

*Record of Proceedings*

March 3, 2026

The Council met at their regular meeting on March 3, 2026 at 7PM, at the Craigmont City Hall.

Mayor Bovey presided

Council Members Present:

Mark Bovey

David Osburn

Jackie Robinson

Shandrie Stigum absent

City Employees Present: City Clerk, Laysn Berry and Maintenance Sam Christiansen. Visitors present; Dodd Snodgrass with CEDA, Joe Wrenfrow and Rick Jackson with Simmons Sanitation, LeAnn Bovey, Rick Hiatt (Fire Chief), LaLisa Thomason, Kevin Goade, Jim & Amy Gorges with AFD Alley, Gabe Christiansen, Lisa Christiansen, and Robert Reid.

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

Motion made by Councilmember M. Bovey to approve the February 3, 2026 minutes seconded by Councilmember J. Robinson, all in favor M/C.

Dodd Snodgrass with CEDA gives an update on the basketball and pickleball court project, the month of march the City needs to complete the court work (hoops, striping, pickleball net, etc.), also grading around it and making sure all access meets ADA-standard. Adjacent parking must provide accessible access to the court. Early April, finish up, check off that everything is done. Engineer sign-off on the final work as needed. Mid April, have any final invoices for outstanding grant ready. April 30<sup>th</sup>, this is Commerce's deadline to have final reimbursement requests and close-out submitted. Dodd is also working on getting a reimbursement for the retainage from Crea Construction.

Motion was made by Councilmember J. Robinson to proclaim April as Fair Housing Month seconded by Councilmember D. Osburn, all in favor M/C.

Motion made by Councilmember J. Robinson to appoint City Clerk, Laysn, as the Fair Housing Resource Person seconded by Councilmember M. Bovey, all in favor M/C.

Motion made by Councilmember J. Robinson to buy plastic stencils for the basketball court from Amazon in the amount of \$93.47 seconded by Councilmember M. Bovey, all in favor M/C.

Joe Wrenfrow and Rick Johnson with Simmons Sanitation are here to give an update on the West Lewis County Dump Site on Lauer Road, they have received several complaints about the hours of operation, they will change the hours so that every Saturday the Dump Site will be open, they will get updated hours of operation posted in the newspaper and a flyer for the City Clerk to post in the office.

Motion made to not auto renew Walco, Inc. sanitation contract by Councilmember J. Robinson seconded by Councilmember M. Bovey, all in favor M/C.

Motion made by Councilmember J. Robinson to put out to bid the sanitation contract seconded by Councilmember M. Bovey, all in favor M/C.

Jim & Amy Gorges with AFD Alley came to the Council in August of 2025 asking for approval to place a advertisement sign on the highway next to the wastewater treatment plant, Idaho Department of Transportation has accepted this proposal, the sign will be moved North where there are posts already in the ground, motion made by Councilmember J. Robinson to approve the sign seconded by Councilmember D. Osburn, all in favor M/C.

Robert Reid, a community member would like to place a shop on his property that he owns across from his residence, he would like to get a preapproval for a building permit and have water supplied to his property, Council agrees that water should be supplied to his property and be split into buildable lots.

Rick Hiatt, Fire Chief would like to get reporting software going to help with insurance rates, better report accuracy and documentation. Motion made by Councilmember J. Robinson to transfer money from the LGIP to the City account to pay for Fire Station Software, LLC seconded by Councilmember M. Bovey, all in favor M/C.

Council reports:

Councilmember J. Robinson – there has been 2 EMT calls this month and no fire report. Councilmember J. Robinson is hoping to have EMT move their meetings to the first Tuesday of every month so she can attend.

Councilmember D. Osburn – no new reports

Councilmember M. Bovey – the cemetery has enough money to start the underground sprinkler project, Matt Murdock with Salmon Clearwater Landscaping will be doing the project and thinks he should be able to start in April. The previous cemetery summer hire will not be back this year so the City will need to advertise for a summer hire for both the cemetery and the City.

Councilmember S. Stigum – absent

Mayor L. Bovey – he has contacted Joe Forsmann to see how much chips will be for chip sealing, he has not received a quote from him yet but hopefully by the next regular meeting he will have more information.

Maintenance report:

Assistance maintenance, Brandon, his 90 day probation period is up. Maintenance supervisor Sam and Assistant maintenance have been placing school zone signs, they have placed one by the airport and are waiting on the others to find posts to place them on. On February 14<sup>th</sup> the water sensor at the water tank went down, Sam has it running as of right now but it will need some maintenance in the near future, Bigfoot is compiling a quote to potentially fix the water sensor.

Motion made by Councilmember J. Robinson to accept AquaDrone's quote to clean the water tank seconded by Councilmember D. Osburn, all in favor M/C.

Motion made by Councilmember J. Robinson to add Councilmember Shandrie Stigum as an authorized user to the City of Craigmont Cottonwood Community Federal Credit Union account seconded by Councilmember M. Bovey, all in favor M/C.

City Clerk report:

Unfortunately the City did not get selected for the T-Mobile Hometown Grant in hopes of receiving money to redo the pathways in the park. Clerk has applied for the Thriving Communities Grantmaking Program Grant but has not heard back on it yet and has applied for the Fast Track Grant.

Clerk received an update on the Leffingwell litigation from Nathan Beckman, it is currently at a stand still and the City does not need to take any further action.

Clerk has an update on the Courts project, she has talked to Craig from the City of Nezperce and they have a bunch of dirt that the City could use to grade around the courts. Seeds, Inc. has graciously donated 100 pounds of Appalachian seed (used for golf courses) to plant around the courts as well.

Motion made by Councilmember J. Robinson to go into executive session to discuss employee wages seconded by Councilmember D. Osburn, all in favor M/C.

Motion made Councilmember D. Osburn to leave executive session seconded by Councilmember M. Bovey, all in favor M/C.

Motion made by Councilmember J. Robinson to increase Assistant Maintenance, Brandon pay to \$21.50 an hour seconded by Councilmember M. Bovey, all in favor M/C.

Motion made by Councilmember M. Bovey to approve the bills and adjourn the meeting at 9:00 PM seconded by Councilmember D. Osburn, all in favor M/C.

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Mayor, Levi Bovey

ATTEST:

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City Clerk, Laysn Berry