

# City of Clark Fork

## **Minutes of the 4/14/2025 Clark Fork Regular City Council Meeting**

Mayor Russell Schenck called the April 14, 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.**

**CONSENT AGENDA: ACTION ITEM.**

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

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

### **New Business:**

#### **A. Discussed, Century West Engineering DEQ Updates, ACTION ITEM.**

Dan Remmick of Century West Engineering was present to give updates on the water project. Dan stated that DEQ completed the final inspection of Phase 1 of the water improvement project, which brought the project to a close. DEQ also approved the well site location for the next part of the project. Dan stated the paperwork needs to be resubmitted and approved, then the project would be ready to put out to bid.

Council Member Banning moved to make a motion to approve the mayor signing the documents to allow the project for the well digging to go out to bid as soon as possible. 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.**

#### **B. Discuss, Rural Fire Capacity Grant application, ACTION ITEM.**

There was no discussion on this topic because it was determined there was no need to bring it to council.

**C. Discussed, Cottonwood Station Written Decision, ACTION ITEM.**

Council read through the Written Decision and found no issues with it.

Council Member White moved to approve the mayor signing the Cottonwood Station Written Decision. 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.**

**D. Discussed, Accepting updates to the Employee Job Descriptions, ACTION ITEM.**

Council Member Becker moved to approve accepting the updates to the Employee Job Descriptions as discussed in the special meeting. 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.**

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

Council Members met in a prior Special Meeting Workshop to discuss updates on the Personnel Policy and came to agree on the final draft.

Council Member Becker moved to approve the mayor signing Resolution 1-2025, Personnel Policy. 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.**

**F. Discussed, Medal Award.**


Councilman White proposed the city awarding a special award of valor in the instance of a lifesaving situation. Action will be taken in the next regular meeting.

**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 6:30 p.m.

Respectfully Submitted,

  
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Kat King, City Clerk

  
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Russell Schenck, Mayor