

RIGGINS CITY COUNCIL

March 8, 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: Megan Thompson, Terry Steward

Staff: Jeff Joyce, Eric Coates, Trenton Thompson, Cody Killmar, Karen Akins, Fred Taylor, Grace Killmar, Joshua Banez, Ashley Gautney

AMENDMENT TO AGENDA: Mayor McClure requested an addition to the agenda for the Fireworks at the Jet Boat Races in April. Motion was made by Wilson to add the Jet Boat Race Fireworks to the agenda; motion was seconded by Clay. Voting yea, Akins, Clay, Sampson and Wilson. No nays; motion carried.

FEBRUARY MINUTES: Council members were individually polled and all confirmed they had read the February meeting minutes. Motion was made by Wilson to approve the February 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 \$68,107.01 was paid after the February meeting bringing the total February disbursements to \$166,184.15. Bills in the amount of \$53,302.76 were then presented for payment. Motion was made by Sampson to approve the financial statement and allow the bills for payment; seconded by Akins. 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.

CEMETERY HILL RESIDENTS – GARBAGE SERVICE: Terry Stewart, new site manager for Lake Shore Disposal, introduced himself to the Council. The Clerk reported that residences on Cemetery Hill Road did not have their garbage picked up for three weeks in February. Stewart indicated safety for their drivers and trucks, and Riggins residents, was most important; he went on to say that Lake Shore is committed to providing weekly service as weather permits. Stewart also expressed appreciation for the City crew taking extra cans to the residents. Discussed crediting the Cemetery Hill residents for February billing; Stewart was in agreement. Motion was made by Sampson to approve crediting the garbage billing for February for all Cemetery Hill residents; motion was seconded by Akins. Voting yea, Sampson, Wilson, Clay and Akins. No nays; motion carried. Clerk will send out a letter to Cemetery Hill residents indicating such. Mayor McClure questioned Stewart on their continued support of our special events; Stewart indicated he was in full support of continuing to provide dumpsters as needed with two weeks advance notice. Mayor McClure and the Council thanked Stewart for meeting with them.

REQUEST FOR QUALIFICATIONS – ACE'S PLACE PROJECT: two engineering firms submitted RFQ for the Ace's Place renovations – TD&H Engineering of Lewiston, and Keller Associates of Clarkston. In order to evaluate the RFQ's, a special meeting will be scheduled within 30 days in keeping with the legal notice. Tabled until that time.

ALCOHOL BEVERAGE LICENSE: Rubicon Outfitters LLC has submitted an application for an Alcohol Beverage License to sell beer and wine for on-site consumption; State and County license has been provided. Motion was made by Akins to approve the ABL for Rubicon Outfitters; motion was seconded by Clay. Voting yea, Akins, Clay and Sampson. Wilson abstained. No nays; motion carried.

FIREWORKS DISPLAY – APRIL 15TH IN CITY PARK – SALMON RIVER JET BOAT RACES: Mayor McClure requested consideration by Fire Chief, Jeff Joyce. Jeff approved the event and indicated he has made preparations. After a brief discussion, motion was made by Sampson to approve the Fireworks Display in City Park on April 15; motion was seconded by Akins. Voting yea, Akins, Sampson, Clay and Wilson. No nays; motion carried.

USDA – FOREST SERVICE RENEWAL OF SPECIAL USE PERMIT: Clerk reported the permit for the sewage transmission line through the Hells Canyon NRA property expires soon; there is a fee of \$145 for renewal of the

permit along with an annual fee of \$125 to maintain the permit. The permit is good for 40 years. After a brief discussion, motion was made by Wilson to approve renewal of the special use permit as presented; motion was seconded by Sampson. Voting yea, Wilson, Clay, Akins and Sampson. No nays; motion carried.

DEPARTMENT REPORTS

LIBRARY - no report

FIRE - Jeff provided the following report:

- Cascade system used to fill SCBA bottles was recently serviced; is in good shape.
- Hoods for inside helmets were recently purchased for the crew by Paul Gatti's father... a very nice gesture.
- Responded to two car fires recently.
- Surplus Mack truck discussed; Councilor Sampson has a contact who is looking for such a vehicle for fire suppression; he will reach out to him about purchasing this truck.
- Firefighter I and II course – Jeff has researched and it turns out the course does not need to go through a college. Rules on testing indicate a different department representative can rate and certify our crew. There is an on-line course for \$70 which participants can do as a group. Other departments are interested in participating. White Bird has a new Chief, Paul Hepner.

PUBLIC WORKS – Eric provided the following report:

- ◆ Dan and Shane are at the IRWA conference in Boise this week.
- ◆ Salsnes is back up and running.
- ◆ Eric and Shane have completed the first round of the Apprentice program and will be testing next month. Trenton needs more hours to complete.
- ◆ Culvert projects in North Riggins are on the schedule.
- ◆ Irrigation ditch is being cleaned and burned. Discussed the need to give the staff at City Hall notice when burning is being done; folks passing through on the highway often call 911 to report the fires.

AMBULANCE - Cody provided the following report:

- Ambulance B has been repaired and is running good; back in service

ADVANCED EMT CERTIFICATES PRESENTED: Cody reported 7 of our crew have completed the Advanced EMT course; testing will be completed March 25th and the written exam after that. He reported that Karen Akins, who has never done the Basic course, has been able to finish this Advanced course which is quite an accomplishment. Our ambulance service has not had an Advanced EMT on board for eight years.

At this time, Mayor McClure congratulated all and presented certificates to the following: Joshua Banez, Ashley Gautney, Karen Akins, Grace Killmar, Cody Killmar, Fred Taylor, and Elly Elder (not in attendance).

CITY PARK BOAT RAMP PROJECT: Clerk reported that the Contractor has submitted Pay Request #3 for \$122,132.30, and Change Order #3; Councilor Akins provided insight into the need for the change order.

CHANGE ORDER #3 – three items with net total change order amount of \$7,326.64:

#1 – Catch Basin for \$2606.64 - existing culvert that discharges on the downhill side of the access road ended at the edge of gabion wall; to maintain drainage, new catch basin with weep holes is proposed to collect water and convey to the outlet.

#2 – Concrete Demo & Gabion Repair for \$4,000 – concrete downhill from the existing monument need removed; monument will not be disturbed; cut gabion basket will be repaired with new gabion fabric.

#3 – Rip Rap Expansion for \$720 – rip rap will be installed where concrete is removed in #2.

After review and discussion, a motion was made by Clay to approve the Pay Request and Change Order as indicated; motion was seconded by Akins. Voting yea, Wilson, Akins, Clay and Sampson. No nays; motion carried. Project is on schedule; should be finished up in early April.

IDAHO TRANSPORTATION DEPARTMENT –MEETING HELD 1/30/23: Council reviewed notes from a meeting with Jarad Hopkins and Larry Tillinghast of ITD, Mayor McClure, City Clerk, Eric and Dan. ITD is willing to help the City with some patching using the Durapatch machine; will schedule that in May. Also discussed the manhole issue; Tillinghast is willing to help with this project including opening, renting a plate, etc.; our crew will do the sewer infrastructure part and flagging. Also talked about the Rapid River to Seven Devils Road project scheduled for 2029, and the possibility of adding a city project to this larger project; stressed the need to consider the City Irrigation ditch carefully in this project. Overall, this was a positive meeting.

SECURITY CAMERA SYSTEM QUOTE: As a follow-up to discussion in previous meeting about security issues, Cody Killmar received a quote from Computer Zen for installation and camera systems for City Hall (\$6,980), Ambulance/Fire Station (\$6,980), Park and Visitor Center (\$6,980), Treatment Plant (\$3,940), and Community Center (\$3,940). This information will be considered during the Budget workshop later this year. The Clerk did remind the Council there is a camera system purchased and waiting to be installed.

FEE WAIVER REQUEST: Ellen Johnson made a request to waive or reduce the City Park use fee for Dave Dean's Memorial on June 10. After discussion, the request was denied.

DRAFT FIREARMS POLICY: tabled

FACILITY RENTAL APPLICATIONS:

Heritage Center – Georgia Slichter – June 10 for family reunion

City Park – Hot Summer Nights – July 21 and 22

CLERK'S REPORT:

- ✓ Contacted Idaho Power about applying for a financial incentive for installation of the new HVAC systems.
- ✓ Access Idaho-Payport that processes credit/debit card payments for utility billing will be amending our contract and reducing the fee to the customer to only 3%.
- ✓ Air St. Luke's membership renewals due by the end of March; \$45 for a household through payroll deduction.
- ✓ Comprehensive Plan Public Hearing will be held April 12th at 6 p.m.

RIGGINS COMMUNITY CENTER – PROJECTOR SCREEN: Discussed the need to install a projector screen; there have been numerous times when various presenters have needed a screen. Councilor Sampson indicated he had provided a screen, and it just needs installed; he has an electrician available to do the work. He will check with Dan on scheduling.

There being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Brenda Tilley
City Clerk-Treasurer