



CITY OF WALLACE

703 CEDAR STREET, WALLACE, ID 83873
(208)752-1147, www.wallace.id.gov

AMENDED AGENDA
Regular Council Meeting
March 11, 2026
5:00 p.m.

- Call to order
- Roll Call
- Flag Salute
- Motion to Amend (*Action Item*)

Consent Agenda: (*Action Item*)

Any item can be removed from the consent agenda at the request of any member of the Council and that item will be considered separately later. Approval by roll call vote.

- A. Approve the minutes of the February 11, 2026 meeting.
- B. Approve reports:

Mayor	Sheriff
Fire	Street
Library	Finance
Parks & Recreation	

- C. Approve the **accounts payable**, including transfers for the month of February **totaling \$63,876.77** and the advance payroll for March. Below are the expenses listed by fund and may include fund transfers, service charges, fees, refunds and other accounting procedures. Line item breakdowns are available in monthly printout from the City Clerk.

GENERAL	\$36,421.91
STREET	\$20,291.74
LIBRARY	\$5,083.45
PARKS & REC	\$383.70
INSURANCE	\$0
SEWER	\$1,695.97

Public Comment: Each speaker will be allowed a maximum of 3 minutes to address the City Council on matters that relate to City government business. Please be advised that the City Council can only take official action this evening for those items listed on the agenda.

Business:

1. Appointment of Penny Michael to library board - (*Action Item*)
2. Catering permit for Two Knights Home Brew, LLC dba Kaniksu Brewing - (*Action Item*)
3. Catering permit for Brewscape Beer Co - (*Action Item*)
4. Catering permit for Augustinian Brewing Company - (*Action Item*)
5. Street closure for Spunstrand street party – Jill Wagner (*Action Item*)
6. Street closure for 5th Annual Community Easter Block Party – KimBerly Keyton (*Action Item*)
7. Resolution 2026-225 A RESOLUTION OF THE CITY OF WALLACE, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING THE DESTRUCTION OF CERTAIN TEMPORARY AND SEMI-PERMANENT PUBLIC RECORDS - (*Action Item*)
8. Workshop to discuss law enforcement services for the city
9. Executive Session pursuant to IC 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. (*Action Item*)

Adjournment (*Action Item*)

City Hall is accessible to persons with disabilities. Any person needing accommodations to participate in the above noticed meeting should contact the City Clerk’s office, 208-752-1147 at least 48 hours prior to the meeting.



CITY OF WALLACE
Regular Council Meeting
City Hall Council Chambers
703 Cedar Street, Wallace ID 83873
February 11, 2026
5:00 pm

CALL TO ORDER

Mayor Sanborn called the meeting to order at 5:00 p.m. in the Council Chambers.

COUNCIL MEMBERS PRESENT:

Katie Watterson
Cindy Lien
Scott Leitch
Rick Shaffer
Michele Bisconer
Dean Cooper

STAFF MEMBERS PRESENT:

Britney Jacobs, Legal Counsel
Kristina Larson, City Clerk

COUNCIL MEMBERS ABSENT:

FLAG SALUTE

MOTION TO AMEND AGENDA: (ACTION ITEM)

CONSENT AGENDA:

- Approval of January 14, 2026 regular and special meeting minutes
- Approval of accounts payable in the amount of \$134,110.75 and payroll
- Departmental reports

MAYOR'S REPORT

Mayor Sanborn announced implementation of a new agenda request form.

- Forms are available at City Hall.
- Requests must be submitted by the first Monday of the month.

Mayor Sanborn announced that routine departmental reports will now be included in the consent agenda, eliminating the need to read them aloud, as they are included in council packets and available online. Departments such as Fire and Law Enforcement are still encouraged to attend meetings to provide updates or discuss needs.

Mayor Sanborn acknowledged his report was submitted late and summarized the following activities:

- December 15 – Met with Ben Allen, Legal Counsel
- January 2 – Signed letter supporting EPA grant for school district gym removal
- January 8 – Attended Wallace Chamber of Commerce Installation Dinner
- January 22 – Met with Cory; met with Cindy Lien regarding law enforcement discussions with City of Osburn
- January 22 – Coordinated Silver Valley Mayors Meeting
- January 23 – Met with Sheriff Eddie
- January 29 – Met with citizen regarding downtown business/parking concerns

- January 30 – Met with Mike Branstetter re: Williams Zanetti Fund
- February 3 – Spoke with Justin Pond (ITD) regarding right-of-way issues
- February 3 – Met with Mayor Plank in support of Central Shoshone County Water District
- February 9 – Met with citizen regarding state of Wallace
- February 9 – Met with Erica Amit (Bridges) and Stacey regarding I-90 right-of-way; walked freeway area
- February 10 – Attended Chamber Board Meeting
- February 10 – Met with Justin Shaw and Monica Miller (HMH Engineering)

Motion made by R. Shaffer to approve the consent agenda. Seconded by M. Bisconer.

All in favor. Motion carried.

BUSINESS ITEMS

1. Swearing in of Scott Leitch and Rick Shaffer (Action Item)

Mayor Sanborn moved the swearing-in of newly elected council members to the beginning of the meeting so they would be eligible to vote. The oath was administered to Scott Leitch and Rick Shaffer.

2. Update on Carnegie grant monies received by the Wallace Public Library – Annette Kologi, Librarian

Annette Kologi, librarian, reported installation of a new security camera system.

The Library received a formal letter from the Carnegie Corporation of New York, signed by Dame Louise Richardson, commemorating the 250th Anniversary of the Declaration of Independence. The library received a \$10,000 in unrestricted funds from the Carnegie Corporation. They plan to use it for new computers and nonfiction materials for youth, teen, and adult collections. Council expressed appreciation for the award.

3. Consider street closure for Wallace Chamber of Commerce Pub Crawl - (Action Item)

Julie George, from the Wallace Chamber of Commerce addressed the council regarding the following event:

Event: Historic Wallace Craft Beer Pub Crawl 2026

Dates: April 24 (5:00 p.m.) – April 25 (7:00 p.m.)

Closure Location: 6th Street between Bank & Cedar (alley to remain open)

Additional Details:

- DJ/Karaoke style event
- Potential catering permits for additional beer venues
- Coordination with Mountain West Bank, Blackboard, Past & Present, COGS
- Port-a-potty placement discussed
- Trash managed by organizers

Motion by M. Bisconer to approve the street closure. Seconded by R. Shaffer.

All in favor. Motion carried.

**4. Consideration of Interagency Agreement for Building Inspection Services – Britney Jacobs
(Action Item)**

Britney Jacobs, city attorney, addressed the council regarding the agreement. Revisions Included:

- Compliance assurance provisions (Sections 7 & 8)
- Mediation clause added prior to litigation
- Clarifications regarding sub-reporting and enforcement authority

Council Discussion:

R. Shaffer inquired about timelines for compliance after stop-work orders. Attorney Jacobs explained stop-work orders require immediate cessation and compliance before work can begin again.

Motion made by D. Cooper to approve the agreement. Seconded by R. Shaffer.

ROLL CALL:

Council member Watterson	Voted	Yes
Council member Leitch	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Yes
Council member Cooper	Voted	Yes

Motion carried.

5. Discussion of nuisance properties identified by the city - (Action Item)

Mayor Sanborn introduced the agenda item as a discussion regarding nuisance properties identified by the City. Ms. Jacobs provided the initial overview and explained that four nuisance properties had been identified under the prior enforcement review. At the time those contacts were initiated, Deputy Minear had been the assigned officer handling the matter. Since then, Deputy Durlinger had assumed those responsibilities.

Attorney Jacobs clarified that:

- “Knock and talks” had been conducted with property owners.
- Initial efforts were made to communicate compliance expectations directly.
- The status update available was contained in a prior email report.
- It was unclear whether:
 - All nuisance properties had been captured in that report,
 - Some properties had resolved voluntarily,
 - Or additional properties should be added for enforcement.

She emphasized the importance of beginning compliance efforts early in the season, particularly because winter conditions can slow remediation. Although the current winter had been milder, snow and freezing conditions often delay removal of debris, vehicles, or other nuisance items. Starting early helps avoid pushing enforcement into late summer or fall, when weather again becomes a factor.

Attorney Jacobs indicated that direction could be given to Deputy Durflinger to conduct follow-up inspections and pursue additional compliance if the Council so desired.

M. Bisconer expressed concern that certain properties have been recurring nuisance issues for multiple consecutive years, particularly during winter. She noted:

- Utility trailers filled with materials remain parked for extended periods.
- Multiple vehicles are often parked in the roadway.
- These conditions interfere with snow removal and gravel operations.
- Public works equipment (trucks and loaders) struggle to maneuver around obstructions.

She suggested that enforcement might need to begin earlier in the year to prevent recurring winter obstruction problems.

C. Lien observed that the written report referenced September 23, 2025. She recommended that Deputy Durflinger conduct updated site visits to determine if any progress has been made. Deputy Durflinger acknowledged the need for follow-up and indicated he would coordinate further review of the identified properties.

R. Shaffer expressed surprise that only four properties had been formally noted, given past issues within the community. He remarked:

- The four properties represent a starting point.
- Spring presents a good opportunity to expand review if necessary.
- Ideally, properties would maintain compliance year-round

He also suggested coordinating with Cory Harshman from Public Works, as Public Works personnel may have current knowledge of problem areas based on operational impacts.

No formal motion or vote was taken on this item, as it was listed for discussion only. The Mayor confirmed no action item was required at that time.

6. Re-appointment of Heather Barnhart to Planning and Zoning (*Action Item*)

Motion made by R. Shaffer to reappoint Ms. Barnhart to Planning and Zoning. Seconded by D. Cooper.

All in favor. Motion carried.

7. Removal of Lynn Mogensen and Michele Bisconer from all accounts at Mountain West Bank and addition of Chase Sanborn, Cindy Lien and Amanda Trogden as signers (*Action Item*)

Motion made by R. Shaffer for removal of Lynn Mogensen and Michele Bisconer from all accounts at Mountain West Bank and addition of Chase Sanborn, Cindy Lien and Amanda Trogden as signers. Seconded by M. Bisconer.

All in favor. Motion carried.

8. Removal of Lynn Mogensen and Elmer Mattila from all accounts at US Bank and addition of Chase Sanborn, Cindy Lien and Amanda Trogden signers (Action Item)

Motion made by S. Leitch for removal of Lynn Mogensen and Elmer Mattila from all accounts at US Bank and addition of Chase Sanborn, Cindy Lien and Amanda Trogden signers. Seconded by M. Bisconer.

All in favor. Motion carried.

9. Executive Session pursuant to IC 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. (Action Item)

Motion by D. Cooper second R. Shaffer at 5:27 pm to 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 Watterson	Voted	Yes
Council member Leitch	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Yes
Council member Cooper	Voted	Yes

Motion carried.

Motion by C. Lien at 5:30 pm to exit executive session. Seconded by K. Watterson.

ROLL CALL:

Council member Watterson	Voted	Yes
Council member Leitch	Voted	Yes
Council member Lien	Voted	Yes
Council member Shaffer	Voted	Yes
Council member Bisconer	Voted	Yes
Council member Cooper	Voted	Yes

Motion carried.

ADJOURNMENT

Motion by R. Shaffer to adjourn. Second by D. Cooper.

All in favor. Meeting adjourned.

Chase Sanborn, Mayor

Attest:

Kristina Larson, City Clerk

February 2026

2-11 / Met with Cory, went over Visitor Center, Walking Bridge over South Fork, I-90, Shop & Streets.

2-12 / Silver Valley Transportation Team quarterly meeting.
Cory Harshman was elected chair.

2-24 / Spoke with Keith Teeter about a building permit.

2-27 / Went to Spokane to attend John Webb's, KHQ Going Away party.
Presented him with the Key to the City.



**CITY OF WALLACE
STATE OF IDAHO**

703 Cedar Street
Wallace, Idaho 83873-2396
(208) 752-1147
Fax: (208) 752-7741

Mayor
Chase Sanborn

Clerk/Treasurer
Kristina Larson

Good evening everyone,

Tonight, we gather to honor someone who has not only informed our community, but strengthened it.

He represents the very best of what local journalism should be — truthful, caring, and deeply connected to the people it serves.

It is my distinct honor, on behalf of the City of Wallace, to present this Key to the City to John Webb. This key symbolizes our gratitude, our trust, and our appreciation for your unwavering commitment to the place we proudly call home.

Congratulations — and thank you for all you do for our city.



SILVER VALLEY FIRE RESCUE



John Miller, Fire Chief

58738 Silver Valley Road • P.O. Box 723 Osburn, ID 83849

(208) 752-1101 • jmiller@districtonefire.com

March 3, 2026

TO: Wallace Mayor and City Council
FROM: John Miller, Deputy Fire Chief
RE: February 2026 Wallace Report

Calls	2026	2025
Wallace Medical Emergencies	15	22
Wallace Fire Calls	4	2
Overall Total Monthly Calls	201	107

Wallace Firehouse

We currently have two residents living in the Wallace Firehouse. Both residents are state certified firefighters and EMT's and are now career members/employees of the fire district. We are back to having a fire engine in the Wallace fire station for our residents/employees to use responding to calls on their days off. We have provided our residents with their own WiFi for the station and are no longer on the city's. We are in the process of purchasing a new refrigerator and stove for the upstairs living quarters.

Events

Our crew have been busy with training and public events this past month. Crews put on a few CPR classes, station tours, and instructing an EMT class that is complete. Our crews staffed an ambulance for the Ski Joring Event. We are putting on a hiring test event to replace Captain Bob Hansen as he is set to retire in the next month. If you know anyone interested please have them stop by the station.

Department News and Inspections

Business permit inspections are on-going, and Fire Marshal Costa remains active in the area. EMS wise our crew remain extremely busy with day-to-day calls. Luckily the weather has been good for road conditions on I-90 and outlying streets



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in the city. We have identified a challenge in the last few months as it pertains to staffing a 3rd ambulance when needed. Third out staffing continues to be a challenge for our department. During business hours 3rd out staffing is done by Chief Miller (AEMT), Amin. Assistant Carrie Simmons (EMT), and Fire Marshal Travis Costa (AEMT) when available if possible.

3 rd out ambulance staffed	38 times
3 rd out ambulance Calls (on the road)	6 calls for service
4 th out ambulance staffed	6 times
4 th out Calls	2 times

38 times in 28 days calling volunteers and duty folks to respond to the station for either EMS coverage or to staff a 911 ambulance for service.

This is something that has been extremely challenging and taxing on the crews that work 56hr work weeks on a weekly basis. Every now and then is one thing, but almost every day is unsustainable.

2025 Statistics

Calls for Service	2,075 (Avg. of 6 EMS only calls a day)
Transports	1,390 (67%)
3 rd or 4 th out Ambulance Calls (on the road responding to calls)	131 Calls Answered
I-90 Calls	144
Transports to Kootenai Health	418
Fire Calls	404

Fire Danger

The fire danger is currently LOW. No more burn permits are needed until May of 2026 or unless otherwise noted. If you plan on burning a big pile, please call our station for reference at 208-752-1101.



SILVER VALLEY FIRE RESCUE

John Miller, Fire Chief

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Thank you all for your service to our community, please feel free to call or come by the firehouse with any questions or concerns at 208-752-1101.

Respectfully,
John Miller

Deputy Fire Chief

kristina.larson@wallace.id.gov

From: Wallace Public Library <wallacelibrary@yahoo.com>
Sent: Tuesday, March 3, 2026 5:30 PM
To: Kristina Larson
Subject: Library Report for February

February 2026

19 days open

We had 289 patrons visiting the library

289 items were checked out

We requested 99 items from other libraries.

We sent out 182 to other libraries.

We added 14 new items.

We withdrew 3 items.

The items checked out is lower due to not receiving our Libby Stats yet.

January 2026

20 days open

We had 320 patrons visiting the library

568 items were checked out

We requested 102 items from other libraries.

We sent out 219 to other libraries.

We added 44 new items.

We withdrew 15 items.

Wallace Public Library

415 River Street

Wallace, ID 83873-2260

208-752-4571

wallace.lili.org

wallacelibrary@yahoo.com

kristina.larson@wallace.id.gov

From: Cindy Lien <cindy.lien@wallace.id.gov>
Sent: Thursday, March 5, 2026 12:48 PM
To: Chase Sanborn; Kristina Larson
Subject: Parks and Rec Report

Mayor Sanborn,

Parks and Pool are currently holding for now. Work is set to begin on Visitor Center bathrooms. Nothing else to report.

Thank you,
Cindy Lien

**INTERIM SHERIFF
TRAVIS SKINNER**



717 BANK STREET
WALLACE, IDAHO 83873
PHONE 208-556-1114
FAX 208-753-8851
WWW.SHOSHONESO.COM

*County of Shoshone
Sheriff's Office*

February, 2026

Mayor Chase Sanborn
City of Wallace
703 Cedar Street
Wallace, Idaho 83868

Mayor Sanborn and members of Wallace City Council:

During the month of February, 2026, the Shoshone County Sheriff's Office were dispatched to one hundred seventeen (117) calls for service within the City of Wallace; twelve (12) of those calls resulted in a written report. County deputies spent three hundred sixty-five (365) hours responding to calls, actively patrolling and preparing criminal cases for the City of Wallace

Attached you will find a print-out of the calls that took place within Wallace and the surrounding areas. Since the activity log calculates calls from the surrounding areas of Wallace, some of the calls for service were excluded from the total.

If you have any questions or concerns, please feel free to call the Sheriff's Office to talk with me.

Respectfully,

Travis Skinner
Interim Sheriff

Enclosures: CAD Media Report, Traffic Stop Log

Working for the Community



CITY OF WALLACE

703 CEDAR STREET, WALLACE, ID 83873
(208)752-1147, www.wallace.id.gov

Public Works Log Sheet

Street report 2/5-3/5/26

garbage pickup every Monday downtown and parks
daily garbage pickup streets, sidewalks and parking lots
finished wind damage cleanup until snow melts
fixed water damage on ceiling at City hall
fresh gravel on South hill when needed
plowed all city streets and allies as needed
hauled snow piles from downtown and residential areas
still hauling snow from ski event
replaced air can on break system for dump truck
replaced directional ram on 12' snow box
installed new wings and skis on 10' snow box
began cleaning streets in residential
installed when in town slow it down signs at place/clock
up Bark and nine mile.
began assembling flashing speed sign for bank street
poutch maintenance on city buildings as needed

**City of Wallace
Cash Balance Report**

Regular Checking Account	February-26
General Fund	\$710,034.20
Steet Fund	-\$10,205.14
Library Fund	\$4,251.78
Parks & Rec	\$3,984.93
Insurance	-\$17,852.34
Sewer Fund	\$352,595.48
TOTAL OF ALL FUNDS	\$1,042,808.91
 Savings Account:	 \$35,239.66
 Mt. West Bank CD-UDAG	 \$217,373.46
Mt. West Bank CD-Savings	\$222,783.24
Mt. West Bank CD-Sewer Bond Reserves	\$63,357.00
 TOTAL OF ALL ACCOUNTS	 \$1,581,562.27

FY 25-26 Approved Budget

GENERAL FUND

REVENUE	FY 26 Budgeted	February received	Received YTD	%YTD
Property Tax Current (50%)	\$ 317,709.00	\$ 5,600.98	\$ 181,290.44	57%
Prop Tax Pen & Int	\$ 6,000.00	\$ 374.10	\$ 2,252.03	38%
Prop Tax Delinquent	\$ 18,000.00	\$ 1,245.29	\$ 10,965.11	61%
Property Tax Replacement	\$ 13,847.00		\$ 6,923.48	50%
Property Tax Circuit Breaker	\$ 7,500.00			0%
Property Tax Certified to Real Property	\$ -			0%
Magistrate Court Fines	\$ 2,000.00	\$ 162.90	\$ 1,468.80	73%
Franchise Fee: Suddenlink	\$ 2,000.00	\$ 490.45	\$ 970.96	49%
Permit: Alcohol	\$ 6,000.00	\$ 800.00	\$ 5,000.00	83%
Permit: Bldg	\$ 4,500.00			0%
Permit: Animal License/fines	\$ 200.00	\$ 12.00	\$ 18.00	9%
Permit: Business registration	\$ 1,500.00	\$ 330.00	\$ 370.00	25%
Idaho Revenue Sharing	\$ 157,908.00		\$ 78,613.90	50%
Idaho Liquor Fund	\$ 37,885.00		\$ 14,936.00	39%
Interest Income-Invest.	\$ 19,584.00	\$ 1,566.87	\$ 8,922.50	46%
Rents:AA	\$ 240.00			0%
Income Other	\$ 1,000.00	\$ 8,659.60	\$ 18,389.01	1839%
American Relief Act 2021 Committed Funds	\$ 23,581.00			0%
SVEDC: Income	\$ 8,000.00			0%
Misc/Carry Forward Income	\$ 281,305.00			0%
P&Z Income-Fees	\$ 1,000.00			0%
ICF: Grant	\$ 34,390.00			0%
Christmas Decorations	\$ -			0%
Morebeck Grant	\$ 1,500.00			0%
Transfer In			\$ 42,787.07	0%
TOTAL REVENUE	\$ 945,649.00	\$ 19,242.19	\$ 372,907.30	39%

FY 25-26 Approved Budget

GENERAL FUND

EXPENSES	FY 26 Budgeted	February expensed	Expensed YTD	%YTD
Salaries/wages	\$ 95,000.00	\$ 6,958.15	\$ 35,630.82	38%
Benefits	\$ 50,000.00	\$ 3,982.49	\$ 21,995.44	44%
Mayor Travel/Meeting/staff	\$ 2,000.00	\$ 129.00	\$ 619.87	31%
Advertising/Publishing	\$ 3,000.00		\$ 87.20	3%
Dues, Subs & Membership	\$ 2,500.00	\$ 40.00	\$ 898.00	36%
Utilities-sewer, water, electric gas, telephone, solid waste	\$ 16,000.00	\$ 226.45	\$ 3,678.53	23%
Office supplies/equipment copier lease	\$ 8,000.00	\$ 697.48	\$ 2,896.75	36%
Repairs/Maint Bldg	\$ 10,000.00	\$ 42.74	\$ 64.58	1%
Software/Support	\$ 5,000.00	\$ 472.97	\$ 1,215.99	24%
Codifiers	\$ 4,000.00		\$ 2,151.72	54%
Website	\$ 2,400.00	\$ 268.40	\$ 1,251.56	52%
Bank Fees	\$ 1,000.00	\$ 88.52	\$ 863.48	86%
Other Expenses	\$ 5,000.00	\$ 5.99	\$ 15,926.99	319%
SVEDC: Expenses	\$ 8,000.00			0%
Accountant/Audit fees	\$ 18,000.00	\$ 8,500.00	\$ 9,500.00	53%
Attorney/Professional fees	\$ 70,000.00	\$ 1,672.50	\$ 9,236.27	13%
Legal Fees/non-Silver Valley Law	\$ 25,000.00		\$ 750.00	3%
Building Inspector	\$ 5,000.00		\$ 964.22	19%
Planning & Zoning	\$ 35,000.00	\$ 39.57	\$ 11,752.57	34%
City Engineer	\$ 5,000.00		\$ 1,107.50	22%
Police Contract	\$ 160,286.00	\$ 13,357.17	\$ 66,785.85	42%
Pound Fees	\$ 100.00			0%
Reserve for Contingency	\$ 20,000.00			0%
Transfer Out	\$ 334,677.00		\$ 42,787.07	13%
ICF Grant	\$ 34,390.00			0%
Morbeck Grant	\$ -			0%
Christmas Decoration expenses	\$ 2,715.00		\$ 260.51	10%
American Relief Act 2021	\$ 23,581.00	\$ 23,581.14	\$ 23,581.14	100%
TOTAL EXPENSE	\$ 945,649.00	\$ 60,062.57	\$ 254,006.06	27%

FY 25-26 Approved Budget

STREET FUND

REVENUE	FY 25/26 Budget	February received	Received YTD	%YTD
Property Tax Current (30%)	\$ 168,256.00	\$ 2,844.96	\$ 92,084.49	55%
Delinquent Tax, fines, fees	\$ 15,000.00	\$ 822.55	\$ 6,713.48	45%
Property Tax Certify to Real property				0%
Franchise Fee: Avista	\$ 19,000.00	\$ 1,986.16	\$ 7,262.39	38%
Idaho Highway Users HB 362				0%
Idaho Highway Users HB 312	\$ 9,333.00		\$ 4,907.92	53%
Idaho Highway Users	\$ 31,595.00		\$ 16,372.59	52%
Idaho Highway Users HB 354				0%
ITD General Fund Transfer	\$ 19,419.00			0%
ITD Sales Tax Revenue	\$ 7,943.00			0%
Transfer-in	\$ 133,204.00		\$ 281,389.19	211%
Donation Station	\$ 150.00	\$ 10.40	\$ 37.40	25%
Carry Forward: Bridge Sale	\$ 50,000.00			0%
Other Income				0%
Restricted Street Fund Revenue				
<i>Hecla-Summer Youth Grant</i>	\$ 12,500.00			0%
<i>Gateway Project</i>				0%
<i>Carry Forward (HB 312 FY 20.21)</i>				0%
<i>6th Street Bridge Project</i>				0%
<i>6th Street Bridge - IOEM/LHRIP</i>				0%
<i>6th Street Bridge-LHTACT</i>				0%
<i>6th Street Bridge-City Portion</i>				0%
TOTAL REVENUE	\$ 466,400.00	\$ 5,664.07	\$ 408,767.46	88%

FY 25-26 Approved Budget

STREET FUND

EXPENSES	FY 25/26 Budget	February expensed	Expenses YTD	%YTD
Supervisor/Crew Salaries	\$ 100,000.00	\$ 6,110.48	\$ 33,733.00	34%
Supervisor/Crew Benefits	\$ 80,000.00	\$ 6,897.33	\$ 38,762.76	48%
Gas & Oil	\$ 5,000.00	\$ 146.71	\$ 863.65	17%
Shop Utilities	\$ 12,500.00	\$ 159.62	\$ 3,575.72	29%
Shop Supplies	\$ 2,500.00	\$ 142.84	\$ 400.27	16%
Shop-bldg repair/maintenance	\$ 3,000.00	\$ 93.00	\$ 392.98	13%
Repair Maint Equip	\$ 10,000.00	\$ 2.27	\$ (922.01)	-9%
Street: Repair & Maint. Program	\$ 15,000.00		\$ 265.20	2%
Street: Bridge Repair	\$ -			0%
Striping	\$ 7,500.00			0%
Loader and Skid Steer Lease	\$ 40,000.00		\$ 30,859.56	77%
Dump Truck Loan/Lease	\$ 32,000.00			0%
Other Exp	\$ 5,000.00		\$ 574.30	11%
Snow & Ice Oper Expenses	\$ 25,000.00	\$ 2,264.12	\$ 12,165.99	49%
Stop light-Hwy/Burke/7th Bank	\$ 1,400.00		\$ 597.87	43%
Arc Lights	\$ 45,000.00	\$ 4,364.72	\$ 17,435.60	39%
Interest Expense				0%
Capital Outlay (+5000)	\$ 60,000.00			0%
Capital Outlay (-5000)				0%
Reserve for Cont	\$ 5,000.00			0%
Transfer out	\$ -		\$ 281,389.19	
Restricted Street Fund Expense				0%
<i>Hecla</i>	\$ 12,500.00			0%
<i>Street/bridge improvement</i>				
<i>(HB 312-Highway Users)</i>	\$ 5,000.00	\$ 110.65	\$ 9,493.35	190%
<i>6th street bridge expense</i>				0%
TOTAL EXPENSES	\$ 466,400.00	\$ 20,291.74	\$ 429,587.43	92%

FY 25-26 Approved Budget

LIBRARY FUND

REVENUE	FY 25/26 Budget	February received	Received YTD	%YTD
Property Tax Current	\$ 36,247.00	\$ 613.08	\$ 19,843.94	55%
Property Tax Delinq	\$ 2,500.00	\$ 136.31	\$ 1,200.22	48%
Prop Tax Pen & Int	\$ 900.00	\$ 40.95	\$ 246.52	27%
Prop Tax Certify to real property				0%
Fines & Fees	\$ 1,500.00	\$ 108.95	\$ 511.25	34%
Donations		\$ 10,000.00	\$ 10,050.00	0%
Carry Forward Income				0%
Transfer In	\$ 48,003.00		\$ 39,781.31	83%
E-Rate Reimbursement Income	\$ 500.00			0%
Other Income				0%
TOTAL REVENUE	\$ 89,650.00	\$ 10,899.29	\$ 71,633.24	80%

LIBRARY FUND

EXPENSES	Budget	February expensed	Expensed YTD	%YTD
Salary/Wages	\$ 40,000.00	\$ 2,924.96	\$ 15,269.54	38%
Benefits	\$ 25,000.00	\$ 1,998.09	\$ 11,026.46	44%
Operating/Building Maintenance	\$ 10,000.00		\$ 1,168.17	12%
Utilities	\$ 7,750.00	\$ 160.40	\$ 2,121.60	27%
Fines/Fees	\$ 1,200.00		\$ 800.00	67%
Sales Tax	\$ 100.00			0%
Other Expenses	\$ 600.00			0%
Reserve Contingency	\$ 5,000.00			0%
Transfer Out	\$ -		\$ 39,781.31	0%
Capital Outlay				0%
Capital Outlay Books				0%
TOTAL EXPENSES	\$ 89,650.00	\$ 5,083.45	\$ 70,167.08	78%

FY 25-26 BUDGET

PARKS & REC FUND

Revenue	FY 25-26 Budget	February received	Received YTD	% YTD
Property Tax Current	\$ 23,771.00	\$ 402.10	\$ 13,014.94	55%
Property Tax Delinq & Penalty/Interest	\$ 2,000.00	\$ 89.40	\$ 787.19	39%
Property Tax Certify to real property		\$ 26.86	\$ 161.67	0%
Admission Fees	\$ 6,000.00			0%
Transfer In	\$ 114,626.00		\$ 155,434.68	136%
Donations	\$ 500.00			0%
COMMUNITY GARDEN	\$ 225.00			0%
Pool: Concessions	\$ 500.00			0%
Pool: Swim Lessons	\$ 5,000.00			0%
Parks: Playground Project	\$ 911.00			0%
Dog Park Donations	\$ 5,592.00			0%
Parks & Rec Other Income	\$ 500.00		\$ 1,000.00	200%
Carry-forward income				0%
Restricted Funds				0%
DEPOT: Morebeck Grant				0%
POOL: Morbeck Grant				0%
POOL: Callahan Zeller Grant	\$ 500.00	\$ 1,000.00	\$ 1,000.00	200%
POOL: ICF Grant			\$ 500.00	0%
POOL: Kingsbury Grant	\$ 500.00	\$ 500.00		0%
POOL: Hecla Charitable Found.				0%
POOL: Innovia Grant	\$ 2,028.00			0%
POOL: Avista Grant				0%
POOL: CDBG Revenue				0%
POOL: ID Heritage Trust Grant				0%
TOTAL REVENUE	\$ 162,653.00	\$ 2,018.36	\$ 171,898.48	106%

PARKS & REC FUND

Expenses	FY 25-26 Budget	February expensed	Expensed YTD	%YTD
Stair Maintenance	\$ 500.00			0%
Community Garden	\$ 500.00			0%
NP Depot Utilities	\$ 5,000.00	\$ 77.95	\$ 1,483.52	30%
NP Depot Other Exp	\$ 1,000.00		\$ 494.84	49%
Parks: Flower Project	\$ 3,900.00		\$ 3,900.00	100%
Parks: Dog Park expense	\$ 5,592.00		\$ 48.00	1%
Parks: Maint/Water	\$ 8,000.00	\$ 91.00	\$ 1,168.67	15%
Parks: Playground expenses	\$ 911.00			0%
Pool: Salaries	\$ 59,000.00			0%
Pool: Benefits	\$ 4,000.00			0%
Pool: Utilities	\$ 12,500.00	\$ 13.00	\$ 2,062.62	17%
Pool: Supplies	\$ 10,000.00		\$ 875.22	9%
Pool: Repair & Maint	\$ 15,000.00		\$ 3.41	0%
Pool: Sales Tax Ticket Sales	\$ 250.00			0%
Pool: Other Exp	\$ 1,000.00		\$ 48.00	5%
Pool: Capital improvement carry-over	\$ -			0%
Pool: Capital Outlay +5,000	\$ -			0%
Pool: Grant expenses	\$ 4,000.00			0%
VC: Utilities	\$ 6,500.00	\$ 201.75	\$ 1,728.40	27%
VC: Repair/Maint. Bldg	\$ 10,000.00		\$ 3,935.00	39%
Parks: Transfer Out	\$ -		\$ 155,434.68	
Reserve for Contingency	\$ 15,000.00		\$ 6,000.00	40%
TOTAL EXPENSES	\$ 162,653.00	\$ 383.70	\$ 177,182.36	109%

FY 25-26 BUDGET

Insurance Fund

REVENUE	FY 25-26 Budget	February received	Received YTD	%YTD
Property Tax Current				0%
Property Tax Delinq	\$ 3,000.00			0%
Prop Tax Pen & Int	\$ -			0%
Transfer In	\$ 38,844.00		\$ 23,772.50	61%
Other Income/carry forward				0%
TOTAL REVENUE	\$ 41,844.00	\$ -	\$ 23,772.50	57%

EXPENSES		February expensed	YTD	
ICRMP Liability Insurance	\$ 35,844.00		\$ 17,922.00	50%
Workmans Comp-State Ins	\$ 5,000.00		\$ 2,679.00	54%
ICRMP Deductible	\$ 1,000.00			0%
Transfer Out	\$ -		\$ 23,772.50	
Reserve for Contingency				0%
TOTAL EXPENSES	\$ 41,844.00	\$ -	\$ 44,373.50	106%

FY 25-26 BUDGET

Sewer Fund

REVENUE	FY 25-26 Budget	February received	Received YTD	%YTD
Delinq Sewer Fees County	\$ -			#DIV/0!
City Sewer Fees	\$ 105,000.00	\$ 26,415.72	\$ 52,801.44	50%
Late Fees	\$ 4,000.00	\$ 1,020.00	\$ 1,970.00	49%
Misc. Income	\$ 6,750.00		\$ 252.48	4%
Transfer In	\$ -		\$ 189,931.20	0%
Carry Forward Balance	\$ 325,895.00			0%
RESTRICTED				0%
<i>DEQ USDA Rural Development</i>	\$ -			0%
<i>ICDBG-Sewer Grant</i>	\$ -			0%
				0%
TOTAL REVENUE	\$ 441,645.00	\$ 27,435.72	\$ 244,955.12	55%
EXPENSES		February expensed	YTD	
Wages/Benefits	\$ 16,000.00	\$ 1,353.48	\$ 6,735.97	42%
Office/Computer/Other	\$ 12,000.00	\$ 342.49	\$ 2,877.95	24%
Depreciation				0%
Repair-Maintain Sewerlines	\$ 100,000.00			0%
USDA - Loan Payment	\$ 51,292.00		\$ 51,292.00	100%
USDA- Loan Payment	\$ 12,065.00			0%
Capital Outlay				0%
Planning DEQ USDA				0%
GASB68 change in Net Pension Liability				0%
Bond Project Expenses				0%
Transfer Out			\$ 126,574.20	0%
Contingency				0%
RESTRICTED				0%
<i>Bond Payment Reserves #1</i>	\$ 51,920.00			0%
<i>Bond Payment Reserves #2</i>	\$ 12,065.00			0%
<i>Carry-forward Reserves</i>	\$ 186,303.00			0%
<i>ICDBG - Sewer Grant</i>				0%
				0%
TOTAL EXPENSES	\$ 441,645.00	\$ 1,695.97	\$ 187,480.12	42%

kristina.larson@wallace.id.gov

From: Molly McGee [REDACTED]
Sent: Monday, March 2, 2026 3:51 PM
To: kristina.larson@wallace.id.gov
Subject: New Library Board Member

Flag Status: Flagged

Hi Kristina,

I've been meaning to email you for a long while now but between the new baby and working still quite a bit while home with the kids, I haven't remembered to do so. What do you need from the library board to have a new board member for the city council to approve. We voted on it at our December meeting but I wasn't sure if you needed approved minutes (so minutes from our scheduled March meeting) or if the draft minutes were acceptable or what the process was from the city side.

The member the library board is asking for approval for is Penny Michael. She would be replacing Mike Aldredge whose term expired at the end of 2025.

Thanks,

Molly

City of Wallace

703 CEDAR STREET
WALLACE, ID 83873
PHONE: 208.752.1147
FAX: 208.752.7741

Alcohol Catering Permit

BUSINESS NAME: Two Knights Home Brew, LLC dba Kanikon Brewing
TELEPHONE NUMBER: 208-777-2739
BUSINESS ADDRESS: 4045 W. Riverbend Ave
Post Falls, ID 83854

CURRENT YEAR STATE OF IDAHO LICENSE NUMBER: 32346
CURRENT YEAR SHOSHONE COUNTY LICENSE NUMBER: _____
CURRENT YEAR CITY OF WALLACE LICENSE NUMBER: _____

DATE(S) PERMIT IS TO BE USED: 4-25-2026
(Not to exceed five consecutive days)
HOURS PERMIT IS TO BE USED: 8am - 10 pm
TYPES OF BEVERAGES TO BE USED: Beer

LOCATION: _____
CATERING FOR: _____
(Organization, group, person or persons sponsoring the convention or party)

FEE: (\$20.00 PER DAY) _____ **PAID BY:** _____
CASH _____
CHECK _____
RECEIVED DATE: _____ **RECEIPT #** _____

SIGNATURE OF LICENSEE: *Chris Heruberg*
(By signing this application, the applicant agrees to follow all State, County and City liquor laws.)

SIGNATURE OF CITY CLERK: _____

APPROVED BY CITY OF WALLACE COUNCIL: _____

SIGNATURE OF COUNTY SHERIFF: _____

City of Wallace

703 CEDAR STREET
WALLACE, ID 83873
PHONE: 208.752.1147
FAX: 208.752.7741

Alcohol Catering Permit

BUSINESS NAME:

Brewscape Beer Co

TELEPHONE NUMBER:

208-719-0334

BUSINESS ADDRESS:

9551 N Hwy 95, Unit A
Hayden, ID 83835

CURRENT YEAR STATE OF IDAHO LICENSE NUMBER:

30424

CURRENT YEAR SHOSHONE COUNTY LICENSE NUMBER:

CURRENT YEAR CITY OF WALLACE LICENSE NUMBER:

DATE(S) PERMIT IS TO BE USED:

(Not to exceed five consecutive days)

4-25-2026

HOURS PERMIT IS TO BE USED:

TYPES OF BEVERAGES TO BE USED:

Beer

LOCATION:

CATERING FOR:

(Organization, group, person or persons sponsoring the convention or party)

FEE: (\$20.00 PER DAY)

PAID BY:

CASH

CHECK

RECEIVED DATE:

RECEIPT #

SIGNATURE OF LICENSEE:

(By signing this application, the applicant agrees to follow all State, County and City liquor laws.)

SIGNATURE OF CITY CLERK:

APPROVED BY CITY OF WALLACE COUNCIL:

SIGNATURE OF COUNTY SHERIFF:

City of Wallace

703 CEDAR STREET
WALLACE, ID 83873
PHONE: 208.752.1147
FAX: 208.752.7741

Alcohol Catering Permit

BUSINESS NAME: AUGUSTSIAN BREWING COMPANY
TELEPHONE NUMBER: 208-784-8956
BUSINESS ADDRESS: 319 MAIN ST
KELLOGG ID 83857

CURRENT YEAR STATE OF IDAHO LICENSE NUMBER: X 43289
CURRENT YEAR SHOSHONE COUNTY LICENSE NUMBER: 40
CURRENT YEAR CITY OF WALLACE LICENSE NUMBER: _____

DATE(S) PERMIT IS TO BE USED: APRIL 25TH
(Not to exceed five consecutive days)

HOURS PERMIT IS TO BE USED: 1:00 - 5:00

TYPES OF BEVERAGES TO BE USED: BEER
NP DEPOT

LOCATION: _____
CATERING FOR: WALLACE PUB CRAWL
(Organization, group, person or persons sponsoring the convention or party)

FEE: (\$20.00 PER DAY) _____

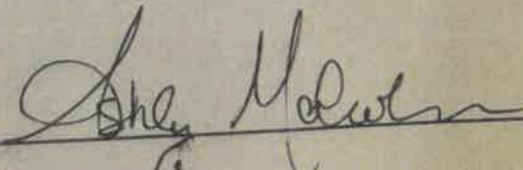
PAID BY: _____
CASH _____

CHECK _____

RECEIPT # _____

RECEIVED DATE: _____

SIGNATURE OF LICENSEE: _____
(By signing this application, the applicant agrees to follow all State, County and City liquor laws.)



SIGNATURE OF CITY CLERK: _____

APPROVED BY CITY OF WALLACE COUNCIL: _____

SIGNATURE OF COUNTY SHERIFF: _____

SPECIAL EVENT PERMIT APPLICATION

CITY OF WALLACE
703 Cedar Street
Wallace, ID 83873
(208) 752-1147

AGENCY USE ONLY	
Received by: <u>B. Larson</u>	Date: <u>1/30/26</u>
Permit Year: <u>2026</u>	Hearing Necessary: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
City Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Issue Date: _____
Extraordinary City Resource Fee? <input type="checkbox"/> Yes \$ _____	<input type="checkbox"/> No
Registration Fee: \$ _____	Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Check
Special Event Permit #: _____	

COORDINATOR INFORMATION

Name(s): Jill Wagner

Cell: [REDACTED] Email: jill@spunstrand.com

Mailing Address: PO Box 1147 Wallace, ID 83873

EVENT INFORMATION

Event Name: Spunstrand, Inc Street Dance

Has the same (or substantially the same) event been approved by the City in the past: Yes No

Has the same event coordinator above been responsible for this event for the past 2 yrs: Yes No

Is a street closure being requested as part of this event: Yes No

Have all affected businesses/properties affected by the street closure been notified: Yes No

Is it contemplated that this event may require extraordinary resources: Yes No

Could this event be viewed as advocating for a particular political topic or agenda: Yes No

Event Start Date/Time: 7-16-26/300pm Event End Date/Time: 7-16-26/1000pm

Set-up Date/Time: 7-16-26/300pm Clean-up Date/Time: 7-16--26/1000pm

Description of Event (*please attach a separate detailed statement if space below is insufficient*):
street dance with live band, employee dinner at the depot on the lawn and we need use of the
parking lot of the Depot.

Estimated Number of Attendees: 200 Number of Portable Toilets: 2

Is Outside Security Being Provided: Yes No Security Agency: _____

Is Traffic Control Necessary: Yes No Traffic Control Agency: _____

Supplemental Information Required:

Site map(s) showing proposed streets to be closed and/or alternate routes to be taken.

Map(s) showing locations of stage/event, vendor(s), toilet locations, and all trash receptacles.

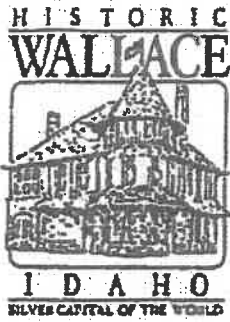
Proof of liability insurance that lists the City of Wallace as an additional insured entity.

If alcohol will be served, an alcohol/catering permit obtained and on file with the City.

OTHER DEPARTMENTAL APPROVAL

Department: _____

Signed: _____ Date: _____ Approved Denied



CITY OF WALLACE
STATE OF IDAHO

703 Cedar Street
Wallace, Idaho 83873-2396
(208) 752-1147
Fax (208) 752-7741

Mayor
Lynn Mogensen
Clerk/Treasurer
Kristina Larson

STREET CLOSURE REQUEST & CHECKLIST FOR NON-PROFIT ORGANIZATIONS

The City of Wallace appreciates your work in putting on an event in town. While these events help various businesses in town it is a hardship on others. This should be taken into consideration when requesting a street closure and every attempt should be made to minimize the amount of streets impacted and the duration of the closure. Only schedule street closures on weekends if possible.

Application must be returned by the 1st day of the month that you wish the Council to consider the request. Application will be considered at the regular City Council meeting of: March 11, 2026

A representative of the organization should be present at this meeting to make a presentation and to answer any questions regarding the request. Prior to the meeting all impacted neighbors should be notified (email is fine) and steps taken to minimize any negative impacts. The committee is responsible for posting & removing No Parking signs as well as cleaning all garbage and debris from all streets and sidewalks after the event.

Organization requesting closure: Stardust Motel, Victory World Outreach and Brooks Hotel
Contact Person: KimBerly Keyton Cell Phone:
State the purpose for which the request is being made: 5th Annual Community Easter Block Party

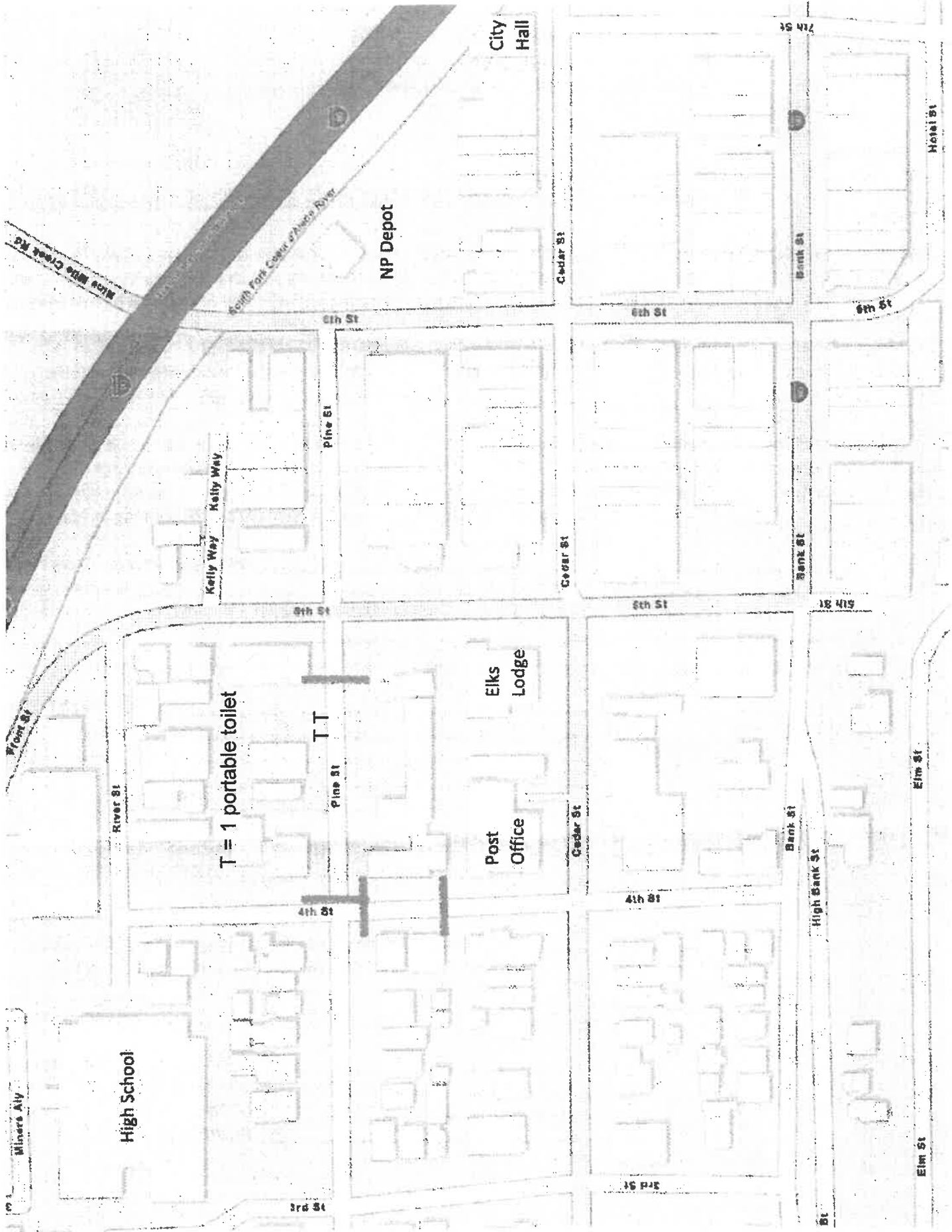
Date(s) desired for use: Saturday April 4, 2026
Time(s) desired for use: 8a-4p (event is 10:30a-3p)
Street(s) desired for use: Also show on attached map
Pine Street between 4th and Red Light Garage parking lot entrance
4th Street between Pine and Cedar

Number of Portable Toilets (recommended at least 1 per 1,000 people): 1 Also show on attached map
Number of Handicap Portable Toilets: 1 Location of Portable Toilets: see map

YES Contact made with all impacted neighbors
NO Waters Garbage bringing extra garbage bins? If so, location:
YES Proof of Insurance for the event provided to City

Contact Signature: [Handwritten Signature]

Date Approved by City Council:
Routed to: Police Department:
Street Department:
Fire Department:



High School

T = 1 portable toilet

T T

NP Depot

Post Office

Elks Lodge

City Hall

Hotel St

Miners Aly

River St

Kelly Way

Pine St

Pine St

Cedar St

Cedar St

Cedar St

Bank St

Bank St

Bank St

High Bank St

Elm St

Elm St

3rd St

5th St

6th St

3rd St

4th St

5th St

6th St

6th St

7th St

St

CITY OF WALLACE
RESOLUTION NO. 2026-225

A RESOLUTION OF THE CITY OF WALLACE, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING THE DESTRUCTION OF CERTAIN TEMPORARY AND SEMI-PERMANENT PUBLIC RECORDS.

WHEREAS, Idaho Code § 50-907 requires the City Council to authorize the destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the city's record retention schedule or Idaho Code, and are no longer required by law or reasonably expected to be necessary for city business; and

WHEREAS, the City Council for the city of Wallace adopted Resolution 2006-168 on December 13th, 2006 outlining the retention schedule of permanent records, semipermanent records, and temporary records; and

WHEREAS, the City has identified and the City Clerk has proposed for destruction certain records that have exceeded their minimum retention; and

WHEREAS, the Wallace City Clerk has provided a detailed list of the records proposed for destruction to the Idaho State Historical Society for approval for the destruction of the below listed records and approval has been obtained from the Idaho State Historical Society; and

WHEREAS, the City's Attorney has fully reviewed the obligations for records retention under Idaho Code § 50-907 and any city records retention schedules as may be applicable, and being fully advised of the same, approves for destruction certain records that have exceeded their minimum retention; and

WHEREAS, the City has determined that the proposed records are no longer needed for any audit, nor are they reasonably likely to contain any significant value for the operations of city governance; and

WHEREAS, the City has exercised due diligence in identifying the appropriate classification of records proposed for destruction as permanent, semi-permanent, or temporary, and the City Council agrees with said designation; and

THEREFORE, BE IT RESOLVED that the City of Wallace City Council hereby authorizes the immediate destruction of the original paper copies of the records detailed below which have exceeded the time limit for retention, in addition to those records where a digital copy has been retained and which may statutorily be destroyed otherwise pursuant to I.C. § 50-

907 and Wallace Resolution 2006-168, and that such destruction occur under the supervision of the City Clerk.

Semipermanent Records:

- 10/1/80 – 9/30/81 Warrant sheets for accounts payable
- 10/1/80 – 9/30/81 Treasurer Reports
- 10/1/81 – 9/30/82 Warrant sheets for accounts payable
- 10/1/81 to 9/30/82 Payroll Worksheets
- 10/1/82 to 9/30/83 Accounts payable reports
- 10/1/82 to 9/30/83 First National Bank Statements
- 10/1/82 to 9/30/83 Payroll Worksheets
- 7/29/88 to 7/31/89 First National Bank CD Statements
- 9/30/88 to 8/31/89 First National Bank Statements
- 10/1/88 to 9/30/89 Accounts Payable warrant sheets
- 10/1/88 to 8/30/89 Treasurer Reports
- January 1990 to December 1997 First National Bank Statements
- 10/1/95 to 9/30/96 Accounts Payable warrant sheets
- 10/1/10 to 9/30/11 Accounts Payable warrant sheets
- 10/1/11 to 9/30/12 Accounts Payable warrant sheets
- 10/1/13 to 9/30/14 Accounts Payable warrant sheets
- 10/1/13 to 9/30/14 Wells Fargo Bank Statements
- 10/1/15 to 9/30/16 Accounts Payable warrant sheets
- 1990 Timesheets
- 1991 Timesheets
- 1992 Timesheets
- 1993 Timesheets
- 1994 Timesheets
- 1995 Timesheets
- 1996 Timesheets

Temporary Records:

- 10/1/94 to 9/30/95 Accounts Payable postings
- 1995 to 1997 Parking Tickets
- 10/1/99 to 3/31/00 Accounts Payable and Accounts Receivable Postings
- 10/1/99 to 9/30/00 Accounts Payable and Accounts Receivable Postings
- 10/1/04 to 9/30/05 Accounts Payable backup
- 10/1/05 to 9/30/06 Accounts Payable backup

- 10/1/07 to 9/30/08 Accounts Payable backup
- 10/1/08 to 9/30/09 Accounts Payable backup
- 10/1/09 to 9/30/10 Accounts Payable backup
- 10/1/09 to 09/30/10 Accounts Receivable postings
- 2011 Payroll Reports
- 10/1/11 to 3/31/12 Daily Bank Rec and Accounts Payable report
- 4/1/12 to 3/31/12 Daily Bank Rec and Accounts Payable reports
- 10/1/12 to 9/30/13 General Ledger reports
- 10/1/12 to 3/30/13 Daily Bank Rec and Accounts Payable reports
- 10/1/13 to 9/30/14 Accounts Payable postings
- 10/1/13 to 10/14/14 Payroll reports
- 3/1/14 to 6/30/14 Accounts Payable reports
- 2014 Payroll Reports
- 2015 Payroll Reports

PASSED BY THE CITY COUNCIL this 11th day of March, 2026.

Chase Sanborn, Mayor

Attest:

Kristina Larson, Clerk

CITY OF WALLACE, IDAHO

RESOLUTION NO. 2006-168

A RESOLUTION OF THE CITY OF WALLACE, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE CLASSIFICATION AND RETENTION OF CERTAIN PUBLIC RECORDS PURSUANT TO IDAHO CODE; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, the Idaho code allows for the classification, retention, preservation, and destruction of certain records as "permanent", "semipermanent" and "temporary" records; and

WHEREAS, Idaho Code 50-907 requires the City Council to adopt by Resolution a records retention schedule listing the various types of City records with the applicable retention periods, and

WHEREAS, the City has determined that the records categorization, as set out in Idaho Code 50-907, is appropriate for the City to adopt, with some minor clarification; and

WHEREAS, the City wishes to classify some writings, documents, and other similar City information as neither "permanent records", "semipermanent records" or "temporary records" because they have no reasonable intrinsic, historical or other value which requires their retention; and

Whereas, Council is confident that the City Clerk and City Attorney (with the input of relevant City staff) can make determinations regarding those records not considered "permanent records", "semipermanent records", or "temporary records", as those terms are defined in Idaho Code Title 50, Chapter 9;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Wallace, Idaho as follows:

I. Permanent Records:

A. The following records be classified as permanent records:

- 1. Adopted meeting minutes of the city council and city boards and commissions;**
- 2. Ordinances and resolutions;**
- 3. Building plans and specifications for commercial projects and government buildings;**
- 4. Fiscal year-end financial reports;**
- 5. Records affecting the title to real property or liens thereon;**
- 6. Poll books, excluding optional duplicate poll books used to record that the elector has voted, tally books, sample ballots, campaign finance reports, declaration of candidacy, declarations of intent, notices of election, and records of voting results by precinct; and**
- 7. Executed contracts.**

B. Retention Schedule.

Permanent records shall be retained by the City in perpetuity, or may be transferred to the Idaho State Historical Society's permanent records repository upon Resolution of the City Council authorizing such transfer.

II. Semipermanent Records:

A. The following records be classified as semipermanent records:

1. Claims, canceled checks, warrants, duplicate warrants, purchase orders, vouchers, duplicate receipts, utility and other financial records;
2. Building applications for commercial projects and government buildings;
3. License applications;
4. Departmental reports and
5. Bonds and coupons.

B. Retention Schedule.

Semipermanent records shall be kept for not less than five (5) years after the date of issuance or completion of the matter contained within such semipermanent records.

Semipermanent records may only be destroyed by Resolution of the City Council, and upon the advice of the City Attorney. Such disposition shall be under the direction and supervision of the City Clerk. The Resolution ordering destruction of semipermanent records shall list in detail such semipermanent records to be destroyed.

Prior to destruction of semipermanent records, the City Clerk shall provide written notice, including a detailed list of the semipermanent records proposed for destruction, to the Idaho State Historical Society thirty (30) days prior to the destruction of any records.

III. Temporary Records:

A. The following records be classified as temporary records:

1. Building applications, plans, and specifications for noncommercial and non government projects after the structure or project receives final inspection and approval;
2. Cash receipts subject to audit;
3. Election ballots and duplicate poll books;
4. The most current draft of an unexecuted contract until such contract is executed; and

5. Records which are normally believed to be the subject of litigation discovery and determined to be so after consultation with the City Attorney.

B. Retention Schedule.

Temporary records shall be retained for not less than two (2) years, but in no event shall financial records be destroyed until completion of the City's financial audit as provided in Idaho Code 67-450B related to such financial records.

Temporary records may only be destroyed by Resolution of the City Council. Such disposition shall be under the direction and supervision of the City Clerk. The Resolution ordering destruction of temporary records shall list in detail such temporary records to be destroyed.

Prior to destruction of temporary records, the City Clerk shall provide written notice, including a detailed list of the temporary records proposed for destruction, the Idaho State Historical society thirty (30) days prior to the destruction of any records.

- IV. Writings, documents, and other similar City information not classified, as "permanent records", "semipermanent records", or "temporary records" herein shall not be considered "records" for the purposes of retention pursuant to this records retention schedule. Such non-"record" writings, documents, and other similar City information includes, but is not limited to, drafts, unapproved minutes, "post-it" notes, duplicates, phone call slips, voice mail, to-do lists, telephone text messages, and email which is not related to the promotion of the business of City government, etc. Writings, documents, and other similar City information which, in the reasonable belief of the recipient or custodian which do not have any historical, intrinsic or other value, and records which are not reasonably believed to be the subject of litigation discovery shall not be considered "records" for purposes of this records retention schedule.

Where there is a question regarding the classification of records or their retention, such questions should be directed to the City Clerk and/or the City Attorney prior to any destruction.

This Resolution shall become effective as of the date of its passage by the Wallace City Council on the 13th day of December 2006.


Ronald G. Garitone, Mayor

ATTEST:


Joanne McCoy, CMC

kristina.larson@wallace.id.gov

From: Jim Riley <Jim.Riley@ishs.idaho.gov>
Sent: Wednesday, March 4, 2026 3:47 PM
To: 'kristina.larson@wallace.id.gov'
Subject: City of Wallace

Hello Kristina,

Thank you for contacting the Idaho State Archives concerning your upcoming records destruction. We reviewed the record destruction list you sent and did not identify any records that fell under our collection scope. Thank you very much for letting us peruse the list before you begin your destruction process, we are always interested in expanding the municipal collections under our care here at the Archives.

Respectfully,
Jim



IDAHO STATE
**HISTORICAL
SOCIETY**

Jim Riley

Government Records Archivist

(208) 514-2313

jim.riley@ishs.idaho.gov

2205 Old Penitentiary Rd.
Boise, ID 83712

www.history.idaho.gov

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CITY OF WALLACE
Joint Powers Agreement For
LAW ENFORCEMENT SERVICES

This Agreement, made and entered into this 13th day of November, 2024, by and between Shoshone County, a political subdivision of the State of Idaho, hereinafter referred to as "County," and the City of Wallace, a municipal corporation existing pursuant to the laws of the State of Idaho, hereinafter referred to as "City."

Whereas, the City has authority under its police powers to provide for law enforcement within its city limits and desires law enforcement services that promote the public health, general welfare, and safety of its citizens;

Whereas, the City desires to contract with the County for the performance of law enforcement and prosecution of local and state law violations within the city limits of Wallace;

Whereas, the County, by and through the Shoshone County Sheriff's Office and Shoshone County Prosecuting Attorney's Office, is willing and able to provide those services for compensation;

NOW THEREFORE, pursuant to Title 67, Chapter 23, Idaho Code, and in consideration of the mutual promises and covenants herein contained, it is mutually agreed as follows:

1. **Basic Services.** County agrees to provide law enforcement services within the city limits of the City of Wallace to enforce the laws of the State of Idaho, and the City of Wallace Municipal Code, and for prosecution of the same. City hereby authorizes the Shoshone County Sheriff's Office and Shoshone County Prosecuting Attorney's Office to enforce the laws of the State of Idaho, and the City of Wallace Municipal Code, pursuant to its authority in Idaho Code 67-2328. This Agreement shall include services related to prosecution of citations and/or arrests that occur within the city limits.

2. **Communication.** City agrees to communicate directly with County, through the Shoshone County Sheriff, regarding any concerns, priorities, or other issues that may arise concerning the services of County in the performance of this Agreement. City agrees to provide advanced notice to the Sheriff, if a Sheriff's Office representative is needed or desired at a meeting of city council. City agrees to provide thirty (30) days

advanced notice to Sheriff where an event is scheduled within the City, and the City desires or anticipates the need for additional law enforcement personnel.

3. Supervision and Administration of Officers. The Shoshone County Sheriff or its designated agent, shall be responsible for the supervision of County law enforcement officers exercising their duties within the City. The County shall be responsible for all costs of personnel, including but not limited to: wages, benefits, training, and standards of performance. The City, through its Mayor, may provide input on law enforcement officer conduct and patrol priorities by notifying the Sheriff.

4. Equipment and Vehicles. The County agrees to provide and be responsible for all equipment and vehicles utilized by its officers providing services within the City.

5. Disbursement of Fines. All fines resulting from arrests and citations issued for violations of Idaho Code or the City of Wallace Municipal Code within the incorporated limits of the City and filed with the courts of the First Judicial District in and for the County of Shoshone, shall be apportioned consistent with Idaho Code as if generated by the City exercising its police powers. The County will take all reasonable measures to ensure the appropriate City designation is made on any charging documents to ensure this occurs by the courts.

6. Payment for Law Enforcement Services. In consideration of the law enforcement and prosecution services to be performed by County, City shall pay to the county the total annual sums outlined below and apportioned by the County respective to said schedule. Said amount shall be paid in twelve equal monthly installments, with each installment payable on the first payment date, according to the Wallace City pay cycle of every month during the pendency of this Agreement. Upon receipt by County, each monthly installment shall be allocated to County Current Expense by the Board of County Commissioners and apportioned with allocations to the Shoshone County Sheriff's Office (SCSO) deposited in 1936047 "Sheriff's Agreements," and allocations to the Shoshone County Prosecuting Attorney's Office (SCPA) deposited in Current Expense Revenue Account 0359-0000 "Prosecutor Revenue."

Contract Year	Total	Allocation for SCSO	Allocation for SCPA	Amount Increase from Previous Year
	\$149,800.00	\$123,585.00	\$26,215.00	\$9,800.00
	\$160,286.00	\$132,235.95	\$28,050.05	\$10,486.00
	\$171,506.02	\$141,492.46	\$30,013.56	\$11,220.02
	\$183,511.44	\$151,396.94	\$32,114.50	\$12,005.42
	\$196,357.24	\$161,994.76	\$34,362.48	\$12,845.80

7. Term. This Agreement shall be effective on the day of execution first noted above for a period of one (1) year, subject to earlier termination as provided for herein, and shall

8. Automatic Renewal. This Agreement shall automatically renew on the first day of October of each subsequent year, under the same terms and conditions outlined herein, subject to annual review by the parties.

9. Indemnification. County agrees to indemnify, defend and hold harmless City and its agents or employees from all claims that may arise against City due to any acts, omissions, or negligence resulting from County, its officers, or agents. City agrees to indemnify, defend, and hold harmless County and its agents or employees from all claims that may arise against County due to any acts, omissions or negligence resulting from City, its officers or agents.

10. Termination. If a party lacks sufficient funds by which to comply with the terms of this Agreement, it shall provide thirty (30) days written notice to the other party of its intent to terminate. In all other circumstances, if either party desires to terminate this Agreement, written notice shall be given 120 days in advance to the other party.

11. Legal Representation. Both parties acknowledge that the attorneys drafting this document, Benjamin J. Allen and Britney Jacobs, have attorney client relationships with both parties, and either party reserves the right to obtain outside legal counsel to provide legal representation prior to entering into this Agreement. Any conflict of interest concerning the drafting of this Agreement is hereby waived upon approval and execution of this Agreement.


12. ENTIRE AGREEMENT. This agreement constitutes the entire agreement between the parties. All prior understandings and agreements have been merged and incorporated into this agreement. There are no other agreements, written or oral, which shall bind the parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement to be effective as of the date of the last signature executed herein.

DATED this 13th day of November, 2024.

ATTEST:

CITY OF WALLACE


KRISTINA LARSON
Clerk


V. LYNN MOGENSEN
Mayor

DATED this 13 day of November, 2024.

BOARD OF COUNTY COMMISSIONERS:

Attest:

Sydney Millard
SYDNEY MILLARD
Deputy Clerk

DAVID DOSE, Chairman

Jeff Zimmerman

JEFF ZIMMERMAN, Commissioner

Tracy Cassidy

TRACY CASSADY, Commissioner

SHOSHONE COUNTY SHERIFF:

Holly Lindsey

HOLLY LINDSEY, Sheriff

SHOSHONE COUNTY PROSECUTOR:

Benjamin Allen

BENJAMIN ALLEN, Prosecutor