



# CITY OF IDAHO CITY

## AGENDA

### REGULAR CITY COUNCIL MEETING

Wednesday, May 27, 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 regular city council meeting to order at 6:00 PM.

**ROLL CALL TO ESTABLISH QUORUM:** Clerk Keeton called roll. Mathews, Elliott, Secor in attendance. Adams joined via team's after the pledge of allegiance.

**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: MAY 13, 2026 & MAY 20, 2026, **ACTION ITEM**

Councilor Elliott made a motion, seconded by Secor, to approve the minutes May 13 & May 20, 2026. Elliott aye, Mathews aye, Secor aye, Adams aye. Motion carried.

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

##### 1. 2026-8 IDAHO CITY CHAMBER OF COMMERCE 3<sup>RD</sup> ANNUAL GOLD ON MAIN CAR SHOW JUNE 6, 2026

Councilor Elliott made a motion, seconded by Mathews, to approve the event checklist 2026-8 Idaho City Chamber 3<sup>rd</sup> Annual Gold on Main Car Show June 6, 2026. Mathews aye, Elliott aye, Adams aye, Secor aye. Motion carried. Councilor Elliott made a motion, seconded by Mathews, to approve an alcohol variance for the Idaho City Chamber 3<sup>rd</sup> Annual Gold on Main Car Show June 6<sup>th</sup> from 10am to 5pm. Adams aye, Elliott aye, Mathews aye, Secor aye. Motion carried.

#### C. BILLS/PAYABLES: MAY 13, 2026, THROUGH MAY 27, 2026, **ACTION ITEM**

Clerk Keeton explained that the invoice for the water trailer is in the bills and the amount came down from the last discussion and if council wants to approve, the check will need to be ready for pickup of the trailer. Councilor Elliott made a motion, seconded by Mathews, to approve the bills dated May 13, 2026, through May 27, 2026 in the amount of \$37,354.72. Elliott aye, Mathews aye, Adams aye, Secor aye. Motion carried.

### II. INSTALLING NEWLY APPOINTED MAYOR

#### 1. CLERK TO ADMINISTER OATH OF OFFICE FOR MAYOR

Clerk Keeton administered the oath of office for Mayor Ryan Heffington.

### III. 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**

### IV. 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**

### V. ENGINEER'S REPORT

#### A. DRAFT SCOPE OF SERVICES – CITY OF IDAHO CITY, ID - VIG PUMPS AND FILTER RESANDING

Derek Probst with Consor explained the draft scope of work for the VIG pumps and filter re-sanding. Councilor Secor added that to bring the cost down the city would construct the pipeline that ties into the existing. Discussion on contractor scope ensued. Mayor Heffington asked the timeline to get the design done. Probst responded that Consor is anticipating 6 months. Mayor and Council decided to review the draft at the workshop meeting on May 28<sup>th</sup>. Probst added that the Highway 21 project is approved and can move forward.

## VI. 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**

## VII. OLD BUSINESS

## VIII. NEW BUSINESS

### A. 2024-2025 AUDIT, BAILEY & COMPANY PRESENTATION

Cassie Zattiero from Bailey & Company presented the 2025 Idaho City Audit to Council members, Mayor, City Clerk, and other attendees. After Zattiero went through the audit, she discussed additional items that will affect the budget in the future.

## IX. COMMITTEE REPORTS

### A. PARKS & RECREATION COMMISSION

James Correll explained that on the BLM lease they are working on the master plan for electricity and water. Parks and Rec will be moving their meeting to the park to enable them to work as well. Correll added that he attended the Highway 21 Corridor meeting and potentially they could start work on the new ballfields next summer. Nathan Druffel asked if some of the playground equipment up above the Rodeo Grounds could be moved over to the baseball field to allow other kids things to do while games are going on. Discussion on playground equipment ensued. Clerk Keeton explained that she needs Parks & Rec's next meeting to be at City Hall for training with Clearwater at 6pm.

### B. HISTORIC PRESERVATION COMMISSION

Rhonda Jameson explained that the last meeting was great, and they learned how to use the software to enter Historic District information. Jameson would like to write up a proposal for the city regarding the ordinance and other issues.

### C. PLANNING & ZONING COMMISSION

Clerk Keeton explained that the commission will have a public hearing at their next meeting regarding property splits. Property setbacks will also be on their agenda.

### D. IDAHO CITY CHAMBER OF COMMERCE

#### 1. VISITORS CENTER BATHROOMS

Councilor Elliott explained that there was a letter in the packet as well as the original agreement signed by the city and the Chamber. Council questioned the letter that was submitted by the BBIA Visitors Center. Carter Elliott explained some of the issues the Chamber and BBIA have had. Elliott added that they have considered the rising demand and will adjust the cleaning schedule accordingly. Heather Freeman added that part of closing the bathrooms was due to health and safety. Discussion on access and locks ensued. Freeman added that they had the opportunity to attend the Rural Idaho Success Summit and the Chamber took away some valuable information. Elliott provided a Chamber report for council to read over.

## X. EMPLOYEE UPDATES

### A. PUBLIC WORKS

Public Works Director Mancera explained that he has officially received the green light on the highway 21 project and will begin on June 9<sup>th</sup>. T2 Traffic Safety is scheduled for traffic control through the 11<sup>th</sup>. Mancera will reach out to businesses 48 hours in advance of water shutoffs. The Reuse Permit has been filed. The Senior Center project will begin this coming Monday and will consist of digging out the ditch between the apartments and Senior Center from Bear Run, North towards the football field. Everything else is running smoothly with maintenance. Mancera is asking council and the public to please voice any areas of concern as things may have been overlooked. Mancera added that the water plant and sewer plant will be receiving new door hardware and locks. Mayor Heffington explained that some temporary fencing will be installed tomorrow to secure the water plant. Discussion on boardwalks and responsibility ensued.

### B. LAW ENFORCEMENT

Chief Watson explained that summer is here and there has been a lot of traffic. There have been 125 calls for the month and roughly 50-59 of those are traffic stops. Watson added that there have been two SWATTING calls in Idaho City. Those calls are someone calling in a fake call for a response. The calls are targeting law enforcement, and public spaces.

### C. CLERK/TREASURER'S OFFICE

Clerk Keeton explained that there have been some press releases sent out on the Facebook page. There is a form for Council to fill out to add to the Facebook page that will introduce the city council and employees to the public.

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

Clerk Keeton explained the water sewer updates in the packet and added that there is an adjustment report that would need signed.

#### 2. CLEARWATER UPDATE

Clerk Keeton explained that Clearwater will be helping on setting up a 501c3 – Friends of Idaho City for fundraising, community projects, and other opportunities. Keeton and Clearwater have also been discussing the Comp Plan. Keeton and Elliott will be working together on the Comp Plan and other items. This next Tuesday Keeton will be doing some volunteer cleaning on the Visitor Center. On June 23 & 24 there is an HR summit being put on by ICRMP that Keeton will attend.

### D. CITY ATTORNEY

City Attorney Williams explained that he has been in talks with Bancorp on the truck lease and things are moving forward.

## XI. COUNCIL UPDATES

Councilor Adams welcomed Mayor Heffington. Councilor Elliott spoke with a number of people in town and has been working on a binder that has every organization and their wish list. While doing this the city was denied the Comp Plan grant and has switched focus and the binder is the Comp Plan. Councilor Elliott and Clerk Keeton will be working together on the Comp Plan. If anyone would like to contribute, they will be working on it on Tuesday's. Elliott spoke with the Forest Service on the airport loop and brought in the shop teacher at the school to work together on the trail. Elliott is also working on a grant for the Community Hall. Councilor Mathews thanked the Fire Department and EBCED for all they do.

## XII. MAYOR UPDATES

Mayor Heffington thanked everyone for allowing him to be Mayor and he will do his best.

## XIII. 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.

Chief Watson had a go back and asked if the bathrooms could be locked at nighttime due to potential issues.

Ben Williams with the Fire Department explained that he spoke with Idaho Power on the tree cutting on Motherlode and Secor was able to sign to get trees removed.

Rhonda Jameson explained that she had asked to be on the agenda as the BBIA Visitor Center Chairmen and had sent the report in for the packet. Clerk Keeton explained that it was a brought to her as concerns for the Visitor Center bathrooms and she thought the best place for that was under the Chamber. Keeton did not have any additional information until today. Jameson added that she had volunteers coming to support her and insist that the city rescind the contract with the Chamber. The BBIA would like the city to go back to being responsible for the bathrooms. Volunteers are on the verge of quitting. Jameson went on to explain the cleaning she has done and other issues that have been going on.

Clerk Keeton had a go back and explained that there will be cameras installed at the RV Dump. Councilor Elliott added that a QR code will be posted to allow people to pay by card. Keeton added that a press release will be going out regarding water usage.

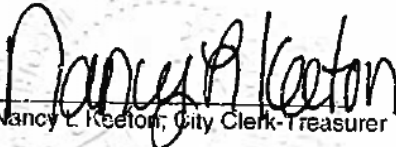
## XIV. UPCOMING MEETINGS

- A. BUDGET WORKSHOP: MAY 28, 2026
- B. NEXT REGULAR MEETING: JUNE 10, 2026

ADJOURNMENT 8:07 PM

ATTEST:

Date approved: 6/10/26

  
Nancy L. Keeton, City Clerk-Treasurer

  
Ryan Heffington, 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.

### Mayor:

Ryan Heffington  
[idahocitymayor1@cityofic.org](mailto:idahocitymayor1@cityofic.org)

### Council members:

Tom Secor Jr  
Ashley M Elliott  
Mari Adams  
Bobby Mathews

### Chief of Police:

Brent Watson  
[idahocitypd.194@cityofic.org](mailto:idahocitypd.194@cityofic.org)

### City officers:

Jake Nye

### Public Works Director:

Nick Mancera  
[idahocitypublicworks@cityofic.org](mailto:idahocitypublicworks@cityofic.org)

### Public Works:

Jaden Howell

### City Clerk-Treasurer:

Nancy L Keeton  
[idahocityclerk@cityofic.org](mailto:idahocityclerk@cityofic.org)

### Deputy Clerk

Kaleb Goodlett  
[idahocityoffice@cityofic.org](mailto:idahocityoffice@cityofic.org)

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(208)392-4584  
operating hours  
Monday- Thursday  
8 am - 4:30 pm  
Friday 9am -3pm