

## City Council Minutes

**Citizen Comment Period:** None

January 8, 2025

**Call to Order:** Mayor Carson called meeting to order at 6:01 p.m. on January 8, 2025

**Employee Attendance:** Justin Beard-water operator, Leroy Kuykendall-maintenance, Cindy Nichols clerk/treasurer, Anthony Gravenmier-maintenance/water

**Public Attendees:** Todd Carson, Jean Nodacker, Mary Palmer, John Simper

**Pledge of Allegiance:** lead by Milt Nodacker

**Roll Call and Conflict of interest:** Council President Milt Nodacker, Council Person's Tammy Hassell, John Leneve, and Rob Milchak, and Mayor Cheryl Carson. No Conflicts of interest.

**Guest Speakers:** Mary Palmer

**Citizen Comment Period:**

**Mary Palmer** asked the council to consider vacating the 2 alley ways on her property and 3 streets (Pine, May, and Moore). She presented a map for visual assistants. Milt asked if she knew anything about how the tax process would be affected by the property. Mary stated that she wasn't sure, and Milt stated that it would be something we would need to be checked into. A question was asked if they would be developing the property in the future. Mary advised that she believes that it would be developing a possible home for their son. The council advised that they would take her request into consideration and Mayor Carson advised Mary that the city would contact her when the council was prepared to make their decision.

**John Simper** spoke to the council regarding repairs to Pine Street, Howard Street, and Kirby Street that he intends to make as soon as the concrete trucks and other heavy equipment are done with deliveries to the construction site. He believes the big truck traffic should be done by next week and they will do some repairs then and do a more detailed repair in the spring. He advised that there are 2 metal 12-inch culverts at the bottom of the access to the construction site, that will be Kirby Street when all is said and done.

**Proposed Amendments to the Agenda:** None

**Approval of Dec. Minutes:** Milt moved to approved December's minutes. Tammy 2<sup>nd</sup> the motion. Approved by unanimous vote.

**Approval of January work session minutes:** Milt moved to approved January work session minutes. Rob 2<sup>nd</sup> the motion. Approved by unanimous vote.

**Financial Report:** Milt moved to accept and Rob 2nd the motion. Approved by unanimous vote.

**Bills to pay:** Rob moved to approve Bills to be Paid. Milt 2<sup>nd</sup> the motion. Approved by unanimous vote.

**Old Business:**

**Simper-construction on extending Kirby Street off Pine toward May:** Rob moved to have the Simper Kirby Road construction tabled until spring (April's) council meeting. John 2<sup>nd</sup> the motion. Approved by unanimous vote by all who were present.

**A new Microsoft 365 account:** Anthony explained how the existing Microsoft 365 account that the City of Peck currently has is not set up as a business or a municipality. Anthony suggested that since the current 365 account is a personal account and has the prior mayor as the administrator of the account, we are also unable to remove the old employees from the account, and we cannot access the account. With all this, even with Anthony's skill and degrees he had no success with the old account, so he set up a new trial account that is a business account. With the new account the city will have the capability to provide city emails for every employee, link the water plant and city hall so that files can be shared, and set up new levels of security.

Rob moved to press forward moving to the trial 365 for next month and if all is going well with the trial, at the February meeting we can vote on setting up the yearly account.

Tammy 2<sup>nd</sup> the motion.

Milt obtained from voting; all others voted Aye. Motion passed.

**Payment to TD&H for 5 hours of work for Rich Utzman:** The council did not feel that with the information sent by TD&H they had all the information needed to come to a decision. It was suggested that we invite Rich Utzman to the February Council meeting to present his case to the council directly.

Tammy made a motion to decline to pay and have Rich attend the February meeting.

Rob 2<sup>nd</sup> the motion.

All voted Aye. Motion passed.

**New Business:**

**Past due water bills with large outstanding balances:** A letter will be drafted by Cindy and Tammy to present to council in February to add to the water bills to notify citizens when they have a past due amount on their bill and that they are being scheduled for a shut off. It was also discussed that any bills that are 90 days past due to need to be removed from the A/R report.

Tammy made a motion to help Cindy present a letter to the council at the February meeting regarding shut offs.

Rob 2<sup>nd</sup> motion.

All voted Aye. Motion passed.

Tammy made a 2<sup>nd</sup> motion to take any bills unpaid after 90 days from date due off the A/R report and put into the balance sheet.

Rob 2<sup>nd</sup> motion.

All voted Aye. Motion passed.

**Stop sanitation charges for snowbirds who choose to leave Peck for the winter or for property owners who only use property sporadically throughout the year:** Council

discussed the issue of allowing snow birders to not pay for their sanitation during the months that they are not in town. The city pays for the trash wither the trash cans are out or not. So, if the snowbirds are allowed not to pay their bill, the other citizens will have to pick up the cost of those who are not paying for their water and or sanitation. So, it was then discussed that water bills and sanitation should be paid year-round on improved properties in accordance with the city ordinances.

Tammy made a motion to continue billing for sanitation and to send a letter out with the ordinance.

Rob 2<sup>nd</sup> motion.

All voted Aye. Motion passed.

**Look into acquiring leans or collections on past due accounts and establish a timeline of past due dates for accounts to be turned over for lean or collections,** This topic was addressed in the 1<sup>st</sup> New Business action item and the following was decided:

Tammy made a motion to help Cindy present a letter to the council at the February meeting regarding shut offs.

Rob 2<sup>nd</sup> motion.

All voted Aye. Motion passed.

**DEQ and EPA boil order procedure and samples being done in Orofino versus taken to**

**Moscow.** Before discussing the boil order procedures, we spoke with Gary Severs regarding the apprenticeship for Anthony. It is imperative that Anthony be registered, and his application submitted by Friday January 10<sup>th</sup> to the apprenticeship program in order for him to receive the funding for the program and books needed for this 2-year program. The program is a state and federal program that requires 4000 hours and 2 years for the Class II license. There is no money needed from the city at this time. Anthony will be allowed to

use his hours acquired to date with the City of Peck toward his hours needed in this program. Mayor Carson and Water Operator Justin Beard will assist Anthony in getting the application completed and turned in by Friday. The program requires recorded hours approved by mentor, 180 hours of classroom time which will be on Wednesdays and Fridays from 0730 to 1100. The yearly cost for the apprenticeship is tuition of \$2500.00 and \$600 for books per year. There is a SAEISBBI grant for the sum of \$1000.00, that Anthony is eligible for, but must be allocated by Friday January 10<sup>th</sup>. The Department of Lands ID Launch grant will also pay \$3500.00 toward this apprenticeship.

Tammy made a motion to move forward with Anthony's Apprenticeship.

Rob 2<sup>nd</sup> the motion.

All voted Aye in favor of expect for councilperson John Leneve who apposed due to he felt Anthony had not been working with the city for long enough. Motion passed with a majority vote.

According to DEQ and EPA's guidelines for boil orders, the City of Peck has not followed those guidelines in the past. DEQ says that boils orders are not put into place until we have a positive test result come back. The city does regular testing and mandatory testing according to DEQ requirements. It was discussed that we start following these guidelines. The Council also discussed using the Orofino lab, that is available to us, for construction samples. This will save the city money on wages and travel expenses. Our regular monthly samples will still go to Anatek Labs as normal. This also saves us a \$20 courier fee when we use Orofino.

Rob made a motion to use Orofino lab.

Tammy 2<sup>nd</sup> the motion.

All voted Aye. Motion passed.

**Schedule the next work session to follow up on updating city ordinances and developing city codes.** Several dates were discussed and everyone agreed that the 28<sup>th</sup> of January at 0900 would work best for everyone.

Milt made the motion to accept the date of Tuesday January 28<sup>th</sup> at 0900 as the next Work Session meeting.

Rob 2<sup>nd</sup> the motion.

All voted Aye. Motion passed.

**Executive session:**

Milt made a motion to table executive session until February 12th meeting.

Rob 2<sup>nd</sup> the motion.

Motion passed unanimously.

**Employee Briefings:**

**City Clerk:** Cindy requested that she be authorized to purchase 3 rolls of stamps for (\$219.00), a 5 pack of 32gb USB drives for (\$18.59), and W-2 forms, and W-3 forms for (\$57.19), which have already been ordered. John told send to ask for the \$2.00 per month to add more storage to the cloud to back up the city computer on. There was a conversation that reiterated that if we had the new business account of 365 we wouldn't need this. It was decided to go ahead and put the extra \$2.00 per month for memory into the motion to pay request.

Rob moved to authorize the purchase of the said items.

Tammy 2<sup>nd</sup> the motion.

All approved motion passed.

**Maintenance:** Leroy discussed the electrical issues in the shop and in the bays behind the shop. He is actively looking into a new subpanel and breakers for repairing these issues. He is also looking into fencing off the area behind city hall where the trackers, MAG, and other equipment are being stored for more security.

He's also wanting to get the valves on Marion Street fixed. He was unable to get it open and bent the water key on the last repair job. He advised the council that these valves need to be exercised at least once a year.

He also addressed road maintenance. Potholes need to be repaired this spring, and roads needs grader work and built up so that when they get MAG next year the roads will be in much better shape and hopefully hold up longer and better. There is a Galion Road Grader that is coming available for \$5,000.00, with the possibility of getting an even better deal on.

Milt moved to authorize the purchase of said road grader with purchase be up to Leroy's discretion. Motion died. Leroy will check into the cost of other options and continue to check on the current road grader that was discussed for a price drop.

**Water:** Justin gave an update of his conversation with Jason Frank regarding the FY2025 lab test schedule. The schedule has been moved back to FY2027.

Justin said that the City of Peck was ranked in the state's top 10 in the Lead and Copper Reporting.

The CIP on Skid 2 has been completed. Skid 2 will need a new heater as the old one caught fire. The request for replacement will be put on February's agenda with a request for 2 so that there is a back-up available if this were to happen again.

As for testing due this year. Justin believes that there are 10 tests that are to be or are needed to be done this year. He will check and see what test are needed and what test, if any have already been completed then report back to the mayor and council.

**Mayor's Comments and Questions:** Mayor Carson reminded Milt and Rob that the walk about Friday at the water plant needed to be scheduled with Leroy. Leroy was asked if 0900 would work for him. Leroy said that it would, so all agreed to meet at 0900 at the water plant on Friday.

**Council Comments and Questions:** Milt talked about the progress being made with the siren and gave a preview of how it works and sounds.

**Adjournment:** 8:48

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Mayor

Date

Clerk/Treasurer

Date