

CITY OF PIERCE
404 South Main St Pierce, ID 83546
Wednesday, July 16, 2025
WORK SESSION & REGULAR COUNCIL MEETING MINUTES

Mayor Gerot called the Work Session to order at 5:00 p.m.

Present: Mayor Gerot, Councilmembers Stinson, Bonner, and Root. City Staff Teresa Koepke.

The proposed budget for fiscal year 2025-2026 was reviewed. The proposed budget as presented would not require any rate increase in water, sewer, or sanitation services for residential customers and businesses with carts. Rates for businesses with dumpster(s) need to be studied to determine if a rate adjustment and/or increase is warranted.

Sanitation rates for commercial customers were reviewed. The current rates are not consistent from customer to customer and the rates being charged for those customers with dumpsters appear to be much lower than industry standard. City Clerk Teresa Koepke shared a spreadsheet that shows rates currently being charged and what those rates would be if customers had carts instead of dumpsters and what some of the other cities around us are charging. It was discussed that businesses with dumpster(s) should be charged based on the size of their dumpster(s) and the frequency in which the dumpster(s) are emptied. The idea of the City providing the dumpsters and renting them to the businesses was discussed. Currently the IDYCA and The Market are dumped three times per week. It would be more efficient to not have to take the garbage truck out three times per week. Councilmember Bonner made a point that we may want to put a limit on the number of sanitation carts a business can have.

Councilmember Bonner made a motion to adjourn the work session. Councilmember Root seconded the motion. Work session adjourned at 5:49 p.m.

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

Pledge of Allegiance

Present: Mayor Gerot, Councilmembers Stinson, Bonner and Root. City Staff Jack Koepke and Teresa Koepke

Mayor Gerot made a recommendation to appoint Amy Jared as a councilmember to fill the position left by Clay Hosley's recent resignation. Councilmember Bonner made a motion to approve Mayor Gerot's recommendation appointing Amy Jared. Councilmember Root seconded the motion. Roll Call: Root – Yes, Bonner – Yes, Stinson – Yes. Motion carried. Amy Jared was sworn in as Pierce City Councilmember by City Clerk Teresa Koepke.

Councilmember Bonner made a motion to approve the Consent Agenda which includes the June 9, 2025 Regular Council Meeting Minutes, June 17, 2025 Special Council Meeting Minutes, June 30, 2025 Special Council Meeting Minutes, and July Accounts Payable. Councilmember Root seconded the motion. All in favor. Motion carried.

Department Reports:

Maintenance Supervisor Jack Koepke reported that the dust abatement was done on July 8th. A new water meter was installed on Stover Drive. The water main on Stover Drive appears to be in poor shape. There is a water leak on Willoughby Drive that will hopefully be worked on next week. The VFD for the new blower has been installed and the expected start up for the new blower is July 21st. The detention tank at the sewer plant needs new caulking under the weirs. The flows to the sewer plant are very low, which is mainly due to the water leaks that have been repaired. The fire tender truck currently has the

front wheel seal out. Jack let Chief Hagele know he is waiting on parts and the maintenance crew will get it fixed as soon as the parts come in. DEQ was onsite to conduct an audit on the wastewater treatment plant. They seemed to be happy with everything that is going on. Jack spent two days in Priest River working with Paul Sifford and a representative from Dry Cake, the manufacturer of the sewer press. There are only five sewer presses like ours in the United States and Priest River is one of them. Jack said he gained some valuable information and now has a good point of contact for Dry Cake. Prior to this Dry Cake has not been responsive to inquiries.

Pierce Volunteer Fire Department Assistance Chief Harv Nelson reported that the PVFD responded to a report of a fire on Court St. on July 2, 2025. It was determined to be a wildfire on Cowan St. outside city limits. CPTPA responded. A training schedule is being developed. The 1st Sunday of the month will be officer training. The third Sunday of the month will be all department training. The fire department cleaned the streets on July 13th and 14th and used the activity as a training exercise. Fire Chief Hagele recently accompanied the Idaho Fire Marshall through the new IDYCA barracks. Assistant Fire Chief Nelson reported concerns of the overwatch of the fireworks set off on July 4th at the ballfield. There were concerns of how the fireworks were let off and the burning of trash. Nelson proposed the PVFD draft a plan for the council to approve regarding the activities. Residents with fireworks would need to voluntarily comply with these guidelines. It was suggested to have a member of the fire department on home plate. Nelson also noted that he did not see a Clearwater County Sheriff's Deputy present during the activities. Clare Brick attended the July Clearwater Valley Fire District Auxiliary meeting. The fire department will be holding their BBQ fundraiser during 1860 Days. The fire department was granted the Lewis-Clark Valley Healthcare Foundation Grant for medical supplies and equipment.

Code Enforcement Liaison Officer Jeffrey Getchell was present. He had followed up on a complaint received June 30, 2025 for excessive barking of dogs on Cedar Drive. Jeffrey asked if the City could look into getting some live traps to help with the cats roaming at large.

City Clerk/Treasurer Teresa Koepke reported that she and Mayor Gerot attended the first training for the Blue Cross of Idaho Foundation for Health Academy in Boise in June. The topic of that training was Leadership. In July Teresa participated in a webinar training regarding Civility. These are two of five trainings that need to be completed in order for the City of Pierce to receive the \$20,000 grant from the Blue Cross of Idaho Foundation for Health. Teresa mentioned that she received responses back from the City's attorney regarding questions raised at the June 30, 2025 Special Meeting concerning the ability to bring a topic up that previously did not pass in another meeting, the Mayor's ability to break a tie vote, and the council's right to review payroll records that contain confidential information. The questions along with the Attorney's responses were forwarded to the Mayor and all councilmembers. A ribbon cutting ceremony was held for the Park Bathroom Project. Teresa thanked Councilmember Root for being present and filling in for Mayor Gerot in his absence. Teresa encouraged the public and councilmembers to check out the bathroom upgrades if they had not all ready done so. We are still waiting on the reimbursement from Idaho Department of Commerce for the bathroom project. The department has until August 1, 2025 to review our reimbursement request. The Consumer Confidence Report for FY24 sampling results has been filed with DEQ. The SAM registration has been renewed for another year. Joey Vaughn with CR Striping is scheduled to have the street striping complete by July 15th. The Fire Department is scheduled to clean the streets on July 13th. We have three councilmember seats up for election this year. There are two 2-year term and one 4-year term positions up for election. The filing period is August 18, 2025 – August 29, 2025. The filing paperwork can be obtained at City Hall.

New Business:

Councilmember Root made a motion to appoint Councilmember Guy Bonner as Mayor Pro-Tem. Councilmember Jared seconded the motion. All in favor. Motion carried.

TChad Wiley was present to request forgiveness of a citation for unlicensed dogs. Mr. Wiley recently had multiple calls regarding his dogs barking and at the first call on 05/08/25 Code Enforcement Liaison Officer Getchell gave Mr. Wiley a verbal warning that the dogs needed to be licensed with the City. Upon subsequent calls where the three dogs were determined to still not be licensed, Mr. Wiley was issued one citation in the amount of \$177. Mr. Wiley indicated that he tried to get his three dogs into the Lewis Clark Animal Shelter's vaccination clinic on the last Friday of May but the vet was out that week so there was no clinic held. Mr. Wiley did get his dogs in at the next vaccination clinic the last Friday of June and licensed the dogs on July 7th. When asked why he didn't license them at the first of the year, Mr. Wiley indicated he had tried to license his dogs three years ago and was told he needed all of the vaccinations, not just rabies, and he did not want to double up on the vaccinations. Councilmember Jared made a motion to forgive \$77 of the citation and that Mr. Wiley be responsible for a fine in the amount of \$100. Councilmember Stinson seconded the motion. All in favor. Motion carried.

A request for partial refund of citations for unlicensed dogs was reviewed. Jody Harris received two citations for two unlicensed dogs. Jody's son Laine paid the citations as well as \$23 toward the \$75 dog-at-large citation. It was discussed that TChad Wiley only received one citation for three unlicensed dogs, but Jody received two citations for two unlicensed dogs. In an effort to be fair and consistent, it was requested that one of the unlicensed citations for Mr. Harris be refunded. Councilmember Stinson made a motion to refund \$177.50 for one of the unlicensed dogs and apply \$52 of that refund toward the remaining balance on the \$75 dog-at-large citation, giving Mr. Harris a net refund of \$125.50. Councilmember Root seconded the motion. All in favor. Motion carried.

A request for variance for an RV parked on a city lot without city water and sewer services was reviewed. Trudy Baker is asking for a variance to have her RV parked at 502 Stover Drive which does not have City water and sewer services. Ms. Baker had indicated to City Clerk Teresa Koepke that she was putting temporary power to the lot and intended to stay in the RV when they visit, primarily in the summer. She stated they would most likely get water from her brother who owns the lot next door. They would either run a temporary hose to her brother's lot for dumping their sewer, or pull the camper out and dump the sewer at the RV dump. Ordinance No. 311 adds a section 3 to City Code 9-1-4D that reads "Lots without water and sewer services will have to get Council approval for RVs to be parked on their lot." Discussion was held that a variance would possibly be considered if the property owner could show definitive plans to build within the next 12 months and planned to connect to city water and sewer. Teresa stated that Ms. Baker indicated they did not know when they plan to build. Councilmember Stinson stated it was not a good idea to have a sewer hose ran from property to property, even if just temporary. Councilmember Bonner made a motion to deny the request for variance for an RV to be parked on a city lot without city water and sewer services. Councilmember Stinson seconded the motion. All in favor. Motion carried.


A request for variance to have a prefabricated (Conex type) trailer parked at 106 Court Street was reviewed. Property owner Sue Neill is requesting a variance so that she has a place to store personal belongings and construction materials while working on the house. Ms. Neill thought she would need the trailer there for up to a year. The trailer would be placed in a shared driveway and Ms. Neill indicated she had spoken with the neighbor and the neighbor is okay with the trailer being parked there. Ordinance No. 323 prohibits these types of trailers being parked in residential zones and only allows them in other zones with a special permit issued at the City of Pierce's discretion. Councilmember Jared made a motion to uphold Ordinance No. 323, denying the request for variance. Councilmember Bonner seconded the motion. Three Ayes and One Nay. Motion carried.

Resolution No. 348, authorizing a limit increase from \$10,000 to \$20,000 on the Idaho Central Credit Union Visa credit card was reviewed. The current limit of \$10,000 has proven to be insufficient to meet the operational needs of the City. All expenditures on the credit card would be managed by the City Treasurer and/or Mayor to ensure expenditures are still within the approved budget and adhere to established financial policies. Councilmember Jared made a motion to approve Resolution No. 348. Councilmember Root seconded the motion. Three Ayes and One Nay. Motion carried.

Three bids received for the proposed equipment shed were opened by City Clerk Teresa Koepke and presented to the councilmembers. Councilmember Amy Jared recused herself from any discussion and/or decisions regarding the bids. Bids presented were as follows: 4Stems Custom Builders in the amount of \$121,300; ClearSpan in the amount of \$80,229.98 (labor not included); and Jared Construction in the amount of \$124,374.59. The bid from ClearSpan was rejected as it did not include labor. Mitch Jared was present at the meeting and stated that he had consulted with an engineer who recommended 8" x 8" posts all the way around instead of the 6" x 6" posts as well as using 2" x 12" centers on the bays over 12 feet. After discussing the recommendations presented by Mr. Jared, Councilmember Bonner made a motion to award the bid to Jared Construction in the amount of \$124,374.59. Councilmember Root seconded the motion. Roll Call: Root – Yes, Bonner – Yes, Stinson – Yes. Motion carried.

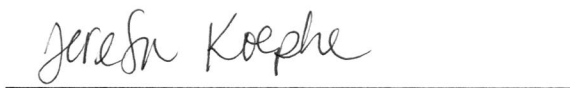
Councilmember Jared made a motion to approve Mayor Gerot to sign the Idaho Transportation Department Right-of-Way Agreement. Councilmember Root seconded the motion. The Right-of-Way Agreement is in regards to the placement of the two radar speed signs that will be placed on Main St/Highway 11. The speed signs are part of the Children Pedestrian Safety Program grant the City of Pierce was awarded. There is no cost to the City for the radar speed signs. All in favor. Motion carried.

Councilmember Jared made a motion to adjourn. Councilmember Root seconded the motion. All in favor. Meeting adjourned at 7:53 p.m.



Greg Gerot, Mayor

ATTEST:



Teresa Koepke, City Clerk/Treasurer