

**CITY OF PIERCE**  
404 South Main St Pierce, ID 83546  
Tuesday, November 12, 2024 6:00 p.m.  
**PUBLIC HEARING ON PROPOSED GRANT ACTIVITIES  
& REGULAR COUNCIL MEETING MEETINGS**

Mayor Gerot called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Present: Mayor Gerot, Councilmembers: Stinson, Bonner, Root and Hosley

Staff Members: Teresa Koepke, City Clerk and Jack Koepke, Maintenance

Councilmember Stinson made a motion to approve the consent agenda which includes the approval of the Public Hearing regarding the FY2025 proposed fee schedule/increases, as well as the approval of November's Accounts Payable. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Mayor Gerot opened the public hearing regarding proposed grant activities for an Idaho Community Development Block Grant (CDBG) in the amount of \$500,000 at 6:01 p.m. Michell Bly with TD&H Engineering was present to discuss the block grant, including the application for the grant. If awarded, the block grant will be part of the funding necessary to complete Phase III, the final phase, of the Wastewater Treatment Project. The proposed funding sources for the project include the \$500,000 CDBG; \$300,000 loan, which a bond has already been passed for; \$905,380 from Rural Development; and \$900,000 from US Army Corp of Engineers. The scope of the work includes the headworks lift station improvements, sludge holding tank improvements, cleaning out of existing tank, and a second blower. Michelle reviewed the benefits of the project. Of the \$500,000 CDBG, \$200,000 would go towards the design professional, \$50,000 would go towards the grant administrator, and \$250,000 would go towards construction. The bid process would open in March 2025, Contract Agreements would be signed in April 2025, grants are awarded in May 2025, construction would start in June 2025 and be finished by December 2025. Discussion with Terrence Stevenson with Merrick & Co. was held regarding the first two phases and rather phase III would actually bring the project to completion. Citizen Diana Hale suggested that the City of Pierce read the prior contract in detail, including the price list. She stated that if there was a gross difference, the City of Pierce should go after the contractor's insurance. No further comments were received. Mayor Gerot closed the public hearing at 6:27 p.m.

Department Reports:

Jack Koepke with the Maintenance Department reported that the new garbage carts were distributed and so far, residents are abiding by the rules regarding the carts. Jack thanked Councilmembers Hosley and Root, as well as City Clerk Teresa Koepke and Mayor Gerot for the help in getting the carts distributed. The fire hydrants have been inspected and all but one have been repaired. The fire hydrant behind the library on Clearwater Avenue needs repaired but will work in the case of a fire. Jack will need to get the hydrant apart to see if has bolt-on or weld-on parts in order to determine if it can be repaired or needs replaced. Six of the hydrants do not drain properly, so if used, will need to be pumped so they don't freeze. Those hydrants will be worked on next spring. Jack provided Clare Brick with a list of the hydrants, notating the ones that will need to be pumped if used. The crew recently worked on two leaks in Pines. There is still one leak on Ponderosa Court that is going to be a big job trying to pinpoint the leak. The snow plow equipment is ready to go. New tires were installed on the backhoe. Mayor Gerot, Teresa Koepke, and Jack met with TD&H regarding the bridge replacement for the bridge on Fromelt near the sewer plant. The new bridge will also include a sidewalk for pedestrian traffic. Dalton has been studying for his water test and plans on taking it mid-December. Work has been done on the park remodel. Councilmember Stinson asked if the leak on Cedar will be patched before snow removal is necessary. Jack stated the plan was to get it patched before having to plow.

Clare Brick provided the Pierce Volunteer Fire Department report. The department participated in the Trick or Treat on Main Street, handing out candy and fire safety stickers. It was a very successful event. The department will have a table at the Holiday Bazar on November 23rd to sell bake goods as a fund raiser.

City Clerk Teresa Koepke reported that the authorization to proceed on the city hall weatherization project has been received from the Office of Energy and Mineral Resources. The park remodel project will need to be completed by June 1, 2025 in order to use the Gem grant. There has been a lot of positive feedback on the new trash cans. 46 residents have enrolled in the new payment portal. 16 have signed up for e-billing and 15 have set up auto-pay. Teresa is considering doing some type of raffle to encourage people to enroll in the e-billing. The new rates have been updated in Black Mountain Software.

New Business:

Councilmember Holsey made a motion to approve the Idaho Community Development Block Grant Agreement as presented by Michelle Bly with TD&H. Councilmember Bonner seconded the motion. Roll Call: Stinson – Yes, Bonner – Yes, Root – Yes, and Hosley – Yes. Motion carried.

Councilmember Bonner made a motion to approve the Certification Regarding Lobbying as it pertains to the US Army Corp of Engineers funding for Phase III of the Wastewater Treatment Plant project. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Root made a motion to approve the Self-Certification of Financial Capability for Agreements as it pertains to the US Army Corp of Engineers funding for Phase III of the Wastewater Treatment Plant project. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to approve Amendment #4 of the Owner-Engineer Agreement with Merrick & Co. Councilmember Bonner seconded the motion. Roll Call: Stinson – Yes, Bonner – Yes, Root – Yes, and Hosley – Yes. Motion carried.

Councilmember Bonner a motion to approve Change Order #8 in the amount of \$35,921.74 regarding the Wastewater Treatment Plant project. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to table Wastewater Treatment Plant Project Change Order #9. Councilmember Stinson seconded the motion. Upon discussion, Councilmember Bonner amended his motion to not approve Change Order #9. Councilmember Stinson seconded the amended motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve the State of Idaho Department of Environmental Quality Report and Request No. 16 for Reimbursement for Planning Grant Programs in the amount of \$257.50. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Root made a motion to approve Merrick & Co. Invoice #8068 in the amount of \$515.00. Councilmember Bonner seconded the motion. All in favor. Motion carried.

Councilmember Bonner made a motion to approve USDA Request for Reimbursement #31 in the amount of \$22,982.98. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Root made a motion to approve Merrick & Co Invoice #8077 in the amount of \$1,170.00. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to approve Clearwater Construction Pay App #20 in the amount of \$21,812.98. Councilmember Bonner seconded the motion. All in favor. Motion carried.

Diana Hale addressed the council regarding her property at 210 S. Third Avenue. The property is a vacant lot with a water meter on it and is therefore billed at the City of Pierce's vacant lot rate. Diana stated that she is not using any services so should not have to pay anything. It was explained to her that there is a meter on the property so she has access to city services and therefore is required to pay. The fact that she chooses to not use the services does not alleviate her from paying. Diana signed Applications for Service for both 210 S. Third Avenue and 214 S Third Avenue when she acquired the property on/around September 2023. Diana was advised that she had the option of having the meter removed. She stated that she wanted to go on record that she came before the council regarding the issue. No action was taken regarding the matter.

The most recent equivalent dwelling unit (EDU) review for The Market was discussed. Fabian had several issues from May 2024 – September 2024 that caused his water usage to be much higher than usual. The issues have been addressed and Fabian paid for the water used. Based on the water usage, The Market should be billed four (4) EDUS with the review that was done in September 2024. Fabian is requesting the council reconsider the number of EDUs assigned, based on his average water usage prior to these issues. Councilmember Bonner made a motion to assign one (1) EDU to the Market until the next review. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to approve the contract with Clearwater Propane for the City's propane needs. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to include the street light fee on all accounts, including vacant lot accounts. Councilmember Bonner seconded the motion. All in favor. Motion carried.

The possibility of contracting with an individual as a Code Enforcement Officer was discussed. Clearwater County Sheriff's Department is no longer responding to any code complaints since we did not renew our contract with them. Having a third-party handle code enforcement would keep it arm's length from city officials or employees. It was decided to add the topic to the December 9, 2024 for further discussion and possible action.

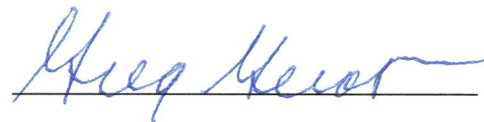
Citizen Comments: None

Announcements: None

Councilmember Bonner made a motion to enter into executive session per Idaho Code 74-206(1)(b). Councilmember Root seconded the motion. Roll Call: Stinson – Yes, Bonner – Yes, Root – Yes, and Hosley – Yes. Executive session entered at 8:06 p.m.

Councilmember Hosley made a motion to exit executive session. Councilmember Stinson seconded the motion. All in favor. Executive session exited at 8:54 p.m.

Councilmember Stinson made a motion to adjourn the meeting. Councilmember Bonner seconded the motion. All in favor. Motion carried.



Greg Gerot, Mayor

ATTEST:



Teresa Koepke, City Clerk/Treasurer