



CITY OF WALLACE
 Regular Council Meeting
 City Hall Council Chambers
 703 Cedar Street, Wallace ID 83873
 July 9, 2025
 5:00 pm

CALL TO ORDER:

R. Shaffer called the meeting to order at 5:00 p.m. at Wallace City Hall in the Council Chambers.

COUNCIL MEMBERS PRESENT:

Rick Shaffer
 Patrick Richardson
 Elmer Mattila
 Cindy Lien

STAFF MEMBERS PRESENT:

Ben Allen, Legal

COUNCIL MEMBERS ABSENT:

Dean Cooper
 Michele Bisconer

FLAG SALUTE

MOTION TO AMEND AGENDA: (ACTION ITEM)

E. Mattila made a motion to remove the June meeting minutes from the agenda. Seconded by council member P. Richardson.

ROLL CALL:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion Carried.

CONSENT AGENDA:

- Approval of minutes from the May 14, 2025 regular meeting
- Approval of accounts payable, transfer for June totaling \$99,981.30
- Approval of advanced payroll for July

APPROVAL OF CONSENT AGENDA: (ACTION ITEM)

Motion by P. Richardson to approve consent agenda. Seconded by E. Mattila.

ROLL CALL:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes

Council member Lien	Voted Yes
Council member Shaffer	Voted Yes
Council member Bisconer	Voted Absent
Council member Cooper	Voted Absent

Motion carried.

MAYOR’S REPORT

No report given.

FIRE REPORT

The report was given by Chief Miller. Topics reported on were as follow:

- One fire truck is being repaired
- Trainings are being attended
- Business inspections are ongoing
- Fire danger is moderate
- There are no restrictions on campfires

C. Lien made a motion to approve the fire report. Seconded by council member E. Mattila.

All in favor. Motion Carried.

FINANCE REPORT

The report was given by C. Lien -

- General Fund - \$715,626.26
- Street Fund - \$-50,985.20
- Library Fund - \$-24,717.13
- Parks Fund - \$-3,565.23
- Insurance Fund - \$-37,251.34
- Sewer Fund - \$331,105.99
- Savings Acct - \$35,012.08
- UDAG CD - \$210,270.41
- Savings CD - \$215,503.41

E. Mattila made a motion to approve the finance report. Seconded by council member C. Lien.

All in favor. Motion Carried.

PARKS & RECREATION REPORT

The report was given by C. Lien. Items reported on were as follows:

- There was a GFI issue with the pool boiler, but that was fixed
- Last year in June we had 747 patrons at the pool and this June we had 1541
- New swim programs have been implemented at the pool – Junior lifeguard course, weekend lessons, and parent/tot lessons

SHERIFF’S REPORT

No report given.

PUBLIC WORKS REPORT

No report given

LIBRARY REPORT

The report was given my E. Mattila. Items reported on were as follows:

370 Patrons visited the library
507 items were checked out
65 Items were requested from other libraries
253 items were sent to other libraries
5 items were withdrawn from the shelves
35 items were added to the collection

BUSINESS ITEMS:

Update on Under the Freeway Flea Market held Labor Day weekend – Kathy Harper

Discussion:

Kathy Harper stated the flea market will be held Labor Day weekend and will be back under the bridge. It was moved last year, due to construction. There will be about 90 vendors. C Lien asked that one of the toilets be a handicapped toilet. R. Shaffer thanked everyone who makes this event happen.

Consider street closure for Center of the Universe Re-Dedication – Brenda Johnson (Action Item)

Discussion:

Julie George addressed the council. They are requesting a street closure for September 20th from the evening on the 19th for the Rededication ceremony for the Center of the Universe. She stated they would be using the gazebo for this event. They will not be bringing in portapotties and they will handle the trash.

C. Lien motioned to accept street closure for the Historic Wallace Chamber of Commerce from September 19th at 5:00 pm to September 20th at 8:00 pm the little section of 6th street as it curves to Hotel street pending copy of insurance. Seconded by E. Mattila.

Council member R. Shaffer disclosed he is on the committee and makes no revenue from the event.

ROLL CALL:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion carried.

Library Consortium Update and Information – Annette Kologi, City Librarian

Discussion:

The attached report was provided by Annette Kologi, librarian.

Council member Lien asked if citizens can still borrow from other libraries? Annette said, yes, until the end of September, and then they will find other options.

Discuss needed repairs to water fountain at the Visitor Center - (Action Item)

Discussion: Julie George addressed the council. A water fountain with a water bottle filling feature was put in at the visitor center. The fountain next to the updated one, needs repaired. Buck Plumbing estimated it would cost \$415 to fix the other fountain. R. Shaffer asked if the funds would come from this year's budget or next. Julie stated there is still money in this year's budget.

C. Lien motioned to accept the bid from Buck Plumbing to repair the drinking fountain. Seconded by E. Mattila

ROLL CALL:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion carried.

Issues with traffic/noise in the area of Bank and First St. – Allen Williams

Comments by Mr. Williams:

Mr. Williams stated he was representing a large population of the west end of the city. Over the last few years, the increase in traffic from the visitor center, down town and “everywhere” with off road vehicle traffic has become very “extensive” and has become a frustration to those living in that area. Mr. Allen put together a petition of 100 signatures in a short amount of time of people that are annoyed/bothered by the off-road vehicles in their neighborhoods. The problems include noise, speed and hours of operation. Mr. Williams asked that “we enforce the laws we have.” He then went on to provide the following solutions – 1) Signage in staging area that says “noise ordinance will be strictly enforced.” 2) a cop on King Street 3) signage from the visitor center where the city limits are to up under the freeway that say “throttle down.”

Council Comments:

C. Lien stated she lives at 2nd and Bank and has dealt with this for 11 years. She said there is not one speed limit sign from Bank St. to downtown. E. Mattila supported putting up signage.

Issues with traffic on Bank between 2nd and 5th – Nancy Hanks

Comments by Ms. Hanks:

Ms. Hanks thanked the city for clearing brush on the hill across from her house. It helps make kids/animal more visible. Their neighborhood cat was killed and it heightened the neighborhoods concern for the safety of pets, pedestrians and residence. Bank Street is used as a shortcut resulting in many vehicles exceeding the speed limit. This issue needs to be addressed promptly especially for the children that live and travel on this road. There needs to be traffic control measures such as removable speed bumps and a complete detour to Cedar Street and allowing access to Bank by residents only

Commission Comments:

C. Lien supported Ms. Hanks and stated there are a lot more children in the area and this is something council needs to address.

Condition of US Bank building and 613 Cedar Street – Dick Caron

Comments by Mr. Caron:

Mr. Caron referenced Title 12 of the code. The specific sections were 12.8.13 and 12.9.1. They reference “a duty to keep in good repair.” He came years ago regarding a few properties and the city made contact with the owners based on these sections of the code, and there were results. In regard to the US Bank building, it is “a real mess.” Mr. Caron contacted the owner of the building directly. According to the owner, the issue comes down to financing. They would like all financing in order before they begin. The building has water damage and has a strong smell of mold. These people need to be sent a letter and at the very least the roof needs to be fixed.

The other building that is a concern is 613 Cedar. The roof has been leaking for a long time, and they also need to receive a letter. Mr. Caron believes this owner will come before the council and say they cannot fix it and want to demo it. Mr. Caron went on to reference two houses on the South Hill that are dilapidated and need to be taken down.

Council Comments:

S. Shaffer asked for clarification on the last time Mr. Doyle had been to P&Z. For the record, it was November 20, 2024. E. Mattila stated he is very bothered by the US Bank building, and he reached out to Emma Marlow, Chair of P&Z. She told him they have proposed to start work on the building on September 1st. S. Shaffer stated he would contact Ms. Marlow and get a report back to Mr. Caron.

Discuss moving city council meetings from the second Wednesday of the month to the third Wednesday (Action Item)

Discussion:

C. Lien asked why this is being proposed? Is it to give more time between P&Z and council. The clerk stated to her knowledge the city attorney notified the city that he has multiple meeting on that day and asked if the city would consider moving the meeting. She said city hall was in favor of moving, so it would give the office more time between P&Z and city council, and would better support a timeline if there was a P&Z appeal. Mr. Allen confirmed the comments made by the city clerk. C. Lien stated the third Wednesday would not work for her. E. Mattila stated any day would work for him. S. Shaffer said he is a Wednesday person. Mr. Allen stated a poll be conduct with city council.

E. Mattila made a motion to have a special meeting in August and that would be the 3rd Wednesday. Seconded by council member R. Shaffer.

Mr. Allen suggested to task the city clerk on polling the city council and identifying what day works best and setting a special meeting for August.

E. Mattila withdrew his motion.

E. Mattila made a motion to task Kristina with talking with all the city council members about what would be an appropriate day in the month of August for a special meeting. Seconded by R. Shaffer.

ROLL CALL:

Council Comments:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion carried.

Consider Collection System Maintenance Services Agreement with Soth Fork Sewer District - (Action Item)

Discussion:

Mr. Allen has reviewed the agreement and has suggested changes. Discussion held on what South Fork charges the city to use the equipment and the last time the equipment was used. R. Shaffer suggested tabling until council member Bisconer could go through the suggested changes with legal and provide her opinion.

C. Lien made a motion to table the Collection System Maintenance Services Agreement with South Fork Sewer District until the next meeting until next month. Seconded by P. Richardson.

ROLL CALL:

Council Comments:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion carried.

Consider adoption of new public records request form (Action Item)

Discussion:

Mr. Allen stated the state legislature rolled out some statutory updates to the Public Records Act. This prompted the city to revisit the current form and review internal processes and procedures for fulfilling the requests and along with the fees. The city now has a new form that is tailored for Wallace. Discussion held on timeframe to fulfill requests. Mr. Allen told the council that what is being put forth by the legislature and the courts on this topic is a scaling back of free access to public records. What they are recognizing is, public records come at a cost and that cost is borne by the taxpayers via public funding of city staff. There is no longer free service to non-residents. It is essential designed to say "if the public entity is going to bear the burden of these public records requests, then the person who is actually getting the benefit from the request should be the person that pays for it." Further discussion held. C. Lien asked if the form states it has to be a related request to be charged? Mr. Allen said that would be in Idaho Code.

E. Mattila made a motion to accept the new public records request form. Seconded by P. Richardson.

ROLL CALL:

Council Comments:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion Carried.

Consider Resolution #2025-223 - A RESOLUTION SETTING FEES FOR PUBLIC RECORDS REQUESTS - (Action Item)

Discussion:

Mr. Allen stated the city had discussed doing a resolution, which lists all fees in one place. Therefore, instead of adopting another resolution with fees, it might be time to tackle that project. Mr. Allen also stated that if the city moves forward with this, July 1st is a good time every year to review what fees are in place. This helps look at potential revenue for the next fiscal year. C. Lien stated she would like to see language relating to aggregated requests somewhere. Mr. Allen said this can be done.

P. Richardson made a motion task legal counsel and city clerk with presenting a citywide fee resolution at the August meeting. Seconded by E. Mattila.

ROLL CALL:

Council Comments:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion Carried.

Discuss Senate Bill 1162 – Building Permit Requirements – Ben Allen, City Attorney (Action Item)

Discussion:

Mr. Allen stated there is a typo on the agenda. It is Senate Bill 1164, not 1162. This change came about because here is a backlog all over the state, and people were not getting their building permits timely. The result were additional mandates on public entities that issue building permits. The city must have an initial preliminary review of an application within 10 days for residential and 20 days for commercial. Cities are required to offer a brochure or handout that is easy to read to any interested individual that outlines the building permit process for an entity. Mr. Allen stated his office would get in touch with Mr. Teeters to outline a process and see what he can and cannot provide.

R. Shaffer made a motion to table this until next month’s meeting. Seconded by E. Mattila.

ROLL CALL:

Council Comments:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion Carried.

Budget workshop for FY 25/26

R. Shaffer stated the council had been provided a packet for review. The clerk discussed a timeline for publication of the hearing notice, and how the budgeting process works. She asked that all proposed changes for the budget be given to her by July 22nd.

Executive Session Per 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.

Motion by C. Lien at 6:48 pm, second by R. Shaffer to exit regular meeting and enter into Executive Session Per 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.

ROLL CALL:

Council member Richardson	Voted	Yes
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Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion carried.

Motion by E. Mattila at 6:59, seconded by C. Lien to exit executive session and enter back into regular meeting.

ROLL CALL:

Council member Richardson	Voted	Yes
Council member Mattila	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Absent
Council member Cooper	Voted	Absent

Motion carried.

C. Lien motioned to adjourn at 6:59. Seconded by R. Shaffer

All in favor. Carried.

Rick Shaffer, Pro Tem Mayor

Attest:

Kristina Larson, City Clerk