



## MINUTES

### SPECIAL MEETING OF THE KENDRICK CITY COUNCIL

Tuesday December 13<sup>th</sup>, 2022,

Kendrick Idaho

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 6:01 PM.

Those present: Laurine Hazeltine, Jenny Perrigo Jenny Hawkins and Fire Chief Val Norris. Council members: Keith Wilson, Paul Rush, Zach Voglewede by phone, Jesse Wegner, and Mayor Rose Norris, City Maintenance- Jake Lustig, and City Clerk- Nadine Towne

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

##### **A. Minutes: November 15th, 2022 (Action Item)**

Council member Jesse Wegner made a motion to accept the November 15<sup>th</sup> minutes. Council member Keith Wilson seconded the motion, all in favor, motion carried.

##### **B. Disbursements: \$ 24,045.36 (Action Item)**

the other bill was for the water project. Council member Zach Voglewede made a motion to accept Council member Jesse Wegner asked what the Curry Inc.



bill was for? Nadine Towne the city clerk stated part of it was for the lowboy of the street sweeper and the water project on the 9<sup>th</sup> st. Council member Zach Voglewede made a motion to accept the disbursements in the amount of \$ 24,045.36. Council member Jesse Wegner seconded the motion, all in favor, motion carried.

C. Resolution SRF-03 Authorizing Mayor and or Council President to sign All Applications, Funding Agreements, And Other Documents Relating to Kendrick Wastewater

Mayor Rose read the SRF-03 From the State of Idaho Department of Environmental Quality- The SRF-03 is an Authorizing Resolution to allow the mayor and or the Council President to sign all applications, grant agreements, amendments, and other documents relating to the Wastewater Project.

Council member Jesse Wegner made a motion to accept the mayor and or the Council president as signers on the SRF-03 application. Council member Paul Rush seconded the motion, with a roll call vote:

Keith Wilson ~ AYE

Paul Rush ~ AYE

Jesse Wegner ~ AYE

Zach Voglewede ~ AYE

all in favor, motion carried.

D. Trent Charlton Building Permit Fine Arrangement

Trent Charlton at 209 E. A. St. did not get a building permit before starting the siding project at his home. Since a permit is required and



the project if now complete the fine is double per the building inspector Tristan Kimball. Trent asked if he could make a payment arrangement to pay the entire building permit fee of \$1,066.30 for the beginning of January 2023. The mayor asked for a roll call vote to approve the payment agreement:

Keith Wilson ~ AYE

Paul Rush ~ AYE

Jesse Wegner ~ AYE

Zach Voglewede ~ AYE

all in favor, motion carried.

## **2) Unfinished Business:**

### **A. Brocke/Posey/City Survey**

The city is still waiting to hear from Terry Golding. Terry Golding is the surveyor who did this property years ago, so he has all the records.

**B.**

## **3) New Business:**

**A. Well # 2 status and decision regarding the continued use.**

**(Action Item)**



Well #2 is located next to the Fire Hall. Currently the well does not produce much water 15- 20 gallons per minute and is not working properly. Jake Lustig the City maintenance supervisor explained that the city needs to have this well working just as a backup water supply for the city. The water in well #2 comes from a different source and would help the city if there ever were a water shortage. The well, was drilled in the 40's and was last updated in the 80's. Jake will continue to address the issue and if the city can get it fixed. If the city must decommission the well, we have to get permission to do that. Jake will report back to the council next month.

### B. Resolution 17-005 Sewer Rate Increase (Action Item)

Mayor Rose Norris read Resolution 17-005 Sewer Rate

The sewer rates will increase: January 2023 ~ \$3.33 = \$46.38  
June 2023 ~ \$3.33 = \$49.71  
January 2024 ~ \$3.33 = \$53.05

The Mayor asked for a roll call vote to approve Resolution 17-005

Keith Wilson ~ AYE

Paul Rush ~ AYE

Jesse Wegner ~ AYE

Zach Voglewede ~ AYE

all in favor, Resolution 17-005 passed.

### C. Consideration and Decision for an RFQ for CPA Services (Action Item)

The city clerk Nadine Towne explained what has been going on with the audit. There seems to be a lot of benefits with the old accountant



and the city needs more in the way of an accountant. The council will consider an RFQ for an accountant after talking with Will Herrington the city attorney and discussing the contract the city has currently. The city clerk will report back to the council at the next month's meeting.

#### E: Kori Claffey additional hours (Action Item)

Nadine Towne the city clerk explained that her and Kori Claffey have made a lot of headway with the reconciling of the checking accounts. Nadine Towne the city clerk is asking the council for 13 more hours with Kori Claffey to get the 2019-2022 profit and loss statement. Council member Keith Wilson made a motion to approve 13 more hours for Kori Claffey. Council member Zach Voglewede seconded the motion, all in favor, motion carried.

#### **4) Public Comments/ Audience Comments:** No Comments

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

##### Rose Norris Mayor Report ~

Mayor Rose report that the City had received a closing bill from Mountain Waterworks of \$1103.75. The city has had 2 engineer firms contact the city concerning the RFQ for a new engineering. She also explained the zoom meeting with DEQ concerning the City's application for the " new



funding” and that DEQ stated that the city will now go to the “bottom” of the pile but that, that’s good for the city to acquire a new engineer for the wastewater project and getting more reports gathered for the ARPA application. The newsletter information has been sent out.

Jake Lustig- Public Works/ Maintenance ~ Please see detailed report

Nadine Towne- City Clerk/ Treasurer ~

Nadine Towne the city clerk explained that 13 hours have already been spent working on getting the checking accounts reconciled. She has been working on the audit book for 2019-2020. The office files have been arranged in order and the monthly deposits and bills have been taken care of.

## **6) Adjourn:**

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)



*City of Kendrick*

808 Railroad Street · P.O. Box 195 · Kendrick, Idaho 83837  
(208) 289-5157 · FAX (208) 289-5158  
Cityofkendrick@tds.net

Council member Jesse Wegner made a motion to adjourn the meeting at 6:58 pm.

Council member Keith Wilson seconded the motion, all in favor, motion carried.