

MINUTES OF THE REGULAR COUNCIL MEETING

May 14, 2025

At 6:00 P.M. the meeting was called to order by Mayor Rod Plank.

A roll call of the Council resulted as follows:

Jenifer Cardenas
Ron Mercado (Zoom)
Terry Douglas
Dennis Norris
Jerry Cobb

Officers Present: Mayor Rod Plank, Clerk/Treasurer Lindsay Strobel, COP Paul Twidt, Public Works Director Mike Fitzgerald, City Planner Monica Miller

Also present: Jen Pipkin, Andy Helkey, RJ Bonnalie, Heather Tryon, (via Zoom): Troy Larson, Rula Awwad-Rafferty, Becky Speck, Rand Wichman, Toluwani Ayeni, Kathy Apthorp

Absent: Lori Teeters, Keith Teeters

Councilmember Norris led in the Pledge of Allegiance.

ORAL COMMUNICATIONS

Andy Helkey from IDEQ gave an update on the DEQ sidewalk project. They received four bids for the uptown sidewalks. McGillivray Environmental was the low bid.

University of Idaho Interior Design Professor, Rula Awwad-Rafferty, gave an overview of her senior students' Capstone Projects. Her students were given the option to design building rehabilitations for two buildings in Kellogg, the YMCA and the building at 301 Main St. The designs were reviewed and students recognized by Mayor Plank.

CONSENT CALENDAR

1. Approval of the minutes April 9, 2025 regular council meeting and the April 29, 2025 emergency council meeting.
2. Approval of payment of the bills for the month of April 2025 as presented. (Proving documents on file in the City Clerk's office)
3. Treasurer's Reports of Income & Expenditure
4. Approval of Reports and Minutes of Committees and Commissions

Motion was made by Councilmember Douglas to approve the consent calendar as presented, seconded by Councilmember Cardenas. Motion carried.

OLD BUSINESS

FEMA update on LOMR Mapping from Felicia Cassidy with Alta
Alta is under contract with JE Fuller and working on a response schedule.

DEQ Stormwater Project Phase 2 and 3 from Felicia Cassidy with Alta
Phase 2 bids were received. Buddy's Backhoe is the low bidder. Phase 3 bidding is possible for June 2025.

Kellogg Levee Preliminary Engineering from Felicia Cassidy of Alta
Nothing new to report

NEW BUSINESS

Award of Bid for DEQ Stormwater Phase 2

This project is funded entirely by a IDEQ grant. It provides for stormwater improvements that will reduce phosphorus loads to the South Fork CDA river. Alta announced Buddy’s Backhoe as the lowest bidder with a base bid of \$242,920.20 and project total bid of \$317,786.60.

Councilmember Douglas motioned to accept the bid from Buddy’s Backhoe. Motion was seconded by Councilmember Cobb. A roll call vote of the Council resulted as follows:

Teeters –Absent	Norris – Aye	Motion carried
Mercado – Aye	Cardenas - Aye	
Douglas – Aye	Cobb- Aye	

Consideration on Collection System Maintenance Service Agreement

This is an agreement between City of Kellogg and South Fork CDA River Sewer District to allow the City of use the Tanker Pump Truck and CCTV line inspection services that can’t be provided by City equipment. The agreement is pending legal review.

Councilmember Cobb motioned to allow the Mayor to sign the agreement, pending legal review. Motion was seconded by Councilmember Douglas. A roll call vote of the Council resulted as follows:

Teeters –Absent	Norris – Aye	Motion carried
Mercado – Aye	Cardenas - Aye	
Douglas – Aye	Cobb- Aye	

MS-2025-01 Railroad Addition Minor Subdivision

Applicant is proposing the platting of two existing lots within the Linhart Addition Subdivision and the west end of Railroad Avenue. No new lots are being created and no new infrastructure is being proposed.

Councilmember Douglas motioned to approve MS-2025-1 Railroad Addition application for minor subdivision, finding that:

- 1. All application fees have been paid**
- 2. The minor subdivision and preliminary plat have been prepared and reviewed by the Building Official, Community Planner, and Public Works Director in accordance with Kellogg Municipal Code section 12-3-5**
- 3. Lots are in conformance with City of Kellogg zoning and subdivision regulations**
- 4. No site, street or utility improvements are being proposed at this time, with the exception of the installation of the fire hydrant per conditions outlined above**
- 5. Necessary easements will be recorded prior to, or in conjunction with the final plat once it is approved.**

Motion was seconded by Councilmember Cobb. Motion carried.

Consideration on Resolution 2025-04 Purchase of 1989 Office Modular Building for Library Use
This would allow the City to purchase this building for \$31,500.00. Price includes moving and setting.

Councilmember Douglas moved to read Resolution 2025-04 by title only. Motion was seconded by Councilmember Cardenas. Motion carried.

RESOLUTION # 2025-04

A RESOLUTION OF THE CITY OF KELLOGG, SHOSHONE COUNTY, STATE OF IDAHO, APPROVING AND AUTHORIZING THE CITY TO PURCHASE A 1989 DOUBLE-WIDE MODULAR OFFICE BUILDING FOR USE BY THE CITY’S LIBRARY DEPARTMENT

CITY OF KELLOGG

Shoshone County, Idaho

WHEREAS, the City is in need of a modular office building;

WHEREAS, Idaho Code 67-2806 permits the City to purchase from qualified vendors supplying modular office buildings where the expenditure is less than \$75,000;

WHEREAS, the City has determined that J&P Idaho Services LLC to be a qualified vendor, and

WHEREAS, the City has sufficient funds to purchase said modular building.

NOW, THEREFORE, BE IT RESOLVED, the Mayor and the City Council of the City of Kellogg, Idaho, approve the purchase of a 1989 double-wide modular office building with serial numbers of CSD106-A and CSD106-B from J&P Idaho Services LLC, with a purchase price of \$16,500.00.

BE IT FURTHER RESOLVED, this Resolution shall take effect and be in force from and after its passage and approval.

DATED this 14th day of May, 2025.

Rod Plank, Mayor

ATTEST:

Lindsay Strobel, Clerk/Treasurer

Councilmember Douglas moved to adopt Resolution 2025-04. Motion was seconded by Councilmember Norris.

A roll call vote of the Council resulted as follows:

Teeters –Absent	Norris – Aye	Motion carried
Mercado – Aye	Cardenas - Aye	
Douglas – Aye	Cobb- Aye	

Consideration on Tracy Casady P&Z Commission Letter of Interest

Tracy Casady submitted a letter of interest in filling the vacant seat on the P & Z Commission.

Councilmember Douglas motioned to appoint Casady to the P & Z Commission. Motion was seconded by Councilmember Cardenas.

Consideration on Application for Site Plan Submission to Parks & Rec for Library Modular

This application is required by IDPR in order to place the newly purchased modular office building in the chosen location east of the Depot/Library building within the City's Greenbelt near a section of the Trail of the Coeur d'Alenes.

Councilmember Douglas moved to approve submission of the application to IDPR. Motion was seconded by Councilmember Cardenas. Motion carried.

Consideration on SVEDC 2025 Investor Agreement

The City contributed \$480 to the Silver Valley Economic Development Corp. last year, to aid in their mission of supporting business in the Silver Valley.

Councilmember Douglas moved to allow the mayor to sign the agreement with contribution of \$480.00. Motion was seconded by Councilmember Norris.

A roll call vote of the Council resulted as follows:

Teeters –Absent	Norris – Aye	Motion carried
Mercado – Aye	Cardenas - Aye	
Douglas – Aye	Cobb- Aye	

Consideration on Peak One Cobra Administrator Agreement

The City's current COBRA insurance administrator has not been satisfactory. Peak One has been recommended to replace them, as they have a physical office in Post Falls and better customer service.

Councilmember Douglas moved to allow the Mayor to sign the agreement. Motion was seconded by Councilmember Cobb.

A roll call vote of the Council resulted as follows:

Teeters –Absent	Norris – Aye	Motion carried
Mercado – Aye	Cardenas - Aye	
Douglas – Aye	Cobb- Aye	

Consideration on Military Caregiver Month Proclamation

Councilmember Cardenas moved to adopt the proclamation. Motion was seconded by Councilmember Douglas. Motion carried.

ANNOUNCEMENTS AND REPORTS

Public Works Director Fitzgerald: Update on the Elder encroachment situation. Letter to property owner was sent 4/25/25. The owner has responded. The 60-day window of action is open. Douglas asked if the City had to fix the road, would we do it in house or hire a contractor. Fitzgerald said probably should hire a contractor so the matter is easier to track for costs. Pool will be up and running by early June.


Community Planner Miller: P & Z area of impact requirements for the City are coming up. This is mandated by the State, to be reported to the County. Moving forward with the City logo redesign, so if there are any comments, please let her know.

There being no further business, the meeting was adjourned at 7:27 pm. The Council will meet at the regular time in June 2025.

ATTEST:



Lindsay Strobel, City Clerk/Treasurer



Mayor Rod Plank