

MINUTES  
REGULAR MEETING OF THE KENDRICK CITY COUNCIL  
DECEMBER 15, 2015

At 6:00 PM Mayor Mark Lapinskas led in the Pledge of Allegiance and then opened the public hearing to consider vacating part of 8<sup>th</sup> Street. There were no public comments and the mayor closed the public hearing.

At 6:01 PM Mayor Mark Lapinskas opened the regular meeting. Present were council members Jeremy Alexander, Matt Kathanimane, Jim Marston, and Sarah Miles, maintenance supervisor Steve Howerton, and city clerk Barb Wilson. Citizens present were Dale and Susan Alexander, Dale and Fran Lisher, Dean King, and Steve Brooks.

The mayor decided to review Ordinance 753 to vacate part of 8<sup>th</sup> Street so the Alexanders could leave the meeting at its conclusion. Council member Jeremy Alexander recused himself as he is the son of the people requesting the vacation. Mark read the first paragraph under suspension of rules. Matt made a motion with Jim seconding to approve Ordinance 753 which would vacate a portion of 8<sup>th</sup> Street. A roll-call vote was taken. Jim - Yes, Matt – Yes, Sarah – Yes  
Jeremy abstained from voting due to a conflict of interest. Motion passed.

The minutes from the November 17, special meeting were reviewed. Jeremy made a motion and Sarah seconded to approve the minutes. All were in favor.

Disbursements were reviewed. Barb said she is now including all of the disbursements paid out during the month, such as payroll, on the claim approval list. Matt made a motion with Jeremy seconding to approve the disbursements. All were in favor.

**CORRESPONDENCE/ANNOUNCEMENTS:**

The city received a letter from South Latah Highway District stating that they did not feel that the Sperry Grade Bridge was in their jurisdiction. They thought the maintenance of the bridge should be with Nez Perce County and the City of Kendrick. It was noted that both the Nez Perce County and Latah County Commissioner's names are on the original bridge. The City of Kendrick may need to consult their attorney regarding who is legally responsible for the bridge. (Nez Perce County agreed to pay for and repair the Sperry Grade Bridge in December 2015.)

Mark handed out Christmas cards to Steve and Barb with a \$50 gift certificate to Phil's Food Place.

**MAINTENANCE DEPARTMENT:**

The city contacted our attorney regarding the bill to Ron Heinemann for sewer repairs. Will Herrington said that the city should send an invoice to Mr. Heinemann and that it was only appropriate for Will to get involved if Mr. Heinemann did not respond or did not want to pay the bill. The council suggested that the city offer that Mr. Heinemann could pay the \$6,475.00 over 3 years. The council will offer that Mr. Heinemann could pay \$180/month for the next 3 years.

Steve asked where we are with Tree Ordinance No. 683. Steve asked if the council is going to revise or edit it. Steve said in fairness to the citizens we need to have a resolution as to who is responsible for tree maintenance for the trees on the city inventory. Matt said that the homeowner is responsible for pruning trees in Moscow. Sarah said that if we assist one citizen with tree pruning or removal that it will set precedence. Sarah said that she appraised a house in Moscow that had eight trees removed and that the price was reasonable. She will try to get the name of the tree trimmer. Jim said the city needs to clarify what the city tree inventory includes. Mark said it is possible that it could be a shared expense between the property owner and the city. He would like a list of the trees in town that are in need of pruning. Jim said that not every tree on Main Street has problems. Matt said that the person pruning trees needs to be certified. Mark asked to move this out to a future meeting since we have new council members coming in starting in January. Mark would like to have a workshop on this later in January to get a resolution to the situation.

#### TREASURERS REPORT:

As of November 30, we have \$432,955.85 in all combined accounts. The revenue checks that were received in November were \$27,374 from Community Block Grants, \$1,046.07 from Property Taxes, \$167.69 from Highway to City, \$236.25 from State Agricultural Replacement, \$525.50 from Building Permits, \$2,964.87 from Sales Tax Inventory Phase Out, \$49 from RV Dump, \$34.03 from Clearwater Power Capital Credit, \$125 from Fire Hall Rent, and \$2,625 from RV Park Rent. Barb said would like to take vacation December 21 – 24 and on Thursday, December 31.

URBAN FORESTRY – Matt Kathanimane – Matt said the Urban Forestry Committee planted a tree in Wallace Park.

PLANNING & ZONING - Sarah Miles – No Report

PARK & REC – Jim Marston – No Report

FIRE DEPARTMENT – Jeremy Alexander – No Report

SWAC – Mark Lapinskas – No Report

#### NEW BUSINESS:

The council had agreed to raise the monthly RV Park rate to \$395 at the November council meeting. Our attorney said that raising the rate from \$375 to \$395 would require a public hearing and suggested lowering the rate to less than 5%. It was proposed that the monthly rate only be raised to \$390 so the City did not have the expense of advertising a public hearing. Jeremy made a motion with Sarah seconding to approve Resolution 15-256 that will raise monthly RV Park rates to \$390/month effective January 1, 2016. (The daily rate will remain \$25 weekly rate will remain \$125.) All were in favor. Steve will talk to a renter that has a lot of equipment around his RV.

Barb said that it was recommended at the clerk-treasurer District II Meeting on November 23, that the City discontinues the practice of having liaisons to the different committees. This recommendation was made by Justin Ruen with the Association of Idaho Cities. Jim McNall from ICRMP was in agreement. They said it is better to have the committee chairman give a

report at council meetings so that all council members receive the same information. Minutes from the different committees could also be read at council meetings. They said it is especially not a good idea to have a council member attending the Planning & Zoning meetings as this can create legal conflicts. The council agreed. The city will send a letter to Planning & Zoning, Urban Forestry, JK Park and Recreation, the Fire Dept. and SWAC letting them know we would like a representative to come to our council meetings on a quarterly basis.

#### UNFINISHED BUSINESS:

Jeremy made a motion with Matt seconding to appoint Val Norris to the Planning & Zoning Commission. All were in favor. Mark approved the appointment.

Our attorney reviewed the draft of an ordinance between Latah County and the Kendrick Area of Impact. Sarah will review Will's comments and the council will revisit this at the January council meeting.

A discussion took place regarding the sewer bill for the Kendrick High School. The city clerk said that she asked the high school for an updated headcount of students and staff. The city has been using 18 units which was the number in 2008. The current headcount for students is 105 and staff is 20. This is a total of 125. Each 10 people are considered 1 unit. The city will lower the unit count from 18 to 13 and issue a credit to the High School for 5 units going back to October when the rate was increased to \$42/month. The clerk will issue the credit on the December utility bill.

At 7:00 Jeremy left the meeting for a prior obligation.

Barb has sent out 7 or 8 application packets for the public works position.

At 7:03 Jim made a motion with Sarah seconding to enter into executive session in accordance with Idaho code 74-206(1)(a) to discuss the public works applications. A rollcall vote was taken Sarah - Yes, Matt - Yes, Jim - Yes All were in favor.

At 7:15 PM Sarah made a motion with Matt seconding to adjourn the executive session and return to the regular meeting. All were in favor.

At 7:15 PM Jim made a motion with Matt seconding to adjourn the meeting. All were in favor.

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Mark Lapinskas, Mayor

ATTEST:

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Barb Wilson, Clerk/Treasurer