

CITY OF PIERCE  
404 South Main St Pierce, ID 83546  
Monday, February 13, 2023  
4:00 p.m. WORK SESSION MEETING MINUTES  
6:00 p.m. REGULAR COUNCIL MEETING MINUTES

Mayor Gerot called the Work Session to order at 4:00 p.m.

Pledge of Allegiance

1. Equivalent Dwelling Unit (EDU) Study – It was discussed that in setting rates for businesses when the meters were installed, rates were set on the type of business as there was no water usage data to set rates. It was determined that water usage would be reviewed every six months by the City Council to reevaluate the Equivalent Dwelling Units (EDUs) for each business in town. City Clerk, Teresa Koepke, compiled data for each business over the last 12 months. The data included the average gallons of water used each month, the EDU that each business is currently being charged, and the target EDU based on usage. The EDUs for sewers do not currently coincide with the EDUs for water. It was recommended that the EDUs for water and sewer should match. Based on the data provided it was decided that the EDUs be adjusted as reflected in Exhibit "A".
2. Use of prefabricated containerized transport containers, shipping containers, cargo containers, dry freight containers, semitrailers, or enclosed cargo vans, as accessory buildings or storage buildings. - A new resident on Timberline Drive has inquired about placing a shipping container as a storage shed on his property on Timberline Drive. There is currently no ordinance and/or code that addresses shipping containers, etc. Mayor Gerot believes that these types of containers are becoming more and more popular so there is a need to address them within our city codes. Teresa Koepke had reached out to the City of Orofino and was provided a copy of their ordinances pertaining to prefabricated containers. Orofino has different building zones than Pierce, but basically these types of containers are not allowed in residential and central business district zones and are only allowed in other zoning areas by special use permit. It was decided to put this topic on the agenda for the Regular Meeting to be held March 13, 2023.

Eden Bowie made the motion to exit the Work Session at 5:10 p.m. Clay Hosley seconded the motion. All in favor. Motion carried.

Mayor Gerot called the Regular Meeting or order at 6:00 p.m.

Pledge of Allegiance

Present: Greg Gerot, Eden Bowie, Kathy Wilson-Dill, John Stinson, Ron Fugate, & Teresa Koepke

Guests: Clare Brick, Lily Hosley, Matthew Hagele, Stacy Hagele, Diane Gerot, Colton Rose, Dale Jackman, Pam Jackman, James, Wallace, Tyrel Shaw, Brittany Rose, and Samantha Shaw.

Eden Bowie made the motion to approve the meeting minutes of January 9, 2023 Regular Meeting and January 18, 2023 Special Council Meeting as well as February's accounts payable. Clay Hosley seconded the motion. All in favor. Motion carried.

Citizens Report & Request:

- A. Clare Brick on behalf of the Pierce Gem Community wanted to let residents know that the GEM team is working on hosting a first aid training class. The type of class and timeline are yet to be determined. The GEM team would host the room and refreshments. Someone from Clearwater Ambulance would be onsite to review the requirements to become an EMT and/or Ambulance Driver. Clare mentioned that she hoped volunteers from the Pierce Volunteer Fire Department would also be on hand to answer questions.

Clare's second topic of discussion was the annual County wide cleanup day. The GEM team will be coordinating with the County for the free dump day as well as inquiring to see if a dumpster could be provided for Pierce residents to use. Flyers will be distributed to notify residents of the cleanup day. A request will be made to have the Cadets from the IDYCA to assist. Refreshments will be provided at the end of the day. It was asked if the City garbage truck and trailer could take the garbage to the dump or if residents need to haul their own garbage. Mayor Gerot said that he will contact the County about a dumpster as well as see about coordinating with the City's dump truck and trailer.

Community Comments/Questions/Concerns: None

Department Reports:

- A. Maintenance Supervisor Ron Fugate reported that there was an issue with the sewer line on Moscrip due to the contractor responsible for installing the fiber optic lines drilled through the City's sewer main and ran the fiber optic cable through the sewer line. Roach Construction from Genesee was able to clean the line out with their jetter and ran a camera down to discover the issue. The jetter owned by the City is not currently operable. Ron said he was looking for parts but brought up that we may want to look into partnering with Weippe to purchase a new(er) jetter and possibly a camera as well. The crew has been plowing & sanding as needed. Routine maintenance has been performed on the equipment. They have also been working with the IDYCA on the new meter to be installed for the dorms being built at the academy. Eden Bowie asked about the progress on the sanding shed. Ron reported that the Insurance Adjustor is waiting on some final numbers back from the Contractor, Jared Construction, in order to move forward with the repairs.

- B. Fire Chief Tyrel Shaw was not present at the time of the report, so Teresa Koepke read from the report provided by Chief Shaw.

The following tasks have been completed:

A new door on the ambulance bay has been installed.

Hydrants have been shoveled.

One call for a propane leak

One call for a chimney fire

Volunteers assisted with the Winterfest breakfast. \$1,100 was made.

James Wallace has been appointed as the Assistant Fire Chief and will be sworn in tonight.

Chief Shaw was able to obtain turnouts from the Pullman Airport Fire Department.

Tasks being worked on:

A CPR class is scheduled for February 18th.

Gas flow monitoring and TIC.

Preparing for spring Fire Academy.

Assisting IDYCA with construction project.

SCBA sets were obtained. Tanks are needed in order to use the SCBA sets.

- C. Deputy Shaw was not present at the time of the report, so Teresa Koepke read the Clearwater County Sheriff's Office report. There were 29 calls for service with a total of 198 hours provided during January. 136 of those hours were Deputy Shaw's. Written warnings are going well.
- D. City Clerk Teresa Koepke reported:  
The 2023 Census Report has been completed.  
LHTAC funding for FY 20 & 21 is being withheld since the Annual Road & Street Reports were not submitted for these years. Once the reports are submitted, the funding will be released to us.  
W2s for 2020 were filed late and incorrectly. Corrections have been submitted to Social Security and IRS.  
W2s for 2021 were not previously filed. They have now been filed.  
W2s for 2022 were filed by the January 31<sup>st</sup>, 2023 deadline.  
We are now requiring the rabies certificate when licensing dogs. Several residents have applied for license but were unable to produce proof of vaccination.

Teresa has been assisting Mayor Gerot with employee's self-assessments.

Idaho Central Credit Union has a 12 month, 5% APY certificate of deposit. The City has \$300,000+ in savings accounts earning .05%. These accounts have not been used for the last three years. We have the potential to earn \$15,000 in interest on these accounts.

Past due water/sewer/garbage accounts are getting under control.

#### Public Hearing:

Mayor Gerot read the proposed changes to Pierce City Code 9-3-2 regarding subdivisions. This is the second hearing for the proposed changes. The first hearing was read at the January 9, 2023 Regular Council Meeting.

Mayor Gerot read the proposed changes to Pierce City Code 1-4-1 regarding General Penalties. Mayor Gerot read the changes with suspension of the rules, meaning the proposed changes can be in effect without the required three hearings. Eden Bowie made the motion to accept the proposed changes to Pierce City Code 1-4-1 regarding General Penalties with suspension of the rules. Clay Hosley seconded the motion. Roll Call: Eden Bowie – Aye, Kathy Wilson-Dill – Aye, Clay Hosley – Aye, John Stinson – Aye.

#### Old Business:

- A. Electronic Reader Board – Teresa was able to get quotes from SignCrafters in Lewiston for an LED reader board/sign. Information was provided to the council members. The cost for a sign starts around \$39,000+ and goes up from there. It was discussed that amount is not in the budget and that we should look for less expensive options. The idea of a sign that hangs on the exterior of the building was mentioned. No action will be taken at this time.

#### New Business:

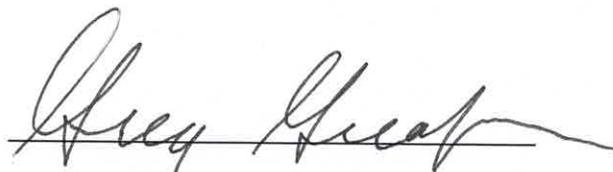
- A. Assistant Fire Chief James Wallace was sworn in by Teresa Koepke.
- B. The request for a reduction of water bill for Drew & Amanda Vaughn was discussed. The reading on December 12, 2022 showed use of 78,790 gallons which is far more than the average gallons used per month. The Vaughns had the property checked for leaks and none were found. The meter was checked and appeared to be working correctly. The home has been vacant during this time and the meter reading the next month read 990 gallons which seemed to be a normal reading as the Vaughns were allowing someone to use their washer & dryer. Mayor Gerot mentioned that the general rule in the past has been to forgive a portion of the water bill when a resident had a leak and the leak had been fixed. He recommended that the City forgive all but 900 gallons of the water usage. Eden Bowie made the motion to accept the reduction to 900 gallons. Clay Hosley seconded the motion. All in favor. Motion carried.
- C. Eden Bowie made a motion to accept the Request for Funds #13 to USDA Rural Development and Request for Reimbursement #8 to USACE as well as pay the invoice to Mountain Waterworks in the amount of \$1,858.75. Kathy Wilson-Dill seconded the motion. Roll Call: John Stinson – Aye, Clay Hosley – Aye, Kathy Wilson-Dill – Aye, and Eden Bowie – Aye.
- D. Eden Bowie made a motion to accept the 2023 Applications for Business, Dance, Beer/Wine, and Liquor Licenses as submitted. Clay Hosley seconded the motion. All in favor. Motion carried.
- E. Sean McGuffin from MES was present to discuss information regarding the tanks needed to complete the Self-Contained Breathing Apparatus (SCBA) sets that Fire Chief Shaw was able to attain at no charge from another fire department. We would need 12 tanks at a cost of approximately \$16,000. Discussion was held that we purchase 6 tanks at this point to not exceed the budget allocated for the Fire Department for FY23. Eden Bowie made a motion to purchase 6 packs at \$8,000. Kathy Wilson-Dill seconded the motion. Upon further discussion Clay Hosley suggested that we should purchase enough

tanks for all the SCBAs. Eden Bowie amended her motion that we purchase 12 tanks for \$16,000. Kathy-Wilson seconded the motion. Roll Call: Eden Bowie – Aye, Kathy Wilson-Dill – Aye, Clay Hosley – Aye, John Stinson - Aye.

Announcements: None

Executive Session – Idaho Code 74-206(1)(a)-(j)

Kathy Wilson-Dill made the motion to adjourn the meeting. Eden Bowie seconded the motion. All in favor. The meeting adjourned at 7:15 p.m.



Greg Gerot, Mayor

ATTEST:



Teresa Koepke, City Clerk

## EXHIBIT "A"

FEBRUARY 13, 2023 EDUs

Account	Customer Name	Service Address	Water EDUs	Sewer EDUs
10-00	*FIRST PROTESTANT CHURCH	120 SOUTH 2ND	1.00	1.00
11-00	*GEROT, GREG-STUDIO 2	205 SOUTH MAIN	1.00	1.00
114-00	SPARGO, CRYSTAL	104 SOUTH MAIN	1.00	1.00
115-00	COLES, JERRY	100 MOSCRIP DRIVE	1.00	1.00
14-00	*HARRELL, ROBERT- TIMBER INN	2 SOUTH MAIN STREET	1.50	1.50
15-00	THERESA THOMPSON	6 SOUTH MAIN STREET	1.00	1.00
16-00	DALE GILLIAM AND EDEN BOWIE	202 WILLOUGHBY	1.00	1.00
172-00	*HAUNTZ, DALE	210 SOUTH MAIN	1.00	1.00
23-00	*LADY OF WOODLAND CHURCH	101 WOODLAND AVENUE	1.00	1.00
24-00	*MANGUMS TRUCKING LLC	505 FROMELT	2.00	2.00
27-00	*MT. VIEW BAPTIST CHURH	108 WILLOUGHBY	1.00	1.00
29-00	*JARED, MITCH- (3)	SHOP/METCALF/TRAILERS 1.5	5.00	5.00
3-00	*USDA UTILITY* "USFS" 83784	FOREST SERVICE 226 CANAL	1.00	1.00
30-00	*JARED, MITCH	101 NORTH MAIN	1.00	1.00
338-00	GILLIAM	202 WILLOUGHBY DRIVE-TIM	2.25	2.25
34-00	*NELSON, HARV- L-MAT	219 SOUTH MAIN	4.25	4.25
36-00	*NELSON, HARV- OUTBAC	215 SOUTH MAIN	1.50	1.50
362-00	*JETERS TRAILER PARK	221 CANAL STREET	1.00	1.00
363-00	*JETER, LEROY	219 CANAL STEET	2.00	2.00
376-00	*HARWOOD, LORREN & PETREE	703 SOUTH MAIN ST	1.00	1.00
38-00	*NELSON, HARV- 204	204 SOUTH 2ND	1.00	1.00
391-00	*PIERCE HARDWARE-SCH	105 SOUTH MAIN STREET	1.00	1.00
4-00	AVISTA UTILITIES	104 MOSCRIP	1.00	1.00
40-00	*NELSON, HARV- SUITES (	103 CEMETERY ROAD	1.00	1.00
400-00	*MALONE- CLEARWATER	10 SOUTH MAIN STREET	1.00	1.00
403-00	IDAHO MILITARY DIVISION	117 TIMBERLINE DRIVE	38.00	38.00
406-00	*McLAUGHLIN LOGGING	507 FROMELT ROAD	1.00	1.00
407-00	*NELSON, HARV	113 SOUTH MAIN	1.00	1.00
41-00	*NELSON, HARV-SUITES	103 CEMETERY ROAD	1.00	1.00
42-00	*NEW LIFE FELLOWSHIP	401 STOVER	1.00	1.00
43-00	*OLIVES AUTO PARTS	403 SOUTH MAIN STREET	1.00	1.00
44-00	*PIERCE MINI MART	110 NORTH MAIN	1.00	1.00
45-00	*PIERCE PUBLIC LIBRARY	208 SOUTH MAIN	1.00	1.00
453-00	PIERCE PIONEER LLC	408 SOUTH MAIN	2.25	2.25
460-00	*OUTBACK MOUNTAIN RE	100 ALPINE COURT	1.00	1.00
51-00	WARD, MARC & TANYA	112 SOUTH 2ND	1.00	1.00
512-00	*THE FLAME	209 SOUTH MAIN STREET	1.00	1.00
52-00	*U.S. POSTMASTER	111 SOUTH MAIN STREET	1.00	1.00
53-00	*J. H. BRADBURY MUSEU	1 SOUTH MAIN	0.50	0.50
534-00	*JACKMAN, DALE & PAMELA	509 SOUTH MAIN south meter	1.00	1.00
55-00	NORTHWEST FIBER LLC C/O ENGIE INSIGHT	110 CLEARWATER	1.00	1.00
551-00	CONSENTINO, CAROL AND BRANDEE	202 SOUTH MAIN STREET	1.00	1.00
568-00	*HOSLEY CLAY & LILY - MISS LILY'S GOLD RUSH	114 SOUTH MAIN STREET	2.50	2.50
57-00	IDAHO CENTRAL CREDIT UNION	201 MAIN STREET	1.00	1.00
571-00	*MCREYNOLD C DBA THE MARKET	501 SOUTH MAIN STREET	1.00	1.00
578-00	*HOSLEY, CLAY & LILY	411 SOUTH MAIN	1.00	1.00
59-00	*PIERCE CEMETERY	CEMETERY ROAD	0.50	0.00
6-00	*COMMUNITY CENTER	105 WEST CARLE	1.00	1.00
63-00	*CONSENTINO, BRANDEE & CAROL	204 SOUTH MAIN	2.75	2.75
7-00	HILLTOP FOOD PANTRY INC	500 SOUTH MAIN	1.00	1.00
9-00	*FAITH LUTHERAN CHURC	611 SOUTH MAIN	1.00	1.00



2-13-2023

## Fire Chief Report February 2023

### Summary

There were 2 calls for service and 1 ambulance assist this month. Following is a summary of completed tasks and future tasks.

#### COMPLETED TASKS:

1. New door on ambulance bay.
2. Hydrants shoveled.
3. Propane leak call.
4. 1 chimney fire call.
5. Winterfest breakfast.
6. New Assist Chief ( James Wallace)
7. Turnouts from Pullman Airport Fire.

#### TASKS BEING WORKED ON:

1. CPR class 2/18.
2. Gas flow monitor and TIC.
3. Preparing for spring Fire Academy.
4. Assisting IDYCA with construction project.
5. SCBA Update.

Tyrel Shaw

Fire Chief, City of Pierce ID

# SHERIFF DEPARTMENT REPORT FEBRUARY 2023

1. TOTAL HOURS: 198      2018: 136      OTHER: 62
2. WRITTEN WARNINGS GOING GOOD

Tyrel Shaw

Deputy, Clearwater County ID

# CLEARWATER COUNTY SHERIFF'S OFFICE

Chris Goetz, Sheriff

P.O. Box 724, 150 Michigan Ave., Orofino, ID 83544

Phone: (208) 476-4521 Fax: (208) 476-7835



## Pierce Calls for Service

Printed on February 1, 2023

CFS #	Entered Date/Time	Codes With Descriptions	City	Responder Units
CFS2023-00012	01/01/23 15:39	Theft Petit	PIERCE	2017, 2015
CFS2023-00049	01/03/23 17:07	Animal	PIERCE	2018
CFS2023-00051	01/03/23 17:29	Ambulance	PIERCE	627, 2018, 624
CFS2023-00053	01/03/23 19:25	Traffic Stop	PIERCE	2018
CFS2023-00064	01/04/23 15:04	VIN Inspection	PIERCE	2018
CFS2023-00096	01/06/23 11:59	Ambulance	PIERCE	625
CFS2023-00149	01/09/23 05:46	Accident Vehicle	PIERCE	2009
CFS2023-00157	01/09/23 18:36	Welfare Check	PIERCE	2018, 2017
CFS2023-00163	01/10/23 10:07	Death	PIERCE	2029, 2018, 625
CFS2023-00180	01/11/23 07:26	Fire Structure	PIERCE	2009, PIERCEFIRE,
CFS2023-00197	01/12/23 13:15	Welfare Check	PIERCE	2018
CFS2023-00209	01/13/23 00:13	Unconscious/Fainting	PIERCE	625
CFS2023-00218	01/13/23 12:51	VIN Inspection	PIERCE	2008
CFS2023-00291	01/16/23 14:21	Animal	PIERCE	2018
CFS2023-00305	01/16/23 23:30	Nuisance Call	PIERCE	2015, 2017
CFS2023-00307	01/17/23 05:15	Ambulance	PIERCE	625
CFS2023-00319	01/17/23 20:53	Ambulance	PIERCE	801, 625
CFS2023-00333	01/18/23 12:57	Death	PIERCE	2029, 2008, 625, 2010
CFS2023-00354	01/19/23 13:28	Traffic Stop	PIERCE	2018
CFS2023-00378	01/20/23 13:24	Animal Bite/Attack	PIERCE	2018
CFS2023-00381	01/20/23 14:39	Walk Away	PIERCE	2019, 2018
CFS2023-00435	01/23/23 11:12	VIN Inspection	PIERCE	2018
CFS2023-00471	01/24/23 17:52	Out of Control Minor	PIERCE	2018
CFS2023-00515	01/26/23 17:05	Welfare Check	PIERCE	2018
CFS2023-00521	01/26/23 19:42	Domestic Verbal	PIERCE	2014, 2018
CFS2023-00522	01/27/23 02:18	Breathing Problems	PIERCE	625, 624
CFS2023-00555	01/28/23 18:30	Public Assist	PIERCE	2017

CFS #	Entered Date/Time	Codes With Descriptions	City	Responder Units
CFS2023-00586	01/30/23 10:49	Traffic Stop	PIERCE	2018
CFS2023-00593	01/30/23 15:59	Traffic Stop	PIERCE	2017

**Total Records: 29**