

December 09, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, December 09, 2025, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Tim Switzer, Vice Chair; Jim Kleeburg; A.L. "Butch" Alford; Joe Anderson;

BOARD MEMBERS EXCUSED: None.

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director;

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel (via Zoom); Luke Antonich, City Engineer; Joe Kaufman, Engineering Supervisor; Bill Maughan, Lewiston Orchards Irrigation District; Barney Metz, Lewiston Orchards Irrigation District,

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA (ACTION ITEM)

A. **Approval of Minutes, November 13, 2025 – Action Item**

Chair Bond asked the board if there were any questions. There were none. Board members Alford and Anderson moved and seconded, respectively, to approve. Motion carried 5-0.

B. **Approval of Invoices – Action Item**

1. **O' Sullivan Legal PLLC, Legal Services, November 2025, \$265.50**

Chair Bond asked if there were any questions. There were none. Board member Anderson and Vice Chair Switzer moved and seconded, respectively, to approve. Motion carried 5-0.

C. **East Orchards Sewer Phase 3 construction project, Merrick contract amendment request, \$44,404.00 – Action Item**

Director Hollingshead introduced Joe Kaufman to provide a construction update and some explanation on why contract amendments were being requested. Mr. Kaufman provided a map and photos of the sewer construction to the board (attached to these minutes). Mr. Kaufman reviewed the map and construction completed to date. He then reviewed the photos of the work along 20th Street that reveals an unexpected material condition which resulted in collapses in the trenches, requiring additional work to complete these sections.

Board member Alford asked if the additional time needed to complete the work meant the work was more expensive.

Mr. Kaufman answered, yes, and that additional backfill material was needed to correctly shore up the road section.

Director Hollingshead asked Mr. Kaufman if he could explain to the board what the collapses and additional backfill material and work time meant for each of the contract amendment requests. Specifically, what Merrick has to provide and what M.L. Albrights has to provide when situations like this occur.

Mr. Kaufman reviewed for the board the additional engineering inspection time needed by Merrick to make sure that separation between the sewer line, water lines and gas lines was maintained and that structural fill was correctly placed in the sections where the collapses were occurring. M.L. Albright has to spend additional time to remove material each time a collapse occurs and then place additional material to recreate the road bed because of the larger area created each time a collapse occurs.

City Engineer, Luke Antonich, also added that the basalt rock in the area was tricky because there is no way of knowing how the basalt rock will react to being broken up and in this section of the road, the basalt rock was harder and it was more difficult to break it up into smaller pieces to remove from the trench.

Board member Alford asked Mr. Kaufman if he thought the proposed increases to dollar amount and number of days were reasonable.

Mr. Kaufman stated that yes, he felt they had come to a reasonable agreement on the increase in days and dollars for the project.

Chair Bond asked if the board had any additional questions and there were none. Vice Chair Switzer and Board member Anderson moved and seconded, respectively, to approve the contract amendment for Merrick in the amount of \$44,404.00. Motion carried 5-0.

D. East Orchards Sewer Phase 3 construction project, M.L. Albrights change order request, \$48,924.85 – Action Item

Chair Bond asked if the board had any additional questions for Mr. Kaufman, and there were none. Board members Alford and Anderson moved and seconded, respectively, to approve the contract amendment for M.L. Albright in the amount of \$48,924.85. Motion carried 5-0.

E. Review of Financial Summary – Information Item

1. October 2025

Director Hollingshead reviewed the October financial summary and reminded the board that there was still approximately \$1 million dollars outstanding in reimbursement to the city for the M.L. Albright contract for East Orchards Sewer phase 3 construction.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

Board member Anderson let the board know that Port Commissioner Klemm was retiring and the Port would be conducting interviews in January for his replacement.

B. Staff Comments

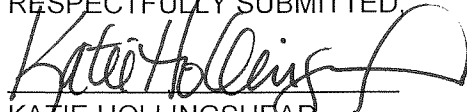
Director Hollingshead stated that the next regular meeting is January 13 and asked if anyone was unable to attend. All board members stated they were available to attend.

Director Hollingshead stated that the board still has an at-large seat available and asked the board members to please share with their networks as the normal advertising and outreach have not been successful.

V. **ADJOURN (ACTION ITEM)**

There being no further business, Board members Switzer and Kleeburg moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Urban Renewal Agency Board adjourned at approximately 12:30 p.m.

RESPECTFULLY SUBMITTED,



KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:


URBAN RENEWAL AGENCY CHAIR

Approved this 13 day of JANUARY, 2025