



## Elk River City Council Meeting Minutes

Wednesday, June 12, 2024

9:15 a.m. – 11:16 a.m.

Andrew Bloom Community Center, 112 South Second Street, Elk River, Idaho

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**Members present:** Mayor Dave Brown, Councilwoman Tena Williams, Councilwoman Debbie Manwaring, Councilwoman Marsha Martin, Councilwoman Denise Schroedl

**Staff present:** Christina Bartlett: Clerk/Treasurer, Randy Ball: Public Works

**Visitors:** Michelle Bly: TD&H Engineering, JW Ingraham: Elk River Fire Department, Terrance Stevenson: Merrick & Co., Susan Jacobson: CCED, Vicki Buchert, Eric Flemming: Broadband Advisory Board with CCED, Lawren & Teresa Harper, Doug Nelson, Sean Wilson, Tonya Delphous

1. Call to order
  - Mayor Dave called the meeting to order at 9:15 a.m.
2. Pledge of Allegiance
  - Was said.
3. Appointment to fill council seat left vacant by Councilwoman Connie McCartney and administer the oath of office
  - Councilwoman Martin made a motion to nominate Denise Schroedl to fill the council seat left vacant by Connie McCartney. Councilwoman Williams 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye. **Motion Carried.**
  - Clerk Christina administered the oath of office to Denise Schroedl.
4. Approve minutes May 8, 2024 meeting and May 21, 2024 special meeting
  - Councilwoman Williams made a motion to accept the minutes from the May 8, 2024 meeting and May 21, 2024 special meeting. Councilwoman Manwaring 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
5. Financial Report
  - Councilwoman Martin made a motion to accept the financial report. Councilwoman Williams 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
  - a. Pay bills
    - Councilwoman Williams made a motion to pay the bills. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
6. **Visitors:**
  - Sean Wilson: informed on the campground he is putting gin between Elk River and Bovill on “BBQ Hill”. It will not be short term, more like individual leases, no sewer, will have power, approximately 16 acres in size, hopes to have it running by next summer, will be doing background and credit checks on applicants
  - Vicki Buchert: does not believe 2,000 gallons included in the city’s water base rate is enough. She sees people, including residents, use the rv dump station water spigot and not making donations.
  - Lawren and Teresa Harper added to Vicki’s comments that they see people washing their ATV/UTV.
  - Council and staff responded that there are people that go and talk to those absung the

station when they are informed of the abuse. Donations at the station have increased since it was fixed up.

7. **Reports**

- a. Clerk
  - Christina went over the Clerk report.
- b. Public Works
  - Randy went over the Public Works report. Public Works is working on replacing broken meter boxes this summer. Councilwoman Williams inquired about the need for sand at the water plant. Randy stated that he is already working on securing more sand.
- c. Mayor
  - Normal taking in water tests & deposits. Met with the County Commissioners last week on the solid waste tax. An agreement was made where the city would receive the monies from inside city limits and the county would keep the monies from outside city limits that the city provides garbage services too as their “administrative fee”. The County should have an agreement to the City shortly. ITD is going to be fixing all the spots on the highway between Elk River and Bovill this summer, the Mayor is going to talk to Montly/Montly about a possible solution for Front Street.
- d. Council
  - Councilwoman Williams reported that Andre Molsee has a conditional use permit application in with Latah County to install a gun range on his property on BBQ Hill.
- e. Fire Department
  - Assistant Chief JW Ingraham reported that the Fire Department will be selling hamburgers/hotdogs at the fun run this weekend. The live fire training they had went well. They will be selling hamburger/hotdogs July 6<sup>th</sup>.
- f. Clearwater Highway District
  - Report included in council packets.
- g. Ambulance
  - none.

**Council Business Items**

8. Broadband project & need for an Elk River Representative for the Broadband Advisory Team: Susan Jacobson, CCED
  - Susan Jacobson and Eric Flemming went over the purpose of the Broadband Advisory Team and their mission to identify the need for better internet, specifically broadband, in Clearwater County. Tena Williams will serve as the Elk River Representative.
9. Resolution 06-12-24.1: Idaho Gem Grant Application for helipad
  - Susan Jacobson gave an overview of applying for a GEM grant to have the helipad area paved. There is a 20% for the GEM grant. Councilwoman Manwaring asked if there were any concerns with the helipad bordering residential area and if there are water and sewer lines running under the pad. There are no concerns regarding it being in a residential area and there are water and sewer lines under there but it is not a concern.
  - Councilwoman Williams made a motion to adopt resolution 06-12-24.1: Idaho Gem Grant Application for helipad. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye,

Councilwoman Schroedl – aye. **Motion Carried.**

10. Wastewater Facilities Project update

- Terrance Stevenson reported that the Contractor is mobilizing and construction will start next week. Merrick is talking with DEQ and USDA about funding for Phase II. Looking to put an application October 1<sup>st</sup>. They are also looking at possible ARPA overage funding available through DEQ.

11. Review properties on the spring nuisance abatement list Adopt Ordinance #227 and the summary for publication

- Councilwoman Williams made a motion to have the City Clerk write Judy Miller another letter regarding her violation of the nuisance abatement, contact the Clearwater County Sheriff's office and have them deliver the letter. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**

12. Appointment of Council President

- Councilwoman Martin made a motion to appoint Councilwoman Denise Schroedl Council President. Councilwoman Manwaring 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**

13. Appointment and authorization of signers on city accounts

- Councilwoman Martin made a motion to remove Councilwoman Connie McCartney from the four (4) City banking accounts at Umpqua Bank: General Fund Checking-3207, Water/Sewer/Garbage Checking-2342, LID Checking-3194 and Water System Project Checking-4722 and replace her with Councilwoman Denise Schroedl. Councilwoman Manwaring 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**

14. Fiscal year ending 2025 “budget talks”

- It was brought up to look into local option tax such as resort tax. The Clerk will look into it.

15. Proposed Elk River camper ordinance update

- Clerk Christina reported that the Clearwater Sheriff's Office had not gotten back to the City with comments regarding the proposed ordinance. Doug Nelson spoke against the proposed camper ordinance. A special meeting was set for July 1, 2024 at 5 p.m. to hear the public's comments to the proposed ordinance.

16. Review City Ordinance 102c: Zoning

- The Clerk reported that the age of mobile homes that other cities allowed was 20 years. She cannot find example verbiage of replacing torn down houses with houses versus allowing rv's to occupy the empty lot. She will continue researching the request.

17. Resident's Solid Waste tax possible update

- Update given during Mayor's report. See above.

18. Elk River Communication update:

- none.

❖ Meeting adjourned at 11:16 a.m.

Minutes submitted by Christina Bartlett, City Clerk/Treasurer

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Dave Brown, Mayor

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Date

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Christina Bartlett, Clerk/Treasurer

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Date