



**City of Castleford
Council Meeting
January 14th, 2025**

Meeting was called to order at 7:00pm by Justin Clark. Those in attendance were as follows: Cliff Lockhart (by phone), Pansy Pettit (by phone), Justin Clark, Timmie Fabela, Kristina Scott, Jane Bantea.

Public: Victor Keen, Aaron Easterday, AJ Gray, Che Walker, Curtis Harkins, Renee Hall, Cheryl Sample, Jim Hutchinson of Republic Services, Devin Molitor and Joe Wrenfroe of Western Waste Services.

1. **Opening of Meeting, and Establishment of Quorum-** Jane established a quorum of the City Council.
2. **Minutes from October 9th, 2024, Meeting-** Justin motions to approve the minutes from November 14th, 2024's meeting, Timmie 2nd, motion passed.
3. **Western Waste assignment of contract to Republic-** Jim, Devin and Joe presented to the council that Western Waste has sold to Republic Services. They stated that there will be no changes to Western Waste's current contract with the city, W.W. will still have the same schedule, employees, etc. Devin presented the agreement between the city and Western Waste acknowledging and accepting Western Waste selling to Republic Services. Justin motions to sign the agreement, Timmie 2nd, motion passed.
4. **New Business:**
 - a. **Accept Sadie's Resignation-** Jane stated that Sadie notified the city that she moved outside city limits; thus, not being eligible to serve on the council. Justin motions to accept Sadie's resignation, Timmie 2nd, motion passed.
 - b. **Consideration of New Council Member-** Che and Curtis stated that they were both willing to serve on the council. The mayor recommended Curtis for the vacant seat; however, Curtis was not yet eligible to serve on the council. Curtis agreed to maintain city vehicles within the time that he would work on becoming eligible for the council seat. Che Walker was confirmed to be eligible to serve on the council. Cliff appoints Che with council approval. Roll call Vote: Justin-aye, Timmie-aye, Pansy-aye. Che Walker sworn in for vacant seat.
 - c. **Discuss Meeting Schedule for 2025-** Jane stated that she made the meeting schedule for 2025. In November, the 2nd Tuesday lands on a Federal Holiday, so she scheduled the council meeting for the 3rd Tuesday. Justin motions to accept November 2025's meeting for the 3rd Tuesday, Che 2nd, motion passed.
 - d. **Discuss 2025 Dog Registration Protocol-** Jane stated that the council previously discussed notifying the public about upcoming dog registration deadlines for 2025. She also states that residents need to update records with the city to have an accurate account of dogs per household. Che motions to create door hangers that has a checklist of what type of registration the city has record of, including assessed unregistered dogs, and fees will be added if dogs are not registered by January 31st, Justin 2nd, motion passed.
 - e. **Employee Timecard 90 Day Review-** The council asked city employees how they felt about the process of continuing timecards; each employee was ok with continuing the timecards. Pansy made note that the positive aspect of the timecards is giving transparency for the public as to what each employee does in their workday. Justin motions to make timecards permanent. Roll Call Vote: Pansy-aye, Timmie-aye, Justin-aye, Che-nay. Motion passed.
 - f. **IRWA Conference-** Victor states the annual Spring IRWA Conference will be held on April 2-4th, 2025 and would like to attend to obtain credits for his licenses. Victor also states that Aaron would benefit from attending so he could learn more about water and wastewater treatment and obtain credits. Timmie motions to send both Aaron and Victor to the conference, Pansy 2nd, motion passed.
 - g. **Discuss Preparations for Spring Paving on North Side of Town –** Cliff stated that he is trying to schedule Buhl Highway District to come assess what work is needed to complete roadwork in town. The council discussed possible solutions for meter boxes that are in the road on Poplar St and tree trimming for heavy machinery access to roads. Che motions to table until February to gather more information, Justin 2nd, motion passed.

h. Discuss Water Dept Vehicle Maintenance- Victor states that the city plow truck and gator need maintenance and wanted confirmation that Curtis could do the work. Justin motions to have Curtis work on both city vehicles, Che 2nd, motion passed.

i. Discuss Options for Internet- The water department has experienced major issues with the internet at the water facility. The council and employees discussed what companies could service the water department. Justin motions to table until we have more information, Che 2nd, motion passed.

j. ADA Compliance Review/Discussion- Jane presented the council with the ADA compliance email from the city attorney. The council requests clarification from the attorney about what is required, and quotes from American Legal Publishing for codifying the city's ordinances. No action taken.

k. Consider Donation to Men's Club- Kristina stated that the Men's Club would be hosting their Auction on January 31st of this year and inquired with the council if the city would like to donate to the Men's Club. Che motions to donate \$100.00 to the Men's Club, Justin 2nd motion passed.

Executive Session – pursuant to Idaho code 74-206(1)(d) – to Discuss Account Collections- Justin motions to enter Executive session at 8:15pm, Che 2nd, motion passed. Justin motions to exit Executive session at 8:44pm, Timmie 2nd, motion passed.

Action needed as result of Executive Session- Justin motions to get Herb Runyan into the office for a breakdown of his account and write off a balance of \$309.27, Che 2nd, motion passed. Che motions to start the lien process immediately for Vandenberghe outstanding balance of \$587.92, Justin 2nd, motion passed.

***Financial Statement – Monthly Bills-** Justin motions to pay the bills, Pansy 2nd, motion passed.

* **Discussion/concerns for future agenda-** Jane states that Forsgren would like to schedule a 5pm meeting open to the public for the Comprehensive Plan. John Martin is coming to February's meeting to do his annual audit report.

* **Public Comment-** Cliff inquired about Randall Spies' property to see if there were any updates on the demolition of the home; no one had information. Cheryl inquired about the motor home by the post office & if it was legal to be kept where it was.

Adjournment- Justin motions to adjourn, Che 2nd, motion passed. Meeting adjourned at 8:46pm.

City Clerk

Approved on