



**CITY COUNCIL
MEETING MINUTES**

**February 3, 2026
6:00 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

WORKSHOP – 5:00 pm 2nd Floor Conference Room

- a. Contracts and Contingencies

Roll Call

**Mayor Westlund, Steigleder, Plew, Malloy, Mosby, Lucca - Present
Ziegler-Excused**

John Beachan, Public Works Director, and Andrew Arbini, Projects Division Manager, gave a presentation on and discussed contracts for construction projects and how contingencies are utilized to minimize risk to the city.

REGULAR MEETING – 6:00 pm City Council Chambers

The regular agenda is scheduled to start at 6:00 PM, but may start earlier depending on the completion of any preceding workshop.

CALL TO ORDER BY MAYOR WESTLUND

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

**Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca
Steigleder, Plew, Malloy, Mosby, Lucca - Present
Ziegler - Excused**

**CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:
ACTION ITEM**

City Hall and City business offices will be closed Monday, February 16th, in observance of Presidents' Day. Emergency service are available by calling 911. The Police Department will remain open of walk-in emergencies. For water-related emergencies, call 208-773-3517.

City Council will hold a special land use workshop this Thursday, February 5th, at 5:30 pm. The workshop will take place in the 2nd floor conference room at City Hall.

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

The New Business Item Repeal of Policy on City Proclamations has been moved to a future Council Agenda.

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

None

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – January 20th, 2026, City Council Meeting
- b. Payables 01/21/2026 - 02/04/2026
- c. Painted Rock Subdivision Master Development Agreement (SUBD-25-3)

Motion by Malloy to accept the Consent Calendar as presented.

Second by Steigleder.

Vote: Plew-Aye, Steigleder-Aye, Mosby-Aye, Lucca-Aye, Malloy-Aye

Motion Carried

2. MEET AND GREET FOR PLANNING AND ZONING COMMISSION POSITION

ACTION ITEMS:

- a. Appointment of Brendon Anderson to the Planning and Zoning Commission

Council asked Mr. Anderson interview questions.

Motion by Mosby to accept the appointment of Brendon Anderson to the Planning and Zoning Commission.

Second by Plew.

Vote: Steigleder-Nay, Mosby-Aye, Lucca-Nay, Malloy-Nay, Plew-Aye

Motion Failed

3. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony

should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

None

4. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

This section of the agenda is to continue consideration of items that have been previously discussed by the City Council and to formally adopt ordinances and resolutions that were previously approved by the Council. Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

ACTION ITEMS:

None

5. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

- a. Purchase of Asphalt Hot Box - Streets Dept.

Ross Junkin, Maintenance Manager: City Staff requests that the Mayor and Council approve the purchase of one new KM 8000TEDD-18' C3M3 - 4 ton asphalt hotbox/reclaimer dump trailer using the Sourcwell cooperative purchasing pricing. As part of the FY26 budget, funding was made available to purchase this equipment. Staff identified an acceptable unit at a competitive price through the Sourcwell cooperative purchasing agreement available to Idaho public entities. An asphalt hot box is an essential tool for keeping asphalt at the optimal temperature during transport and application. A hot box is designed to prevent asphalt from cooling too quickly, thus keeping it workable throughout the day. This minimizes material waste by allowing crews to maintain (and reuse) asphalt that would otherwise cool and harden. This can lead to savings in materials and labor as fewer trips (and purchases) are needed to complete repairs. The \$63,488.75 price is less than the FY26 approved amended budget of \$85,000 for this equipment. If approved and ordered now, we expect that this equipment will be delivered in time for this coming maintenance season.

Motion by Steigleder to approve the purchase of an Asphalt Hot Box.

Second by Malloy.

Vote: Mosby-Aye, Lucca-Aye, Malloy-Aye, Plew-Aye, Steigleder-Aye

Motion Carried

- b. Repeal of Policy on City Proclamations

Item moved to a future Council Agenda.

- c. City Boards and Commissions Code Update

Warren Wilson, Deputy City Administrator: In 2025, the city folded members from the unofficial Urban Forestry Commission into the Parks and Recreation Commission. The goal was to make

urban forestry an official role of the Parks and Recreation Commission. To formalize that change, staff reviewed the ordinance creating the Parks and Recreation Commission and updated it to reflect the new broader mission of the commission. While doing that, staff also reviewed the remainder of the chapter concerning city boards and commissions and found outdated language as well as areas where the current language didn't fully match state statutes. Particularly concerning appointment and removal of board/commission members. Staff revised the language to clean up these issues. The ordinance has been reviewed by each of the relevant departments to ensure that the language will work for the appropriate departments.

Motion by Malloy to approve the proposed City Boards and Commissions Code Update and to have staff prepare the final ordinance for adoption.

Second by Plew.

Vote: Lucca-Aye, Malloy-Aye, Plew-Aye, Steigleder-Aye, Mosby-Aye

Motion Carried

6. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permits. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

None

7. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Mayor and City Council regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

None

8. MAYOR AND COUNCIL COMMENTS

This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

None

9. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEMS:

- a. 74-206.(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.

Motion by Malloy to enter into Executive Session pursuant to Idaho Code 74-206(a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, further that no action will be taken during the session and that the session will last approximately 36 minutes.

Second by Steigleder.

Vote: Malloy-Aye, Plew-Aye, Steigleder-Aye, Mosby-Aye, Lucca-Aye

Motion Carried

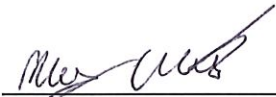
Entered into Executive Session at 6:52 pm.

RETURN TO REGULAR SESSION

7:58 pm.

ADJOURNMENT

7:58 pm.



Randy Westlund, Mayor



Shannon Howard, City Clerk



Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 408 N. Spokane Street or call 208-773-3511. City Council and City commission meetings are broadcast live on Post Falls City Cable on cable channel 1300 (formerly 97.103) as well as the City's YouTube Channel (<https://www.youtube.com/c/CityofPostFallsIdaho>).

Mayor Randy Westlund

Councilors: Samantha Steigleder, Aaron Plew, Joe Malloy, Nathan Ziegler, Jack Mosby, Marc Lucca

Mission
Building Community.