

**CITY OF PIERCE
CITY COUNCIL**

404 South Main St Pierce, ID 83546

Monday, December 8th, 2025

WORK SESSION & REGULAR COUNCIL MEETING MINUTES

Work Session

Mayor Gerot called the work session to order at 4:59 p.m.

Present: Mayor Gerot, Councilmembers Stinson, Bonner, Root and Jared. Maintenance Supervisor Jack Koepke. City Clerk/Treasurer Teresa Koepke.

Discussions regarding the Judgetown Water and Sewer District Agreement were held. Barbara asked how the clerk is going to adjust the bill. Mayor Gerot stated that any property located in Judgetown that uses any water would be included in the number of users Judgetown pays for and Judgetown would owe the full rate for that user. Users would not be allowed to pay one month and not the next based on not using water for part of the year. It was discussed that there is one meter that is broken. This meter is for the property at 195 French Mountain Road. The meter is accessible and therefore should be replaced or repaired so that the City of Pierce can read that meter when they read meters to determine the number of users. Based on the list provided by Judgetown, as of October 17, 2025 Judgetown has nine year-round active users and three users that are active one or two weeks per year. Judgetown had the user at 7489 Browns Creek Road listed under meters that are non-working and unavailable for reading. However, there is a working meter at 7489 Browns Creek Road and when the City of Pierce read meters, it showed water usage so that user will be counted in the number of users Judgetown pays for. This brings the total to 13 water users and 14 sewer users. The water usage of 100,000 gallons/month (1,200,000 gallons/year) will stay as is. This will result in the monthly charge for Judgetown to be \$1,757.23 beginning with the January 2026 billing.

Councilmember Bonner made a motion to adjourn the work session. Councilmember Jared seconded the motion. All in favor. Work session adjourned at 5:45 p.m.

Regular Meeting

Mayor Gerot called the regular council meeting to order at 5:59 p.m.

Present: Mayor Gerot, Councilmembers Stinson, Bonner, Root and Jared. Maintenance Supervisor Jack Koepke. City Clerk/Treasurer Teresa Koepke. Fire Chief Matthew Hagele.

Pledge of Allegiance

Councilmember Jared made a motion to approve the consent agenda which includes the November 10, 2025 Regular Council Meeting Minutes and December 2025 Accounts Payable. Councilmember Root seconded the motion. All in favor. Motion carried.

No Citizen's Comments

Department Reports

Maintenance Supervisor Jack Koepke reported that power to the new equipment shed has been installed. Chains have been put on the newer Case. There are no known leaks on the city side at this time. The Pines Booster Plant is staying at about 14 gallons per minute. The recent rain has caused a lot of turbidity with the water treatment plant. The plant has been shut off since the previous Friday evening and at this time levels are still good. The meter for Clay Hosley was found. The maintenance team continues to work on cleaning up around all of the city properties. A load of scrap iron was taken to Lewiston. The city received \$186 for the scrap iron.

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Pierce Volunteer Fire Department Chief Matthew Hagele reported that Clare Brick attended the Clearwater Valley Auxiliary meeting. The department put chains on the fire engine. The final paperwork for the Idaho Department of Lands grant has been submitted. The department will be picking Santa up next Saturday, December 13th and delivering him to the Gold Rush. Santa will be there from 5:00 p.m. – 7:00 p.m. Matthew reached out to the State Fire Marshall on the advice of the Orofino Fire Chief and determined that the department could not proceed with burning the manufactured home on Pete Forsman's property as hoped. One firefighter left the department, leaving them with 10-11 active firefighters.

Code Enforcement Liaison Officer Jeffrey Getchell reported that he has continued to work with Duane Downing on the code complaint against him on Third Avenue. Jeff stated that none of the property and vehicles actually belong to Mr. Downing and that the vehicles parked on city property have been resolved. When asked about the pickup full of garbage, Jeff stated that as soon as that vehicle is running, the garbage will be hauled off. Councilmember Bonner thanked Jeff for going above and beyond and creating a positive relationship with residents.

City Clerk/Treasurer Teresa Koepke reported that the Annual Street and Road Report has been filed with the State of Idaho. The City of Pierce was awarded the \$25,000 grant from the Idaho Blue Cross of Idaho Health Foundation to update our comprehensive plan. The \$20,000 Community Health grant and reimbursement for travel expenses has been received. A representative from Northwest Playground Equipment is scheduled to visit Pierce to help determine a layout for the playpark area that would include a multi-purpose court. There is no cost to the City for the design and we would seek grant opportunities to fund the project. Teresa invited the mayor, councilmembers, and city staff to an appreciation dinner she is hosting on December 17th at 5:30 to be held at Studio 205.

New Business:

At the November 10, 2025 regular council meeting a motion was passed to stop charging Clay Hosley for the meter at 411 S Main and to not charge him the \$2,500 fee to remove the meter as the meter could not be located. Since that time the meter has been located thanks to information provided by John (Butch) Stinson. Per Butch, at the time meters were installed, commercial properties were required to have a meter installed. There was also a question of why two meters would have been put on one lot. Information obtained at Clearwater County, shows the lot in question and the grocery store were two different legal parcels, owned by two different parties, when meters were put in. Therefore, if the City were requiring commercial properties to have meters installed, there would have been one meter per each lot. Councilmember Bonner made a motion to go back to charging Clay for the meter now that it has been located. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Tom Fisher had higher than average water usage at 211 Canal Street in the months of July and August. Maintenance went out and looked the meter. There didn't appear to be a leak but Tom was adamant that he does not use that much water, so a new meter was put in. Water usage has returned to normal. Tom's average usage is 2,260 gallons per month. The excess over the average for those two months was 14,790. Councilmember Stinson made a motion to forgive \$39.19 of Tom's bill for the excess water usage. Councilmember Jared seconded the motion. All in favor. Motion carried.

It was noticed with November 20th water meter readings that Rick Cramer had high water usage at his property at 119 Walker Road. Teresa called Rick and he came up immediately to find the leak. The leak was where the service line tied into the meter. It appeared that the service line was not attached properly when the meters were put in. Rick's average water usage is around 155 gallons per month. November usage was 28,530 gallons. Councilmember Bonner made a motion to forgive \$75.19. Councilmember Root seconded the motion. All in favor. Motion carried.

A request from Dale and Pamela Jackman at 509 S Main St to subdivide their property was reviewed. The division would deed Lots 1 & 2 of Block 3 (home and shop) as a separate parcel from the North 4 feet of Lot 6 & Lot 7 of Block 2. Councilmember Bonner made a motion to approve Dale and Pamela
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Jackman's request for the division of Real Property Parcel #RPB0425002007AA into two separate parcels. One parcel to include Lots 1 & 2 of Block 3 and one parcel to include the Northern 4 feet of Lot 6 and all of Lot 7 of Block 2. Councilmember Root seconded the motion. All in favor. Motion carried.

Pete Forsman has moved eight prefabricated trailers onto his property in the 400 block of Forsman Ave. Ordinance No. 323 passed May 2023 states that these types of containers are prohibited in residential zones and are allowed in other zones only under a special use permit issued at the City of Pierce's discretion. Pete has not requested any type of permit. Teresa reached out to Pete to let him know about the new ordinance and try to find out what his intentions are with the trailers. Pete said six of the trailers are for him and his kids for storage and two of the trailers are available for rent if they don't use them for personal use. Mayor Gerot pointed out that the purpose of a special use permit is to ensure compatibility with the community and neighboring properties. It was discussed that the trailers sit very close to the road and if used for storage, need to be placed in such a way that vehicles are not parked on Forsman Ave while loading/unloading the storage units. Councilmember Bonner made a motion to request Pete complete a Special Use Request to submit before council or request that Pete remove the trailers. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve the 2026 Business License Applications as submitted. Councilmember Root seconded the motion. All in favor. Motion carried. (Business licenses approved: AJ Larson Logging & Excavating, Backwoods Sourdough, Pierce Hardware, J and M Tire Shop, Jared Construction, Jared Rentals, Jerry Coles Repair, Mangum's Trucking LLC, Patriots Place LLC, Progressive Jiu-Jitsu of Idaho, Prospector's Paradise RV, Studio 205, Support4Business, Idaho Central Credit Union, Chubby's Pizza (Pierce Pioneer LLC).

Councilmember Jared made a motion to approve the Request for Funds #32 from USDA Rural Development in the amount of \$39,375.66. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Jared made a motion to approve Clearwater Construction Pay Apps #21 in the amount of \$24,179.40 and Pay App #22 in the amount of \$9,946.26. Councilmember Bonner seconded the motion. All in favor. Motion carried.

Councilmember Jared made a motion to approve MSBT Law's Invoice #87157 in the amount of \$5,250. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve Resolution No 534 to surplus the 1973 Trojan Wheel Loader for a minimum price of \$7,500 and the 1998 Chevrolet Pickup for a minimum price of \$600 via Public Surplus auction site. Councilmember Jared seconded the motion. All in favor. Motion carried.

Discussion was held regarding the Drinking Water Facilities Plan. Terrence Stevenson with Merrick & Company contacted Mayor Gerot regarding the fact that there are still funds available with the Drinking Water Facilities Plan grant. Terrence was asking if the City of Pierce had decided which projects proposed in the plan that they would like to move forward with. Merrick would then have environmental studies completed to be paid for with the remaining grant funds, which is around \$12,000. The grant requires a 50% match from the City of Pierce. At this point the council, as previously discussed, wants to see the Wastewater Treatment Plan project to completion before taking on any additional projects. If we were to have environmental studies done for a certain project in the water facilities plan, and then not go with that option, the environmental study would not be usable for other projects.

Councilmember Jared made a motion to enter into executive session pursuant to Idaho Code 74-206(1)(b). Councilmember Root seconded the motion. Roll call: Stinson – Yes, Bonner – Yes, Root – Yes, and Jared – Yes. Executive session entered at 6:46 p.m.

Councilmember Root made a motion to exit executive session. Councilmember Bonner seconded. All in favor. Executive session exited at 7:22 p.m.

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Councilmember Root made a motion to approve a 2.5% cost-of-living increase for all city employees. Councilmember Bonner seconded the motion. All in favor. Motion carried.

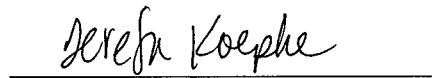
Councilmember Root made a motion to approve a \$3.00 per hour merit increase for the City Clerk and a \$3.00 per hour merit increase for the Maintenance Supervisor. Roll call: Stinson – No, Bonner – Yes, Root – Yes, and Jared – Yes. Motion carried.

Announcements/Councilmember Input for Future Agenda Items – It was requested to have a discussion regarding Judgetown Water and Sewer District in six months.

Councilmember Bonner made a motion to adjourn. Councilmember Stinson seconded the motion. Meeting adjourned at 7:29 p.m.


Greg Gerot, Mayor

ATTEST:


Teresa Koepke, City Clerk/Treasurer