



# CITY OF IDAHO CITY

## AGENDA

### REGULAR CITY COUNCIL MEETING

Wednesday, April 23, 2025

6:00 P.M.

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

MINUTES

Join Zoom Meeting

<https://us02web.zoom.us/j/85913106899?pwd=VW51QWRNNGE3eVV5SlhNTHRadGo5QT09>

Meeting ID: 859 1310 6899

Passcode: iccouncil

**CALL MEETING TO ORDER:** Mayor Everhart called the regular city council meeting to order at 6:00 PM.  
**ROLL CALL:** Clerk Ptak called roll, Heffington, Elliott, Adams, Secor in attendance. Adams joined via zoom.  
**PLEDGE OF ALLEGIANCE:** Mayor Everhart 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: APRIL 8, 2025 **ACTION ITEM**

Councilor Elliott made a motion, seconded by Secor, to approve the minutes dated April 8, 2025. 4 ayes. Motion carried.

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

#### 1. IDAHO CITY RANCH & RODEO EXPO JUNE 27 & 28, 2025

Michelle Diehl explained this will be a free event and fundraiser for the new ICOE that is being built. They ran into some issues with insurance and are still working to get that taken care of. The fundraiser portion is if people wanted to purchase the lunch that day or a wristband if they would like to participate in any of the activities. Diehl also requested that council waive the rodeo grounds fees and checklist fee because this is a fundraising type event. Because not all information is complete the item was tabled until next council meeting May 14, 2025.

### C. BILLS/PAYABLES: APRIL 9, 2025 THROUGH APRIL 23, 2025 **ACTION ITEM**

Councilor Heffington made a motion, seconded by Secor, to approve the bills dated April 9, 2025 through April 23, 2025 in the amount of \$16,170.24. 4 ayes. Motion carried.

## 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)(D) TO CONSIDER RECORDS EXEMPT FROM DISCLOSURE.

Counselor Secor made a motion, seconded by Elliott, to adjourn to Executive Session pursuant to Idaho Code section 74-206(1)(D) to consider records exempt from disclosure. Secor aye, Elliott aye, Heffington aye, Adams aye. Called into session/adjourned at 6:12pm. Mayor Everhart called back into regular session at 6:35pm.

## 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

### A. MERRICK CONTRACT TERMINATION LETTER **ACTION ITEM**

Mayor Everhart explained the letter from Merrick terminating their services. They will complete the portions of the water project that have been started but nothing beyond that.

### B. RFQ 2025-001 ENGINEERING FIRM **ACTION ITEM**

Mayor Everhart explained that 2 engineering firms submitted. Clearwater Financial ranked those firms. City Attorney Callahan added that at the last council meeting they had requested rates, but Idaho code does not allow for that. The first stage is solely on the qualifications, then negotiations can take place. Discussion on the two firms ensued. Councilor Heffington made a motion, seconded by Secor, to pursue financial discussion with Consor as the highest ranked firm per RFQ 2025-001. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried.

## 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

### A. PROPERTY SWAP WITH SECOR **ACTION ITEM**

Mayor Everhart explained that the surveyor was up. The property by the visitors center was flagged. Councilor Heffington added that the parcel that the City would potentially be swapping for would need to be appraised. Discussion on the property swap ensued. City Attorney Callahan added that in order to do a swap they need to be of equivalent value and council needs some objective data points to show that equivalent value. That can be done by an appraiser, broker price opinion from real estate agents, or assessed value from the County Tax Assessor. Mayor Everhart suggested meeting with Gary Secor Sr. this next week and meeting the Assessor to look at both properties to get assessed values for the next meeting.

## VII. NEW BUSINESS

### A. BOISE COUNTY HEALTH COALITION – COMMUNITY HALL FEES **ACTION ITEM**

Sierra Kistler with Central District Health joined via zoom and explained they are requesting the rental and cleaning fees be waived. The Boise County Health Coalition is hosting a health resource fair October 4th. Mayor Everhart did not see a problem waiving the fee for the rental, but the deposit should be paid and could be reimbursed once verified that cleaning was completed. Councilor Secor made a motion, seconded by Heffington, to waive the rental fee for Community Hall on October 4, 2025 for the Boise County Health Coalition. 4 ayes. Motion carried.

## VIII. COMMITTEE REPORTS

### A. PARKS & RECREATION COMMISSION

Councilor Elliott explained the commission has decided to move their yard sale from the spring to the fall. Councilor Secor explained he directed Correll to get his maintenance items from the hardware store and if there were any big-ticket items he would need to come to council. Secor also talked with Aaron Bell who is going to work with Correll on the survey for the rodeo grounds.

### B. HISTORIC PRESERVATION COMMISSION

### C. PLANNING & ZONING COMMISSION

Councilor Adams explained they are working on the formula business ordinance information.

### D. IDAHO CITY CHAMBER OF COMMERCE

Carter Elliott explained he is taking over the president role and wants to bring businesses together and figure out ways to bring visitors to the city in a controlled way.

## IX. EMPLOYEE UPDATES

### A. PUBLIC WORKS

Mayor Everhart explained that Public Works is in need of a Civil Drawing to submit for a permit on the highway to install valves. A rep from Consor is willing to help provide that information. Mayor Everhart spoke with Paris at Idaho Power to meet with someone regarding moving the power pole by the water plant.

### B. LAW ENFORCEMENT

Chief Watson joined via zoom and explained he is at a conference for domestic violence and sexual assault. In the last 30 days there have been roughly 137 calls for service. The department is on track for over 1000 calls for the year.

### C. CLERK/TREASURER'S OFFICE

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

Clerk Ptak explained the water sewer updates in the packet. Clerk Ptak also explained the 2<sup>nd</sup> quarter budget report in the packet. Ptak added that she has been working with the facilitator with the previous engineering firm to try and get reimbursement for some of the expenses to get them covered under the grant.

#### 2. CLEARWATER UPDATE

Clerk Ptak explained that the project prioritization form was added to the website and when submitted it will go directly to Clearwater. It was suggested that everyone on the council complete the form. Ptak also discuss the possibility of doing fliers or mailers to get more community involvement and then do a workshop in June to go through everything. Discussion on dates in June ensued. It was decided to tentatively have the workshop on June 17<sup>th</sup> at 6pm. Ptak added that the water and sewer plant are officially off of CenturyLink.

### D. CITY ATTORNEY

City Attorney Callahan explained that Mayor Everhart, Councilor Heffington, and herself met with representatives from the Fire District and their attorney. The meeting was in regard to restarting the Fire House Property discussions. The meeting was productive, and it was agreed that the attorneys will work on some structures that will help move forward. Everyone agreed that they wanted to get to the point that the Fire District owns the property and moving forward how do we get there.

## X. COUNCIL UPDATES

Councilor Secor apologized for Hill Road. Councilor Elliott mentioned the Yard Sale of Historic Proportions Memorial Day weekend.

## XI. MAYOR UPDATES

## XII. 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.

## XIII. UPCOMING MEETINGS

A. NEXT REGULAR MEETING: MAY 14, 2025

ADJOURNMENT 7:27 PM

ATTEST:

Date approved: 5/14/2025

  
Nancy L Ptak, City Clerk-Treasurer

  
Ken Everhart, 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> Ken Everhart <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 Ptak <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 Ryan Heffington	<b>City officers:</b> Jake Nye	<b>Public Works:</b> Nick Mancera CJ Torgensen	<b>Deputy Clerk</b> Kaleb Goodlett <a href="mailto:idahocityoffice@cityofic.org">idahocityoffice@cityofic.org</a> <b>Utility Billing Clerk</b> <a href="mailto:4cityfolk@cityofic.org">4cityfolk@cityofic.org</a>	operating hours Monday- Thursday 8 am - 5 pm Friday 9am - 3pm