



**CITY COUNCIL
MEETING MINUTES**

**May 5, 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. Personnel Policy Updates

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

City Attorney Field Herrington presented personnel policy changes. The proposed changes include pay scale adjustments, level progression & senior position edits, admin leave additions, paid leave edits, and termination clarification.

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

INVOCATION

The Mayor will offer a brief invocation intended to solemnize the Council's proceedings. Attendance and participation are voluntary. The invocation is not intended to require or encourage participation by members of the public, nor to advocate or proselytize for any particular religion or belief. No Council action is influenced by participation or non-participation.

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

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

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

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

ACTION ITEM

Mayor Westlund announced that Q'emiln Park and Falls Park will be closed May 11 through 13 for Avista work on the dam. The City of Post Falls will host this year's Post Falls Festival Parade, July 11.

- a. North Idaho Special Assistant U.S. Attorney

Shoshone County Prosecuting Attorney Benjamin Allen introduced the North Idaho Special Assistant U.S. Attorney, Julia Zimny, and explained her role in the area.

- b. Humanitarian Award to Trey Buster

Captain Mark Brantl presented Mr. Buster with the Humanitarian Award for his life-saving actions during an incident in the City of Post Falls.

- c. Kootenai County Fire and Rescue Temporary Levy

Kootenai County Fire and Rescue Chief Holley presented information on the KCFR Temporary Levy that will be on the May 19, 2026 ballot.

- d. Appointment of Dana Repan and John Houseman to the Parks and Recreation Commission

Mr. Houseman withdrew his application from the Parks and Recreation Commission.

Ms. Repan was present for questions from council on her application to be appointed to the Parks and Recreation Commission. There were no questions from council.

Motion by City Council Malloy to Approve the Appointment of Dana Repan to the Parks and Recreation Commission.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

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.

None

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 – April 14th, 2026, City Council Workshop
- b. Payables 4/22/2026 - 5/06/2026

- c. February Cash and Investments
- d. Donation of City Vehicles to KTEC
- e. Park Naming Policy
- f. Foxtail 13th Addition Construction Improvement Agreement
- g. Gaul Annexation Reasoned Decision (ANNX-25-1)
- h. Prairie Medical Zone Change Reasoned Decision (ZC-25-2)

Councilor Malloy explained to the audience that the donation of vehicles to KTEC were vehicles that had exceeded their useful life to the city, not new vehicles.

Councilor Steigleder had a question about the Park Naming Policy edits. Deputy City Administrator Warren Wilson explained that in the new draft for the list of exceptional community service, they added an 'other category' that should satisfy her previous concerns.

Motion by City Council Malloy to accept the Consent Calendar as presented.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

2. 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:

- a. North Chase Place Annexation (ANNX-25-8)

Public Hearing Opened at 6:23 pm

Associate Planner Justin Sauder presented for the city. The applicant is requesting to annex 4.98 acres into the city with a Single-Family Residential (R-1) requested zoning designation. The property location and available utilities were reviewed. Compatibility with goals and policies of the requested annexation and zoning was presented.

City Engineer Robert Palus answered Councilor Malloy's question on the change in sewer availability. There was an elevation issue originally, but this applicant changed their plan to accommodate an elevation that would work for city sewer services.

Councilor Steigleder asked Mr. Palus about road exits and entrances for the project. Councilor Ziegler asked about the rights-of-way requested to be annexed into Post Falls by the Post Falls Highway District. Mr. Palus explained that this would allow the street to be serviced only by the city, rather than one half with the highway district and one half with the city.

Merle Van Houten presented for the applicant. Surrounding land uses and the future land use map were reviewed. Mr. Van Houten presented the conceptual layout for the project.

Testimony

In Favor: None

Neutral: None

Opposed: Frank Pratt, (Post Falls) is concerned because his neighborhood has an emergency access property that abuts the project. Future plans to use or connect the emergency access to the new project have not been discussed with Mr. Pratt's HOA nor has the developer or the city contacted the HOA about what will happen with that access if this annexation is approved.

Rebuttal

Applicant's Representative: The annexation is not the right place for the discussion on the issue of the emergency access property. That is more in the development agreement process. Mr. Palus gave information about the emergency access. The City has an easement on the emergency access property. The City will work with the Homeowner's Association when the time comes.

Public Hearing Closed at 6:54 pm

Council discussed the review criteria.

Motion by City Council Malloy to Approve the North Chase Place Annexation (ANNX-25-8) with a Single Family (R1) Zoning Designation.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- b. Fisher Lift Station Annexation (ANNX-26-1)

Public Hearing Opened at 7:00 pm

Planning Manager Jon Manley presented for the city: This is a request by the City of Post Falls to annex 0.51 acres into the city with a requested Single-Family Residential (R1) zoning designation. The City of Post Falls is the property owner and requests the annexation in order to construct the future Fisher Lift Station. Mr. Manley presented the zone change review criteria and the surrounding uses.

Councilor Steigleder asked if this is the normal zoning for a lift station. Mr. Manley answered that usually it is whatever the surrounding uses are.

There was no public testimony.

Public Hearing Closed at 7:05 pm

Review criteria were discussed by council.

Motion by City Council Malloy to Approve the Fisher Lift Station Annexation (ANNX-26-1) with a Single-Family Residential (R1) zoning designation.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- c. Public Works Annexation (ANNX-26-2)

Public Hearing Opened at 7:08 pm

Planning Manager Jon Manley presented for the city. This is a city-owned parcel that is being requested to be annexed into the city with an Industrial (I) zoning designation. This property will be used as the Public Works Operations center for the city. Utilities and surrounding uses were reviewed. Zone change review criteria were presented. Compatibility with goals and policies of the requested annexation and zoning was presented.

Councilor Steigleder asked about the unavailability of sewer to this property and how that would work in the future. Mr. Manley responded that the city is going to develop sewer up to this area at some point in the future, but in the interim a septic is planned for the property.

Councilor Mosby asked how the septic system would work with the proposed park. Mr. Manley responded that there is no active plan for that park at this time.

There was no public testimony.

Public Hearing Closed at 7:16 pm

Review criteria were discussed with council.

Motion by City Council Malloy to Approve the Public Works Annexation (ANNX-26-2) with an Industrial zoning designation.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

3. 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:

- a. Public Works Operations Center Scope Modifications

Public Works Director John Beacham presented. Mr. Beacham reviewed the history of public works facilities. The new Public Works Operations Center's original scope and possible modifications of that scope were presented. A design contract was awarded in 2025 for a starter

facility. The original designs created more issues than they were solving, so staff looked into a design for a more comprehensive center. The modified design plans for the facility were presented. Facilities funding, including future Facilities Master Plan items were discussed. Staff recommend proceeding with the increased scope of the facility versus the phased project. Councilor Steigleder asked how many people would be using this facility. Mr. Beacham responded that approximately 50 employees will be using the building.

Councilor Lucca asked if there would be operational efficiencies by going with the increased scope. Mr. Beacham responded that yes, there would be, they are just difficult to quantify. Councilor Steigleder asked what impacts the expanded scope would have on future facility improvements and vehicle replacements. Mr. Beacham went over the potential financial impacts to those funds.

Councilor Lucca asked if there was potential to sell any of the buildings the divisions would be moving out of. Mr. Beacham responded that likely not, they are all owned by Water Reclamation and would likely be demolished or used by Water Reclamation.

Council supported the increased scope of design and construction for the Public Works Operations Center, including the Fleet Shop. It was concluded there was no vote needed for this item, as it was meant to get council direction for staff.

b. Public Works Operations Center - Integrus Contract Amendments

Public Works Director John Beacham presented the Integrus Contract Amendments to the Public Works Operations Center. As council agreed in the previous council agenda item, to increase the scope of the Public Works Operations Center, thereby it increases the amount of this contract.

Motion by City Council Malloy to Approve the Public Works Operations Center - Integrus Contract Amendments for the full requested scope including the Fleet Shop.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

c. Police Department Parking Lot Improvements, Recommendation to Award

Public Works Projects Division Manager Andrew Arbin presented the items for the Police Department Parking Lot Improvements (items c. d. and e. together as they are all on the same project). Project location and background was reviewed. The project includes expanding secured parking facilities for police department vehicles, expanding public parking facilities, stormwater, fencing, and a future building pad.

Councilor Lucca had questions about the secured parking areas being farther away from the main police building. Captain Mark Brantl answered that the new secured lot will house vehicles that are not used daily, and would not be too far away for staff.

Mr. Arbin presented the bid results and that Interstate Concrete submitted the low bid of \$801,147.74. Staff recommends Interstate be awarded the contract and that council authorize a contingency. Construction Management Services were reviewed and the need for them in this project was explained.

Councilor Malloy asked why CMS services were needed in a seemingly simple project. Mr. Arbin broke down the individual tasks involved in the CMS for this project. The total requested for the CMS contract with contingency is \$95,260.10.

Councilor Steigleder asked if the contract has maximums, why do we need a contingency? Mr. Arbin answered that if there are unknowns found such as an unknown waterline was discovered

when digging started.

Mr. Arbini presented the contract with Solid Rock Gate and Supply, a local vendor, for the gates at the police department. They have supplied gates and support for gates at other city facilities in the past. Total request for this including contingency is \$74,005.15.

Motion by City Council Malloy to Approve the Police Department Parking Lot Improvements, Recommendation to Award.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- d. Police Department Parking Lot Improvements, Construction Management Services

Presentation for this item was done in item 3(c)

Motion by City Council Malloy to Approve the Police Department Parking Lot Improvements, Construction Management Services.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- e. Police Department Parking Lot Improvements, Contract for Vehicle Access Gates

Presentation for this item was done in item 3(c)

Motion by City Council Malloy to Approve the Police Department Parking Lot Improvements, Contract for Vehicle Access Gates.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- f. Poleline and SH-41 Gravity Sewer Replacement, Recommendation to Award

Public Works Projects Division Manager Andrew Arbini presented. The background for the project was reviewed. The deficiencies with the sewer main and the project scope were discussed.

Councilor Lucca asked what could have caused the sewer line block and if anyone is at fault for the blockage. Mr. Arbini answered that there is a low point that has been compounded with additional flows. It is unknown if something happened with construction around the area to impact the line. Typically, there is a one-year warranty on public works construction projects.

Mr. Arbini explained the additional project work will be two utility adjustments on SH-41 and 16th Ave, and SH-41 and Poleline Ave. Including work on all these in one project will be a savings to the city.

Councilor Steigleder asked what the traffic control plan would look like for the project, especially the manhole cover work. Mr. Arbini responded that he doesn't have the plan for this meeting, but can follow up with council on that information.

Councilor Lucca asked why the manhole cover is in issue, since this is a relatively new roadway. Mr. Arbini responded that he does not have that information but will talk with the Engineering Division to get additional information.

The low bid was from Gritty Lands for \$579,507. This is above the engineer's estimate, but below the total budgeted amount for this project.

Councilor Steigleder asked if we separated the projects, would we perhaps get a lower bid? Mr. Arbin responded that it was not likely. The complexity of the project is mostly the traffic control, so breaking up the projects likely wouldn't help with bidding. The total requested with contingency is \$637,457.

The construction management services contract amendment with Adurra will be for \$129,734, which includes the contingency.

Motion by City Council Malloy to Approve the Poleline and SH-41 Gravity Sewer Replacement, Recommendation to Award.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- g. Poleline and SH-41 Gravity Sewer Replacement, Contract Amendment for Construction Management Services

Presentation for this item was done in item 3(f)

Motion by City Council Malloy to Approve the Poleline and SH-41 Gravity Sewer Replacement, Contract Amendment for Construction Management Services.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

- h. City of Post Falls - 2025 Transportation Master Plan

Mayor Westlund stated this is just a continuation of deliberation from the last meeting's public hearing.

Councilor Mosby stated he had time to read through the plan, and he listed a few of the things he appreciated about the plan. He also asked why there's no contemplation of connectivity to the south side of the river. Councilor Ziegler responded that cost is the biggest issue. Councilor Malloy responded that geology is also an issue as it's mostly rock over there. Mayor Westlund also stated that wastewater services would be extremely costly to set up over there.

Motion by City Council Malloy to Approve the City of Post Falls - 2025 Transportation Master Plan.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

4. 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. 2026 Chip Seal Contract Award - American Road Maintenance

Public Works Maintenance Manager Ross Junkin presented. This is an annual project. There were two pre-qualified contractors. The low bidder was Amercian Road Maintenance. The recent pricing history of this project was reviewed with council. We moved to 1/2 inch chip seal from 1/4 in previous years. This is due to mostly wider arterial work this year versus residential streets in the past. Our budget this year was \$630,000. The bid came in about \$100,000 less than what was budgeted.

Councilor Steigleder asked if we could increase the amount of work we do this year as the bid came in under our budgeted amount. Mr. Junkin responded that we may be able to do that, up to 25%, which is the allowed change amount in the contract.

Mr. Junkin reviewed road condition data with council. Staff plan to conduct future pavement condition assessments on a 5–7 year basis. The total requested amount for this contract, including a contingency, is \$523,903.07. Mr. Junkin assured council he will look into adding more chip sealing with the remaining \$100,000 this year.

Motion by City Council Malloy to Approve the 2026 Chip Seal Contract Award - American Road Maintenance.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

b. Northeast Quadrant - Sanitary Sewer Study Update

Senior Staff Engineer Jim Mulcahy presented. The original study was completed in 2018. Since that time, significant improvements in the area have been made, although there are some remaining improvements needed. The main reasons for the update are the widening of HWY 41, rapid growth, and the Tech Park development. The project cost is \$126,400.

Councilor Steigleder asked why this has to be done outside the Wastewater Master Plan. Mr. Mulcahy responded that this is a faster study than the whole Master Plan, and this will be incorporated into that Master Plan when it is completed.

Motion by City Council Malloy to Approve the Northeast Quadrant - Sanitary Sewer Study Update.

Second by City Council Ziegler.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

5. 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.

John Write, Post Falls, is concerned about the loud vehicles in the parking lot at Q'Emlin Park. He spoke to the Police Department about it last summer. He suggests closing the park during off hours, or putting speed humps in the parking lot. He also asked if council would consider moving the citizen issues item to earlier in the council agenda.

6. 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.

a. Hope Avenue at Cecil Road - Traffic Control

City Engineer Rob Palus presented. The intersection of Hope Avenue and Cecil Road has had some safety concerns expressed by citizens. Both roadways are major collectors. There have been some incidents in the past year. Mr. Palus reviewed sight distances at the intersection. The plan is to convert the intersection to an all-way stop, which includes two new stop signs, high-visibility crosswalks, stripe stop bars, and temporary orange flagging on stop signs.

7. 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.

Councilor Steigleder would also like to see the Citizen Issues item earlier in the agenda.

8. 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. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

Motion by City Council Malloy to enter into Executive Session pursuant to 74-206(1)(a) further that no action will be taken and that the session will last approximately 45 minutes.

Second by City Council Steigleder.

Ayes: City Council Steigleder, City Council Malloy, City Council Ziegler, City Council Mosby, City Council Lucca

Motion Carried

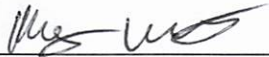
Executive Session entered at 9:34 pm

Executive Session exited at 10:10 pm

RETURN TO REGULAR SESSION

ADJOURNMENT

Meeting adjourned at 10:11 pm



Randy Westlund, Mayor



Rhiannon O'Neill, Deputy 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.