

# City of Clark Fork

## **Minutes of the 11/18/2024 Clark Fork Regular City Council Meeting**

Mayor Russell Schenck called the November 18, 2024 Regular Meeting of the City Council to order at 6:00 p.m.

**Pledge of Allegiance:** Mayor Schenck lead the Pledge of Allegiance.

**Roll Call of Council Members:** Sharon Banning, Tanya Becker, Jay White, and Vicki Woodward were present, constituting a quorum.

**ADDITIONS to the AGENDA No.**

**CONSENT AGENDA: ACTION ITEM.**

### **Motion to Approve the Consent Agenda:**

Council Member Becker moved to approve the Consent Agenda. Council Member Banning seconded the motion. All in favor. Motion Carried.

### **Fire Department Report:**

Mike Schacht was present to give an update on the fire department. The department was turned down for the AFG grant that was applied for; however, there is enough within the budget to provide for the needed items. There will be four turnouts requested, then two engines will need servicing and tires. The department intends to service all four engines withing the 2024-2025 fiscal year.

### **New Business:**

#### **A. Discussed, Sidewalk Extension Project Updates, Application for Payment #2, ACTION ITEM.**

Anthony Storro of Century West Engineering was present to give an update on the Sidewalk Extension Project and present the application for payment to Interstate Concrete & Asphalt for work completed through 11/13/24. Anthony stated they are working on a preliminary cost estimate for LHTAC that is due in December. The sidewalk project is due to be completed by the 2025/2026 fiscal year. The amount due for payment #2 is \$343,406.65 and council was given a breakdown of costs.

Council Member White moved to approve the application for payment #2 for the Stephen Street Pavement Rehabilitation and sidewalk Project. Council Member Woodward seconded the motion.

Roll call Vote of Council Members:

Sharon Banning - Y

Tanya Becker - Y

Jay White -Y

Vicki Woodward -Y

**Motion carried.**

**B. Discussed, Water Project Updates, Application for Payment #3, ACTION ITEM.**

Dan Remmick was present to give the updates for the water project as well as present the application for payment #3 to Noble Excavating, Inc. The Phase 1 Water Project has come to an end for the season with over 3000' of pipe laid. A drive through inspection was made through town with no issues noted. The payment application for \$765,235.45 was submitted and council was given the breakdown of costs.

Council Member Becker moved to approve the application for payment #3 to Noble Excavating for the Phase 1 Water Project. Council Member White seconded the motion.

Roll call Vote of Council Members:

Sharon Banning - Y

Tanya Becker - Y

Jay White – Y

Vicki Woodward-Y

**Motion carried.**

**C. Discussed, Kearns Elk Horn Site Plan Application, ACTION ITEM.**

A site application was submitted by Kelly Kearns for 16 Elk Horn Drive, Clark Fork. Mr. Kearns plans to build a 1600 sq ft home with a separate accessory dwelling unit of 600 sq ft, unattached. Council looked over and confirmed the plans showed he was within the city setbacks. It was brought up that item #4 on the application requires written approval from the panhandle health department. Council requested Mr. Kearns provide this documentation in the future and with any future applications as this is a newly added item on the application.

Council Member White moved to approve the Kearns Site Application for #16 Elk Horn Drive. Council Member Becker seconded the motion.

Roll Call Vote of Council Members:

Sharon Banning –Y

Tanya Becker –Y

Jay White -Y

Vicki Woodward -Y

**Motion carried**

**D. Discussed, Hewitt Water Connection, ACTION ITEM.**

This item will be discussed at the December regular meeting. Options are currently being reviewed by legal counsel.

**E. Discussed, Assistant Clerk Office Hours, ACTION ITEM.**

Council discussed changing the assistant clerk's office hours from 8-12 Monday through Friday to 8-1 Monday through Friday. This would be reevaluated during the next budget meetings at the end of the 2024-2025 fiscal year.

Council Member Woodward moved to accept extending the assistant clerk hours from Monday – Friday 8-12 to Monday – Friday 8:00-1:00, and to be reevaluated during the 2024-2025 budget meetings. Council Member Becker seconded the motion.

Roll Call Vote of Council Members:

Sharon Banning –Y

Tanya Becker –Y

Jay White -Y

Vicki Woodward -Y

**Motion carried.**

**F. Discussed, Clark Fork Valley Ambulance Service Mutual Aide Renewal, ACTION ITEM.**

The city has had a mutual aide agreement to allow the city's fire department to work with the Clark Fork Valley Ambulance. This is a yearly renewal of that contract.

Council Member White moved to approve signing the contract that renews the mutual aide agreement between the city fire department and the Clark Fork Valley Ambulance. Council Member Becker seconded the motion.

Roll Call Vote of Council Members:

Sharon Banning –Y

Tanya Becker –Y

Jay White -Y

Vicki Woodward -Y

**Motion carried.**

**MOTION TO ADJOURN. ACTION ITEM.**

Council Member White moved to adjourn. Council Member Banning seconded the motion. All in favor. Motion carried. The meeting adjourned at 6:42 p.m.

Respectfully Submitted,

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Kat King, City Clerk

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Russell Schenck, Mayor