

# City of Clark Fork

## **Minutes of the 2/10/2025 Clark Fork Regular City Council Meeting**

Mayor Russell Schenck called the February 10, 2025 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.**

### **FIRE REPORT:**

The department has received several new volunteer applications and is looking forward to adding these new members to the roster. They will be trying out a new training program that would integrate beginner training with more advanced to meet the needs of different levels of learning.

**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.

### **New Business:**

#### **A. Discussed, Century West Phase 1 Water System Closeout, ACTION ITEM.**

Dan Remmick was present to present updates and request Payment # 5 to Noble to close out the Phase 1 project. The paperwork presented is part of the closeout package and payment request that will get submitted to the Department of Environmental Quality, who will then review all the paperwork for completion. The final payment request is a total of \$92,092.53

Council Member White made a motion for the council to authorize the mayor to approve payment #5. 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.**

**B. Discussed, Signing Resolution 1-2025, Personnel Policy, ACTION ITEM.**

Since there was no action taken at the Personnel Policy Workshop, the Resolution is not ready for action.

**C. Discussed, Scotchman's Coffee Site Plan Application, ACTION ITEM.**

Applicant Dustin Hoffman turned in a site plan application to request council approval to keep a temporary trailer on lot 1 of the Cottonwood subdivision. Currently the trailer is approximately 5 feet in the city right of way. Mayor Schenck stated that he had been in communications with Mr. Hoffman previously regarding the placement being on a utility easement and was assured it was only temporary and was going to be moved in a couple months, in the Spring. At that point the trailer would be removed to build a permanent structure according to the setbacks. Included with the application was a hand written letter with the description of the plans for the temporary structure. Council noticed in the letter it stated the removal of the trailer would be moved in the Spring of 2026 instead of the current year, which was the mayor's understanding. Council agreed the Spring of 2026 was too far out and could not approve that timeframe.

Council Member White moved to **deny** the Scotchman's Coffee site application. 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, Buckley Site Plan Application, ACTION ITEM.**

Kelly Kearns was present to represent the applicant, David Buckley. Mr. Kearns stated the construction of a 26'x36' shop at 10 Elk Horn Drive was intended to house the applicant's RV. Council Member Woodward questioned where road access to the shop would be located. Mr. Kearns state road access would be coming off of Elk Horn Drive. Council members had no other issues.

Council Member Becker moved to approve the Buckley Site Plan Application. Council Member Banning seconded the motion.

Roll Call Vote of Council Members:

Sharon Banning –Y

Tanya Becker –Y

Jay White -Y

Vicki Woodward -Y

**Motion carried.**

**E. Discussed, Fairway Homes, Cottonwood Station Preliminary Plat Application, ACTION ITEM.**

Fairway Homes is requesting to take Lot 1 of block 19 2E, section 3, Township 55N and split in to 4 lots. Currently the lot is 1.14ac. The proposed lots would range from 11,736 to 12, 721 sq ft. Each lot is in the highway commercial district and meets minimum requirements. Mayor Schenck stated that he sent the packet to City Planner Clare Marley for review. Clare pointed out the subdivision would be considered a regular subdivision application as opposed to a minor and would require notification to the affected property owners and require a public hearing meeting. Lots 1 and 2 would have access off Cottonwood Drive. There would be a 20ft easement through lots 1 and 2 providing access to lots 3 and 4. Each lot would have its own septic and have passed perk tests. All required paperwork has been submitted and confirmed by City Planner Clare Marley.

Council Member Banning made a motion to approve accepting the Cottonwood Station Subdivision Application. 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.**

**DATE SET FOR PUBLIC HEARING: March 24, 2025 at 6:00pm.**

**F. Discussed, Area of Impact, ACTION ITEM.**

Mayor Schenck explained he had been in conversation with City Planner Clare Marley on the subject of adopting an area of impact. The mayor suggested a few of the benefits of adopting an area of impact. The mayor explained that he and Clare agreed, the most reasonable place to expect growth outside the city would be on the west side and extend about 1 mile outside the city. The council concluded in agreement that it would be in the best interest of protecting the city to proceed in the process of adopting an area of impact.

Council Member White made a motion to approve the mayor talking to Clare about an area of impact west of Clark Fork along highway 200. Council Member Becker seconded the motion.

Roll Call Vote of Council Members:

Sharon Banning –Y

Tanya Becker –Y

Jay White -Y

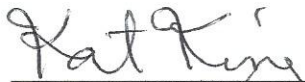
Vicki Woodward -Y


**Motion carried.**

**MOTION TO ADJOURN. ACTION ITEM.**

Council Member Becker moved to adjourn. Council Member White seconded the motion. All in favor. Motion carried. The meeting adjourned at 6:45 p.m.

Respectfully Submitted,

  
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Kat King, City Clerk

  
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Russell Schenck, Mayor