



## MINUTES

MEETING OF THE KENDRICK CITY COUNCIL  
THE MEETING WAS HELD AT THE KENDRICK FIRE HALL  
600 Main Street  
Tuesday October 15, 2024 at 6:00 PM

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.

Council members present: Jesse Wegner, Susan Alexander, Ray Seegmiller, and Mayor Rose Norris, City Maintenance Chris Evans, and City Clerk/ Treasurer Judy Wilson. Council Member Angie Coulson absent.

- A. Approve the minutes of the August 20<sup>th</sup> meeting minutes: Council President Jesse Wegner motioned to approve the minutes for August 20, 2024, and seconded by Susan Alexander, all were in favor.
- B. Approve the minutes of the August 26<sup>th</sup> Special Meeting minutes: Councilman Ray Seegmiller made a motion to approve the minutes and there was a second by Councilmember Jesse Wegner. All were in favor.
- C. Disbursements in the amount of \$17,361.73 with a change to the posted amount in the amount of \$19,433.89 to include pump for the booster station and a water leak detection instrument. Ray Seegmiller asked about the and Clerk Judith Wilson stated that it is for the credit card processing fee. (Billing Document Specialist) Rural MSW question. Diamond Maps subscription fee. Question on the payment of the Old Towne Inn and it was for the one night stay from the Honey Locust event for safety. Mayor Norris provided a clarification statement of the fact that the



Lewiston Sprinkler invoice is high as this includes both turning off and turning on from the Spring. Councilperson Jesse Wegner made a motion to approve the amount of \$19,433.89 and there was a second by Councilman Ray Seegmiller. All were in favor.

Unfinished Business:

- A. The adoption of findings of Fact and Conclusions and Decision Granting Variance from Minimum Setback Requirements for Property located at 301 E Main Street. Councilperson Jesse Wegner made a motion to accept the findings of fact from the P&Z and Councilperson Susan Alexander seconded the motion and all were in favor. Roll Call Vote taken. Councilman Seegmiller-Aye Councilperson Wegner-Aye, Councilperson Alexander-Aye. All were in favor.

Question by Councilman Seegmiller asked about a spending limit and perhaps a spending amount limit for the city office. Mayor Norris stated that the previous council had granted a \$5,000 limit without approval. Also, if it's in the budget the maintenance departments, mayor and clerk could expend those lines. The mayor also stated that she would like the council to give an amount. Councilman Seegmiller said he would like to see that on a future agenda for discussion.

- B. The Emergency Operation Plan needs to include evacuation maps and flood maps update to the council.
- C. Revised IRWA Service Contract change to delete and change the licensed operator and save money. Councilman Seegmiller made a motion to accept the revised contract and Councilperson Wegner seconded. All were in favor.

Just noticed an emergency item that was not added at the beginning of the meeting. Lustig Utilities bid for the Kevinn Hamilton program. Upon a motion according to code 74-206 we can take action if an emergency exists. Wegner can make a motion to add under new business. Councilmember Wegner made a motion



to add H. Lustig Utilities as an emergency item for the Hamilton Project and Councilman Seegmiller seconded the motion to add H. as an emergency item to tonight's agenda. All were in favor.

D. CHS Primeland Response Status and Next Steps: Another letter was sent with the suggestion of what we were going to do to proceed. Action is needed. Councilman Seegmiller raised that they have not communicated and the need for a demolition permit and road closure. This letter is what the attorney wants. Discuss more or take action. Councilperson Alexander what would be the next step. Mayor Norris stated that the building would be declared a dangerous building and condemnation. They would not be able to operate until an engineering report that has been requested numerous times. Councilman Seegmiller motion to send the letter and Councilperson Wegner seconded to send the letter dated tomorrow the 16<sup>th</sup>. All were in favor.

## 1) **NEW BUSINESS**

- A. Presentation by Latah County Commissioner Regarding Latah County Housing Authority Concept Commissioner Bowman presented the concept of creating a housing authority to address housing deficiencies in Latah County by providing lower cost options. In the stage of looking into it and asking for the council to consider a support letter. A committee would be appointed, and no taxes would derive from this authority. No action was taken.
- B. Introduction of Kathy Dawes, Candidate for Idaho House of Representatives, Seat 6B. Kathy Dawes introduced herself to the council and her connection to our community.
- C. Consideration and Approval of Resolution No. 2025-279: A Resolution of the City of Kendrick Adopting Amendments to the Fee Schedule for the Kendrick Building Code Adopted Under Resolution #17-011 to add the HVAC fee of



\$75.00 for inspections for mechanical and inspection fee. Councilman Seegmiller made a motion to approve the fee increase and Councilman Wegner seconded. All were in favor.

D. Consideration and Approval of Resolution No. 2025-280: A Resolution of the City of Kendrick Establishing the On-Call Rate of Pay for Jacob Lustig Councilman Seegmiller made a motion to approve the rate of pay. Councilperson Wegner seconded. All were in favor.

E. Consideration and Approval of Resolution No. 2025-281: A Resolution of the City of Kendrick Hiring Justin Cope as Backup Operator for Wastewater Treatment. Councilperson Wegner made a motion to hire Justin Cope as the backup operator and Councilman Seegmiller seconded. All were in favor.

F. Blue Cross of Idaho Mayor's Walking Challenge Mayor Norris updated the council on the progress.

G. Idaho Counties Risk Management Program (ICMRP) - Claim Numbers C-24-02096-21528 (Becky Witt) and C-24-02096-21546 (Beth Cannon) – Filed As A Result of September 25, 2024 Windstorm an update was given on the status. Claims have been filed Clerk Wilson stated.

## **2) PUBLIC COMMENT**

## **3) REPORTS**

Mayor's Report included in the packet ~ Rose Norris  
Maintenance Chris Evans explained the mapping system (Diamond Maps) that the city purchased for the use of mapping our facilities and the utilities to answer Councilman Seegmiller question on the new purchase. Mayor Norris answered the question about posting this on our website for the public. There has been reports of cyber-attacks with Utility systems and so she feels it would not be prudent to do so. The rest of the maintenance report is in the packet.



City Clerk/Treasurer report Judy Wilson wrapping up her clerk's duties and went over the pool expenses and financials. Mayor Norris suggested that we ask the KH Rec Board to increase their annual contribution respectfully.

**4) ADJOURN at 07:41 motion made by Councilperson Wegner and seconded by Councilperson Alexander. All were in favor.**

**A motion to go into executive session was made by Councilperson Wegner in accordance with Idaho Code 74-206(1) and seconded by Councilperson Alexander.**

**Roll Call Vote**

**Wegner-Aye**

**Seegmiller-Aye**

**Alexander-Aye**

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

**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.

Motion to exit Executive Session by Councilperson Wegner at 8:40 and seconded by Councilperson Alexander.