

**CITY OF PIERCE
CITY COUNCIL**

404 South Main St Pierce, ID 83546

Monday, August 11, 2025

PUBLIC HEARINGS AND REGULAR COUNCIL MEETING MINUTES

Mayor Pro-Tem Guy Bonner called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Present: Councilmembers: John Stinson, Theresa Root, Amy Jared, and Guy Bonner (Mayor Pro-Tem).
Staff members: Jack Koepke and Teresa Koepke. Fire Department: Matthew Hagele and Clare Brick.
Absent: Mayor Greg Gerot.

Councilmember Jared made a motion to approve the Consent Agenda which includes the July 16, 2025 Regular Council Meeting Minutes and August Accounts Payable. Councilmember Root seconded the motion. All in favor. Motion carried.

There was no public comment.

Mayor Pro-Tem Bonner opened the public hearing for the FY 2024-2025 Budget Amendment at 6:01 p.m. City Clerk/Treasurer Teresa Koepke explained the purpose of the amendment was to document changes in revenues and expenditures for the FY 2024-2025. The proposed amendment reflects additional revenue in the form of grants received and cash carry forward. The expenditures of the monies are for General Funds (Repairs & Maintenance Building and Code Enforcement Officer), Street Fund (Capital Outlay), Park Fund (Salaries and Repairs & Maintenance Building), Fire Fund (Supplies), Water Fund (Capital Outlay), Sewer Fund (Capital Outlay), and Sanitation Fund (Equipment Purchase/Lease). No public comment was received. Public hearing for the FY 2024-2025 Budget Amendment was closed at 6:04 p.m.

Mayor Pro-Tem Bonner opened the public hearing for the FY 2025-2026 Proposed Fee Increase at 6:04 p.m. Bonner explained that due to the significant amount of garbage the City of Pierce handles and the inconsistencies in rates for businesses with dumpsters, a review of the fees was completed and a fee based on the size of the dumpster and frequency the dumpster is emptied is being proposed. Based on research of other cities' rates, a fee of \$3/yard per times per week dumped is being proposed. Melissa Brouwers asked about the dumpsters at the Idaho Youth Challenge Academy. She stated they have two dumpsters but she didn't believe they both needed to be dumped three times per week. Councilmember Bonner stated that the City would work with the businesses to come to an agreement on the frequency in which the dumpsters are emptied. Jo Coon stated that she believed food needs to be dumped more frequently. Councilmember Jared commended City Clerk/Treasurer Teresa Koepke for doing the research and looking at a fair and equitable way to charge for sanitation services. Public hearing for the FY2025-2026 Proposed Fee Increase closed at 6:10 p.m.

Mayor Pro-Tem Bonner opened the public hearing for the FY 2025-2026 Budget at 6:10 p.m. Bonner explained that the proposed budget for FY2025-2026 is \$4,003,346 of which \$3,003,750 is the Wastewater Improvement Project. The proposed budget only requires fee increases for business/commercial accounts with dumpsters. Councilmember Stinson asked what the \$20,000 increase in revenue to the General Fund from Blue Cross was for. City Clerk/Treasurer Teresa Koepke explained that it was the \$20,000 grant we will receive from the Blue Cross of Idaho Foundation for Health upon completion of the Community Health Academy. The Community Health Academy has been mentioned in

the meetings for April, May, June, and July. Councilmember Stinson also pointed out that there were \$1 differences between the paperwork provided to the council earlier versus the updated paperwork they received for tonight's hearing. City Clerk/Treasurer Teresa Koepke explained that the paperwork from earlier was an excel spreadsheet prepared for the budget workshop that was held earlier. The updated paperwork is a report from the Black Mountain Software of the data entered into software for the actual budget. The two programs may round differently. The public hearing for the FY 2025-2026 Proposed Budget in the amount of \$4,003,346 was closed at 6:17 p.m.

Department Reports:

Maintenance Supervisor Jack Koepke reported that after February/March of 2026 the City of Pierce will no longer be able to get gas chlorine that is used in the water and wastewater plants. The plans for liquid chlorine would need to be engineered and approved by DEQ. Jack is thinking the cost for both plants would be around \$10,000 based on the quotes he has received so far. To get the gas chlorine systems recertified each year is approximately \$4,200 for both systems. The system we have now is from the 1970's. Jack will continue to request quotes for the liquid chlorine system as well as work with Terrence Stevenson with Merrick to see if he can help with the engineering. The new blower was hooked up on the wastewater treatment plant but has failed since installation. It appears to be a ground fault error. Jack has been in contact with Merrick, Clearwater Construction, and the representative from the manufacturer. He was waiting for a resolution to the issue. At this time there are no known leaks on the city side. There are a couple leaks on the customer side. Those customers have been notified. The Pines Booster Plant is down to 18-20 GPM. A new water and sewer service will be installed next week on Walker Road. The maintenance team will be working on recaulking the weirs on the detention tank at the wastewater treatment plant. Things went well over the 1860 Days weekend. Jack has located a replacement fire hydrant for the hydrant on Clearwater Ave behind the Library. The hydrant is listed on Facebook Marketplace in Spokane for \$150. It is a direct replacement so there would be no need to replumb the hydrant. Mitch Jared approached Jack regarding the City equipment shed Mitch has contracted to build. After some consideration, Mitch feels like the City would be better served with a stick-built building with stem wall footings instead of a pole building as previously presented. An updated bid showed the proposed stick-built building at \$124,322.30, which is slightly lower than the original bid for the pole building. It was decided to have a special meeting to discuss the option of moving forward with the stick-built building and make a decision at that time since the bid was not presented before the agenda was published for today's meeting.

Pierce Volunteer Fire Department Chief Matthew Hagele reported that the fire department made \$346 off of their 1860 Days lunch. The cost of the food was \$349. Last year's lunch was about \$1,000 so it was much lower this year. The change in location of 1860 Days events is thought to have been a factor. The department did collect \$793 in donations. Rodney Hickman will be conducting a medical training, "Stop the Bleed" for the department on August 23rd. The department was gifted 72 cases of safety glasses that they dispersed to every fire department in the area. Chief Hagele also gave some of the safety glasses to our maintenance department. The department was called out for a smoldering tree on Shanghai on the Friday of 1860 Days. The department should know by October if they were awarded a grant from the Idaho Department of Lands.

Code Enforcement Liaison Officer Jeffrey Getchell was not present for the meeting. City Clerk/Treasurer Teresa Koepke reported that the only enforcement call for the month of July was for the RV being parked on Stover Drive on a lot without city water and sewer services. Jeffrey hand-delivered a letter stating that the council did not approve the variance. Per Jeffrey he did not discuss the need to remedy the

violation of code, he just delivered the paperwork that could not be mailed because we did not have a mailing address for Trudy Baker.

City Clerk/Treasurer Teresa Koepke reported that the radar speed signs are in process of being installed. The signs are paid for as part of the Child Pedestrian Safety Grant the City was awarded. The funds from Idaho Commerce for the GEM Grant for the bathrooms has been received. The amount was \$16,325.80. Teresa attended another one of the Community Health Academy meetings. This is part of the academy focused on Youth Behavioral Health and Affordable Housing. Teresa reported that she received a lot of compliments over 1860 Days regarding the condition of the ballfield, park, and bathrooms. Teresa said that Ronnie Anderson and Dalton Thomson have done a great job keeping the field and park watered and mowed. Teresa received a quote from Spectrum for our phone system. The quote is \$238.14 per month which is less than the \$430 we are currently paying Zipy. The only concern is whether the new system would work with the auto-dialers for the water and sewer plants.

New Business:

Councilmember Jared made a motion to approve the Boundary Line Adjustment for Rodney and Melissa Brouwers upon payment of the \$450 Boundary Line Adjustment fee. Councilmember Root seconded the motion. Roll call: Stinson – Aye, Root – Aye, Jared – Aye, Bonner – Aye. Motion carried.

A code complaint for business activities at 203 S Second Ave was reviewed. The complaint is in regards to Walter Culpepper operating his mechanic business on his property and having an excessive number of vehicles and trailers on and around his property. Mr. Culpepper was issued a City of Pierce business license for a mobile mechanic/tire business. Upon issuance of his license, he was provided conditions for the business, specifically no parking of client/customer vehicles onsite other than in the shop/garage and the worksite must be maintained in a safe and orderly manner as to not create a public nuisance, an unsightly condition, an undesirable condition, or health or fire hazard. Upon receiving complaints, letters were sent to Mr. Culpepper in May of 2024 and October of 2024 reminding him of the conditions. Councilmember Jared made a motion to send Mr. Culpepper a certified letter stating he is in violation of the conditions of his business license and that this is the final warning. Any further violations will result in Mr. Culpepper's business license being revoked. Councilmember Root seconded the motion. All in favor. Motion carried.

The FY 2023-2024 audit was discussed. Councilmember Stinson stated he thought the audit looked good. The only concern was the Sanitation Fund, which we knew would be negative for a couple years as the result of the purchase of the sanitation carts, cart lifter, and additional axle. The last payment on the sanitation truck is next August and after that we will be able to recoup the funds spent on the carts, lifter, and axle. Councilmember Jared made a motion to approve the FY 2023-2024 audit. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Jared made a motion to pass Ordinance No. 332 Amending Ordinance No. 327 Appropriation FY 2024-2025 under suspension of the rules and read by title only. Councilmember Root seconded the motion. City Clerk/Treasurer Teresa Koepke read Ordinance No. 332 by title only. Roll call: Stinson – Nay, Root – Aye, Jared – Aye, Bonner – Aye. Motion carried.

Councilmember Root made a motion to pass Ordinance No. 333 FY 2025-2026 Appropriation Budget under suspension of the rules and read by title only. Councilmember Jared seconded the motion. City Clerk/Treasurer Teresa Koepke read Ordinance No. 333 by title only. Roll call: Stinson – Aye, Root – Aye, Jared – Aye, Bonner – Aye. Motion carried.

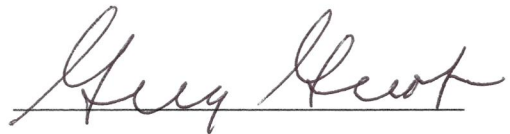
Councilmember Jared made a motion to pass Resolution No. 349 regarding sanitation rates. Councilmember Root seconded the motion. Roll call: Stinson – Aye, Root – Aye, Jared – Aye, Bonner – Aye. Motion carried.

Councilmember Root made a motion to pass Resolution No. 350 regarding the Area of Impact. Councilmember Jared seconded the motion. Roll call: Stinson – Aye, Root – Aye, Jared – Aye, Bonner – Aye. Motion carried.

Councilmember Root made a motion to approve the business license for Backwoods Sourdough. Councilmember Jared seconded the motion. All in favor. Motion carried.

Council Comment: Councilmember Jared asked if the City has a comprehensive plan in place to address the operational needs of the City. Councilmember Stinson, who has been on the council the longest, stated he was not aware of a comprehensive plan. It was discussed that we start the process to get one in place. All councilmembers agreed we should develop a good outline and hold work sessions prior to regular meetings to get a comprehensive plan put in place. Councilmember Root asked about reviewing the Code Enforcement Officer position. City Clerk/Treasurer Teresa Koepke stated that the contract states that it is to be reviewed by September 30th of each year. Councilmember Root asked to have it put on the agenda for September's meeting.

Councilmember Jared made a motion to adjourn. Councilmember Root seconded the motion. All in favor. Motion adjourned at 7:24 p.m.

A handwritten signature in dark ink, appearing to read "Greg Gerot", written over a horizontal line.

Greg Gerot, Mayor

ATTEST:

A handwritten signature in dark ink, appearing to read "Teresa Koepke", written over a horizontal line.

Teresa Koepke, City Clerk/Treasurer