

**RIGGINS CITY COUNCIL**  
January 11, 2023 – 6:30 p.m.  
Riggins City Hall

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

**PLEDGE OF ALLEGIANCE**

Roll Call – Akins, Sampson, Clay and Wilson.

Guests: Jerry Wolcott, Bill Lenhart, Trish Simonson, Megan Thompson, Sherri Cereghino, Dave Olson  
Staff: Susan Hollenbeak, Jeff Joyce, Shane Harper and Trenton Thompson

**DECEMBER MINUTES:** Council members were individually polled and all confirmed they had read the December meeting minutes. Motion was made by Sampson to approve the November 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 \$35,015.54 was paid after the December meeting bringing the total December disbursements to \$129,241.44. Bills in the amount of \$53,097.07 were then presented for payment. Motion was made by Sampson to approve the financial statement and allow the bills for payment; seconded by Wilson. Voting yea, Sampson, Wilson, Clay, and Akins. No nays; motion carried. A copy of the financial report is attached and hereby made a part of this record.

**ITD PROJECT - SEVEN DEVILS ROAD TO RAPID RIVER:** Bill Lenhart reported that he has been in contact with the Idaho Transportation Department indicating they have \$9 million in emergency funding to complete 25 projects throughout the state. One of those projects is Seven Devils to Rapid River - straightening, improving the shoulder and changing the grade. ITD has 7 years to complete the project. First step is to survey which will be done this spring. The project will impact the City Irrigation Ditch. Lenhart described concerns he has with his property; a turning lane at Seven Devils Road; and Eminent Domain claims. Council thanked Lenhart for the information.

**LETTER OF SUPPORT - SALMON RIVER SCHOOL DISTRICT:** Council reviewed a draft letter of support from Mayor McClure. Councilors voiced their thoughts on the current issues facing the school district. School Superintendent, Trish Simonson, updated the Council on procedures that have been implemented. After lengthy discussion, motion was made by Akins to approve the letter of support as presented; motion was seconded by Sampson. Voting yea, Akins, Sampson and Wilson. Voting nay, Clay. Motion carried.

**ALLIANCE HEATING CORP:** Dave Olson provided the Council with his bid for replacement of the HVAC system for the Library and City Hall - \$24,975; 10 year warranty; electrical, which needs code improvements, is not included.

Council also reviewed and discussed the work that was started recently on the two sleeping rooms in the EMS building; a bid was not provided prior to starting the work; Olson provided the bid details of \$6,500 plus \$1,200 for electrical which was not included in the bid. Olson indicated he could take the two units out if the Council chose to not proceed. Both issues were tabled for the next meeting.

**DEPARTMENT REPORTS**

LIBRARY - no report



PUBLIC WORKS - Shane Harper provided the following report in Dan's absence:

- ◆ Thanked Councilor Clay for calling attention to the potentially dangerous sharp stake which has since been removed. If issues are noted, please do report them to Public Works.
- ◆ Odor problem on the south end of town; the main line was flushed and a blockage was pushed through.
- ◆ Chip sealing North Riggins - Dan is working on getting a quote from HERCO and Knife River.
- ◆ Ace's Place - Request for Qualifications for engineering services is in the works; ADA accessibility, replacing culvert. Councilor Sampson stressed the need to address the manhole issue as well; are there easements or agreements between the School District and property owners?
- ◆ Park Restroom - Plumbing - crew has updated all the toilet and sink plumbing in the Mens and Womens restrooms.
- ◆ Shane expressed the crew's appreciation for the temperature gauge Councilor Sampson provided them with a couple years ago; it's proven very useful. He also thanked the entire City Council for the Chevrolet pickup, the UTV, and the other tools and equipment the crew has been provided with to do their jobs.

FIRE - Jeff provided the following report:

- Welcomed our new volunteer firefighter, Trenton Thompson. Trenton reported he completed both Firefighter 1 and 2 a few years ago, and has also completed some EMT training; he's looking forward to helping the department.
- Tools and fuel were reviewed at the last meeting.
- The green truck has been relocated to the Dive Shop.
- Bonneville County is holding their meeting tomorrow and will declare the 2007 Pierce fire engine surplus at that time. It is available for \$25,000. Jeff hopes to travel to Idaho Falls next week to test out the truck and consider purchasing.
- ISO inspection - waiting for a date for the inspection; January or February.
- Billing - a new form has been created to bill Idaho Transportation Department for car accidents/fires. Attempting to bill insurance company for car accident calls.

AMBULANCE - Cody provided the following report:

- Provided the Council with a statistical report for 2020 to 2022 detailing call volume, call nature, and transport data.
- Advanced EMT Course - the last class will be held January 31st; Karen Akins is the top student. Testing will be completed in March.
- Summer 2023 - working on hiring of EMT's for FY23-24.
- New Ambulance - we have the VIN already. Will be purchasing the radio for the new vehicle asap; will pay substantially more if we wait until we have the ambulance.

AMBULANCE BILLING ADJUSTMENT - Cody Killmar reported that a patient was transported to the hospital with an extensive history of nose bleeds; Medicare denied the billing; an appeal was filed along with a detailed patient medical history. The billing is now in a Level 2 appeal process. Killmar requested the issue be tabled until the outcome is reported.

TEMPORARY VENDOR LOCATIONS - Susan Hollenbeak provided a historical review of where vendors have setup in the past, and the process she follows for permitting. For 2023, the owner of the post Office lot is no longer willing to allow temporary vendors to setup there. Discussed other possible locations including the Riggins Community Center parking lot, Elementary School parking lot, and the south end of Jackson's lot. Vendors must get written approval from the property owner to setup. As per the agreement with ITD, the City Park parking area is off limits.

CITY PARK - CHRISTMAS 2023: the Salmon River Chamber of Commerce has requested to hold their 2023 Christmas Tree Lighting celebration in the City Park. After a brief discussion, motion was made



by Sampson to approve the SR Chamber of Commerce Christmas Tree Lighting in the City Park; motion was seconded by Wilson. Voting yea, Wilson, Akins, Clay and Sampson. No nays; motion carried.

ALCOHOL BEVERAGE LICENSE RENEWALS - 2023: 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 Clay. Voting yea, Sampson, Clay, Wilson and Akins. No nays; motion carried.

CITY PARK BOAT RAMP PROJECT: Councilor Akins reported he, Dan Wash and the Clerk met with the contractor, Brandon Cook, and foreman, Brent Hess yesterday. Project is going well and is on track. Clerk reported the 2023 grant application for Phase 3 (access road) is progressing; focus on obtaining more match funds to meet application requirement; due date is January 27.

DRAFT FIREARMS POLICY: Council reviewed a draft Firearms Policy for City Officials and Employees, prepared by City Attorney, Joe Wright. Councilor Sampson questioned potential liability issues. After discussion, clarification is needed on the law allowing open carry at anytime, and that a concealed weapon must be concealed. Issue is tabled until the next meeting.

RESOLUTION #23-2 - IDAHO COUNTY 2022 MULTI-HAZARD MITIGATION PLAN: Clerk reported that she did participate in the creation of this plan; numerous meetings were held with Idaho County officials and other city representatives. The plan outlines hazardous conditions such as earthquake, wildfire, landslide, etc. and how to best plan for and mitigate impact to our community and residents, etc. Motion was made by Akins to approve the passage of Resolution #23-2; motion was seconded by Clay. Voting yea, Clay, Wilson, Akins and Sampson. No nays; motion carried.

IDAHO RESORT CITIES COALITION: Council reviewed the January 13th ZOOM meeting agenda. Clerk reported these ZOOM meetings will be held every Friday while the legislature is in session. Clerk will forward meeting information to the Council for those wanting to participate.

RIGGINS COMMUNITY CENTER - FEE ADJUSTMENT REQUEST: Council reviewed a request from Laina Walkington who would like to offer a Line Dancing Class to the community; these would be hour long classes a couple times a week. Council questioned if participants would be required to pay a fee; Clerk will contact Walkington. After discussion, a motion was made by Clay to allow Walkington to hold a Line Dancing Class in the upper level of Riggins Community Center with a fee of \$25 per class with the caveat that she will accommodate other paying users if scheduled; motion was seconded by Akins. Voting yea, Akins, Clay, Sampson and Wilson. No nays; motion carried.

#### FACILITY RENTAL APPLICATIONS:

Heritage Center - Sonia Coates; January 12 from 6-10 p.m.

Riggins Community Center - Upper Level - ID Fish & Game; February 13th from 5-9 p.m.

MAIN STREET - PAVEMENT CONCERNS: Councilor Sampson voiced concern about the condition of the pavement on Main Street; need to research the Maintenance Agreement with ITD.

There being no further business, the meeting was adjourned at 8:55 p.m.

Respectfully Submitted,

*Brenda Tilley*, City Clerk-Treasurer