

## **RIGGINS CITY COUNCIL**

April 14, 2021 – 6:30 p.m.

Riggins City Hall

The regular meeting of the Riggins City Council was called to order by Mayor Glenna McClure. Councilors present – Clay, Akins, Wilson, and Sampson.

STAFF: Cody Killmar, Fred Taylor, Jeff Joyce, Dan Wash, Janeen Eggebrecht, Gary Haueter

GUESTS: Jim Chmelik, Sherri Cereghino, Bob Crump, Jon Kittell

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

**FINANCIAL STATEMENT and BILLS FOR PAYMENT:** The financial statement was read detailing \$2,028.58 paid after the March meeting bringing the total March disbursements to \$91,696.98. Bills in the amount of \$54,570.94 were then presented for payment. Motion was made by Wilson to approve the financial statement and allow the bills for payment; seconded by Sampson. Voting yea, Clay, Wilson, Sampson, and Akins. No nays; motion carried. A copy of the financial report is attached and hereby made a part of this record.

**RIGGINS HOUSING TASK FORCE:** Jim Chmelik, representing the Idaho County Republican Committee, indicated he was interested in learning more about the housing issue Riggins is working on.

Councilor Clay reported that a meeting was held April 13<sup>th</sup>; Angela Edward from CEDA, Gavin Lewis from IDA-LEW, and two staff from Idaho Housing Company participated. Mike DeBoer has stated he is considering donating 4 acres of property between the two bridges on the east side of the Little Salmon River. Idaho Housing Company participated in the meeting; they are a non-profit out of Boise that completed a project in McCall (The Springs) which has been successful; they own, build and manage the housing project; rent is based on income; deed restrictions are an option; no vacation rental units. Clay indicated there may be another property in the city that will be donated. Clay will be attending the School Board meeting next week to discuss options there. Clay also stated he would like to research the possibility of an additional local tax, separate from the current Resort Tax, on short-term vacation rentals to be used to fund workforce housing. Chmelik indicated he would like to speak with Clay to discuss the issue further. Briefly discussed hookup fees on new housing; Mayor McClure indicated the Council will consider reducing or waiving hookup fees for new buildings. The next Task Force meeting is Tuesday, April 27<sup>th</sup> at 1 p.m.

### DEPARTMENT REPORTS

**LIBRARY** – no report

**EMS** – Janeen Eggebrecht provided the following:

- 🚑 New ambulance will be ready in May; Rocky Mountain Graphics in McCall will be doing the graphics.
- 🚑 Ambulance A – issues with shocks; repairs completed by Bill Lenhart; fuel line repaired also.
- 🚑 Crew is now meeting monthly with Dr. Dardis to review run sheets; new format for completing run sheets to make it more streamlined for review process.
- 🚑 Ambulance Inspection recently completed and passed.

**ASSISTANT EMS DIRECTOR:** Janeen proposed that her 20 hours per month be split with an Assistant EMS Director. She asked the Mayor and Council to consider appointing Cody Killmar in that position. Cody is the Training Officer and has been a great asset to the EMS. Motion was made by Wilson to approve Mayor McClure appointing Cody Killmar as Assistant EMS Director effective April 1, 2021; motion was seconded by Clay. Voting yea, Akins, Clay, Sampson and Wilson. No nays; motion carried. Mayor McClure appointed Cody Killmar to Assistant EMS Director.

**FIRE** – Jeff Joyce reported:

- Boots that were previously ordered and received are being replaced with correct sizes.
- Traffic Cones have been ordered. White Bird QRU would like to purchase 3 cones.
- Jeff has painted the bathroom in the EMS/Fire Bay.
- Fireworks at City Park are scheduled for Saturday night (Jet Boat Race weekend).
- Jeff reported some items are missing from the Fire Bay – chainsaw, gas can, and fire hose. Cost to replace the Chainsaw is \$830 and Fire Hose is \$150. Clerk reported Northwest Insurance was contacted about filing an insurance claim; discussed security concerns. It was determined the equipment is a loss. Discussed the need to install security cameras, and upgrade security measures.



**PUBLIC WORKS** – Dan Wash reported the following:

**IRRIGATION DITCH – ROCK CUT PROJECT BIDS:** Three bids were received on the project to lower the ditch wall, and remove rocks from the ditch; City is responsible for all traffic control and signage. Project is scheduled for April 21<sup>st</sup>.

*Shepherd's Sawmill & Log Homes Inc.* – first day \$1,000 (includes Mini Excavator and Operator up to 8 hours); if job takes additional time, billed at \$100 PER HOUR. Dump Truck/Backhoe as needed; \$200 per load; Backhoe alone is \$85 per hour.

*Kern Construction Inc.* - \$5,400. Included an option to remove all rock from highway right-of-way and move to ditch slope north of Project - \$3,900.

*SRS Construction* - \$9,200

After discussion, motion was made by Akins to accept the Kern Construction bid; motion seconded by Clay. Voting yea, Clay, Sampson, Wilson and Akins. No nays; motion carried.

- ◆ With Mike Kennedy's retirement, we are in need of a part-time laborer to do irrigation at Park and Heritage Center and to clean the restrooms at the Park on daily basis through the summer. Danya Davis is interested; Dan will have an application completed and discuss further.
- ◆ Street Lights – 9 lights were replaced yesterday; Medley Electric completed the work.
- ◆ Chlorine Tablet machine at plant is no longer working; have been able to change the process to resolve the problem and work around it.
- ◆ DEQ has scheduled an on-site inspection in a couple weeks; this is part of the new permitting process; Jason Wereley is planning on being on-site for this. Potential date is April 21<sup>st</sup> or 22<sup>nd</sup>.
- ◆ Big Eddy RV Park – long term renter encroaching on City right-of-way; moved from lower RV Park when Savages sold property; have storage building which could be moved to the other side of site. Dan has spoken with them, but they are unwilling to move the storage building. Clerk will contact RV Park owner and advise of the encroachment. It was also suggested to research the City code for an "irregular traffic pattern" code.
- ◆ Rubicon Outfitters project – Dan has been in contact with Jim McGarvin who may be the General Contractor on the project which is starting up in the near future.

**ESSENTIAL EMS – Cody Killmar:** Killmar indicated he and his wife, Grace, own Essential EMS which is a web-based learning center for CPR and Basic Life Support. Killmar would like to use the EMS training room for CPR classes in the future, and requested the Council consider a rental fee for the use of that room as they are a private for-profit company. Currently, there is no rental fee for a private entity to use the EMS training room; this will be considered for the FY21-22 Budget.

**IDAHO COUNTY SHERIFF'S OFFICE:** Cody Killmar requested that the Sheriff's Office staff be allowed to use the Council Chambers for the upcoming Jet Boat Race weekend, and Rodeo weekend. After discussion, it was suggested that ICSO use the Heritage Center as it would better accommodate the units.

In addition, Sheriff Ulmer has indicated the ICSO would like the City to consider allowing deputies to use the front office at City Hall to complete reports, etc. there rather than having to drive to Grangeville; this would keep the deputies in the area and available for local calls. Mayor McClure indicated this would be discussed in the future.

**AIRBRIDGE BROADBAND – FREE SERVICE TO EMS/FIRE:** Cody Killmar reported that Airbridge Broadband has offered to install service for the EMS/Fire building at no cost with free service going forward. Mayor McClure stated she had recently spoken with Airbridge about getting service at City Park that would reach the Stage; Airbridge has offered to provide free service for the Park. There is a possibility Airbridge would provide free service to the Library and City Hall. Clerk will check on the possibility of free services at the Riggins Community Center, Heritage Center and treatment plant. Motion was made by Clay to proceed with finalizing the free Airbridge services offered, and to research services for all city facilities; motion was seconded by Sampson. Voting yea, Sampson, Akins, Wilson and Clay. No nays; motion carried.

**WASTEWATER QUALITY ASSURANCE PLAN/EMERGENCY RESPONSE PLAN:** draft plans will be reviewed prior to the May meeting; tabled until May.

**URBAN RENEWAL DISTRICT – 2020 FINANCIAL REPORT:** The Riggins URD held a Public Meeting earlier for the 2020 Financial Report; no comments were received. Motion was made by Akins to accept the Riggins URD 2020 Financial Report as presented; motion seconded by Wilson. Voting yea, Wilson, Akins, Sampson and Clay. No nays; motion carried. Clerk will publish report as required and send to the Legislative Services Office.

**ARBOR DAY GRANT 2021:** The City was successful in their grant application for \$300 through the Idaho Nursery and Landscape Association; only the cost of trees, shrubs and materials related to planting or tree care are eligible for reimbursement. Mayor McClure has proclaimed Monday, May 3<sup>rd</sup> as Arbor Day in the City of Riggins.



**FY21-22 BUDGET SCHEDULE:** Council reviewed the Budget meeting schedule.  
City Council meeting on May 12<sup>th</sup> – accept input from Department heads, contractors;  
Budget Workshop is Tuesday, May 25<sup>th</sup> at 4:30 p.m.;  
Special Meeting to review draft budget is June 15<sup>th</sup> at 5:30 p.m.;  
Special City Council Meeting to adopt tentative budget is July 14<sup>th</sup> at 5:30 p.m.;  
Public Hearing will be held August 11<sup>th</sup>.  
Councilor Sampson suggested scheduling a time with Dan to review Public Works needs.

**IDAHO WILDLIFE FEDERATION REQUEST:** Council held a Special Meeting at 5 p.m. today with a presentation from Garret Visser with Idaho Wildlife Federation on the Northwest in Transition plan Representative Mike Simpson is proposing. Visser requested that the Council review a draft letter of support to Idaho officials, and a draft Resolution. Councilor Akins highlighted the issues being addressed in the proposal, and stressed the need for the Council to research the proposal on Representative Simpson's website; the Idaho County Commissioners have responded negatively to the proposal; Commissioner Brandt expressed negative comments about fish recovery in the Riggins area. Jon Kittell stated he has completed some video vignettes on the proposal and would be willing to share those with the Council. Item was tabled to allow Councilors to review information; will be on the May agenda.

**PAST DUE WSG ACCOUNTS:** reviewed

**UTILITY CHANGES REPORT – HIGH WATER USAGE MARCH:** Riggins Motel has been purchased by Heather Ahlers. Seven properties were on the high water usage report.

**FACILITY RENTAL APPLICATIONS:**

- Tresa Schmutz – July 17<sup>th</sup> – RCC offsite rental of tables and chairs.
- Lynnette Branstetter – September 4<sup>th</sup> – RCC offsite rental of chairs/tables.

**PARK USE APPLICATIONS:**

- ◆ Salmon River High School – May 8<sup>th</sup> for Prom – 7-11 p.m. Stage electricity requested; approximately 25.
- ◆ Dave Tucker – May 29<sup>th</sup> for retirement party – 12 to 8 p.m. Approximately 50 people.
- ◆ Lynnette Branstetter – September 4<sup>th</sup> for Wedding Reception – 8 a.m. to 11 p.m. Stage electricity requested; over 50 people. Host Liquor Liability required.

COUNTY HAZARD MITIGATION PLAN: tabled until May  
MUNICIPAL CODE – UPDATE/REVISION: tabled until May  
COMPREHENSIVE PLAN – CEDA: tabled until May

**SKIP BAILEY – SEWER HOOKUP FEE:** Councilor Sampson requested the Clerk research the sewer connection fee that Bailey paid. Bailey has expressed some dissatisfaction with being charged the fee.

**CLERK REPORT:**

1. Big Eddy RV Park-new owner, Jared Mace, considering putting in a tiny home village; two units being vacation rentals with 6-7 other being long term rentals which would be sold to individuals (condo-type with homeowner association).
2. Swiftwater Cabins will be presenting information to the Council at the May meeting; interested in making units into condos sold off to individuals.
3. COVID Families First COVID Response Act requires employers provide paid sick leave (up to 80 hours) when employee is unable to work because of quarantine or symptoms. Clerk will research and adjust employee personal leave time if conditions apply.
4. KORT radio requested Council consider promotional announcements on their station which broadcasts in Riggins; \$250 for 6 mentions per day. Council indicated this is not within the budget.

There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully Submitted,

*Brenda Tilley*, City Clerk-Treasurer