

Record of Proceedings

June 2, 2026

The regular meeting of the Craigmont City Council was held on June 2, 2026, at Craigmont City Hall. Mayor Levi Bovey presided. The meeting was called to order at 7:00 PM.

COUNCILMEMBERS PRESENT:

Mark Bovey

David Osburn

Shandrie Stigum

Jackie Robinson

EMPLOYEES PRESENT:

City Clerk, Laysn Berry

Maintenance Supervisor, Sam Christiansen

VISITORS PRESENT:

Pam Ervign

Norma Chapman

Fire Chief, Rick Hiatt

Leann Bovey

Bette Stone

Ryan Rehder, Merrick & Company

APPROVAL OF AGENDA

Councilmember S. Stigum made a motion to approve the agenda. Councilmember M. Bovey seconded the motion, all in favor, M/C.

APPROVAL OF MINUTES

Councilmember S. Stigum made a motion to approve the minutes of the previous meeting. Councilmember M. Bovey seconded the motion, all in favor, M/C.

ENGINEER REPORT – RYAN REHDER, MERRICK & COMPANY

Ryan Rehder reported that Prospect Construction has completed most items associated with the wastewater treatment project. The flow pacing control still needs to be repaired. Effluent quality continues to perform well, and water quality remains good. Algae growth is common this time of year and is not a concern.

Ryan noted that the filter is now online and has significantly improved system performance. The Operation and Maintenance Manual is currently being completed and should be finalized soon. Record drawings are also being prepared. Ryan suggested a walk-through of the facility for the Mayor, Councilmembers, and employees once construction activities are complete.

COLONIAL LIFE PRESENTATION

Two representatives from Colonial Life presented information regarding insurance options available to small municipalities, including injury, illness, dental, vision, and life insurance coverage. The Council expressed interest in receiving a quote for available coverage options.

FIRE DEPARTMENT REPORT

Fire Chief Rick Hiatt reported that there were no fire calls during the month. Training was conducted for mutual aid operations. A regional HazMat training is scheduled for July in coordination with Primeland Cooperative and Columbia Grain.

Chief Hiatt reported that he is working with the Winchester Rural Fire Department on an Assistance to Firefighters Grant (AFG) application for personal protective equipment (PPE), self-contained breathing apparatus (SCBA) equipment, a RIT Pack, and a fill station. The total project cost is estimated at \$593,193.74 with a required local match of \$29,668.65. Craigmont's estimated share of the match would be \$17,835.18 and Winchester's estimated share would be \$11,824.47.

Chief Hiatt also reported that he is applying for a grant through the National Volunteer Fire Council (NVFC) in partnership with State Farm Insurance and will coordinate with the Winchester Rural Fire Department on that application as well.

PUBLIC COMMENT

Bette Stone addressed the Council regarding a sewer issue at her residence. She stated that the connection made on the City's side of the sewer line was improperly installed. Maintenance Supervisor Sam Christiasen advised that the sewer line should be prioritized for repair. Bette requested reimbursement of \$1,000 for expenses incurred due to the faulty connection. No action was taken at this time.

LAW ENFORCEMENT CONTRACT

Councilmember J. Robinson made a motion to approve the Law Enforcement Contract. Councilmember D. Osburn seconded the motion, all in favor, M/C.

COUNCIL REPORTS

Councilmember J. Robinson – no new reports other than there were 4 EMS calls during the month.

Councilmember S. Stigum – thanked Maintenance Supervisor Sam Christiansen for completing pothole repairs throughout the city.

Councilmember D. Osburn – requested that the City Clerk send letters regarding tall grass violations and prepare a property cleanup letter for Carl Devault.

Councilmember M. Bovey – reported that Matt with Salmon Clearwater Landscaping will soon begin the underground sprinkler project at the Craigmont Cemetery and will be ordering supplies within the next few days.

MAINTENANCE REPORT

Maintenance Supervisor Sam Christiansen reported that work at the lagoon is nearly complete. He also reported that a power surge caused the lagoon system to shut down completely. Crow Electric is currently ordering replacement parts to repair the damaged components.

PROPERTY USE AGREEMENT

Councilmember J. Robinson made a motion to approve the Property Use Agreement. Councilmember S. Stigum seconded the motion, all in favor, M/C.

SOLID WASTE PROPOSAL

The Council discussed obtaining proposals for solid waste services and determined that it is impractical to obtain proposals from three vendors because only two solid waste disposal companies serve the area.

CITY CLERK REPORT

City Clerk, Laysn Berry reported on discussions with Rural Development regarding the City's Facility Plan. Rural Development may be able to provide approximately \$40,000 toward the project if the City commits to providing matching funds of \$40,000. The Council agreed that the City's matching funds should be included in the upcoming fiscal year budget.

BILLS

Councilmember D. Osburn made a motion to approve payment of the bills. Councilmember J. Robinson seconded the motion, all in favor, M/C.

ADJOURNMENT

Councilmember D. Osburn made a motion to adjourn the meeting. Councilmember J. Robinson seconded the motion, all in favor, M/C.

Mayor, Levi Bovey

ATTEST:

City Clerk, Laysn Berry