

Record of Proceedings

February 3, 2026

The Council met at their regular meeting on February 3, 2026 at 7PM, at the Craigmont City Hall, along with the meeting is the oath of office for a new council member and Mayor.

Mayor Bovey presided

Council Members Present:

Mark Bovey

Shandrie Stigum

David Osburn

Jackie Robinson

City Employees Present: City Clerk, Laysn Berry, Assistant Clerk, JeAnn Willson, and Maintenance Sam Christiansen. Visitors present; Kevin Goade, Cameron Kellogg, Dusty & LaLisa Thomason. Also present; incoming council member Jackie Robinson.

Pro-Tem President opens the meeting and Levi Bovey and Jackie Robinson take the oath of office. Mayor Bovey takes over the meeting, Jackie joins the other councilmembers. Motion made by Councilmember M. Bovey and seconded by Councilmember Stigum.

Motion made by Councilmember M. Bovey to approve the January 6, 2026 and January 14, 2026 minutes, seconded by Councilmember Stigum.

Mayor Bovey asks visitors if they have any comments, Kevin Goade is wondering about school zone signs on Boulevard Avenue and on Division Avenue, there are currently some on Main Street but there are some school children that walk down Division Avenue and across Main Street, Kevin believes this is a hazard to small children. Cameron Kellogg will see what ITD can do to get some signs for Main Street.

Nathan Haight with JUB wasn't able to attend the meeting but texted City Clerk to give an update, the TAP application has been submitted and hopefully will get some answers soon.

Assistant Clerk JeAnn hands out a map of the City of Craigmont and has highlighted areas in city limits that have never been zoned, no action taken but wants to make the Councilors aware of some areas in town that have never been zoned.

Craig Cardwell is currently the water and wastewater operator until Sam can get fully licensed, Craig has printed out a Professional Services Agreement, Council would like City Clerk to send the Agreement to the Attorney to make sure that everything is correct, if Attorney says it looks

good, motion made by Councilmember M. Bovey and seconded by Councilmember Osburn to accept the Professional Services Agreement.

Maintenance Supervisor Sam gives a quick update on the sewer project, Council agrees that the City Attorney should be involved with the situation, just so the City is covered, and possibly sending a letter to Prospect that the Attorney will write up.

City Clerk hands out a Memorandum and the Idaho Department of Environmental Quality Drinking Water Planning Grant Letter of Interest and Rating Form, Councilors would like City Clerk to call other Cities and see what their opinions are on what Engineer's they preferred to work with, Councilmembers also asked when the application is due, Clerk will get in contact with Merrick and see when it is due.

Mike Tatko with Avista Utilities sent a Franchise Agreement, City Clerk sent it to the City Attorney and the Attorney had some edits, no action taken, the Agreement isn't due until June. City Clerk will email the Franchise Agreement to all Councilmembers and Mayor for them to look over.

City Council Commissioner voting

Commissioner of Public Utilities David Osburn

Commissioner of Public Property Mark Bovey

Commissioner of Public Protection Jackie Robinson

Commissioner of Public Works Shandrie Stigum

Motion made by Councilmember M. Bovey and seconded by Councilmember Stigum

ProTem President Shandrie Stigum

Motion made by Councilmember M. Bovey and seconded by Councilmember Osburn.

Councilmember Robinson has no new report

Councilmember Stigum has no report

Councilmember Osburn asks Sam when he is burning the brush pile at the City Shop to make sure it is burning hot so there is less smoke.

Councilmember M. Bovey has talked to Harlow's Bus Service about utilizing the RV dump again, Harlow's is in favor of residents utilizing the RV dump but the City will need to maintain it, the City will need to place gravel down and possibly put in some concrete to create less splashing.

Councilmember M. Bovey also mentions at the last Cemetery Meeting, the Board voted on Phase 1 of the underground sprinklers in the Cemetery, motion made by Councilmember M. Bovey and seconded by Councilmember Robinson to start Phase 1 of the underground sprinklers.

Paying firefighters for meetings and calls was brought up again, Councilmembers advise City Clerk to get in contact with other Cities to see how they do it and to also get in touch with the Attorney and Auditor to see if it is legal. Clerk will call Attorney and Auditor to get more information.

Maintenance Supervisor Sam hands out two quotes from Midco Diving and AquaDrone, this is for cleaning out the water tank, this is much needed because it hasn't been done in several years and is supposed to be done every 5 years. No action was taken.

City Clerk report

The WCPA dinner is March 14th, in years past the City has bought the cakes for the event, Amy will buy them and we will reimburse her. WCPA would also like to borrow tables and chairs from the Hall, in years past the City has paid for tickets for all EMT/firefighters, all City employees, and Councilmembers. A preliminary approval of Winchester Kitchen and Bar for a catering permit for the dinner. Clerk would also like to get a chicken ordinance going again, Clerk has got in contact with other Cities to see what their ordinances and codes are, Clerk thinks it is feasible and would be beneficial to the City. Maintenance Supervisor and City Clerk met with IRWA the other day and Robert with IDRWA had mentioned that onsite time for him to come and map the drinking water system and wastewater assets would be free for the City through the EPA technical assistance program. The only cost to the City would be a monthly subscription to Diamond Maps, the monthly subscription is \$20 a month per user and there is an unlimited user subscription, this would help the Maintenance Supervisor and Clerks with where the water lines are and other information. Kerry Huss with IRWA would like to come up tomorrow and go over some training options for getting water and wastewater licensing, this would be through the Apprenticeship program, Kerry is wanting Maintenance Supervisor, Assistant Maintenance, and City Clerk to get their licensing. IRWA would like the City to host a nitrate testing event, it helps residents understand what goes in our system and how the system works and also get their water tested for nitrates. IRWA and the Health Department would like to do it the week of April 5-11th or April 19-25th, April 21st works best for the City Clerk.

Motion made to adjourn the meeting and pay bills made by Councilmember Osburn and seconded by Councilmember Stigum.

Mayor, Levi Bovey

ATTEST:

City Clerk, Laysn Berry