
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, June 23, 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.

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

a. **LHTAC Pay Request 16 for Phase 2 Sidewalk Improvements.**

b. **St. Maries Library Pay Request 19.**

c. **HMH Engineering Invoices:**

- **M22013-26 for Lead Water Line Replacement Project.**
- **M20001-42 for Phase Two Sewer Project.**

Motion to approve the consent calendar as presented.

Result: Passed

Moved By: Dorendorf

Seconded by: Spooner

Voted Yes: Dorendorf, Powell, Winter, Ryan, Spooner, Thomson

5. Old Business.

a. **Drug and Alcohol Policy Update.**

Terrun Zolman, City Attorney, gave an update regarding the last council meetings discussion regarding the drug and alcohol policy. Zolman states that he is still looking into options regarding specific testing requirements for CDL pre-employment and if there is any language referencing specific testing level requirements.

6. New Business

- a. **HMH Engineering: Invoice for M23018-03 (ITD Paving) & M24011-01 (Seepage Testing). – action item**

Matt, with HMH Engineering, came to City Council to explain the reasoning behind the bills that were provided late to the City and says they are working on fixing their process at their office.

Motion to approve HMH Invoices M23018-03 for ITD Paving and M24011-01 for Seepage Testing.

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

b. HMH Engineering Work Order No. 2025-02 ; Area of City Impact Map. – action item

Motion to approve the HMH Work Order No. 2025-02 ; Area of City Impact Map.

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

c. Resolution No. 2025-349 ; Declaring Personal Property as Surplus. – action item

Motion to approve Resolution NO. 2025-349 ; Declaring Personal Property as Surplus.

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

d. Paul Bunyan Days:

- **Request to Waive Fees. - action item**
- **Special Exemption Request (City Park/Blue Ox, Fairgrounds/Demo Derby). – action item**
- **Street Closure Request. – action item**

Motion to waive the park fees for the Paul Bunyan Days event, to approve the special exemption permits for the City Park and the Fairgrounds, and the Street Closure for the Paul Bunyan Days Parade.

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

e. Request for Free Lunches at the City Pool for Youth. – action item

Alissa Micheal explained a group would like to provide free lunches outside of the City Pool to youth during the week. Becky Holder, Pool Manager, stated that she was on-board with the idea.

Motion to approve the free lunches at the City Pool and to waive park rental fees.

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

f. Claudia Spooner – Request for Sandy Haines Free Swim Day. - action item

Claudia Spooner explained to Council that she is requesting a free swim day at the City Pool which they will provide free lunch at in honor of Sandra Haines.

Motion to approve the free swim day at the City Pool and to waive the fees.

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

7. Reports and Communications

a. Mayor's Update.

Mayor Carver addressed a public comment at the previous meeting regarding the approval of the Transportation Plan not going before Council or Committees more than once prior to approval, which he stated that on May 13, 2024 there was an introduction to the transportation plan to City Council and then on May 23, 2024, there was a City Council Workshop which provided a public forum for input on roadway and pedestrian path improvements for the transportation plan.

b. City Council Comments.

Ed Spooner mentioned that Jefferson Avenue and 16th Street has a tree overhanging onto the street.

c. Public Works Director's Update.

Shiloh Pfeiffer updated the Council on needing to get the Capital Hill and Cromwell water takes refurbished and inspected this year. Pfeiffer also stated that there is a water leak near the Smoke Shop on Main Avenue and there will be a company boring underneath the street so they can replace the water lines.

d. Police Update.

No Updates.

e. Building Official Update.

Jacob Parsons stated that there is a lot going on around town for building. Parsons also stated that he has obtained his plan examiner certification and have been looking into getting HVAC certifications.

f. Planner Update.

No Comments.

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.

No Public Comments.

9. 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, Spooner, Thomson

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.

10. Reconvene & Adjourn.

Following the conclusion of the executive session, the regular meeting was reconvened and then immediately adjourned at 7:00 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