

**RIGGINS CITY COUNCIL**  
**CITY COUNCIL MEETING**  
January 10, 2024 – 6:30 p.m.

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

**PLEDGE OF ALLEGIANCE**

Roll Call –Akins, Sampson and Clay; Councilor Wilson was absent.

Guests: Scott Linja (via phone), Jerry Walker, Jerry Wolcott, Sherri Cereghino, Lynda Mann, Dave Tucker, Violet Patton, Liz Galli, Megan Thompson, Brandy & Karson Mann, Autumn, Emery and Ella Cameron, Anthony Prado, Dana Greig

Staff: Dan Wash, Savannah Hill, Cody Killmar, Susan Hollenbeak, Trenton Thompson, Eric Coates and Paul Gatti

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

**FINANCIAL STATEMENT and:** The financial statement was read detailing \$1,720.48 was paid after the December meeting bringing the total December disbursements to \$142,147.51. Motion was made by Sampson to approve the financial statement, seconded by Akins.

**BILLS FOR PAYMENT:** Bills in the amount of \$47,146.40 were then presented for payment. Motion was then made by Mann to allow the bills for payment; seconded by Sampson. Voting yea, Mann, Sampson and Akins. No nays: motion carried. A copy of the financial report is attached and hereby made a part of this record.

**INSTALLATION OF ELECTED CITY OFFICIALS:** At this time Deputy Clerk Susan Hollenbeak administered the Oath of Office to Councilors Mann and Sampson. Mayor McClure presented them with Certificates of Election. The election of city council president was tabled until the February meeting.

**AMENDMENTS TO AGENDA:** Motion was made by Sampson and seconded by Mann to add two items to the agenda. Voting yea, Mann, Sampson and Akins. No nays: motion carried.

- City Park Boat Ramp update—Welch Comer
- America Exchange Program—Liz Galli

**ACE'S PLACE PROJECT:** Scott Linja updated the council, available by phone: LHTAC—checklist was turned in, the application for the TAP grant is due January 18<sup>th</sup>. Possible \$500,000 with a 7.34% match. Riggins will be applying for the maximum. This portion is for sidewalks, curbing and drainage structures. Grant will be awarded in March or April but will be scheduled for 2 years out.

**AMERICAN EXCHANGE PROGRAM:** Liz Galli, JSD 243 School Counselor gave a presentation on the American Exchange Program and what it is. It's a non-profit organization that pays for graduated seniors to travel for one week during the summer to experience life in a different social setting (kids from large cities go to small rural towns and small rural kids visit larger cities) to experience what life is like. Students can choose preferences for travel dates and places. Liz brings the students to our area around the end of July and the Hot Summer Nights celebration so they can experience volunteering, participating in the talent show, fishing, whitewater rafting, camping and

other activities. The students stay with host families in our area. Any in-kind donations are accepted, such as gas cards, food cards, donations of trips or any ideas of activities they can be included in. For more information contact Liz @ 208-790-8299. The mayor thanked her for her presentation.

## **DEPARTMENT REPORTS**

**LIBRARY** – reported no issues and things are going well.

**PUBLIC WORKS** – Dan Wash provided the following report:

- ◆ City Park – new flagpole looks really nice.
- ◆ Irrigation Ditch – Dan gave everyone a copy of the issues he has identified with the irrigation ditch. The workers are continuing to work on the ditch and prepare for spring and the culverts in N. Riggins will be replaced soon.
- ◆ Sewer Plant – Currently adding caustic soda to maintain the pH in the plant. We have no ammonia in the discharge.
- ◆ Class II Wastewater Treatment Operator – Dan has passed his test and can now take over signing duties for the plant; we still need to keep Jason Wereley as a consultant as we need a backup operator as well. Dan would like to have Jason at the next City Council meeting.
- ◆ ITD Manhole Replacement – ITD is planning to replace the manholes on Main Street this summer. Dan would like to have lids that lock, so they can't bounce off. They have \$330,000 for special projects this summer. They are hoping to chip seal Main Street as well.
- ◆ Water Hookup – The water line hookup fee has been paid at 1311 Salmon Drive and the owner will have a contractor start on this soon.

**AMBULANCE** – Cody Killmar provided the following report:

- Ambulance District started on January 1<sup>st</sup>.
- Bus accident tonight we had two staffed ambulances and the extrication rig ready in seconds.
- One open ambulance commissioner position.
- Cody is doing his skills testing in Rexburg for his paramedic license next week.
- We will have three paramedics when Cody is licensed: Neil Mooney, Vivian Sheffield and Cody.
- Cody invited Jake Mann to tour the EMS buildings anytime.

**FIRE** – Fire Chief, Paul Gatti, provided the following report:

- ✓ Structure fire on 1/8 that destroyed the Aitken barn and the residence of Josh Jones, the wind and stacks of building materials were very challenging. No injuries reported, but the fire truck did receive some damage which has been turned in to ICRMP. New Meadows brought 3 engines and 12 personnel to help. Fire Marshall will be here Friday to investigate cause.
- ✓ Paul would like to have an understanding with Public Works or a local contractor who can push debris over so they can get water into it.
- ✓ Paul was very happy with the response from local agencies and the ambulance crew helped put out spot fires.
- ✓ Idaho Power was able to shut down the power lines remotely.

**ALCOHOL BEVERAGE LICENSE RENEWALS - 2024:** Council reviewed the report showing ABL licensing. Motion was made by Akins to approve the City Clerk preparing Alcohol Beverage License Renewals as required; motion was seconded by Mann. Voting yea, Sampson, Akins, and Mann. No nays: motion carried.

**CITY IRRIGATION DITCH:** Tabled until next meeting.

**MATT JESSUP – PROSECUTOR OF INFRACTIONS & MISDEMEANORS:** Matt's fees would be hourly and the same as Adam Green's were. He has currently been prosecuting without compensation. City Council discussed and asked Savannah to get more information on the statistics from the past. Tabled until next meeting.

**CITY PARK BOAT RAMP PROJECT:** Nathan Wright with Welch-Comer sent an email that Cook and Sons construction is reporting that sending the stairs to be galvanized will be a significant expense and would like the council to consider simply painting the stairs. Nathan is recommending that under the circumstances the city go with the painted options. After discussion with the City Council and Mayor they decided they would like more information on this and an estimate on the cost of each option.

**DARE TO KAYAK 2024:** Clerk reported that Devon Barker-Hicks has requested the city administer the 2024 grant through Idaho Department of Commerce. The amount this year is \$3,900. Motion was made by Mann to approve the request; motion was seconded by Sampson. Voting yea, Akins, Mann and Sampson. No nays: motion carried.

**TREES AND SHRUBBERY OVERHANGING MAIN STREET:** Councilor Sampson has had a couple drivers of box trucks complain about the trees that overhang the street being too low and not having enough clearance. The Council reviewed the current Municipal Code on trees and shrubs and Dan Wash with Public Works is getting a list of properties so the Clerk's office can send letters to the property owners notifying them that their trees or shrubs need to be trimmed.

**RESOLUTION #24-1 – APPROVING RECORDS DESTRUCTION:** Staff Timesheets dated prior to January 2020 and LGIP statements dated prior to 2019 can be destroyed. Motion made by Akins to approve Resolution #24-1, seconded by Mann. Voting yea, Sampson, Akins, and Mann. No nays: motion carried.

PAST DUE UTILITY BILLS/UTILITY UPDATE REPORTS: Council reviewed the December services past due report, and utility update report.

FACILITY RENTAL APPLICATIONS:

RCC - 2/12 - Idaho Department of Fish & Game, Joe Thiessen for IDFG Public Meeting on season setting. 5pm to 9pm

There being no further business, the meeting was adjourned at 8:16 p.m.

Respectfully Submitted,

*Susan D. Hollenbeak, Deputy City Clerk*