

COUNCIL WORKING MEETING
January 26, 2026
203 Broadway Ave N

PRESENT:

Douglas Howarth	Mayor	Jason Scott	Public Works Director
Marla Sisson	Council President	Nestor Madrigal	HMH Engineering
Ryan Loos	Council Member	Andrew Stevens	Fire Chief
Fred Bartlett	Council Member	Jeremy Engbaum	Police Chief
Cortlin Runyan	Council Member	Concerned Citizens	
Chelsea Popplewell	Clerk/Treasurer		
Tim Stover	City Attorney		

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM:

Chelsea Popplewell confirmed a quorum.

Marla moved to amend the agenda to add action item number 1 Review and Consideration of the ordinance to amend Title 9, Chapter 8, Section 1—Schedule of Land Uses: Add “Equipment Rental Yard” in the Commercial table as a CONDITIONALLY PERMITTED use in the B-3 Community Business District. Fred seconded the motion.

CONSENT AGENDA:

1. Minutes of January 12, 2026 – Regular Session
2. Claims for Payment
3. Department Head Report - Engineer
4. Clerk-Treasurer Report

Marla moved to approve the consent agenda. Ryan seconded the motion. Cortlin recused himself from the vote because of a claim for payment to his company. There was no further discussion. Fred voted yes, Ryan voted yes, and Marla voted yes. Cortlin did not vote. The motion passed.

NEW BUSINESS:

Review and Consideration of the ordinance to amend Title 9, Chapter 8, Section 1—Schedule of Land Uses: Add “Equipment Rental Yard” in the Commercial table as a CONDITIONALLY PERMITTED use in the B-3 Community Business District: All members of the City Council having been furnished a copy of the proposed Ordinance No. 2025-13 and being fully apprised of the content and purpose of said Ordinance, Marla moved that the provisions of Idaho Code Section 50-902, which require said Ordinance to be read on three (3) different days, two (2) readings by Title only and one (1) reading which shall be in full, be dispensed with and that said Ordinance be passed upon one (1) reading by title only. Marla requested a roll call vote on the motion. A member of the audience asked if she could speak regarding this item. It was determined that she would be able to. Denise Jarolimek questioned the process. Tim Stover explained that the public hearing

did take place and there is nothing in code saying the ordinance needs to be passed on the day of the public hearing. There was no further discussion. There was a roll call vote. Ryan voted yes, Fred voted yes, Cortlin voted yes and Marla voted yes. The motion passed.

Marla moved to approve ordinance 2026-01 to amend Title 9, Chapter 8, Section 1—Schedule of Land Uses: Add “Equipment Rental Yard” in the Commercial table as a CONDITIONALLY PERMITTED use in the B-3 Community Business District. Fred seconded the motion. There was a roll call vote. Marla voted yes, Ryan voted yes, Fred voted yes and Cortlin voted yes. The motion passed.

Election of Council President: Cortlin moved to retain Marla as the Council president. Fred seconded the motion. Marla accepted the nomination. There was no further discussion. There was a roll call vote. Cortlin voted yes, Fred voted yes, Ryan voted yes and Marla voted yes. The motion passed.

Election of Library Board Liaison: Marla moved to appoint Cortlin as the Library Board Liaison. Fred seconded the motion. There was no discussion. There was a roll call vote. Cortlin voted yes, Fred voted yes, Ryan voted yes, Marla voted yes. The motion passed.

Review and Consideration of Special Events Application for West End Music Fest: The applicant was not present. Marla moved to table the application until the application is present. Fred seconded the motion. Cortlin recused himself due to a conflict of interest. There was a roll call vote. Marla voted yes, Ryan voted yes, and Fred voted yes. Cortlin did not vote. The motion passed.

Review and Consideration of Door-to-Door Sales Application for Renewal by Andersen: Terrance Magner and Lucas Hayton gave a brief overview of the company and their business model. Marla requested that, if approved, the individual carry the actual permit with them while going door-to-door. Marla moved to approve the Door-to-Door Sales Application for Renewal by Andersen. Cortlin seconded the motion. There was a roll call vote. Cortlin voted yes, Fred voted yes, Ryan voted yes and Marla voted yes. The motion passed.

Parking Ordinance Discussion: Mayor opened the discussion stating the need clear the ordinance up. Marla read a citizen comment from August 12, 2024. She noted her emphasis on the safety of our citizens being her top priority. She supports small businesses but said we need to consider the safety. She noted that a 72-hour time limit is hard to enforce according to the previous city attorney. There was some discussion regarding loading and unloading of trailers. There was then some discussion regarding the permit discussed in previous meetings. The city attorney provided a few suggestions including not allowing it on certain streets. Mayor asked Chief Engbaum his thoughts and he expressed that the 72 hour time limit is very difficult to enforce because it’s hard to say that they didn’t just drive around the block and repark and that would reset the 72-hour rule. An idea was brought up regarding 72 hours in a week or two-week time frame. Fire Chief Stevens added that there might be situations where the fire department could have access issues if multiple trailers are parked on the same road. Tim Stover suggested that Council get some ideas put together and work with the Police and Fire chiefs to ensure access is considered. It was added that there have been times that fire has had to avoid taking the direct route to an emergency because the streets were inaccessible with large fire trucks due to trailers being parked on the road. Marla moved to

table the parking ordinance. Fred seconded the motion. There was no further discussion. There was a roll call vote. Cortlin voted yes, Fred voted yes, Ryan voted yes, and Marla voted yes. The motion passed.

MAYOR & COUNCIL COMMENTS: Mayor Howarth read the below statement.

We need to make sure that we comply with the law regarding employee privacy issues. If a member of City Council would like to discuss any issues pertaining to complaints, discipline, etc., of a city employee, those will first need to be discussed with the mayor, who is the chief city administrator per Idaho Code 50-602. After review of the complaint, discipline, etc., if it needs to go before City Council, it will be listed under an executive session on the upcoming meeting agenda.

Marla noted City Officials' Day at the Capital was coming up and reminded Council about House Bill 389. She also mentioned the upcoming City-County meeting.

Executive Session: Marla moved to enter executive session with provision of Idaho Code 74-206, subsection 1.f: To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. She requested a roll call vote. Ryan seconded the motion. There was a roll call vote. Marla voted yes, Ryan voted yes, Fred voted yes, and Cortlin voted yes. Executive session was entered at 7:18 PM. Attendees in the executive session were Mayor Howarth, Marla Sisson, Ryan Loos, Fred Bartlett, Cortlin Runyan, and Tim Stover. Marla moved to adjourn the Executive Session. Ryan seconded the motion. There was a roll call vote. Marla voted yes, Ryan voted yes, Fred voted yes, and Cortlin voted yes. The Executive Session was adjourned at 8:00 PM. No action was taken.

MEETING ADJOURNED –Marla moved that the meeting be adjourned; Cortlin seconded the motion. There was no discussion. All voted yes. The meeting was adjourned at 8:00 PM.

Minutes prepared by Chelsea Popplewell, City Clerk