

City Council Minutes

April 9th, 2025

Call to Order: Mayor Carson called meeting to order at 6:01 p.m. on April 9th, 2025

Employee Attendance: Leroy Kuykendall-Maintenance, Cindy Nichols Clerk/Treasurer, Anthony Gravenmier-Maintenance/Water, and Justin Beard-Water Operator.

Public Attendees: Todd Carson, Joe Gish

Pledge of Allegiance: lead by Milt Nodacker

Proposed Amendments to the Agenda: None

Approval of March 12th regular meeting minutes and the March 19th work session minutes: Will be presented for approval at the May meeting.

Roll Call and Conflict of interest: Council President Milt Nodacker, Council Person's Gina Gravenmier, Tammy Hassell, and Mayor Cheryl Carson. No Conflicts of interest. Council Person Rob Milchak is not present.

Financial Report: Report was presented by Cindy (City Clerk/Treasurer. President Nodacker asked about the .03 balance in one of the water accounts at LGIP. Council Person Hassell suggested that we bring that balance to \$300 so that it can be making money while setting there. Topic was discussed and Council Person Hassell made a motion to move 299.97 from the PIFCU account into the LGIP account to bring it to a \$300 balance. Council Person Gravenmier second the motion. Mayor Carson asked for a vote of all in favor. Approved by unanimous vote.

Bills to pay: Council President Nodacker moved to approve Bills to be Paid. Council Person Hassell 2nd the motion. Approved by majority vote.

Guest Speakers: None

Citizen Comment Period: Joe Gish complemented the city on its website and said that it looks nice. He also reminded the city that if we had not contacted Lewiston Airport regarding the snowplow that we should probably do that soon.

Old Business:

Cost of the new Government Microsoft 365 accounts. Council President Nodacker made a motion to table this topic since Council Person Milchak is not present and oversees this topic. Council Person Hassell 2nd the motion. Approved by majority vote.

Options for overdue/past due bills (leans, collections, etc.) Brief discussion was had on prior methods used to receive overdue funds owed in the past. The Faucett account at 520 Lulu Street was turned over to collections in the past for an amount of over \$7,000, and we have not been able to find documentation as to monies being received from that action. The council feels the best overall choice is liens and collections.

Review financial reports and clarify which format is wanted. Council Person Hassell made a motion to move this topic to be addressed to the # 10 topic on New Business. Council Person Gravenmier 2nd the motion. Approved by majority vote.

Review draft of incorporating ordinances 64 and 172 into Ordinance No. 186. Council President Nodacker asked if everyone had reviewed the draft that Council Person Milchak had emailed everyone.

Everyone had reviewed it and agreed that we should wait until Rob returned to discuss this topic at the work session and then revisit it for possible approval at the May meeting.

Council Person Hassell made a motion to table this topic until Council Person Milchak is present.

Council Person Gravenmier 2nd the motion. Approved by majority vote.

Update on the Lulu Bridge. Mayor Carson discussed the minutes from the meeting with TD&H with the council. The engineers believe that the Little Canyon Bridge and the Lulu Bridge will both be going in summer 2026. The design of the Lulu Bridge is at about a third of the way through the process and is progressing well. They were very pleased to work with Shane Miller in relation to where the temporary bridge will be placed until the completion of the new bridge.

When to implement the water rate increases. The 5% water rate increase was discussed, and a suggestion was made to implement the 1st 5% increase on the July bill and then another 5% on the October bill. The mayor will work on the resolution and will include in that resolution that a 5% rate increase will be implemented every Oct 1st until the Plant Replacement Account has sufficient funds in it to support the replacement cost of a new water plant.

Council President Nodacker made a motion to approve the 5% increase in June, a 5% increase in October, and that the resolution state a rate increase of 5% be in effect until sufficient funds is reached to support the replacement cost of a new water plant. Council Person Hassell 2nd the motion. Approved by majority vote.

New Business:

Update on AmeriCorps crew working on the Community Building. The mayor discussed all the work that the AmeriCorps team has done in the City of Peck and that we are looking forward to having an open house at the community building to show off their hard work. The leaders of the AmeriCorps team are present and thanked the city for being so welcoming.

CEDA Spring conference. Cindy advised that the CEDA Spring Conference is at the end of April and suggested that the Council approved for people to attend this year. There is a \$30 fee per person, and it is being held in Lewiston at the Hell Canyon Inn.

Council President Nodacker made a motion to approve for 2 people to attend. Council Person Hassell 2nd the motion. Approved by majority vote.

Emergency Warning Project. The mayor thanked President Nodacker for all his hard work getting the Emergency Warning Siren up and running and suggested that a motion be made that a reimbursement be made back to him in the amount on the invoice of \$219.36 plus the cost of \$79.87 for the extra wire to get it mounted on top of City Hall. Council Person Hassell made a motion to reimburse the total of \$299.23 to President Nodacker.

Council Person Gravenmier 2nd the motion. Approved by majority vote.

ICRMP policy appraisal. A copy of the new policy was made available to the council and all city employees. Mayor Carson asked Leroy to check the policy to the items in it pertaining to maintenance and confirm that the coverage is accurate and if there is anything that needs to be added to please let her know. She requested the same from Justin and Anthony at the water plant.

USPS' newly proposed rental agreement. Jones, Lang, and LaSalle, sent us a Letter of Intent on behalf of the US Postal Service to renew the lease. The packet has been sent to the city attorney for review. The attorney suggested a rate increase to cover the new heating and cooling system would be a starting point. Council Person Hassell suggested raising the rate to \$500 per month.

Thank you to LBCC for the \$300 donation to complete the improvements inside the Community Building. (paint). We are beyond grateful to LBCC for all the work they have done for the community and the city. And a huge Thank You for the donations they have made to help make improvements to the community building.

Summer volunteer program for kids. Council Person Hassell suggested that the city start up a volunteer program for all ages to help with things the city/community may need or want done. Everyone present at the meeting thought it was a great idea.

Grant committee update. Council Person Gravenmier has been working diligently on grants for the city. She gave an update on what she and the committee have been working on. The committee is working hard toward getting the city to where it needs to be for a new water plant. She spoke with Dodd Snodgrass at CEDA who provided her with the step needed to proceed and apply for grants for much needed improvements to the city's water infrastructure. DEQ, Army Corp of Engineers, USDA are who to contact for assistance and information. She and Anthony have contacted Hannah at DEQ and Kerry Huss from IRWA, Hannah advised that there are "NO" grants for small repairs, DEQ does have "match grants" for engineers and infrastructure replacement and there is a possibility that USDA would match the cities half of the grant.

Gina suggested that Leroy, Anthony, and Justin get together and make an area priority list for the water with a price list. All three stated that they could get to work on that right away.

She also gave updates on community project grants and Council Person Hassell mentioned that T-Mobile has a grant for community projects. The committee is getting estimates and will be putting the city in for this grant.

Schedule budget hearing (proposed dates are August 4th, 5th, or 6th). Council Person Hassell made a motion to schedule the budget hearing for August 4th at 6 p.m. Council President Nodacker 2nd the motion. Approved by majority vote.

Quick Books online. Council Person Hassell addressed the need for Quick Books online. It will help with meeting the auditor's suggestions for checks and balances. The city's prior administration received a letter from the auditors saying that it is bad for the city not to have a check and balance process. Tammy advised that she will be drafting a letter to the Idaho Tax Commission asking that they delete/forgive the \$780 tax bill received for the Idaho Tax paperwork that was not filed for 3 years.

Council President Nodacker made a motion to move forward with Quick Books online and make the purchase. Council Person Gravenmier 2nd the motion. Approved by majority vote.

Employee Briefings:

City Clerk: Cindy advised the council she needs a new stapler for City Hall. Council President Nodacker made a motion to purchase the stapler for City Hall. Council Person Gravenmier 2nd the motion. Approved by majority vote.

Maintenance: Leroy discussed the city limit signs in Old Melrose and expressed his concerns to County Commissioner Gish.

Leroy built a road maintainer for working on the city streets. He has been working on the streets at least a couple hours a day during the week. Roads are looking better, but the city still needs a road grader. He and Anthony will be going to Elk River on Friday to check out the road grader that Leroy has been keeping an eye on and waiting for the snow to melt enough to go up and look at it.

He advised the council he needs 2 more valves to fix the ones that he is unable to turn. The price for one is over \$1,000.

He is going to work on the water leak at Pete's starting next week. Leroy stated that he knows Pete said he would dig it up, but we can't wait any longer. The leak must be fixed as soon as possible. He will let the city know before he starts working on it, so that they can put an alert out on the website and notify those in the affected area when the water is going to be shut off.

He also advised that the city needs to buy gravel. He needs 1 truck load. He will be working on the ditch up on Elwood and will do the locating but wants to let the city know that there is a strong possibility that he may hit the line that is in the ditch.

And lastly, he needs approximately \$200 worth of tools to start with.

Water: Anthony has no updates.

Justin gave an update on the leak detection that was done a week ago. There were several leaks detected. The homeowners were notified of the leaks found on their side of the meters, 1 meter was replaced immediately, and the city will be getting to work on the repairing the leaks on the cities side next week. We have several meters that need to be replaced. Jutin advised that when looking into ordering new meters the current meters we are using are being phased out and electronic meters are what most cities are using now.

Justin also reported that he has been researching a new pressure release system for the city and all in total the price is approximately \$20,000.00. And along with the cost is a steep lag time. There is a possible 4-month time frame for getting the system delivered if we were to order one. Justin will work on getting new estimates and giving an update at the May meeting.

He also updated the council on the repairs and replacement of the air leak on the membranes at the plant. The ten valves on membrane #1 have been replaced and it is working much better. The air compressor is also not having to work as hard. Ten more valves have been ordered and as soon as those come in Justin and Anthony will get those placed on membrane #2.

Justin and Anthony are working on getting quotes for a replacement pump for membrane #1.

Mayor's Comments and Questions: A work session is scheduled for April 22, time to be announced.

Council Comments and Questions: None

Adjournment: 8:16pm

Mayor

Date

Clerk/Treasurer

Date