



*City of Kendrick*

808 Railroad Street · P.O. Box 195 · Kendrick, Idaho 83837

(208) 289-5157 · FAX (208) 289-5158

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## MINUTES

### REGULAR MEETING OF THE KENDRICK CITY COUNCIL

Thursday April 18th ,2023

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 6:00 PM.

Those present: Danarose Weinmann, Mandie and Brian Busby, Tony and Melissa Stienback, Deanna Nelson, Michael Wood, Jennifer Perrigo, Laurine Hazeltine Council members: Keith Wilson, Paul Rush, Angie Coulson, Jesse Wegner, and Mayor Rose Norris, City Maintenance- Jake Lustig, and City Clerk- Nadine and Sheriff Carpenter.

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

##### **A. Minutes: Approve March 21st, 2023, minutes (Action Item)**

Council member Keith Wilson made a motion to accept the minutes from March 21<sup>st</sup>, 2023. Council member Jesse Wegner seconded the motion, all in favor, motion carried.



**B. Disbursements: \$13,071.79 (Action Item)**

Council member Jesse Wegner made a motion to approve the disbursements in the amount of \$13071.79. Council member Keith Wilson seconded the motion, all in favor, motion carried.

**C. Approval of 2019-2020 Audit with Jordan Zwygart, (Zwygart John & Associates CPAs, PLLC) \$12,000 (Action Item)**

Council member Jesse Wegner made a motion to approve the 2019-2020 Audit with Zwygart John & Associates for \$12,000.00. Council member Keith Wilson seconded the motion, all in favor, motion carried.

**D. Hiring of Lifeguards, Office Clerk/Swim Team Chelsey Ball, & Part Time Employee**

Ralli Roetcisoender, (Lifeguard) (Action Item) Mayor Rose explained that last

month we forgot to add the hiring of Ralli Roetcisoender as summer help. Xavier Carpenter will be a returning lifeguard. Keegan Anderson, Mercedes Heimgartner, Mason Kimberling and Carson Hogan will all be joining as lifeguards.



## **2) Unfinished Business:**

### **A. Moose Draw status (Action Item)**

The Moose Draw Association has paid for the 1<sup>st</sup> 10 loads of wastewater. There seems to have been miscommunication between Idaho Rural Water Association, Kings Throne and the Moose Draw Association, they only had a budget enough for 10 loads of wastewater. Kings Throne had hauled in another 6 loads before they were asked to stop hauling. Nadine Towne the City Clerk has billed Moose Draw for the additional 6 loads and is waiting for payment.

### **B. Redesignation of Council Member for Wells Fargo Authorized Financial Accounts (Action Item)**

Council member Jesse Wegner was nominated by the mayor to be the additional financial signer for the Wells Fargo accounts to meet the financial control policy. Council member Keith Wilson made a motion to add Jesse Wegner as the additional signer to the Wells Fargo accounts. Council member Paul Rush seconded the motion, all in favor, motion carried.

### **C. Computer Doctors Malware Protection (Action Item)**

Nadine Towne the City Clerk explained what it is that the Computer Doctor does for the city's computers for protection. The council agrees that it is a good expense for the city's computers to have the protection and backup service that the computer Doctor provides the city. The monthly cost for the virus protection and the backup for the 3 office computers would be \$120.00 per month. Council member



Jesse Wegner made a motion to have the Computer Doctor continue the virus protection and backup for \$120.00 a month. Council member Keith Wilson seconded the motion, all in favor, motion carried.

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

#### **A. Latah County Building Inspection Services Agreement (Action Item)**

Council member Keith Wilson made a motion to approve the Latah County Building Inspection Services Agreement with the 90-day termination clause. Council member Jesse Wegner seconded the motion, all in favor, motion carried. Mayor Rose asked for a roll call vote:

Council members:

Paul Rush- aye

Keith Wilson- aye

Jesse Wegner- aye

#### **B. Regular Council Meeting Date Change from May 16<sup>th</sup> to May 23<sup>rd</sup> (Action Item)**

Council member Jesse Wegner made a motion to allow the public hearing prior to the regular meeting and the meeting date being moved to the 23<sup>rd</sup> of May to allow for the notification for the hearing guidelines and to accommodate the elections being held on the 16<sup>th</sup> of May at the Kendrick Fire Hall. Council member Keith Wilson seconded the motion, all in favor, motion carried.

#### **C. Resolution 17-008 Repealing Previous Code Fees and Adopting an Updated Fee Schedule Latah County Inspection Services for the City of Kendrick. (Action Item)**

Mayor Rose read Resolution 17-008 in its entirety. The city will receive 20% of the building fees collected by Latah County. Council member Jesse Wegner made a



motion to repeal the previous code fees and adopt the updated fee schedule for Latah County Inspection services. Council member Keith Wilson seconded the motion, all in favor, motion carried.

**D. Adoption of #2023-04 City of Kendrick 2018 Building Code Ordinance (Action Item)** Mayor Rose read the 2018 Building Code Ordinance. It will again be read at the Public Hearing and again at the regular meeting on the 23<sup>rd</sup> of May. No Action at this meeting

**E. Resolution 17-009 for Providing for a Change in Swimming Pool Rates (Action Item)**

Council member Jesse Wegner made a motion to raise the pool rates as follows:

Daily rate \$4.00

Pass rate \$60.00

Family pass rate \$145.00 (5 members of the SAME family)

Pool Party rate \$120.00 (2 hr.)

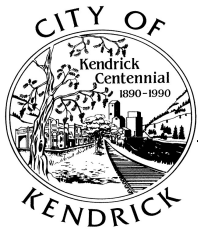
Council member Keith Wilson seconded the motion, all in favor, motion carried.

**F. Resolution 17-010 City of Kendrick Financial Control Policy (Action Item)**

Mayor Rose read Resolution 17-010 City of Kendrick Financial Control Policy in its entirety. Council member Jesse Wegner made a motion to accept Resolution 17-010 City of Kendrick Financial Control Policy. Council member Keith Wilson seconded the motion, all in favor, motion carried.

**G. Lion's Club 6<sup>th</sup> South Street Closure Locust Blossom 3on3 and status of Large Event Insurance (Action Item)**

The Lions Club will have their liability insurance naming the City as the additional insured for the event. Council member Jesse Wegner made a motion to close 6<sup>th</sup>



street for the 3 on 3 basketball tournament for Locust Blossom. Council member Keith Wilson and Paul Rush seconded the motion all in favor, motion carried.

**H. City Support Letter Broadband Grant from Latah County Approval (Action Item)**

The City of Kendrick has been asked to write a letter of support for the Latah County Broadband services. The broadband service is trying to get more services in Latah County. Council member Jesse Wegner made a motion to allow Mayor Rose to write a support letter on behalf of the City of Kendrick for the Latah County Broadband services. Council member Keith Wilson seconded the motion, all in favor, motion carried.

**I. 2023 Fair Housing Month Proclamation (Action Item)**

Mayor Rose read the Fair Housing Proclamation in its entirety proclaiming April 2023 as Fair Housing month.

**J. Arbor Day Proclamation (Action Item)**

Mayor Rose read the Arbor Day Proclamation in its entirety. Arbor Day is May 28<sup>th</sup>, 2023. The J-K Senior Center will be getting flowers in the front of the building and a new whiskey barrel will be placed in front of the Bengel Pharmacy with flowers.

**K. Accept the Letter of Resignation from Council Member Zach Voglewede (Action Item)**

Council member Keith Wilson made a motion to accept Zach Voglewede's resignation as Council member. Council member Jesse Wegner seconded the motion, all in favor, motion carried.

**L. Submission of name for Vacant Council Seat through December 31<sup>st</sup>, 2023.- Angie**



### Coulson (Action Item)

Mayor Rose nominated Angie Coulson as Council member to fill the vacant seat until December 2023 under title 50. Council member Jesse Wegner made a motion to accept Angie Coulson to fill the vacant seat until December 2023. Council member Keith Wilson seconded the motion, all in favor, motion carried.

### M. Swearing in of Newly Appointed Council Member Angie Coulson (Action Item)

Mayor Rose swore in Angie Coulson as council member. Angie Coulson accepted her appointment as Council member until December 31,2023.

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

Mandi Busby asked if the Hawkins were in compliance yet with their sewer and water. Per Mayor Rose they have paid their fees, so they are in compliance at this time.

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

Mayor's Report ~ Rose Norris gave a report that the pool forms will be on the City website. She stated that Moose Draw will not be dumping anymore wastewater. A citizen came into city hall and asked who was living in the Wells Fargo building. Mayor Rose and Council member Jesse Wegner have attended a supervisor training put on by ICRMP this was the 1<sup>st</sup> of 3 training.



Public Works/ Maintenance ~ Jake Lustig Please see attached report

Jake also stated that Superior Painting will warranty their work for     year.

City Clerk/ Treasurer ~ Nadine Towne gave a report that she has collected funds from Mr. Heath on his past due bill, all shut off notices have been paid. Nadine has been in touch with the Auditor and all the requested paperwork is in order and ready for the in-office visit. Kori will be in the office on Friday to go over a few last minute reports for the Auditor. Nadine and mayor Rose will be at a budget workshop on Monday the 24<sup>th</sup> and City Hall will be closed for the in-office audit visit on 26<sup>th</sup> and 27<sup>th</sup> of May.

## **6) Adjourn:**

Council member Jesse Wegner made a motion to adjourn to:

### 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) (F) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

At 6:55 pm council member Keith Wilson seconded the motion, all in favor, motion carried.

Roll call council members:

Jesse Wegner- aye  
Angie Coulson – aye  
Paul Rush- aye  
Keith Wilson- aye





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Mayor Rose asked for Nadine Towne to stay as well.

Council member Jesse Wegner made a motion to leave Executive Session and return to the regular meeting at 8:05 pm. Council member Keith Wilson seconded the motion, all in favor, motion carried.

Council member Jesse Wegner made a motion to adjourn the regular meeting at 8:05 pm. Council member Keith Wilson seconded the motion, all in favor, motion carried.