

# MINUTES OF THE REGULAR COUNCIL MEETING

October 8, 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 (Zoom)  
Ron Mercado  
Terry Douglas  
Dennis Norris  
Lori Teeters

Officers Present: Clerk/Treasurer Lindsay Strobel, COP Paul Twidt, Building Official Keith Teeters, PW Director Mike Fitzgerald, Community Planner Monica Miller

Also present: Kathy Apthorp (via Zoom)

Monica led in the Pledge of Allegiance.

## **PUBLIC HEARING**

### **Resolution 2025-10 Initiating Fee Increases for City Services**

**Councilmember Douglas motioned to open the hearing. Motion was seconded by Councilmember Teeters. Motion carried.**

No public comment.

**Councilmember Douglas motioned to close the hearing. Motion was seconded by Councilmember Norris. Motion carried.**

**Councilmember Mercado motioned to read the Resolution by title only. Motion was seconded by Councilmember Teeters. Motion carried.**

### *RESOLUTION # 2025-09*

*A Resolution of the City of Kellogg, Shoshone County, State of Idaho initiating fee increases for miscellaneous City services.*

### ***City of Kellogg***

### ***Shoshone County, Idaho***

*WHEREAS, the City of Kellogg has a need to charge for certain services.*

*WHEREAS, pursuant to Idaho Code 63-1311A the City of Kellogg held a hearing on the fee increases.*

*WHEREAS, some fees listed may not have been increased, just shown for the accuracy of listing fees together.*

*NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Kellogg that as follows:*

*SECTION 1: As of November 1, 2025 the fees for garbage and refuge will be increased as per Exhibit A attached hereto*

*SECTION 2: As of November 1, 2025 the fees for sewer maintenance will not be increased as per Exhibit B attached hereto.*

*SECTION 3: As of November 1, 2025 the fees for Greenwood Cemetery will be increased as per Exhibit C attached hereto.*

*SECTION 4: As of November 1, 2025 the fees for the Kellogg Pool will not be increased as per Exhibit D attached hereto*

*SECTION 5: As of November 1, 2025 the fees for building permits will be increased as per Exhibit E attached hereto*

*SECTION 6: As of November 1, 2025 the fees for short term rentals will be increased as per Exhibit F attached hereto*

*SECTION 7: As of November 1, 2025 the fees for police violations will not be increased as per Exhibit G attached hereto*

*SECTION 8: As of November 1, 2025 miscellaneous fees and permit costs will not be increased per Exhibit H attached hereto*

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

*Dated, this 8<sup>th</sup> day of October, 2025.*

*City of Kellogg  
Shoshone County, Idaho*

ATTEST:

By \_\_\_\_\_  
Rod Plank, Mayor

\_\_\_\_\_  
Lindsay Strobel, City Clerk  
**EXHIBIT A - Sanitation/Maintenance Rates**  
DATE 11/1/2025

<u>CODE</u>	<u>GAL SIZE</u>	<u>X's / WEEK</u>		<u>\$ RATE</u>
101	1 - 64		1	13.00
102	1 - 96		1	17.00
103	2 - 64		1	21.25
104	1 - 64		2	26.00
105	1 - 96		2	34.00
107	1 - 64		3	39.00
109	1 Yard		1	28.65
110	1.5 Yard(300gal)	1		33.75
111	2 Yard		1	42.40
112	4 Yard		1	61.25
113	6 Yard		1	72.65
143	8 Yard		1	86.75
114	1 Yard		2	45.65
115	1.5 Yard(300gal)	2		53.75
116	2 Yard		2	68.40
117	4 Yard		2	100.25
118	6 Yard		2	115.65
144	8 Yard		2	133.75
119	1 Yard		3	62.65
120	1.5 Yard(300gal)	3		73.75
121	2 Yard		3	94.40
122	4 Yard		3	139.25
123	6 Yard		3	158.65
145	8 Yard		3	180.75
124	1 Yard		4	79.65
125	1.5 Yard(300gal)	4		93.75
126	2 Yard		4	120.40
127	4 Yard		4	178.25
128	6 Yard		4	201.65
146	8 Yard		4	227.75
130	1.5 Yard(300gal)	5		113.75
131	2 Yard		5	146.40
134	6 Yard		5	244.65
147	8 Yard		5	274.75

**This Lower Section Assists Office Personnel when Customer Inquires about Rentals:**

Roll Offs: 10 Yard \$ 70.00 Per Dump  
20 Yard \$ 95.00 Per Dump  
30 Yard \$120.00 Per Dump  
Roll Off Rental: One week minimum - \$28.00, & \$4.00 for each additional day, or  
\$95.00 Per Month  
Excess Garbage will be picked up at a rate of:  
\$1.50 per bag of garbage  
\$5.50 per yard for dumpsters  
Service Call For Can/Dumpster Repair \$100.00/hr 1hr min

**EXHIBIT A - Sanitation without Maintenance**  
DATE 11/1/2025

<u>CODE</u>	<u>GAL SIZE</u>	<u>X's / WEEK</u>		<u>\$ RATE</u>
201	1 Yard		1	17.00
202	1.5 Yard(300gal)	1		20.00
203	2 Yard		1	26.00
204	4 Yard		1	39.00
205	6 Yard		1	43.00
206	8 Yard		1	47.00
207	1 Yard		2	34.00
208	1.5 Yard(300gal)	2		40.00
209	2 Yard		2	52.00
210	4 Yard		2	78.00
211	6 Yard		2	86.00
212	8 Yard		2	94.00
213	1 Yard		3	51.00
214	1.5 Yard(300gal)	3		60.00
215	2 Yard		3	78.00
216	4 Yard		3	117.00
217	6 Yard		3	129.00
218	8 Yard		3	141.00
219	1 Yard		4	68.00
220	1.5 Yard(300gal)	4		80.00
221	2 Yard		4	104.00
222	4 Yard		4	156.00
223	6 Yard		4	172.00
224	8 Yard		4	188.00
225	1.5 Yard(300gal)	5		100.00
226	2 Yard		5	130.00
227	6 Yard		5	215.00
228	8 Yard		5	235.00

**EXHIBIT B - Sewer Maintenance Fee**  
DATE 11/1/2025

701	Residential	\$25.00	
702	Church		\$33.00
703	Schools	\$33.00	
705	Commercial		\$33.00
706	Industrial	\$36.00	
707	Multiple	\$25.00	

**Sewer Connection Fees**

Residential	\$1500.00
Multi-Family- up to two (2) units	\$2000.00
Multi-Family- over two (2) units	\$2000.00 plus \$100.00 per each unit over two (2)
Commercial	\$2500.00
Commercial Apartment Buildings room	\$2500.00 plus \$100.00 per each unit or Hotels, Motels, Condos.
Industrial	\$3000.00

**EXHIBIT C - Cemetery**

DATE 11/1/2025

1. Urn Wall: Niches in all units of the Urn Wall(s) are sold at the following schedule:

**Urn Wall: \$2,730.00 per niche for all rows**

These charges are based upon double occupancy. \* etching of family names, date of birth and date of death, vase and holder. All urn wall niches for immediate inurnment must be paid in full before inurnment. The niche may be purchased on terms, with full payment to be made within 6 months from date of sale, if payments are not made in full, the city reserves the right to re-sell the niche being purchased with no re-fund. \*NOTE: A Bronze Name Plate may be utilized at the request of the niche owner and paid separately by the owner. Payment will be made to the City of Kellogg prior to the City ordering the Bronze Name Plate, when requested. Any niche that has been purchased prior to August 9, 2018 will not be billed separately if a bronze name plate is requested by family.

Inurnment of cremains in any niche in any Urn Wall at Greenwood Cemetery shall only be done by the City. Additional charge of \$300.00 for Saturday, Sunday or Holiday inurnment, payable before the placement. **These inurnments are subject to personnel being available to do the work on these days.**

2. The following prices shall be charged for cemetery plots, in all Sections throughout Greenwood Cemetery.

**Plots sold: \$2,360.00 internment (full burial); and \$997.00 for inurnment (cremains) or child size**

3. Plots may be purchased for future use. The plots may be purchased on terms, with full payment to be made within 6 months from date of sale, if payments are not made in full, the city reserves the right to re-sell the plot being purchased with no re-fund. (\$2,360.00 & \$997.00 Includes lot and perpetual care.) Only three placements will be allowed on any one plot. (One full burial and two cremains or three cremains). Only 1 placement of cremains or child full burial on cremains size plot or child size plot.
4. Liners, or similar containers, are required for all burials at Greenwood Cemetery. Said liners, or similar containers, shall be provided by the City at a cost of \$600.00 plus tax \$36.00, subject to change when the cost of them is increased by our supplier(s). A charge of \$35.00 will be made for City assistance when a concrete vault, or other similar container, is installed by an outside firm. If installation of this type of container is done in the winter-time, or, when other extreme circumstances are encountered, there could be an additional charge. (Note: This winter-time/extreme circumstances charge must be discussed and agreed to before any work will be done.)

**Liners: \$600, plus 6% sales tax**

**EXHIBIT C - Cemetery (continued)**

DATE 11/1/2025

If a Grave Box is furnished for a burial, by a party/parties other than the City, instead of the Liner(s) mentioned in 5 and the City must open and close the grave site, a charge of \$400.00 will be made by the City

**All lots for immediate interment, Opening & Closing fee, charge for liners, etc. and other charges as specified below must be paid in full before interment.**

5. The City (only) shall Open & Close graves, and, at the following charges:

**Opening/Closing: \$630, full burial; and \$315 for child size**

A charge of \$400.00 shall be made when an actual burial takes place on a Saturday, a Sunday or a holiday. **These burials are subject to personnel being available to do the work on these days.**

6. Inurnment of cremains with the purchase of any plot at Greenwood Cemetery shall only be done by the City, and, at the following charges:

**\$260 for 1<sup>st</sup> set of cremains  
\$355 for additional cremains on  
same plot (maximum of 3 total)**

An additional charge of \$300.00 shall be made when an inurnment takes place on a Saturday, a Sunday or a holiday.

7. The City shall set all stones, monuments, etc. The City shall do all concrete work, including that associated with vases, at the following charges:

**Stone/Vase Settings: \$175 for regular markers (12"x24" or smaller)  
\$200 for large headstones; (larger than 12"x24") \$80 for vases  
& flowers cups in single concrete setting**

If one vase/flower cup setting is part of the marker setting, the additional charge will be \$50.00, instead of \$75.00. \*For additional vases/cups, the charge(s) will be \$50.00 each.

8. All of the above policies/charges for GREENWOOD CEMETERY are subject to change without notice, and, the charges are payable at the office of the City Clerk, 1007 McKinley Avenue, Kellogg, ID 83837. Telephone: (208) 786-9131.

**EXHIBIT D - POOL**

DATE 11/1/2025

Season Passes:

Single (1) Person:	\$30.00
Family (4) Persons in same family: and for each additional person in family will be \$10.00	\$75.00

Daily Pass:

Per individual, each day: \$ 2.00  
(no age limit)

City Council at any time can elect to not charge fees for the season

EXHIBIT E – BUILDING/PLANNING AND ZONING

DATE 11/1/2025

Building

OCCUPANCY AND TYPE	AVERAGE COST / PER SQ. FT
1. DWELLING	
Type V-Wood Frame & Additions	\$140.00
Manufactured Home- Mobile Home Set Only	
Single-Wide	\$84.00
Double-Wide	\$168.00
Triple-Wide	\$252.00
Manufactured / Mobile Home (Real Property)	\$18.31
Commercial	Valuation
2. PRIVATE GARAGE	
Wood Frame	\$37.30
Pole Building / Storage Building	\$22.40
Metal Garage	\$22.40
Open Carport	\$15.16
3. OTHER	
Interior Finish no Framing	\$10.22
Interior Finish with Framing	\$21.46
Decks	\$10.50
Decks with Cover	\$15.00
Foundation Only	\$16.45
Retaining Walls (over 4 feet)	\$14.70 LF
Fences (6 feet or less)	\$25.00
Fences over 6 feet	\$68.25
Fire Place Inserts	\$65.00
Window Replacement (if making larger)	\$50.00
Window Commercial	Valuation
Solar Pannels	\$100.00
Re-side	\$315.00
Re-Roof	\$315.00
New Rafters / Trusses	\$10.27
Asphalt Shingles / Steel Roofing (per square)	\$315.00
Demo	\$60.00
Reinspection / Special Inspection Fee	\$75.00 per hr (1 hr min)
Additional Plan Review	\$75.00 per hr (1 hr min)
Changes, Additions or Revisions	\$75.00 per hr (1 hr min)
Building Permit Extensions	\$100.00
Temporary Certificate of Occupancy	\$100.00
Work without Permit	Double Permit Fee
Add Plan Check Fee for all permits issued. (Plan check fee is 45% of building permit fee)	

EXHIBIT E – BUILDING/PLANNING AND ZONING

(Continued)

DATED 11/1/2025

Planning & Zoning

Variance	\$350.00
Conditional Use	\$350.00
Comprehensive Plan/Zone Change	
Residential	\$500.00
Commercial/Industrial	\$800.00
Subdivisions	
Minor**	\$750.00
Major**	\$1,250.00
Planned Unit Development	\$1,500.00
Exterior Design	\$100.00
Vacations (ROW)***	\$500.00
Signs	
Sign Permit	\$50.00 + associated building permit and plan review fees
Sandwich Sign	\$20.00
\$10.00 per additional sign(s) on premises	
Appeals	
No Legal Notice Required	\$100.00
Requires Legal Notice	
Annexation***	\$1,000.00
Text Amendment	\$350.00
Business Development	\$150.00
Zoning Improvement	\$100.00
Certificate of Occupancy	\$25.00
Approach Permit	\$25.00
Fence	\$25.00

\*Plus \$25.00 per lot. \*\*Plus \$25.00 per lot over 10 lots. \*\*\*Plus Associated Costs to the City.

\*\*\*\* Plus Additional Building Permit Fee of \$50.00 for signs requiring engineered drawings

EXHIBIT F - Short Term Rentals

DATE 11/1/2025  
Non-refundable initial fee for a Short-Term Rental Application shall be \$250.00, with each additional unit being \$50.00.  
Renewal fees for current Short-Term Rental Permit holders will remain at \$35.00 per year.

EXHIBIT G - Police Violations/Fees

DATE 11/1/2025

10-1-3	Loading Zone			\$30.00
10-2-12	Violation of 18" Curb Distance	\$25.00		
10-2-12(a)	Wrong Way at Curb	\$25.00		
10-2-13A1(a)	Parking on Sidewalk		\$25.00	
10-2-13A1(b)	Blocking Driveway		\$40.00	
10-2-13A1(c)	Sign Prohibits			\$25.00
10-2-13A1(d)	15' of Fire Hydrant		\$40.00	
10-2-13A1(e)	on Crosswalk			\$40.00
10-2-13A1(f)	within 20' of Intersection		\$25.00	
10-2-10(c)	Parking in Alleys	\$25.00		
10-2-14(d)	Violation of 30-minute Loading Zone	\$25.00		
10-4-2	Violation of 2-hour Parking		\$20.00	
10-4-6	Recreational Vehicle, Camper, or Trailer on Street Between November 1 - March 31	\$25.00		
10-2-13(c)	All Night Parking	\$25.00		
	No more than 30 minutes Between 2AM-5AM			

Impound, Dog Shelter and License Fees

	Initial Impound Fee	\$20.00
	Shelter Fee per Day	\$8.00
	Annual License(intact)	\$20.00
	Annual License(fixed)	\$10.00
	Fee for duplicate Tag	\$5.00
	Non-Commercial Kennel	\$25.00
	Commercial Kennel	\$75.00

**Dog at Large**

1st Offense in calendar year	- \$25.00(plus impound rate)
2nd Offense in calendar year	- \$50.00(plus impound rate)
3rd Offense in calendar year	- \$100.00(plus impound rate)
4th Offense in calendar year	- criminal complaint filed

**Failure to License**

1st Offense in calendar year	- \$25.00(plus cost of license)
2nd Offense in calendar year	- \$50.00(plus cost of license)
3rd Offense in calendar year	- \$100.00(plus cost of license)
4th Offense in calendar year	- criminal complaint filed

**Kennel Violation**

1 <sup>st</sup> Offense in calendar year	- \$50.00(plus cost of license)
2 <sup>nd</sup> Offense in calendar year	- \$100.00(plus cost of license)
3 <sup>rd</sup> Offense in a calendar year	- criminal complaint filed

EXHIBIT H - Misc. Fees and Permits

DATE 11/1/2025

Annual Restaurant/Tavern Outside Seating with serving of Alcohol on City Sidewalks	\$125.00
Daily Scout House Use	\$75.00
Right-of-Way Application	\$100.00
Daily Trolley Use	\$75.00
Copies	\$.25 / copy
Return Check Fee	\$25.00
Paper Service Inside City Limits	\$20.00
Paper Service Outside City Limits	\$35.00 + mileage @ current IRS mileage rate
Tax Roll Fee	\$100.00
Credit/Debit Card Fee	4% of transaction

Event Permits

Category	Attendees	Hours	Application Fee
High	Over 500	6+ hours	\$100.00
Medium	201-500	3-6 hours	\$50.00
Low	0-200	Under 3 hours	\$0.00
Farmers Market		Under 3 hours	\$0.00

Refundable Deposit

Event Category High	\$1,000/day
Event Category Medium	\$500.00/day
Event Category Low	\$0.00
Event Alcohol Permit	\$250.00/day
Event Police Coverage-10-hour minimum	\$35.22/hr. per officer
500-1500 attendees- 1 officer required	
1500-3000 attendees- 2 officers required	
Vendor Booth at City Sponsored Event	\$25.00-\$100.00
City Restroom Facilities – Cleaning and Stocking	

<b>Event Duration</b>	<b>Labor/Equipment (Cost)</b>
< 4 Hours	None
> 4 Hours	\$150
> 8 Hours – 1 Day	\$300
Multi-Day	\$300/day

*EXHIBIT H - Misc. Fees and Permits (Continued)*  
*DATE 11/1/2025*

*City Sanitation Dumpsters – Placing, Emptying and Retrieving*

<b>Count</b>	<b>Container</b>	<b>Labor &amp; Equipment</b>	<b>Disposal Cost</b>
1	Can (64 – 96 gallon)	\$35/ Service-Maint	None
1	Dumpster (1 – 8 yd/300 gallon)	\$140/ Service-Maint	None
1	Roll Off (10 – 30 yd)	\$300/ Service-Maint	County Fees apply for processing garbage. Event responsible for contacting County Transfer station to arrange for payment <u>in advance</u> of reserving a City Roll Off.

Councilmember Douglas moved to adopt the Resolution. Motion was seconded by Councilmember Mercado. A roll call vote of the Council resulted as follows:

Teeters –Aye  
Mercado – Aye  
Douglas –Aye

Norris – Aye  
Cardenas - Aye

Motion carried

**ORAL COMMUNICATIONS**

**CONSENT CALENDAR**

1. Approval or correction of the minutes of the September 17, 2025 regular council meeting.
2. Approval of payment of the bills for the month of September 2025 as presented. (Proving documents on file in the City Clerk’s office)
3. Treasurer’s Reports of Income & Expenditure and Quarterly Report.
4. Approval of Reports and Minutes of Committees and Commissions.

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

**OLD BUSINESS**

FEMA update on LOMR Mapping from Felicia Cassidy with Alta

*New application submitted on 10/1/2025, awaiting review which should be less than 90 days. This effort has utilized all IDEQ funding and additional comments will be handled on the City on call budget.*

DEQ Stormwater Project Phase 2 and 3 from Felicia Cassidy with Alta

*Phase 2 construction at East Kellogg and Government Gulch is completed. Shout out to Buddy's Backhoe Service who was great to work with and did great work. They have agreed to work on Phase 3 until the weather turns and are starting on Chestnut inlet this month. Parts of Phase 3 will be completed this fall with the remaining to be bid in early spring for completion before the funding cut off in Sept 2026.*

**NEW BUSINESS**

**ANNOUNCEMENTS AND REPORTS**


Chief of Police Twidt: KPD officers thankful for Council's support and pay increase.

Public Works Director Fitzgerald: Crew appreciates COLA. The Bunker Ave bridge should be opening between Oct. 28 and Nov. 1. Mac Pooler memorial plaque will be placed the week before. Sidewalks are finished for the season.

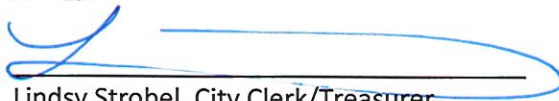
Building Official Keith Teeters: Pay raises are appreciated.

Community Planner Monica Miller: Francie Pooler is resigning from P & Z Commission starting December 31, 2025. Kelloween is Oct. 25<sup>th</sup>. We received \$3000 in donations for this event this year. The Innovia grant was \$1000. City website redesign will begin soon. (Monica has accepted a position elsewhere, but thanks the City for all the support during her employment)

**There being no further business, the meeting was adjourned at 6:20 pm. The Council will meet at the regular time in November 2025.**

  
Terry Douglas, Mayor Pro-Tem

ATTEST:

  
Lindsay Strobel, City Clerk/Treasurer