

July 14, 2025

THE CITY COUNCIL OF THE CITY OF LEWISTON, IDAHO, met in a Regular Meeting in the Second Floor Activity Room of the Lewiston Library 411 D Street. Mayor Johnson called the meeting to order at 6:00 PM.

I. CALL TO ORDER

COUNCILORS PRESENT: Mayor Dan Johnson; Council President Jim Kleeburg; Councilor Kasse Forsmann; Councilor Jessica Klein; Councilor Kathy Schroeder; Councilor John Spickelmire; Councilor Matt Wright.

II. PLEDGE OF ALLEGIANCE

New Transit Manager Chris Usher led the Pledge of Allegiance.

III. CITIZENS COMMENTS

None.

IV. PRESENTATIONS

A. POLICE DEPARTMENT PROMOTIONAL PINNING CEREMONY: Recognizing Will Thompson on his promotion to the rank of Corporal within the Police Department (Police Chief Kuzik)

Police Chief Jason Kuzik spoke regarding Corporal Thompson's accomplishments, after which City Clerk Tanya Brocke administered the oath of office. Corporal Thompson's family then pinned his badge.

V. PUBLIC HEARINGS AND RELATED ACTION ITEMS

A. PUBLIC HEARING: AMENDED CDBG 2024 ANNUAL ACTION PLAN: Accepting testimony on the amended Community Development Block Grant (CDBG) 2024 Annual Action Plan - Action Item (Grant Manager Rose)

Mayor Johnson announced the subject of the public hearing, explained the public hearing process, opened the public hearing and asked for the staff presentation.

Grant Manager Melinda Rose summarized the amended 2024 Community Development Block Grant Annual Action Plan, noting that the changes had been reviewed at the June 2, 2025, Council meeting. The purpose of the public hearing was to invite public testimony and conclude the 30-day public comment period; no public comment had been received to date.

There being no testimony, Mayor Johnson closed the public hearing.

- B. AMENDED CDBG 2024 ACTION PLAN:** Considering approving the amended CDBG 2024 Action Plan - Action Item (Grant Manager Rose)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve the amended CDBG 2024 Action Plan. The motion passed 6-0.

- C. PUBLIC HEARING: DRAFT CDBG 2025 ANNUAL ACTION PLAN:** Accepting testimony on the draft CDBG 2025 Annual Action Plan - Action Item (Grant Manager Rose)

Mayor Johnson announced the subject of the public hearing, explained the public hearing process, opened the public hearing and asked for the staff presentation.

Grant Manager Melinda Rose summarized the 2025 Community Development Block Grant Annual Action Plan, noting that the draft had been reviewed at the June 2, 2025, Council meeting. The purpose of the public hearing was to invite public testimony and conclude the 30-day public comment period; no public comment had been received to date.

There being no testimony, Mayor Johnson closed the public hearing.

- D. DRAFT 2025 CDBG ACTION PLAN:** Considering approving the draft 2025 CDBG Action Plan - Action Item (Grant Manager Rose)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve the 2025 CDBG Action Plan. The motion passed 6-0.

VI. CONSENT AGENDA

Mayor Johnson explained that all items on the Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion on these issues unless a Councilor so requests, in which case the item will be removed from the Consent Agenda and considered on the Active Agenda under "Items Moved from the Consent Agenda".

Councilors Forsmann and Schroeder moved and seconded, respectively, approval of the Consent Agenda. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

- A. CITY COUNCIL MINUTES:** Considering approving the minutes of the following meetings: 6/16/2025 Special; 6/16/2025 Joint City/County; 6/23/2025 Budget Session #3; and 6/23/2025 Regular - Action Item
- B. ADVISORY BOARD MINUTES:** Accepting the minutes of the following meetings: 11/14/2024, 12/12/2024, 1/9/2025 and 2/13/2025 Disability Advisory Commission; 3/20/2025, 4/17/2025, and 5/21/2025 Library Board of Trustees; and 6/11/2025 Planning and Zoning Commission - Action Item

VII. ACTIVE AGENDA

- A. **RESOLUTION 2025-32:** Considering approving an Interagency Agreement between the City of Lewiston and Nez Perce County for ambulance and vehicle extrication services within unincorporated Nez Perce County, and authorizing the Mayor to sign the agreement - Action Item (Fire Chief Rightmier)

Councilors Schroeder and Wright moved and seconded, respectively, to approve Resolution 2025-32. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder. VOTING NAY: Klein; Spickelmire.***

- B. **RESOLUTION 2025-14:** Considering accepting a public water utility and access easement from Twin City Foods, Inc., and authorizing the Mayor to sign the easement - Action Item (Public Works Director Johnson)

Councilors Forsmann and Schroeder moved and seconded, respectively, to approve Resolution 2025-14. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

- C. **RESOLUTION 2025-27:** Considering approving a revised "City of Lewiston Utility Customer Service Policies & Procedures" updated as of June 2025 - Action Item (Public Works Director Johnson)

Councilors Schroeder and Forsmann moved and seconded, respectively, to approve Resolution 2025-27. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

- D. **RFQ-25-012 AWARD: EAST LEWISTON NETWORK ANALYSIS (TR073):** Considering awarding RFQ-25-012 East Lewiston Network Analysis (TR073) project to Kittelson and Associates, Inc., in the amount of \$150,000, and authorizing the Mayor to sign the contract - Action Item (Public Works Director Johnson)

Public Works Director Johnson explained his wife is included in the team (as a subcontractor) that will be awarded the East Lewiston Network Analysis, and therefore has a conflict of interest. He has not participated in the selection process, and while he will still participate, he will recuse himself from any contractual obligations and City Engineer Luke Antonich will be in charge of the project.

Councilors Schroeder and Forsmann moved and seconded, respectively, to award RFQ-25-012, East Lewiston Network Analysis (TR073), project to Kittelson and Associates, Inc., in the amount of \$150,000, and authorize the Mayor to sign the contract. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

E. ORDINANCES

1. SECOND AND THIRD READINGS

- a. **ORDINANCE 4944:** Considering amending Lewiston City Code Section 37-3 to add the definition of "preschool facility" and "school"; amending Lewiston City Code Sections 37-19, 37-27, 37-35, 37-43 and 37-51 allowing a preschool as a permitted use in various zoning districts; amending Lewiston City Code Sections 37-20, 37-28, 37-36, 37-44 and 37-51 removing a preschool as a conditional use in various zoning districts; amending Lewiston City Code 37-20.1 related to the special conditions applicable to mortuaries, churches, schools, daycares and preschools - Action Item (Assistant Planner Hollingshead)

Councilors Spickelmire and Schroeder moved and seconded, respectively, to dispense with the requirement that an ordinance be read on three different days and combine the second and third readings of Ordinance 4944. The motion passed 6-0.

Councilors Spickelmire and Schroeder then moved and seconded, respectively, to waive the third reading in full of Ordinance 4944 and approve the reading of the ordinance by title only. The motion passed 6-0.

ORDINANCE 4944: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTION 37-3 TO ADD THE DEFINITION OF "PRESCHOOL FACILITY" AND "SCHOOL"; AMENDING LEWISTON CITY CODE SECTIONS 37-19, 37-27, 37-35, 37-43 AND 37-51 ALLOWING A PRESCHOOL AS A PERMITTED USE IN VARIOUS ZONING DISTRICTS; AMENDING LEWISTON CITY CODE SECTIONS 37-20, 37-28, 37-36, 37-44 AND 37-51 REMOVING A PRESCHOOL AS A CONDITIONAL USE IN VARIOUS ZONING DISTRICTS; AMENDING LEWISTON CITY CODE 37-20.1 RELATED TO THE SPECIAL CONDITIONS APPLICABLE TO MORTUARIES, CHURCHES, SCHOOLS, DAYCARES AND PRESCHOOLS; AND PROVIDING AN EFFECTIVE DATE.

- b. **ORDINANCE 4947:** Considering amending Lewiston City Code Section 37-3 relating to the definition of "dwelling"; and amending Lewiston City Code Section 23-25 relating to the definition of "recreational vehicle" - Action Item (Assistant Planner Hollingshead)

Councilors Spickelmire and Schroeder moved and seconded, respectively, to dispense with the requirement that an ordinance be read on three different days and combine the second and third

readings of Ordinance 4947. The motion passed 6-0.

Councilors Spickelmire and Schroeder then moved and seconded, respectively, to waive the third reading in full of Ordinance 4947 and approve the reading of the ordinance by title only. The motion passed 6-0.

ORDINANCE 4947: AN ORDINANCE OF THE CITY OF LEWISTON AMENDING LEWISTON CITY CODE SECTION 37-3 RELATING TO THE DEFINITION OF “DWELLING”; AMENDING LEWISTON CITY CODE SECTION 23-25 RELATING TO THE DEFINITION OF “RECREATIONAL VEHICLE”; AND PROVIDING AN EFFECTIVE DATE.

2. ADOPTION AND APPROVAL OF ORDINANCE SUMMARIES

a. ORDINANCE 4944: - Action Item

Councilors Spickelmire and Klein moved and seconded, respectively, to adopt Ordinance 4944 and approve the related ordinance summary. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

b. ORDINANCE 4947: - Action Item

Councilors Spickelmire and Wright moved and seconded, respectively, to adopt Ordinance 4947 and approve the related ordinance summary. ***ROLL CALL VOTE: VOTING AYE: Kleeburg; Wright; Forsmann; Schroeder; Klein; Spickelmire.***

VIII. ITEMS MOVED FROM THE CONSENT AGENDA - Action Item

IX. UNFINISHED AND NEW BUSINESS

A. CITY COUNCILOR COMMENTS: Comments shall not be related to an item currently before the City Council or an item that may come before the City Council in the foreseeable future, and shall be limited to comments, not discussion.

Councilor Forsmann reminded the public that with rising temperatures, children and pets should not be left unattended in vehicles.

Councilor Wright shared positive feedback regarding the “Century of Love” Disney Anniversary event held on July 13, 2025.

B. CITY BOARDS AND COMMISSIONS LIAISON UPDATES

Councilors Forsmann and Schroeder shared updates regarding their assigned Boards and Commissions.

C. MAYOR COMMENTS

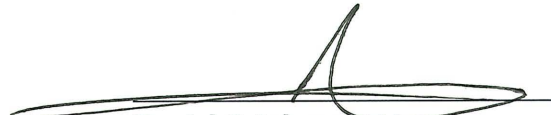
Mayor Johnson thanked the Finance staff for their work on the budget and encouraged submission of any questions to the Finance Department. He also congratulated Corporal Thompson and Chief Kuzik.

D. AGENDA TOPICS: - Action Item

Councilor Klein moved to work with Community Development staff to amend the signage code to make exceptions for yard sale signs. Councilor Spickelmire seconded, and the motion passed 6-0.

X. ADJOURNMENT - Action Item

There being no further business to come before the Lewiston City Council, Councilors Schroeder and Wright moved and seconded, respectively, to adjourn the July 14, 2025 Regular meeting. The motion carried 6-0 and the meeting adjourned at 7:11 p.m.



Daniel G. Johnson, Mayor



Tanya M. Brocke, City Clerk

