
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, August 22, 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, Ed Spooner, Tina Thomson

3. Pledge of Allegiance.

Mayor Carver led all present in the Pledge of Allegiance.

4. Consent Calendar – action item

Mayor Carver noted for the record the amount of invoices presented for payment approval, as shown below.

- a. Approve LHTAC Pay Request No. 1 for 2nd Street Sidewalk Project (KN. 24688) in the amount of \$3,242.20.
- b. Approve St. Maries Library Pay Request No. 20 in the amount of \$2,090.00.

Motion to approve the consent calendar as presented.

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

5. Old Business – none.

6. New Business

- a. **Resolution No. 2025-356; Increase to Commercial Water and Sewer Rates. – action item**

Motion to approve Resolution No. 2025-356 as presented.

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

b. **Public Hearing; Proposed Amended Budget for FY24/25 (Ordinance No. 2025-786). – action item**

Mayor, Tom Carver, explained the order and procedure of the public hearing. Jaidyn Kinzer, City Clerk, gave a staff introduction to the proposed amended budget for fiscal year 2024-2025. The public hearing was open at 5:35 PM. There were no written comments. There was no testimony being in favor of, neutral, or in opposition to the proposed amended budget for fiscal year 2024-2025. The public hearing was closed at 5:36 PM.

The City Council deliberated. City Clerk, Jaidyn Kinzer, read Ordinance 2025-785 by title.

Motion to approve that the Ordinance pass its first reading by title only.

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

Motion that the rules requiring three separate readings, once in the Ordinances entirely, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

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

c. **Idaho Policing Policy Manual License Agreement. – action item**

Motion to approve the Idaho Policing Policy Manual License Agreement.

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

d. **Area of Impact Map. – action item**

Tyler Kuber, with HMM Engineering, explained that the Planning Commission has been working on updating the Area of Impact map for the City and have provided two options for the Council to review. Kuber states that based on the Idaho Code criteria for updating the map, the map includes areas within a 2-mile radius from the City Limits, has the possibility of being annexed, and properties that may have city water services. The second map version is the same as the first but it includes additional parcels in section 13 near Bells Lake.

Motion to approve the Area of Impact map (version 2) that includes additional parcels around Bells Lake in Section 13.

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

7. Reports and Communications

a. Mayor's Update.

No Update.

b. City Council Comments.

Councilor Spooner questioned a possible water leak near Viccam Park that needs to be looked into. Spooner also stated that he attended a public hearing at Benewah County regarding the solid waste fees, and felt that it was a positive meeting.

c. Public Works Director's Update.

Shiloh Pfeiffer, Public Works Director, stated sidewalk panels on College Avenue have been repaired. Pfeiffer also stated the crew is going to begin prepping certain areas for winter.

d. Police Update.

Scott Castles, Police Chief, commented that the police department will be updating their schedule due to the weather changing.

e. Building Official Update.

Jacob Parsons, Building Official, stated that the approval for the HUD housing program is still under review by DOPL. Parsons also stated that the State is currently looking into the adoption of the 2024 building code.

8. Public Comments

Mayor Carver recited the rules and procedures for public comment, followed by an opportunity for comments from the public regarding items included on the agenda and other topics relevant to the business of the City of St. Maries. Information only; no Council action.

Jerry Parmaley, mayor candidate, introduced himself to the City Council and shared background and job experience.

9. Adjourn.

With no further business on the agenda, the meeting was reconvened and adjourned at 6:15 PM.

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 _____.

Tom Carver, Mayor

Attest: Jaidyn Kinzer, City Clerk