

RIGGINS CITY COUNCIL
September 14, 2022 – 6:30 p.m.
Riggins City Hall

The regular meeting of the Riggins City Council was called to order by Mayor McClure.

Councilors present – Sampson, Akins, Clay and Wilson.

STAFF: Dan Wash, Cody Killmar, Jeff Joyce

GUESTS: Tony McDonald, Lisa Smith, Jesse Douthit, Scott Carnes, Joyce Close, Sherri Cereghino

AUGUST MINUTES: Council members were individually polled and all confirmed they had read the August meeting minutes. Motion was made by Sampson to approve the August meeting minutes as presented; motion was seconded by Akins. Voting yea, Wilson, Akins, Sampson and Clay. No nays; motion carried.

FINANCIAL STATEMENT and BILLS FOR PAYMENT: The financial statement was read detailing \$4,026.77 paid after the August meeting bringing the total August disbursements to \$79,338.29. Bills in the amount of \$53,089.69 were then presented for payment. Motion was made by Wilson to approve the financial statement and allow the bills for payment; seconded by Akins. Voting yea, Wilson, Clay, Sampson and Akins. No nays; motion carried. A copy of the financial report is attached and hereby made a part of this record.

LAKE SHORE DISPOSAL – CONTRACT RENEWAL (Scott Carnes): Carnes reported 475 tons in 2021, and 298 tons to date in 2022. Carnes indicated he has had some difficulty finding employees; company has increased pay to \$30/hour; he is in the process of training new employees. The five-year contract between Lakeshore and the City expires September 20, 2022; he asked the City Council to consider renewing the contract for 10 years. This would allow Lakeshore to look at long term infrastructure needs and would provide continuity with other company contracts. Discussed the historic CPI (Consumer Price Index) increases with the last increase being 8.6%. Reviewed the contract; Carnes indicated they would like to revise #7 – RENUMERATION to the most current CPI (not previous year's). Briefly discussed the Idaho County Transfer Station south of Riggins becoming operational in the future; Carnes stated Adams County/Council has a lined landfill which is the only one in a large area. After discussion, motion was made by Akins to approve a 10-year contract with Lakeshore Disposal including the revision to #7 in the contract; motion was seconded by Sampson. Voting yea, Akins, Clay, Sampson and Wilson. No nays; motion carried. Carnes will revise the contract and forward to the City Clerk for signature.

301 NORTH CHURCH LANE – TONY MCDONALD: Mr. McDonald reviewed drawings detailing his plan to convert the shop to a separate living unit in the future. Discussed the water and sewer Hookup Connection Fees that will be required (W-\$3K; S-\$7.5K). Dan indicated the City requires the property owner to contract to have the work completed will work with McDonald to assure the utility work is done to Code.

PUBLIC COMMENT:

1. Lisa Smith – 1436 North Main: Addressed the Council regarding the Lateral that goes through the Big Eddy RV Park is inoperable, and she is unable to use the ditch as a result. Smith is concerned about using City water on her garden and understands the City water is a valuable resource. She has contacted the RV park owner who has indicated he does want to remedy the situation. In addition, Smith requested the City Council's assistance with getting the speed limit on the north end of town reduced to 25 mph. Currently, the speed limit increases to 35 mph near the intersection with Borah. The City Clerk reported that Smith recently inquired about this at City Hall. Clerk contacted ITD the end of August, and was referred to the Equipment and Materials Manager

for District 2 who indicated a speed study was the next step. Councilor Wilson explained how the speed test works... *a speed study either using Radar or tube counters is conducted to determine the 85th percentile speed for the traffic in the area. If the 85th percentile speed is near or above 35 mph, then the speed will likely not change. If the 85th percentile is closer to 25 mph, then ITD would consider proceeding.* The ITD Board has to approve all speed limit changes now and ITD has to present a study to justify the change. Discussed the dangerousness of the area, increased pedestrian traffic, and near misses that have happened. Clerk reported she and Dan are planning on meeting with ITD in the near future to discuss upcoming projects, and will make it a point to review this concern with ITD staff. Council expressed their appreciation for bringing the issues to the Council's attention.

2. Joyce Close – 1004 N. South Street: Addressed the Council about what ordinances the City has regarding junk, stating she is concerned about the condition of some properties on the north end of town. The Council reviewed Municipal Code 6-1-26: ***"Keeping of Junk Restricted – it shall be unlawful for any person to store or keep any old articles or materials which may be classified as junk, adjacent to or in close proximity to any school house, church, public park, public grounds, business buildings or residences without first providing proper and tight buildings for the storage of the same."*** After discussion, the Clerk was asked to send examples of other city ordinances addressing the issue to the Council via e-mail for review. Council thanked Close for bringing her concerns to the Council's attention. Issue was tabled until the October meeting.

DEPARTMENT REPORTS

LIBRARY – no report

FIRE – Jeff Joyce reported the following:

- Incident reporting – a new tablet has been purchased which will allow Jeff to enter reports into NFIRS. Cody has assisted Jeff in getting the system up and going. An agreement was made with NFIRS that will allow Jeff to enter three years worth of reports which NFERS will accept which will allow Jeff to apply for grants, etc. As part of the agreement, reports must be completed within 30 days of incident.
- Budget truck accident – this truck went over the side of the highway and came to rest on its side in the Riverside RV Park north driveway; no injuries. Jeff does want to bill for services provided on this incident.
- Blue Pickup – new battery installed.
- Green truck donated from SRRFD – working on repairing issues. Will be put in service this weekend.
- Surplus vehicles – Mack and LaFrance. Discussed possibly marketing the engine to entice buyer, or perhaps a landowner would want the truck for fire protection. Councilor Sampson indicated he would reach out to some contacts who might be interested.
- Fire Prevention Week – October 2 to 8; scheduling event with school.
- Chili Cookoff – October 22nd.
- Ropes and Knots training – November meeting.
- Bench – budgeted \$700 for a bench firefighters could use to put equipment on; Jeff has waited in hopes cost of materials would go down; will proceed.

AMBULANCE – Cody reported the following:

- ◆ A tour of the station remodel was held prior to the City Council meeting tonight with a demonstration of the new Auto Pulse CPR device.
- ◆ Station was repainted recently; Stibnite Foundation Grant funded the project.
- ◆ Advanced EMT Course will begin in November; textbooks have been ordered.

- ◆ Aluminum Can Recycling – discussed the future of this effort. Recycling site will not allow any garbage or plastic in the sacks being processed; as a result, the donated sacks must be opened and “cleaned” before transport to Lewiston which is quite time-consuming. In addition, to transport cans a trailer is currently being borrowed. Dan offered the use of the Public Works trailer in the future. After discussion, a call for volunteers will be in the October City Newsletter.

PUBLIC WORKS – Dan Wash, PW Director, provided the following report, with pictures:

- ◆ Apprenticeship Program through Idaho Rural Water Association – Shane, Eric and Trenton started the program with orientation in Boise last week. As part of the program, Dan completed a Mentor training. The guys are participating in a weekly 4-hour ZOOM class.
- ◆ Park – vandalism caused an issue with the door to the handicap restroom; as a result, a partition was installed and the door lock removed; hopefully, this will reduce vandalism.
- ◆ Park – Flag Pole – will be working toward replacing the current flag pole with a surplus street light pole.
- ◆ Park – Veterans Memorial – Dan would like to see the Veterans Memorial renovated; he recently visited the Park in White Bird and was very impressed with their site; would like to include the American Legion in the planning.
- ◆ Irrigation Ditch – overflow issues caused by debris plugging up the ditch. Ditch will be turned off in October. Crew will begin work this fall to inventory all the culverts, and address lateral problems in North Riggins.
- ◆ Street – years ago, the City was part of the Upper Clearwater Transportation Council. This group can be beneficial to grant funding through LHTAC. Dan has reached out to the UCTC about joining.
- ◆ Facility Plan Update – work is continuing with Mountain Waterworks; data is being collected; additional sample testing is being completed; manholes are being inspected.

DAN WASH – 5 YEAR CERTIFICATE: At this time, Mayor McClure presented Dan with a Certificate of Appreciation for 5 Years of Service with the City.

IRRIGATION DITCH – Revisited the Rusty & Tessa Howard correspondence from July and August:

7/21/22 – “I am writing this email to inform you that I received a letter about the Lateral Ditch Maintenance. I wanted to let you know that we pay for the ditch and have since 2013, but do not have access to the ditch. It is behind our fence on our neighbors property, therefore, we are unable to maintain the ditch.”

8/19/22 – “I don’t have access to the ditch and would like that to be noted. I pay for it without access and I do not want to get a \$500 fee imposed because I don’t have access to it from my property.”

Following a lengthy discussion about easements and what qualifies as “access”, the Clerk will draft a letter to Howard’s stating they will not be charged the Lateral Maintenance fee since they do not have access to the lateral.

DISPATCH SERVICES AGREEMENT – IDAHO COUNTY: Council reviewed the agreement which is effective October 1, 2022. The fee is \$8,760 for the first year and increased by 3% annually thereafter. Services include 911 calls answered; dispatching medical calls, fires and fire alarms in the City of Riggins; dispatching service for Salmon River Dive Team; and dispatching service for the City Public Works Department After-Hour Emergencies. Councilor Wilson noted the termination clause was only 30 days, and suggested extending that to 90 days. After lengthy discussion, motion was made by Wilson to accept the Dispatch Services Agreement with Idaho County; motion was seconded by Akins. Voting yea, Akins, Clay, Wilson and Sampson. No nays; motion carried.

CITY ATTORNEY AGREEMENT: Council reviewed the agreement document from Wright Law Group; Billing rate is \$200 per hour; no retainer is required. After discussion, Council agreed that a monthly report should be included with billing. Motion was made by Sampson to approve the City Attorney Agreement with Wright Law; motion was seconded by Wilson. Voting yea, Wilson, Clay, Akins and Sampson. No nays; motion carried.

RIGGINS HOUSING TASK FORCE: No report.

FY2021 AMBULANCE SERVICE WRITE-OFF REPORT: Council reviewed the insurance write-offs totaling \$14,744.26; it was noted the City has a contractual obligation to write off these charges. After discussion, motion was made by Clay to approve the insurance write-offs in the amount noted; motion was seconded by Akins. Voting yea, Akins, Clay, Sampson and Wilson. No nays; motion carried.

MUNICIPAL CODE 6-1-26 – KEEPING OF JUNK RESTRICTED: Briefly reviewed Code, and some examples of other city's ordinances. Tabled issue until October meeting.

CITY LOGO: Councilor Clay suggested a new logo for the City be created. After brief discussion, Clay indicated he would contact the school and request some feedback from students.

VACATION RENTAL – WATER RATE CHANGE: Revisited changing the water rate on vacation rentals to Large Commercial. City Attorney, Adam Green, provided feedback via email: searched Idaho Cases on point as to whether a short-term vacation rental is "commercial" use or "residential" use and could not find one. Green also expressed concern about the frequency, or infrequency, of renting a property short-term; suggested focusing on whether the dwelling is occupied by the property owner... "Any residential property lodging use, that is not a hotel or motel or bed and breakfast, in which a dwelling unit, or any portion thereof, is offered or provided to a guest for a fee for fewer than thirty consecutive nights and is not occupied by the owner thereof for at least six months during the calendar year." After lengthy discussion, it was agreed this is a commercial business. Motion was made by Sampson to change the wording on the draft Resolution as indicated by Green; motion was seconded by Clay. Voting yea, Akins, Clay, Wilson and Sampson. No nays; motion carried. Clerk will revise the draft resolution for approval at the October meeting.

RIGGINS EMPLOYMENT ISSUES: No discussion.

CITY PARK BOAT RAMP PROJECT: Clerk reported an update was received from Nathan with Welch-Comer who met with Cook and Sons the first week in September and they are in the process of putting together a schedule and getting all their sub-contractors back online; tentatively plan on starting work in November; the permit requires below ordinary highwater mark work to be completed before February 28, so they are planning to have the ramp done before then and will likely pave the road in the spring once the asphalt plants open.

BILLING ADJUSTMENT REQUEST: Trustees with the Salmon River Community Church are requesting an adjustment on their bill due to a water leak discovered in July at their 1224 N. North Street property; used 199,700 gallons in July due to a ruptured line in the swamp cooler. After discussion, motion was made by Wilson to approve an adjustment on Account #1-60 to minimum; motion was seconded by Sampson. Voting yea, Clay, Wilson, Akins and Sampson. No nays; motion carried.

COMPREHENSIVE PLAN REVIEW: Work is continuing and nearing completion. No meeting scheduled in October.

PAST DUE WSG ACCOUNTS/UTILITY CHANGES: reviewed; also reviewed lengthy report of accounts with water usage over 30,000 gallons.

FACILITY RENTAL APPLICATIONS

Heritage Center:	Scott Sumpter – September 18
	Patty Solberg – September 24
Riggins Community Center:	Etwinda Owens – Upper Level – November 12

CLERK REPORT:

- ✓ Idaho Parks & Recreation is accepting grant applications until January 27, 2023. It was recommended the City complete the current Boat Ramp project before applying for another.

At 8:55 p.m., Councilor Clay made a motion to enter into Executive Session under Idaho Code 74-206(c) to discuss acquiring real property; motion was seconded by Akins. Mayor McClure conducted a roll call vote: Clay–aye; Wilson–aye; Sampson–aye; and Akins–aye.

At 9:10 p.m., Councilor Wilson made a motion to end the Executive Session and resume regular business; motion was seconded by Sampson. Mayor McClure conducted a roll call vote: Clay–aye; Wilson–aye; Sampson–aye; and Akins–aye.

At this time, a motion was made by Wilson to have Mayor McClure draft a letter asking that the City of Riggins be given the first right of refusal should the owner decide to sell the property at 1208 N. North Street; motion was seconded by Clay. Voting yea, Wilson, Sampson, Clay and Akins. No nays; motion carried.

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully Submitted,
Brenda Tilley, City Clerk-Treasurer