

**CITY OF PIERCE**  
404 South Main St Pierce, ID 83546  
Monday, March 11, 2024  
**REGULAR COUNCIL MEETING MINUTES**

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

Pledge of Allegiance

Present: Greg Gerot, John Stinson, Guy Bonner, Theresa Root, Clay Hosley, Jack Koepke, and Teresa Koepke

Guests: Clare Brick, Matthew Hagele, Theresa Clark, Ronnie Anderson, Sharon Judd, Jerry Coles, Diane Gerot, and Terrence Stevenson

Councilmember Stinson made a motion to accept the consent agenda which includes the approval of February 12, 2024 Regular Meeting Minutes and March Accounts Payable. Councilmember Hosley seconded the motion. All in favor. Motion carried.

No Citizens Comments or Requests.

Department Reports:

Jack Koepke reported that the jetter has been repaired and put back together. It has been tested and appears to be running and operating well. Dalton has been cleaning the water intake pumps and building. Some of the other buildings and areas have been organized and junk has been hauled off. Jack remodeled the bathroom at the water plant. Dalton has changed the oil in all the small equipment such as the generator, plate compactor, etc. and has them ready to go for projects that will start with nicer weather. Teresa received quotes from TWE for the service and load bank testing on the systems generators. After reviewing the quotes Mayor Gerot reached out to a local contractor whose bids were much less expensive than TWE. It was decided to have the local contractor do the maintenance and repairs.

Acting Fire Chief Matthew Hagele reported that the Pierce Volunteer Fire Department held a meeting on February 25<sup>th</sup> and went over equipment on Engine 8. A new battery was purchased and installed for the Chief's truck. Five fire fighters signed up for the 2024 Clearwater Fire Academy. Radio batteries and charges were purchased with the funds from the Pierce Winter Festival donation. Inventory continues to be a work in process. The two SCBA packs out for repair are repaired and back. The invoice was sent to Don Gardner with Clearwater County Emergency Management for payment. Matthew reported that he attended the monthly fire chief's meeting on March 6<sup>th</sup> and was presented with a \$1,000 check from the Clearwater Valley Fire District Auxiliary.

Deputy Salisbury provided a Calls for Service report for the City of Pierce for the month of February. There was a total of 16 calls for the month of February.

City Clerk Teresa Koepke reported that the city received a \$43,026.51 grant through the Office of Energy & Mineral Resources for the insulation and siding of city hall. Teresa is now working on an Idaho Gem Grant to get funding for the upgrades/repairs needed for the park, specifically the restrooms. The grant request would be around \$16,000. The grant does require a 20% match of which 5% can be in-kind. The Pierce Gem Team has graciously offered \$1,000 toward the project. That would leave the City's responsibility around \$2,000 which would include labor paid to the maintenance crew for the repairs. Another grant opportunity through Idaho Nursery & Landscape Association is available. The \$350 grant is awarded on a lottery style basis to be used for the planting of trees, shrubs, etc. The grant would require an \$88 match, which can be in-kind. The city would also be required to proclaim a specific day as the city's Arbor Day. The reports for the CARES/ARPA funds designation have been completed. The Google Suites subscription renewed again as we are unable to disconnect from the emails and domains. Teresa will continue to research this to see if it is possible.

Old Business:

Clare Brick with the Pierce Gem Team was present to discuss Community Cleanup Day scheduled for Saturday, April 27<sup>th</sup>. It was confirmed that the city will commit to having a pickup, trailer, and city employee(s) available for

the day. Teresa will print something about the free dump day on the utility bills that will go out on/around March 20<sup>th</sup>. She will then send postcards out the week of April 15<sup>th</sup> to remind residents of the Community Cleanup Day. Teresa will also try to post something on the city's Facebook page, as well as the Pierce, ID Facebook page.

Terrence Stevenson with Merrick & Co. was present to answer questions regarding the Wastewater Treatment Plant Project. It was discussed that the project will be gearing up with the nicer weather to add another bay to the dewatering building to house the new blower that was received. Discussion was had that there is only one blower being installed and not two as initially thought. The original WWTP design included a new lift station as well as a new solids holding tank. Terrance stated that due to budget shortfalls as a result of COVID, these items had to be cut from the list. Merrick & Co. is working on trying to obtain additional funding to complete the shortfall list. Terrance stated that the estimated amount needed to complete the project is approximately \$2.5 million.

#### New Business:

Councilmember Hosley made a motion to read Ordinance No. 326 pertaining to the requirement of a survey for the issuance of building permits in its entirety under suspension of the rules. Councilmember Stinson seconded the motion. All in favor. Motion carried.

City Clerk Teresa Koepke read Ordinance No. 326 in its entirety.

Councilmember Bonner made a motion to adopt Ordinance No. 326 pertaining to the requirement of a survey for the issuance of building permits under suspension of the rules. Councilmember Root seconded the motion. Roll call: John Stinson – Yes, Guy Bonner – Yes, Theresa Root – Yes, Clay Hosley – Yes.

Teresa Koepke reported that applications for the Boundary Line Adjustment for the properties on Highway St. owned by Mitch Jared and Wade Canning have not been received. Teresa did provide an example of a Boundary Line Agreement that includes a quit-claim deed. It was recommended that an agreement similar to the one presented be used to complete the Boundary Line Adjustments for the four properties on Highway St. once the Boundary Line Adjustment Applications are received.

Councilmember Stinson made a motion to approve the business license applications presented with the stipulation that Walter Culpepper be informed that he cannot store used motor oil, etc. on site, any vehicles being worked on must be kept out of the street and/or alley, and his property be kept cleaned. Councilmember Hosley seconded the motion. All in favor. Motion carried. Business licenses issued to High Country Land Surveying and Wally's dipstick. Further discussion was held regarding the timing of business license requirements for businesses that sell alcohol, beer and wine. Councilmember Hosley asked if it would be an issue for businesses to pay in advance for their licenses since the time of year that they are due is a slow time for many of the businesses. After discussion it was decided that businesses could pay in advance for business licenses required by the City of Pierce.

Teresa Koepke reported that she and Mayor Gerot recently toured the play park, pavilion, and ballfield. There are many repairs and maintenance items needed. The restrooms are very run down and are in need of upgrades. Other items include repairing the fence around the ballfield, oiling the pavilion, and overall cleanup of the entire park area. Photos of the various items needing improvements were provided. The Idaho Department of Commerce does have an Idaho Gem Grant that the park improvements may qualify for. A resolution is required for the Idaho Gem Grant application. Councilmember Bonner made a motion to approve said resolution. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to execute the Office of Energy Efficiency and Conservation Block Grant Program Agreement. Councilmember Root seconded the motion. Roll call: John Stinson – Yes, Guy Bonner – Yes, Theresa Root – Yes, Clay Hosley – Yes.

Councilmember Bonner made a motion to apply for the 2024 Arbor Day Grant. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve the Wastewater Treatment Plant Change Order #5. Councilmember Root seconded the motion. Roll call: John Stinson – Yes, Guy Bonner – Yes, Theresa Root – Yes, Clay Hosley – Yes.



Councilmember Stinson made a motion to approve US Army Corp of Engineer's Request for Advance or Reimbursement No. 19 in the amount of \$35,118.20USACE Request for Reimbursement #19. Councilmember Bonner seconded the motion. All in favor. Motion carried.

Councilmember Root made a motion to approve USDA-Rural Development Request for Funds #24 in the amount of \$11,706.06. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to approve Merrick & Co. Invoice #7664 in the amount of \$1,020.00. Councilmember Bonner seconded the motion. All in favor. Motion carried.

Councilmember Stinson made a motion to approve Merrick & Co. Invoice #7708 in the amount of \$1,615.00. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve Clearwater Construction & Management App #15 in the amount of \$44,189.26. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve the Certificate of Substantial Completion for the Wastewater Treatment Plant. Councilmember Stinson seconded the motion. Roll call: John Stinson – Yes, Guy Bonner – Yes, Theresa Root – Yes, Clay Hosley – Yes.

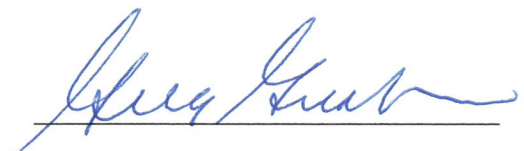
Councilmember Root made a motion to approve the State of Idaho Department of Environmental Quality Report and Request Partial Payment Request No. 9 in the amount of \$6,583.13. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve Merrick & Co Invoice #7671 in the amount of \$13,166.25. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Stinson 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, Guy Bonner – Yes, Theresa Root – Yes, Clay Hosley – Yes. Executive session entered at 8:11 p.m.

Councilmember Stinson made a motion to exit executive session. Councilmember Hosley seconded the motion. Roll call: John Stinson – Yes, Guy Bonner – Yes, Theresa Root – Yes, Clay Hosley – Yes. Executive session exited at 8:26 p.m.

Councilmember Stinson made a motion to adjourn. Councilmember Hosley seconded the motion. All in favor. Meeting adjourned 8:27 p.m.



Greg Gerot, Mayor

ATTEST:



Teresa Koepke, City Clerk/Treasurer