

Mayor David Sims called the regularly scheduled council meeting of November 21, 2017 to order at 7:00 p.m. Present for the meeting were Mayor Sims, Council President Rick Alonzo, Council Members Ron Smith, Ken Toline, and Adam Arthur, Clerk Kris Larson, City Engineer/Administrator Mike Klaus, Planner Lisa Ailport, Police Chief Vic Watson, and Street Department Supervisor/Assistant Fire Chief John Youngwirth. Also present were Valerie Thompson, Marcia Cossette, Jerry Higgs, Melinda Brinkman, and Al Acevedo.

Melinda Brinkman said Santa Comes to Town at 4:00 p.m. on November 24, 2017 at the Georgia Mae Plaza. Mandi Bateman will take pictures, and there will be refreshments. She said there is advertisement for the event in the ad pac. Mayor Sims told her we have this agenda item to discuss tonight.

Police Chief Vic Watson gave the police report. He said over the past two weeks there was one suicide, one domestic, one petit theft, one agency assist, one felony warrant arrest, and one heroin, methamphetamine, marijuana paraphernalia arrest. There was also a fire at the Bonners Ferry Apartments laundry room, and they are pretty sure it was arson but it is still under investigation. There was also a burglary case and a protective custody case. Vic said there was a patient held at the hospital today and Northwest Security came on scene and transported the patient to a bed being held for him at St. Joe. He thanked council for the contract with Northwest Security, as it is an immense help to his department, saving overtime costs. Ron Smith asked how many facilities there are for patient custody cases. Vic said there are three in northern Idaho. Adam asked if the agency can be used for transports. Vic said they can be used for custody in place or transports in the northwest, but we have to pay mileage. He said the hourly rate is about half of what our overtime rate would be. The company is based out of Hayden, Idaho so the clock starts when they leave Hayden.

City Administrator Mike Klaus said the crews are quite busy. The slide repair on Golden Street is being worked on, and once the rock is put in the ditch line it will be done. Mike thinks the project will come in under budget. He said there are five active engineering contracts right now. The one for the dam resurfacing is nearly ready to bid with an anticipated bid date of December. It will have to be reviewed by FERC before bidding and doing the work. Mike thinks we have plenty of time before low water to get this done. Mike is still working on the process to do silt removal behind the dam. The timeframe will hopefully be between February and May, 2018. He worked with JUB Engineers on the sewer bridge project today, and we may have to spend more funding on structural engineering. Mike said the street crew is working on a road that connects Alderson Lane to the upper High School parking lot. Ken asked if we have budgeted for silt removal. Mike said we have, but we need to get permission from FERC for the time of year that we want to do the removal. FERC has the period from July to September for silt removal, and we want to do it during high water months in the spring. Rick asked about the work on Golden Street. Mike said the only work left to do is to rock the ditch line. John Youngwirth said it looks like a new road.

Planner Lisa Ailport thanked council and the public for attending the workshops with Mark Fenton. She said there has been good feedback. Adam asked if there is an overview of the walk audit. Lisa will do a presentation on this at a later date. There were about 20 people that joined

the walk audit. Jerry Higgs said it was a pleasant experience and the energy and attitude was great.

Ken Toline publicly congratulated the new Councilwoman Elect Val Thompson. From what he has heard he thinks she will do very well. He honors her service and thinks it is awesome that she is coming forward to do this. He said Bonners Ferry is getting a good council person. Val thanked him and said she appreciates his service.

Rick Alonzo moved to add a late agenda item to discuss the Clerk Treasurer salary range for the position advertisement. Ken Toline seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

Ron Smith moved to approve the consent agenda. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”. The consent agenda contained the following: roll call; approval of accounts payable and payroll; and approval of November 7, 2017 council meeting minutes.

Dave Winey joined the meeting.

Adam Arthur moved to have the Santa Coming to Town event as a city sponsored event and approve the list of volunteers. Ken Toline seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”. (Clerk’s note: the volunteers are Melinda Brinkman, David Brinkman, Lillian Brinkman, Logan Brinkman, Sharlene Delaney, Patti Solt, Mandi Bateman, Barb LePoidevin, Rodney LePoidevin, Patrick LePoidevin, Larry Hare, Gene Andrews, Pat Andrews, Annie Tompkins, and Stacy Chouinard).

Fire Chief Dave Winey said there have been three calls since the last meeting. One was a CO2 call, a false alarm due to a burning slash pile, and a fire in a dryer in the laundry room at Bonners Ferry Apartments.

Employee of the year was discussed. Mayor Sims had our attorney ask if council could vote on this, and from what she found out, it is not permissible unless it is a public vote. No private voting is allowed. Ron Smith said he would like to include the part-time people like Rick suggested at the last meeting. He said he disagrees with a comment made previously that a larger department may have an advantage to voting, because when he looks at the plaque it is clear that the recognition voted on by the employees is across the board. He said everyone that works here has a vote for the employee of the year. He thinks we need to see if we want to include part-time people but does not think the rules need to be changed. Mayor Sims said it is difficult to pick one employee. He said right now the fire department has their own award of \$100 that the City provides. His suggestion would be to have an award for each department that they would vote on. We would have an outstanding employee from each department each year and award that person just like the fire department does. That way we are treating all departments the same. John Youngwirth said the problem with the current award is that the department heads make the nominations. He asked who would select the person from each department.

Adam suggested leaving the award like it is currently but let each employee vote for whoever they want and select it that way rather than have nominations. Vic said the police department

selects their officer of the year and that is the candidate for employee of the year. He likes the idea of having each department recognize their outstanding employee and thinks it puts it on a level playing field. Ron likes recognizing more than one employee because he thinks we have a bunch of outstanding employees. Mayor Sims said if we do it by department then the people in the department can just vote. Adam clarified that this would not be the supervisors selecting. Mayor Sims said we need to allow the supervisor to be in the pool for selection. John Youngwirth said it is difficult to choose an employee in your department especially if it is small, but he likes the idea of having everyone select rather than him having to do it. Rick said it is fairer to department heads because if they are doing the picking they are not in the mix.

Lisa said it is essentially a popularity contest and that is what the voting becomes. She said whoever has the strongest department, and that is what we have seen, tend to be the ones that get the most votes because there are more of them in that department. She suggested that the department heads submit a name to a judging body to review, and then it becomes less about popularity and more about selection. Then that one person gets recognition. Mayor Sims said the judging body would need to be made up of employees. He said it is hard if a person is in the street department to know who the best police officer is and vice versa. Lisa said it would be more than a name on a list. The department head would have to provide a story as to why the person was selected. The group informed her that we do that now. Adam said the past selections are fairly diverse and he does not see one department having advantage over another. Rick agreed. Kris said department heads are eligible because other department heads can nominate them. She said the department heads can nominate someone from any department citywide, not just their own department. She disagreed with Lisa that it is a popularity contest, because each person nominated has a narrative written as to why they are deserving of the award, and then the people come in and vote. She thinks most employees vote for who they think are most deserving. One year we only had one nomination and other years we have had as many as six. The number of nominees varies by year. Rick said we have enough departments for seven or eight nominees but we never have had that many. He thinks people are paying attention to their fellow workers. Kris said it is a hard decision to pick one nominee. Lisa said she did not realize that the department head could choose not to nominate.

Mayor Sims said if we go by department we could increase the award amount so it would be more meaningful. He thinks more than one employee needs to be recognized. It was asked how the police and fire department choose their award winners. Vic's pick in his department is based on statistics. Dave Winey said the fire department votes on performance and enthusiasm. Mayor Sims said the fire department employee of the year gets \$100. Dave Winey said there is also a gift that is given to the fireman of the year, usually donated by one of their suppliers.

Valerie said the most compelling reason someone is chosen is due to the written description of what the person has done. She thinks this is what people are most often voting on. Al Acevedo said the systems get out of hand over time. He thinks it is better to have the employees voting on the employee of the year. He does not see how recognition is tied to a monetary amount that needs to be increased. He said the recognition should be sufficient. Ron Smith said he has a problem when he goes into a business and sees recognition for one person. He likes the idea of

having each department celebrate one person from their department. Rick thinks that a permanent part-time employee should be included if they work year round even if they do not work full-time hours. Lisa asked about the lifeguards as they may save a person. Ron said no, because they are seasonal employees. Ron Smith moved to have an employee of the year be selected from each department by the employees of that department and the amount be \$100 per year. This would also include permanent part-time employees placed in the different departments. Rick said the title should be changed to employee of the year rather than Mayor's exceptional worker of the year. Ken Toline seconded the motion. Adam Arthur asked in case of a tie what would happen. Mike Klaus said one solution path would be to have all employees nominate a person and the top three nominations would be voted on by all city employees. Ron does not like this as it is down to one employee being recognized. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

Adam Arthur moved to have the first reading by title only of the ordinance amending City Code Title 11, Chapter 2, Section 4, schedule of building height and lot area regulations. Ken Toline seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”. Lisa Ailport read the title of the ordinance.

Lisa Ailport said we received phase two of the National Realtors Association grant. She is asking for a motion to allow a contract with Idaho Smart Growth for \$19,180 for the bike and pedestrian plan. Phase one and phase two will get us the bike and pedestrian plan. Ron Smith moved to approve the scope of work for Idaho Smart Growth for the bike and pedestrian plan and authorize the Mayor to sign the contract in the amount of \$19,180 with Idaho Smart Growth. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

Lisa spoke of the High Five Grant funding. She said the Blue Cross Foundation is asking us to request a drawdown of funds so we will request another \$70,000. Lisa said \$60,000 will be for the pool and \$10,000 for the bike and pedestrian path. We previously received an advance of \$10,000. A portion was used for events such as the Health Fair and County Fair. Rick Alonzo moved to authorize the funding request to High Five for \$70,000. Ken Toline seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

The tree trimming contract with Kendal Deaton was requested by Mike to be tabled as he did not get the figures he was anticipating from the contractor.

Mike said we have Frontier phone service that comes through the basement to the City phones. He said we are looking at creating an internal network that will go through a switch and then to the Frontier phone system. He said we need a primary rate interface (PRI) switch that will be in the rack with the rest of our service equipment. The phones will be operated on our fiber network but the internet will not drive the phone system. The cost per month of the PRI service is about \$445 but the current bill through Frontier is \$1,000. There are two wire lines that we won't need any longer. He said there are still a few lines that we will need to keep outside the

internal network. We did not get the information from Frontier needed for a decision tonight so we will have to put this off until the next meeting.

Ron Smith moved to approve the catering permit for Ralph Lotspeich doing business as Mirror Lake Golf Course for the City Christmas party at the Fairgrounds on December 15, 2017. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

Mayor Sims said the catering for the Christmas party is less this year than what we paid in prior years. Rick Alonzo moved to increase the amount spent on door prizes for the Christmas party from \$200 to \$500 this year. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

There is no progress on the Idaho Transportation Department (ITD) maintenance agreement so this was tabled.

The salary range for the Clerk/Treasurer position advertisement was discussed. Ron Smith asked if we will advertise in-house. Mayor Sims said we will advertise through the Job Service and Association of Idaho Cities. Ron asked if we can give consideration to current employees first. They would be in the same pool as the other applicants. Ron thinks in-house employees should be given priority so they can move up. Mayor Sims said appointed positions are different than others. Mike said the Clerk/Treasurer position is one of the appointed positions. Mayor Sims said the range we considered was \$50,000 to \$60,000. Rick Alonzo moved to advertise at the Job Service for the Clerk/Treasurer position with an annual salary range of \$50,000 to \$60,000 depending on experience. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Ken Toline “yes”, Adam Arthur “yes”.

The meeting adjourned at 8:04 p.m.

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David Sims, Mayor

Attest:

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Kris Larson, City Clerk