City of Clark Fork

Minutes of the 10/13/2025 Clark Fork Regular City Council Meeting
Mayor Russell Schenck called the October 13, 2025 Regular Meeting of the City Council to order at 6:00 p.m.

Pledge of Allegiance: Mayor Schenck lead the Pledge of Allegiance.

Roll Call of Council Members: Sharon Banning, Tanya Becker, Jay White and Vicky Woodward were present, constituting a quorum.

ADDITIONS to the AGENDA No.

CONSENT AGENDA: ACTION ITEM.

Motion to Approve the Consent Agenda:
Council Member Woodward moved to approve the Consent Agenda. Council Member Banning seconded the motion. All in favor. Motion Carried.

New Business:

A. **Discussed, Century West Engineering Sidewalk Final Pay Request, ACTION ITEM.**

City Engineer Ryan Luttmann was present to explain the remaining final payment of $78,449.51 request to LaRiviere, (covered under the LHTAC grant), which would complete the sidewalk project.

Council Member Becker moved to approve the mayor signing the final pay request to LaRiviere. Council Member Banning seconded the motion.

Roll call Vote of Council Members:
Sharon Banning - Y
Tanya Becker - Y
Jay White -Y
Vicky Woodward -Y
Motion carried.

B. Discussed, Century West Engineering Sidewalk Closeout Documents, ACTION ITEM.

Ryan Luttmann stated that the overall project came to $253,510.00. He further stated that $250,000 of the project cost is covered by the LHTAC grant and he has received confirmation that the remaining amount of 3,510 will also be covered.

Council Member White moved to approve the mayor signing the closeout documents for the sidewalk project. Council Member Becker seconded the motion.

Roll call Vote of Council Members:
Sharon Banning - Y
Tanya Becker - Y
Jay White – Y
Vicky Woodward -Y
Motion carried.

C. Discussed Century West Engineering Grant Opportunities, ACTION ITEM.

Ryan Luttman presented a grant opportunity through the Local Rural Highway Improvement Program (LRHIP). He proposed that the city consider applying for a $100,000 no-match grant to fund an asphalt overlay on Main Street, noting that this project would align well with the next phase of the water system improvements. The grant application is due December 2, 2025.

Council Member White moved to approve moving forward with applying for a grant through LRHIP. Council Member Becker seconded the motion.

Roll call Vote of Council Member:
Sharon Banning -Y
Tanya Becker -Y
Jay White -Y
Vicky Woodward -Y
Motion carried.

D. Discussed Century West Engineering Phase 2 Updates.

Mr. Luttmann gave an update on the Phase 2 water project to the council and stated the project was expected to break ground on Wednesday, the 15th of October and had planned to go through January of 2026.

E. Discussed, Fire Department Grant Opportunity, ACTION ITEM.

Chief Mike Schacht was present to speak with the council about a $70,000 AFG grant opportunity that was awarded to the fire department. The grant would require a 5% match from the city for a total of $3,500. The funds would supply the department with 12 sets of fire turnouts and 6 SCBA bottles, (self-contained breathing apparatus).

Council Member Becker made a motion to approve the city accepting the AFG grant opportunity with a 5% match. Council Member Woodward seconded the motion.

Roll Call Vote of Council Members:
Sharon Banning – Y
Tanya Becker – Y
Jay White – Y
Vicky Woodward -Y
Motion carried.

F. **Discussed, SPOT Bus Guest Speaker.**

Donna Griffin was present to give information regarding SPOT, (Selkirks-Pend Oreille Transit). The council agreed the transportation service to the Clark Fork community would be a benefit, however were unsure of the possibility of procuring funds to achieve the service. It was suggested that private donations could be sought as well as potential grants. It was agreed that more information was desired with the next step being to write a letter of interest.

G. Discussed, Clark Fork Surplus and Snow Plow Quote, ACTION ITEM.

The city of Clark Fork is putting up for surplus a Husqvarna 350 BT leaf blower for $0 and a Fisher 9.6 V-plow snow plow with an estimated value of $3,000-$4500. Maintenance Supervisor Eric Babcock presented a quote for $9,858.00 for a replacement plow.

Council Member White made a motion to accept the quote of $9,858.00 for a new snow plow. Council Member Woodward seconded the motion.

Roll call Vote of Council Members:
Sharon Banning -Y
Tanya Becker -Y
Jay White -Y
Vicky Woodward -Y
Motion carried.

H. Motorcycle BDR Presentation.

Larry Yount gave a presentation on the Backcountry Discovery Routes (BDR), a motorcycle group he is a part of that travels cross-country primarily on dirt roads. The group frequently passes through Clark Fork. Mr. Yount suggested that if local restaurants offered special discounts and the town provided amenities such as camping or shower facilities, the riders would be more likely to stop, dine, and stay in Clark Fork—potentially bringing additional revenue to the community.

I. Discussed, Zoning Map.

Council was directed to review a memo provided by city planner Clare Marley regarding zoning code updates. The subject will be further discussed at a later date.

J. Discussed, Flood Zone Documents for Review, ACTION ITEM.

City planner Clare Marley has been working on an updated version of the city's floodplain development permit application. The new application is meant to be clearer to the developer, making the application process easier to complete.

Council Member Becker made a motion to approve accepting the new Flood Zone Document. Council Member Banning seconded the motion.

K. Set Date for Fire Department Workshop.

This item will be revisited at the November regular council meeting.

L. Reschedule Fee Schedule Public Hearing Date.

This item will be revisited at the November regular council meeting.

MOTION TO ADJOURN. ACTION ITEM.

Council Member Becker moved to adjourn. Council Member Banning seconded the motion. All in favor. Motion carried. The meeting adjourned at 7:48 p.m.

Respectfully Submitted,

Kat King

Kat King, City Clerk

Russell Schenck

Russell Schenck, Mayor