

CITY OF PIERCE
404 South Main St Pierce, ID 83546
Monday, December 11, 2023
REGULAR COUNCIL MEETING

Mayor Gerot called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Present: Greg Gerot, Kim Ward, Clay Hosley, John Stinson, Jack Koepke, & Teresa Koepke

Guests: Brittany Rose, Clare Brick, Albert Wells, Dale Gilliam, Rob Harrell, Sharon Judd, Theresa Clark, Diane Gerot, Cheryl Stenzel, Lily Hosley, Stuart Hurley, Terrence Stevenson, and Maicel Fuhriman.

Councilmember Kim Ward made the motion to approve the consent agenda which includes the November 13, 2023 Regular Council Meeting Minutes, November 28, 2023 Special Council Meeting Minutes, and December's accounts payable. Councilmember John Stinson seconded the motion. All in favor. Motion carried.

Clare Brick with Pierce GEM Community thanked the maintenance crew for helping with the setting up the stage for the Festival of Trees and Mayor Gerot for giving a welcome speech for the event. She also thanked the maintenance guys for getting the streets plowed the day of the event.

Department Reports:

Jack Koepke reported that the Maintenance department has completed the following tasks: hauled sand, located and marked water meters to avoid hitting them with the plow, fixed chains on the equipment, filled potholes, and unplugged the sewer down by Patriots Place. Roach Construction was called to unplug the sewer main. It was discussed that this was part of the issue with FatBeam drilling through our sewer line. Teresa said she will forward the bill for Roach Construction to FatBeam to request payment. Jack passed his CDL written test. Jack & Dalton have both completed their classroom and practical/driving training for their CDLs. The next step is to complete the driving test and walk-around with Leon Hall in Lewiston. They will schedule that as weather permits with the need for plowing. Jack worked with Paul Sifford on the new wastewater treatment plant. They are still working on getting the plant to run properly, but progress is being made. Jack & Dalton listened for leaks up near Ash Court and on Cedar Drive. They have located three leaks so far. IRWA is supposed to be here on December 12th with equipment that should better assist with locating leaks. Jack stated that he would like to turn the water off to different areas near Ash Court and Cedar Drive to try to better isolate the leaks. He proposing doing this late at night as to minimize the effect on residents. The gears on the backhoe broke over the weekend while the maintenance crew was moving snow. The backhoe has been hauled down to Western States for repairs. At this time this is no estimate on cost to repair.

Fire Chief Wells presented the Pierce Volunteer Fire Department Monthly Report. The Halloween Reverse Trick-or-Treat was a great success. Fire Chief Wells met with Clearwater County Emergency Management Coordinator, Don Garner, to facilitate ICS training after the first of the year. PVFD Firefighter Billy Mack will be using his credentials to get things going with ICS training. Don Gardner is also helping with funding for the repair of the Scott SCBA packs. The Memorandum of Agreement between Idaho Department of Lands and PVFD for the Federal Excess Personal Property Program was renewed. PVFD continues to train with the Weippe Rural Fire Department. Members of the PVFD responded to a mutual aid call for a fifth-wheel camper fire in Weippe. Thanks to Clare Brick, a "Smokey the Bear" bucket raised \$160 at the Gem Community Festival of Trees. Clare Brick presented the check for \$160 for the PVFD. Fire Chief Wells was asked about the side-by-side that is sitting outside next to the City shop. He stated that they are working on trying to get some funding for the repairs but the side-by-side will need to sit there until spring.

No Deputy was present to provide the Sheriff's Department Report.

City Clerk Teresa Koepke reported that the City received \$500 from the Blue Cross Mayor's Walking Challenge. The funds must be used exclusively for one of the following purposes: charitable, educational, scientific or literary purpose. We are encouraged to use the funds towards something that promotes physical activity within

our community. Teresa submitted the application for LHTAC Children Pedestrian Safety Program grant with the help of Susan Jacobson with Clearwater Economic Development. The annual State Controller's Office registry has been completed for 2024. The FY22 audit is still in process. The auditor thought it should be finished by December 31, 2023. Carmen Syed with Support4Business assisted Teresa with identifying different programs that we are currently paying for. One of the programs is GoogleSuites which is \$1,008 per year and Carmen was not sure we are even using the services we are paying for. The water treatment plant had a Total Organic Carbon (TOC) violation in August that residents will need to be notified of by December 24, 2023. Teresa is working on trying to put the notice on the billing postcards rather than having to send out separate letters or postcards. Russ Spargo notified the City that he does not want them to plow snow next to his building (former IOOF hall). Councilmember Stinson recommended that we shut down the street from Main St to Clearwater Ave and use that area for plowing the snow onto. The closure of this area would have very minimal impact on residents. Teresa reported that she is working on the Annual Road & Street Report. The City received a letter from the Idaho Department of Corrections notifying us that they will no longer be offering the Prison Industry Enhancement (PIE) program. This means we will not be able to utilize the inmate labor as we have in the past. Paul Sifford, our current Responsible Charge Operator, has resigned from Idaho Rural Waterworks (IRWA). IRWA has notified the City of Pierce that they do not have the staffing to assign another IRWA employee to serve as operator. Paul will cover through January 31, 2024 and IRWA will provide us names of potential operators.

Old Business:

Stuart Hurley, Terrence Steveson, and Maciel Fuhrman from Merrick were present to provide updates on the Drinking Water Facilities Plan study that Merrick is conducting for the City of Pierce. Stuart reported that the data and charts previously provided were not accurate as the data regarding the amount of water being produced was misinterpreted. Now that the correct data has been entered, there is definitely a large amount of water that is unaccounted for. The percentage of unaccounted water is drastically higher than what would be expected. Approximately 90% of the unaccounted water is within the area served by the booster station. The overall usage for the remainder of the city looks good. Stuart provided an updated Engineer's Opinion of Probable Project Costs that gave three alternatives of different projects that would best suit the needs of the City of Pierce. The City needs to decide which projects they feel are top priorities, as well as the amount of funds the City is willing to pay and/or bond for. This information is needed for Merrick to present a Letter of Interest (LOI) to the Idaho Department of Environmental Quality (DEQ) by the January 2024 deadline. The submission of the LOI does not commit the City and/or its residents to anything. It is simply a way of finding out what funding would be available should we decide to move forward with any of the projects. Councilmember Hosley made the recommendation that we move forward with Alternative 2 in the amount of \$6,120,294 with a commitment of \$1,500,000 from the City of Pierce. Alternative 2 includes: Whispering Pines Distribution Main Improvements, Revitalize Existing Treatment Components, Replace the Pretreatment Reactor, and Orofino Creek Intake Pump Station Improvements. Stuart felt that was a good recommendation and they will work on getting the Letter of Interest submitted.

A proposal from Northwest Valuations in the amount of \$3,213 was reviewed. The proposal includes the appraisal of 17 buildings/line items that are under the \$1,000,000 threshold that ICRMP pays to have appraised. Teresa spoke with ICRMP in regards to the coverage. She was advised that if there were to be a loss to a building/line item, ICRMP would pay 110% of the value stated on the schedule that has been provided. The City of Pierce would be responsible for the difference of actual costs versus insurance payout. The City is not required to use Northwest Valuations, or any other appraiser for that matter. The City can consult with a contractor to calculate the going rate of cost per square footage to determine a value. Teresa was told that Northwest Valuations does an all or none appraisal. They don't offer the option of appraising only certain buildings/line items. Councilmembers felt we need to consult with a contractor prior to taking any further action, especially since we have not budgeted for the \$3,213 this fiscal year. No action was taken on the proposal provided by Northwest Valuation.

The code violation for Colin & Sarah McCutchen at 212 Canal St was reviewed. The McCutchens were mailed a certified letter on October 26, 2023 informing them of the passage of Ordinance No. 325 regarding the keeping of poultry within the city limits of Pierce. The letter gave the party 30 days to come into compliance with the new ordinance. Colin called on November 27, 2023 to say they are in the process of purchasing a home somewhere

other than Pierce but it may be a while before they find a home, close on the home, and move. Colin did not want to commit to any specific timeframe because it all depends on how quickly they can find a home to purchase. Councilmember Ward made the motion to have our Sheriff's Deputy check with the McCutchens to see if they are still in violation of the ordinance and determine our next course of action if they are still in violation. Councilmember Stinson seconded the motion. All in favor. Motion carried.

The code violation for Shannon Schweitzer was reviewed. Ms. Schweitzer was mailed a certified letter on October 26, 2023 informing her of the passage of Ordinance No. 325 regarding the keeping of poultry within the city limits of Pierce. The letter gave her 30 days to come into compliance with the new ordinance. Residents near Ms. Schweitzer have indicated that the goose is still on the property but is likely being locked up in a cage or garage. Councilmember Ward made the motion to have our Sheriff's Deputy check with Ms. Schweitzer to see if she is still in violation of the ordinance and determine our next course of action if she is still in violation. Councilmember Stinson seconded the motion. All in favor. Motion carried.

New Business:

City Clerk Teresa Koepke read the Declaration of Candidates for Mayor and City Council seats for the November 7, 2023 election. Since only one person filed a declaration of candidacy or declaration of intent to be a write-in candidate for the office of Mayor and the number of people that filed a declaration of candidacy, or a declaration of intent to be a write-in candidate, was equal to the number of council positions up for election, the City Clerk shall declare such candidates elected and the general election cancelled. The office of Mayor is filled by Greg Gerot. The offices of City Councilmembers are filled by John Stinson, Clay Hosley, Guy Bonner, and Theresa Root.

A request from Advanced Auto Sales to have their utility bill at 215 Canal St reduced due to the fact they are never at the property to use any water or put out any garbage was reviewed. It was discussed that every metered property with a structure is billed a base rate (currently \$113.55) regardless of occupancy. A "vacation" or "snowbird" rate is not available. The rates are set based upon the number of connections when considering improvements that need to be made to infrastructure and any corresponding bond payments. This is done as to help spread the costs amongst all property owners/residents since we are a small city. Councilmember Ward made a motion to leave the billing for 215 Canal St at \$113.55. Councilmember Hosley seconded the motion. All in favor. Motion carried.

A request from Patty Goodrich to have her bill at 428 Cedar Dr reduced due to the fact they are no longer living at the property to use any water, sewer, or garbage services was reviewed. As discussed with the property at 215 Canal St, the rates are set based upon the number of connections when considering improvements that need to be made to infrastructure and any corresponding bond payments. This is done as to help spread the costs amongst all property owners/residents since we are a small city. Councilmember Ward made the motion to keep the billing for 428 Cedar Dr at \$113.55. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Stinson made a motion to approve the 2024 Business License applications presented. Councilmember Ward seconded the motion. All in favor. Motion carried. Business licenses were approved for: Clearwater Saw Shop, Jared Rentals, Jared Construction, Jerry Coles Repair, Mangum's Trucking, Olive's Auto Parts, Patriots Place, Pierce Carwash, Pierce Hardware, Pierce Laundromat, Progressive Jiu-Jitsu of Idaho, Prospectors Paradise RV Park, Support4Business, and The Outback.

Councilmember Ward made a motion to approve State of Idaho Department of Environmental Quality Report and Request Partial Payment Request No. 6 in the amount of \$1,345.00. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Stinson made a motion to approve Mountain Waterworks Invoice #7527 in the amount of \$2,690.00. Councilmember Ward seconded the motion. All in favor. Motion carried.

Councilmember Ward made a motion to approve US Army Corp of Engineer's Request for Advance or Reimbursement No. 16 in the amount of \$2,062.50. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Stinson made a motion to approve USDA-Rural Development Request for Funds #21 in the amount of \$687.50. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to approve Mountain Waterworks Invoice #7544 in the amount of \$2,750.00. Councilmember Stinson seconded the motion. All in favor. Motion carried.

A Code Enforcement Complaint for Gary Stewart at 304 Ponderosa Court was reviewed. The complaint is in regards to Mr. Stewart parking his logging truck on Ponderosa Court. Pierce City Code 8-2-1 prohibits the parking of trucks and/or truck trailers on certain streets in the Whispering Pines Subdivision. Ponderosa Court is one of those streets. Councilmember Stinson stated he had already spoken to Mr. Stewart and that he was going to be parking his truck downtown where it can be plugged in during the winter months. No action was taken at this time.

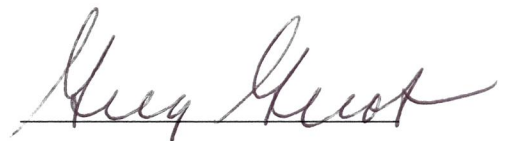
Proposed Ordinance #326 which would require an up-to-date survey be provided before a building permit is issued for new construction, including an addition to an existing structure, was reviewed. Teresa reported that Mayor Gerot drafted the proposed ordinance and it has been sent to the City Attorney for review. The question was asked about what constitutes "up-to-date". It was decided that would be asked of the attorney. The goal is to have the proposed ordinance approved by the attorney and ready to hold a hearing at the January Regular Council meeting.

Councilmember Ward made a motion to enter into Executive Session per Idaho Code 74-206 (1) (b). Councilmember Hosley seconded the motion. Roll call: John Stinson – Yes, Clay Hosley – Yes, Kim Ward – Yes. Executive Session was entered into at 7:45 p.m.

Councilmember Ward made a motion to exit Executive Session. Councilmember Stinson seconded the motion. All in favor. Executive session exited at 8:26 p.m.

Councilmember Stinson made a motion to pay all City employees a \$200 net bonus as well as a turkey or ham from The Market. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Ward made the motion to adjourn the meeting. Councilmember Stinson seconded the motion. All in favor. Meeting adjourned at 8:27 p.m.



Greg Gerot, Mayor

ATTEST:



Teresa Koepke, City Clerk/Treasurer