

**CITY OF PIERCE
CITY COUNCIL**

404 South Main St Pierce, ID 83546

Monday, June 8, 2026

PUBLIC HEARING AND REGULAR COUNCIL MEETING MINUTES

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

Pledge of Allegiance

Present: Mayor Greg Gerot. Councilmembers: John Stinson, Guy Bonner, Theresa Root, and Amy Jared. Maintenance Supervisor Jack Koepke. City Clerk/Treasurer Teresa Koepke. PVDF Chief Matthew Hagele and Assistant Fire Chief Harv Nelson.

Councilmember Bonner moved to approve the Consent Agenda which includes the May 11, 2026 Regular Council Meeting Minutes, May 26, 2026 Special Council Meeting Minutes, and June 2026 Accounts Payable. Councilmember Jared seconded the motion. All in favor. Motion carried.

No Citizen's Comments

Public Hearing:

Mayor Gerot opened the Public Hearing at 6:02 p.m. regarding the adoption of a Special Use Permit Fee.

Mayor Gerot stated that the City had recently adopted an ordinance establishing a Special Use Permit process for certain land uses requiring additional review and that the purpose of the hearing was to consider adoption of the associated Special Use Permit Fee.

Public comment was received. Amy Felder inquired whether proper notice of the public hearing had been provided. Mayor Gerot stated that notice had been published in the Clearwater Tribune in accordance with Idaho Code and clarified that the public hearing pertained only to the proposed Special Use Permit Fee and not to the fireworks agenda item scheduled for the regular meeting. Additional comments were received expressing support for the Special Use Permit process as a means of protecting the community, encouraging compliance with City ordinances, and expressing general opinions regarding the proposal.

There being no further public comment, Mayor Gerot closed the Public Hearing at 6:10 p.m.

Councilmember Jared moved to approve the adoption of a Special Use Permit application fee, with the fee to be set by resolution of the city council. Councilmember Stinson seconded the motion. Roll call: Stinson – Yes, Bonner – Yes, Root – Yes, Jared – Yes. Motion carried.

Department Reports:

Jack Koepke, Maintenance Supervisor, reported that the street repair at Hemlock Court, where a previous water leak had been repaired, has been completed. Due to the size of the repair, a concrete saw and roller were rented, and the project required three loads of cold patch. The finished repair looks very nice. The maintenance crew also worked on installing new water and sewer connections at Bonner's on Third Avenue. A water leak near 114 Timberline has been identified and will need to be repaired. In preparation for the work, the crew brought in gravel to widen the roadway, which will help detour traffic around the work area during the repair. The wider roadway will also improve winter snow removal, as the area had previously been difficult to clear effectively. The crew is waiting on parts to complete the repair. Cold patching throughout the community is ongoing. The Lead and Copper sampling results were received and were well within compliance requirements. Jack reported that he has been obtaining

quotes for a new blower for the wastewater treatment plant that matches the blower installed during Phase II. Standardizing the equipment by having two blowers from the same manufacturer will be the most cost-effective approach, as it will reduce the inventory of replacement parts needed and simplify future maintenance and repairs.

Pierce Volunteer Fire Department Chief Matthew Hagele reported that an Officer Meeting was held. The department will be flushing the fire hydrants on Sunday, June 28th starting around 8:00 a.m. There are a total of 42 hydrants and the process should take approximately 2-3 hours. City Clerk Teresa Koepke will post a notice on Facebook to alert residents about the hydrant flushing.

Teresa Koepke, City Clerk/Treasurer, reported the following: Auditors will be at City Hall on June 9 to conduct the annual audit. The City's SAM (System for Award Management) registration has been completed and approved. The annual Consumer Confidence Report has been completed, and notifications have been sent to residents. Work is continuing on the State Controller's Report. Completion of the report is pending the completion of the annual audit. Lead and Copper testing results have been received and are within compliance. Required notifications have been sent to residents. A meeting with CEDA is scheduled for June 10 to discuss potential grant opportunities for improvements to the city play park, including new playground equipment and a multi-purpose court. A community survey is currently open for all residents to complete as part of the process of updating the City's comprehensive plan. The Clearwater County Chamber is seeking a representative from the City of Pierce. Anyone interested in serving is encouraged to contact the Chamber. Thank you to John Stinson for dragging the infield at the ballpark.

New Business:

Logan Knight has withdrawn her previous request submitted to Clearwater County to subdivide her property (RP36N05E114840) in Judgetown into two (2) lots and is now requesting approval to subdivide the property into four (4) lots. Bobbi Kaufman, representing the Clearwater County Building Department, attended the meeting to inform the Council that, as with the previous application, the City of Pierce has the opportunity to comment on the proposed subdivision because the City provides water and sewer services to the Judgetown Water & Sewer District and Judgetown is located within the City's Area of Impact. Maintenance Supervisor Jack Koepke reported that he had measured the depth of the existing sewer main and determined that extending service approximately 144 feet on either side of the sewer main appears to be feasible. Steve Knight, Logan Knight's father, asked whether a lift station could be installed to serve lots located beyond the 144-foot distance. Jack responded that such a proposal would need to be reviewed and approved by the Idaho Department of Environmental Quality (DEQ) and/or any other applicable regulator. Discussion indicated that the Judgetown Water & Sewer District is willing to issue a "Will Serve" letter for the proposed four-lot subdivision. Ms. Kaufman advised that a "Will Serve" letter from the City of Pierce is also required. She noted that this is the City's opportunity to provide any comments or concerns regarding the proposed subdivision to the Clearwater County Planning and Zoning committee. Councilmember Bonner made a motion to issue a "Will Serve" letter for the proposed four (4) lots, contingent upon compliance with all applicable state laws, rules, and regulations. Councilmember Root seconded the motion. All in favor. Motion carried.

PVFD Assistant Fire Chief Harv Nelson presented the Pierce Volunteer Fire Department's proposed Fireworks Safety Guidelines for the use of consumer fireworks at the City Ballfield. Assistant Chief Nelson explained that the guidelines were developed to provide a safe environment for the discharge of consumer fireworks while reducing the risk of fires and injuries. Community members who regularly purchase and discharge fireworks were present for the discussion. Assistant Chief Nelson stated that the decision to allow the City Ballfield to be used for fireworks rests with the City's elected officials. He explained that the role of the Pierce Volunteer Fire Department is to provide safety oversight and fire suppression, while individuals who purchase and discharge fireworks remain responsible for their own actions and any resulting legal liability. He emphasized that with the freedom to use fireworks comes the

responsibility to follow the established safety guidelines and work together to ensure a safe event. The proposed Fireworks Safety Guidelines designate the City Ballfield as the approved location for the discharge of consumer fireworks while PVFD personnel are on site. The proposed Fireworks Safety Guidelines establish designated times for youth and adult participants. The City Ballfield would be designated for family-friendly fireworks activities from 6:30 p.m. to 9:30 p.m. Beginning at 9:30 p.m., access to the designated staging area would be limited to individuals 16 years of age and older. The guidelines also require adult supervision of youth, prohibit open fires and airborne flame devices, require the proper disposal of spent fireworks and suspected duds, establish safety requirements for launching devices, and provide that participants are responsible for the safe operation of their fireworks and any resulting impacts. Resident Ryan Spaniel displayed a mortar rack and discussed the importance of using properly sized mortar tubes to prevent unsafe launches. The guidelines also authorize PVFD personnel to remove individuals creating unsafe conditions and state that failure to comply may result in removal from the designated fireworks area. The guidelines will be posted throughout the City and made available at City Hall. No council action was taken on the subject.

Councilmember Jared moved to approve Resolution No. 360 establishing a fee for a Special Use Permit in the amount of \$150.00, together with reimbursement of all attorney fees, legal expenses, and other professional costs incurred by the Municipality in connection with the review, processing, preparation, and administration of the Special Use Permit application, as applicable. Councilmember Bonner seconded the motion. All in favor. Motion carried.

Councilmember Stinson moved to approve Merrick & Company invoice #10283718 in the amount of \$7,703 and invoice #10283721 in the amount of \$506.25. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Root made a motion to approve USDA Request for Funds #34 in the amount of \$8,209.25. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Root made a motion to authorize Mayor Gerot to sign the Agreement between the City of Pierce and DW Excavating, Inc for work on the Wastewater Treatment Plant project as described in the Agreement, in the amount of \$2,597,000. Roll Call: Stinson – Yes, Bonner – Yes, Root – Yes, Jared – Yes Motion carried.

Councilmember Jared moved to send Terry Leavitt a bill in the amount of \$422.96 for the cost of repairs to city-owned water lines damaged during excavation activities conducted without obtaining a required utility locate prior to digging. Councilmember Stinson seconded the motion. The Council discussed the need to impose additional penalties for damage to City infrastructure resulting from excavation activities conducted without a proper utility locate. It was noted that any action to establish such penalties would need to be considered at a future meeting with proper public notice. All in favor. Motion carried.

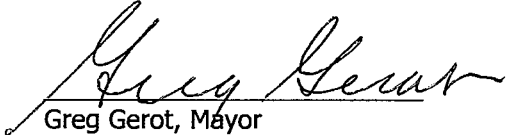
Councilmember Bonner made a motion to send Terry Levitt a notice of the requirements set forth in Ordinance No. 311 regarding the number of recreational vehicles (RVs) permitted on residential vacant lots and to direct that written notice be provided outlining the applicable provisions and any necessary compliance requirements. Councilmember Jared seconded the motion. Terry Leavitt has repeatedly had more than two RVs/Trailers on his property at 504 Stover Drive and there have been complaints previously filed. One of the neighbors recently complained to both Teresa Koepke and Theresa Root about the issue, including an issue with vehicles parked in the roadway when there are multiple RVs and trailers parked on the lot. Ordinance No. 311 does state that exceptions will be made for larger lots that can accommodate more than two (2) and no more than six (6) RVs provided they maintain water and sewer services in addition to meeting spacing requirements outlined in Ordinance No. 311. Lot size shall also allow for sufficient spacing for parking all vehicles off street. All in favor. Motion carried.

Councilmember Root made a motion that the Taylor Family Trust be sent a reminder regarding the requirements of Ordinance No. 311, specifically that lots without city water and sewer services must obtain City Council approval before an RV may be parked or occupied on the property, and that the Council previously considered and denied such a request for this property in 2025. Councilmember Jared seconded the motion. It was observed that an RV was parked on this lot over the Memorial Day weekend. All in favor. Motion carried.

Councilmember Bonner made a motion to issue Denise Elam a written warning for violation of Pierce City Ordinance No. 328. Councilmember Jared seconded the motion. The code violation was in regard to Ms. Elam's sanitation cart being overfilled, preventing the lid to close completely. This resulted in garbage being scattered throughout the neighborhood due to wind and animals. All in favor. Motion carried.

Councilmember Bonner moved to have the City issue a written warning to Denise Elam for violation of Pierce City Code 4-1-2(B)(1), requiring that her vehicle be removed from the street within fifteen (15) days of the notice. If the violation is not corrected within that timeframe, the City is authorized to pursue further enforcement action, including the towing and impoundment of the vehicle in accordance with applicable ordinances and laws. Councilmember Stinson seconded the motion. This code violation is in regard to the vehicle that Ms. Elam has had parked on the street since at least December. Ms. Elam indicated to the maintenance crew that the vehicle was not operable. All in favor. Motion carried.

Councilmember Jared made a motion to adjourn the meeting. Councilmember Root seconded the motion. All in favor. Meeting adjourned at 7:45 p.m.


Greg Gerot, Mayor

ATTEST:



Teresa Koepke, City Clerk/Treasurer