

**DRAFT MINUTES OF THE CITY COUNCIL MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Wednesday, November 12, 2025

Regular Meeting: 5:00 PM

Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

The meeting was called to order at 5:02 PM.

ROLL CALL OF COUNCIL MEMBERS

Present: Ed DePriest, Matthew Roetter, Tom Shafer, **Absent:** Sandra White.

PLEDGE OF ALLEGIANCE

Mayor Davis asked Council Member DePriest to lead the pledge of allegiance.

ADDITIONS OR CORRECTIONS

None

1. CONSENT CALENDAR *All items on the Consent Calendar are Action Items*

- A. Approval of Professional Services Contract with Western Real Property, LLC for Hayden/Atlas Intersection Right-of-Way Acquisition Appraisal Services
- B. Approval of Service Contract with Prime Time Construction and Excavation, Inc. for On-Call Mechanical Repair Services
- C. Approval of Rental Agreement with Prime Time Construction and Excavation, Inc. for a Grader to Support Winter Snow Response
- D. Approval of Professional Services Contract with Welch Comer & Associates, Inc. for Hayden/Atlas Intersection Project Survey Staking.
- E. Approval of Change Order No. 10 with Big Sky Corporation for H-6 Force Main Project
- F. Approval of Interstate Concrete & Asphalt Company Change Order No. 2 for Ramsey Road Extension Project
- G. Approval of Simco Construction Change Order No. 07 for the H-6 Lift Station Project
- H. Ratification of the October 2025 Payroll
- I. Ratification of Bills for Payment
- J. Approval of Bills for Payment

MOTION: Council President Roetter motioned to approve the consent calendar as presented. Council Member DePriest provided the second.

ROLL CALL VOTE:

Council Member Shafer	Yes
Council Member DePriest	Yes
Council President Roetter	Yes

The motion was approved by a unanimous vote in favor by the members present.

2. VISITOR/PUBLIC COMMENT (3-minutes maximum)

Ian Shadman, Hayden Resident, congratulated the winners of the election and emphasized the importance of moving forward together as one community, regardless of the outcome. He expressed a desire to become more involved personally and to help his generation stay informed about city matters. The overall message focused on unity, collaboration, maintaining decorum, and working collectively to seek truth and progress.

3. NEW BUSINESS

A. ACTION ITEM Welch Comer Engineers Alternatives Analysis and Recommendation for Hayden-Huetter Intersection Improvements

Melissa Cleveland, Welch Comer Engineers, is the project manager for Hayden/Huetter intersection improvements. She presented the Hayden and Huetter intersection study which identified a clear need for improvements due to rising traffic volumes, risky driver behavior, and multiple injury crashes at the current two-way stop. Two alternatives were evaluated, a signalized intersection and a roundabout, against criteria such as level of service, safety, cost, right-of-way, and public input. Both options would meet service standards through 2046, but the roundabout consistently performed better, offering shorter delays, reduced queues, and improved safety by slowing vehicle speeds. Costs were similar, with the roundabout slightly cheaper, and while it requires more right-of-way, impacts are manageable.

Public feedback favored the roundabout and affected property owners were generally neutral or amenable. Additional considerations included long lead times for signal equipment, higher emissions and maintenance needs for signals, and the roundabout's resilience during power outages. Based on these findings, Welch Comer Engineers recommended moving forward with the roundabout design, with next steps including final design, right-of-way acquisition, and construction targeted for spring 2026, supported by anticipated funding from developers of the surrounding properties.

MOTION: Council Member Shafer motioned to accept the report and adopt the roundabout intersection improvement in the City's Transportation Master Plan. Council Member DePriest provided the second.

ROLL CALL VOTE:

Council President Roetter	Yes
Council Member DePriest	Yes
Council Member Shafer	Yes

The motion was approved by a unanimous vote in favor by the members present.

Mayor Davis recessed the meeting at 5:27 p.m.

Mayor Davis called the meeting back to order at 5:31 p.m.

B. ACTION ITEM Marks Ranch Final Plat and Acceptance of Infrastructure

Council President Roetter asked about a temporary roundabout at the south end of a property, which was clarified to be a turnaround required by fire code until the road is completed. The timing of completion depends on adjacent development phases and buildout. Staff confirmed that all plat discrepancies had been resolved with the developer and requirements for final plat approval were met, with bonding options available. Additional questions clarified that Laprille and Lynnfield roads are part of a different phase, Park Block 21 is outside the bounds of the plat and within the

unincorporated area of Kootenai County, and Tract A along the bike path is designated for stormwater control.

MOTION: Council Member Shafer motioned to approve a final plat and accept the public infrastructure and permit the mayor to sign the final plat contingent upon the completion of the following items as read. Council President Roetter provided the second.

ROLL CALL VOTE:
Council Member DePriest Yes
Council President Roetter Yes
Council Member Shafer Yes

The motion was approved by a unanimous vote in favor by the members present.

C. **ACTION ITEM** Arts Commission Logo Contest

MOTION: Council Member DePriest motioned to approve the Arts Commission logo contest and monetary prize of \$200. Council President Roetter provided the second.

ROLL CALL VOTE:
Council Member Shafer Yes
Council President Roetter Yes
Council Member DePriest Yes

The motion was approved by a unanimous vote in favor by the members present.

D. **ACTION ITEM** Consider the Appointment of Shana Wright to the Arts Commission

MOTION: Council Member DePriest motioned to approve the appointment of Shana Wright to the Arts Commission. Council President Roetter provided the second.

ROLL CALL VOTE:
Council Member Shafer Yes
Council President Roetter Yes
Council Member DePriest Yes

The motion was approved by a unanimous vote in favor by the members present.

4. **REPORTS**

A. City Administrator Report and Calendar Review

Council was reminded that due to holiday scheduling, the sole meeting scheduled for the month will be held on Tuesday, November 18, rather than the usual second and fourth Tuesdays. The agenda packet is being prepared, and members were asked to review materials and submit questions in advance. Key items on the upcoming agenda include the comprehensive plan public hearing, the public hearing for expansion of the HURA district, and the 2024 audit report and acceptance. The meeting was split from this one to allow adequate preparation, with the goal of keeping it manageable in length.

B. Law Enforcement
None

C. Mayor/Council
None

5. REQUEST FOR FUTURE AGENDA ITEMS

None

6. ADJOURNMENT

The meeting was adjourned at 5:39 p.m.

Abbi Sanchez, City Clerk

Alan Davis, Mayor