

*Record of Proceedings*

May 5, 2026

The Council met at their regular meeting on May 5, 2026 at 7PM, at the Craigmont City Hall.

Mayor Bovey presided

Council Members Present:

David Osburn

Jackie Robinson

Shandrie Stigum

Mark Bovey absent

City Employees Present: City Clerk, Laysn Berry, Assistant Clerk, JeAnn Willson, and Maintenance Sam Christiansen. Visitors present; Kevin Goade, Ryan Rehder with Merrick, Erle Striebeck, and Lewis County Commissioner Justin McLeod.

Motion made to call the meeting to order by Councilmember S. Stigum and seconded by Councilmember D. Osburn, all in favor, M/C.

Motion made by Councilmember J. Robinson to approve the April 7, 2026 minutes seconded by Councilmember D. Osburn, all in favor, M/C.

Ryan Rehder with Merrick gives an update on the wastewater improvement project, Prospect will be back next week to finish up some minor changes, they will be putting the rest of the mulch on the rock filter and cutting the piping for the rock filter. Merrick is working on the Operation Maintenance Manual that is required for compliance. Maintenance Supervisor Sam has been having issues with the pH, this is due to warmer weather and it should fix itself in a couple of weeks. Seepage tests have all passed. Merrick sent in a Letter of Interest for the headworks and a facility plan and we did not rank high enough to receive money from the EPA. Motion was made by Councilmember J. Robinson to approve Request for Refund No. 19 seconded by Councilmember S. Stigum, all in favor, M/C.

Lewis County Commissioner Justin McLeod is here to talk about the Area of Impact and what the Council would like to do. He explains what the Area of Impact is and why it is important to have an Area of Impact, Craigmont's Area of Impact is almost 2 miles and that is the maximum, it is suggested to shrink it down to 1 mile. City Clerk will call Lewis County Assessor to have a map made up of a 1 mile radius for Councilmembers to look over.

Erle Striebeck is here on behalf of the American Legion, they received a couple of grants to build a handicap ramp into the basement. The ramp is encroaching on the setback limits, Council

suggests getting a variance and having it ready for the June meeting. Erle will come into the office to get the paperwork.

Mayor Bovey asks Kevin Goade if he has any information. Kevin is wanting to allow dogs in the park, no one pays attention to the sign in the park anyways. Disposal stations should be accessible and dogs should be on a leash in the park. Kevin suggests moving the “No Dogs Allowed” sign closer to the playground equipment and allowing dogs in the other parts of the park. Council agrees that this is a good idea.

Assistant Clerk, JeAnn Willson gives an update on the Boyer property. She has been in contact with surveyor, Greg Skinner, he can fix the description to make it to where the property closes but after talking to City Attorney it is best that we talk to the property owner and see what he would like to do. City Attorney, Joe Wright knows Boyers’ Attorney so he can talk to their Attorney about the situation and see what Boyers’ would like to do. Another issue is that there is a road that goes through a property on Villard, Council suggests having Clerk get in touch with Attorney, Joe Wright and see what the City can do, it has been paved for 20+ years.

Council reports:

Councilmember D. Osburn – has received a couple of complaints about the weeds that are growing on Main Street, Maintenance Supervisor Sam says that he was waiting on Kelly Thomason to spray the weeds, Sam and Brandon will be going around to pull the weeds in the next couple of days. Councilmember also saw by his property that there is standing water on the corner of Division Avenue and Laufer Avenue, Maintenance Supervisor Sam will take a look at it and see what is going on.

Councilmember J. Robinson – EMT had 6 calls this last month, they did some continuing education training just to keep it fresh in their minds. Fire Department did not have any calls this last month, the software that was bought is up and running and Fire Chief, Hiatt is keeping an eye on the Camas Club, they will let him know when the sprinklers are ready to be inspected.

Councilmember S. Stigum – there is a huge pothole by the railroad tracks on 2<sup>nd</sup> Street. There are a few other potholes that need to be addressed, Maintenance Supervisor Sam said that him and Brandon were waiting for nicer weather to get these fixed, they will be working on potholes throughout town in the next couple of days. Councilmember also mentioned that Highland School is wanting to put in some crosswalks by the school, would the City be willing to pitch in some money to help cover the cost of paint? Council agrees that this is a good idea, Councilmember S. Stigum will bring more details to the June meeting.

Motion was made by Councilmember J. Robinson to approve Change Order No. 5 for the Wastewater Improvement Project, seconded by Councilmember S. Stigum, all in favor, M/C.

#### Maintenance Report:

Maintenance Supervisor Sam will be working on potholes this month and will be flushing lines, Clerk will post on Facebook and in the newspaper to let residents know. There are several water leaks that Maintenance Supervisor Sam and Assistant Maintenance Brandon will be looking into. Maintenance Supervisor and Assistant Maintenance will also finish up the painting on the basketball/pickleball court.

#### City Clerk Report:

Crow Electric got ahold of Clerk on April 13, 2026 in regards to whether the sewer ponds had a physical address, Clerk got ahold of the County and they did not have a physical address for it either, Clerk talked to the County and they have application for creating a physical address, is something the City should do, there is a \$150 fee for doing so. Clerk received a couple of documents in the mail on April 16, 2026 indicating that Crow Electric is suing Prospect Construction for non-payment for the sewer project. Clerk has sent copies of what she received from the documents to Liberty Mutual and Prospect Construction. Clerk received an email from Attorney in regards to old owner of Woodys about past due balance, City sent a letter and did not receive any payment from owner. Attorney states, "City can either turn her over to LC Credit Bureau for collection, or do nothing and write it off as bad debt. It's not worth paying attorney fees to try to recover it." Council suggests writing it off. Clerk will send an email to all Councilmembers from Association of Idaho Cities that explains the budget. We will start prepping the budget for FY27 starting in June, this gives an understanding of what the budget is and how it works, also why it is so important to have information from each council member so Assistant Clerk and Clerk can have accurate numbers. Clerk announces that the City of Craigmont was selected for the 2026 AIC City Achievement Award for the basketball and pickleball court. This will be awarded at the 2026 AIC Awards Banquet on June 11, 2026. Clerk is not able to make it to the conference but will arrange pick up of the award soon.

Motion was made by Councilmember J. Robinson to go into executive session to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, and 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, seconded by Councilmember D. Osburn at 8:52 PM, all in favor, M/C.

Motion made by Councilmember J. Robinson to come out of executive session at 9:10 PM, seconded by Councilmember S. Stigum, all in favor, M/C.

Motion made by Councilmember J. Robinson to approve the bills seconded by Councilmember D. Osburn, all in favor, M/C.

Motion made by Councilmember J. Robinson to adjourn the meeting at 9:11 PM seconded by Councilmember S. Stigum, all in favor, M/C.

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Mayor, Levi Bovey

ATTEST:

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City Clerk, Laysn Berry