



# CITY OF IDAHO CITY

## AGENDA

### REGULAR CITY COUNCIL MEETING

Wednesday, April 8, 2026

6:00 P.M

City Hall, 511 Main Street, Idaho City, ID 83631

MINUTES

### Join Team's Meeting

### [Idaho City Council Regular Meeting](#) | [Meeting-Join](#) | [Microsoft Teams](#)

**CALL MEETING TO ORDER:** Interim Mayor Secor called the special city council meeting to order at 6:00 PM.

**ROLL CALL TO ESTABLISH QUORUM:** Clerk Keeton called roll. Mathews, Elliott, Adams, Secor in attendance. Adams joined via Team's.

**PLEDGE OF ALLEGIANCE:** Interim Mayor Secor led the pledge of allegiance.

#### I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items, and any contingencies are part of the approval.

##### A. APPROVAL OF MINUTES: MARCH 24, MARCH 25, & MARCH 30, 2026 **ACTION ITEM**

Councilor Elliott made a motion, seconded by Mathews, to approve the minutes March 24, March 25, & March 30, 2026. Adams aye, Elliott aye, Mathews aye, Secor aye. Motion carried.

##### B. IDAHO CITY EVENT CHECKLIST: **ACTION ITEM**

##### C. BILLS/PAYABLES: MARCH 26, 2026 THROUGH APRIL 8, 2026 **ACTION ITEM**

Councilor Elliott made a motion, seconded by Mathews, to approve the bills dated March 26, 2026 through April 8, 2026 in the amount of \$13,358.84. Elliott aye, Mathews aye, Adams aye, Secor aye. Motion carried.

**Interim Mayor Secor moved the New Business items up in the meeting starting with the Clearwater item D and then moving to items A, B, & C. Employee updates were also moved up, and the remainder of the agenda. See below.**

#### II. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters. **ACTION ITEM**

##### A. IC SECTION 74-206(1)(B) TO CONSIDER PERSONNEL MATTERS RELATED TO PERFORMANCE.

Counselor Elliott made a motion, seconded by Mathews, to adjourn to Executive Session pursuant to Idaho Code section 74-206(1)(B) to consider personnel matters related to performance. Elliott aye, Mathews aye, Adams aye, Secor aye. Called into session/adjourned at 7:24pm. Interim Mayor Secor called back into regular session at 7:44pm and adjourned.

#### III. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony. **ACTION ITEM**

#### IV. ENGINEER'S REPORT

#### V. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. **ACTION ITEM**

#### VI. OLD BUSINESS

## VII. NEW BUSINESS

### A. NEW PERSONNEL POLICY

Clerk Keeton explained that the policy has some highlighted items for council to review. Clerk, City Attorney, and Council discussed some of the wording in the policy, and other highlighted items. Clerk Keeton brought up an area that needed the Chief's input. Chief Watson will look into some other city policies to gather the information needed. Once the changes have been made the policy will come back to Council for approval.

### B. SET DATE FOR NOTICE OF PUBLIC BUDGET HEARING **ACTION ITEM**

Clerk Keeton explained setting this date allows the city and council to work backwards from that date to set up workshops etc. to work on the tentative budget. Discussion on dates for budget workshops ensued. Council wanted to shoot for the 22<sup>nd</sup> of July for the tentative budget. Dates decided on for workshops were July 15<sup>th</sup>, June 17<sup>th</sup>, & May 28<sup>th</sup> at 6pm. Councilor Elliott made a motion, seconded by Mathews to set the Public Budget Hearing for August 26, 2026 at 6pm. Adams aye, Elliott aye, Mathews aye, Secor aye. Motion carried.

### C. WEEK OF THE YOUNG CHILD PROCLAMATION **ACTION ITEM**

Councilor Elliott explained the dates are April 11 through the 17<sup>th</sup>. Elliott made a flier with some daily event items. Mayor Secor read the proclamation. Councilor Elliott made a motion, seconded by Mathews, to allow the Mayor to sign the Week of the Young Child Proclamation. Elliott aye, Mathews aye, Adams aye, Secor aye. Motion carried.

### D. CLEARWATER ANNUAL RETAINER RENEWAL **ACTION ITEM**

Abbey Erquiaga with Clearwater provided an update and presentation on their services, and what they have been able to help the city with thus far. Clerk Keeton added that the annual retainer renewal is also in the packet for approval. Councilor Elliott made a motion, seconded by Mathews, to allow the Mayor to sign the Clearwater Annual Retainer Renewal. Mathews aye, Adams aye, Elliott aye, Secor aye. Motion carried. Meeting moved to item A. New Personnel Policy, above.

## VIII. EMPLOYEE UPDATES

### A. PUBLIC WORKS

Nick Mancera explained that Public Works has a new employee that seems eager and motivated. Training is the focus currently. Mancera is working on quotes for dust abatement, and it is looking like \$8967 for a truck load. The material for the boardwalks is ready for pick up. A hitch will be installed on the newly donated city truck. Mancera added that he met with Dan Hawkins from Core & Main to assess the PRV's and they will need some more in-depth repairs than originally thought. The Highway project is moving forward, and traffic control plans are reserved for 5/5/26 through 5/8/26, but should only be needed for two days. All the information will be submitted to the State, along with the civil engineering plans from our engineers, and ultimately locking down the permit. Councilor Mathews requested that before water is shut down to please communicate with the local businesses that will be affected. Councilor Elliott requested that when the dust abatement is done to please keep a record for the future.

### B. LAW ENFORCEMENT

Chief Watson explained that he is out of town at a training conference. Officer Nye is working a grant for distracted driving and then doing a class for OHV.

### C. CLERK/TREASURER'S OFFICE

#### 1. BUDGET UPDATES

Clerk Keeton went over the budget update in the packet.

#### 2. WATER AND SEWER UPDATES, **ACTION ITEM**

Clerk Keeton went over the water sewer updates in the packet.

#### 3. CLEARWATER UPDATE

Clerk Keeton explained that an addendum was added to the packet for council to look over. The addendum is to put together an administrative HR policy. The policy will provide the do's and don'ts of what can be done with employees during their employment with the city, and other items.

### D. CITY ATTORNEY

## IX. COUNCIL UPDATES

Councilor Elliott explained the city received a grant for \$750 from the James A. Pinney Memorial Fund through the Idaho Community Foundation. Clerk Keeton added that the T-Mobile grant was submitted on the 30<sup>th</sup>. Councilor Elliott added they are also doing a flower hanging basket fundraiser for Community Hall. Councilor Mathews explained that the meeting room at the library is no longer available for use unless the library is open. There are NA, AA, and other meetings that if not able to be held will cause issues in the community. Mathews was wondering if the Community Hall could be used for those meetings. Discussion on meetings being held at Community Hall, and fees ensued. City Attorney Callahan added that her concern is that there is already a non-profit policy for Community Hall. If an exception is made then that exception needs to be made for all non-profits, so everything stays non-discriminatory. Discussion on fees ensued. Council decided that the policy needed to be reviewed and added to the next agenda.

## X. MAYOR UPDATES

## XI. CITIZEN COMMENTS

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. To ensure adequate public notice, Idaho Law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the mayor, either by subsequent appointment or after tonight's meeting, if time permitting.

Steve Shay explained that he had a meeting with the Forest Service and they are looking to have the community meeting on the bike trail in early May. Shay added that they are doing a going away event for Gomez on April 18<sup>th</sup> at Community Hall.

Interim Mayor Secor returned to the Executive Session above.

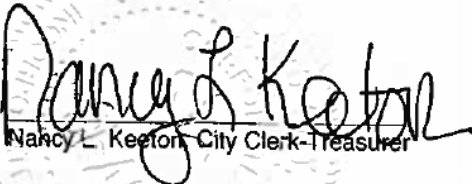
## XII. UPCOMING MEETINGS

A. NEXT REGULAR MEETING: APRIL 22, 2026

ADJOURNMENT 7:44 PM

ATTEST:

Date approved:



Nancy L. Keeton, City Clerk-Treasurer



Tom Secor Jr., Interim Mayor

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

<b>Mayor:</b> <a href="mailto:idahocitymayor1@cityofic.org">idahocitymayor1@cityofic.org</a>	<b>Chief of Police:</b> Brent Watson <a href="mailto:idahocitypd.194@cityofic.org">idahocitypd.194@cityofic.org</a>	<b>Public Works Director:</b> Tami Claus <a href="mailto:idahocitypublicworks@cityofic.org">idahocitypublicworks@cityofic.org</a>	<b>City Clerk-Treasurer:</b> Nancy L. Keeton <a href="mailto:idahocityclerk@cityofic.org">idahocityclerk@cityofic.org</a>	511 Main Street PO Box 130 Idaho City, ID 83631 (208)392-4584
<b>Council members:</b> Tom Secor Jr Ashley M Elliott Mari Adams Bobby Mathews	<b>City officers:</b> Jake Nye	<b>Public Works:</b> Nick Mancera	<b>Deputy Clerk:</b> Kaleb Goodlett <a href="mailto:idahocityoffice@cityofic.org">idahocityoffice@cityofic.org</a>	operating hours Monday- Thursday 8 am - 4:30 pm Friday 9am - 3pm