

## **Welcome to tonight's City Council meeting!**

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council. Special accommodations to see, hear, or participate in the public meeting should be made at City Hall within two days of the public meeting.

### **Vision Statement**

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life. We are an inclusive city that welcomes all people, regardless of race, religion, color, national origin, sex, age, disability, sexual orientation, or gender identity and encourages their participation in city government and city programs.

### **AGENDA CITY COUNCIL MEETING Bonners Ferry City Hall 7232 Main Street 267-3105 December 3, 2019 6:00 pm**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENTS**

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

### **REPORTS**

Police/Fire/City Administrator/City Engineer/Economic Development Coordinator/Urban Renewal District/SPOT

### **CONSENT AGENDA – {action item}**

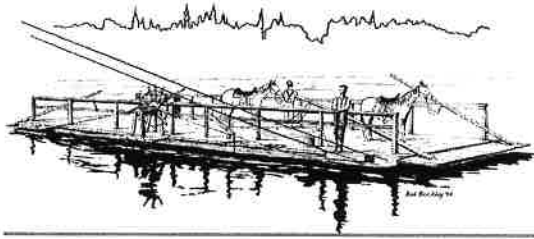
1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the November 19, 2019 Council meeting minutes, November 26, 2019 Special Council meeting minutes

### **OLD BUSINESS**

### **NEW BUSINESS**

4. Water – Consider Water Repayment Acceleration to the Electric Department (attachment) {action item}
5. Sewer – Consider Additional Payment to KG & T Septic for Sewer Main Work near Camas Street (attachment) {action item}
6. Electric – Consider Pay Request from C.E. Kramer for the Hydro Project (attachment) {action item}
7. Electric – Consider Soliciting Bids for Electric Vehicle Charging Stations (attachment) {action item}
8. Electric – Consider Bonneville Power Administration 2019-2021 Energy Efficiency Incentive Program (attachment) {action item}
9. Golf – Consider Additional Payment to Elite Roofing for the Clubhouse Roof (attachment) {action item}
10. Pool – Consider Daily Rates for 2020 Season (attachment) {action item}
11. Planning and Zoning – Consider Reappointing Planning and Zoning Commissioners Sue Larson and Chris Rawlings for four year terms {action item}

### **ADJOURNMENT**



## CITY OF BONNERS FERRY

7232 Main Street  
P.O. Box 149  
Bonners Ferry, Idaho 83805  
Phone: 208-267-3105 Fax: 208-267-4375

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**TO:** Mayor and City Council

**FROM:** David Sims

**DATE:** November 28, 2019

**RE:** **Consider accelerating the loan repayment from Water Dept. to Electric Dept.**

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The Water Department borrowed the funds to complete the new north side tank from the Electric Department. The remaining balance on the loan is \$752,728.00, there are seven payments of \$110,000.00, and one payment of \$82,890.00 remaining.

According to the FCS analysis of the financial needs of the Electric Department, future rate increases will largely be driven by the need to keep the reserve balance above a certain minimum level. One way to decrease the need for rate increases over the next several years is to accelerate the Water Department loan repayment schedule. I am suggesting that the council consider increasing the payments from the Water Department to pay the loan off in four years instead of eight years. The new payments will be \$202,504.00. At this time, the Water Department has the income and reserve funds to make the larger payments.



# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

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Date: November 27, 2019  
To: City Council  
From: Mike Klaus, City Engineer  
Subject: **KG&T Septic - Camas Street Sewer Replacement - Additional Cost**

KG&T Septic has completed work to replace 800 feet of sewer main near Camas Street on the northside. The amount approved by the Council for this project was \$18,100. The invoiced amount is \$18,371.00, or \$271.00 more than approved by Council. The extra costs were for parts that the City was unable to provide at the time KG&T needed them to complete the project.

I request that the Council approve the additional project cost of \$271.00, and authorize staff to pay that additional amount.

Please let me know if you have any questions.

Thank you,

Mike

KG & T SEPTIC INC.  
172 SUNRISE ROAD  
BONNERS FERRY, ID 83805

Invoice

Invoice #: 15061  
Invoice Date: 11/14/2019  
Due Date: 11/29/2019

**Bill To:**  
CITY OF BONNERS FERRY  
PO BOX 149  
BONNERS FERRY, ID 83805

P.O. Number:

| Description  | Hours/Qty | Rate              | Amount            |
|--|-----------|-------------------|-------------------|
| Excavation and labor to replace approximately 800 feet of sewer line. No materials or asphalt is included in this price. |           | 18,100.00         | 18100.00 Pd.      |
| Materials provided by KG&T   |           | <del>271.00</del> | <del>271.00</del> |

Thank you for your business!

**Total** \$18,371.00

**Payments/Credits** \$0.00

**Balance Due** \$18,371.00



# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

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Date: November 27, 2019  
To: City Council  
From: Mike Klaus, City Engineer  
Subject: **Moyie Hydro - Penstock Repair - C.E. Kramer Pay Application**

C.E. Kramer completed contract work for the Penstock Repair Project on November 23, 2019. The project was successfully completed and I recommend payment of \$208,000.00 to C.E. Kramer based on the Contract Documents for this project. The original contract price of \$220,000 included \$12,000 for project standby time that was not needed by the Contractor.

I was unable to reach the Contractor prior to this memo to confirm that no standby time was used. If I am able to confirm that standby time was needed by the contractor, prior to the Council meeting, I will provide a revised payment recommendation during the meeting.

I recommend that the City Council approve the payment of \$208,000.00 to C.E. Kramer for completion of the project.

Thank you,

Mike



**C.E. KRAMER**  
CRANE & CONTRACTING, INC.

City of Bonners Ferry  
7232 Main Street  
P.O. Box 149  
Bonners Ferry, ID 83805

11/25/19

Attn: Mike Klaus

Re: Moyie Dam Penstock Valve Stem Repair Project

Subject: Project Report

- 1) CE Kramer Crane and Contracting Mobilization November 5<sup>th</sup> thru 11<sup>th</sup>.
  - Assembled barge and loaded 75 ton crane at the boat launch.
  - Moved the barge down river to the dam with the assistance of CEK provided work boat.
- 2) Excavation with clam shell bucket at the Lower Level Outlet November 12<sup>th</sup> and 13<sup>th</sup>.
  - Excavated approximately 200 cu yards.
- 3) AUS mobilization and dredging at Lower Level Outlet November 14<sup>th</sup> thru 19<sup>th</sup>.
- 4) CE Kramer with the assistance from AUS removed the damaged stem and two existing couplings from the power generation penstock on November 19<sup>th</sup>. CE Kramer resumed excavation with clam shell bucket.
  - Excavated approximately 50 cu yards.
- 5) AUS power washed trash rack guides, Lower Level Outlet gate and stem and installed trash racks with assistance from CE Kramer on November 19<sup>th</sup> and 20<sup>th</sup>.
- 6) CE Kramer and AUS installed new valve stem, couplings, valve stem guide with all new stainless steel hardware on November 21<sup>st</sup>. AUS demobilized.
- 7) CE Kramer demobilized November 21<sup>st</sup> thru 23<sup>rd</sup>.

As of November 25, 2019 CE Kramer has its 75 ton crawler crane still onsite. The original schedule had demobilization of the crane for December 4. We are working on rescheduling for an earlier demob.

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495670 Hwy 95 • Naples, ID 83847 • Marina 46820 • Hwy 200 • East Hope, ID • 208-267-2464 • FAX 208-267-2464



**C.E. KRAMER**  
CRANE & CONTRACTING, INC.

November 25, 2019

City of Bonners Ferry  
7232 Main Street  
P.O. Box 149  
Bonners Ferry, Idaho 83805

**Attn: City Clerk**

**Re: Moyle Dam Penstock Valve Stem Repair Project**

**Subject: Pay Estimate #1 and Final**

**Inv. 112519**

| Item  | Total                 |
|---|-----------------------|
| 1. Completed tasks for the above mentioned project<br>As per contract<br>Award date October 3, 2019<br>Completion date 11/25/2019 | \$220,000.00<br>===== |

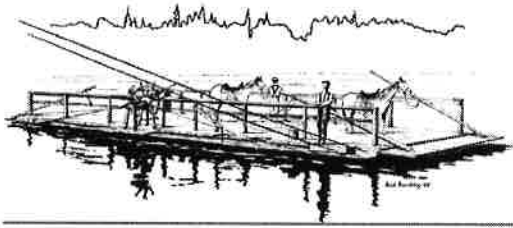
Thank you for the work and I hope you find all to be satisfactory.

Sincerely,

  
Charlie Kramer

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**TO:** Mayor and City Council

**FROM:** Lisa Ailport, City Administrator *LMA*

**DATE:** November 27, 2019

**RE:** Solicit Bids for Electrical Vehicle Charging Station

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While the staff waits to hear from back from Idaho Department of Environmental Quality on the acceptance of the grant through the Trust, I would like to solicit bids for Electrical Vehicle Charging stations from vendors in accordance with the Idaho purchasing process. It is anticipated that the cost of the unit and support will exceed \$50,000.00 and therefore adherence to this is mandatory.

Staff would like authority to advertise for the electrical vehicle charging station and associated support and to bring back the low bid in accordance with the Idaho Purchasing process.

Please let me know if you have any questions.





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**TO:** Mayor and City Council

**FROM:** Lisa Ailport, City Administrator *LMA*

**DATE:** November 27, 2019

**RE:** **BPA 2019/2021 Energy Efficiency Incentive (EEI) Program**

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The new EEI period with BPA started on October 1, 2019 and will extend until September 30, 2021. Our new Energy Efficiency dollars for this time period total \$103,034.87, of which 30%, or \$30,910.46, of this can be used as supporting dollars for staff to administer the program.

Last rate period Council provided Staff with direction on investing in projects that updated lighting for government buildings and infrastructure. Staff accomplished this by spending our EEI on city street lighting, the county sheriff office, city hall and the underpass/tunnel. Additionally, we were also able to send out two residential lighting kits to our customers.

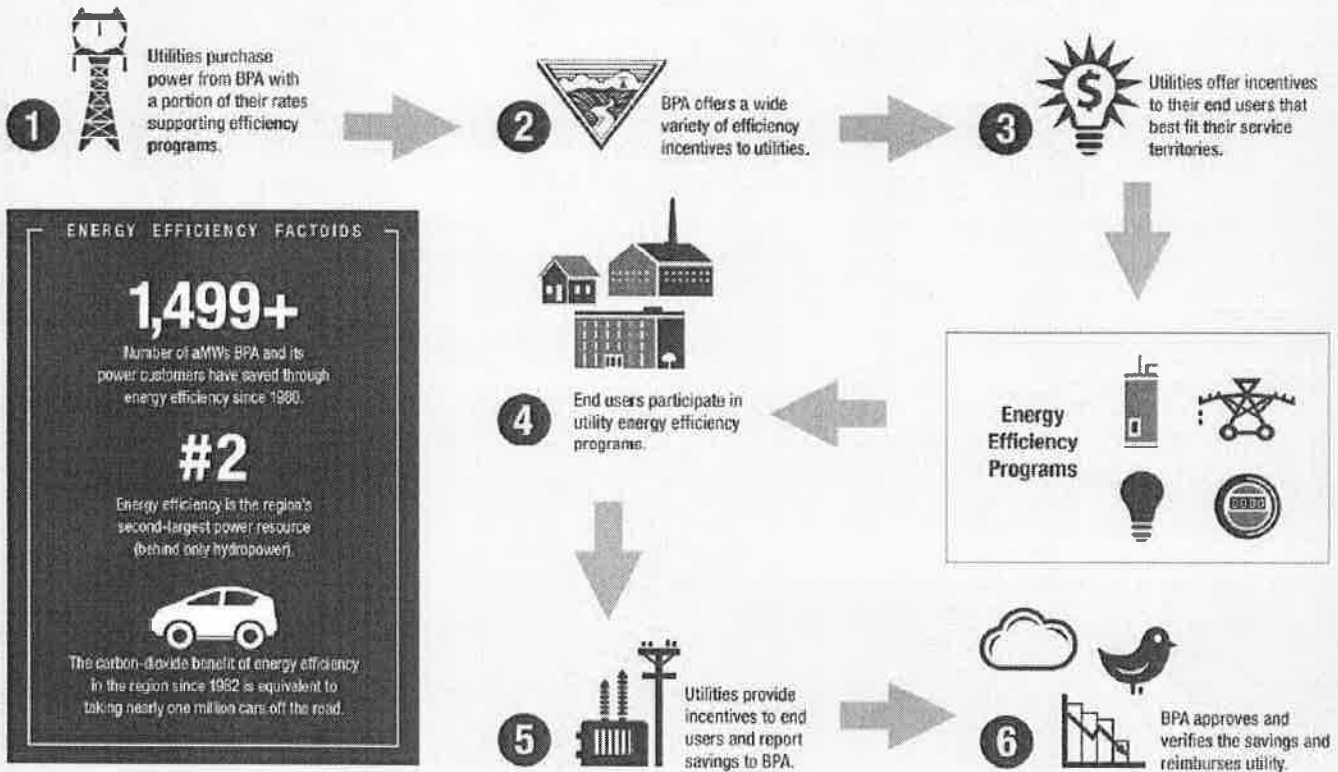
With the new EEI program now started, it is staff's recommendation that we focus our EEI dollars on supporting energy efficiencies to our larger energy consumers. This would allow those larger energy consumers to look at ways to offset costs associated with the recent electrical increase with updates to their productions that result in better and more energy efficient systems.

We have already begun discussions with some customers on the opportunities these dollars can provide and the interest is there from the businesses to find incentives that will reduce their overall electric bills.

Should Council want more time to consider options for running the EEI program with the City, please let me know and I will pursue programs that align with the interest of the Council. However, should Council consider the direction supported by staff, we will begin working with our larger customers immediately.

Please let me know if you have any questions.

# How BPA and its customers acquire energy efficiency.



## Lisa Ailport

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**From:** Villalobos, Daniel P (BPA) - PEJB-MEAD-GOB [dpvillalobos@bpa.gov]  
**Sent:** Friday, November 15, 2019 11:42 AM  
**To:** Mike Klaus; Lisa Ailport  
**Cc:** Normandeau, Mike (BPA) - PSE-RONAN; Conley, Mick E (BPA) - PEK-MEAD-GOB  
**Subject:** Bonners Ferry's FY 2020-2021 Implementation Budget, ECA 17ES-11444

Dear ~~Mike~~ Klaus,

Your Energy Conservation Agreement (ECA) no longer contains your Implementation Budget (formerly reflected in Exhibit A). Instead, the ECA directs BPA to communicate budgets to include any Rollover amount by November 15<sup>th</sup> of each new rate period.

This email provides the revised Implementation Budget for FY 2020-2021 to incorporate Rollover from FY 2018-2019 and any budget transfers effective on or after October 1, 2019 (see Table 1 below). The Rollover Amount is the amount of any remaining Implementation Budget from the previous rate period up to the greater of 10 percent or \$50,000 of your Initial FY 2018-2019 Implementation Budget.

**Table 1. Bonners Ferry's FY 2020-2021 Implementation Budget**

| <b>Bonners Ferry, City of</b>                        | <b>Amount in Dollars <sup>1,2</sup></b> |
|--|---|
| FY20 Implementation Budget                           | \$51,561.37                             |
| FY21 Implementation Budget                           | \$51,331.74                             |
| Initial Implementation Budget                        | <b>\$102,893.11</b>                     |
| Rollover Amount from FY 2018-2019                    | \$141.76                                |
| <b>Total Rate Period Implementation Budget (EEI)</b> | <b>\$103,034.87</b>                     |

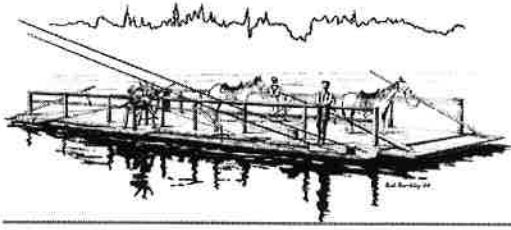
<sup>1</sup> Any amounts subtracted from the Implementation Budget are displayed in parentheses.  
<sup>2</sup> Bilateral Transfers completed by 11/6/2019 are included.

If you have any questions, please let me know.

Best Regards,

Dan Villalobos

*DANIEL P VILLALOBOS*  
*BONNEVILLE POWER ADMINISTRATION*  
Public Utilities Specialist | PEJB - Mead  
Energy Efficiency Representative  
509.822.4585 | PO BOX 789 Mead, WA 99201



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**FROM:** Lisa Ailport, City Administrator *LMA*

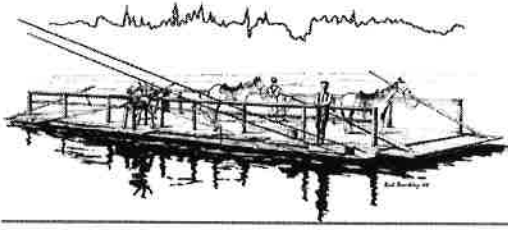
**DATE:** November 27, 2019

**RE:** Golf Course Roof- request for Contract Amount Amendment

Elite Roofing finished construction on the Golf Course roof the week of November 18<sup>th</sup>. After construction was over, the Contractor billed us for extra materials that were needed to cover the electrical conduit discovered on top of the roof. The extra materials came to \$823.00. This amount was not initially covered in the original approval.

I am asking council to authorize payment to Elite Roofing for the additional \$823.00 to cover the cost of the additional roofing material. The total cost for the roof, if approved would be \$34,870.00.

Please let me know if you have any questions.



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**TO:** Mayor and City Council

**FROM:** Lisa Ailport, City Administrator *LMA*

**DATE:** November 27, 2019

**RE:** Consider City Pool Daily Rates for 2020 Season

Staff would like to propose to City Council a way to eliminate the daily rate fee for the City pool during operating hours. It is my recommendation we could eliminate a guard position by simply eliminating the need to take in daily pool rates.

As the pool is ran now, when fully operational, we have three guard stands that are rotated by the guards. According to the American Red Cross, guards are required to have a schedule break every hour for a minimum of 15 minutes. This is in order to reduce fatigue and insure alertness by the guards.

With the need to take in fees at the gate, the head lifeguard has structured the guard rotation and break time around having three (3) fifteen minute stand times, followed by a 15 minute gate time and then a 15 minute break time in the guard shack.

Essentially, the city is paying for a guard to sit at the gate and take monies from daily swimmers.

When reviewing our income and expense revenues, it appears that the cost to have a guard sit at the gate is close to equivalent to the income we receive by the daily rate payers. While each year is different, last year for example we took in just over \$5,000.00 in daily rate fees and we paid out an average of \$3,000.00 per guard. We had 10 guards on staff last season. The previous year we took in around \$4,000 in daily rate income and paid out an average of \$2,300.00 per guard. Staff is not suggesting any other changes to pool rates.

By eliminating the daily rates we are encouraging use of this community park for the 8-10 weeks that it is open. I hope that council will consider this proposal or direct staff to bring back any other ideas for reducing or eliminating the daily rate fee at the pool.

Please let me know if you have any questions.