



## MINUTES

### REGULAR MEETING OF THE KENDRICK CITY COUNCIL

November 16<sup>th</sup>, 2021

The meeting was held at the Kendrick Fire Hall at 6:00 PM. The Pledge was said, and the meeting was called to order at 6:00 PM on November 16<sup>th</sup>, 2021.

#### Those present

Laurine Hazeltine, Jennifer Perrigo, Keith Wilson, Tristan Kimball, Council members: Paul Rush, Rose Norris, Zach Voglewede, Carol Braford, Mayor Patty Appel, City Maintenance -Jake Lustig and City Clerk -Nadine Towne.

Mayor Patty Appel asked for a motion to Amend the Agenda to include a letter to John Smith from Lewiston (Nez Perce County) to agency assist for Interim building inspector until Tristan Kimball gets his certification to include Commercial building inspections.

Council member Zach Voglewede made a motion to Amend the Agenda to include a letter to John Smith from Lewiston (Nez Perce County) to agency assist for Interim building inspector until Tristan Kimball gets his certification to include Commercial building inspections. Council member Carol Bradford second the motion, all in favor, motion carried.

#### **1) Consent Agenda:**



A. Minutes: Council member Rose Norris made a motion to accept the minutes from October 19<sup>th</sup>, 2021. Council member Zach Voglewede second the motion, all in favor, motion carried.

B. Disbursements: Council member Zach Voglewede made a motion to accept the disbursements of \$14,387.31. Council member Carol Bradford second the motion, all in favor, motion carried.

## **2) Unfinished Business :**

A. All minutes from last 2 Special meetings and Budget (Action Item)

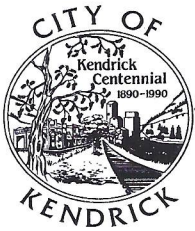
Council member Zach Voglewede made a motion to accept the minutes from 10/26/21, 10/08/21, 09/07/21, and 08/16/21. Council member Rose Norris second the motion, all in favor, motion carried.

B. Web Site (Action Item)

Council member Rose Norris discussed more about the website and that Gina Taruscio will be at City Hall next week to discuss more about the website and working with First Step internet. There will be a startup cost around \$2000.00. Council member Rose Norris will have more information at the next meeting.

C. Bids for the Brush Truck (Action Item)

Mayor Patty Appel opened the 1 sealed bid for the 1982 Brush Truck. The bid was for \$600.00. Council member Carol Bradford made a motion to accept the \$600.00 bid from Brandon Selden-McMahan. Council member Zach Voglewede second the motion, all in favor, motion carried.



### **3) New Business:**

#### **A. Steve Howerton payment (Action Item)**

Steve Howerton was the previous Public Works director for the City of Kendrick.

He came down and walked thru the City with Council member Rose Norris and Fire Chief Val Norris and showed them where all the springs/wells are. Steve gave an overview of how things should be working and what needs to be addressed urgently while the City was in the process of hiring and new Maintenance director. He was in the City for 8 hours and has several phone conversations with council members, the mayor and the new maintenance director. The City would like to pay him his wages for this time. His contract is \$45.00 an hour and .54 per mile for a total of \$554.41. Council Member Rose Norris made a motion to pay Steve Howerton \$554.41 for his time helping the City. Council member Carol Bradford second the motion, all in favor, motion carried.

#### **B. RV sites Longevity/Camper storage space 6 for 3 months. (Action Item)**

Full time camper at space #6 has moved and asked to rent a storage space for \$25.00 a month for 3 months. The Council approved that. The Council discussed the "long term" campers need to have a time limit such as 6 months at a time. Some campers have been living in the RV park up to 5 years. Council Member Rose Norris stated she will look to other cities rules and regulations. She will have more information at next month's meeting.

#### **C. Triston Kimball – Building inspector (Action Item)**

The mayor explained that due to the unexpected passing of Jim Yoeman (building inspector) The City will need to hire a new building inspector. Tristan Kimball will be



taking over Jim Yoeman's position for many other cities. He has several years of experience and has submitted his resume to the City. He will be getting his Commercial building certification soon. The City will need to send a letter to Nez Perce county (John Smith) to asked for agency assist until Tristan has his certification. Council member Carol Bradford made a motion to send a letter to Nez Perce County to ask for agency assist. Council member Rose Norris second the motion, all in favor, motion carried. Tristan Kimball asked about how the billing/payment would take place. The mayor explained that he would receive payment every month after the council approves the disbursements at the city council meetings on the 3<sup>rd</sup> Tuesday of every month. Council member Zach Voglewede made a motion to hire Tristan Kimball as the new city building inspector. Council member Carol Bradford second the motion, all in favor, motion carried.

#### D. Bid for URETEK and Start 2 Finish coating (Action Item)

Jake Lustig the Maintenance director explained that Start 2 Finish coatings has been working the last week in the pool. They have found that the rubberized paint is much harder to get off then they anticipated and is taking off more of the existing concrete. It has left the bottom of the main pool a bit rougher than expected. Start 2 Finish coatings will be submitting a bid to Float the surface for \$25,000.00. Brian from Start 2 Finish stated the pool will still function with out doing this. The question was asked how far into the winter will Start 2 Finish coating be able to work to complete this project. Jake stated that they have a cover that will allow them to warm the inside of the pool to allow them to work and the product to adhere and dry. They City will hold a Special meeting as soon as they receive the Bid.

#### **4) Public Comments/ Audience Comments:**



Council member Zach Voglewede asked if the City could address the “Duck Pond” at 102 Elaine St. with all the water that is accumulating again and deep. Jake the City guy stated he would look into fixing the issue.

### **5) Staff Reports:**

#### **Jake Lustig- Public Works/ Maintenance**

Jake gave his monthly maintenance report(See Attached). He was at training all day today for working in confined spaces. He had TDS repair the telemetry at well#4 so that it will communicate with well #2. He plans to read meters one more time before the snow flies next week and will get the streets swept one more time. He has been checking in regularly with the Start 2 Finish crew at the pool. They have been working late while the weather has been decent. Jake spoke with the City of Potlatch concerning how they winterize their City pool. They use 55-gallon plastic drums half full of water and put in the full pool to keep it from freezing. Jake is looking into the best option for winterizing the City pool now that all the work is being done to repair the leaks. Jake is looking into getting some lock boxes on the 1 ton for tools. The City should look into getting its own Rock rack as Jake was able to borrow one for the City and it did an amazing job cleaning up at the lagoon yard and some of the gravel roads in the City. Jake had to have a drain cleaned out at the sewer lagoon that was Full of rags. He would like to look into getting a head workstation in the lagoon that would trap such debris before it clogs the pumps. He would also like to look into draining the lagoon and getting it cleaned out of all the debris that is existing in the lagoon.

#### **Nadine Towne- City Clerk/Treasurer**

Nadine gave her report for the month that she has been working on all the minutes for the last several special meetings. She will also be gone Monday 11/22/21 for the AIC Fall Academy meeting. She has posted the dates the City office will be closed at City hall, the Post office and online. She will be getting all the information together for the resolution to adopt the 2018 building code. She will be getting the Street and Road report wrapped up and the Audit started this next month. Nadine will also be



looking into a grant for the pool and sending out a letter asking for donations to help with the cost for Start 2 Finish coating to float the main pool.

**6) Adjourn:**

Council member Rose Norris made a motion to Adjourn the meeting at 7:08 pm. Council member Carol Bradford second the motion, all in favor, motion carried.

**EXECUTIVE SESSION (IN ACCORDANCE WITH IDAHO CODE 74-206(1))**

(B) To consider the evaluation, dismissal, or discipline of, or to hear complaints, charges, brought against a public officer, employee, or staff member or individual agent, or public student: (Action Item)