Costco.

Joan Bender has been working with ICRMP on the damage that was done to the Food Pantry. Joan will be submitting the invoices to ICRMP that have been paid and also work orders for the labor on repairing the damages. Tom Bender and Mike Comstock have both done work on the building, 5-1/2 hours each. Doug Kenyon is going to bring the windows and do the window repairs.

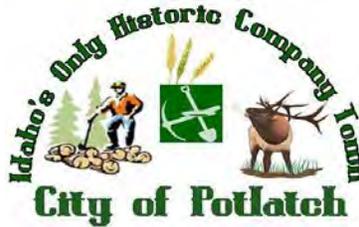
Dave Cada made a motion to approve Beer/Wine and Liquor Licenses for the following establishments: *Codi Jo’s Wagon Wheel *Floyd’s Harvest Foods and *Four Star Supply, Inc. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

Marty Anderson made a motion to renew the 2018 septic contracts for Palouse Valley Septic and Roto Rooter. Dave Cada seconded the motion, the motion was approved with “all ayes”.

Marty Anderson made a motion to add the address of 250 Pine Street owned by Kevin Muir. Joan Bender seconded the motion, the motion was approved with “all ayes”.

REPORTS:

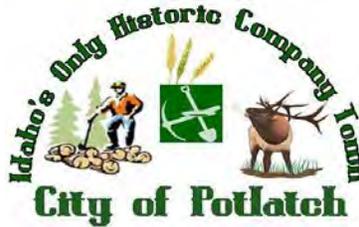
- 1. Mayor–David Brown**, the FEMA guys were here several weeks ago and the repair project for the road to the lagoons and the repairs under the walking bridge have been approved by FEMA. This will be a \$131,000 project: \$14,000 for the road itself, \$14,000 for rock under the walking



bridge and \$111,000 for the bank that was washed out. Tom Moore, City Engineer, came up with the project cost. If the project goes over \$131,000 FEMA will cover the work. In the original project cost, the engineering fees weren't included and there wasn't any Geo Technical work included. Two Geo Technical firms (GeoProfessional Innovation Corporation (GPI) and AllWest Testing & Engineering) submitted quotes. Tom Moore's recommendation to the Council was for GPI. Tom Moore also suggested that the City cut Rim Rock Consulting, Inc. and his engineering fees out of the project cost before the project goes out for bid. The Council discussed this and agreed to accept Tom Moore's recommendation. The Mayor said that FEMA doesn't know when the City will get the award letter but he does know that it has been approved through FEMA.

Jim Lemieux and Ben Ballard from Potlatch Corporation and Rick Musik were in Potlatch last week to talk with the Mayor and Kenny Cada. They are wanting to sell their 110 acres of land across the river and some on the millsite in big lots. They have already talked to the County as this land is currently in the County. They asked what the City would be able to do if they annexed this property into the City? The advantage of annexing into the City would be more utility services. They will come up with a plan and then meet with the Potlatch Planning and Zoning committee. Tom Moore and Will Herrington both said that the City doesn't want a bunch of septic systems that may hurt the City's wells.

Jim Lemieux also brought up closing the entrance to the millsite on the south side of the property and putting another entrance into the millsite from Highway 6 near the Forest Service. Jim never talked about the 10 acres that the City would like to purchase next to the Scenic 6 Park (the City has a draft contract for this purchase). The Mayor did let Jim know that if they sold the road onto the millsite to the City, then the City would be able to apply for Commerce grants to help pave the road. The Mayor received a firmly written letter from Clearwater Economic Development Association today stating that if the land is not purchased and the environmental isn't completed in a timely manner, the City may



lose funding for the Splash Pad from the Idaho Department of Commerce.

Joan Bender suggested that the City place the Splash Pad in the Scenic 6 Park by the ballfields as everything is right there. The sewer line would be about 100' longer.

The City has asked for three quotes for the Splash Pad due back by Wednesday, January 17, 2018.

2. Parks - Joan Bender, the Mayor asked Joan Bender to guide Karin Johnson on things to do. The Mayor also suggested that Karin could be a fill-in person for Shelly when she has to attend trainings or take time off.

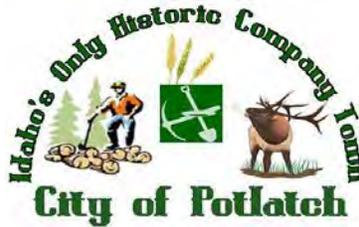
3. Pool & Cemetery - Dave Cada, Dave said that he has talked with the people in Coeur d'Alene about the grass seed for the cemetery. Dave said that rather than order seed for the whole cemetery as this would be a long, laborious and expensive task, he has ordered seed for his yard to see how it grows. Dave was told that the City would need to mow, rake, aerate and thatch the area first. Then plant the seed in two different directions and then mulch it. This would be too expensive and Dave can't recommend it at this time. There is water at the cemetery and AquaLawn would be able to reseed it this year. If the cemetery was watered every day, it would grow.

4. Water & Sewer Charles Johnson, everything is going alright. Charlie did hear that the school's septic system was plugged and there was sewage in the hallways. Tom and Brennan said that they found 13 T-shirts, paper towels and toilet paper plugged in the toilets.

5. Streets - Martin Anderson, everything is good.

6. Scenic 6 -David Cada, planning meetings for the music festival for next August.

7. Clerk- Shelly Hammons, Shelly will combine the RV Park rules into one document and the Council will review at the next meeting.



If a builder builds a duplex, tri-plex, four-plex or apartment building the City would only require one water meter and one sewer connection. The size of the connections would depend on the size of the building. If any of these buildings would be built in an area that is not zoned multi-family residential, the owner would have to approach the Planning & Zoning committee to see if the zoning would be able to be changed.

Kathi Nygaard (local realtor) had a few questions for the Council. Kathi asked the Council what would they require for a new development? Would they require sidewalks and paved streets? Kathi also has an owner that would like to build a 55+ apartment or duplex. The Mayor said that the Council is very easy to work with and that the City would be able to find a solution for any development.

The bills and payroll disbursements for December 2017 and the Actual Y-T-D Budget, Variance Report for November 2017 were examined by the City Council.

Marty Anderson made a motion to pay the bills for the City of Potlatch in the amount of \$41,018.66 and the payroll for December 2017 in the amount of \$10,178.10 and the Century 21 After-School Program bills and payroll in the amount of \$4,509.11 Charlie Johnson seconded the motion, the motion was approved with "all ayes".

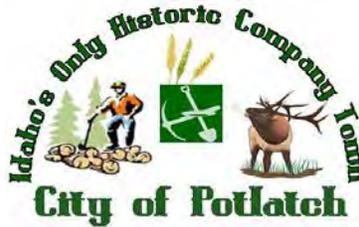
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 9:01 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be January 22, 2018.



Potlatch City Council Meeting

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

January 22, 2018 – 7:00 p.m.

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

GUESTS: NONE.

Dave Cada had one correction for the minutes from the last meeting: the Scenic 6 Economic Development Council isn't the group in charge of the Country Music Festival.

Dave Cada made a motion that the City Council meeting minutes from January 8, 2018, be approved, Joan Bender seconded the motion, the motion was approved with "all ayes".

Joan Bender said the Opening Prayer.

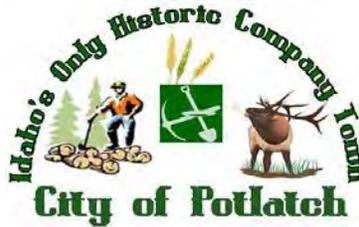
NEW BUSINESS:

The Council agreed to table the review of the RV Park rules until next meeting.

Joan Bender made a motion that the Mayor sign the Arbor Day Proclamation for 2018, Dave Cada seconded the motion, the motion was approved with "all ayes".

The Mayor explained the contract with Potlatch Corporation and let the Council know that Will Herrington has reviewed the contract without the one change that has been made: #14 – Special Provisions: Sale of the Property is contingent upon the following special provisions: a) Latah County Planning and Zoning approve the sale of the 10 acres as a legal subdivision of the property.

Dave Cada made a motion that the Mayor sign the contract to purchase 10 acres of land from Potlatch Corporation in the amount of \$75,000.00,



Joan Bender seconded the motion, the motion was approved with “all ayes”. The Mayor asked for a roll call vote:

Dave Cada, aye, Martin Anderson, aye, Joan Bender, aye

Charlie Johnson, absent

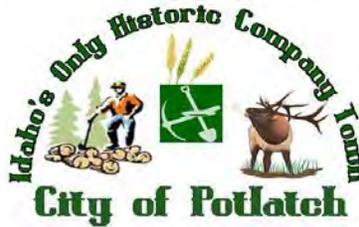
REPORTS:

- 1. Mayor–David Brown,** the Mayor talked to the Council about purchase a vehicle. How much do we want to spend and what type of a pickup do we want to purchase for snow plowing? The Dodge pickup that the City owns is a 350. Marty said that the bigger the number on the vehicle the bigger the motor. The Council discussed what they would like to see on the vehicle: a flat bed, a gas motor if possible and a snow plow. There is money in the Rolling Stock fund from FY16-17 and FY17-18. If the pickup goes over that amount, the Council talked about funding it from the water, sewer and garbage funds in the Idaho State Treasurer’s Fund. The Mayor is researching a vehicle to see how much the purchase may be.

The City sent out two more requests for quotes on the Splash Pad. Clearwater Economic Development Association asked the City to ask for three quotes for the project. The quotes were due Monday, January 22, 2018, and the City has only received one quote from Rain Deck. The Mayor told the Council that we will have to obtain a Plumbing Permit from the State to install the Splash Pad. The specs for the Splash Pad are included in the quote.

- 2. Parks - Joan Bender,** doesn’t have anything for the parks. Joan has been working on a work-list for Karin Johnson. Joan would like to get with the Mayor to review the list.

The window at the Food Pantry hasn’t been replaced yet, Joan will be calling them to see if they are coming to repair it.



Joan has texted Shelley Bennett about the piece of property near Bennett's Addition for a park but she hasn't heard back from her yet.

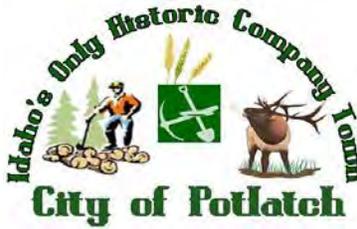
The Mayor told the Council that Karin Johnson has been painting the inside of the Scenic 6 Depot. If there is something at the pool inside the bathhouse that needs painted, Karin will be doing that next.

Joan suggested that when the weather gets nicer, Karin put sprinklers in the cemetery.

- 3. Pool & Cemetery - Dave Cada**, Dave doesn't have anything but he is in favor of doing anything with the bathhouse at the pool. Dave said that the inspectors are getting tougher and any improvements that are made will help.
- 4. Water & Sewer Charles Johnson**, absent.
- 5. Streets - Martin Anderson**, everything is good with the streets. Marty wondered where we are at with the sidewalks? The Phase II sidewalk design has been completed but the Mayor thought that the funding for the sidewalk project won't be released until July of 2019.

Marty had an idea for the sidewalk design up by Elm Street where the trees are located to put the sidewalk from the trees to the fence.
- 6. Scenic 6 -David Cada**, there wasn't a Scenic 6 meeting.
- 7. Clerk- Shelly Hammons**, the Presnell-Gage auditors were onsite at City Hall last Tuesday and Wednesday, Jan. 16 and 17, 2018. They conducted their on-site requirement and they are now working on the audit for FY 2016-2017.

The bills for January 22, 2018 and the Actual Y-T-D Budget, were examined by the City Council.



Dave Cada made a motion to pay the bills for the City of Potlatch in the amount of \$20,721.66 and the Century 21 After-School Program bills and payroll in the amount of \$3814.98 Joan Bender seconded the motion, the motion was approved with “all ayes”.

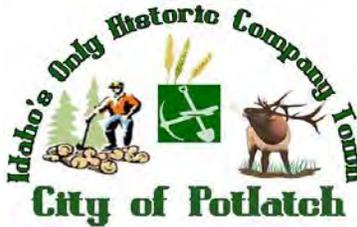
Marty Anderson made a motion to adjourn the meeting, Dave Cada seconded the motion, the meeting was adjourned at 7:47 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be February 12, 2018.



Potlatch City Council Workshop

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

Monday, February 5, 2018 – 6:30 p.m.

The workshop of the City Council was attended by Mayor David Brown, Council members present: Dave Cada, Marty Anderson, Joan Bender and Charlie Johnson.

Planning & Zoning Committee members: Kendria Cada, Dale Good and Ted Millick. Tomi Andres was absent.

Also present: Shelly Hammons.

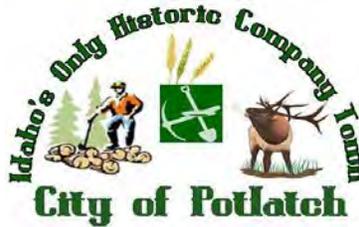
GUESTS: Tom Moore, City Engineer.

NEW BUSINESS:

The Mayor opened the meeting explaining to everyone that this was to review the Ag Forest Ordinance requirements in the City of Potlatch. The Mayor said that the road requirements in the City are 60'. Tom Moore advised the Council and the P&Z to consider safety issues such as Fire Truck passage. Who will maintain the roadway?

Potlatch Corporation has 110 acres across the Palouse River that they would like to annex into the City and then develop the area into 15 parcels and a green space. They have provided the City with a map of their possible development area. The Council discussed having Potlatch Corporation annexing all of their property in at one time under the PUD.

Al Beardsley from the Idaho Department of Water Resources was consulted about this development and Mr. Beardsley said that he doesn't see a problem with punching in wells on these 15 lots as



long as they meet the Department's set-back requirements. Nancy - Becker for from the Idaho North Central Health District was also contacted and she said that they would be able to have septic systems as long as they meet the Health District's set-back requirements and pass the test pit and soil requirements and that the septic systems be installed to grade. The Health Department would have to approve all of the septic systems.

Tom Moore suggested that the City annex this development in as a PUD (Planned Unit Development). As far as the green space, who will take ownership of it? City responsible? Potlatch Corporation responsible? Homeowner's Association responsible? If there is noxious weed on this green space, who would have to spray it?

How are they going to get electricity in?

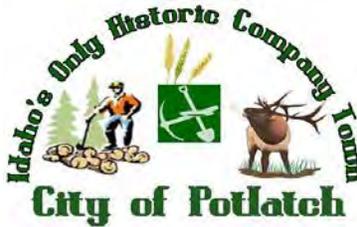
If this development does happen, there will have to be an agreement between Potlatch Corporation and the City and the City would have to get Will Herrington, City Attorney, involved.

The workshop was adjourned at 8:00 p.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 12, 2018 – 7:00 p.m.

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

GUESTS: Jamie Murillo Espejo, Food Truck Vendor; Ben Ballard, Real Estate Division of Potlatch Corporation; Jessica Brierly, U of I Community Nutrition Advisor; and Gary Nagle, Potlatch Fire Chief.

Dave Cada made a motion that the City Council meeting minutes from January 22, 2018, and the February 5, 2018, meeting minutes be approved, Joan Bender seconded the motion, the motion was approved with “all ayes”.

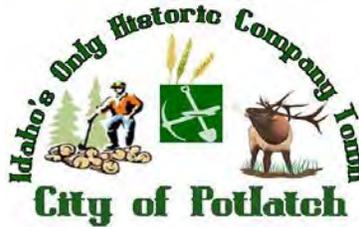
Joan Bender made a motion to amend the agenda to include Jamie Murillo Espejo, Food Truck Vendor.

Joan Bender said the Opening Prayer.

NEW BUSINESS:

Ben Ballard from the Real Estate Division with Potlatch Corporation came to speak to the City Council about the 110 acres of land that Potlatch Corp. owns across the river, Ben said that it is very attractive property. Potlatch Corp. is looking at options to sub-divide the property but not sure whether to have the land remain in the County or annex the land into the City.

The Mayor explained that one week ago, the City Council and the Planning and Zoning Committee had a workshop and everyone was in agreement that they would like to see something happen with that land. The main concern that they had was the road widths. Gary Nagle arrived later in the meeting and gave Ben Ballard the Potlatch Fire District's regulations for road width. Ben said that the topography of the land will make it difficult to have a road width of 25' all of the



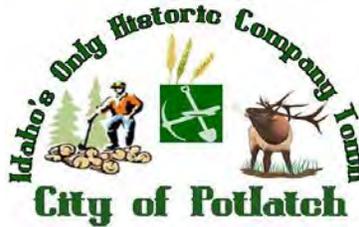
way. There is a possibility of having turnouts along the road that might meet the requirements. Ben would like to know what the requirements for a road would be from the City? Would the City require paved roads or gravel roads? Ben would like to sit down with the City engineer and attorney and figure out the requirements for the development. Shelly will set up an appointment for the meeting.

Ben explained that the ultimate vision is not ½ acre lots but have the land divided into 4 to 7-acre parcels. There would be a neighborhood green space in the plan. Homeowners would be able to build barns and have a rural setting neighborhood. Ben said that they have rules and regulations that Potlatch Corp. would like to follow so that a pig farm doesn't end up in the middle of this neighborhood.

The zoning on that property in the County is currently Ag Forest. The City would like to see the zoning changed on that property to a PUD (Planned Unit Development) if it were annexed into the City. In order to annex that property, it must be touching City property. The annexation would begin on Mill Road and extend to the walking/access bridge to the City's land across the river and then the Potlatch Corporation 110 acres. The Mayor said that the City has offered \$3,000 an acre for the Mill Road. If the City owned the property and there was another business that owned property that would create jobs, there is a possibility that the City would be able to apply for an Idaho Department of Commerce grant to pave the Mill Road and also to extend the utility services down the road. There is a match required for this grant.

Shelly spoke with Al Beardsley from the Idaho Department of Water Resources and Mr. Beardsley didn't have a problem with wells being drilled on the parcels as long as the State set-back requirements are met. The Mayor spoke with Nancy Becker of the North Central Health District and Ms. Becker said that they would allow septic systems on each parcel as long as they are inspected and approved by the Health District.

The Mayor said that the City doesn't want to be responsible for plowing the roads.



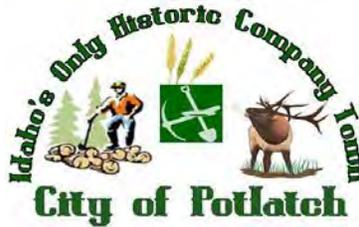
Dave Cada said that there was a man named John Bush who was a geologist with the U of I and he had conducted studies that showed that there is enough water in the area to support numerous wells.

Jamie Murillo Espejo handed out his plan to the Council for his food truck vendor. Jamie explained that he would prefer the main road to park his vendor truck. The food vendor business originated in Tacoma, WA. Jaime said that his cousin has the business and he brought his food truck to Moscow. The Mayor said that Jamie needs to consider that the local businesses in town pay for water, sewer and garbage and they also pay taxes, so there may be some opposition. The City doesn't require a business license. Jamie did say that if the business went well, he would consider opening up his business in a building in Potlatch. He would like to be open on Thursday, Fridays and Saturdays at first and he anticipates that he would be able to be open by May. The Council discussed the different options and suggested that he talk with the WIMHPG group about parking his vendor truck down by the Railroad Depot.

Dave Cada made a motion to allow Jamie Murillo Espejo to park his Food Truck in Potlatch and sell Mexican food, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

Jamie said that he spoke with several businesses in town today and they all supported his idea. Dave Cada said that he liked this idea as there are limits on food availability in Potlatch. Dave said that advertising will be what you will want to do. There is the C.I.A. newsletter that provides inexpensive advertising and goes out to a lot of people in the area.

Jessica Brierly is the Community Nutrition Advisor for the Eat Smart Idaho, University of Idaho program. Jessica would like to conduct a six-week cooking training in Potlatch for low-income participants. This training would help them with food preparation. Jessica has been working with Joan Bender and the Potlatch Food Pantry and putting on demonstrations during Food Pantry days. The Council discussed her options and suggested that she would be able to use the Council Chambers for her demonstrations or the Scenic 6 Depot at no charge. Shelly will get with Jessica to schedule the training sessions and times.



Joan Bender made a motion that the City accept the RV Park rules and the Scenic 6 Depot rules for renters, Dave Cada seconded the motion, the motion was approved with “all ayes”.

Marty Anderson made a motion that Karin Johnson, Parks Director, can apply for the Idaho Native Plant grant to purchase native plants, Joan Bender seconded the motion, the motion was approved with “all ayes”.

Dave Cada made a motion to adopt the Fair Housing Proclamation, Joan Bender seconded the motion, the motion was approved with “all ayes”.

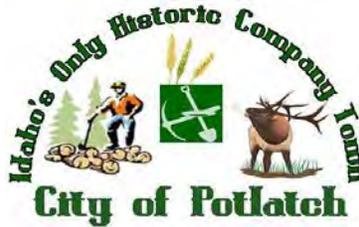
Dave Cada made a motion to have the 1986 Dodge Pickup repaired according to the estimate from Baggot Motors of \$4,801.71, Joan Bender seconded the motion, the motion was approved with “all ayes”.

REPORTS:

- 1. Mayor–David Brown,** the City received the contract from the Idaho Department of Commerce for the Splash Pad. Shelly talked with Tony Tenne of the IDOC this morning and Tony said that he spoke with Angela Edwards-Kuskie at Clearwater Economic Development Association (CEDA), and Tony did the environmental clearance for the project. Angie will have to send Tony the complete procurement process before there will be approval to purchase the Splash Pad equipment. The project must have environmental approval before construction can start.

John Lane, Chief Financial Officer for CEDA, stopped in City Hall last week to talk about a company that has made an offer to purchase land from Potlatch Corporation. John is working with the company on the purchase. If this land is sold, then it will make it easier to annex the Potlatch Corporation land across the river.

The City didn't qualify for a grant called Opportunity Zone. The Mayor e-mailed IDOC and the city is not considered a low-income City. There is another program that would offer tax deferments, like

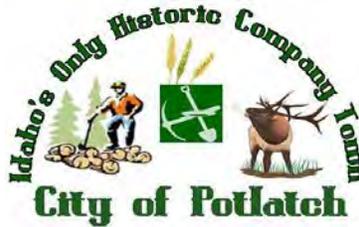


Clearwater Paper uses in Lewiston but the County Commissioners would have to approve it.

Karen Rohn e-mailed the Mayor and asked for permission to use the Lion's Club Park for their Country Music Festival this year. Karen also said that Source Electric has agreed to do some electrical wiring for them down in the park. The Mayor agreed that the electrical wiring would be able to be done. The Mayor asked the Council what they thought of festival group using the park? The Council discussed this and if this group is a for-profit group, then they will have to pay to rent the park. They also would like to use the park under the City's insurance. There is alcohol served now and that is an extra liability. The Council discussed that the group may have to purchase their own insurance for the program. The City would like to see the City benefit from this music festival: building a permanent stage for other uses and also making a significant improvement to the park that would benefit the City. They are seeking major sponsors for the festival, asking for \$1,000 donations by either in-kind donations or monetary donations. The Council agreed to table this discussion until the next Council meeting.

- 2. Parks – Joan Bender,** Tom and Joan Bender attended a forum at Moscow City Hall on February 1, called Poverty on the Palouse. There were 70 people there. Moscow seems to be struggling to get enough food for their Food Banks. There will be another meeting on March 1, at 5:30 p.m. in the Moscow City Council Chambers.

Joan explained that this area needs a coordinator to make sure that the food gets from one place to another. The Council discussed having a Community Garden in Potlatch. The Mayor said that the City could rent space and people could grow their own gardens. The land by the Food Pantry is available so is the land that the City is purchasing. Joan said that they wondered if the High School students would be interested in growing vegetables for the Food Pantry?



- 3. Pool & Cemetery - Dave Cada**, didn't have anything for the cemetery.

Dave suggested that the park/picnic area by the Log Cabin be cleaned and raked of pine needles so that people would be able to use that area. Dave wanted permission from the Council before he proceeded with this. Dave has about twenty Fit and Fall exercise people that would volunteer to rake and clean that area up. The Council discussed this and thought that it was a good idea.

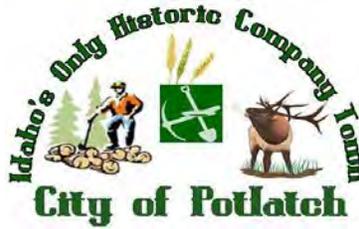
- 4. Water & Sewer Charles Johnson**, everything is going good.

- 5. Streets - Martin Anderson**, Marty asked how the classroom on the second floor of City Hall was going and wanted to confirm that they will be using the room until the end of school? Shelly said that it is going pretty well and that there is one student and several teachers every day. They will be using the room until the end of school.

- 6. Scenic 6 -David Cada**, the Fit and Fall group is a State organization but they don't receive funding from the State. They currently meet in Princeton twice a week but it is a very big group and they would like to locate an area in Potlatch where they would be able to do their Fit and Fall classes twice a week. Dave said that many people need it in Potlatch and can't travel to Princeton. Several ideas to conduct the class were the Presbyterian Church basement or possibly the shopping center. Maybe the Scenic 6 Depot would work for them? They are working with the clinic to provide exercise classes for people.

- 7. Clerk- Shelly Hammons**, Christine Frei, Executive Director, of CEDA would like to schedule a meeting on Tuesday, February 27, at 9:00 a.m. to review the Comp Plan.

The bills for February 12, 2018, the payroll report for January 2018 and the 1st Quarter Report for FY 17-18 were examined by the City Council.



Marty Anderson made a motion to pay the bills for the City of Potlatch in the amount of \$26,878.22 and the January 2018 payroll report in the amount of \$9,516.92, Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

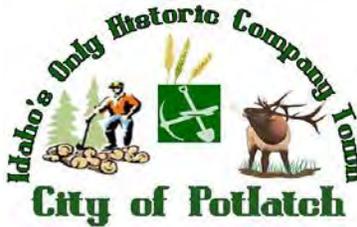
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 9:07 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be February 26, 2018.



Potlatch City Council Meeting

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

February 26, 2018 – 7:08 p.m.

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

GUESTS: NONE.

Joan Bender made a motion to amend the agenda with the additions in yellow. Dave Cada seconded the motion, the motion was amended with “all ayes”.

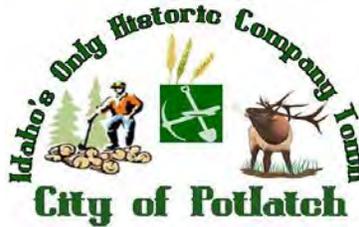
Dave Cada made a motion to approve the City Council meeting minutes from the February 12, 2018, meeting, Joan Bender seconded the motion, the motion was approved with “all ayes”.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

The City Council reviewed their Vulnerability Assessment (VA) and Emergency Response Plan (ERP). After reviewing the documents, it was decided that they need to be updated. Shelly will sit down with Tom Andres and work on updating the plans. After the updates are made, the Council will receive the updated plans and then they will review the new plans. USDA, Rural Development, John Lind, was in Potlatch several weeks ago doing a Security Assessment of the water and wastewater system. John suggested that the Council update and adopt a new ERP and VA plan.

The Mayor talked to the Council about several items in the VA & ERP that he thought would be beneficial to implement: Emblems on the City's vehicles, and T-Shirts with the City's logo on them and identification cards. The Council would have to review how they would be purchased? By the city or does the employee



have to purchase them? Will the Council enforce that the employees wear the clothing?

The Council discussed reducing the rent on the cabins if all five cabins are rented by one group. At this time, the rent for the cabins will remain at \$50.00 per night with no reduction. A Security Deposit of \$50.00 per rental will be required. The Security Deposit will not be returned until the cabin has been inspected by the Camp Host.

Cabin Furnishings: it will cost approximately \$650 to furnish each cabin but after the summer of renting them, the rental fee with pay for the furnishings.

Dave Cada made a motion that the City purchase the cabin furnishings now, Charlie Johnson seconded the motion, the motion was passed with "all ayes".

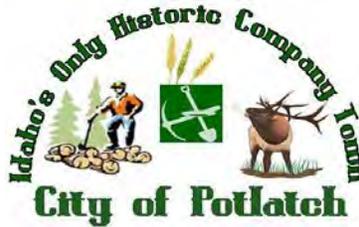
The Mayor would like to name each cabin after the different logging camps that used to be in the area and provide historical photos on the walls of the cabins.

The Council also discussed providing amenities such as: decks of cards in each cabin, cribbage boards, books, checkerboards and backgammon. The Camp Host will have the Office to rent out games: Boule balls, Bocce Balls, Horseshoes, Disc Golf supplies, etc. Possibly have a microwave in the Office and sell popcorn, microwavable food, etc. Providing vending machine with personal care items and food was also discussed.

The Mayor said that the Potlatch Recreation District is going to pay to have the Disc Golf T-boxes concreted in.

The Mayor would like to recognize high school students in their accomplishments and let the kids know that the community is behind them. The Council discussed this and it was suggested that a Certificate of Appreciation in Recognition of be made up and signed by the Mayor and Council and sent to the coaches of the basketball team and the wrestling team.

Brett and Amber Weber of 655 Ponderosa Way met with the Mayor, Attorney Will Herrington and Duane Priest of Rim Rock Consulting several weeks ago. There is a little piece of ground where the cell tower is located on their property and



they would like the City to purchase that property from them. They suggested to use an average lot rate and figure out how many square feet is in that piece of property and then the City purchase it from them.

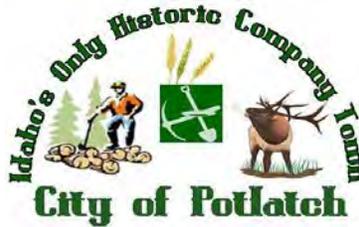
Mr. and Mrs. Weber suggested in lieu of the City purchasing that land, that they be allowed to have two (2) horses, two (2) goats and six chickens, but no roosters.

Dave Cada made a motion that Mr. and Mrs. Weber submit a Variance request to the City to have two (2) horses, two (2) goats and six chickens without any roosters. The Weber's will have to go through the Variance process and the City will waive the Variance fee. There will be a Stipulation that Mr. and Mrs. Weber have a designated area where they will keep these animals and that they pay for the legal notice in the newspaper for the Variance request and that they pay for the mailings to the property owners within 300' of their property (\$5.00 per mailing). Charlie Johnson seconded the motion, the motion was approved with "all ayes".

Dave Cada made a motion that the Return to Riverside Country Music Festival be sponsored by the City of Potlatch and fall under the City's insurance (this will be the last year that the City will pay for the insurance for this event) and that they be allowed to use the Lion's Club Park with the stipulation that they agree and sign the list attached with the assurance that all of the items on the list will be completed for the Country Music Festival. Joan Bender seconded the motion, the motion was approved with "all ayes".

Dave Cada made a motion that the Boy Scouts – Eagle Scout Project – be allowed to build a covered sun-shade area in the grass up by the pool that will fit two picnic tables under it, Joan Bender seconded the motion, the motion was approved with "all ayes". The Eagle Scout will have to take out a building permit for this project.

The Mayor and Shelly had a telephone conference with Amanda LaMott from LHTAC and K.J. Hanley from Parametrix on the Phase II sidewalk project. The project won't be started until 2019.



Idaho Transportation Department will also have a road project in Potlatch in 2019 and there is a plan for the corner by the shop in this project.

ITD will be installing a turning lane by Flannigan Creek this year and the City just received the plans today. The water line will have to be moved at City's expense in this project.

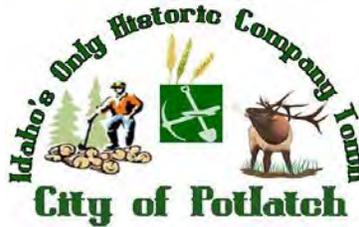
REPORTS:

- 1. Mayor–David Brown,** The Mayor said that Tamara Minor, Building Inspector, inspected the cabins in the RV Park and sent an e-mail saying: “They look fine to me as far as the structures go. They do still need some sort of step/porch to get up the doors (which I did talk to Tom Andries about today) but other than that I think they are done.”

The Mayor received a letter from PEP which said that there have been changes made in their organization. As of 2018, all of the rural cities membership will be included in the Latah County Contribution. They are going to be building a new website and all of the rural cities will be allowed to have one page with their information. The letter said that Gina will be contacting the Mayor within 10 days to schedule a meeting.

The Mayor and Shelly met with Ben Ballard, Potlatch Corp.; Will and Field Herrington, City attorneys; Tom Moore, City Engineer and John Dunn of Rim Rock Consulting. The meeting was in regard to the acres that Potlatch Corporation has across the Palouse River. Potlatch Corporation would like to sell that land in 15 parcels of acreage. They will need to put a plan together and take it to Potlatch Corporation for approval. There is a business owner who would like to purchase eight acres of land from Potlatch Corporation and this would allow the City to apply for a job-creation grant to help extend city services down Mill Road and also to pave the road.

The Mayor met with FEMA about the lagoon road washout and the bollards under the bridge that were washed out in the flood of 2017. This project has been approved for FEMA funds and is considered a large project since it will be over \$100,000. The Letter of Award should be coming within the next few weeks. They will pay on an invoice for this project and if any part of the project



goes over the projected cost, they will cover it. There is \$114,000 for the bridge and road; approx. \$2,350 for Rim Rock Consulting, \$5,700 for Tom Moore, engineering fees and \$1,500 for Administration Fees.

The City has a Certified Check for \$75,000 to purchase the 10 acres of land next to the Scenic 6 Park. The paperwork and check will be taken to Latah County Title Company tomorrow to finalize the purchase. The City can offer this land to be used by someone that might want to put on a Demo Derby or some other function.

The RV Park bathrooms have been vandalized again with someone cutting the lock off of the toilet paper metal bar, taking the bar and all of the toilet paper in the men's restroom. Several weeks ago, the toilets were plugged with toilet paper and the showers were flooded because toilet paper was plugging the drain. The Mayor told the Camp Host to lock the showers and the bathrooms for a week and put a sign up saying locked due to vandalism.

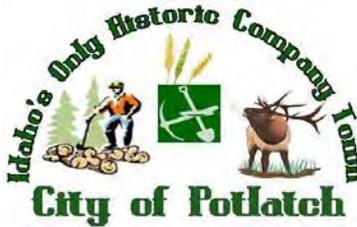
Tom and Brennan went to Walmart and purchased four security cameras and then put them up on the four corners of the bathroom/shower rooms in the RV Park.

This weekend someone went into the men's restroom and dropped feces all over the floor. The cameras have yet to be viewed to see who was responsible for this mess.

Karin Johnson has been scraping the ceiling at the pool house in the boy's changing room. The Mayor talked with Tia McKinney and Tia suggested that the floors need scraped and repainted. The Council talked about this and Dave Cada said that auto parts stores have a product with grit in it and you can add to paint to put on floors.

The Mayor talked with Don Ball and Don said that this might be the last year for Potlatch Days as they don't have enough volunteers to continue.

The Mayor went to the CEDA meeting last week in Lewiston. They toured the Idaho Food Bank in Lewiston and talked about tourism.



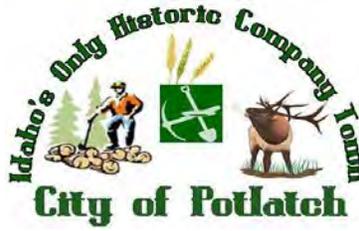
2. **Parks – Joan Bender**, nothing at this time.
3. **Pool & Cemetery - Dave Cada**, didn't have anything for the cemetery or the pool.
4. **Water & Sewer Charles Johnson**, everything is good.
5. **Streets - Martin Anderson**,
6. **Scenic 6 -David Cada**,
7. **Clerk- Shelly Hammons**, **Clearwater Economic Development Association will have their Annual Meeting on Friday, April 13, 2018, in the Nez Perce County Fair Pavilion. Theme: "An Old- Fashioned Barn Dance". There are two DEQ trainings coming up: When Should DEQ be Contacted? March 22, Lewiston. Source Water, Assessment & Protection, April 10, Lewiston.**

The City of Potlatch bills for February 26, 2018, the Century 21 After-School Program bills for February 26, 2018, and the February 2018 payroll report were examined by the City Council.

Marty Anderson made a motion to pay the bills for the City of Potlatch in the amount of \$20,795.23, the Century 21 After-School Program bills in the amount of \$9,153.04 and the February 2018 payroll report in the amount of \$9,737.66, Joan Bender seconded the motion, the motion was approved with "all ayes".

Marty Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 9:18 p.m.

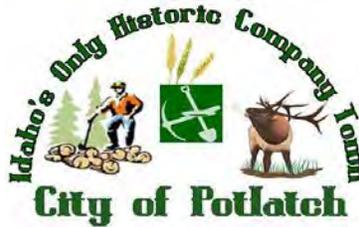
David L. Brown, Mayor



ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be March 12, 2018.



Potlatch City Council Meeting

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

March 12, 2018 – 7:00 p.m.

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

GUESTS: Jacob and Brittany Stoor, Harold and Sandra Osborne.

Dave Cada made a motion to approve the City Council meeting minutes from the February 26, 2018, meeting, Joan Bender seconded the motion, the motion was approved with “all ayes”.

NEW BUSINESS:

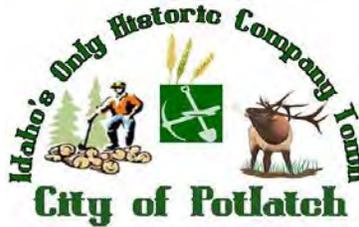
Joan Bender said the Opening Prayer.

The Public Hearing for the Sidewalk Project was opened by the Mayor. Neither utility: Avista nor Frontier Communications was present.

The Fair Housing Resolution for the Splash Pad project was republished on 2-27-2018. The Resolution was originally published in April of 2002.

The Mayor said that in October 2017, the City of Potlatch employees received a 2% raise. The Potlatch After-School Program employees didn't receive the raise at that time. Melissa Smith spoke with the Mayor about giving the employees of the After-School Program a 2% raise starting in February. The Mayor suggested that Melissa speak with Andrew Fletcher of the After-School Program regarding a raise for her employees. Andrew said that if the budget will allow a 2% increase now, then the program would be able to implement the raise (see e-mail correspondence from Melissa Smith).

Dave Cada made a motion that the Potlatch After-School Program employees receive a 2% raise effective February 18, 2018. Joan Bender seconded the motion, the motion was approved with “all ayes”.

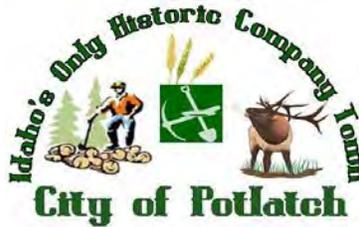


Harold and Sandra Osborne and Jacob and Brittany Stoor attended the meeting to explain that they are petitioning Latah County to rezone Mr. and Mrs. Osborne's land to rural residential, the Public Hearing will be March 21 for the rezone application. (Mr. and Mrs. Osborne own the land and the land is currently zoned Ag Forest.) If the County agrees to rezone the land, then the Osborne's will submit a short-plat to the County to split their 8.3 acres into four lots (the Osborne's will retain one acre for their residential area). Since there aren't any services available, they would drill wells for the lots and put in septic systems. The Council discussed this and agreed that as long as the County approves the rezone and the short-plat and the Osborne's follow the rules, then it would be okay with the Council and they wished them "Good Luck".

The Mayor told the Council that the City now owns the 10 acres of land that the City bought from Potlatch Corporation. The date of ownership was effective 2-28-2018. The Mayor talked with George Lisher last week and George would like to put on a "Burn-Out Show" for trucks and cars on this land this summer. The area where he would like to have the show would be where the Potlatch Corporation offices were located, where the concrete is. George asked the Mayor if the City would sponsor this event and have the City's insurance cover it? The Council would like to know what the insurance company says about this before they agree to sponsor the event. The Council also wanted to know where the attendees would sit and park? The Mayor will ask George Lisher to attend the next Council meeting to discuss this with the Council.

Dave Irving, VFW Commander, came into City Hall and asked if the City would allow the VFW to set up their cooking trailer on Tuesdays and maybe Thursdays in Potlatch? Dave was looking at the area across from the grocery store? The Mayor told him that area is owned by the WIMHPG historical group and he would have to talk with them about using that area. Dave said that people have been coming to him and asking if the VFW would do this and this would be a fundraiser for the VFW. The Council discussed this and thought that it would be a good idea for them to serve hamburgers and wraps.

Dave Cada made a motion that the VFW be allowed to set up their cooking trailer in Potlatch on Tuesdays and Thursdays, Joan Bender seconded the motion, the motion was approved with "all ayes".



The Mayor told the Council that the owner of the Hoodoo Café in Harvard called City Hall last week and was complaining about the Potlatch Senior Citizens changing their meals three days a week now on Mondays, Wednesdays and Fridays. They were having their meals on Tuesdays and Fridays before. She said that she had started a lunch on Monday's for the seniors and now her customers have decreased by half. The Mayor explained that now that the meals are three days a week it is costing the City more money now too as the City pays for the electricity and the propane to heat the Senior Center.

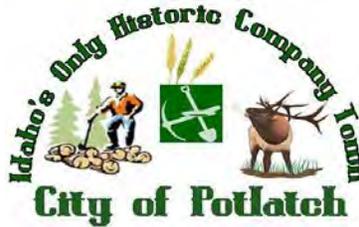
REPORTS:

- 1. Mayor-David Brown,** John Stefancik of FEMA will be in Potlatch later this week to have the Mayor resign the paperwork for the road repair to the lagoon and the bridge bollard work. The engineer and surveyor costs have increased for the project.

The City has received two quotes from Larry Minden of Jess Ford in Pullman for two different sizes of pickups. The Council reviewed the quotes and chose the second quote with the lower gear ratio. They would like to know about a lifetime warranty as this is what Jess Ford says they will cover on the vehicles that they sell. They color would be a dark green (Hunter green, forest green). Marty said that he would be able to build a flatbed for the pickup if that is what the Council would like to do. The Council voted to purchase a pickup last year.

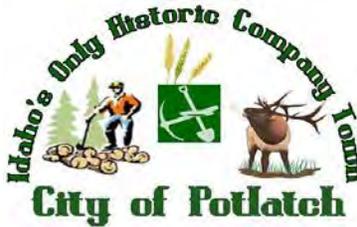
The Mayor spoke with the new Mayor from Onaway last week. The Onaway Mayor would like the Potlatch Recreation District to help Onaway fix up their park with Rec District funds.

The Mayor said that Habitat for Humanity will be having their annual fundraiser on April 21 in Pullman at the Schweitzer conference center. This year they will be raising funds for the second Habitat for Humanity home that will be built in Potlatch. The cost to attend is \$40 per person or \$400 for a table. The Council discussed this and agreed to purchase a table for \$400 people. The Council members are considering attending.



Chris Mansfield, former engineer for Potlatch, stopped in today to visit with the Mayor. Chris is working with TO Engineering out of Spokane and they are the engineers on the passing lane that will be going in on the other side of Riverside Hill. TO Engineering is also the firm that is working with ITD on the turning lane for Flannigan Creek and the bridge project. When the Flannigan Creek turn lane project happens, the City will have to move two or three water meters and water pipe.

- 2. Parks – Joan Bender**, the Mayor let the Council know that the Camp Host will be leaving next Monday and that the City is searching for a new Camp Host. The Idaho Parks and Recreation has notified their people of the position and it has been advertised on two different websites online. Bailee Ellis has agreed to come back for a few months until a new permanent Camp Host is located. The Mayor explained that the RV Campers like to have a Camp Host at the RV Park.
- 3. Pool & Cemetery - Dave Cada**, was wondering about the cover for the pool that was discussed at the last meeting. The Mayor said we don't know if this will happen this year as this would be an Eagle Scout project and we don't know if there is a person who is going to do the project this year.
- 4. Water & Sewer Charles Johnson**, everything alright. The Mayor said that Sunday he received a call from Nina Bass and she said that her water was brown. There have been six people complaining about their water being dirty since Sunday. Tom Andres went up and looked at the water at Mrs. Bass's house but it was clearing up by the time he got there.
- 5. Streets - Martin Anderson**, nothing to think of.
- 6. Scenic 6 -David Cada**, still working on the Country Music Festival.



7. Clerk- Shelly Hammons, there will be several events and trainings coming up:

1. **March 22** – DEQ Training in Lewiston at DEQ. “When Do You Call DEQ?” from 9-12
2. **March 28** – Inland NW Partners, Hayden Lake.
3. **April 10** – DEQ Source Water Training, LCSC, 9-4
4. **April 13** - Clearwater Economic Development Association will have their Annual Meeting on Friday, April 13, 2018, in the Nez Perce County Fair Pavilion. Theme: “An Old- Fashioned Barn Dance”.
5. **May 1** – AIC Spring meeting, Moscow. 9-3
6. **May 9** – Budget & Levy Training, Moscow, 8:30-Noon

The City of Potlatch bills for March 12, 2018, were examined by the City Council.

Marty Anderson made a motion to pay the bills for the City of Potlatch in the amount of \$17,030.88, Joan Bender seconded the motion, the motion was approved with “all ayes”.

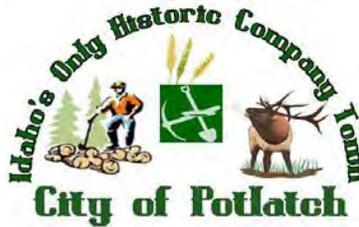
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:26 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be March 26, 2018.



Potlatch City Council Meeting

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

March 26, 2018 – 7:00 p.m.

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

GUESTS: Jan Ahles, Peggy Gottschalk – both ladies are both running for Latah County Treasurer; George Lisher, Kim Cessnun, Madison Cessnun and Isabel Huggins.

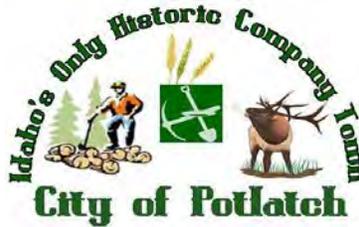
Dave Cada made a motion to approve the City Council meeting minutes from the March 12, 2018, meeting, Joan Bender seconded the motion, the motion was approved with “all ayes”.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

Madison and Isabel explained to the City Council which students with the Potlatch BPA had won the Idaho State Conference and are now going on to the National BPA conference in Dallas, Texas, May 9-13, 2018. There are five students who will be travelling to the National Conference. They have had fundraisers and they are here asking the City Council if they would donate toward their travel expenses. Dave Cada asked if the City Council did something like this last year? Yes. The Council discussed this and George Lisher donated \$20.00. The BPA students are also selling Crispy Kreme donuts as another fundraiser. The cost is \$12.72 per box. The City Council ordered donuts from the BPA students also.

Dave Cada made a motion that the City support the Potlatch BPA students on their trip to Dallas for the BPA National Conference in the amount of \$200.00; Joan Bender seconded the motion, the motion was approved with “all ayes”.



The City hasn't received any information back from Will Herrington, City Attorney, regarding the land dispute by the water tower.

The Mayor told the Council that ITD will be installing turn lanes into Flannigan Creek within the next year and the City will need to move the water lines that are in the ditch. The Mayor signed the agreement for ITD last week.

The City is going to buy a table for \$400 at the Palouse Habitat for Humanity fundraising event on April 21 called Beans and Jeans.

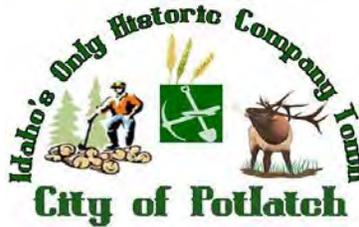
Marty Anderson made a motion that the Terry Koehn and Eric Sorenson repair the posts on the decks in front and behind City Hall: the cost will be \$549 for each post for the small posts. They think that they can repair the large posts on the bottom only. Joan Bender seconded the motion, the motion was approved with "all ayes".

Jan Ahles introduced herself to the City Council, handed out business cards and explained that she is running for Latah County Treasurer. Peggy Gottschalk also introduced herself, handed out a pamphlet and explained that she is running for Latah County Treasurer. The Mayor wished them good luck.

George Lisher explained to the City Council that he has been talking with the Mayor about having a "Burn-Out Competition" on the land that the City just purchased. George would like to have this competition on the day of Potlatch Day or the day after. George asked if he could buy insurance through the City as he tried to get insurance but couldn't afford it? Dave Cada said that he has been researching these burn-out events and they have been outlawed. Dave said that there was an event in Kentucky where six people were killed and 18 others were injured. George explained that he would have safety measurers in place for this event. The Council said that if the Lion's Club sponsored this event, they have insurance also. Shelly will check with ICRMP again. The Council said that even if the City sponsored the event, George would have to have his own insurance too.

REPORTS:

- 1. Mayor-David Brown,** the Mayor told the Council that the City purchased a 2018 One Ton pickup from Jess Ford in Pullman. The cost was



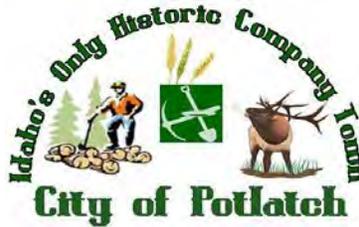
\$10,000 less than the sticker price because the City was able to get a discount. This week they are spraying a bed liner in the box.

Aqua Lawn has been installing sprinklers in the RV Park and the T-Ball field.

The City is waiting on the environmental for the Splash Pad project.

FEMA handed in the signed paperwork to Boise and Boise kicked it back saying that they needed more information and more pictures as the old photos didn't show the damage very well.

- 2. Parks – Joan Bender**, the City is still searching for a Camp Host. There have been several applications received for the position.
- 3. Pool & Cemetery - Dave Cada**, asked if Karin Johnson had been painting in the bathhouse at the pool? No. The weather is still too cold to paint up there.
- 4. Water & Sewer Charles Johnson**, said that he talked with David Keene and there is a sewer leak at the Vern Johnson Trailer Court. Charlie said that it usually just a plugged sewer line when that happens. They will be repairing
- 5. Streets - Martin Anderson**, there is a big dip in the street on Larch where the road was paved last year. There has been a traffic cone in the dip but it barely is above the top of the hole.
- 6. Scenic 6 -David Cada**, the Scenic 6 Economic Development Council would like to have a Business Breakfast the 2nd Tuesday in May at the VFW at 7 a.m. to collect ideas from the area business and to develop comradery.
- 7. Clerk- Shelly Hammons, there will be several events coming up:**
 - 1. April 13** - Clearwater Economic Development Association will have their Annual Meeting on Friday, April 13, 2018, in the Nez



Perce County Fair Pavilion. Theme: “An Old- Fashioned Barn Dance”. Tom and Joan Bender will be attending.

2. **April 21** – Palouse Habitat for Humanity Beans and Jeans event, Pullman

The City of Potlatch bills for March 26, 2018, were examined by the City Council.

Marty Anderson made a motion to pay the bills for the City of Potlatch in the amount of \$121,459.27, and the payroll for March 2018 in the amount of \$9,405.97; Charlie Johnson seconded the motion, the motion was approved with “all eyes”.

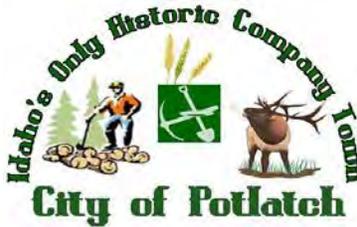
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:10 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, City Clerk-Treasurer

The next Council meeting will be April 9, 2018.



Potlatch City Council Meeting

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

April 9, 2018 – 7:00 p.m.

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

GUESTS: Will and Field Herrington, City Attorneys; Robert Barkley, Idaho Department of Lands Private Forestry Specialist and Kathie LaFortune, candidate for Latah County Commissioner.

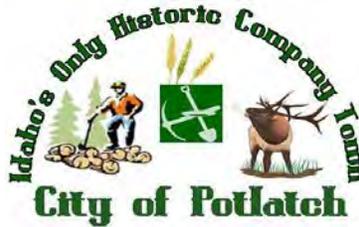
Dave Cada made a motion to approve the City Council meeting minutes from the March 26, 2018, meeting, Joan Bender seconded the motion, the motion was approved with “all ayes”.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

Robert Barkley, Private Forestry Specialist for the Idaho Department of Lands, presented the City Council a Tree City USA Flag, one hat, Tree City stickers to that say “9 Years” to put on the City’s Tree City signs at each end of the city, one lapel pin and a bronze plaque that will go on the Tree City USA plaque display. This is the 42-anniversary for Tree City USA and the program was created to take better care of community forests. This is the City of Potlatch’s 9-year anniversary. There are three cities in Latah County that are Tree Cities: Kendrick, Moscow and Potlatch. Potlatch contributes \$6.89 per capita which is second in Latah County. The city has ordered 100 seedlings for our Arbor Day celebration. The trees will be planted in the Swenson Park. Robert said that there are grants available to help pay for the trees.

The drinking water reservoir needs cleaned. The City has received one quote from Liquid Engineering in the amount of \$3,215.00. The Council discussed this and would like another quote before they make a decision.



Marty Anderson made a motion that the Council go into Executive Session, Pursuant to Idaho Code 74-206 subsection (1) (f) 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. Dave Cada seconded the motion, the Council went into Executive Session at 7:11 p.m. The Mayor asked for a Roll Call Vote:

Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

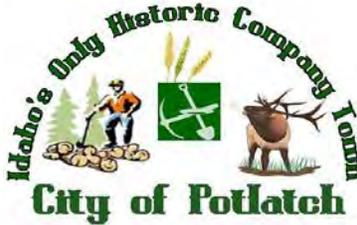
Joan Bender, aye

Marty Anderson made a motion that the City Council come out of Executive Session at 7:41 p.m.

Charlie Johnson made a motion that the Council authorize Will Herrington to draw up the Ag Forest rezone agreement between the City of Potlatch and Brett and Amber Weber. The City will waive the fees for the Rezone Application in exchange for the boundary description from Will Herrington. Joan Bender seconded the motion, the motion was approved with “all ayes”.

Joan Bender made a motion that the Council adopt the new cleaning list for the Scenic 6 Depot where a renter must initial and sign the cleaning list and that they must return the signed and initialed cleaning list to City Hall in order to have their cleaning deposit returned. Dave Cada seconded the motion, the motion was approved with “all ayes”.

The Mayor told the Council that there have been three applications submitted for Summer maintenance. Mac Judson would like to start work on May 14, 2018. The new Camp Host, Bailee Ellis, has applied for a Lifeguard position and she will also help with maintenance. There are three applications for lifeguards and the City usually hires five or six lifeguards and one Pool Manager.



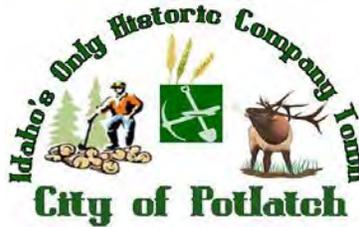
Will Herrington reviewed this meeting's agenda and he had several suggestions:

- A. Create a Consent Agenda which would have:
 - A. Approve the Bills and Payroll
 - B. Approve the Minutes from the previous meeting. Also, any other items that needs approving such as a lease agreement, etc.
- B. Number all items for New Business, that way when the minutes are created, they can be numbered. Then the minutes will truly reflect the agenda.

REPORTS:

1. **Mayor-David Brown**, met with John Stefancik, FEMA, last week. John brought the new contract back to be signed. The FEMA Boise office wanted the original contract changed and they needed more photos of the site. Tom Moore, Tom Andres, John and the Mayor all went out to the lagoon site and took more photos several weeks ago. The bank erosion under the bridge must be put back to its original condition as the mitigation was changed. The original plan started with \$140,000 and they dropped it to \$115,000. The mitigation changed and it will now be \$85,000 and if that isn't enough there is more mitigation money available. This actually increased the budget by \$80,000 for the repairs to the road into the lagoon and the bollards under the walking bridge. The City hasn't received the final agreement from FEMA yet.

Last week, the City put a Facebook post out on Friday afternoon asking if there was community support if the City were to purchase the old Potlatch Gymnasium building at 190 6th Street to use as a recreation center for the community. There were many favorable comments and two comments that had realistic questions. The City received several pledges of donations: \$2,500 from the Potlatch Alumni, several \$50 donation pledges and one \$250 donation pledge from the Cayuse Kids. The City has talked with Clearwater Economic Development Association and USDA, Rural Development about the possibilities of grant funding for this building. This is a big undertaking and if the City can't raise money, we won't do it.



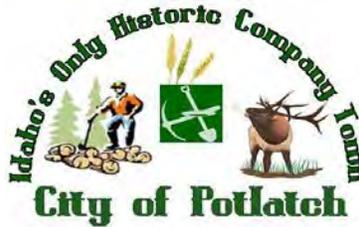
Last week the Mayor went through part of the building and the people in charge gave him the original set of blueprints for the Potlatch Gymnasium building, the blueprints were from 1916. The Mayor met with Representative Carolyn Nilsson-Troy last weekend, she was a fundraiser for the University of Idaho, and Carolyn said that she is onboard to fundraise for this cause. The realtor is having the building appraised and the appraisal should be completed within the next few weeks. The Mayor will be meeting with Lia's son next week sometime.

Kathie LaFortune asked what the Council thought that the cost would be to renovate that building? The Mayor said that he thought it would be at least \$1,000,000. The City and the WIMHPG both received a \$500,000 ITD Enhancement grant many years ago to help refurbish City Hall and the Railroad Depot but that money didn't go very far. The cost to upgrade the electrical in City Hall was \$80,000. The City is having City Hall repainted and the cost is around \$45,000. Kathie asked if there was a possibility of fixing the building in phases? The Mayor said, yes, that's what we would need to do. There is also a possibility if the Potlatch Recreation District got involved that if the public approved a bond that would be another way to fund the project. Dave Cada said that after upgrading the Railroad Depot, they know that there are many people that would get involved that have the talent and the time to help. There was a new roof put on the Potlatch Gymnasium building in 2012.

Will said that there are Community Foundations and that the City should consider:

- A. Gathering a committee of community members who will work on this project.
- B. Go through the building with the Building Inspector to see what it would take to bring the building up to code.

The Mayor said that handicapped bathrooms would need to be installed in the building.



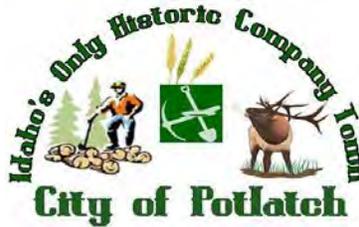
- 2. Parks – Joan Bender**, Joan has tried to get in contact with Shelley Bennett about the land behind their house for a community park area. The City hasn't heard from Shelley Bennett either.

Joan and Tom Bender attended a meeting about the Food Pantry's on the Palouse.

- 3. Pool & Cemetery - Dave Cada**, nothing at this time.
- 4. Water & Sewer Charles Johnson**, haven't heard anything of water or sewer.
- 5. Streets - Martin Anderson**, Marty said that he sees that there is still a big hole in the street in front of his house. The Mayor said that the crew is waiting to see what happens when the ground dries out.
- 6. Scenic 6 -David Cada**, the Scenic 6 Economic Development is planning their Business Breakfast at the VFW but they don't have a date set yet. They will be discussing several projects that the community would like to do.

7. Clerk- Shelly Hammons, Meetings:

- 1. April 13** - Clearwater Economic Development Association will have their Annual Meeting on Friday, April 13, 2018, in the Nez Perce County Fair Pavilion. Theme: "An Old- Fashioned Barn Dance". Tom and Joan Bender will be attending.
- 2. April 1** – ITD will have their Annual Tour and they will be stopping in Potlatch on April 19 at 9:00 a.m. for coffee and donuts.
- 3. April 21** – Palouse Habitat for Humanity Beans and Jeans event, Pullman
- 4. May 1** – Association of Idaho Cities meeting in Moscow from 8:30-3 p.m.
- 5. May 15** – Mandatory meeting with DEQ regarding the new Idaho NPDES permits.



The City of Potlatch bills and the Century 21 bills and payroll for April 9, 2018, were examined by the City Council.

Marty Anderson made a motion to pay the bills for the City of Potlatch in the amount of \$48,876.81, and the Century 21 bills and payroll in the amount of \$4,540.49; Joan Bender seconded the motion, the motion was approved with “all ayes”.

Roll call vote:

Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

Joan Bender, aye

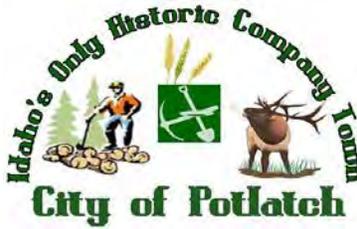
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:23 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be April 23, 2018.



Potlatch City Council Meeting

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

April 23, 2018 – 7:00 p.m.

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

GUESTS:

Dave Cada made a motion to approve the City Council meeting minutes from the March 26, 2018, meeting, Joan Bender seconded the motion, the motion was approved with “all ayes”.

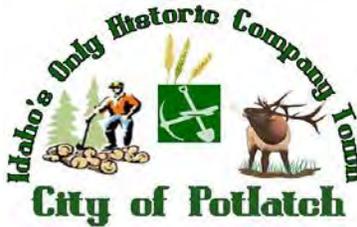
NEW BUSINESS:

Joan Bender said the Opening Prayer.

1. Joan Bender made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from April 9, 2018, Century 21 and City of Potlatch bills and payroll and the City of Potlatch's Treasurer's Monthly and 2nd Quarter Report. Dave Cada seconded the motion, the motion was approved with a Roll Call vote:

Charlie Johnson, aye
Dave Cada, aye
Joan Bender, aye
Martin Anderson, absent

2. The Mayor told the City Council that the City rented out its first cabin last week. The cabin was rented for two days. There was an issue with the person who rented the cabin had a dog and the dog got the futon cover completely covered with muddy dog prints. There was also wine spilled on the table. The Council discussed the rules for the cabins, a cleaning



deposit and also a non-refundable dog fee. The Council also discussed having a hanging key code box on the door handles so that the keys to the cabins can be stored on each cabin. The bunk bed cots in the green bags will remain in the cabins and the renters won't have to pay extra for them.

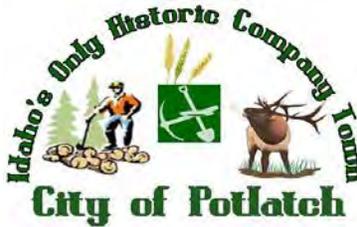
Dave Cada made a motion that the City give the rules to the cabin renters and have them complete the list (initial each one and sign at the bottom) in order to receive their cleaning deposit of \$50.00 back. The City will charge a non-refundable Pet Fee of \$25.00 per pet and the rent for the cabins will be \$50.00 each night. The City will purchase key code hangers for each cabin to store the keys in. Joan Bender seconded the motion, the motion was approved with "all ayes".

3. The City received two quotes to inspect and clean the drinking water reservoir.
 - A. Liquid Engineering: \$3,515
 - B. Midco: \$3,999

Joan Bender made a motion that the City accept the quote from Liquid Engineering for \$3,515 to inspect and clean the drinking water reservoir. Dave Cada seconded the motion, the motion was approved with "all ayes".

4. Bennett's Addition has a small area that has been zoned for a park. There has been a lot of discussion about this park in the last few months and Joan Bender said that she thought that the City has so many things going on right now that we don't do anything with the park for now. The City Council discussed this and agreed: the Swenson Park is being developed now, the Scenic 6 Park is so big and it takes a lot of care to keep it kept up and the Lion's Club Park is also a big park to care for.

Dave Cada made a motion that the City do nothing with the park idea in Bennett's Addition at this point and wait and see what happens down the road. Charlie Johnson seconded the motion, the motion was approved with "all ayes".



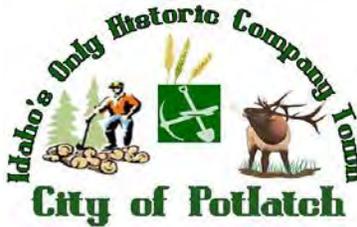
5. The City of Deary's maintenance man contacted the City of Potlatch to see if Potlatch would be interested in purchasing their street sweeper? The City of Deary and the City of Troy are going to go together and purchase a Vactor Truck. Deary purchased the street sweeper from the City of Moscow in 2014. There are several photos of the street sweeper that the Council looked at. The Mayor talked with the Mayor of Deary last week and they think that they are going to sell the street sweeper for \$14,000.

Dave Cada made a motion that the City Council authorizes the Mayor to purchase the street sweeper for \$14,000 if it comes up for sale. Joan Bender seconded the motion, the motion was approved with "all ayes".

6. Jennifer Wallace, Palouse Habitat for Humanity's Executive Director, thanked Potlatch for the donation of the land to build two homes in Potlatch and also for all of the support that they have received as they are building these two homes. Jennifer said that it has been a fantastic experience building these two homes in Potlatch. Dave Ostrom wanted the Council to know that he has had a good experience with Tamara Wardle, Building Inspector, for Potlatch. The Council discussed waiving the water and sewer connection fees for this second home.

Dave Cada made a motion that the City waive the water and sewer connection fees (\$5,000 per home) for 610 North Ponderosa and 620 North Ponderosa Drive. Charlie Johnson seconded the motion, the motion was approved with "all ayes".

7. Brett and Amber Weber have had a property dispute with the City about the First Step Internet tower that is up by the drinking water reservoir. One of the tower's legs sits on a small portion of the Weber property. The Mayor spoke with Mrs. Weber after the last City Council meeting and she said that they aren't going to sign the agreement that Will Herrington, City Attorney, sent to them – all they want is what is rightfully theirs. They would like to have their property re-zoned to Ag Forest and have horses and goats (the City would limit the number of animals that they would be allowed to have). Mayor Brown recommended that the City offer the Weber's \$1,000 for the small piece of land that the tower sits on. The Mayor



recommended that the City go through with the hearing to rezone their property and see if any of their neighbors would have any concerns about having animals on their property. The Mayor said that last week the City found out that the Jesse and Nancy Smith property is zoned Ag Forest.

Dave Cada made a motion that the City proceed with the Public Hearing on re-zoning the Weber's property Ag Forest. Joan Bender seconded the motion, the Mayor called for a Roll Call vote:

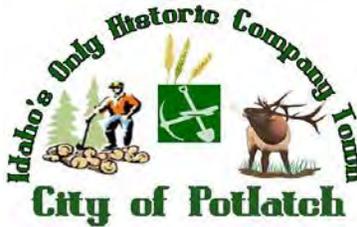
Charlie Johnson, aye
Dave Cada, aye
Joan Bender, aye
Martin Anderson, absent

8. The Potlatch Recreation District is purchasing a lawn mower and a trailer to haul it on. The Rec District is taking over the care of the T-ball fields up by the elementary school and the baseball fields in the Scenic 6 Park. The Potlatch Recreation District is asking for permission to put a small shed on City property in the Scenic 6 Park to store their maintenance equipment.

Joan Bender made a motion that the City allow the Potlatch Recreation District to building a small maintenance shed in the Scenic 6 Park, Dave Cada seconded the motion, the motion was approved with "all ayes".

9. ***Charlie Johnson made a motion that the Potlatch Recreation District be allowed to use the City's Gator to drag the baseball fields, Joan Bender seconded the motion, the motion was approved with "all ayes".***

Marshall Comstock introduced himself and explained that he is running for Idaho State Senate against Dan Foreman. Mr. Comstock thanked the Council for allowing him to come and speak to them.



Bill Goesling introduced himself and explained that he is running for Idaho House of Representatives. Mr. Goesling thank the Council.

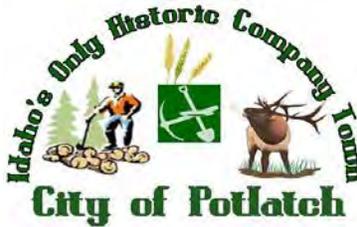
Tony Johnson introduced himself and thanked the Council for allowing him to come to the Council meeting and Mr. Johnson explained that he is running for Latah County Commissioner.

REPORTS:

- 1. Mayor–David Brown,** the Mayor explained that Ben Anderberg has his pellet mill up and running and he wants to transport his pellets by rail to Korea. The Mayor has contacted the Idaho Department of Commerce about the possibility of them helping with the rail line extension.

There was a bus of people who stopped at City Hall last week from the Idaho Transportation Department. Carolyn Nilsson Troy, Idaho Representative, was with them. Ken Helm of ITD thinks highly of Potlatch. The City has completed Phase I of the ITD sidewalk project and the design has been completed for the Phase II sidewalk project. Construct on Phase II will begin in 2019. The City submitted an application to ITD for a Phase III sidewalk project and haven't heard back yet if the City received that grant. The Mayor said that the City has been very blessed with grants and funding to complete many projects.

The Mayor told the Council that he has been in the gymnasium building across the street two times now. Last Friday, he met with Brandon Lever, Carolyn Nilsson Troy, the man who is cleaning the building and the realtor at City Hall. They all toured the building after the meeting. There hasn't been a price set for the building yet. There has been a lot of community support in favor of the City getting the building and using it as a community building/event center. Dave Cada said that he isn't in favor of the City purchasing the building but he is in favor of people donating funds or obtaining grants to restore the building. Dave said that the Idaho Gives grant opportunity in May would be a good way to raise donations.

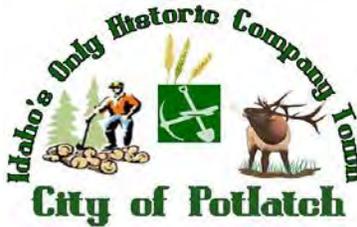


The Mayor said that Carolyn Nilsson Troy is on board to help raise funds for the building. USDA, RD has been contacted regarding grants and loans and there has been also of pledges for donations to help purchase the building. Janice McMillan said that the Idaho Department of Commerce has funds available to help purchase the building but they would need to have plans. Committees would have to be formed to get things going and there would have to be a leader. The Council talked about everything and the City is behind the project.

The Mayor met with ITD this morning on the corner straightening project on Highway 6 east of the City. When the project is in progress, ITD would like to store their equipment on City property. They could pay the City \$500 for this. The Mayor said that he would rather ITD put the water line under the highway during the project at ITD's expense.

The Mayor attended the PEP Mayor's Roundtable meeting last Thursday in Deary. The food was catered by the Pie Safe and it was delicious. Gina said that PEP is going to be doing something soon. EMSI is going to be creating a new website for PEP and they will provide the small cities in Latah County to have a page on their website. EMSI is also going to be doing a survey of Potlatch. The Mayor's of Moscow, Genesee, Troy, Deary and Bovill were all there along with the PEP people. Carolyn Nilsson Troy and Deb Smith, CEDA, were there too. PEP said that they will no longer charge the small cities in Latah County membership fees as Latah County will be covering that cost.

- 2. Parks – Joan Bender,** asked how everything is going down in the Scenic 6 Park? Shelly said that things are going well. Joan asked how the camera is working on the bathroom/shower room in the RV Park? Shelly said that only Brennan Pollock knows how to use the camera. The Council thought that the Camp Host should learn how to use the camera too.
- 3. Pool & Cemetery - Dave Cada,** asked Shelly to talk with Tia McKinney, Pool Manager, and see if the Fit and Fall group would be able to use the pool for exercises?



The Mayor asked if the pool has gotten painted on the inside? Shelly didn't think so.

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

5. Streets - Martin Anderson, absent.

6. Scenic 6 - David Cada, the Scenic 6 Economic Development is planning their Business Breakfast at the VFW, they are trying to find a date that will work for everyone. They will be discussing several projects that the community would like to do. The Mayor asked if Charles (owner of PNW Arms) would like to attend the breakfast? Charlie said that he would ask him and find out.

7. Clerk- Shelly Hammons, Meetings:

1. **May 1** – Association of Idaho Cities meeting in Moscow from 8:30-3 p.m.
2. **May 9** – Budget & Levy Training, Moscow, Fairgrounds, 8:30-noon.
3. **May 15** – Mandatory meeting with DEQ regarding the new Idaho NPDES permits in Lewiston.

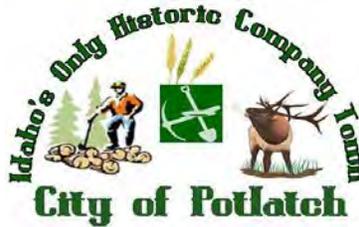
Charlie Johnson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 9:22 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be May 14, 2018.



Potlatch City Council Meeting

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

May 14, 2018 – 7:00 p.m.

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

GUESTS: Sharon Barnes, Tim Bren, Deanna Bren, Vaughn Silva, David Nelson, Randall & Becca Runyon, Ann and Russel Figgins and David Nelson.

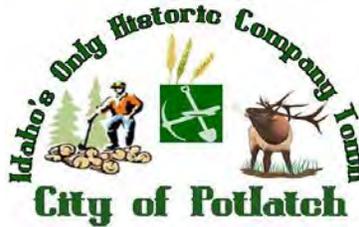
NEW BUSINESS:

Joan Bender said the Opening Prayer.

1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from April 23, 2018, Century 21 and City of Potlatch bills and the City of Potlatch's Treasurer's Monthly Report. Charlie Johnson seconded the motion, motion was approved with a Roll Call vote:

Charlie Johnson, aye
Dave Cada, aye
Joan Bender, aye
Martin Anderson, absent

2. Deanna Bren spoke to the City Council regarding Tyson Koehn's business at 125 South Ponderosa Drive. This property is directly behind her house on 110 2nd Street. When the Bren's purchased their property, 125 S. Ponderosa was a vacant lot. It was quiet. Mrs. Bren submitted a Public Record's Request for information on Tyson Koehn and this property. Mrs. Bren said that this isn't a personal vendetta against Tyson Koehn but Mr. Koehn has built his business bigger and bigger now and he has outgrown the property. When Mrs. Bren looks out her window, there are a half-dozen



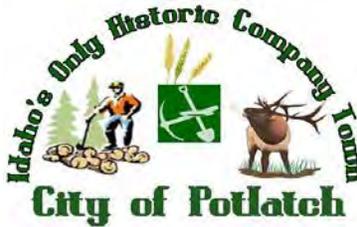
3. trucks parked on the property. There is noise and commotion going on at all hours of the day and night. Mr. Koehn is running a business in a residential zone and hasn't even applied or received a Conditional Use Permit from the City. According to Mrs. Bren, Mr. Koehn is working in the middle of the night, he washes his pumper truck off in the street and there are people coming and going at all hours. There are also logging trucks coming to the property to use Mr. Koehn's pressure washer to wash their trucks. There was a dump truck with a lowboy trailer that was parked on the City right-of-way and a vehicle couldn't drive down the street by the dump truck.

According to Mrs. Bren, her son rode his bicycle up on Tyson's trailer and when he was coming down, he wrecked his bicycle and received cuts and four days later the son had a bacterial infection.

Mrs. Bren's feelings are that Mr. Koehn should move on. Mrs. Bren has talked with the Guardian Ad Litem for Vern Johnson about this and he informed Mrs. Bren that the property is up for sale for \$50,000. Mrs. Bren doesn't want to keep pushing but she wants this to be made right. Mr. Bren said that Tyson drives those vehicles at a pretty high rate of speed. Mrs. Bren contacted her attorney about this problem too.

Dave Cada said that he went up there and looked at the situation. Mead's used to live on that property and when they left, they left owing the City a large utility bill. In the October 2014 minutes, the Council approved Tyson Koehn's use of the shop and water and to park his truck in the winter months. Nothing mentioned the use of the property. Dave Cada said that he would like to contact Tyson Koehn and have him give a statement of what is going on with the property so that the Council knows what is going on. The Council can say that Tyson needs to go to the Planning & Zoning and apply for a Conditional Use Permit.

The Mayor said that the City does have a noise Ordinance and the times for quiet is from 10 p.m. to 7 a.m. Applying for a Conditional Use Permit is a lengthy process (approximately 45 days).



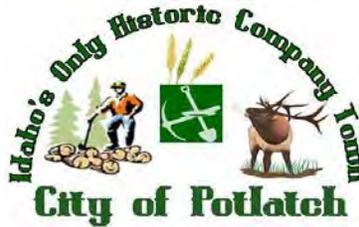
There were two other neighbors present and Vaughn Silva said that Tyson Koehn parked one of his rigs on Mr. Silva's property. Mr. Silva asked Mr. Koehn to move his vehicle off of his property.

Mayor Brown said that the City will contact Tyson and either ask him to leave and give him an opportunity to move to submit a Conditional Use Permit. The City will work on the safest way to try to make this work out for all parties and resolve the problem.

Dave Cada made a motion to contact Tyson Koehn and ask him to give a statement of what is going on with the property at 125 S. Ponderosa Drive, Joan Bender seconded the motion, motion was approved with "all ayes".

4. Becca Runyan said that she lives in the Vern Johnson Trailer Court on S. Ponderosa Drive. Mrs. Runyan has spoken with David Keene, Guardian for Vern Johnson, and there have been a lot of water and sewer issues going on in the trailer court for months. When some of the owners in the park met with David Keene the first part of March, he said that they would solve those issues as soon as it was dry outside. There are several trailers that have sewage in their front yards and now the sewage is running down the ditch. Mrs. Runyan has little kids and she is concerned about the sewage. One trailer owner had to move out because the sewage is so bad under his trailer. Mrs. Runyan has talked with David Keene several times about this issue but he said that the contractors are busy now and it looks like it will be another month out. Mrs. Runyan said that it is not sanitary and it's not ok to live this way. Mrs. Runyan said that everyone owns their trailers in the park and she loves where she lives. They keep patching the pipes but the pipes keep breaking because they are so old. The trailer court is for sale and several buyers have backed out. Mrs. Runyan said that she felt that the buyers shouldn't have to fix it when they purchase the trailer court.

The Mayor said that the City has been in contact with David Keene and he is discouraged about this sewer problem that he inherited as the Guardian of Vern Johnson. The City sent a letter to Michael Curley (the Mayor read



the letter), Vern Johnson's attorney, and gave him until May 18, 2018, to fix this sewer problem. Tomorrow, the City will be in Lewiston and will speak to someone at the Idaho Department of Environmental Quality about this problem.

5. ***Dave Cada made a motion to authorize the Mayor to hire as many summer maintenance people and lifeguards as needed, Charlie Johnson seconded the motion, the motion was approved with "all ayes".*** The Mayor said that he has already hired Mackenzie Judson.
6. The next order of business is a proposed Ordinance whose Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING THE SALE OF REAL PROPERTY OWNED BY THE CITY TO PALOUSE HABITAT FOR HUMANITY; PROVIDING THAT SUCH SALE IS IN THE PUBLIC INTEREST AND IS DONE PURSUANT TO IDAHO CODE SECTION 50-1403; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

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

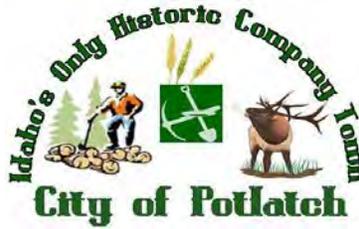
Dave Cada made a motion that the rules be suspended and that the proposed ordinance pass its first reading by Title only and its second and third readings under suspension of the rules.

Is there a second? Joan Bender seconded the motion.

Mayor: It has been moved by Dave Cada and seconded by Joan Bender that the rules be suspended and that the proposed ordinance pass its first reading by Title only and its second and third readings under suspension of the rules.

Discussion? None.

This is a ROLL CALL VOTE:



Charlie Johnson, aye
Dave Cada, aye
Joan Bender, aye
Martin Anderson, absent

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 Ordinance No. 508 be formally adopted.

Is there a second? Charlie Johnson seconded the motion.

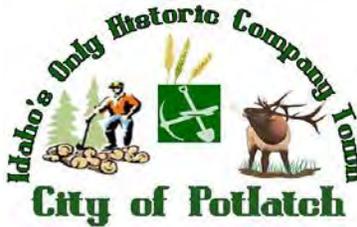
Mayor: It has been moved by Dave Cada and seconded by Charlie Johnson that Ordinance No. 508 be formally adopted.

This is a ROLL CALL VOTE:

Charlie Johnson, aye
Dave Cada, aye
Joan Bender, aye
Martin Anderson, absent

7. Paul Stubbs talked with the Mayor about 615 Oak Street. He would like to buy it and tear the house down and build a new one. The rules state that there is a 20' set back from any street. This is a very small lot. The Council discussed this and decided to go back to Planning and Zoning and review this. If you leave a piece of the existing structure, you can build whatever you need. Is there a Non-Conforming Use in Potlatch for this type of situation?

Joan Bender made a motion to look into wording of the City's zoning ordinance to include a Non-Conforming Use. Dave Cada seconded the motion, the motion was approved with "all ayes".



Joan Bender made a motion to cancel the May 28, 2018, City Council meeting because it is Memorial Day. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

David Nelson introduced himself and explained that he is running for Idaho Senate as a Democrat.

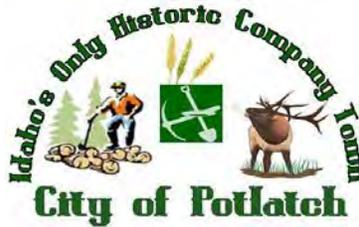
REPORTS:

- 1. Mayor–David Brown,** met with Gina Taruscio, PEP, and Joe Savoy of First Step Internet, last week regarding the new PEP website. They will be providing every small city in Latah County a page on their new website. There will be a meeting in Moscow on May 16 at the Best Western on “13 Ways to Kill Your Community”.

Clearwater Economic Development Association (CEDA) has been working with the City to redo the Comprehensive Plan. There was a “walk about” in Potlatch last week with CEDA, the senior History class and the City. They walked from the high school to the Potlatch Senior Center and then back to the Scenic 6 Park. The City provided pizza and pop and there was a lot of discussion about what the students would like to see happen in Potlatch. It was a very uplifting meeting to hear what the students had to say. The students’ input:

- *Closeness of the town
- *More flowers along the highway
- *More trees in the Scenic 6 Park and more picnic tables
- *Restaurant, etc.

The Mayor attended the Budget and Levy training in Moscow last week. Tony Tenne of the Idaho Department of Commerce was scheduled to come to Potlatch that day in the afternoon but his schedule changed and he and Angie from CEDA came to Potlatch in the morning. The Mayor missed seeing him. Angie asked Tony if there was grant funding to help purchase the old gym that is owned by Lia Berg? Tony Tenne said that there isn’t money available for the purchase but there is money available for renovation of the building. There was a tremendous amount of



positive feedback from the public when the City put a Facebook post asking if people would donate money to help purchase the old gymnasium.

The Mayor has asked Paul Stubbs of Latah County Highway District to dig the hole for the Splash Pad. Paul was going to speak to the County Commissioners about it.

Lia Berg's three houses are for sale in Potlatch. None of these houses have been hooked up to City water or sewer for over 15 years. The Council discussed the Ordinance requirement that if a house hasn't been hooked up to City water or sewer services for over six months, then a new water and sewer connection fee must be paid.

- 2. Parks – Joan Bender**, asked about the dandelions in the park? Aqua Lawn is going to be spraying the Scenic 6 Park close to Memorial Day.

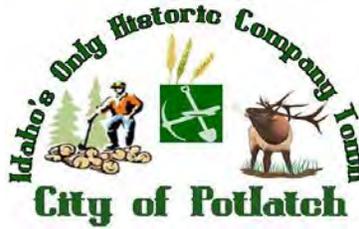
Joan looked at the showers in the RV Park bathhouse and they look good. The cabins are done in the RV Park except for the walkways.

- 3. Pool & Cemetery - Dave Cada**, Dave asked if the painting has been done at the pool yet? Dave would like to be included in the orientation meeting when all of the lifeguards have been hired.

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

Charlie said that Jay Hill hired Tyson Koehn to clean out his sewer line and Roto Rooter used an auger and broke the line. They used to use the sewer snake from the City to fix the sewer clogs. They need to get in Jay Hill's trailer to fix the sewer problem. The Vern Johnson trailer court is now managed by a court-appointed attorney, Michael Curley, and a court-appointed guardian, David Keene.

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



6. Scenic 6 - David Cada, the Scenic 6 Economic Development Council postponed the Business Breakfast due to conflicts. Dave said that he was wanting to discuss the old gymnasium at the Business Breakfast.

7. Clerk- Shelly Hammons, Meetings.

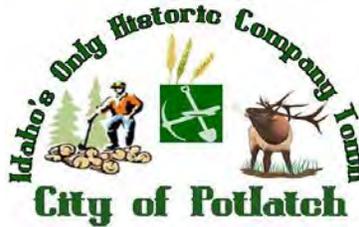
Joan Bender made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:30 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be June 11, 2018.

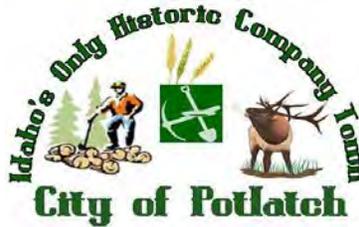


Potlatch City Council Meeting

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

May 28, 2018

**CITY COUNCIL
MEETING
WAS
CANCELLED
IN HONOR
OF
MEMORIAL DAY**



Potlatch City Council Meeting

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

June 11, 2018 – 7:00 p.m.

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

GUESTS: Brandon Gieszemann, Melissa Smith, Amy Manning, Lisa Fritz and Nick Nicholson.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from May 14, 2018, Century 21 and City of Potlatch bills and payroll and the City of Potlatch's Treasurer's Monthly Report. Joan Bender seconded the motion, motion was approved with a Roll Call vote:***

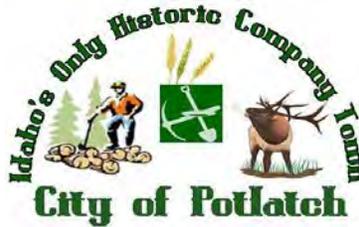
Charlie Johnson, aye

Dave Cada, aye

Joan Bender, aye

Martin Anderson, aye

- 2.** Amy Manning and Lisa Fritz of the III-A presented the FY2016-2017 Annual Report from the III-A (Idaho Independent Intergovernmental Authority – Medical, Dental and Vision insurance for Potlatch). Amy told the Council to plan for a 10% increase per year but the III-A will try to keep the increase under that amount.
- 3.** Nick Nicholson from Presnell Gage presented and explained the completed audit for FY2016-2017. The auditors quit doing the Management's Discussion and Analysis that is required by the United States of America



in 2014. As Nick explained, it is an explanation of the audit in layman's terms. Nick also explained how the auditors come up with deficiency in internal control and the deficiency of material weakness. Because the City hires Bev Bafus, Bev's Office Services LLC, to reconcile all of the bank statements once a month and also to balance the fund accounting system once a month the auditors have upgraded the internal control deficiency to a material weakness because there aren't enough people working in City Hall to divide up accounting tasks among multiple individuals (segregation of duties) to improve the ability of the City to identify errors within the accounting system. The auditor's findings were: The City's management and City Council believe that the cost of hiring additional accounting staff outweighs the benefits that the segregation of duties would provide and the auditor concurred with the City's response.

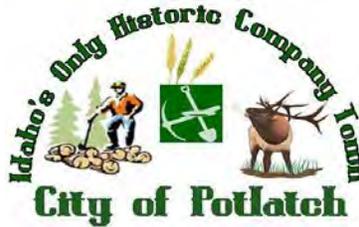
4. Joan Bender made the motion that the Mayor sign the Grant Administrator contract with Clearwater Economic Development Association for the Splash Pad project. Dave Cada seconded the motion. The Mayor asked for a Roll Call Vote:

- a. Charlie Johnson, aye**
- b. Dave Cada, aye**
- c. Marty Anderson, aye**
- d. Joan Bender, aye**

5. Marty Anderson made a motion that the City pay for ½ of the mag oil for the parking area at the WIMHPG Railroad Depot, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

Dave Cada made a motion that the City mag oil the pool parking lot, Charlie Johnson seconded the motion, the motion was approved with "all ayes".

6. Brandon Gieszemann, owner of Portogo Services attended the meeting to talk to the Council about dumping his sewage in Potlatch (Brandon has purchased Tyson Koehn's Palouse Septic business). The Council said that Tyson Koehn has a contract that is renewed yearly for \$100.00 and the



septic dumping fee is \$0.06 per gallon and the manhole to dump the sewage in is next to the City Shop. Joan Bender requested a list of chemicals that they use in their port-a-potties.

Marty Anderson made a motion that the City send Brandon Giezelmann a contract (\$100.00 per year) to allow him to dump his septic in the City's wastewater system in the manhole by the City's Shop and that the cost of dumping will be \$0.06 per gallon. Charlie Johnson seconded the motion, the motion was approved with "all ayes".

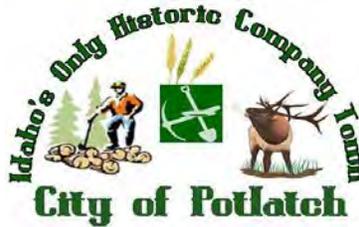
7. The Mayor and Duane Priest, surveyor for Rim Rock Consulting, Inc., met with Amber Weber last month about her property description. Duane had stretched the City's triangle out to meet the Weber property on the survey map and the First Step Internet tower is on the City's property. Rim Rock Consulting, Inc., has a new property description map for the Weber's and the City.

Dave Cada made a motion that the Mayor sign the new property agreement, Joan Bender seconded the motion. The Mayor called for a Roll Call vote:

- a. ***Joan Bender, aye***
- b. ***Martin Anderson, aye***
- c. ***David Cada, aye***
- d. ***Charles Johnson, aye***

8. Melissa Smith gave a handout to all of the Council members and gave a report on the FY17-18, 6-12 After-School Program year. The summer session is going now and they might have a one-week summer session before school starts in August. Melissa explained that the 6-12 Program has done exceptionally well this year and she couldn't have done it without her staff. Melissa said that Bridget Bailey has a good rapport with the kids and Bridget has been instrumental in bringing in the kids.

Melissa explained that the Potlatch School District supplies the snacks for the program. The 6-12 After-School Program received a grant from



Walmart for \$500.00 and they have been providing a second snack for the students with this grant money.

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

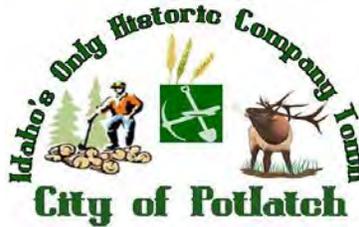
Melissa will come back to the Council after July 1, 2018, to get the Council's approval for an independent audit that the 6-12 After-School Program must have done in the third year (FY18-19).

The Mayor congratulated Melissa on her success with the program and said that she should be proud of herself as the numbers are showing that this program is doing well.

9. The City received a call from LHTAC letting the City know that there is extra money in the LHTAC budget this year and the City can go out for bid and do the Phase II Sidewalk project this fall or go out for bid and do the project in the spring of 2019. The Mayor said that the last time the City went out for bid on the sidewalk project, we only received two bids. K.J. Hanley, engineer with Parametrix, is going to work up a bid package.

Dave Cada made a motion that the City go out for bid for the Phase II Sidewalk project and start the construction this fall or next spring, Joan Bender seconded the motion, the motion was approved with "all ayes".

10. The City received notice that the City of Potlatch's 2018 TAP Grant application was chosen as first in state of Idaho on the scoring list for the 2018 Idaho Department of Transportation's TAP grant. The City will receive a \$493,719.76 design and construction grant for the Phase III sidewalk project. The design for this grant will be done in 2019 and construction will begin in 2020 or 2021 depending on funding.



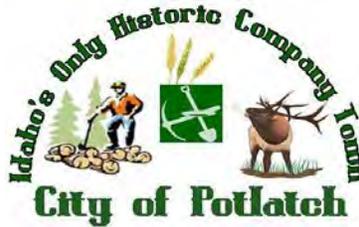
The Mayor told the City Council that when the ITD Board visited Potlatch several months ago, they discussed the possibility of the City applying for a Phase IV Sidewalk project that would wrap a sidewalk around Potlatch and Onaway and connect the two cities together. Both Onaway and Latah County would have to be involved in the Phase IV grant application process.

11. The City received a call from a resident who lives next door to a vacant house in Potlatch and the resident wanted to know if the City would spray the vacant house for mosquitos when the City sprays for mosquitos? Dave Cada said that when the City started this mosquito spraying every year in Potlatch, the chemical said that you could spray the inside of your kitchen cupboards and it wouldn't affect humans.
12. Sheriff Skiles wasn't at the meeting. The Sheriff said that the County Treasurer told him that they need to raise their contract fees. The City is currently paying \$32.00/hour for 40 hours a month but eight hours is deducted for the Sheriff's Office at City Hall. Shelly will look and see when the contract will be up.

Joan asked what happened with Mrs. Bren's concern about Tyson Koehn from the last Council last meeting? The Mayor said that the City wrote a letter to Vern Johnson's attorney, Michael Curley. The City received a letter back from the attorney saying that this issue is the City's responsibility regarding how Tyson Koehn uses this property (see attached letter). The attorney's letter did say that the property that Mr. Koehn is renting is up for sale. The City is going to be contacting Tyson Koehn about this situation and look into it further. Charlie Johnson said that Tyson told him that he will be moving soon. Tyson is working on a loan and as soon as his loan goes through, he will be moving.

REPORTS:

1. **Mayor-David Brown**, the Mayor attended a CEDA meeting and they toured the Lewiston Food Bank.



CEDA has notified the City that the funding for the high-speed internet project isn't available this year.

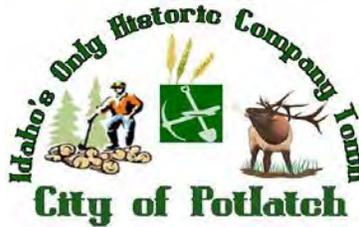
There will be a radio-controlled car race on the 10 acres that the City purchased this spring. The Radio Control club is building the racetrack right now and will be installing a driver's stand too. The track is located behind the ballfields in the Scenic 6 Park and the RC race will be June 22-24. There was a racetrack in Lewiston but the land has been sold and the track is gone.

The cabins in the RV Park are all rented out and the RV spaces are getting limited. The RC club expects 100-300 people to attend (there was a race in Spokane several weeks ago and there were 155 entries). There will be food vendors and they are cleaning and clearing an area for more RVs to stay for the weekend at \$20.00 per RV. The RV money will go to the City.

The Mayor met with the RV group on the land a week ago and there are many ground squirrels and holes on the land. The Mayor did find what he thought was another well on the land. There is a concrete slab with a pipe coming out of the ground.

The Mayor met with two men from a Pickleball Club in Lewiston and Rita Howard from Potlatch last week. They are going to be painting the lines on the pickleball court in the next few weeks. On Potlatch Day, they hope to have five or six pickleball players to play games and put on demonstrations for the public. They can make four pickleball courts on the tennis courts up by the school and have pickleball tournaments in Potlatch once the courts have been lined.

Tom Andres is waiting to hear back from the Idaho State Industrial Commission. Tom will be having surgery on his left shoulder as soon as Worker's Comp approves the claim. Tom will be off work for a time period.



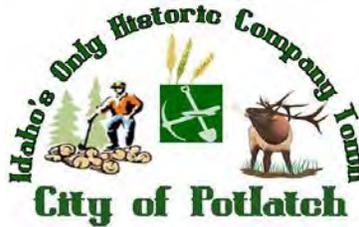
- 2. Parks – Joan Bender** – Sharon Howard (she donated the land for the Swenson Park) wanted to know what has been happening with the Swenson Park and what did the City do with the \$5,000 donation money that she gave to the City to develop the park? Shelly sent Mrs. Howard a spreadsheet of the expenses for the park and also sent nine photos of the progress that is happening at the park. Joan and the Mayor were included in the e-mail conversation.

Karin Johnson, Parks Director, applied for a \$750 native plant grant and received it. Karin will be meeting with the grant committee this Friday to tour the Swenson Park and they will be helping her choose what types of plants to purchase for the Swenson Park.

The Mayor said that there was some vandalism in the Scenic 6 Park the weekend of the high school graduation. Two grade school boys broke the picnic table by Harvey Backlin's Pond and then hung the table up in the tree by a pocket hose that was down there for water plants. The Latah County Sheriff's office contacted the parents of the boys and there has been a meeting set up at City Hall with the parents, the boys who did the damage, the Mayor and Brenda Bryngelson (daughter of Harvey). The boys will come and apologize and figure out what Brenda and the City would like them to do for restitution.

The weekend of Memorial Day, the Camp Host said that the dump station was very busy with people dumping their sewage. She said that one camper decided to dump their sewage in a RV spot. They pulled out of line and went into an empty RV spot and dumped their RV's septic tank. The Camp Host said that she gave them a very stern look while they were dumping their sewage in the empty RV spot but she wondered what her options were in the future if this happens again?

- 3. Pool & Cemetery - Dave Cada**, met up at the pool for the employee orientation and he is pretty happy with the kids this year. Dave said that they are a friendly group of kids and he liked the atmosphere up there. On opening day last week, there were 155 people that attended the free-swimming day. The pool looks good and the bath houses are clean. The



floors are in need of painting and the plumbing in the showers needs fixed. Dave said that this will be the third year since the City was written up by the Health Department that the plumbing needs repaired. In the bathhouse, there needs to be caulking put around the wallboard too.

The pool vacuum that they vacuum the bottom of the pool isn't working. Tim McKinney was going to try to repair it but he wasn't sure if it can be fixed.

Dave suggested that the City have a work party and the pool and get all of the repairs done.

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

The sewer line has been repaired at the Vern Johnson Trailer Court and sewage is no longer flowing down the street.

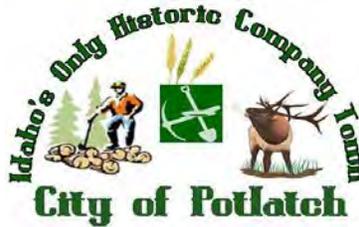
The Mayor told the Council that Tom Andres told him that that a valve needs repaired on the Land Application system. When they turned something on in the control panel is sounded like a bearing was going out.

Tom said that the drinking water telemetry system is working.

5. Streets - Martin Anderson, Marty said that now there are more sinkholes in the road by his house and it appears that the sinking is happening all the way down the street. Marty thought that this might be the abandoned sewer line that is collapsing. The Council discussed different options to repair this problem.

The paving that was done last year went on this year's budget so there isn't any money for paving this year. The Mayor said that the road below the elementary school needs to be paved as it is a dangerous road.

When the Phase II sidewalk project is constructed, the City will pave the 10th Street and Pine Street road going down to the Onaway Road.



6. Scenic 6 - David Cada, the Scenic 6 Economic Development Council will meet next Tuesday morning, June 19, 2018, and they will be discussing different dates for the Business Breakfast. Dave said that there are several more people who would like to join the Scenic 6 Economic Development Council.

7. Clerk- Shelly Hammons, Meetings: there will be three Public Hearings before the Council meeting on July 9:

- a. 5:30 p.m. – Annex 10 acres into the City
- b. 6:00 p.m. – Zone change for Montgomery Enterprises, LLC.
- c. 6:30 p.m. – Revised Budget Hearing for FY17-18

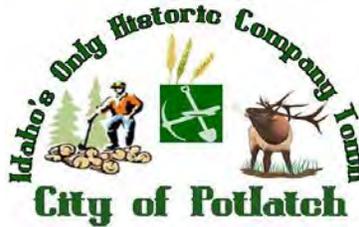
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 9:15 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be June 25, 2018.



Potlatch City Council Meeting

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

June 25, 2018 – 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, City Clerk-Treasurer.

GUESTS: Joe Savoy, First Step Internet; Christopher Cooper and Paul DeWolfe, Access Consulting, Sheriff Richie Skiles; Christine Frei and John Lane, Clearwater Economic Development Association and Kaylee Richmond.

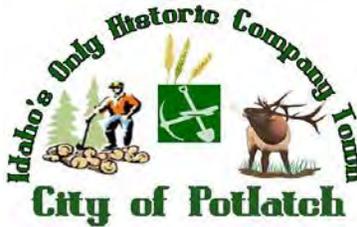
NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from June 11, 2018, Century 21 bills and payroll and City of Potlatch bills. Joan Bender seconded the motion, motion was approved with a Roll Call vote:***

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

2. Paul DeWolfe explained the Fiber Cost Analysis report that the City received earlier this month from his company Access Consulting. Paul and Christopher Cooper did a one-day on-site evaluation of Potlatch and the surrounding community to determine if high-speed internet could be built in Potlatch. Fiber optic network is over 50 years old and lasts longer than any other underground utility. They determined that there are 524 different businesses and residents here in Potlatch that could benefit from high-speed internet. The Avista power poles have room on them for fiber.



- 3.
4. The cost of constructing a high-speed internet corridor in Potlatch would be between \$1.2 and \$1.26 million.

If 262 businesses and residents signed up for internet at \$50.00 per month, the construction costs would be paid for in 10 years. If 170 businesses and residents signed up for internet at \$70.00 per month, the construction costs would be paid for in 10 years.

There are several steps to continue this project:

- A. Develop a survey to all of the 524 businesses and residents in Potlatch to see if they would be interested in having high-speed internet.
- B. Create a group/committee.
- C. Get written commitments from businesses.
- D. Develop a Business Model.

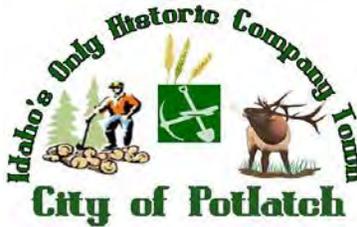
Would the City operate the internet utility? It is explained simply, “You build the highway, someone else puts their trucks on it.” Meaning, if the City were to build the internet, then internet companies would lease the internet from the City.

Christine Frei, Executive Director, of CEDA, explained that now if the time to build a high-speed internet service. The future of communication is high-speed internet.

CEDA will help the City by bringing back the core group and see how they would like to proceed. Also, contact Avista to see if they would be a partner. The City Council discussed this and they would like to proceed with the high-speed internet plan.

5. **RESOLUTION NO. 2018-06-25 in its entirety on file in the City's Resolution File).**

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



RESOLUTION NO. 2018-06-25

A RESOLUTION DESIGNATING A RECORDS CUSTODIAN FOR EACH CITY DEPARTMENT AND AN ALTERNATE THAT WILL RESPOND TO PUBLIC RECORDS REQUESTS AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF POTLATCH, IDAHO THAT:

WHEREAS, The City of Potlatch Council and Mayor hereby designate the following persons as records custodians for the designated departments as follows:

City Clerk-Treasurer: All Departments

Deputy City-Clerk Treasurer: Alternate for all Departments

This Resolution shall take effect immediately upon its adoption. This Resolution adopted and approved on this 26th of June, 2018.

ROLL CALL VOTE:

Charlie Johnson, aye

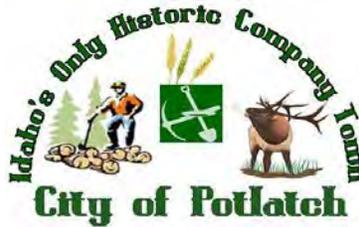
Dave Cada, aye

Marty Anderson, aye

Joan Bender, aye

The motion passed. Mayor Brown then declared Resolution No. 2018-06-25 duly approved and adopted.

6. Kaylee Richmond would like to open a Pre-School at 240 6th Street. She used to be the Director of a Christian Pre-School in Moscow for seven years. She said that she would like to have between 7-10 kids in the morning and that many in the afternoon. Sheriff Skiles gave Ms. Richmond a couple of things to think about:
 - a. ***People sometimes don't pay for their child's care – be aware.***
 - b. ***Keep the front door locked onto 6th Street so that children don't go wandering out into Highway 6.***
 - c.



- c. ***Install cameras inside of the Pre-School. That way if anything ever happens, there is camera evidence.***
- d. ***Ms. Richmond needs a letter from the City stating that it would be alright if she opened a Pre-School at that location.***

Joan Bender made a motion that the City of Potlatch gives Ms. Richmond a recommendation letter for her Pre-School. Charlie Johnson seconded the motion. The motion carried with “all ayes”.

- e. The Mayor talked to the Council about the Senior Center. They are having three meals a week now and it is costing the City more in electricity and propane. The City has treated the building with bug bombs twice in the last two months and it is going to be done again next week. Joan said that the Senior Center had told her that the Potlatch Senior Center wasn't funded by the State last month.
- f. Sheriff Skiles apologized to the Council for not being at the last Council meeting but his mother had been ill and hospitalized that day. The Sheriff explained to the Council why they need to raise the Sheriff's contract fee. The contract fee hasn't been raised for 10 years. The Sheriff handed out the rate increase that they are proposing: raise the rate by \$4.00 per hour (\$36.00/hr.) in October of 2018. Next year, October 1, 2019, the rate would be raised another \$4.00 per hour to \$40.00 per hour. The Sheriff said that he is reachable and approachable, the City has his personal cell phone number if the Council has any questions or concerns.

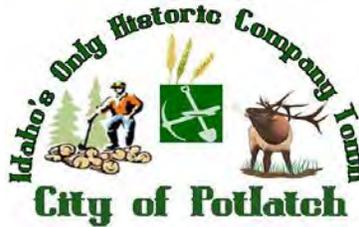
Dave Cada made the motion that the City accept the new rate for the Sheriff's contract as it seems modest and reasonable. Charlie Johnson seconded the motion, the Mayor called for a Roll Call vote:

Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

Joan Bender, aye



- g. Tom Andres will be having rotator cuff surgery this Thursday. Tom will be in a sling for six weeks and he might be off of work up to three months. We will check with the Idaho State Insurance Fund to see if he can draw his sick leave along with Worker's Comp?

REPORTS:

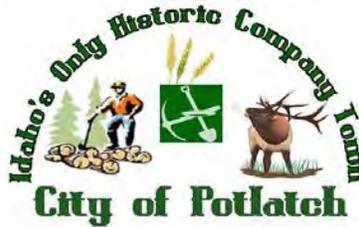
- 1. Mayor-David Brown** – National Night Out Against Crime will be Tuesday, August 7, this year. Sheriff Skiles said that he will be at the event again this year along with a few of his Deputies. They will also be bringing their canopy. Last year there were 12 bicycles given away. We have ordered extra small helmets and small/medium helmets. Tom Carter donated \$550 (from him and his family) to purchase bicycles this year.

The Sheriff's Department has hired a full-time School Resource Officer, Reid Hazelbaker.

Tom dug the hole for the Splash Pad. The Splash Pad people want to know what colors the City wanted for the Splash Pad? The Mayor said that it will be different colors. The water tower in the Splash Pad will stand 12-14' tall and we can have something written on it. The Council agreed that they liked "Potlatch Old Mill Park" – POMP.

Last weekend there was a remote-control car race on a track that was built on one-acre of land next to the Scenic 6 Park. The race group had 95 entries for the weekend. They need water for their track and Tom is going to install a 2" line that they can connect to. They are also working on getting permanent lights set up and a fence around the track to keep bicycles and 4-wheelers out.

Hash Tree Company would like to donate a lot of trees to the City and we would plant them around the 10 acres.



- 2. Parks – Joan Bender** – said that she has received phone calls from Deanna Bren and Dave Cada has also. Joan wanted to know if the City has received any word from Tyson Koehn? Not yet. Joan said that she asked Mrs. Bren

what time of day the noise was coming from? It wasn't during the night Mrs. Bren said. There aren't any port-a-potties down there now as Tyson Koehn sold that portion of his business. Tyson's intention is to move his business out of town as soon as possible. The City sent Mr. Koehn a letter saying that he should apply for a Conditional Use Permit.

The Mayor said that Karen received the \$750 grant to purchase native plants and two women were here from the Native Plant Society last week looking at the Swenson Park. The Mayor met with them also and they offered suggestions to Karen on what to plant in the park. They will find a place where Karin will be able to purchase the plants. The two women suggested that Karin apply for another grant next year.

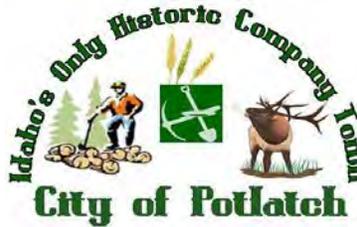
The Mayor said that Karin and her crew has been trying to kill the gophers in the Scenic 6 Park.

The City has hired the Summer Maintenance crew and they are good workers. Today one boy came into City Hall and talked with the Mayor because he said that he had passed out for about five minutes on the job. They said that this runs in their family (passing out) so he is going to quit.

The Mayor has been working on the budget for next fiscal year and the budget would include a 2% raise for the employees. The Council discussed this and agreed.

- 3. Pool & Cemetery - Dave Cada** – the Mayor said that the City is going to order a new pool vacuum. Dave said that June has been very wet and the pool has been closed a few times. Shelly will check on the Mag Oiling for the pool parking lot.

- 4. Water & Sewer Charles Johnson** – nothing new.



5. Streets - Martin Anderson, everything is good.

6. Scenic 6 - David Cada, had a meeting last Tuesday and talked about Speeder Days coming up the second Saturday in July. They also talked about Community Days. They agreed that they need to get a committee together and have a think-tank session in the evening to figure out how to purchase the old gymnasium (Lia Berg's building). Dave said that they would like to have the plumber, electrician, grant writer and hazardous waste people meet with the committee to let everyone know just what it would cost to fix the building up. Dave said that he would like to see the City be involved as there would be more participation and also more grant opportunities if the City applied. They would like to do a section at a time. Possibly make the building into an event center.

At the Scenic 6 meeting they talked about having another Business Breakfast but need to have a true agenda planned.

7. Clerk- Shelly Hammons, there will be three Public Hearings on July 9.
5:30 p.m. – Annexation of 10 acres and zoning classification
6:00 p.m. – Rezone for Montgomery Enterprises
6:30 p.m. – Amended Budget for FY2017-2018

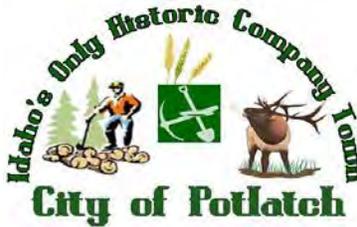
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 9:32 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be July 9, 2018.



Potlatch City Council Meeting

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

July 9, 2018 – 7:00 p.m.

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

GUESTS: Sharon Montgomery.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from June 25, 2018, Century 21 bills and payroll and City of Potlatch bills and payroll. Joan Bender seconded the motion, motion was approved with a Roll Call vote:***

Charlie Johnson, aye

Dave Cada, aye

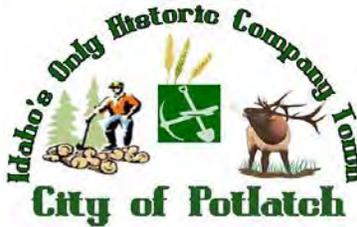
Joan Bender, aye

Martin Anderson, aye

2. RECOMMENDATIONS FROM PLANNING & ZONING:

(1) The Planning and Zoning Committee made their recommendation to the City Council that the 10 acres of land that the City purchased in April 2018 be annexed into the City with the zoning to remain Industrial. The Ordinance for the annexation will be on the agenda for 7-23-2018.

(2) The Planning and Zoning Committee did not make a recommendation to the City Council for the rezone change for Montgomery Enterprises, LLC. It was determined that there were several properties that didn't receive the



notice of the Public Hearing. Shelly will contact the City's attorney, Will Herrington, tomorrow to see how to proceed.

3. AMEND THE FY17-18 BUDGET:

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

AN ORDINANCE OF THE CITY OF POTLATCH, IDAHO, AMENDING ORDINANCE No. 505 THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR OCTOBER 1, 2017, THROUGH SEPTEMBER 30, 2018. APPROPRIATING ADDITIONAL MONIES FROM THE GENERAL FUND, WATER ENTERPRISE FUND, CENTURY 21 AFTER-SCHOOL PROGRAM AND ADDING A SPLASH PAD PROJECT WHICH WILL INCREASE THE AMOUNTS APPROPRIATED TO **\$1,758,262.59**, AND PROVIDING AN EFFECTIVE DATE.

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.

Mayor: Is there a second? Charlie Johnson seconded the motion.

Mayor: It has been moved by Charlie Johnson and seconded by Dave Cada 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.

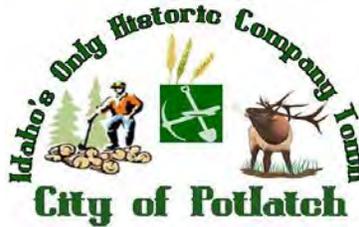
Discussion? None.

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 entertained a motion that the ordinance be formally adopted.



Joan Bender made a motion that the Ordinance No. 509 be formally adopted.

Mayor: Is there a second? Dave Cada seconded the motion.

Mayor: It has been moved by Joan Bender and seconded by Dave Cada that Ordinance No. 509 be formally adopted.

This is a ROLL CALL VOTE:

Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

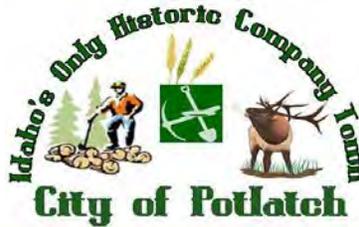
Joan Bender, aye

4. **SHARON MONTGOMERY:** Attended the Council meeting to say “Thank You” for filling in the ditch in front of her house with gravel. Ms. Montgomery said that she appreciated the gravel and she hopes that if we have another gully washer, the gravel doesn’t get washed away as she worries that her guests might trip in the ditch if there isn’t any gravel.

5. **KARIN JOHNSON WAS AWARDED A \$750.00 GRANT FROM THE IDAHO NATIVE PLANT SOCIETY.** The Mayor said that two women came out from the Native Plant Society to look at the Swenson Park and give planting tips. The Mayor said that we are starting to see some color in the park from different plants. Patricia Heekin donated \$75.00 for more plants and also two benches. Karin ordered a 12’ small wooden bridge for the Swenson Park.

Joan asked if we have heard from Tyson Koehn? The Mayor said “yes”. The Mayor talked to Tyson Koehn last week and Tyson said that he will be moving out of Potlatch by the end of the year. He gave the Mayor a copy of the letter from Baldwin Construction and it states that he will be building a shop for Mr. Koehn and it has been approved by the Latah County Building Inspector.

Tyson told the Mayor that Mr. Bren came and talked to him and gave Tyson a letter. Mr. Bren asked Tyson to read it and then come and have coffee with him at his house and talk about the letter. Tyson said that he told Mr. Bren that he didn’t need to read the letter as he is moving by the end of the year. Mr. Bren said that we don’t want you to leave. The Mayor lied to my wife to her face. Tyson



said that he told Mr. Bren not to worry about me, worry about your neighbors because they have had it up to here with you.

Tyson told the Mayor that Mr. and Mrs. Bren went to James and Blair Peters house and Jim wasn't home but they talked with Mrs. Peters about Tyson Koehn. When Jim got home and Blair told him that the Bren's had come to their house and what they said. Jim Peters went right down to Mr. and Mrs. Bren's house and told them not to come to his house when he wasn't home. Tyson didn't know what was said but the Bren's called the police on Mr. Peters because "they felt threatened".

Mr. Bren told Tyson that this thing has gotten blown way out of proportion. Tyson said that he told Mr. Bren that when he moves, Mr. Bren should buy that piece of land.

The Mayor said that Tyson Koehn gave him permission to share what he told him with the Council. Mrs. Bren submitted a public records request for all correspondence having to do with Tyson Koehn.

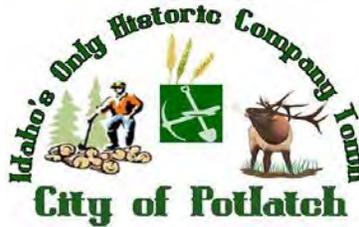
REPORTS:

- 1. Mayor-David Brown** – There are four summer maintenance workers this year. Brennan has two kids and Karin has two kids. There were five kids but one has already quit.

Tom Andres came into City Hall this morning and he is in a sling and will be off of work for at least six weeks. They did a scope on him but it didn't work and they had to cut him about 3" on the top of his shoulder to complete the surgery.

George Lisher filled the Splash Pad hole with ½ pink rock and ½ with gravel and he is rolling it down. We have to trench around the pad area. There is an engineered diagram where everything will go for the Splash Pad. There will be a holding tank installed and a pump to pump the water from the holding tank into the sewer system. There will be a vault with a manifold that will operate the Splash Pad.

The Mayor said that he was thinking of renting some goats or sheep to eat down the weeds on the new 10-acre property.

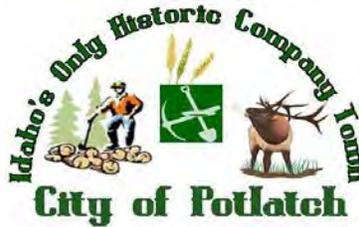


Last week, the Forest Service called Shelly and said that there was an angry man on his way down to City Hall from the Forest Service. It was Dennis Snyder and he came into City Hall wanting all of the environmental information where they built the radio-controlled race car track. Mr. Snyder filled out a public records request form and looked at the sale and deed for the 10 acres of land. Mr. Snyder was still very upset when he left because he said that he is an environmentalist, nutritionist and he eats and drinks everything that is healthy. He hasn't been able to breath for the last two weeks since they started working on the radio-controlled race track and he is sure that they dug up some type of chemical that is blowing downwind toward his house and making him sick.

Jeff Hash from Jack Buell Trucking delivered a load of red fir chips today. These chips will be going in the Swenson Park for decoration and also will be used where needed around town. The City appreciates Mr. Hash's efforts to deliver the chips and also wants to thank Jack Buell for the donation of the chips.

- 2. Parks – Joan Bender** – said that the ground hogs are a big nuisance in the park and the 10 acres beyond. Joan suggested that the City hire an exterminator to get rid of them but it could be a three-year plan. Joan said that the ground hogs are digging down by the new trees and eating the roots.
- 3. Pool & Cemetery - Dave Cada** – Dave has been up at the pool several times and wondered if we had the new vacuum yet? Shelly said that it was delivered last week. The Mayor said that he knows that the lifeguards are unhappy with the wages that the City pays because Moscow and Pullman pay more per hour. Joan said that Moscow doesn't pay for the lifeguard training and the City of Potlatch does.

The Potlatch Recreation District has talked about supplementing the payroll for the summer kids, possibly as a bonus at the end of the year. The Rec District has been talking about grants from the Idaho Department of Commerce to help build a new pool.



4. **Water & Sewer Charles Johnson** - hasn't heard anything, so everything must be good.
5. **Streets - Martin Anderson** - he will be getting quotes on a new snow plow. The Mayor said that Sheriff Skiles had a personal one-ton pickup for sale but he changed his mind. The Mayor thought that possibly the City would be able to trade our one-ton for the Sheriff Skiles' vehicle and pay him a little for his as it has lower miles than the one the City owns.
6. **Scenic 6 - David Cada** - Speeder Day will be this weekend, July 14 and the Scenic 6 people will be working on it. They might be having a Scenic 6 Economic Development meeting next week and possibly have it in the old gym (Lia Berg) to see just what needs to be done and see if it is worth taking on.
7. **Clerk- Shelly Hammons** - Christine Frei, from Clearwater Economic Development Association, will be in Potlatch on July 24 to go over the Comp Plan. Christine would also like to meet with the stakeholders of the internet project on that day.

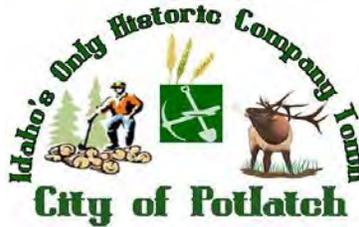
Marty Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:10 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be July 23, 2018.



Potlatch City Council Meeting

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

July 23, 2018 – 7:00 p.m.

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

GUESTS: Tim and Deanna Bren, Ike Carpenter, Michael and Sally Montgomery.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from July 9, 2018, Century 21 bills and payroll and City of Potlatch bills. Joan Bender seconded the motion, motion was approved with a Roll Call vote:***

Charlie Johnson, aye

Dave Cada, aye

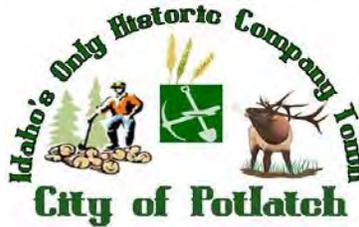
Joan Bender, aye

Martin Anderson, aye

Tim and Deanna Bren attended the City Council meeting but they were not on the agenda. The Mayor said that as a courtesy, the Council would allow them to speak.

Mr. and Mrs. Bren attended the meeting to see if the minutes from the previous meeting would be stricken from the record as they claimed they were false, misleading and hearsay and that none of it was accurate.

The Mayor said that is what he was told and the minutes reflect what was said and he would file their objections with the minutes.



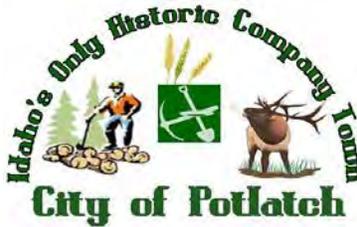
2. Jackie McCauley came into City Hall last week and she was very upset because her renter owed money. Ms. McCauley was told that from now on the bills will not be sent to her renters but they will be sent to her and Kurt Cochrane as they are the owners of the property and they will be responsible to pay. Ms. McCauley had been told that this would be put on the agenda and she said that she was going to attend the meeting. Ms. McCauley is not present.

Dave Cada made a motion that the City stick with Ordinance No. 444 ... The property owner shall be responsible for all payments of the city utility bills. Bills shall be sent to the owner...., etc. Joan Bender seconded the motion, the motion was approved with "all ayes".

3. The Mayor said that he recalled that Amanda Bashaw from Latah County had said that every apartment, duplex, tri-plex and four-plex would have their own garbage. The Mayor said that the apartment buildings are the same as a residence and each apartment should have their own garbage. Shelly will check with Amanda on this.
4. The Planning and Zoning commission had a Public Hearing on July 9, 2018, and at that meeting they discovered that more people needed to be informed about the re-zone application for Montgomery Enterprises LLC. The City's attorney, Will Herrington, was contacted regarding this issue and he said that the City needed to mail out notices to the four people that weren't notified and give them 10 days to respond.

The four letters were mailed and only one comment came back not in favor of the re-zone. Jeff and Britta Nitcy sent their comments back saying in an e-mail that they weren't notified in a timely manner and that they had issues with the rezone and they were not in favor of the rezone. Mr. Nitcy then came into City Hall and hand delivered his notification stating that they were not in favor of the rezone. After checking on the maps, it appears that Mr. and Mrs. Nitcy are not in the 300' area. (If a resident is within 300' of the property that has filed a re-zone application, then those residents must be notified of the application.)

Will Herrington said that there was adequate notification of the re-zone application: it was published in the Moscow-Pullman Daily Newspaper two times, it was posted at the United State Post Office in Potlatch, it was posted at City Hall and it was posted on the land to be rezoned. Mr. Nitcy was notified on Friday, July 20, 2018, by a message on his telephone that



he would have a chance to come to the City Council Meeting on Monday, July 23, 2018, at 7:00 p.m. to make a verbal comment to the City Council. The Mayor said that it is 7:30 p.m. and Mr. and Mrs. Nitcy are not in attendance. Joan Bender read the letter from Mr. Nitcy.

Ike Carpenter attended the City Council meeting in favor of the re-zone application. Mr. Carpenter said, "This project will be doing the City a hell of a favor" as people are living in Moscow and Pullman and this will give them an opportunity to live here. Mr. Carpenter said that Mr. Montgomery has built a nice business here in Potlatch and he will be hiring more people in this community and Mr. Carpenter doesn't see anything wrong with building these apartments. The Mayor said that the City feels the same way.

Michael Montgomery, owner of Montgomery Enterprises LLC, said that he has feels the need to impact the community in a positive way and his intention is a 55+ older apartment. Also, Montgomery Enterprises is not technically in Bennett's Addition and as long as no one is here to disagree, he didn't say anything else.

The City will draft an Ordinance for the rezone and it will be on the agenda for the August 13, 2018, meeting.

Charlie Johnson made a motion that the City accept the rezone application from Montgomery Enterprises LLC, and rezone the area multi-family residential, Joan Bender seconded the motion, the motion was approved by a roll call vote:

Charlie Johnson, aye

Dave Cada, aye

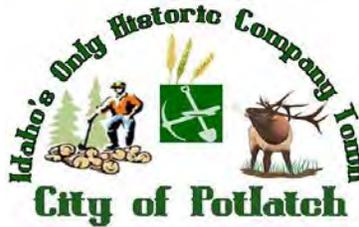
Marty Anderson, aye

Joan Bender, aye

The Mayor asked Michael Montgomery if he worked on sewer control panels and he said that he has a commercial electrical business and he does work on them.

REPORTS:

- 1. Mayor-David Brown** – last Thursday there was a meeting at the Vern Johnson Trailer Park with Michael Camin and Nicolas Heibert engineers from the Idaho Department of Environmental Quality. There are more



sewer problems at the trailer park: Rick and Debi Swinney's trailer had sewer backed up into their trailer the weekend of July 14, 2018, and it flooded their bathtub, bathroom floor and kitchen floor. They are now living in their camper. Jay Hill and Kim Harvey are still living in the Scenic 6 RV Park in their camper for the second month because their trailer had been damaged by sewage also. Shelly Hammons has to drive to Fernwood every night now because no water can be used in her trailer because it is at the top of the hill.

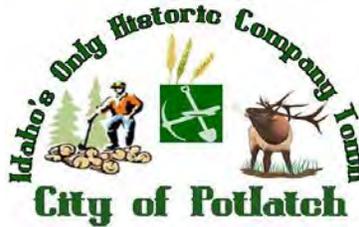
The City's attorney, Will Herrington, was at this meeting at the trailer park. Vern Johnson's attorney, Michael Curley, and Vern Johnson's caregiver, David Keene, was there also, along with most of the people who live in the trailer park.

DEQ said that as long as they have an engineer design the sewer line repair and have a contractor do the job, they are ok with the project. Mr. Curley and Mr. Keene said that they have been talking with Roach Contractors out of Genesee to do the sewer job.

Mr. Camin said that he would e-mail the City on August 3, 2018, to see where they are at with the sewer project at the trailer park. Denise Lowe, another guardian of Vern Johnson, said on Monday, July 23, 2018, that they are searching for a civil engineer for this project.

The Mayor said that this sewer problem needs repaired or the City will shut the trailer park down.

While this meeting was going on last week, the Mayor and Tom Moore, City Engineer, were meeting with Ben Ballard of Potlatch Corporation and Steven Syrcle, P.E., with Tri-State Consulting, Engineers, Inc. They are working on the Potlatch Corp. land across the river that they have been talking about developing. They would like to make more smaller lots now and have City water and sewer available to each lot. There is 110 acres and they are looking at developing that into 70-125 lots. They would have to annex that land into the City in order to develop that



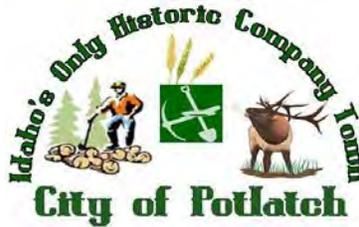
many lots as the County won't rezone it and a developer can only split the land up so much.

They had a quote on what the road into that area would cost: \$900,000 and the traffic would go over the bridge going out Rock Creek. They will have to meet fire standards on the road into that area. There aren't any wells on that side of the river but they are talking about having a drinking water reservoir.

The Mayor said that Potlatch Days was last weekend and he thought that it was the nicest he has ever seen. A steam donkey was donated in the Mayor's name to the City from Tootie Beyers and Doug Dechamp. They had the steam donkey running in the park during Potlatch Day from around 11 a.m. to 2 p.m. It is located over by the log cabin in the park. Next summer they intend to build a cover over the steam donkey.

The Mayor talked with Amanda Bashaw of Latah County and the plastic recycling will come to an end and this has been in the newspaper. All of the costs associated with the recycling will be going up. The City hasn't passed on any of the expenses that have gone up in the past and a service that the City of Potlatch offers that no other city offers is yard waste pickup at no extra charge to the residents.

- 2. Parks – Joan Bender** – Joan has been in contact with an exterminator from Colfax about the ground squirrel problem in the park. They can't do anything right now but they will call back and figure out the cost and what they can do. The Council discussed the problem and there were different ideas on how to eradicate the squirrels.
- 3. Pool & Cemetery - Dave Cada** – The pool was full on Community Days with kids and lots and lots of toys and it looked like everyone was having a good time. It was a busy day all day at the pool.
- 4. Water & Sewer Charles Johnson** – Charlie was going to go over the sewer problem at the trailer park but the Council has already discussed it.

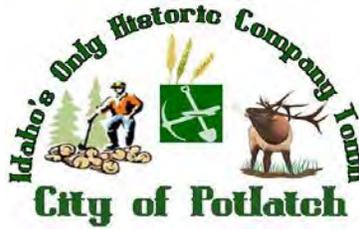


- 5. Streets - Martin Anderson** – Marty got a couple of quotes on snowplows. Boss 8'2" V plow with controls in the front, it will swing around: \$7,850 for the plow and \$800 to install it. Meyers 8' straight plow, \$7,500 installed but all of the controls are in the back. Marty wondered if the City wanted a sander in the back of the pickup for weight? There are little ones that are all plastic. Marty will check on information for a sander.
- 6. Scenic 6 - David Cada** – it has been a busy month for the Scenic 6 Economic Development Council. Speeder Day was July 14 from 6 a.m. to 5 p.m. and all but three seats were sold out. They made approximately \$4,000 and that will be used largely for the restoration of the caboose. They are hoping to get it painted before fall. Dave said that the Speeders go all over the Northwest and travel to many communities and they said that Potlatch treats them the best. They are provided breakfast at 6 a.m. and they had lasagna for dinner this year.

Dave said that the band on Friday night at Potlatch Days was one of the best bands. The Pickleball Court in the Scenic 6 Depot had people playing on it during Potlatch Day and now there is a Pickleball club forming.

Last Monday, the Scenic 6 Economic Council toured the old gymnasium and came up with ideas on how to restore it. They don't have a lot of funds and the number of things to be fixed would be expensive. Purchasing the building at \$200,000-\$300,000 would be the first obstacle. Then the electrical and the plumbing would have to be redone. There isn't any insulation in the attic or the walls. As a guess, it would take \$1,000,000 or more. They are still in the dreaming stage and there is another meeting coming up. Dave said that on a good note, there wasn't much odor in the building.

- 7. Clerk- Shelly Hammons** –
There will be two Public Hearings on August 13:
6:00 p.m. – Annexation of 10 acres
6:30 p.m. – Proposed Budget for FY18-19



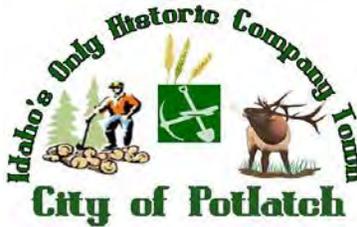
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:27 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be July 23, 2018.



Potlatch City Council Meeting

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

August 13, 2018 – 7:32 p.m.

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

GUESTS: Seth and Shari Carnahan.

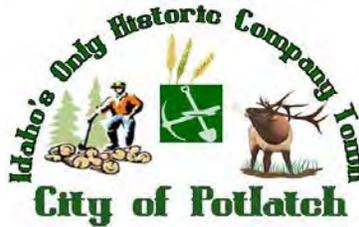
NEW BUSINESS:

Joan Bender said the Opening Prayer.

Seth and Shari (Seth's mom) Carnahan attended the Council meeting to talk to the City Council about a possible Eagle Scout project for Seth Carnahan. Seth would like to build a 24' long x 5' wide x 4-4.5' high oval shaped flower garden out of pavers and on the side of the garden, it would spell "Potlatch" out of different colored pavers. The City Council said that they liked the idea but they would they debated where it will be located. After much discussion, it was tentatively decided to place the garden between the train and the War Memorial in the Scenic 6 Park. Seth considered laying a 2-3' concrete slab around the garden to keep the grass from growing right next to the garden structure. Shelly will put them on the agenda for the August 27, 2018, City Council meeting.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from July 23, 2018, Century 21 bills and payroll and City of Potlatch bills and payroll for July 2018. Charlie Johnson seconded the motion, motion was approved with a Roll Call vote:***

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



- 2. Marty Anderson made a motion to approve and adopt the Proposed Budget for FY2018-2019. Joan Bender seconded the motion.**

ROLL CALL VOTE:

Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

Joan Bender, aye

3. The next order of business is a proposed ordinance whose Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR ANNEXATION OF PROPERTY DESCRIBED IN SECTION 1 OF THIS ORDINANCE INTO THE CITY OF POTLATCH; PROVIDING THAT PROPERTY DESCRIBED IN SECTION 1 BE ZONED FOR "INDUSTRIAL" USE; PROVIDING FOR THE AMENDMENT TO THE COMPREHENSIVE PLAN AND ZONING MAP TO REFLECT THIS CHANGE; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

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

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

Is there a second? Joan Bender seconded the motion.

Mayor: It has been moved by Marty Anderson and seconded by Joan Bender that the rules be suspended and that the proposed ordinance pass its first reading by Title only and its second and third readings under suspension of the rules.

Discussion? None

This is a ROLL CALL VOTE:

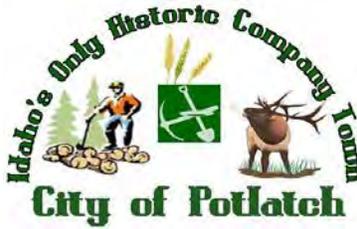
Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

Joan Bender, aye

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



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

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

Is there a second? Charlie Johnson seconded the motion.

Mayor: It has been moved by Dave Cada and seconded by Charlie Johnson that Ordinance No. 510 be formally adopted.

This is a ROLL CALL VOTE:

Charlie Johnson, aye

Dave Cada, aye

Marty Anderson, aye

Joan Bender, aye

4. The next order of business is a proposed ordinance whose Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR REZONE OF PROPERTY DESCRIBED IN SECTION 1 OF THIS ORDINANCE INTO THE CITY OF POTLATCH; PROVIDING THAT PROPERTY DESCRIBED IN SECTION 1 BE ZONED FOR "MULTI-FAMILY RESIDENTIAL" USE; PROVIDING FOR THE AMENDMENT TO THE COMPREHENSIVE PLAN AND ZONING MAP TO REFLECT THIS CHANGE; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW;

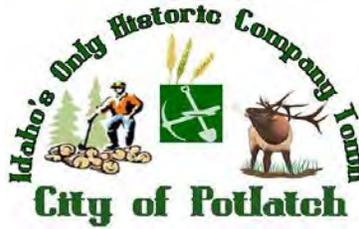
Mayor: I would entertain a motion that the rules be suspended and the proposed ordinance pass its first reading by Title only.

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

Is there a second? Charlie Johnson seconded the motion.

Mayor: It has been moved by Dave Cada and seconded by Charlie Johnson that the rules be suspended and that the proposed ordinance pass its first reading by Title only and its second and third readings under suspension of the rules.

Discussion? None



This is a ROLL CALL VOTE:

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

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

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

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

Is there a second? Dave Cada seconded the motion.

Mayor: It has been moved by Joan Bender and seconded by Dave Cada that Ordinance No. 511 be formally adopted.

This is a ROLL CALL VOTE:

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

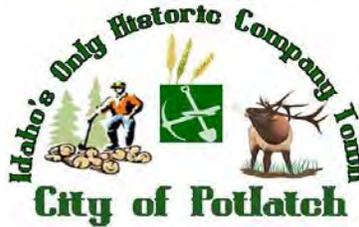
5. The next order of business is a proposed ordinance whose Title reads as follows:

AN ORDINANCE OF THE CITY OF POTLATCH, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE INCREASING THE AMOUNTS APPROPRIATED TO **\$1,790,483.00** 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.

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

Is there a second? Charlie Johnson seconded the motion.



Mayor: It has been moved by Marty Anderson and seconded by Charlie Johnson 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:

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

Charlie Johnson made a motion that the ordinance be formally adopted.

Is there a second? Joan Bender seconded the motion.

Mayor: It has been moved by Charlie Johnson and seconded by Joan Bender that Ordinance No. 512 be formally adopted.

This is a ROLL CALL VOTE:

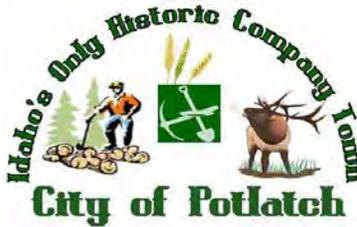
Charlie Johnson, aye
Dave Cada, aye
Marty Anderson, aye
Joan Bender, aye

6. ***Dave Cada made a motion that the City Council renew the contract with Herrington & Associates, PLLC, and approve the Mayor to sign the contract. Charlie Johnson seconded the motion, the motion was approved with a:***

ROLL CALL VOTE:

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

7. ***Joan Bender made a motion that the Mayor sign the Quit Claim Deed between Brett and Amber Weber and the City of Potlatch. Charlie Johnson seconded the motion. This is a ROLL CALL VOTE:***



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

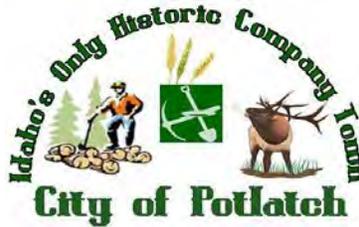
- 8. Joan Bender made a motion that the City allow Ike Carpenter to trap the gophers in the Scenic 6 Park. The City will provide four fencing stakes, snow fence and a box. The City Council has agreed to pay Mr. Carpenter \$10.00 per gopher that he removes. Marty Anderson seconded the motion. The motion was approved with "all ayes".*

REPORTS:

- 1. Mayor–David Brown** – National Night Out Against Crime (NNO) was last Tuesday, August 7, in the Scenic 6 Park from 6-8 p.m. The City of Potlatch has started something because now there are four nearby cities celebrating NNO.

The Mayor met with Matt Morra, President of the Palouse Bicycle Racing Club, which is a cyclocross off-road type of racing bicycle club that caters to age 6 years and up to adults. They would like to make a 1.5 mile long race course in Potlatch. The Mayor and Matt drove around Potlatch looking for potential course areas. This could be an opportunity for vendors to sell items as they predict that there will be 150 people that will come for the event. The Mayor explained that along the course people sometimes give out different items: *Cookies *Water *Beer *Money, etc. They may also wear costumes depending on when in the year the event is held. They would like to have their race either the first or second weekend in October. They may have to cross Potlatch Corporation's land and they will be contacting them to get permission. The Mayor talked with Ben Ballard of Potlatch Corporation about the possibility of this event. Dave Cada had a question about insurance. The Mayor said that they would have their own insurance. The Council liked the idea.

Amanda LaMott, from LHTAC was in Potlatch last Thursday. Amanda said that there are two grant opportunities available from LHTAC. The City Council discussed applying for these grants to repair the road at 10th Street and South Ponderosa Drive by the Elementary School. Dave Cada said that he would like to see a sidewalk on the south side of 6th

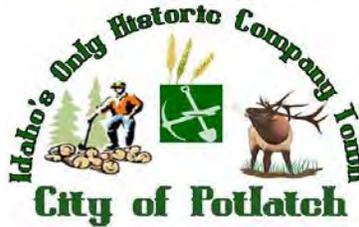


Street going up the hill to the Elementary School. The Council discussed possibly Phasing more sidewalk projects.

The summer maintenance crew is almost done. One boy quit last week and another will be quitting the end of this week. The other two will stay on for awhile helping Brennan since Tom is off.

Tom Andres came in today and he doesn't know when he will be able to come back to work. The doctor is recommending October 15, 2018. Tom is doing physical therapy now. The Mayor will be meeting with Amy from the Idaho State Insurance about Tom and the possibilities of light-duty work to re-training Tom.

- 2. Parks – Joan Bender** – Joan didn't have anything except that the City has hired new Camp Hosts for the Scenic 6 RV Park, Jennifer and Shawn Sands. They have been there for over one week and the City has already received many favorable comments about them as Camp Hosts. Shawn is very handy his wife said and the Mayor has asked if he would be able to replace the boards on the deck at the Scenic 6 Depot.
- 3. Pool & Cemetery - Dave Cada** – the pool will be closing this Friday, August 17. Dave presented the Health Inspector's report to the Council and the different items that need to be addressed. A letter must be sent to the Health Department by September 21 stating how the different areas will be repaired. Dave said that the pool has been written up several times and if these don't get fixed, she may close the pool.
 - a.** The floors in the bath house need painted in something that isn't slippery. The Mayor said that there is paint left over from the Pickleball Court that is a non-slippery paint with sand in it. Karin Johnson will paint the surface after the pool closes.
 - b.** The decking around the pool is coming up again and needs to be fixed. Possibly calking the cracks?
 - c.** The urinal in the boy's bathroom runs all of the time.
- 4. Water & Sewer Charles Johnson** – don't have anything.



5. **Streets - Martin Anderson** – Asked when the road to the lagoon would be repaired from the flooding? The Mayor said that he spoke with Mike Neelon at the NNO event and Mike was going to talk to the FEMA guys about that.

6. **Scenic 6 - David Cada** – At the Scenic 6 Economic Development meeting they talked about the gymnasium across from City Hall. They are going to be setting up a meeting with the County Historical Society and the State Historical Society to see if they can get together to talk about the grant opportunities available. Barry Johnson said that he has identified a couple of grants available too.

7. **Clerk- Shelly Hammons** – handed out the 2nd Quarter Report (3rd quarter report for FY17-18). The Council reviewed it and Joan asked what comprises the General Fund income?

There is a meeting tomorrow night at 6:00 p.m. with Christine Frei of Clearwater Economic Development Council to review the new Comprehensive Plan that the City has been working on for almost two years. The Planning & Zoning committee will be at the meeting to review the changes that have been made to the plan.

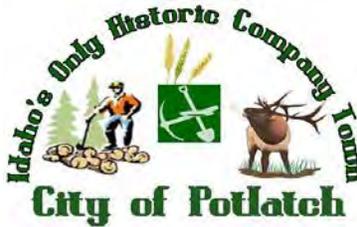
Marty Anderson made a motion to adjourn the meeting, Joan Bender seconded the motion, the meeting was adjourned at 8:50 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be August 27, 2018.



Potlatch City Council Meeting

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

September 10, 2018 – 7:00 p.m.

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

GUESTS: NONE.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from August 27, 2018, and the City of Potlatch bills. Joan Bender seconded the motion, motion was approved with a Roll Call vote:**

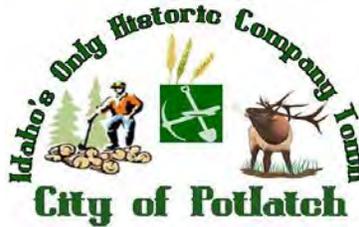
Charlie Johnson, absent

Dave Cada, aye

Martin Anderson, aye

Joan Bender, aye

- 2. ADOPT CITY'S NEW ZONING MAP: Dave Cada made a motion to accept the new zoning map with the changes. Joan Bender seconded the motion, the motion was approved with "all ayes".**
- 3. The Quit Claim Deed for Brett and Amber Weber's property had to be redone as the description of the land wasn't adequate for the county. Duane Priest sent a new property description for the Quit Claim Correction Deed.**



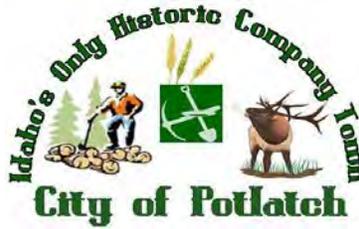
4. GO TO SCENIC 6 PARK AND LOOK AT WHERE THE ROAD AND PARKING LOT WILL GO. The City Council didn't go to the Scenic 6 Park as it is dark when the Council meeting starts now. The Council discussed going down to the park in the daylight and looking at where the best place to put the road and parking lot will be.

REPORTS:

1. Mayor-David Brown – The Mayor contacted Potlatch/Deltic Corporation in regard to the Bicycle Group who will be having a bike race on October 21, 2018, and they agreed to let them use the 500' of Potlatch/Deltic land for their race. They aren't allowed to use any other portion of the land though.

The Mayor contacted the man today who will be coming to help install the Splash Pad. The man had to have three-week's notice before he came. Mahlon Schmidt, concrete contractor, said that he will need to pour the concrete before it starts raining. All of the Splash Pad components have been delivered to the shop and the manifold for the Splash Pad will be in a concrete vault which will be 8' or longer. There will be a telephone conference call this Friday, Sept. 14, about the Splash Pad and the Mayor is hoping that everyone who is involved in the project will be able to be in on the call.

The Mayor told the Council that he thinks that Karin Johnson is underpaid for the amount of work that she has been doing and he would like to see her receive more money. All of the four employees will be attending the Idaho Rural Water Association Drinking Water and Wastewater Conference this week on Wednesday and Thursday. The Mayor would like to see Karin take training and receive her licenses for drinking water and wastewater and Joan said that she would like to see Karin take more training in trees and weeds. Possibly the Soil and Water Conservation District would have classes that she would be able to attend?



The Mayor said that he asked Karin to order more garbage cans to put around Potlatch and plant flowers by each garbage can.

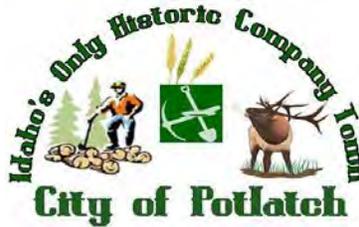
Poe Asphalt is going to call the Mayor and come back to Potlatch and look at the streets. The Mayor will ride around with him and show him what needs to be fixed. The Mayor drove around Potlatch the other night and the streets are all sinking from the sewer project. Poe Asphalt said that they have a product that will help stop the streets from sinking more. 10th Street down to Onaway Road is the most critical road to repair because school kids walk down that road all of the time. It would be good to get a sidewalk on the side of 10th Street too. The Mayor thought that there might be some grant money available for this type of road and sidewalk project. There are lots of potholes and there are terrible potholes by the school. Marty said that the streets are sinking around the sewer manholes too.

LHTAC called and talked with the Mayor because they have more money left for this year and wondered if the City would mind if they put more money in the construction project for the sidewalks? The Mayor said yes that he would like that to happen. It doesn't mean that there will be more money but if there is more money needed, it will be in the sidewalk project budget.

- 2. Parks – Joan Bender** – Joan received a quote for rain gutters for the Scenic 6 Depot and the cost is \$1,676. Joan asked to have this put on the agenda for September 24. One of the questions was, where will the downspouts run?

Joan hasn't been to Swenson Park to look at what Karin Johnson has been doing. Karin has been planting more plants that won't require a lot of water and she has been planting more perennial plants around town.

The water line at the cemetery has another leak so Karin has been having to haul water to water the plants in the Swenson Park.



Joan asked what is going on with the Vern Johnson Trailer Court? Shelly said that today the City received a letter from Michael Camin from the IDEQ and the contractor's plans have been approved by Tom Moore, City's Engineer, and the IDEQ has approved those plans. They are waiting on the contractor to start the job. There are still three trailers in the court that have been affected by the sewer problem.

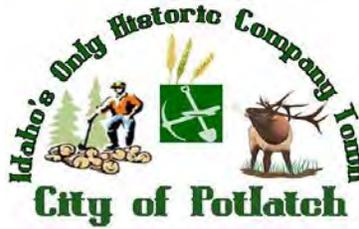
- 3. Pool & Cemetery - Dave Cada** –Dave asked if the response letter was sent to the Health Department and Shelly said that it had been mailed. Dave wondered if the City heard anything back from the Health Department on the status of the letter that we sent. Shelly said that she hasn't heard anything from the Health Department but she will call Nancy Becker and make sure that she received the letter.

There is now dirt around the pickleball court exterior which is good because they have had three people fall down on the pickleball court. Dave said that they are going to go down and rake the dirt and he would like to see grass planted this fall. Also, maybe put a little more dirt around it and then spread it out further.

- 4. Water & Sewer Charles Johnson** – absent.
- 5. Streets - Martin Anderson** – nothing on roads. What is the status on Tom Andres? The Mayor said that he and Tom met with the Idaho Industrial Commission representative, Aimee Gillis, and reviewed Tom's case. The doctor has said that Tom will be able to return to work on October 15, 2018. Tom is going to therapy several times a week now and when he comes back he can be put on light duty work.
- 6. Scenic 6 - David Cada** – has lots of pictures and ideas for the Scenic 6 group to start a City Beautification project.

- 7. Clerk- Shelly Hammons** –

There will be a training on the LHTAC grants in Moscow at City Hall on October 10 from 7:30-10:30 a.m.



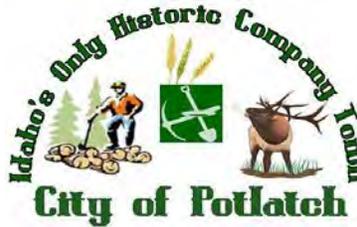
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:25 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be September 24, 2018.



Potlatch City Council Meeting

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

September 24, 2018 – 7:03 p.m.

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

GUESTS: Dale Good, Potlatch Planning & Zoning member.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from September 10, 2018, and the City of Potlatch bills and payroll for August 2018. Joan Bender seconded the motion, motion was approved with a Roll Call vote:**

Charlie Johnson, aye

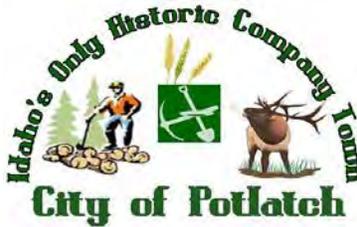
Dave Cada, aye

Martin Anderson, absent

Joan Bender, aye

- 2. RAIN GUTTERS** - Joan Bender had the quote for rain gutters for the Scenic 6 Depot and the quote is \$1,676. Joan talked to the man about the cost if the gutters were extended to the drain by the Depot and she thought that it would be around \$100-\$200 more. The rain gutters should last 75 years.

Joan Bender made a motion that the City install the rain gutters on the Scenic 6 Depot and then drain them into the drain system in the



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

3. RESOLUTION 2018-09-24 – ADOPT 2018 COMPREHENSIVE PLAN AND ZONING MAP.

Councilman Cada made a motion to adopt Resolution No. 2018-09-24. Councilman Bender seconded the motion.

The Mayor read Resolution No. 2018-09-24.

ROLL CALL VOTE:

Johnson, aye

Cada, aye

Bender, aye

Anderson, absent

4. SHERIFF’S CONTRACT – The Mayor read the Sheriff’s contract noting the changes being made.

Councilman Bender made a motion that the City Council authorize the Mayor to sign the First Amendment to the Law Enforcement Protection Contract between Latah County and City of Potlatch (Non-Mutual Aid Agreement). Councilman Johnson seconded the motion.

ROLL CALL VOTE:

Charlie Johnson, yes

Dave Cada, yes

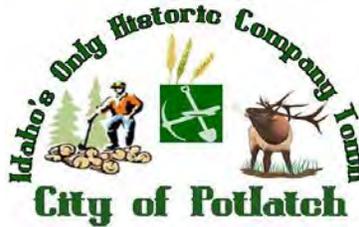
Joan Bender, yes

Marty Anderson, absent

REPORTS:

- 1. Mayor-David Brown** – K.J. Hanley, engineer, working on the Phase II Sidewalk Project proposed the following dates for the advertisement and bid opening of the sidewalk project.

Advertise on 10/11/18 and 10/18/18. Bid opening on 11/1/18 at 1pm at City Hall. Present to Council for approval on 11/12/18. The Council all agreed that the dates will work.



Ike Carpenter proposed that he be paid \$15.00 per ground squirrel in the Scenic 6 Park. The Council said to put it on the agenda for next meeting.

The Bicycle Race will be October 21 in the Scenic 6 Park.

The Mayor, Tom Andres and Brennan Pollock all spoke to the Splash Pad man on the telephone last week. They are waiting on the concrete to be poured and the plumber to put the pipes in.

The Pie in the Park was Sunday, September 23, 2018, from 3-6 p.m.

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

3. Pool & Cemetery - Dave Cada – Dave didn't have anything on the pool.

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

5. Streets - Martin Anderson – absent.

6. Scenic 6 - David Cada – Community Beautification Project – Dave brought pictures for ideas to start a City Beautification project. Dave would like to see Potlatch work on some of these ideas in the photos. Plant perennial flowers that come back each year.

October 6 there will be a book signing at the WIMHPG Railroad Depot.

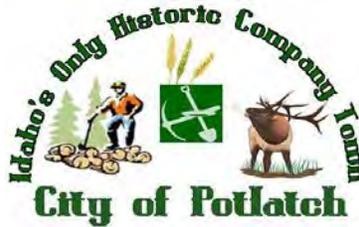
The Pickleball people are going full bore. They had a Pickleball teacher come up from Lewiston last weekend and there were 10 people that took lessons from him.

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

Friday, Sept. 28, 3:30 p.m. –Potlatch Library on the shared space around the Library.

October 10, 7:30-10:30 a.m., Moscow City Hall – LHTAC grant meeting.

October 16 – PRIMA -Coeur d'Alene, 8:30-4.



October 25 – ID PARKS & REC – Lewiston – 9 to Noon

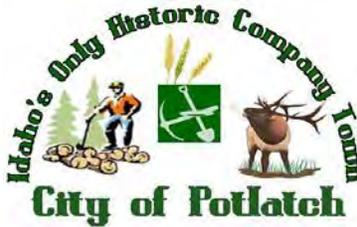
Joan Bender made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:00 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be October 10, 2018.



Potlatch City Council Meeting

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

October 8, 2018 – 7:00 p.m.

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

GUESTS: Salie Anderson, Taxpayer and President of the Potlatch Parks and Recreation District.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from September 24, 2018, the City of Potlatch bills and the payroll for September 2018. Charlie Johnson seconded the motion, motion was approved with a Roll Call vote:

Charlie Johnson, aye

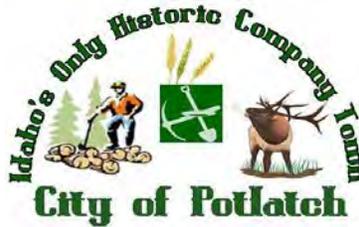
Dave Cada, aye

Martin Anderson, aye

Joan Bender, aye – on speaker phone

2. Marty Anderson made a motion that the City stick with the \$10.00 per squirrel capture in the Scenic 6 Park to pay Ike Carpenter. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.

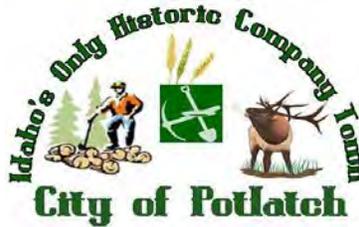
3. Dave Cada made a motion to sign the Terrorism Rejection form from ICRMP for the FY2018-2019 insurance policy, Charlie Johnson seconded the motion, the motion was approved with “all ayes”.



4. Salie Anderson said that she is attending the meeting as a taxpayer and also as the president of the Potlatch Recreation District. Salie asked the Council if they were going to put a road across the Scenic 6 Park to the other property that the City just purchased and a parking lot? “Yes, over time”. Whose is putting the road in and paying for it? “The City”. How wide will the road be? “We don’t know yet.” How big is the parking lot going to be? “We haven’t had the plans drawn up yet.” Salie said that she is very much against putting a road in and a parking lot and she said that she doesn’t think that it will be an asset to the community. Salie also commented about the sprinklers that were just put in the park this summer – they are where the road will be going. In her opinion a road and a parking lot won’t add to the beautification of the Scenic 6 Park and she thought that it was “unparkish”. Salie said that she has talked with many other people and they are against the idea too. They like the fact that the sprinklers were put in this summer and now the park area is getting green.

The City Council showed Salie the original plans for the Scenic 6 Park and in the original plan, it had included the road. Salie asked why they didn’t put the road and parking lot in 15 years ago? The Council explained that there wasn’t enough money to build the road and parking lot that time. The Council said that their idea for the road to be put in across the park it would be easier for grandparents to walk to the baseball games, people to play pickleball, horseshoes and Bocce ball and walk to the Splash Pad area. The Council explained that the Mill Road isn’t owned by the City and that it is still owned by Potlatch/Deltic Corporation. If the Potlatch/Deltic were to close the Mill Road to the public, there would have to be another way to access the 10 acres that the City just purchased. The City has been trying to purchase the Mill Road from Potlatch/Deltic Corporation for four years and hasn’t been successful in buying the road.

Salie asked the City Council if they were going to purchase more land beyond the Scenic 6 Park and put houses in? Is that why the road is being built across the park? The City Council said that they weren’t going to be putting houses in and wondered where that idea came from? Salie said that was what she had heard. She said that the City Council needs to be



better at letting people know what they are doing. When Salie left, she thanked the Council.

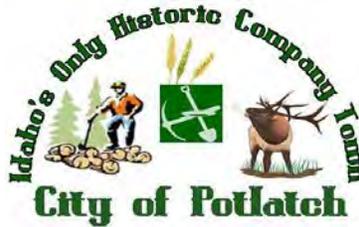
5. ***Marty Anderson made a motion to purchase a snowplow blade for the 2018 Ford Pickup. The City had received three quotes for a snowplow blade. Marty will talk to Tom about the width, 8'2" with wings or 9'2" without wings on the snowplow. Marty or Tom will take the Ford to Spokane to have the snowplow blade fitted on the pickup. Charlie Johnson seconded the motion, the motion was approved with "all eyes".***

REPORTS:

1. **Mayor-David Brown** – the Mayor drove around Potlatch last week with Poe Asphalt looking at the different areas of the city that need the roads repaired. Poe send a quote today for all of the areas that they looked at, quote: \$186,300. The Council agreed that the two most important streets to fix: South Ponderosa Drive by the Elementary School and from Pine Street down 10th Street to the Onaway Road. LHTAC will be having their grant workshop this Wednesday in Moscow and possibly there might be grant money to help with the paving. Marty said that the Larch Street is also sinking.

The Mayor met with Christine Frei, ED, of Clearwater Economic Development Association and First Step Internet several weeks ago about the possibility of installing high-speed internet into Potlatch. The pay-back would be between six and 10 years depending on how many people sign up for it. They would need 50% of the population at \$50.00 to have a pay-back of 10 years. They decided it would be best to conduct a survey of the city to see how many people would be interested. Either send out the survey by mail or go door-to-door. Charlie said that you could also survey people at a basketball game.

The Mayor, Don Scoles, Plumber, and Brennan all met last week down at the Splash Pad area. The concrete contractor is very busy in Pullman right now and won't call back. They tried to put the middle tower together but there weren't any nuts and bolts included with it so they



need to order those parts. CEDA said that the completion date for the Splash Pad project is August 2019.

- 2. Parks – Joan Bender** – asked if the rain gutters had been installed on the Scenic 6 Depot yet? The Mayor said that the rain gutter guy had to order the rain gutters for the Depot.

Joan also asked how the Vern Johnson Trailer Court was coming? Shelly said that the contractor has a vacator truck up there now sucking sewage out of the lines. They are supposed to be starting the sewer project in the next few weeks.

- 3. Pool & Cemetery - Dave Cada** – Dave said that one month or six weeks ago it was decided that the City needed to work on the floors in the bathhouse. Do we want to do that this fall or next spring? The Mayor said that he would like to have it done this fall but with only Brennan and Karin it might be hard to get it done. Dave said that he wants to make sure that we have enough paint on-site to get the job done.

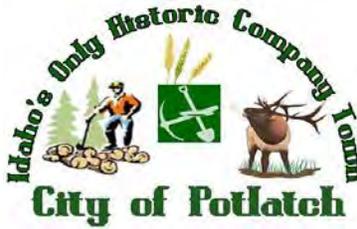
- 4. Water & Sewer Charles Johnson** – nothing at this time.

- 5. Streets - Martin Anderson** – asked about Tom Andres and his prognosis of returning to work? The Mayor said that Tom has a doctor's appointment next Monday, Oct. 15, and he should find out then. The Council talked about Tom returning to work and running the backhoe. They do not want him goofing up his shoulder.

- 6. Scenic 6 - David Cada** –there was a book signing at the WIMHPG Depot last Sunday. It was written by one of the original board members when they started the whole depot restoration project over 20 years ago. There was a very good turnout for the book signing and the food was good.

Dave said that he has shared his photos and his idea of a beautification project around Potlatch and people are getting on board with the idea.

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



October 10, 7:30-10:30 a.m., Moscow City Hall – LHTAC grant meeting.

October 16 – PRIMA -Coeur d'Alene, 8:30-4.

October 25 – ID PARKS & REC – Lewiston – 9 to Noon

Nov. 8 – AIC Water Academy – Lewiston – 8:30 a.m. to 5 p.m.

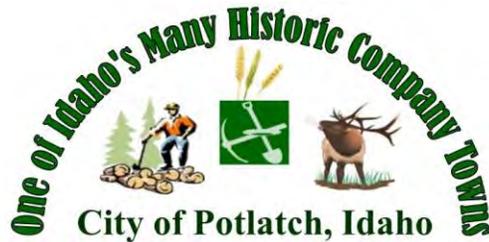
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:10 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next Council meeting will be October 22, 2018.



Potlatch City Council Meeting

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

October 22, 2018 – 7:00 p.m.

The regular meeting of the City Council was presided over by Mayor David Brown. Council members present: Dave Cada, Charlie Johnson and Marty Anderson (Marty arrived at 7:14 p.m.) Joan Bender was on speaker phone. Also present: Shelly Hammons, City Clerk-Treasurer.

GUESTS: Deputy Kaitlyn Williams from the Latah County Sheriff's Office.

NEW BUSINESS:

Joan Bender said the Opening Prayer.

- 1. David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from October 8, 2018, and the City of Potlatch bills. Charlie Johnson seconded the motion, motion was approved with a Roll Call vote:***

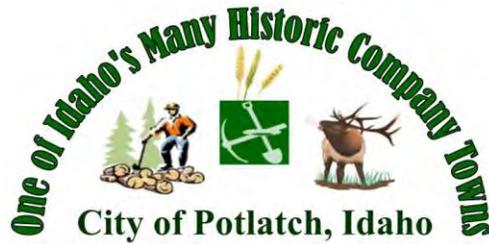
Charlie Johnson, yes

Dave Cada, yes

Joan Bender, yes (on speaker phone)

Martin Anderson, absent

- 2.** The Mayor told the City Council about the ITD Transportation Alternatives Program (TAP) Grant Award letter that the City received for the Phase III Sidewalk Project. The award is for \$60,037 for design/project development, scheduled for federal FY2019; and \$472,792 for construction, scheduled for FY2020 and there is a match from the City of 7.34%. This grant was scored #1 in the State of Idaho. This project will be for sidewalks from Ponderosa Street to Aspen Lane and from the Scenic 6 Park to City Hall on the south side of Highway 6.
- 3.** The snowplow was put on the 2018 Ford pickup by Macklin Welding, Spokane Valley, WA, and the price was \$11,266.24. The snowplow is a V-shape rather than a snowplow with wings on it.

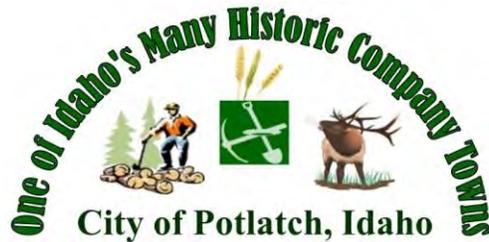


4. Dave Cada would like the City to celebrate “Potlatch Company Town” Armistice Day on November 9, 2018, at 6 p.m. in the Scenic 6 Park. This year will be the 100-year celebration of the end of World War I. (The actual Armistice Day is November 11.)

Dave Cada told the City Council a story that his father used to tell Dave of when his father turned nine years old in Potlatch on November 9, 1918, and the birthday party that his father had. Dave’s father claimed that on his birthday in the year of 1918, the bigwigs at Potlatch Lumber Company learned on November 9, that the United States President was going to sign the Armistice Day Declaration on November 11, 1918, declaring the end of World War I.

The current Potlatch City Hall building had just been built in 1917 and the Potlatch Lumber Company had been replacing the old wooden sidewalks around town with new sidewalks and they had stacked the old wooden sidewalks in an area that is now the Latah Credit Union. When Potlatch Lumber Company heard on November 9 that the end of the war would be on November 11 – the whole town started celebrating and they lit the stack of old wooden sidewalks on fire. The surrounding community saw the fire in the sky and people from around the region came to investigate and heard the good news that the war was over and ended up staying and celebrating around the fire with the citizens of Potlatch. Needless to say, they celebrated for two days and two nights, so when the actual Armistice Day document was signed on November 11, 1918, the people in the Potlatch community had partied so hard for two days, it was a non-event.

Dave Cada said that he thought that it would be appropriate to commemorate the “Potlatch Company Town” Armistice Day event this year since this will be the 100-year celebration. If this event seems to be a hit, maybe have a similar thing year to year. Dave said that he thought the celebration could be: *Prayer, *Band playing the National Anthem, *American Legion, Gun Salute, *Reading the names of those who served in World War I, *Reading the Proclamation and a Bonfire at the base of the flag in the Scenic 6 Park. The City Council liked this idea and Dave will write an article for the CIA Newsletter advertising the event. Dave said that



the Scenic 6 Economic Development Council also liked this idea and they are behind it. Dave has also talked with the School District and the VFW. Dave would like to spread the word and let everyone know about this event including the Governor. Gary Strong of the Potlatch Historical Society has been working on World War I memorabilia for the last two years and possibly some of this information can be incorporated into this event. The event will be Friday, November 9, at 6 p.m. in the Scenic 6 Park.

5. Dave Cada made a motion that the Mayor and Shelly sign the State/Local Agreement (Design and Construction) for Project No. A022(047), Potlatch Sidewalk Enhancement, Phase II, Latah County, Key No. 22047. Charlie Johnson seconded the motion. The Mayor called for a Roll Call vote:

- a. Joan Bender, yes (on speaker phone)**
- b. Marty Anderson, yes**
- c. Dave Cada, yes**
- d. Charlie Johnson, yes**

6. Resolution No. 2018-10-22: 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.

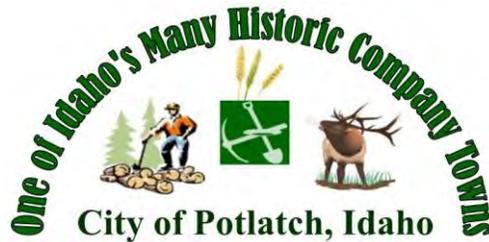
RESOLUTION
No. 2018-10-22

WHEREAS, the Idaho Transportation Department, hereafter called the State, has submitted an Agreement stating obligations of the State and the City of Potlatch, hereafter called the **CITY**, for development and construction of Potlatch Sidewalk Enhancement, Phase III; and

WHEREAS, the State is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System when there is federal participation in the costs; and

WHEREAS, certain functions to be performed by the State involve the expenditure of funds as set forth in the Agreement; and

WHEREAS, The State can only pay for work associated with the State Highway system; and



WHEREAS, the CITY is fully responsible for its share of project costs; and

NOW, THEREFORE, BE IT RESOLVED:

- I. That the Agreement for Federal Aid Highway Project A022(047) is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the CITY.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

CERTIFICATION

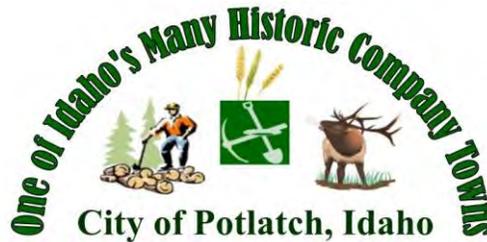
I hereby certify that the above is a true copy of a Resolution passed at a *regular* meeting of the City Council, City of Potlatch, held on October 22, 2018.

Roll Call vote:

- a. Charlie Johnson, yes**
- b. Dave Cada, yes**
- c. Joan Bender, yes**
- d. Marty Anderson, aye**

7. LHTAC road and street grant opportunities: The Mayor and Shelly attended the grant training in Moscow on October 10. There are different grants available at this time and three of them would benefit Potlatch:
 - a. Children Pedestrian Safety (CPS) - \$250,000 award limit, due in December. Crosswalks, pathways, ADA ramps, pedestrian crossing facilities, etc.
 - b. Local Strategic Initiatives (LSI) - \$1,000,000 award limit. Maintenance of existing roadway/bridge facilities on the local system, due in December.
 - c. Local Rural Highway Investment Program (LRHIP), due November.
 1. \$30,000 award limit for Updated Transportation Plans
 2. \$30,000 award limit for signs (warning & regulatory).

The Council discussed these different funding options and Marty said that he would like to see the City repair the existing blacktopped streets rather than pave streets that are dirt now. The Mayor said that the City would have to hire



Tom Moore, City Engineer, for several of these projects. There aren't any match amount requirements from the City for these three grants.

REPORTS:

- 1. Mayor-David Brown** – Mahlan Schmidt poured the footings on the Splash Pad.

The Bicycle Race on Sunday had about 120 people participating, they had the race course lined out all over with ribbon.

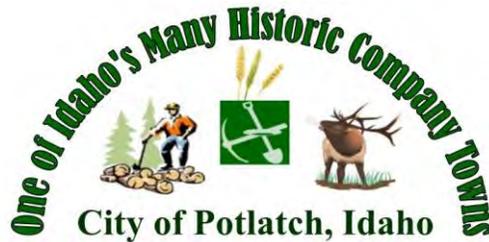
Tom Andres is back to work as of today on light duty. He isn't supposed to be lifting anything overhead and can only pick up to 20 pounds.

- 2. Parks – Joan Bender** – saw that Karin ordered plants for the Swenson Park and Joan wondered if they got planted? The Mayor said that he thought that she has planted them.

Did the rain gutters get put on the Scenic 6 Depot? No one knows yet.

The Mayor said that there needs to be flooring installed in the Scenic 6 Depot. Karin painted the floor last winter and you can't tell that she painted it now.

- 3. Pool & Cemetery - Dave Cada** – now that Tom's back to work, Dave wanted to make sure that the floors in the Pool Bathhouse got done.
- 4. Water & Sewer Charles Johnson** – the sewer has gotten fixed at the Vern Johnson Trailer Court. There was a major water leak over the weekend in the trailer court but Charlie thought that they got it fixed.
- 5. Streets - Martin Anderson** – was going to talk about the streets but we have already done that. Marty took the 2018 Ford to Spokane to have the snowplow put on it and Brennan picked it up this week. The snowplow is a V-shaped plow rather than a plow with wings. Marty said that the blade is a heavy-duty snowplow blade. There are lights on the top of the plow.



- 6. Scenic 6 - David Cada** – last week the Scenic 6 Economic Development Council met and they are all for the beautification plan.

Dave said that he wanted the Council to know that some nice things have been happening at the school. The students had a penny drive and they raised \$1,975 for hurricane relief efforts.

There has been an increase in the 4-H program this year. The school has been doing something right.

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

October 25 – ID PARKS & REC – Lewiston – 9 to Noon

Nov. 8 – AIC Water Academy – Lewiston – 8:30 a.m. to 5 p.m. Joan Bender said to register her and she will attend this meeting.

Deputy Kaitlyn Williams attended the meeting to see if there was anything that the City needed from the Latah County Sheriff's Office? Deputy Williams said that she will send out an e-mail and let her Department know that the City will be having the Potlatch Company Town Armistice Day event on November 9.

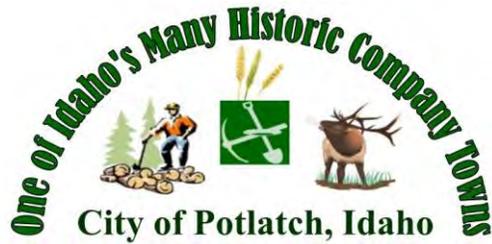
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 7:50 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

The next City Council meeting will be Monday, November 12, 2018.



Potlatch City Council Meeting

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

November 12, 2018

**The City Council
Meeting
Was Cancelled
In Honor
Of
Veterans Day.**



Potlatch City Council Meeting

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

November 26, 2018 – 7:00 p.m.

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

GUESTS: NONE.

NEW BUSINESS:

Charlie Johnson said a short Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from October 22, 2018, City Council meeting. The City of Potlatch current bills and bills that have been paid and the City of Potlatch payroll for September 2018 and October 2018. Charlie Johnson seconded the motion, motion was approved with a Roll Call vote:*

Charlie Johnson, yes

Dave Cada, yes

Martin Anderson, yes

Joan Bender, absent

- 2. RETROACTIVE PROCLAMATION FOR POTLATCH COMPANY TOWN 100 YEAR CELEBRATION OF ARMISTICE DAY, FRIDAY, NOVEMBER 9, 2018.** *Mayor Brown read the Proclamation. Dave Cada made a motion to accept the Proclamation as read and have the City Council sign the Proclamation. Charlie Johnson seconded the motion, the motion was approved with “all ayes”.*



3. COST FOR A LAUNDROMAT? Tim McKinney talked to the Mayor about having three washers and dryers in his building and what the cost for the utilities would be? The City Council discussed this and they said that it would remain as billed and they would pay for the water usage.

4. APPROVE THE MAYOR TO SIGN THE ITD STATEMENT OF AGREEMENT, IDAHO UNIFIED CERTIFICATION PROGRAM?

Marty Anderson made a motion that the Mayor sign the ITD Statement of Agreement, Idaho Unified Certification Program, Dave Cada seconded the motion, the motion was approved with "all ayes".

5. AWARD THE PHASE II TAP GRANT CONSTRUCTION CONTRACT TO CURTIS CONCRETE CONSTRUCTION, INC.?

The bids were opened by K.J. Hanley of Parametrix, Inc., on November 1, 2018, for the construction contract for the Phase II TAP Grant Sidewalk Project which will be done in 2019. LHTAC approved the lowest bid.

***ENGINEER'S QUOTE: \$335,400**

BIDS RECEIVED:

- | | |
|---|--------------|
| 1. NATIONAL NATIVE AMERICAN CONSTRUCTION, INC.- | \$578,000 |
| 2. QUALITY CONTRACTORS, LLC- | \$504,613 |
| 3. CURTIS CONCRETE CONSTRUCTION, INC.- | \$375,788.66 |

Dave Cada made a motion to accept Curtis Concrete Construction, Inc.'s bid of \$376,788.66; Marty Anderson seconded the motion, the Mayor asked for a Roll Call vote:

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



6. VOTE FOR ONE CANDIDATE FOR REGION 1 REPRESENTATIVE FOR ICRMP.

Charlie Johnson made a motion that the City submit their vote for Incumbent Garret, Dave Cada seconded the motion, the motion was approved with "all ayes".

7. CONSIDER TINY HOME APPENDIX, ORDINANCE FOR BUILDING CODE?

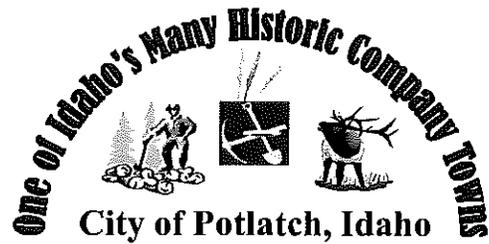
The City Council discussed the Tiny Home Appendix and they would like to table this for next meeting and research the current building code requirements.

The City Council discussed Lia Berg's lot below Pine Street. It doesn't have road access and if someone were to buy that piece of property, they would have to put the road in through Bennett's Addition. Where a road would go is owned by Bennett. Also, the City would install water and sewer connections at the edge of the property but the homeowner would pay for all construction costs to the nearest water connection and sewer manhole. The owner would also pay all construction costs from the connection that the City installs to their home.

REPORTS:

- 1. Mayor-David Brown** – The Mayor asked the City Council what streets they would like to see repaired? LHTAC has two grant opportunities: Child Pedestrian Safety, limit \$250,000, that would help with sidewalk installation along the south side of 10th Street and the Local Strategic Initiatives, limit for a grant, \$1M, for road repair. The Mayor said that even if the City didn't receive grant funds, we could borrow from ourselves to repair these two roads and repair Cedar Street between 6th and 7th.

The Mayor said that he drove around the City with Scott from Poe Asphalt and Cedar Street off of Highway 6 is alligatored. Spruce Street where the street repairs were done last year is already breaking up. The two main streets to repair would be: South Ponderosa by the Elementary School and 10th Street from Pine Street to Onaway Road.



The Mayor met with Potlatch/Deltic, Ben Ballard, several weeks ago about the Mill Road. The road is annexed into the City but Potlatch/Deltic owns the road. Ben said that Potlatch/Deltic would sell the road to the City if the City receives a grant to pave the road, but they won't sell it if the City doesn't receive a grant. The Council discussed this and all agreed that if the road were paved it would be good for Potlatch/Deltic and would help when they sell the rest of their land. The Mayor said that if the City were to pave the road, the City would be able to put a lock up to keep people off of the Potlatch/Deltic land.

In the grant application, there is a requirement that a Letter of Commitment is included for right-of-way. Meaning that Potlatch/Deltic would have to provide a Commitment letter to the City to include in the grant application.

The Mayor said that he thinks that Don Ball's realty building looks really nice with the renovation that he has done.

2. **Parks – Joan Bender** – absent.
3. **Pool & Cemetery - Dave Cada** – nothing at this time.
4. **Water & Sewer Charles Johnson** – nothing at this time.
5. **Streets - Martin Anderson** – Marty asked about the snowplow on the new pickup. The snowplow has been installed. The Mayor said that he talked with Tom Andres about getting some ecology blocks and putting them alongside the dirt road going down to the shop from Highway 6. ITD will be flattening out that area next year in their road project. Also, the City will receive approximately \$3,000 from ITD for right-of-way purchase up by the cemetery. In the project, there is a plan to put a 15" sleeve under the highway so that the City can extend the water line in the future through the sleeve. The City will have to pay for the 15" pipe that will be put under the road. There is already a sewer line that runs under the highway.



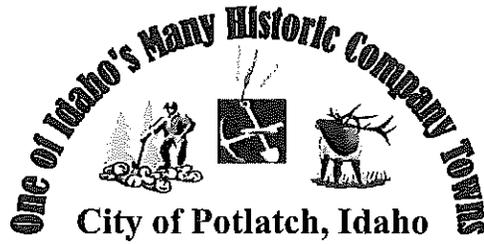
- 6. Scenic 6 - David Cada** – on November 9, in the Scenic 6 Park, they had the 100-year celebration of Armistice Day. There was a World War I display in the Scenic 6 Depot that the Latah County Historical Society brought up and Dave said that they were pleased with the turnout even though it was raining and snowing during the main event. Dave said that the Latah Historical Society would like to do more things with Potlatch in the future.

Dave also went to the school and talked to the whole student body about the false Armistice Day that happened in Potlatch 100 years ago. The Scenic 6 Economic Development Council voted that they would like to have a Veterans Day celebration every year and partner with the VFW.

At the Scenic 6 meeting, they talked about a City beautification project and Karen Rohn had drawn up several sketches of something that could be done between the City Hall basement and the City Shop. In the depiction, there is a concrete pad with a table, flowers, murals on the side of the shop of the Founders of the City and concrete stairs going up the hill by the basement of City Hall.

- 7. Clerk- Shelly Hammons** – had the 4th Quarter Report for the Council and the September and October financial statements. There was an issue with the printer today so next meeting there will be a printout of the FY17-18 detail for the City Council to review.

Shelly submitted the LHTAC LHRIP grant to update the existing Transportation Plan that was done in 2002. The City only has a paper copy of the plan and not an electronic copy. The maximum amount that the City would apply for was \$30,000.

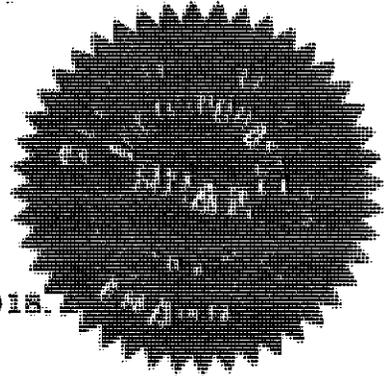
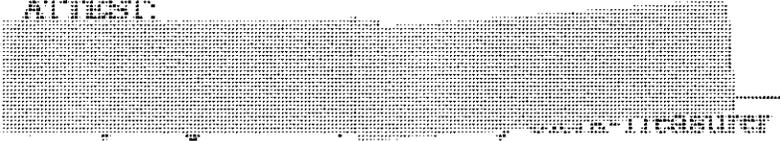


Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:17 p.m.

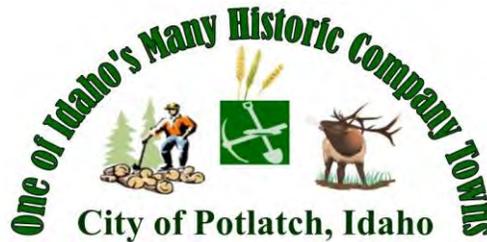


David L. Brown, Mayor

ATTEST:



The next City Council meeting will be Monday, December 10, 2018.



Potlatch City Council Meeting

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

December 10, 2018 – 7:00 p.m.

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

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

NEW BUSINESS:

Joan Bender said a Prayer.

- 1. CONSENT AGENDA:** *David Cada made a motion to approve the Consent Agenda (being regularly considered by the City Council, these items will be enacted by one motion unless requested by a City Council member that one or more items be removed for separate discussion): Minutes from November 26, 2018, City Council meeting. The City of Potlatch and the 6-12 After-School Program current bills and bills that have been paid. Joan Bender seconded the motion, motion was approved with a Roll Call vote:*

Charlie Johnson, yes

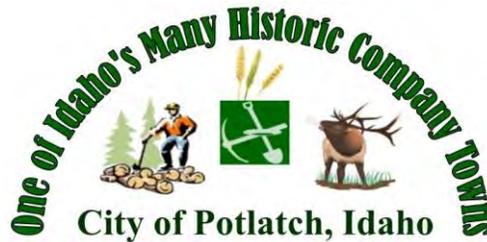
Dave Cada, yes

Martin Anderson, yes

Joan Bender, yes

2. Melissa Smith, Program Director for the 6-12 Potlatch After-School Program presented a contract for the City Council to review. One of the requirements of the program is that there must be a third-year evaluation by an outside reviewer. What the reviewer looks at is how the program has been doing according to the program standards and if the review is favorable, it will help when it comes time to renew the grant in two years. The cost for the review is capped at \$6,000.

Joan Bender made a motion that the Mayor sign the contract to have the 6-12 After-School Program evaluated, Dave Cada



seconded the motion, the motion was approved with “all eyes”.

Melissa told the Council that this year the program is improving and they have 40 students enrolled and an average daily attendance of 11 students. In the last few weeks they have had a lot more 16-18 years old's coming. Melissa said that she has all of her staff but they had one turn-over in November. The Mayor told Melissa that he thought that she was doing a good job, Melissa said that she couldn't do it without her staff. Melissa also said that she has received a grant this week to help with the program from Latah County Community Foundation.

3. The City currently has ACH filters on the General Fund checking account and the Enterprise Fund checking account and the cost is \$20.00 per month for both accounts. The ACH filter has been in place since 2005 according to US Bank. US Bank has a new program now that is called ACH Positive Pay costs: \$10/month/account, Per Authorization added: \$1.00 (each time you add a new vendor), Per item: \$0.10 (per ACH that clears the account).

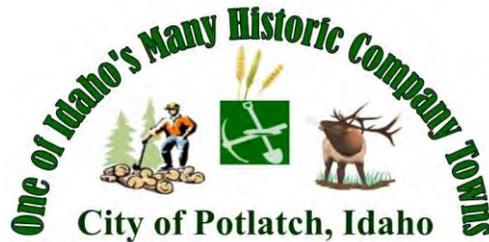
Charlie Johnson made a motion that the City change to the ACH Positive Pay for the General Fund account and the Enterprise account, Joan Bender seconded the motion, the motion was approved with “all eyes”.

4. ***Charlie Johnson made a motion that the City Council cancel their meeting for Monday, December 24, 2018. Joan Bender seconded the motion, the motion was approved with “all eyes”.***
5. The City has applied for three grants in the last few weeks through the Local Highway Transportation Assoc. (LHTAC).

****Local Rural Highway Investment Program ~ \$30,000 ~ Update the 2002 Transportation Plan***

****Child Pedestrian Safety Program ~ \$250,000 ~ Sidewalk from Onaway Road up 10th St. to Spruce St.***

****Local Strategic Initiatives Program ~ \$685,939 ~ Repair and re-pave or pave 13 areas around the City.***



- 6. Joan Bender made a motion to give Shelly Hammons the retro-active authorization to sign the letter for sam.gov (a website that the City must use for grants). The date to have the letter in to sam.gov is December 11, 2018. Dave Cada seconded the motion, the motion was approved with “all ayes”.*

REPORTS:

- 1. Mayor-David Brown** –The Mayor is a member of a small committee for Clearwater Economic Development Council. They have been meeting and discussing raising membership rates for CEDA. They would like to raise the rates to pay for the Director’s wages and benefits.

The Mayor said that the concrete area for seating by the Splash Pad has been completed. Bret Carpenter, local realtor, is going to be paying for the concrete pad and the realty group has purchased several benches.

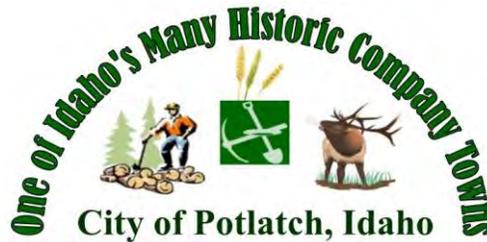
First Step Internet is still working on the internet plan for Potlatch.

The Mayor talked with Seth Carnahan, Eagle Scout, who built the flower planter in the Scenic 6 Park. Seth said that in the spring they will be putting the concrete down around the planter. The Council discussed what type of flowers to put in the planter and perennials were what everyone thought should be planted.

The Mayor talked to the City Council about Christmas Bonuses for the crew? The Council agreed that this has been done every year.

- 2. Parks – Joan Bender** – told the Mayor that the Scenic 6 Park looks beautiful and that he and everyone has done a wonderful job with the Christmas lights.

Joan said that she received a \$10,000 grant for the Food Pantry. They are going to purchase a shed out behind the Food Pantry that will have a back-



up generator in it. If they have enough money left over, they will purchase another freezer.

3. **Pool & Cemetery - Dave Cada** – nothing at this time.
4. **Water & Sewer Charles Johnson** – nothing at this time.
5. **Streets - Martin Anderson** – Marty asked about the snowplow and if the guys have used it. It snowed Sunday night and Monday morning and they have been using it all day today.
6. **Scenic 6 - David Cada** – Last Saturday, Christmas in Potlatch Day, was a good and busy day. They served 250 people for chili (four roasters) and they ran out of chili. Dave said that it was better just serving chili only and not having hot dogs, it was easier to serve people. The Mayor thanked Dave and Joan for helping with the chili feed. The Mayor said that it is his intention to not have the chili feed next year. Dave said that the WIMHPG was busy with their Train School for children during the day and in the evening there was a band playing at the Depot.
7. **Clerk- Shelly Hammons** – Shelly went over the FY17-18 final budget figures.

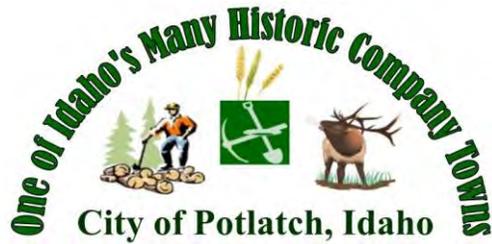
Marty Anderson made a motion to adjourn the meeting, Charlie Johnson seconded the motion, the meeting was adjourned at 8:22 p.m.

David L. Brown, Mayor

ATTEST:

Shelly M. Hammons, CMC, City Clerk-Treasurer

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



Potlatch City Council Meeting

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

December 28, 2018

**The City Council
Meeting Was
Cancelled
For
Christmas Eve.**