



CITY COUNCIL MEETING MINUTES

1. Call to Order.

The regular meeting of the St. Maries City Council was called to order by Mayor Tom Carver at 5:30 p.m. on Monday, January 27, 2025, in Council chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT –
Mayor, Tom Carver
Councilors, Steve Dorendorf, Sabrina Powell, Charles Winter, Doug Ryan, Tina Thomson

3. Pledge of Allegiance.

Mayor Carver led all present in the Pledge of Allegiance.

4. Old Business

a. Stewart Contracting Retainage Payment for Lead Water Line and Phase 3 Sewer Project. – action item

This item was tabled at the previous council meeting. Jesse Herndon, HMH Engineering, shared that this is the 5% held back from each pay request they submitted which is returned at the end of the project.

Motion made to approve the Stewart Contracting retainage payment in the amount of \$110,496.73, and for the contractor agree to complete the items from the walk-through punch list.

Result:	Passed
Moved By:	Dorendorf
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

5. New Business

a. HMH Engineering Invoice M24017-02 for Children Pedestrian Safety Grant. – action item

Motion to approve Invoice M24017-02 for Children Pedestrian Safety Grant in the amount of \$13,350.71.

Result:	Passed
Moved By:	Dorendorf
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

b. LHTAC Pay Request 13 for Phase 2 Sidewalk Improvements. – action item

Motion to approve LHTAC Pay Request 13 in the amount of \$4,317.84 for the Phase 2 Sidewalk Project.

Result:	Passed
Moved By:	Ryan
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

c. LHTAC Pay Request 14 for Phase 2 Sidewalk Improvements. – action item

Motion to approve LHTAC Pay Request 14 in the amount of \$2,773.06 for the Phase 2 Sidewalk Project.

Result:	Passed
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Moved By:	Dorendorf
Seconded by:	Winter
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

- d. **Resolution No. 2025-344; Approval of ITD Agreement, Key No. 24688, Project No. A024(688) for Design and Construction of S 2nd Street SW; Dakota to W. College Ave. – action item**

Motion to approve Resolution No. 2025-344 for the approval of ITD Agreement, Key No. 24688, Project No. A024(688) for the Design and Construction of S. 2nd Street SW; Dakota to W. College Ave.

Result:	Passed
Moved By:	Ryan
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

- e. **Update on Sidewalk Projects: Phase 2 (ITD Key No. 23898, Project No. A023(898)) and Phase 3 (ITD Key No. 24688, Project No. A024(688)). – action item**

Jesse Herndon, HMM Engineering, explained that Christine Smith, also with HMM Engineering, did a project update for the three current sidewalk grants/project the City has – (1) LHTAC Key No. 23898 Phase 2 Improvements, (2) LHTAC Key No. 24688 S. 2nd Street from Dakota to W. College Avenue Sidewalks, and (3) Child Pedestrian Safety Grant – Phase 3. Herdon explained that completing all these project together can lead to better pricing and save residence the inconvenience of having construction occur on the same stretch of roadway for several summers in a row.

Motion to combine sidewalk project Phase 2 (ITD Key No. 23898, Project No. A023(898)) and Phase 3 (ITD Key No. 24688, Project No. A024(688)), and begin construction next year.

Result:	Passed
Moved By:	Powell
Seconded by:	Ryan
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

- f. **Stillwater Electric Change Order 25-4012 for Sewer Pump Station Replacement Project. – action item**

Motion to approval Stillwater Electric Change Order 25-4012 in the amount of \$9,720.51 for the 2nd and 14th Street Sewer Pump Station Replacement Project.

Result:	Passed
Moved By:	Ryan
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

- g. **Request for a stop sign at intersection of 21st Street and St. Maries Avenue. – action item**

Raymond Hosfield explained he lives at the intersection of 21st Street and St. Maries Avenue and there is an issue with people speeding down 21st Street. He would like to see a stop sign added to slow down drivers. Jeff Keen, Public Works Director, stated that he did not see an issue with the request.

Motion to add a stop sign to the north side of 21st Street and St. Maries Avenue, when going South on 21st.

Result:	Passed
Moved By:	Dorendorf
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

- h. Temporary Weight Restriction Closure for 4th Street, between College Avenue and Jefferson Avenue, and Jefferson Avenue Between 3rd and 4th Street. – action item**
Tom Garrison, Building Official, stated that the St. Maries Fire Department has a retaining wall that is beginning to fail and suggests that the City puts a weight restriction on 4th Street, from College Avenue to Jefferson Avenue, to prevent any damage it may cause., until the Fire Department can get funds to replace the wall.

Motion to approve a 10,000-pound weight restriction for vehicles on 4th Street, between College Avenue and Jefferson Avenue, for one year.

Result:	Passed
Moved By:	Ryan
Seconded by:	Powell
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

6. Reports and Communications

- a. Mayor's Update.** No Updates.
- b. Public Works Director's Update.** Jeff Keen, Public Works Director, shares that there has been water and sewer issues due to the cold weather and the crew is working on a water leak by the bus garage.
- c. Police Update.** Scott Castles, the Police Chief, states they are working on getting an additional officer hired. The two officers, including himself, are working six days a week until they can get someone else hired.
- d. Building Official Update.** Tom Garrison, Building Official, stated that he is enjoying working with contractors and homeowners. Garrison also stated that there is a new project at the Heyburn Elementary School for new windows that will cost about \$700,000. Garrison will begin reviewing the city codes, comprehensive plan, permit procedures, long term filing systems, and a community outreach and learning program.
- e. Planner Update.** No comments on the Planner Report prepared by Rand Wichman and Tyler Kuber, HMM Planners.

7. Public Comments

Councilor Winter shared that he did a ride along with Chief Castles on New Years Eve and wanted to commend him on his knowledge.

8. Executive Session §74-206(1)(f)

Motion to convene in executive session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.


Result:	Passed
Moved By:	Dorendorf
Seconded by:	Ryan
Voted Yes:	Dorendorf, Powell, Winter, Ryan, Thomson
Absent:	Councilor – Ed Spooner

The Mayor announced that those not participating in the executive session were asked to please exit the room. An executive session was held, as noted above.

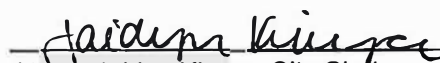
9. Adjourn.

Following conclusion of the executive session, the regular meeting was reconvened and then immediately adjourned at 7:41 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their regular meeting held on February 10, 2025.



Tom Carver, Mayor



Attest: Jaidyn Kinzer, City Clerk