

CITY OF PIERCE
404 South Main St Pierce, ID 83546
Monday, January 13, 2025
WORK SESSION COUNCIL MEETING MINUTES
REGULAR COUNCIL MEETING MINUTES

Mayor Gerot called the Work Session meeting to order at 3:58 p.m.

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

Staff Member: Teresa Koepke

Jonathan Wheatley, Deputy Director for Association of Idaho Cities conducted a training via Microsoft Teams on the roles and responsibilities of Mayor, Council, and other appointed positions within city government.

Councilmember Root made a motion to adjourn this portion of the Work Session. Councilmember Hosley seconded the motion. All in favor. Meeting adjourned at 4:49 p.m.

Mayor Gerot called the second half of the Work Session to order at 5:24 p.m.

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

Staff Member: Teresa Koepke

Discussion was held with Jeffrey Getchell regarding contracting with the City of Pierce to provide code enforcement liaison services. Mayor Gerot drafted an agreement between the City of Pierce and Mr. Getchell for said services. Upon the City Attorney's review of the agreement, he recommended adding a clause that Mr. Getchell would obtain and keep in force a comprehensive general bodily injury and property damage liability insurance policy. Further research will need to be done to determine the cost of such policy and whether the City of Pierce would need to factor this cost into the amount they would pay for Mr. Getchell for his services. Teresa Koepke will follow up with ICRMP to see if the City's policy would cover this position. Councilmember Root made a motion to adjourn the work session. Councilmember Bonner seconded the motion. Work session meeting adjourned at 5:45 p.m.

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

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

Staff Members: Teresa Koepke and Jack Koepke

Pledge of Allegiance

Councilmember Stinson made a motion to approve the consent agenda which includes the approval of December 9, 2024 Regular Council Meeting minutes and January 7, 2025 Special Meeting minutes, as well as the January Accounts Payable. Councilmember Hosley seconded the motion. All in favor. Motion carried.

Mayor Gerot opened the Public Hearing regarding the (Technically Approved Draft) Water Facility Plan at 6:02 p.m. Merrick employees Stuart Hurley and Terrence Stevenson were present to present the 2024 Water System Facility Plan. Stuart reviewed the comprehensive study that was completed that included all components of our water system. The study was completed in July 2024 and Idaho Department of Environmental Quality approved the study in August 2024. Based upon the finding there are a wide range of alternatives available to the City of Pierce. Some of the alternatives may no longer be relevant now that Jack Koepke has identified and repaired several leaks up in the Pines that was causing a lot of non-revenue water to be produced. Public questions included: Diane Gerot – Would everything be finished with the water system? Melissa Brouwers asked if the \$27,000,000 was to have everything on the list done? Mayor Gerot pointed out that the water plant needs some attention due to some deferred maintenance. Harv Nelson asked if the identification of leaks included the lines put in place in 2009. Councilmember Bonner asked what the lower reservoir improvement included. Harv Nelson asked if the \$14/month for \$1,000,000 loan was per account/meter. Upon no further questions or comments, Mayor Gerot closed the public hearing at 6:35 p.m.

Maintenance Supervisor Jack Koepke reported that the maintenance crew has been having some issues with one of the pumps in the lift station. Jack is pretty sure that there are rocks stuck in the pipe that is causing the check valve to not work correctly. This is causing the pump to be on approximately 10 hours per day instead of the 4-5 hours it generally runs. Currently the flows are too high to be able to do any further investigation into the issue. Jack checked with Nolan Cochrell about doing some electrical work to force the other pump to run as well. Nolan felt it would probably cost more than what it would benefit, especially considering the city is scheduled for a new lift station sometime this year. The turbidity at the water plant caused by the large amount of rain was recently a struggle. In addition, the turbidity meters are old and outdated and have not been properly maintained. Jack has been working on replacing the photo eyes in the meters and recalibrating them. This seems to have helped, and with the reduction in the amount of rain we have received recent, the turbidity levels are now good. The maintenance crew also worked on draining the filters and cleaning the built-up mud bed. Jack reported that the City is the market for a newer snowplow. The snowplow that was on the auction site went for \$81,000 which was way above our \$60,000 budget. The snowplow Jack had been looking at near Potlatch, ID also sold. Jack will continue to look for a newer machine. Dalton Thomson is scheduled to take his water treatment test on January 14th. Councilmember Stinson asked if the water usage numbers are matching up with what we are producing. Jack said they are getting much better but they do know of one leak still in the Pines. The maintenance crew has been looking and listening for leaks, specifically on Cedar to try to detect any new leaks that might arise. Teresa Koepke asked Stuart Hurley what would be a good figure for non-revenue percentage of net produced water. Stuart said it should be around 10%. From 2019-2023 the City of Pierce has been between 63% - 71%. The percentage for 2024 should be much better with the leaks that have been fixed.

Fire Department Report: Matthew Hagele and Harv Nelson attended the Chief's meeting in Orofino on 1-6-25. Josh Ulrich was promoted to Lieutenant at the Department meeting on 1-12-25. One new firefighter joined the department and attended the meeting on 1-12-25. Jenny Ulrich has joined the department as support staff and secretary. The Department is in the process of developing a training schedule. On January 18th there will be self-contained breathing apparatus (SCBA) and engine training. On February 16th there will be on scene tactics and procedures training. Other training for future months is being worked on. Tentative dates for the Clearwater County Fire Academy in Orofino are March 21st – 23rd. There will be a Fire Department Benefit Breakfast at Chubby's during Pierce Winter Festival on Saturday, February 15th from 8 to 11 am. Fire Department personnel and their family members will be helping with that.

City Clerk Teresa Koepke reported that design plans for the Child Pedestrian Safety project were submitted to and approved by LHTAC. The plans include a sidewalk on Carle Street from Main St to the Play Park and radar speed signs on Main St and Canal. This is a project that will be funded by the Child Pedestrian Safety grant. The weatherization project for City Hall is under way and should be completed by the end of January. The maintenance team will work on painting trim and railings as weather permits. 2024 W2s are complete. 1099s should be out by the end of this week. Teresa has been made aware of a grant opportunity through Blue Cross. The Community Project grant unites community leaders and residents to define, design and create outdoor public spaces that bring people together. Teresa will be meeting with Susan Jacobson, Director of the Clearwater County Economic Development on January 14th to further review details of the grant. Mayor Gerot has planned a Strategic Planning meeting with all of the city staff for January 16th. The goal is to set some objectives for the year in all areas of city maintenance and public works. American Legal Publishing has reached out to the City of Pierce to inquire about codification of our city codes and ordinances. The City of Pierce has not had our codes codified since 2016. We would be able to pay the fee of approximately \$6,000 over two years. The option to have our codes and ordinances available online for residents is available through American Legal Publishing. Teresa will include the proposal on the agenda for the February meeting. Teresa asked that the fire department and maintenance crew make sure that heaters are turned off at the end of the day and/or meeting. The heaters in the ambulance and fire department bays were recently left on for a number of days and the temperature in those bays was 75 degrees. The Avista bill for December was substantially higher than the November bill even though the average daily temperature was about the same. Teresa contacted the ambulance department and they said they weren't aware that the heaters could be controlled so chances are they did not adjust the heat. Teresa mentioned that the Certificate of Deposits at Idaho Central Credit Union will be coming due in February so the council will need to decide at the next meeting what they would like to do with those funds.

New Business:

Councilmember Stinson made a motion to nominate Clay Hosley as Mayor Pro-Tem. Councilmember Root seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to table the selection of Code Enforcement Liaison Officer until the topic of liability insurance could be sorted out. Upon reviewing the contract that Mayor Gerot drafted, the City's attorney added a clause requiring the contractor selected as the Code Enforcement Liaison Officer to provide Comprehensive General Bodily Injury and Property Damage Liability Insurance in the combined single limit of no less than one million dollars (\$1,000,000). Councilmember Stinson seconded the motion. All in favor. Motion carried.


Councilmember Root made a motion to approve the 2025 business license applications as presented as of January 13, 2025. Councilmember Hosley seconded the motion. All in favor. Motion carried.

A review of the water bill for 127 Court St was reviewed. The property owner recently had 21,000+ gallon combined usage for the months of November and December. The usage was not due to a leak, but is believed to be from water left on. Councilmember Bonner made a motion to deny a request for reduction of the water bill for 127 Court St. Councilmember Stinson seconded the motion. All in favor. Motion carried.

Councilmember Hosley made a motion to approve the request from Rodney and Melissa Brouwers Request for the consolidation of two lots they own within the limits of the City of Pierce. Councilmember Root seconded the motion. Roll call: Stinson – Yes, Bonner – Yes, Root – Yes, and Hosley – Yes.

No citizen comments or announcements.

Councilmember Hosley made a motion to adjourn. Councilmember Bonner seconded the motion. All in favor. Meeting adjourned at 7:21 p.m.


Greg Gerot, Mayor

ATTEST:



Teresa Koepke City Clerk/Treasurer