

City Council Minutes

June 11th, 2025

Call to Order: Mayor Carson called meeting to order at 6:01 p.m. on June 11th, 2025.

Employee Attendance: Leroy Kuykendall-Maintenance, Cindy Nichols Clerk/Treasurer, Anthony Gravenmier-Maintenance/Water, and Justin Beard-Water Operator.

Public Attendees: Todd Carson, Joe Gish, Jean Nodacker

Pledge of Allegiance: lead by Milt Nodacker

Proposed Amendments to the Agenda: None

Roll Call and Conflict of interest: Council President Milt Nodacker, Council Person's Gina Gravenmier, Tammy Hassell, Rob Milchak, and Mayor Cheryl Carson. No Conflicts of interest. Council Person is not present.

Approval of May 14th regular meeting minutes and May 28th work session minutes:

- May 14th regular meeting minutes Council President Nodacker moved to approve minutes and Council Person Hassell 2nd motion. All Ayes. Minutes approved.
- May 28th work session meeting minutes Council President Nodacker moved to approve minutes upon correction of Council Person Hassell's miss spelled name correction. Council Person Milchak 2nd motion. All Ayes. Minutes approved.

Financial Report: None, due to moving over to QuickBooks online.

Bills to pay: No bills outside of the normal billings were accrued this month for approval.

Guest Speakers: None

Citizen Comment Period:

Jean Nodacker gave an update on how the yard sale went. She gave a huge shout out to the NPC Republican Women's Club for donating items to sell. She reported the yard sale raised over \$1,000.

Justin Beard reported that the Nurf Gun Wars had a great turn out on the same weekend. There were 30 kids and 10 adults who played. There were people from Weippe, Kooskia, Lewiston, and New Zealand who attended. It appears to have been a success!

Joe Gish reported that the NPC Courthouse has started the process of moving into the new building. It looks like the old courthouse abatement will begin around June 25th.

Old Business:

Cost of the new Government Microsoft 365 accounts. The current Microsoft 365 account is up for renewal. Council Person Milchak gave an update on the Gov. Microsoft 365. It was decided that since the present Microsoft 365 is up for renewal the city will move forwards with the current free trial business Microsoft 365 that Anthony has set up for. Council Person Milchak moved to go with the Microsoft 365 plan that Anthony already has a free trial too and that the city is the administrator to and to set up an email account for all staff and council. Council Person Gravenmier 2nd motion. All Ayes. Motion approved.

Review the newest draft of incorporating ordinances 64 and 172 into Ordinance No. 186 and approve or deny newest draft as the final draft and continue working on the draft until July's council meeting. A clerical error was pointed out and Mayor Carson stated that she would get that corrected.

Council President Nodacker moved to get the clerical correction made and Publish Ordinance NO 186. The first reading will be at the July regular council meeting. Council Person Milchak 2nd motion. All Ayes. Motion approved.

Discuss progress on new draft of Ordinance NO. 160 and its accompanying policy and regulations. After reviewing Idaho Code Title 26 Chapters 1-5 there are no requirements for concrete vaults or the equivalent in the state of Idaho. Council President Nodacker moved to continue working on and finishing up the wording of this ordinance and its policy and regulations. Council Person Hassell 2nd motion. All Ayes. Motion approved.

Approve signing of final draft of agreement with INW. The council wanted to know where INW is with the progress of getting the side load truck online where the drivers do not have to lift the cans.

Council Person Hassell made a motion to hold off on signing the agreement until we receive written clarification from Brandon at INW. Council President Nodacker 2nd motion. All Ayes. Motion approved.

New Business

Decide on a date for the June work session. June 25th, 2025, at 9am was agreed upon for the work session. Council President Nodacker moved to confirm 6-25-2025 @ 9am for work session. Council Person Gravenmier 2nd the motion. All Ayes. Motion passed.

ICRMP renewal. It was suggested to take a copy of the ICRMP policy and payroll reports to the work session. Justin will get quotes on replacing skids to share at the work session.

Employee Briefings:

City Clerk:

Cindy reported finding missing ordinances, paperwork on easement of the water plant road, and other important papers while doing record retention in the office. She also informed everyone that City Hall will be going to Quick Books online soon.

City Maintenance:

Leroy advised he wants to try and spray weeds in the next week because the temperature is supposed to be lower. He would like the mayor to ride along with him to show her some troubled areas in town. He also shared that he has now organized the meg spray tank for the truck to a 15-minute process instead of the much longer process. He will finish ditching Elwood but will need Anthony or at least a second person to drive the truck and trailer while he does the digging. He also needs to purchase a part (\$10) to complete the cleaning of some of the culverts. Also advised that we need to address some the issues if property owns parking their vehicles to where they are sticking out into the road making it difficult to easily pass on certain roads.

Water:

Anthony reported having to call in Justin and Leroy to help assist him in replacing a part on one of the skids that he was unable to repair by himself. He also reported that the plant is still holding strong since all the repairs were made and the plant is still running much more efficiently. It continues to only run for a couple hours a day.

Justin reported that he completed all the big tests for the water system that were due and the last of those twenty tests just went to the lab. Justin also reported that the plant is still in need of tools to be able to complete daily tasks and repairs. They have been using mainly their personal tools to get the repairs done. The council suggested that they make a list of the tools they need and bring it to the next council meeting. It was also suggested that the list includes the replacement parts they need.

Executive Session:

Annual Audit. Council Person Hassell advised that the annual audit will be postponed until the end of 2025. She also explained as to why the city is not required to do the budget this year.

Update on staff performances. The Mayor and Council discussed staffing and staff performance.

Mayor's Comments and Questions

Council Comments and Questions: None

Adjournment: 8:45 pm

Mayor	Date
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Clerk/Treasurer	Date
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